

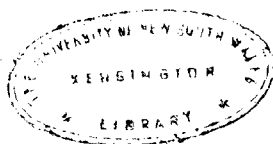
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# BOARD OF VOCATIONAL STUDIES

1969 HANDBOOK







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BOARD OF VOCATIONAL STUDIES  
1969 HANDBOOK  
FIFTY CENTS

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THE UNIVERSITY OF NEW SOUTH WALES  
P.O. Box 1, Kensington, N.S.W. 2033  
Phone: 663 0351

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## TABLE OF CONTENTS

<b>INTRODUCTION</b> .....	<b>5</b>
<b>CALENDAR OF DATES</b> .....	<b>6</b>
<b>STAFF</b> .....	<b>8</b>
<b>GENERAL INFORMATION</b>	
Admissions Office .....	10
Requirements for Admission .....	11
Matriculation Requirements .....	12
Enrolment Procedure .....	16
Fees .....	20
<b>RULES RELATING TO STUDENTS</b>	
General Conduct .....	27
Attendance at Classes .....	27
Changes in Course Programmes .....	28
Restriction Upon Students Re-enrolling .....	28
Re-admission after Exclusion .....	31
Annual Examinations .....	31
<b>STUDENT SERVICES</b>	
The Library .....	32
The University Union .....	32
Student Accommodation .....	32
Student Counselling & Research Unit .....	33
Student Amenities Unit .....	33
Student Employment Unit .....	33
Student Health Unit .....	33
Chaplaincy Service .....	33
Student Loan Fund .....	34
University Co-operative Bookshop .....	34
<b>STUDENT ACTIVITIES</b> .....	<b>35</b>
Social Work Students Assistance Fund .....	35

SCHOLARSHIPS	36
OUTLINES OF COURSES	
Bachelor of Science (Education) course	39
Diploma in Education	41
Bachelor in Hospital Administration	44
Master of Hospital Administration	46
Industrial Arts Degree Courses (B.Sc. and B.Sc.(Tech.))	50
Industrial Design Graduate Course	56
Bachelor of Social Work	57
Sheep and Wool Technology (Education Option)	62
DESCRIPTIONS OF SUBJECTS AND READING LISTS	66

## INTRODUCTION

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The Board of Vocational Studies was appointed for the purpose of supervising the teaching and examination of subjects which are primarily concerned with vocational training and which do not lend themselves to incorporation into the existing Faculty structure. The Board has similar functions to a Faculty, and reports to the Professorial Board.

The Board governs courses conducted by the School of Education (Graduate Diploma in Education course); the School of Hospital Administration (Bachelor, and Master of Hospital Administration courses); the School of Social Work (Bachelor of Social Work); the School of Wool and Pastoral Sciences (Sheep and Wool Technology (Education Option) course); the Department of Industrial Arts (course in Industrial Arts and Graduate Diploma course in Industrial Design). It is also responsible for the Bachelor of Science (Education) Course which will be introduced in 1969 for the first time.

Certain Schools have a dual responsibility e.g. the School of Education is responsible for the Master of Education course in the Faculty of Arts, and the School of Wool and Pastoral Sciences for the undergraduate and graduate courses in Wool Technology in the Faculty of Applied Science.

The present membership of the Board of Vocational Studies comprises:

Professor A. H. Willis, Pro-Vice-Chancellor (Chairman).

Deans of the Faculties of Engineering, Science, Arts, Architecture, Commerce and Applied Science.

Heads of the Schools of Applied Psychology, Education, Hospital Administration, Social Work, Sociology, and Wool and Pastoral Sciences.

Head of the Departments of Industrial Arts.

Principal of the Alexander Mackie Teachers' College.

The Registrar.

Three members elected by the Professorial Board.

Such other persons as the Board may co-opt.

# CALENDAR OF DATES FOR 1969

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Term 1: March 3 to May 17

Term 2: June 2 to August 9

Term 3: September 1 to November 1

## JANUARY

- Monday, 20 Last day for acceptance of applications to enrol by new students and students repeating first year
- Tuesday, 28 to  
Saturday, Feb. 8 Deferred examinations

## FEBRUARY

- Monday, 17 Enrolment week commences for new students and students repeating first year
- Monday, 24 Enrolment week commences for students re-enrolling (second and later years)  
Dip. Ed. students enrol

## MARCH

- Monday, 3 First term lectures commence
- Friday, 14 Last day of enrolment for new students (late fee payable)
- Friday, 28 Last day for later year enrolments (late fee payable)

## APRIL

- Friday, 4 to  
Monday, 7 Easter
- Friday, 25 Anzac Day—Public Holiday

## MAY

- Saturday, 17 First term ends

## JUNE

- Monday, 2 to  
Friday, 27 Practice teaching (1st session)—Dip. Ed. students only
- Monday, 2 Second term commences
- Monday, 16 Queen's Birthday—Public Holiday
- Friday, 27 Last day for acceptance of applications for re-admission after exclusion under rules governing re-enrolment

**JULY**

Tuesday, 1	Foundation Day
Friday, 18	Last day for acceptance of corrected enrolment details forms

**AUGUST**

Saturday, 9	Second term ends, except for Dip. Ed. students
Saturday, 16	Second term ends—Dip. Ed. students

**SEPTEMBER**

Monday, 1	Third terms commences, except for Dip. Ed. students
Monday, 8	Third term commences—Dip. Ed. students only

**OCTOBER**

Monday, 6	Eight-Hour Day—Public Holiday
Friday, 31	Third term lectures cease—Dip. Ed. students only

**NOVEMBER**

Saturday, 1 to	
Saturday, 8	Examinations—Dip. Ed. students only
Saturday, 1	Third term lectures cease
Saturday, 8 to	
Saturday, 29	Examinations (30-week courses)
Monday, 10 to	
Wednesday, Dec. 10	Practice teaching (2nd session)—Dip. Ed. students only

**1970**

Term 1: March 2 to May 16  
 Term 2: June 1 to August 8  
 Term 3: August 31 to October 31

**JANUARY**

Tuesday, 27 to	
Saturday, Feb. 7	Deferred examinations

**FEBRUARY**

Monday, 16	Enrolment week commences for new students and students repeating first year
Monday, 23	Enrolment week commences for students re-enrolling (second and later years)

**MARCH**

Monday, 2	First term lectures commence
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# BOARD OF VOCATIONAL STUDIES

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*Chairman*—Professor A. H. Willis

## SCHOOL OF EDUCATION

*Professor of Education and Head of School*

J. J. Pratt, BA Qld., BED Melb., FACE

*Senior Lecturer*

L. M. Brown, MA MEd Syd., PhD Lond.

*Lecturers*

C. J. Field, MA Syd., DPE

J. O. Miller, BA MEd Syd., EdD Oregon

Mrs. Shirley L. Smith, BA PhD Syd.

## SCHOOL OF HOSPITAL ADMINISTRATION

*Professor of Hospital Administration and Head of School*

J. R. Griffith, MA BLitt Oxon., AHA

*Professor of Hospital Administration*

G. R. Palmer, BSc Melb., MEc Syd., PhD Lond.

*Senior Lecturers*

J. C. H. Dewdney, BA MB BS Melb., DPH Lond.

R. C. Gillam, BA Syd., LittB DipEdAdmin N.E., AHA

*Lecturers*

C. Grant, MA Oxon.

B. L. Marsh, BEc Syd., AASA

W. J. Penfold, BA Melb., LLB N.Z.

*Tutor*

Mrs. Audrey Ferguson, BA DipSocStud Syd.

*Honorary Associates*

D. M. Storey, MB BS Syd., FHA

R. L. Thomas, BCom Melb., FHA, FCIS, AASA

## DEPARTMENT OF INDUSTRIAL ARTS

*Associate Professor*

L. M. Haynes, BA MEd Syd., FAIM, ABPsS, MACE

*Lecturers*

K. A. Lodge, BE Syd., AIAAE

O. C. McMichael, MSc N.S.W., ASTC

*Senior Instructor*

H. E. Larsen, Dip(Copenhagen)

*Teaching Fellow*

T. D. Kirk, BSc N.S.W.

*Professional Officer*

Janice M. Waddell, BA Melb.

## SCHOOL OF SOCIAL WORK

*Professor and Head of School*

R. J. Lawrence, BA DipSocSci Adel., MA Oxon., PhD A.N.U.

*Senior Lecturer*

G. Audrey Rennison, MA Cantab., CertSocSci &amp; Admin. L.S.E.

*Lecturers*

Mrs. Kathleen Colby, BA DipSocStud Melb., MS Col.

M. R. McCouat, BSocStud Qld.

P. A. Vinson, BA DipSocStud Syd., MA DipSoc N.S.W.

*Instructors*

Mrs. Claire Bunday, DipSocStud Syd.

Mrs. Julia Moore, DipSocStud Syd.

## SCHOOL OF WOOL AND PASTORAL SCIENCES

*Professor of Wool Technology and Head of School*P. R. McMahon, MAgrSc N.Z., PhD Leeds, ARIC, ARACI,  
MAIAS*Associate Professors of Wool Technology*

I. L. Johnstone, BVSc Syd., MAIAS

W. R. McManus, BScAgr Syd., PhD N.S.W., MAIAS

*Administrative Assistant*

J. E. Lawrence

*Senior Lecturers*

J. D. McFarlane, BScAgr DipEd Syd., MSc N.S.W., MAIAS

E. M. Roberts, MAgrSc N.Z., PhD N.S.W., MAIAS

K. J. Whiteley, BSc N.S.W. PhD Leeds, MAIAS

*Lecturers*

C. L. Goldstone, BAggrSc N.Z., RCA (N.Z.), MAIAS

J. W. James, BA Qld.

J. P. Kennedy, MSc N.S.W., BSc Oxon., MAIAS

*Teaching Fellow*

J. B. Sherman, BSc Glas., DRC

*Tutor Demonstrator*

Jean J. Carter, MSc Syd.

*Senior Instructors*

J. R. Paynter

R. E. Sallaway

*Professional Officers*

A. Trounson, BSc N.S.W.

G. Hayes, BAggrSc Melb.

# GENERAL INFORMATION

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## ADMISSIONS OFFICE

The Admissions Office which is located in the Chancellery on the upper campus provides intending students (both local and overseas) with information regarding courses, admission requirements, scholarships and enrolment. Office hours are from 9.00 a.m. to 1.00 p.m. and 2.00 p.m. to 5.00 p.m. Monday to Friday and an evening service is provided during the enrolment period.

Applications for special admission, admission with advanced standing and from persons relying for admission on overseas qualifications should be lodged with the Admissions Office. The Office also receives applications from students who wish to transfer from one course to another, resume their studies after an absence of twelve months or more, or seek any concession in relation to a course in which they are enrolled. It is essential that the closing dates for lodgment of applications are adhered to, and, for further details the sections on "Rules Relating to Students" and "Enrolment Procedure for Undergraduate Courses" should be consulted.

Applications for admission to undergraduate courses from students who do not satisfy the requirements for admission (see section on "Requirements for Admission"), from students seeking admission with advanced standing, and from students who have had a record of failure at another university, are referred by the Admissions Office to the Admissions Committee of the Professorial Board.

Students seeking to register as higher degree candidates should discuss their proposals initially with the Head of the School in which they wish to register. An application is then lodged on a standard form and the Admissions Office, after obtaining a recommendation from the Head of the School, refers the application to the appropriate Faculty or Board of Studies Higher Degree Committee.

Details of the procedure to be followed by students seeking entry to first year courses at the University may be obtained from the Admissions Office or the Metropolitan Universities Admissions Centre.

Persons seeking entry to first year courses in one or more of the three Universities in the Sydney Metropolitan Area (Mac-



quarie University, The University of New South Wales and the University of Sydney) are required to lodge a single application form with the Metropolitan Universities Admissions Centre, First Floor, Crystal Palace Arcade, 590 George Street (near Town Hall), Sydney (P.O. Box 7049 G.P.O. Sydney, 2001). On the application form provision is made for applicants to indicate preferences for courses available in any of the three Universities. Students are notified individually of the result of their applications and provided with information regarding the procedures to be followed in order to accept the offer of a place at this University and complete their enrolment at the Enrolment Bureau, Unisearch House, 221 Anzac Parade, Kensington.

*Bachelor of Social Work*—Since personal qualities are of particular significance in the practice of social work, it has been found useful for intending students to be interviewed by a member of staff in the School of Social Work prior to final enrolment. Prospective applicants are encouraged to make an appointment for an interview as soon as possible after finishing the examination at which they hope to qualify for matriculation.

Matriculation requirements are the same as for the Faculty of Arts. There are no special age requirements, but maturity is taken into consideration before a student may undertake field work.

## REQUIREMENTS FOR ADMISSION

A person who seeks to become a candidate for any degree of Bachelor of the University must first have qualified for matriculation and have satisfied the requirements for admission to the particular Faculty, course or subject chosen.

It should be noted that compliance with these conditions does not in itself entitle a candidate to enter upon a course. While it is the policy of the University to endeavour to admit all properly qualified applicants who have lodged applications by the appropriate closing date, it may be necessary at times to restrict the entry to one or more faculties because of lack of facilities.\*

A candidate who has satisfied the conditions for matriculation and for admission to a course of study shall be classed as a "matriculated student" of the University, after enrolment.

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\* *Note:* Facilities available to the University are likely to cause restrictions in 1969 on entry to the Faculties of Architecture, Arts, Commerce and Medicine.

A person who has satisfactorily met the conditions for admission may be provided with a statement to that effect on the payment of the prescribed fee.

## SECTION A

### GENERAL MATRICULATION AND ADMISSION REQUIREMENTS

(for entry to the University in 1969 and until further notice)

1. A candidate may qualify for matriculation by attaining in recognised matriculation subjects at one New South Wales Higher School Certificate Examination or at one University of Sydney Matriculation Examination a level of performance determined by the Professorial Board from time to time.
2. The level of performance required to qualify for matriculation shall be
  - (a) passes in at least five recognised matriculation subjects, one of which shall be English and three of which shall be at Level 2 or higher;  
and
  - (b) the attainment of an aggregate of marks, as specified by the Professorial Board, in not more than five recognised matriculation subjects, such marks being co-ordinated in a manner approved by the Board.
3. The following subjects, and such other subjects as may be approved by the Professorial Board from time to time, shall be recognised matriculation subjects:—
 

English	Greek	Chinese
Mathematics	Latin	Japanese
Science	French	Hebrew
Agriculture	German	Dutch
Modern History	Italian	Art
Ancient History	Bahasa Indonesia	Music
Geography	Spanish	Industrial Arts
Economics	Russian	
4. A candidate who has qualified to matriculate in accordance with the provisions of Clauses 1, 2 and 3 may be admitted to a particular Faculty, Course or Subject provided that:—

- (a) his qualification includes a pass at the level indicated in the subject or subjects specified in Schedule A as Faculty, Course or Subject Pre-Requisites;  
or
  - (b) the requirements regarding these particular Faculty, Course or Subject Pre-Requisites, as specified in Schedule A, have been met at a separate Higher School Certificate or University of Sydney Matriculation Examination.
5. Notwithstanding any of the provisions of Clauses 1 to 4, the Professorial Board may grant matriculation status to any candidate at the Higher School Certificate or University of Sydney Matriculation Examination who has reached an acceptable standard and may admit him to any Faculty, Course or Subject.

#### NOTE

1. For the purposes of clause 2(a), Mathematics and Science BOTH PASSED at First Level or Second Level Full Course shall together count as three subjects.
2. For the purposes of clause 2(b), Mathematics and Science TAKEN either singly or together at First Level or Second Level Full Course shall each count as one and one half subjects.



SUBJECT	SUBJECT PRE-REQUISITES
1.011—Higher Physics I 1.001—Physics I 1.041—Physics IC	As for Faculty of Science
2.011—Higher Chemistry I 2.001—Chemistry I 17.001—General and Human Biology 25.001—Geology I	Science at Level 2S or higher
10.011—Higher Mathematics I	Mathematics at Level 2F or higher
10.001—Mathematics I	Either Mathematics at Level 2F or higher OR Mathematics at Level 2S, provided that the candidate's performance in the subject and his general level of attainment are at standards acceptable to the Professorial Board.
10.021—Mathematics IT	Mathematics at Level 2S or higher
15.102—Economics II	As for Faculty of Commerce
50.111—English 51.111—History I	English at Level 2 or higher
56.111—French I	French at Level 2 or higher
59.111—Russian I	Russian at Level 2 or higher
64.111—German I	German at Level 2 or higher
65.111—Spanish I	Spanish at Level 2 or higher
59.001—Russian IZ 64.001—German IZ 65.001—Spanish IZ	A foreign language, other than that in which enrolment is sought, at Level 2 or higher

## ENROLMENT PROCEDURE

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Before enrolling in any of the courses supervised by the Board of Vocational Studies, intending students should contact the School or Department concerned.

### UNDERGRADUATE COURSES

#### FIRST ENROLMENTS:

##### *Students with Overseas Entry Qualifications*

Overseas students and Australian Residents relying for admission on overseas qualifications must lodge an application for enrolment prior to 1st October of the year preceding that in which admission is sought.

##### *Local and Interstate Residents*

(a) Australian Residents including students transferring from one course to another or from another University who have undertaken qualifying examinations in 1968 must lodge an application for enrolment by 20th January, 1969.

(b) Australian Residents already qualified for admission and students wishing to resume University studies must apply for enrolment by the 30th November, 1968.

##### *First Year Repeat Students*

First year students who fail all subjects at the annual examinations and who are not granted any deferred examinations must apply for re-enrolment to the Admissions Office by 20th January, 1969.

Application forms for enrolment and details of the application procedures may be obtained on application to the Registrar, P.O. Box 1, Kensington 2033.

Students in the above categories whose applications for enrolment are accepted will be required to complete their enrolment at a specified appointment time before the start of first term. Fees must be paid on the day of the appointment. However, in special circumstances and provided class places are still available students may be allowed to complete their enrolment after the prescribed week subject to the payment of a late fee.

**LATER YEAR ENROLMENTS****Social Work Course (B.Soc.Wk.)**

Before the end of third term, each student must obtain an enrolment form UE3 and form Social Work/69 and attached instruction sheet. After notification of the annual examination results, the student should set out a proposed programme for 1969 on form Social Work/69 and forward or deliver this, together with completed enrolment form UE3 to reach the Head of the School of Social Work not later than Monday, 20th January, 1969.

All students, except those classified as First Enrolments (as noted above), must collect their enrolment form, which will contain the authorized programme for 1969, from the Seminar Room, New Social Work Hut, Western Campus, opposite High Street in accordance with the following timetable.

Students whose surnames have initial letter from "A" to "C"	Tuesday, 25th February, 9.30 a.m. to 12.30 p.m.
Students whose surnames have initial letter from "D" to "G"	Tuesday, 25th February, 2.00 p.m. to 4.30 p.m.
Students whose surnames have initial letter from "H" to "K"	Wednesday, 26th February, 9.30 a.m. to 12.30 p.m.
Students whose surnames have initial letter from "L" to "O"	Wednesday, 26th February, 2.00 p.m. to 4.30 p.m.
Students whose surnames have initial letter from "P" to "S"	Thursday, 27th February, 9.30 a.m. to 12.30 p.m.
Students whose surnames have initial letter from "T" to "Z"	Thursday, 27th February, 2.00 p.m. to 4.30 p.m.
New Students with Advanced Standing	Friday, 28th February, 2.00 p.m. to 4.00 p.m.

**Industrial Arts Course (B.Sc. and B.Sc.(Tech.))**

Students in the B.Sc. or B.Sc.(Tech.) degree course in Industrial Arts should attend for re-enrolment in Hut 1 on the western side of Anzac Parade, as follows:

Full-time Students all Years

Monday,  
24th February,  
10.00 a.m. to 12 noon;  
and 2.00 p.m. to  
7.00 p.m.

Part-time Students all Stages

Monday,  
24th February,  
2.00 p.m. to 7.00 p.m.

## POSTGRADUATE COURSES

**Diploma in Education**

The School will advise students of the re-enrolment arrangements.

**Graduate Diploma in Industrial Design**

Students wishing to enrol in the Graduate Diploma Course in Industrial Design are required to apply for admission on the appropriate form to the Registrar at least two full calendar months before the commencement of the course.

They will then be notified by letter whether they are eligible to enrol and will be required to complete their enrolment at Hut 1, Western Grounds Area on Friday, 28th February, 2.00 p.m. to 5.00 p.m. and 6.00 p.m. to 8.00 p.m.

**Master of Hospital Administration**

Students in this course enrol as follows:—

Room 320, John Goodsell	Friday, 28th February,
(Commerce) Building	2.00 p.m. to 5.00 p.m.

## ENROLMENT IN MISCELLANEOUS SUBJECTS

Students may be accepted for enrolment in miscellaneous subjects provided the University considers that the subject/s will be of benefit to the student and there is accommodation available. Only in exceptional circumstances will subjects taken in this way count towards a degree or diploma.

Students seeking to enrol in miscellaneous subjects should obtain a letter of approval from the Head of the appropriate School or his representative permitting them to enrol in the subject concerned. The letter should be given to the enrolling officer at the time of enrolment. *Where a student is under exclusion he may not be enrolled in miscellaneous subjects unless given approval by the Professorial Board.*

## UNIVERSITY UNION CARD

All students other than miscellaneous students are issued with a University Union membership card. *This card must be carried during attendance at the University and shown on request.*

The number appearing on the front of the card in the space at the top righthand corner is the student registration number used in the University's records. *This number should be quoted in all correspondence.*



The card must be presented when borrowing from the University libraries, when applying for Travel Concessions and when notifying a change of address. It must also be presented when paying fees on re-enrolment each year when it will be made valid for the year and returned. Failure to present the card could result in some inconvenience in completing re-enrolment.

A student who loses a Union Card must notify the University Union as soon as possible.

*New Students* will be issued with University Union Cards by mail to their term address as soon as possible after fee payment. In the meantime, the fees receipt form should be carried during attendance at the University and shown on request. If the Union card is not received within three weeks of fee payment the University Union should be notified.

# FEES

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## UNDERGRADUATE FEES

### **(a) Degree Courses in Industrial Arts, Sheep and Wool Technology (Education Option), and Bachelor of Science (Education) course.**

For the purpose of fee determination assessment is on a term basis.

A full-time course fee will be charged for any term where more than 15 hours' per week instruction, etc., is involved.

- (i) Full-time Course Fee (more than 15 hours' attendance per week)—\$110 per term.

In courses in which the Third Term is limited to five weeks of formal studies the fee for this term is \$55.

- (ii) Part-time Course Fee—over 6 hours' and up to 15 hours' attendance per week—\$55 per term.

- (iii) Part-time Course Fee—6 hours' or less attendance per week—\$28 per term.

- (iv) Course Continuation Fee—A fee per annum of \$23 (no term payment) is payable by:

Category (a) students who have once been enrolled for a thesis and have only that requirement outstanding, or

Category (b) students given special permission to take annual examinations without attendance at the University. (Students in this category are not required to pay the subscriptions to the University Union, the Students' Union, the Sports Association and the Library fee.)

### **(b) Degree Course in Social Work**

- (i) Pass—\$84 per annum per subject (Social Work Practice exempt) or \$28 per term per subject.
- (ii) Distinction Subjects or Honours—an additional \$26 per annum per subject in which distinction or honours are taken in student's second and third years and \$110 per subject per annum in the fourth year.

### **(c) Degree or Diploma in Hospital Administration**

The fees for this course are assessed under the following schedule according to the hours shown for the subject irrespective of

whether the course is taken as an internal or external student. An external student in this course is exempt from the Student Activities Fees.

For the purpose of fee determination assessment is on a term basis.

A full-time course fee will be charged for any term where more than 11 hours' per week instruction, etc., is involved.

- (i) Full-time Course Fee (more than 11 hours' attendance per week)—\$92 per term.
  - (ii) Part-time Course Fee—over 4 hours' and up to 11 hours' attendance per week—\$55 per term.
  - (iii) Part-time Course Fee—4 hours' or less attendance per week—\$28 per term.
  - (iv) Course Continuation Fee—A fee per annum of \$23 (no term payment) is payable by:
- Category (a) students who have once been enrolled for a thesis and have only that requirement outstanding, or
- Category (b) students given special permission to take annual examinations without attendance at the University. (Students in this category are not required to pay the subscriptions to the University Union, the Students' Union, the Sports Association and the Library fee.)

#### (d) Miscellaneous Subjects

- (i) Undergraduate subjects taken as "miscellaneous subjects" (i.e. not for a degree or diploma) or to qualify for registration as a candidate for a higher degree are assessed according to paragraph (a) above.
- (ii) Students given approval to enrol in a miscellaneous subject or subjects in addition to being enrolled in a course are assessed according to the total hours of attendance as if the additional subject formed part of the course.

### POSTGRADUATE FEES

#### Basis of Fee Assessment

Where course fees are assessed on the basis of term hours of attendance, the hours for each subject for purposes of fee assessment shall be those prescribed in the Calendar. The granting of an exemption from portion of the requirements of a subject in which a student is enrolled does not carry with it any exemption from the payment of fees.

**(a) Master of Hospital Administration**

- (i) Registration Fee ..... \$5
- (ii) Graduation Fee ..... \$7
- (iii) Course Fee—calculated on the basis of a term's attendance at the rate of \$6 per hour per week. Thus the fee for a programme requiring an attendance of 24 hours per week for the term is \$144.  
For the Master of Hospital Administration a special course fee per term of \$46 applies in Term 3 of first year and Term I of second year when attendance at the University is limited.
- (iv) Thesis or Project Fee—\$35.  
(An additional fee of \$23† is payable by students who have completed their final examinations for the degree but have not completed the thesis or project for which they have been previously enrolled.)

**(b) Research Degrees \* \***

Fees are payable from the commencement date of a candidate's registration and remain payable until the candidate's thesis is presented to the Examinations Branch.

- (i) Qualifying Examination ..... \$12
- (ii) Registration Fee ..... \$5
- (iii) Internal full-time student annual fee ..... \$69  
Internal full-time student term fee ..... \$23
- (iv) Internal part-time student annual fee ..... \$36  
Internal part-time student term fee ..... \$12
- (v) External student annual fee† ..... \$23
- (vi) Final Examination including Graduation fee) ..... \$35

**(c) Graduate Diploma in Industrial Design**

- (i) Registration Fee ..... \$5
- (ii) Award of Diploma Fee ..... \$7
- (iii) Course Fee—Annual Fee ..... \$225

**(d) Diploma in Education**

- (i) Registration Fee ..... \$5
- (ii) Award of Diploma Fee ..... \$7
- (iii) Course Fee—per annum \$330, or \$110 per term.

\* \* Candidates registered under the conditions governing the award of this degree without supervision will pay the following fees: Registration fee \$5, Examination of thesis \$69. They are not required to pay the Student Activities Fees or the Library Fee.

† Students paying this fee who are not in attendance at the University are not required to pay the Student Activities Fees or the Library Fee.

## OTHER FEES

In addition to the course fees set out above, all registered students will be required to pay:—

Matriculation Fee—payable at the beginning of first year	\$7
Library Fee—annual fee .....	\$12
University Union*—entrance fee .....	\$20
Student Activities Fees	
University Union*—annual subscription .....	\$12
Sports Association*—annual subscription .....	\$2
Students' Union*—annual subscription .....	\$5
Miscellaneous—annual fee .....	\$10
Total .....	\$29

Graduation or Diploma Fee—\$7 payable at the completion of the course.

Depending on the course being taken, students may also be required to pay:—

Applied Psychology Kit Hiring Charge—\$2 per kit. Additional payment for breakages and losses in excess of \$1 may be required.

Biochemistry Kit Hiring Charge—\$4 per kit. Additional payment for breakages and losses in excess of \$1 may be required.

Chemistry Kit Hiring Charge—\$4 per kit. Additional payment for breakages and losses in excess of \$1 may be required.

Excursion Fee—\$2 per subject (Botany, Zoology, Entomology).

## SPECIAL EXAMINATION FEES

Deferred examination—\$5 for each subject.

Examinations conducted under special circumstances—\$7 for each subject.

Review of examination result—\$7 for each subject.

## LATE FEES

## First Enrolments.

Fees paid on the late enrolment session and before commencement of term .....	\$6
Fees paid during the 1st and 2nd weeks of term ....	\$12
Fees paid after the commencement of the 3rd week of term with the express approval of the Registrar and Head of the School concerned .....	\$23

\* Life members of these bodies are exempt from the appropriate fee/s.

**Re-Enrolments.***First Term:*

Failure to attend enrolment centre during enrolment week .....	\$6
Fees paid after the commencement of the 3rd week of term to 31st March .....	\$12
Fees paid after 31st March where accepted with the express approval of the Registrar .....	\$23

*Second and Third Terms:*

Fees paid in 3rd and 4th weeks of term .....	\$12
Fees paid thereafter .....	\$23
Late lodgement of corrected enrolment details forms (late applications will be accepted for three weeks only after the prescribed dates) .....	\$5

**WITHDRAWAL FROM COURSE**

Students withdrawing from a course are required to notify the Registrar in writing. Fees for the course accrue until a written notification is received.

Where notice of withdrawal from a course is received by the Registrar before the first day of First Term, a refund of all fees paid other than the matriculation fee will be made.

Where a student terminates for acceptable reasons a course of study before half a term has elapsed, one half of the term's fee may be refunded. Where a student terminates a course of study after half a term has elapsed, no refund may be made in respect of that term's fees.

The Library fee is an annual fee and is not refundable where notice of withdrawal is given after the commencement of First Term.

On notice of withdrawal, a partial refund of the Student Activities Fees is made on the following basis:—

University Union—\$2 in respect of each half term.

University of New South Wales Students' Union—where notice is given prior to the end of the fifth week of first term, \$2; thereafter no refund.

University of New South Wales Sports Association—where notice is given prior to 30th April, a full refund is made; thereafter no refund.

Miscellaneous—where notice is given prior to 30th April, \$5; thereafter no refund.

## PAYMENT OF FEES

### Completion of Enrolment

All students are required to attend the appropriate enrolment centre during the prescribed enrolment period\* for authorization of course programme. Failure to do so will incur a late fee of \$6.

First Year students (including students repeating First Year) must complete enrolment (including fee payment) before they are issued with class timetables or permitted to attend classes. A First Year student who has been offered a place in a course to which entry is restricted and fails to complete enrolment (including fee payment) at the appointed time may lose the place allocated.

Fees should be paid during the prescribed enrolment period but will be accepted during the first two weeks of First Term. (For late fees see above). No student is regarded as having completed an enrolment until fees have been paid. Fees will not be accepted (i.e. enrolment cannot be completed) from new students after the end of the second week of term (i.e. 14th March, 1969), and after 31st March from students who are re-enrolling, except with the express approval of the Registrar, which will be given in exceptional circumstances only.

### Payment of Fees by Term

Students who are unable to pay their fees by the year may pay by the term, in which case they are required to pay First Term course fees and other fees for the year, within the first two weeks of First Term. Students paying under this arrangement will receive accounts from the University for Second and Third Term fees. These fees must be paid within the first two weeks of each term.

### Assisted Students

Scholarship holders or Sponsored Students who have not received an enrolment voucher or appropriate letter of authority from their sponsor at the time when they are enrolling should complete their enrolment paying their own fees. A refund of fees will be made when the enrolment voucher or letter of authority is subsequently lodged with the Cashier.

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\*The enrolment periods for Sydney students are prescribed annually in the leaflets "Enrolment Procedure for New Students" and "Enrolment Procedure for Students Re-enrolling".

**Extension of Time**

Any student who is unable to pay fees by the due date may apply in writing to the Registrar for an extension of time. Such application must give year or stage, whether full-time or part-time, and the course in which the applicant wishes to enrol, state clearly and fully the reasons why payment cannot be made and the extension sought, and must be lodged before the date on which a late fee becomes payable. Normally the maximum extension of time for the payment of fees is until 31st March for fees due in First Term and for one month from the date on which a late fee becomes payable in Second and Third Terms.

Where an extension of time is granted to a First Year student in First Term, such student is not permitted to attend classes until fees are paid, and if seeking to enrol in a restricted Faculty may risk losing the place allocated.

**Failure to Pay Fees**

Any student who is indebted to the University and who fails to make a satisfactory settlement of his indebtedness upon receipt of due notice ceases to be entitled to membership and privileges of the University. Such a student is not permitted to register for a further term, to attend classes or examinations, or to be granted any official credentials.

No student is eligible to attend the annual examinations in any subject where any portion of his course fees for the year is outstanding after the end of the fourth week of Third Term (26th September, 1969).

In very special cases the Registrar may grant exemption from the disqualification referred to in the two preceding paragraphs upon receipt of a written statement setting out all relevant circumstances.



# RULES RELATING TO STUDENTS

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## GENERAL CONDUCT

Acceptance as a member of the University implies an undertaking on the part of the student to observe the regulations, by-laws and other requirements of the University, in accordance with the declaration signed at the time of the enrolment.

In addition, students are expected to conduct themselves at all times in a seemly fashion. Smoking is not permitted during lectures, in examination rooms or in the University Library. Gambling is also forbidden.

Members of the academic staff of the University, senior administrative officers, and other persons authorized for the purpose, have authority, and it is their duty, to check and report on disorderly or improper conduct or any breach of regulations occurring in the University.

## ATTENDANCE AT CLASSES

Students are expected to be regular and punctual in attendance at all classes in the course or subject in which they are enrolled. All applications for exemption from attendance at lectures or practical classes must be made in writing to the Registrar.

In the case of illness or of absence for some other unavoidable cause a student may be excused by the Registrar from non-attendance at classes for a period of not more than one month, or on the recommendation of the Dean of the appropriate Faculty for any longer period.

Applications to the Registrar for exemption from re-attendance at classes, either for lectures or practical work, may only be granted on the recommendation of the Head of the appropriate School. The granting of an exemption from attendance does not carry with it exemption from payment of fees.

Application forms for exemption from lectures are available at the Admissions Office and should be lodged there (with a medical certificate where applicable). If term examinations have been missed this fact should be noted in the application.

Where a student has failed a subject at the annual examinations in any year and re-enrols in the same course in the following year, he must include in his programme of studies for that year the subject in which he has failed. This requirement will not be applicable

if the subject is not offered the following year; is not a compulsory component of a particular course; or if there is some other cause, which is acceptable to the Professorial Board, for not immediately repeating the failed subject.

Where a student has attended less than eighty per cent of the possible classes, he may be refused permission to sit for the examination in that subject.

### CHANGES IN COURSE PROGRAMMES

Students seeking approval to substitute one subject for another or add one or more subjects to their programme must make application to the Head of the School responsible for the course on a form available from School offices. In the case of students wishing to withdraw from subjects or terminate their enrolment the application must be lodged at the Examinations and Student Records Section. The Registrar will inform students of the decision. Approval of withdrawal from subjects is not automatic, each application being determined after considering the circumstances advanced as justifying withdrawal. It is emphasised that withdrawal from subjects after Term I or failure to sit for the examinations in any subjects for which the student has enrolled is regarded as failure to pass the subjects unless written approval to withdraw has been obtained from the Registrar.

### RESTRICTION UPON STUDENTS RE-ENROLLING IN UNIVERSITY COURSES

The University Council has adopted the following rules governing re-enrolment with the object of requiring students with a record of failure to show cause why they should be allowed to re-enrol and retain valuable class places. These rules will be applied retrospectively from January, 1962, and the attention of students is drawn to them.

- (i) As from 1st January, 1962, a student shall show cause why he should be allowed to repeat a subject in which he has failed more than once. (Failure in a deferred examination as well as in the annual examination counts, for the purpose of this regulation, as one failure). Where such subject is prescribed as a part of the student's course he shall be required to show cause why he should be allowed to continue the course. A student in the medical course shall show cause why

he should be allowed to repeat the second year of the course if he has failed more than once to qualify for entry to the third year.

- (ii) Notwithstanding the provisions of Clause (i), a student shall be required to show cause why he should be allowed to continue a course which he will not be able to complete in the time set down in the following schedule:

<i>Number of years in course</i>	<i>Total time allowed from first enrolment to completion (Years)</i>
3	5
4	6
5	8
6	9
7	11
8	12

- (iii) No full-time student shall, without showing cause, be permitted to continue a course unless all subjects of the first year of his course are completed by the end of his second year of attendance. No student in the Faculty of Arts shall (without showing cause, be permitted to continue a course unless he completes four subjects by the end of his second year of attendance.\* No part-time student shall, without showing cause, be permitted to continue a course unless all subjects of the first two stages of his course are completed by the end of his fourth year of attendance and all subjects of the third and fourth stages of his course by the end of his seventh year of attendance. No student in the Faculty of Medicine shall, without showing cause, be permitted to continue with the medical course unless he completes the second year of the course by the end of his third year of attendance, and the third year of the course by the end of his fourth year of attendance.
- (iv) A student who has a record of failure in a course at another University shall be required to show cause why he should be admitted to this University. A

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\* Rule (iii) in so far as it relates to students in the Faculty of Arts will apply retrospectively as from 1st January, 1967, and in so far as it relates to students in the Faculty of Medicine, will apply to students enrolling for the first time in 1967, or thereafter.

student admitted to a course at this University following a record of failure at another University shall be required to show cause, notwithstanding any other provisions in these rules, why he should be permitted to continue in that course if he is unsuccessful in the annual examinations in his first year of attendance at this University.

- (v) Any student excluded under any of the Clauses (i)-(iii) may apply for readmission after two academic years and such application shall be considered in the light of any evidence submitted by him.
- (vi) A student wishing "to show cause" under these provisions shall do so in writing to the Registrar. Any such application shall be considered by the Professorial Board, which shall determine whether the cause shown is adequate to justify his being permitted to continue his course or re-enrol, as the case may be.
- (vii) The Vice-Chancellor may on the recommendation of the Professorial Board exclude from attendance in a course or courses any student who has been excluded from attendance in any other course under the rules governing re-enrolment and whose record at the University demonstrates, in the opinion of the Board and the Vice-Chancellor, the student's lack of fitness to pursue the course nominated.
- (viii) A student who has failed, under the provisions of Clause (vi) of these rules, to show cause acceptable to the Professorial Board why he should be permitted to continue in his course, and who has subsequently been permitted to re-enrol in that course or to transfer to another course, shall also be required to show cause, notwithstanding any other provisions in these rules, why he should be permitted to continue in that course if he is unsuccessful in the annual examinations immediately following the first year of resumption or transfer of enrolment as the case may be.
- (ix) A student may appeal to an Appeals Committee constituted by Council for this purpose against his exclusion by the Professorial Board from any subject or course.

## RE-ADMISSION AFTER EXCLUSION

Applications for re-admission must be made on the standard form and lodged with the Registrar not later than 30th June of the year prior to that for which re-admission is sought. An application should include evidence of appropriate study in the subjects (or equivalents) on account of which the applicant was excluded. In addition, evidence that circumstances which were deemed to operate against satisfactory performance at the time of exclusion are no longer operative or are reduced in intensity should be furnished. An applicant may be required to take the annual examinations in the relevant subjects as qualifying examinations in which case re-admission does not imply exemption from the subject.

It should be noted that a person under exclusion may not be enrolled in miscellaneous subjects unless he has received the approval of the Professorial Board.

Persons who intend applying for re-admission to the University at a future date may seek advice as to ways in which they may enhance their prospects of qualifying for re-admission. Enquiries should be made on a form obtainable from the Examinations Branch, and lodged with the Registrar.

## ANNUAL EXAMINATIONS

The annual examinations take place in November-December for students in 30-week courses, and in September for students in 21 and 24-week courses. Timetables showing time and place at which individual examinations will be held are posted on the central notice boards. Misreading of the timetable is not an acceptable excuse for failure to attend an examination. Examination results are posted to the term addresses of students. No results will be given by telephone.

All students will receive an enrolment details form by 30th June. It is not necessary to return this form, unless any information recorded there is incorrect. Amended forms must be returned to the Examinations Branch by 19th July. Amendments notified after the closing date will not be accepted unless exceptional circumstances exist and approval is obtained from the Registrar. Where a late amendment is accepted, a late fee of \$5.00 will be payable. Amended forms returned to the Registrar will be acknowledged in writing within fourteen days.

## STUDENT SERVICES

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### THE LIBRARY

The University library is on the upper campus and adjacent to the Chancellery and the Morven Brown and John Goodsell Buildings. The Bio-Medical Library is in the Biological Sciences Building with a branch at Prince Henry Hospital (Phone: 661-0111). Library services are also available at Sydney Technical College, Wollongong University College and Broken Hill Division.

Each library provides a reference and lending service for staff and students, and is open in term during day and evening sessions.

Staff and students must register with the library or libraries from which they intend to borrow books.

### THE UNIVERSITY UNION

The University Union is a common meeting ground for all students. Eating and general recreational facilities are available, as well as a shop for stationery and other student requisites, branches of several banks, a pharmacy, a branch of David Jones, and hairdressing facilities. Membership is compulsory for all registered students.

### STUDENT ACCOMMODATION

#### **Residential Colleges**

Accommodation for students is provided within the complex of the Residential Colleges of the University which comprise Basser College, Goldstein College and Philip Baxter College. The College complex houses 500 men and women students, as well as staff members. Tutors in residence provide tutorial assistance in a wide range of subjects.

Board and residence fees, which are payable on a term basis, amount to \$18.50 per week. Intending students should apply in writing to the Master, Box 24, Post Office, Kensington, N.S.W. 2033, from whom further information is available.

#### **Other Accommodation**

Students requiring other than Residential College accommodation may make application to the Student Amenities Service where

current lists are kept of accommodation available at recognised boarding houses, private homes, and in serviced and unserviced apartments.

### STUDENT COUNSELLING AND RESEARCH UNIT

Prospective students seeking advice or guidance regarding the selection and planning of courses (particularly in relation to a career), or advice regarding their suitability for a particular course, are invited to consult the University Student Counselling and Research Unit. Appointments may be made by telephone (663-0351, extensions 2600 to 2605).

In addition to its counselling service, the Unit provides a variety of study skills programmes throughout the year, on a group or individual basis. Programmes offered in the past have included Reading Improvement, Study Methods, Written Expression, Note Taking, Studying Mathematics, Improving Listening, Preparing for Statistics.

### STUDENT AMENITIES UNIT

This Service is closely associated with the Sports Association and also handles applications for student concession fares and provides a service for students requiring other than College accommodation.

### STUDENT EMPLOYMENT UNIT

Assistance is offered in finding full-time employment for evening students, and permanent employment after graduation. The Service is located in the Chancellery, just near the main entrance.

### STUDENT HEALTH UNIT

A student health and first aid centre, staffed by a qualified medical practitioner and a nursing sister, is provided by the University. Students are encouraged to attend the centre for advice on all matters pertaining to their health.

### CHAPLAINCY SERVICE

This Service is provided for the benefit of students and staff by five Christian Churches (Anglican, Roman Catholic, Methodist, Baptist, Churches of Christ) and by the Jewish congregation. Chaplains are in attendance at the University at regular times. A Chapel is also available for use by all denominations.

### STUDENT LOAN FUND

The Students' Union and the University have co-operated to provide assistance to students who are in financial difficulties which are considered likely to prejudice their progress with their studies.

Three forms of assistance are available. In the first, the University considers, in certain circumstances, deferment of the payment of fees; this scheme is not intended to replace the established procedure for granting deferment for short periods but rather to supplement it by making deferment over longer periods possible. Secondly, students in need may receive a cash loan not exceeding \$200 from the Student Loan Fund established from contributions made by the Students' Union and the University.

Thirdly, a Students' Union donation of \$1,000 has made possible urgent cash loans not exceeding \$50 for a period of one month.

In all cases assistance is limited to students with reasonable academic records and whose financial circumstances warrant loans. Students granted assistance of either kind are required to give an undertaking to repay the loan under the conditions agreed upon.

Applications are made personally to Mr. J. B. Rowe, Deputy Registrar (Student Services).

### SOCIAL WORK STUDENTS ASSISTANCE FUND

A limited fund exists which is intended to help meet the emergency needs of students, for example, illness, sudden loss of income, etc. Applications should be made to any executive member of the association or staff member of the School of Social Work. It is anticipated that the money will be repaid by recipients. Contributions towards the fund are welcomed and should be directed to the Association Treasurer c/- School of Social Work.

### UNIVERSITY CO-OPERATIVE BOOKSHOP LTD.

Membership is open to all students, on payment of a fee of \$5, refundable when membership is terminated. Members receive an annual rebate on purchases of books.



## STUDENT ACTIVITIES

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Appropriate Faculty Associations are open to students in the various courses. Full details are available in other Faculty hand-books, the following list merely indicating the range.

The Commerce Society; The Arts Faculty Society; Dramsoc; The Historical Society; The Politics Club; The French Society; Socratic Society; The Julian Society; The Wool and Pastoral Science Association.

### *Social Work Students' Association*

This association was formed primarily to give social work students in all years an opportunity to meet each other socially; to learn about specific fields of social work and topics of social interest from professionals; to provide the students with representation on various University and external bodies, to give students an opportunity to air their disagreements and discuss questions about social work in general; and to act as a source of information, and in special cases, financial assistance, to students.

With these aims in view, social functions are arranged, regular meetings held and visits to social work agencies etc., organized. Representatives of the association attend meetings of the Australian Association of Social Workers (N.S.W. Branch) and the Council of Social Service of N.S.W., while contact with student bodies in other universities is maintained, mainly through the Federation of Australian Social Work Students' Association. A regular newsletter is produced to inform students of activities. All students in social work are automatically members of the association. An Annual general meeting is held during the first term of each year, at which the executive committee is elected. Further details may be obtained from the Social Work students notice board and the Enquiries Office of the School of Social Work.

# SCHOLARSHIPS

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## **Commonwealth University Scholarships**

There are three types: **OPEN ENTRANCE SCHOLARSHIPS**, which are awarded on the results of the Higher School Certificate Examination to students who are under twenty-five years of age on 1st January of the year in which they begin their course and who, with their parents, are permanent residents of Australia; **LATER YEAR SCHOLARSHIPS**, which are available to students who have completed at least one year of a full-time or two years of a part-time course without failure, (age and residential qualifications are the same as for Open Entrance); and **MATURE AGE SCHOLARSHIPS**, which are available to students who are over twenty-five on 1st January of the year for which the scholarship is desired, and who have been residents of Australia for at least two years immediately preceding the award of the scholarship. Benefits include payment of all tuition fees and other compulsory fees and living allowances (these latter being subject to a means test). The closing date for applications is 30th September in the year immediately preceding that for which the scholarship is desired. Full particulars and application forms may be obtained from the Officer-in-Charge, Sydney Branch Office, Department of Education and Science, La Salle Building, 70 Castlereagh Street, Sydney, N.S.W., 2000 (Telephone 25-5447).

## **University Scholarships**

The University annually awards up to fifteen scholarships tenable in degree courses to students who have matriculated at the Higher School Certificate Examination; ten scholarships to students who have completed certificate courses (Department of Technical Education); ten scholarships to students who have completed Trade Courses (Department of Technical Education); and ten scholarships to part-time students who have taken the Diploma Entrance course of the Department of Technical Education. The scholarships are tenable in any faculty and exempt the holder from payment of course fees during the currency of the scholarship. Scholarships will be awarded in order of merit on the Higher School Certificate Examination results. Continued tenure of the scholarships requires satisfactory progress. They may be held only by persons who do not hold another award. Applications must

be lodged after publication of the Higher School Certificate Examination results and after the announcement of the award of Commonwealth University Scholarships, but not later than 31st January.

### **Cadetships and Traineeships**

*The Commonwealth Public Service* offers cadetships each year in a number of fields including social work. Details of vacancies at any one time may be obtained from the University's Student Employment Officer or the Inquiry Officer, Commonwealth Public Service Inspector's Office, Commonwealth Centre, Chifley Square (Cnr. Phillip and Hunter Streets). (Telephone 28-5701).

*The New South Wales Public Service* offers traineeships from time to time for various departments. Enquiries should be made to the New South Wales Public Service Board, 19 O'Connell Street, Sydney. Applications will close in October, and early application to the Board is advisable.

*The Hospitals Commission of New South Wales, Red Cross* and other voluntary agencies also offer scholarships for advanced students from time to time.

### **Scholarships in Industrial Arts (B.Sc. Degree)**

Two scholarships, valued at \$100 per annum, are offered each year by the Institute of Industrial Engineers to students entering the full-time course in Industrial Arts leading to the B.Sc. degree. The scholarships are tenable for four years, and may not be held concurrently with any award except one providing solely for the payment of compulsory University fees.

### **Teachers College Scholarships**

Scholarships are awarded in open competition in respect of the aggregate of the five best subjects presented at the Higher School Certificate Examination provided that the candidate has a pass in English at any level.

Applicants must have reached the age of sixteen years, and, in general, should not have passed the age of thirty-five years on the date at which training is commenced.

Applications must be made on the form provided. Full-time school pupils may obtain these forms from the principal of the school of college at the end of second term. Other applications may be made by contacting: Officer-in-Charge, Teacher Training Division, N.S.W. Department of Education, Blackfriars Street, Chippendale, N.S.W., 2008 (Telephone: 211 4566).

Applications for scholarships should be made by *September 30*. Late applications will be considered although no attempt is made to reserve places for late applicants.

Graduates and undergraduates are reminded that later year scholarships are made available from time to time.

Further advice regarding applications for Teachers College Scholarships may be had by contacting the School of Education.

### **Graduate Diploma in Industrial Design Scholarships**

In 1969 the Commonwealth Development Bank and the Rural Bank of New South Wales are making available two scholarships for students who wish to enrol in the postgraduate course in Industrial Design leading to the award of a Graduate Diploma. Applicants should have a University degree or a professional level qualification from a Technical College, or such other qualification as may be approved by the University. Past and present employment experience in industrial design is desirable. The value of each scholarship is \$2,400 per annum for full-time study or \$1,200 per annum for part-time study, from which fees will be deducted. Students successfully completing the course will be eligible to apply for the P & O Orient Company's travelling scholarship for further study and experience abroad.

### **Scholarships in Hospital Administration**

A number of scholarships and cadetships up to the value of \$2,800 plus fees and allowances are available to students enrolling in courses offered by the School of Hospital Administration. Details are available from the Head of the School.

# BOARD OF VOCATIONAL STUDIES

## THE BACHELOR OF SCIENCE (EDUCATION) DEGREE COURSE

The first year of a four-year Bachelor of Science (Education) degree course, B.Sc.(Ed.), will commence in 1969. The course is designed primarily for the preparation of teachers of science in New South Wales secondary schools, but will also be of interest to persons wishing to pursue careers in technical sales, administration and management in commerce, industry and public service.

An essential feature of the course is the breadth of study over a range of science subjects, and the integration of education subjects, equivalent to the present Diploma in Education, within the course. In addition, to provide balance, two stages of History and Philosophy of Science, have been included in the course structure.

In the first year students are required to undertake a programme in chemistry, physics and mathematics and either biology or geology. The major areas of study in subsequent years are chemistry, physics, biological sciences and geology, and at least one of these must be taken to at least three stages.

The structure of the B.Sc.(Ed.) degree course is as follows:—

### FIRST YEAR (30 weeks' full-time course)

(30 weeks — full-time course)							Hours per week for 3 terms	
							Lec.	Lab./Tut.
*1.011	Higher Physics I <i>or</i>	...	...	...	...	...	}	3 — 3
1.001	Physics I <i>or</i>	...	...	...	...	...		
1.041	Physics IC	...	...	...	...	...		
2.011	Higher Chemistry I <i>or</i>	...	...	...	...	...	}	2 — 4
2.001	Chemistry I	...	...	...	...	...		
10.001	Mathematics I	...	...	...	...	...	4 — 2	
17.001	General and Human Biology <i>or</i>	...	...	...	...	...	}	2 — 4
25.001	Geology I	...	...	...	...	...		
							<u>11 — 13</u>	

\*Higher Physics I covers the same syllabus as Physics I but at a higher level. Students intending to proceed to further studies of Physics in later years of the course should take 1.011 or 1.001. Students taking Physics IC, which is a terminating course, would only be able to proceed to further studies of Physics if their performance in 1.041 was above average.

**SECOND YEAR**  
(30 weeks' full-time course)

					Hours per week*
Three stages of Science subjects	...	...	...	...	18
One stage of History and Philosophy of Science	...	...	...	...	3

**THIRD YEAR**  
(30 weeks' full-time course)

					Hours per week
One stage of Science subject	...	...	...	...	6
One stage of History and Philosophy of Science	...	...	...	...	3
One stage of Education	...	...	...	...	8

**FOURTH YEAR**  
(30 weeks' full-time course)

					Hours per week
One stage of Science subject	...	...	...	...	6
One stage of Education	...	...	...	...	16

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\*Hours shown for second, third and fourth years are approximate.

# SCHOOL OF EDUCATION

## DIPLOMA IN EDUCATION

Since 1966 the Board of Vocational Studies in association with the School of Education and the Alexander Mackie Teachers' College has offered a course leading to the award of the Diploma in Education (Dip.Ed.) to graduate students from this University or from other approved universities. The School of Education also offers a course leading to the award of Master of Education (M.Ed.). Details concerning this course may be found in Section C of the University of New South Wales Calendar. The Diploma is designed to give professional training in education to post-graduate students. It is initially a one-year full-time course of studies but it is anticipated that in the near future it will be possible for this course to be taken over two years on a part-time basis. The course is directed, but not exclusively, towards the preparation of teachers for secondary schools. It includes lectures, seminars, tutorials, individual assignments and group exercises, visits, demonstrations of teaching methods and practice teaching.

### Course Outline

		Hours per week for 3 terms
<b>Foundation Subjects in Education</b>		
58.011	Australian Education .....	1
58.012	Educational Practice .....	1
58.013	Educational Psychology .....	1
58.014	Education and Society .....	1
58.015	Philosophy and Theory of Education .....	1
	Seminars .....	2
<b>Methods of Teaching*</b>		
58.021	Commerce Method .....	
58.022	English Method .....	
58.023	French Method .....	
58.024	Geography/Social Studies Method .....	
58.025	German Method .....	
58.026	Guidance Method .....	
58.027	History Method .....	
58.028	Library Method .....	
58.029	Mathematics Method .....	
58.030/1	Science Method (Double Teaching Subject) .....	
58.030/2	Science Method (Single Teaching Subject) .....	
58.031	Spanish Method .....	
	*Two method subjects, with demonstration lessons .....	8

**Selected Topics**

58.041	Communication Skills .....	2
58.042	Elective Subject .....	1
58.043	Health and Health Education .....	1
58.044	Physical Education .....	1

**Supervised Teaching Practice**

Eight weeks' full-time teaching practice in term time.

Two weeks' experience in classroom practice will also be arranged before the beginning of the academic year.



# SCHOOL OF HOSPITAL ADMINISTRATION

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## BACHELOR OF HOSPITAL ADMINISTRATION

The School of Hospital Administration offers a degree course in Hospital Administration. This course is designed to meet the special needs of hospital and health service administrators and of students who cannot participate in the Master of Hospital Administration programme.

The subjects taken in the first half of the course — Accountancy, Law, Management, Statistics and Psychology — relate to administration in general, and those taken in the second half are related more directly to hospital administration.

The course may be taken in full-time attendance at the University for three years or by part-time (external) study over a period of six years or by a combination of part-time (external) and full-time study.

Students' studies will normally be complemented by practical experience in hospital or health service administration or similar administrative work.

## DIPLOMA IN HOSPITAL ADMINISTRATION

This course is being progressively discontinued and therefore no new enrolments will be accepted for the Diploma.

Students who embarked in 1968 or earlier on the former diploma course will be granted advanced standing in the Bachelor of Hospital Administration degree course according to equivalent subjects passed. Those students not electing to proceed to the degree will be awarded the Diploma on the successful completion of the first four stages of the part-time degree course. They will not, however, be eligible for the Degree should they elect, at some later date, to complete the fifth and sixth stages.

## MASTER OF HOSPITAL ADMINISTRATION

The School, which was founded in 1956 with a grant from the W. K. Kellogg Foundation, also provides a postgraduate formal course leading to the degree of Master of Hospital Administration. In addition, the Master's degree and the degree of Doctor of Philosophy may be taken following periods of full-time or part-time research in hospital and health service administration for which the School offers excellent facilities.

### Conditions for the Award of the Degree of Bachelor of Hospital Administration

1. A candidate for the degree of Bachelor of Hospital administration shall:—
  - (a) comply with the requirements for admission;
  - (b) follow the prescribed course of study in the School of Hospital Administration and satisfy the examiners in the necessary subjects.
2. A student who is following the prescribed course of study as a part-time (external) student shall in each year attend the residential school conducted by the School of Hospital Administration.
3. A full-time student shall be required to complete the first year of the course in not more than two years. A part-time student shall be required to complete the first two stages of his course in not more than four years. Re-enrolment thereafter will be governed by the general regulations of the Professorial Board.
4. A student may be granted advanced standing by the Professorial Board on the recommendation of the Board of Vocational Studies. A student coming from another institution must follow an approved course of study in this University for at least two years if a full-time student or at least four years if a part-time student.

### HOSPITAL ADMINISTRATION—FULL-TIME COURSE

Bachelor of Hospital Administration

#### FIRST YEAR

						Hours per week for 3 terms	
						Lec.	Tut.
14.022	Hospital Fund Accounting*	...	...	...	...	2	1
14.023	Hospital Management Accounting†	...	...	...	...	2	1
15.901	Economics (Hospital Administration)	...	...	...	...	2	1
16.001	Management I	...	...	...	...	2	1
16.201	Law I	...	...	...	...	2	1
16.301	Public Administration I	...	...	...	...	2	1
						12	6

\* To be taken during first 15 weeks.

† To be taken during second 15 weeks.

## SECOND YEAR

							Hours per week for 3 terms	
							Lec.	Tut.
12.681	Human Relations in Administration	...	...	...	...	...	2	1
16.002	Management II*	...	...	...	...	...	2	1
16.101	Comparative Hospital Administration†	...	...	...	...	...	1½	1½
16.202	Law II	...	...	...	...	...	2	1
16.401	Hospital Planning I†	...	...	...	...	...	2	1
16.501	Community Health Planning*	...	...	...	...	...	3½	1
							13	6½

## THIRD YEAR

							Hours per week for 3 terms	
							Lec.	Tut.
16.003	Management III*	...	...	...	...	...	2	1
16.302	Public Administration II	...	...	...	...	...	2	1
16.402	Hospital Planning II	...	...	...	...	...	2½	1½
16.601	The Hospital as a Social System	...	...	...	...	...	2	1
16.701	Statistics†	...	...	...	...	...	2	2½
							10½	7

HOSPITAL ADMINISTRATION—PART-TIME COURSE  
(EXTERNAL STUDIES)

## Bachelor of Hospital Administration

## FIRST STAGE

							Hours per week for 3 terms	
							Lec.	Tut.
14.022	Hospital Fund Accounting	...	...	...	...	...	2	1
16.001	Management I	...	...	...	...	...	2	1
16.201	Law I	...	...	...	...	...	2	1
							6	3

## SECOND STAGE

							Hours per week for 3 terms	
							Lec.	Tut.
14.023	Hospital Management Accounting	...	...	...	...	...	2	1
15.901	Economics (Hospital Administration)	...	...	...	...	...	2	1
16.301	Public Administration I	...	...	...	...	...	2	1
							6	3

\* To be taken during first 15 weeks.

† To be taken during second 15 weeks.

## THIRD STAGE

								Hours per week for 3 terms	
								Lec.	Tut.
16.002	Management II	...	...	...	...	...	...	2	— 1
16.202	Law II	...	...	...	...	...	...	2	— 1
16.501	Community Health Planning	...	...	...	...	...	...	3½	— 1
								7½	— 3

## FOURTH STAGE

								Hours per week for 3 terms	
								Lec.	Tut.
12.681	Human Relations in Administration	...	...	...	...	...	...	2	— 1
16.101	Comparative Hospital Administration	...	...	...	...	...	...	1½	— 1½
16.401	Hospital Planning I	...	...	...	...	...	...	2	— 1
								5½	— 3½

## FIFTH STAGE

								Hours per week for 3 terms	
								Lec.	Tut.
16.003	Management III	...	...	...	...	...	...	2	— 1
16.302	Public Administration II	...	...	...	...	...	...	2	— 1
16.402	Hospital Planning II	...	...	...	...	...	...	2½	— 1½
								6½	— 3½

## SIXTH STAGE

								Hours per week for 3 terms	
								Lec.	Tut.
16.601	The Hospital as a Social System	...	...	...	...	...	...	2	— 1
16.701	Statistics	...	...	...	...	...	...	2	— 2½
								4	— 3½

## MASTER OF HOSPITAL ADMINISTRATION

The conditions for the award of the degree of Master of Hospital Administration, together with an outline of the formal course are set out below.

In the formal course the students' theoretical instruction is integrated with in-service experience and practical work-training in accordance with the view that administration is a practical art in which theory and practice are complementary and equally essential to the administrator's development.

### Conditions for the Award of the Degree of Master of Hospital Administration

1. An application to register as a candidate for the degree of Master of Hospital Administration shall be made on the prescribed form which shall be lodged with the Registrar at least one full calendar month before the commencement of the course.\*
2. (i) An applicant for registration for the degree shall have been admitted to an appropriate degree in the University of New South Wales or other approved university.  
(ii) In exceptional cases a person may be permitted to register as a candidate for the degree if he submits evidence of such academic and professional attainments as may be approved by the Professorial Board on the recommendation of the Board of Vocational Studies (hereinafter referred to as "the Board").
3. Notwithstanding any other provisions of these conditions, the Board may require an applicant to demonstrate fitness for registration by carrying out such work and sitting for such examinations as the Board may determine.
4. In every case, before permitting an applicant to register as a candidate, the Board shall be satisfied that adequate supervision and facilities are available.
5. An approved applicant shall pay such fees as may be determined from time to time by the Council.†
6. Every candidate for the degree shall be required:—
  - (a) To carry out a programme of advanced study, to take such examinations and to perform such other work as may be prescribed by the Board.  
The programme of advanced study shall include:—
    - (i) attendance at the University in a prescribed course of formal work;
    - (ii) attachments to hospitals and other organisations for in-service experience;
    - (iii) the preparation and submission of a dissertation embodying the results of an original investigation.

The attachments referred to in paragraph 6(a) (ii) and the investigation referred to in paragraph 6(a) (iii) shall be under the direction of supervisors appointed by the Board or under such conditions as the Board may determine.

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† For details of fees, see earlier under "Fees".

\* Preliminary enquiries regarding registration should be made before 31st August of the year prior to registration.

A candidate who has already had adequate and satisfactory in-service experience may, with the approval of the Board, be exempt from the attachments referred to in paragraph 6(a) (ii);

OR

- (b) To carry out a programme of advanced study and take such examinations and perform such other work as may be prescribed by the Board. The programme shall include the preparation and submission of a thesis embodying the results of an original investigation or design. The candidate may submit also for examination any work he has published, whether or not such work is related to this thesis.

7. An approved applicant shall register in one of the following categories:—

- (i) Student in full-time attendance at the University.
- (ii) Student in part-time attendance at the University.
- (iii) Student working externally to the University.

8. The dissertation referred to in paragraph 6(a) (iii) shall be on a topic approved by the Board on the recommendation of the Head of the School before the end of the third term of Year II. Unless permission to the contrary has been granted, a candidate shall be required to submit his dissertation not earlier than nine terms, and not later than twelve terms, from the date of registration.

9. Candidates for the award under the conditions contained in paragraph 6(b) shall not be considered for the award of the degree until the lapse of six complete terms from the date from which the registration becomes effective, save that in the case of a full-time candidate who has obtained the degree of Bachelor with Honours or who has had previous research experience, this period may with the approval of the Board be reduced by not more than three terms.

10. Every candidate for the degree shall be required to submit three copies of the dissertation or thesis as the case may be. The dissertation or thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of higher degree theses.\*

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\* See Section "C" of the University Calendar.

11. It shall be understood that the University retains the three copies of the dissertation or thesis submitted for examination, and is free to allow the dissertation or thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act, 1912 (as amended) the University may issue the dissertation or thesis in whole or in part, in photostat or microfilm or other copying medium.
12. For each candidate's dissertation or thesis there shall be at least two examiners, appointed by the Professorial Board on the recommendation of the Board of Vocational Studies, one of whom shall if possible be an external examiner.
13. The award of the degree taken in accordance with paragraph 6(a) shall depend upon:—
  - (i) the candidate's performance in his in-service attachments;
  - (ii) the candidate's performance in the examinations;
  - (iii) the quality of the candidate's dissertation.

**14. Course Outline.****YEAR I**

		Term 1 (hrs. per week)	Term 2 (hrs. per week)	Term 3 (weeks)	Term 4 (weeks)
12.671G	Human and Industrial Relations ...	2	2	—	—
14.031G	Hospital Accounting ...	3	3	—	—
15.914G	Social and Economic Framework ...	3	3	—	—
15.944G	Statistics (Hospital Administration) ...	3	3	—	—
16.621G	Hospital Organisation and Management* ...	1	1	10	9
		12	12	10	9

**YEAR II**

		Term 1 (weeks)	Term 2 (hrs. per week)	Term 3 (hrs. per week)
12.671G	Human and Industrial Relations ...	—	3	3
16.621G	Hospital Organisation and Management* ...	16	5	5
16.631G	Comparative Hospital and Health Administration ...	—	4	4
		16	12	12

\* 16.621G Hospital Organisation and Management. This subject will extend over Year I and Year II. From the end of second term in Year I to the beginning of second term in Year II, students will have the following supervised attachments and review courses:—

	Weeks (approx.)
First Administrative Teaching Hospital Attachment .....	10
Review Course .....	1
Second Hospital Attachment .....	8
Base Hospital Attachment .....	6
Country Hospital Attachment .....	4
Review Course .....	1
Attachments to Central Hospital Authorities and Other Organisations .....	5

## DEPARTMENT OF INDUSTRIAL ARTS

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The Department of Industrial Arts offers a B.Sc. degree available through full-time study and a B.Sc. (Tech.) degree through part-time study in the general field of Industrial Arts. The subjects required to qualify for the degree are set out elsewhere in this Handbook. At the postgraduate level, the Department offers a course in Industrial Design leading to the award of a Graduate Diploma.

### *The Subject Matter of Industrial Arts*

The study of industrial arts is concerned, in general, with the interaction of man with his material environment. It seeks to understand those problems of human ecology which relate to the interaction of man with materials. Particular attention is paid to the manner in which man's needs, creative ideas and skills operate in society to produce manufactured commodities. Its methods aim at describing and analysing the relationship of human needs and talents, materials and work processes, and to apply the knowledge so derived. Industrial arts is therefore an interdisciplinary study drawing from free and rigorous design, the science and technology of materials and the behavioural sciences, especially psychology and sociology.

### *Specialization with the Study of Industrial Arts*

The Department of Industrial Arts emphasises three areas in this field. Since, however, the subject matter is broad, it is considered advisable for students to select one of these areas and to study it in greater depth than the other two. The areas of study are covered in the following three strands.

### *Industrial Education*

This strand is concerned with the educational significance of the integration of man's needs and creative ideas, materials and methods, in the production of useful articles. The subject matter is of importance for both industry and education.

When taken with the other subjects in the degree course, the industrial education strand aims to produce people qualified as secondary school teachers of industrial arts and allied subjects, training and education specialists for industry.



*Study of Work Processes*

This strand is concerned with the design and evaluation of human work processes, and with the manner in which these processes operate in conjunction with man's creativity and materials to produce manufactured commodities.

The other subjects of the degree combine with this strand to produce an integrated course suitable for those people wishing to enter the field of work study in industry.

*Industrial Design*

This strand is concerned with the integration of man's needs and ideas, materials and methods of work in the design of manufactured products, seeking through this study to encourage creative expression.

The content of this strand, when combined with the other subjects of the degree will form a sound basis for those people wishing to commence professional training in industrial design.

*The Need for Professional Experience*

This degree course provides a basic training in those areas of industrial arts outlined above. However, as is the case with most professional degrees, further specialised experience will be necessary.

With the full-time course, the Department of Education will certificate graduates as teachers and the Institute of Industrial Engineers will admit to associate membership upon the completion of suitable experience after graduation.

As part of the requirements for the degree of B.Sc. (Tech.) which is taken part-time, students will normally be asked to complete an approved programme of experience over a period of not less than three years, concurrently with attendance in the course. These conditions apply to all B.Sc. (Tech.) Degree courses offered by the University of New South Wales. The part-time degree is also recognised by the Department of Education and the Institute of Industrial Engineers.

## INDUSTRIAL ARTS—FULL-TIME COURSE

## Bachelor of Science

A four year course of full-time study leading to the degree of Bachelor of Science (pass or honours).

## FIRST YEAR

(30 weeks' full-time course)

Hours per week for 3 terms

Lec. Lab./Tut.

1.011	Higher Physics I <i>or</i> .....	}		
1.001	Physics I <i>or</i> .....		3	— 3
1.041	Physics IC .....			
2.011	Higher Chemistry I <i>or</i> .....	}	2	— 4
2.001	Chemistry I .....			
5.001	Engineering I .....		3	— 3
12.001	Psychology I .....		3	— 2
21.901	Tutorial .....		0	— 1
			11	— 13

## SECOND YEAR

(30 weeks' full-time course)

Hours per week for 3 terms

Lec. Lab./Tut.

4.911	Materials Science .....	1	— 1
12.012	Psychology II .....	3	— 5
21.011	Industrial Arts I .....	1	— 2
21.201	Freehand Drawing .....	0	— 3
	General Studies Elective .....	1	— ½
21.801	Educational Practice† .....	0	— 2
	Science Elective* .....	3	— 3
		9	— 16½

## THIRD YEAR

(30 weeks' full-time course)

Hours per week for 3 terms

Lec. Lab./Tut.

4.951	Materials Technology .....	2	— 2
21.012	Industrial Arts II .....	1	— 3
21.111	Education I .....	3	— 0
21.211	Drawing and Design .....	0	— 2
21.902	Seminar .....	0	— 1
21.802	Educational Practice† .....	0	— 3
	Science Elective II* .....	4	— 5
		10	— 16

\* See footnotes to next page.

† See footnotes to next page.

## FOURTH YEAR

(30 weeks' full-time course)

		Hours per week for 3 terms	
		Lec.	Lab./Tut.
12.013	Psychology III* .....	4	5
	<i>or</i>		
	Science Elective III** .....	4 (max)	10 (max)
21.013	Industrial Arts III .....	2	3
21.112	Education II .....	3	0
21.903	Project .....	0	3
21.803	Educational Practice† .....	0	3
		<hr/>	<hr/>
		9 (max)	19 (max)
		<hr/>	<hr/>

\* Students are required to undertake such additional field work and clinical studies, averaging 2 hours per week, as may be prescribed by the Head of the School of Applied Psychology.

† Students will undertake their Educational Practice during term in an institution approved by the Board of Vocational Studies. In addition, a further period of four weeks' Educational Practice will be arranged during vacation.

\*\*Following are typical sequences which may be followed (subject to time-tabling) for the elected science subjects mentioned in Year 2, Year 3, and Year 4.

Second Year	Third Year	Fourth Year
10.001 Mathematics I	10.111 Pure Mathematics II	10.112 Pure Mathematics III
10.001 Mathematics I	10.211 Applied Maths II	10.222 Applied Maths III
10.001 Mathematics I	2.002 Chemistry II	2.003 Chemistry III
25.001 Geology I	25.002 Geology II	25.003 Geology III
17.001 General & Human Biology	43.101 Botany I	12.013 Psychology III
17.001 General & Human Biology	45.101 Zoology I	12.013 Psychology III
10.001 Mathematics I	10.311 Statistics I	12.013 Psychology III

## INDUSTRIAL ARTS—PART-TIME COURSE

## Bachelor of Science (Technology)

A course of six years part-time study leading to the degree of Bachelor of Science (Technology).

## FIRST STAGE (30 weeks' part-time course)

Hours per week for 3 terms  
Lec. Lab./Tut.

2.011	Higher Chemistry I <i>or</i> }	.....	2 — 4
2.001	Chemistry I	.....	
5.001	Engineering I	.....	3 — 3
			<u>5 — 7</u>

## SECOND STAGE (30 weeks' part-time course)

Hours per week for 3 terms  
Lec. Lab./Tut.

1.011	Higher Physics I <i>or</i> }	.....	3 — 3
1.001	Physics I <i>or</i>	.....	
1.041	Physics IC	.....	
12.001	Psychology I	.....	3 — 2
21.901	Tutorial	.....	0 — 1
			<u>6 — 6</u>

## THIRD STAGE (30 weeks' part-time course)

Hours per week for 3 terms  
Lec. Lab./Tut.

4.911	Materials Science	.....	1 — 1
21.201	Freehand Drawing	.....	0 — 3
12.012	Psychology II <i>or</i>	.....	3 — 5
	Science Elective I†	.....	4 — 2
			<u>4 — 9</u>
			<i>or</i>
			<u>5 — 6</u>

## FOURTH STAGE (30 weeks' part-time course)

Hours per week for 3 terms  
Lec. Lab./Tut.

4.951	Materials Technology	.....	2 — 2
21.011	Industrial Arts I	.....	1 — 2
21.111	Education I	.....	3 — 0
21.211	Drawing and Design	.....	0 — 2
			<u>6 — 6</u>

† Following are typical sequences which may be followed (subject to time-tabling) for the elected science subject mentioned in the Third Stage and the Fifth Stage of the course.

## Third Stage

10.001	Mathematics I	.....
10.001	Mathematics I	.....
10.001	Mathematics I	.....
10.001	Mathematics I	.....
17.001	General & Human Biology	.....
25.001	Geology I	.....
17.001	General & Human Biology	.....
17.001	General & Human Biology	.....
10.001	Mathematics I	.....

## Fifth Stage

10.111	Pure Mathematics II	.....
10.211	Applied Mathematics II	.....
2.002	Chemistry II	.....
1.112	Physics II	.....
41.101	Biochemistry I	.....
25.002	Geology II	.....
43.101	Botany I	.....
45.101	Zoology I	.....
10.311	Theory of Statistics I	.....

## FIFTH STAGE

(30 weeks' part-time course)

		Hours per week for 3 terms	
		Lec. Lab./Tut.	
21.012	Industrial Arts II .....	1	— 3
12.013	Psychology III* <i>or</i> .....	4	— 5
	Science Elective II† .....	4	— 5
		<hr/>	
		5	— 8
		<hr/>	

\* Students are required to undertake such additional field work and clinical studies, averaging 2 hours per week, as may be prescribed by the Head of the School of Applied Psychology.

† See footnote on previous page.

## SIXTH STAGE

(30 weeks' part-time course)

		Hours per week for 3 terms	
		Lec. Lab./Tut.	
21.013	Industrial Arts III .....	2	— 3
21.112	Education II .....	3	— 0
	General Studies Elective.....	1	— $\frac{1}{2}$
		<hr/>	
		6	— $3\frac{1}{2}$
		<hr/>	

## INDUSTRIAL DESIGN GRADUATE COURSE

## (Graduate Diploma)

The Department of Industrial Arts offers a postgraduate course in Industrial Design leading to the award of a Graduate Diploma. The course provides a broad education in industrial design for those students who hold first degrees, although it is expected that students will, in general, come from the professions of engineering and architecture. The course has been so structured that graduates with the necessary talents and interests from other disciplines are provided for. Opportunities to specialise in either product design or communication design will be provided.

According to demand, the course may be available on a full-time basis over one year or on a part-time basis over two years.

## FULL-TIME COURSE

	Hours per week for 3 terms
21.501G Industrial Design .....	10
21.511G Design Projects .....	12
21.521G Seminars .....	2
21.531G Creative Art Elective .....	6
	<hr/> 30 <hr/>

## PART-TIME COURSE

## First Year

	Hours per week for 3 terms
21.501/1G Industrial Design .....	5
21.511/1G Design Projects .....	6
21.521/1G Seminar .....	1
21.531/1G Creative Art Elective.....	3
	<hr/> 15 <hr/>

## Second Year

	Hours per week for 3 terms
21.501/2G Industrial Design .....	5
21.511/2G Design Projects .....	6
21.521/2G Seminar .....	1
21.531/2G Creative Art Elective.....	3
	<hr/> 15 <hr/>

## SCHOOL OF SOCIAL WORK

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Since 1965, the Board of Vocational Studies has offered a course leading to the degree of Bachelor of Social Work (B.Soc.Wk.)

Social work is concerned with the welfare of people — individuals, families or groups — needing assistance for coping with their personal or social problems. Social workers, as well as helping people make adjustments, also help people to use their abilities to introduce social changes in the community, so that the environment itself may be improved. It is work with one of the longest human traditions, yet as a profession it is relatively new. Professional social workers share common knowledge, skills and attitudes gained from their professional education, and in particular are concerned that people in need of outside assistance are treated with understanding and respect.

There are many fields in which social workers may practice, and the methods used to help people vary considerably with the type of person needing assistance, and the circumstances in which he is placed. Social workers may work with individuals, families together, small or large groups, and community bodies.

The course is designed to provide an adequate professional training for social work, and involves a course of academic studies together with opportunities for acquiring practical experience in the form of supervised field work in a variety of government and private agencies.

The academic course involves a minimum of four years study, including a minimum of six months supervised field work training, during the second, third and fourth years of the course. The course may be taken at either pass or honours level. It is a full time day course, although some lectures are available in the evening.

Admission requirements are the same as for the Bachelor of Arts course. There is no minimum age for enrolment, but maturity is taken into consideration before a student may undertake field work.

Students taking the degree of Bachelor of Social Work will be required to qualify in certain compulsory subjects necessary for the attainment of professional status in social work. Students will be able to choose four additional courses from a range of subjects in the social sciences and humanities. At least one of the subjects

in this range must constitute a major interest. The subject of major interest must be taken in at least three consecutive courses, and the choice requires the approval of the Head of the School of Social Work.

The compulsory subjects are:

- 53.111 Sociology I; 53.112 Sociology II (including Social Policy)
- 12.001 Psychology I; 12.022 Psychology II
- 63.111 Social Work I
- 63.112 Social Work II
- 63.113 Social Work III
- 63.211 Public Health and Social Medicine
- 63.311 Social Work Practice I
- 63.312 Social Work Practice II
- 63.313 Social Work Practice III

Unless the Head of the School approves otherwise, Sociology I and Psychology I must be taken in the first year; Psychology II in the second year; and Social Work I, II and III in the second, third and fourth years of the course. Not more than four subjects may be taken at first year level and students may not proceed to study the subject Social Work I or Social Work Practice I until they have passed at least two first year subjects including either Psychology I or Sociology I.

The student's selection of Sociology options must be approved by the Head of the School of Social Work and the Head of the School of Sociology.

The compulsory subjects of Psychology and Sociology may be chosen as majors. Students may choose their electives (one of which may be continued as a major interest) from History, Economics, Economic History, History and Philosophy of Science, Philosophy and Political Science. Any student with a special interest in another field (for example, Mathematics or Languages) may, however, submit details of an alternative programme of electives to the Head of the School for consideration. In certain cases this may include Anthropology I and II taken at the University of Sydney.\* Students wishing to take Economic History are required by the Faculty of Commerce to take Economics I as a prerequisite and a sequence of Economics I, Economic History I and Economic History II will be accepted as a major. Students who have completed Economics I might also be permitted to take a sequence including courses in Industrial Relations.

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\* For conditions applying to anthropology, students should consult the Head of the School.



## SOCIAL WORK—FULL-TIME COURSE

## Bachelor of Social Work

## FIRST YEAR

(30 weeks' day course)

		Hours per week for 3 terms Lec. Lab./Tut.
12.001	Psychology I .....	5
53.111	Sociology I .....	4
<i>and two other approved subjects</i>		

## SECOND YEAR

(30 weeks' day course)

		Hours per week for 3 terms Lec. Lab./Tut.
12.022	Psychology II .....	6
53.112	Sociology II (including Social Policy) .....	4½
63.111	Social Work I .....	3
63.311	Social Work Practice 1 .....	

## THIRD YEAR—PASS COURSE

(30 weeks' day course)

		Hours per week for 3 terms Lec. Lab./Tut.
63.112	Social Work II .....	3
63.211	Public Health and Social Medicine .....	3
63.312	Social Work Practice II .....	
<i>and one other approved subject</i>		

## FOURTH YEAR—PASS COURSE

(30 weeks' day course)

		Hours per week for 3 terms Lec. Lab./Tut.
63.113	Social Work III .....	3
63.313	Social Work Practice III .....	
<i>and one other approved subject</i>		

## HONOURS

Students wishing to graduate with honours must apply to the Head of the School at the end of the second year of their course

for permission to enrol in the Honours programme. In Third Year, Honours students will be required to enrol in 63.122 Social Work II (Hons.) and in Fourth Year in 63.123 Social Work III (Hons.). Requirements for the Fourth Year will also include the submission of a thesis.

### SOCIAL WORK PRACTICE

Field work, which is required of all students, provides the opportunity for students to develop necessary skills and to learn to put into practice the theory learned in classroom courses.

Field work supervisors, usually agency staff members selected by the University, offer students in their placements practice in the methods of social work in a variety of government and voluntary agencies. Some of the field work settings used are: psychiatric, medical, family and child welfare, services to the aged, parole and aborigines' welfare.

Students usually have four different agency placements during the last three years of the course; one in second year, one in third year and two in fourth year. At present two placements are for a minimum of 210 hours or 30 working days duration each, and two placements for a minimum of 350 hours or 50 working days duration each; some balance between 'block' placements in vacation and those on a part-time basis during term is usually achieved.

While the University determines students' field work placements, students' special interests and needs are among the factors considered. Emphasis is placed on providing students with experience in a variety of fields of social work rather than concentrating on one field to the exclusion of others.

Students must satisfactorily complete all prescribed field work before they will be regarded as having met all course requirements, as field work is an essential and integral part of professional social work training.

### Additional Practical Work

(1) Over the four years of the course students will spend a minimum of 210 hours using closed circuit television and other modern teaching aids related to the development of interviewing techniques and skills in establishing casework relationships.

(2) In the area of community development students will spend a minimum of 210 hours during the four years engaged in the

practical application of social work methods. For example, students engage in special projects related to social problems in the community, such as housing needs for particular groups.

(3) Students will be required to undertake 105 hours practical work training in group work.

#### ADDITIONAL INFORMATION AND ENQUIRIES

Further information may be obtained from the Head of the School of Social Work at Western Grounds Area (Northern End opposite High Street). Telephone 663-0351, extensions 2105 or 2106.

## SCHOOL OF WOOL AND PASTORAL SCIENCES

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The School of Wool and Pastoral Sciences offers a special course, the purpose of which is to provide training at the tertiary level for teachers of sheep husbandry and wool science in the Department of Technical Education and in the Agricultural High Schools and Colleges. Students who complete the course successfully will be eligible to become certificated teachers.

It is also considered that the training offered in this course may suit students seeking careers in the sheep and wool extension services of State Departments of Agriculture. Outstanding graduates would be able to undertake certain types of research.

The course is a full-time one extending over four years, and leads to the degree of Bachelor of Science (pass or honours).

The Wool Use Promotion Act of 1945 and subsequent legislation has recognised the importance of wool in Australia's economy and the need to meet competition in the traditional wool markets of the world from artificial fibres. The strength of the wool industry is clearly limited by the knowledge and skill shown by its intake of young workers; and the need for high grade teachers has been underlined by recent criticisms of classing techniques as well as by the need for increased efficiency and lowered costs of production. The aim of the new Sheep and Wool Technology course (Education Option) is to provide a pool of teachers who will have a professional training in the philosophy and techniques of education, as well as a knowledge of science and of the technology of the sheep and wool industry.

This course represents a new combination of subjects already offered by the University in the existing courses in Wool Technology and Industrial Arts. First year gives a basic training in general science, and with Psychology I, introduces the educational emphasis which is continued throughout the course. In second, third and fourth years vocational subjects essential to all branches of the wool industry are covered, and time is allotted for professional practice.

Since the new course contains only incidental Mathematics it is expected to be attractive to those students who are interested in a University approach to the pastoral industry, but who do not feel able to cope with the mathematical content of the Wool Technology degree course.

## SHEEP AND WOOL TECHNOLOGY (EDUCATION OPTION)

Bachelor of Science

### FIRST YEAR

(30 weeks' day course)

					Hours per week for 3 terms			
					Lec.	Tut.	Lab.	Private Study
2.011	Higher Chemistry I or	}	...	...	2	0	4	5
2.001	Chemistry I							
12.001	Psychology I	...	...	...	3	0	2	3
17.001	General and Human Biology	...	...	...	2	0	4	4
27.001	Geography I	...	...	...	2	1	3	4
					9	1	13	16

### SECOND YEAR

(30 weeks' day course)

					Hours per week for 3 terms			
					Lec.	Tut.	Lab.	Private Study
9.101	Livestock Production I	...	...	...	3	0	0	4½
9.221	Agronomy	...	...	...	2	0	2	4
9.531	Wool Technology I	...	...	...	2	0	4	4
41.111	Biochemistry	...	...	...	3	0	6	6
21.801	Educational Practice	...	...	...	0	0	2	0
	General Studies Elective	...	...	...	1	½	0	2
					11	½	14	20½

THIRD YEAR  
(30 weeks' day course)

Term 1					Hours per week Term 2				Term 3			
	Lec.	Tut.	Lab.	Private Study	Lec.	Tut.	Lab.	Private Study	Lec.	Tut.	Lab.	Private Study
9.122 Livestock Production II ...	3	0	0	4½	6	0	0	10½	3	0	0	6
9.311 Economics ... ..	2	0	0	4	2	0	0	4	1	0	0	2
9.411 Agricultural Chemistry ...	1	0	3	2	1	0	3	2	1	0	3	2
9.532 Wool Technology II ... ..	2	0	3	4	1	0	3	2	2	0	3	4
9.601 Animal Physiology I ... ..	2	0	3	3	1	0	3	1½	2	0	2	4
21.111 Education I ... ..	3	0	0	0	3	0	0	0	3	0	0	0
21.802 Educational Practice ... ..	0	0	3	0	0	0	3	0	0	0	3	0
Two General Studies Electives	3	0	0	4	3	0	0	4	3	0	0	4
	16	0	12	21½	17	0	12	24	15	0	11	22

# FOURTH YEAR

(30 weeks' day course)

Hours per week

				Term 1				Term 2				Term 3			
				Lec.	Tut.	Lab.	Private Study	Lec.	Tut.	Lab.	Private Study	Lec.	Tut.	Lab.	Private Study
9.001	Project ...	...	...	0	0	3*	0	0	0	3*	0	0	0	3*	0
9.123	Livestock Production III	...	...	1	1	0	2	1	1	0	2	2	0	0	4
9.231	Pastoral Agronomy	...	...	1	1	0	2	1	1	0	2	1	1	0	2
9.321	Pastoral Management	...	...	2	0	0	2	2	0	0	2	2	0	0	2
9.421	Animal Nutrition	...	...	2	0	0	4	2	0	0	4	0	0	0	0
9.533	Wool Technology III	...	...	0	0	1	0	0	0	1	0	0	0	1	0
9.821	Genetics ...	...	...	2	0	0	4	2	0	0	4	2	0	0	4
21.112	Education II	...	...	3	0	0	0	3	0	0	0	3	0	0	0
21.803	Educational Practice	...	...	0	0	3	0	0	0	3	0	0	0	3	0
	Seminar ...	...	...	0	0	1	0	0	0	1	0	0	0	1	0
	Advanced General Studies Elective	...	...	2	0	0	4	2	0	0	4	2	0	0	4
				13	2	8	18	13	2	8	18	12	1	8	16

Plus one of the following subjects, the choice to be approved by the Head of the School.

9.534	Wool Technology IV	...	...	2	0	2	4	2	0	2	4	2	0	2	4
9.901	Rural Extension	...	...	2	2	0	4	2	2	0	4	2	2	0	4
9.602	Animal Physiology II	...	...	2	0	2	4	2	0	2	4	2	0	2	4
41.102	Biochemistry	...	...	3	1	9*	6	3	1	9*	6	3	1	9*	6

\* Students electing the Biochemistry option must undertake an approved project in a related field.

## DESCRIPTION OF SUBJECTS

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Descriptions of subjects and reading lists for subjects available to students in the Board of Vocational Studies, but omitted from this handbook, are included in other Faculty Handbooks. In addition, a separate publication is available, setting out details of subjects offered by the Department of General Studies.

### SCHOOL OF WOOL AND PASTORAL SCIENCES

#### **9.101 Livestock Production I**

Anatomy, histology and introduction to the physiology of the domestic animals. Mammalian evolution and embryology.

The livestock industry and its place in the economic life of Australia. Production of livestock products and trends. The inter-relationships of the various classes of stock and the natural, economic and artificial conditions determining the stratification of types. Breeds of livestock of importance to the pastoral industry and aids to judging. Breeds of sheep, their uses and economic relationships. Sheep management and calendar of operations. Flock composition; principal sources of loss and their control.

#### **9.122 Livestock Production II**

The more important breeds of beef cattle, dairy cattle, pigs, working dogs, and their management. Production of beef, veal, pigmeats, milk and milk products, and quality concepts. Handling hides and skins. Stud breeding—record keeping.

Livestock husbandry in relation to diseases. The Stock Diseases Act. Types of disease, immunity. Bacteriology and pathology. Parasitology—external and internal parasites. Diseases of the fleece, deficiency diseases. Poison plants. Specific diseases. Commoner diseases of cattle, horses, pigs and dogs. Veterinary first-aid. Common drugs.

#### **9.123 Livestock Production III**

Principles of livestock production and their application in animal industry; reproduction and fertility; milk secretion; growth and development; nutrition and breeding. Crossbreeding. Prime lamb production. Factors affecting livestock production e.g. pasture improvement.

#### **TEXTBOOKS (9.101, 9.122, 9.123)**

Ashton, A. *Dairy Farming in Australia*. N.S.W. ed., Dept. of Commerce & Industry.

Belschner, H. G. *Sheep Management and Diseases*. 8th ed., Angus & Robertson, 1965.

Cole, V. G. *Sheep Management for Wool Production*. Grazcos, 1963.

Hammond, (ed.). *Progress in the Physiology of Farm Animals* (3 vols.). Butterworth.



## REFERENCE BOOKS (9.101, 9.122, 9.123)

- Allee, W. C. et al. *Principles of Animal Ecology*. Saunders.
- American Meat Inst. Foundation. *Science of Meat and Meat Products*. Freeman, 1960.
- American Society of Animal Production. *Techniques and Procedures in Animal Production Research*.
- Beattie, W. A. *Beef Cattle Breeding and Management*. Pastoral Review.
- Beattie, W. A. *Beef Cattle Industry of Australia*. C.S.I.R.O. Bull. No. 278.
- Belschner, H. G. *Cattle Diseases*. 1967.
- Belschner, H. G. *Pig Diseases*.
- Brody, S. *Bioenergetics and Growth*.
- Butterfield, R. M. and May, N. D. S. *Muscles of the Ox*. U.Q.P.
- Charleton, H. and Leach, E. H. *Schafer's Essentials of Histology*. Longmans.
- Cole, H. H. and Cupps, P. T. *Reproduction in the Domestic Animals* (2 vols.) Academic Press.
- Downey, L. A. *Pig Raising*. 2nd ed., Angus & Robertson.
- Drabble, J. *Textbook of Meat Inspection*. Angus & Robertson.
- Folley, S. J. *Physiology and Biochemistry of Lactation*. Oliver & Boyd.
- Foust, H. L. and Getty, R. *Anatomy of Domestic Animals*. Iowa U.P., 1960.
- Frandon, R. D. *Anatomy and Physiology of Farm Animals*. Lea & Fiebeger.
- Fraser, A. *Beef Cattle Husbandry*. Crosby Lockwood.
- Fraser, A. and Stamp, J. T. *Sheep Husbandry and Disease*. Crosby Lockwood.
- Hafez, E. S. E. ed. *Reproduction in Farm Animals*. Lea & Fiebeger, 1962.
- Hammond, J. ed. *Progress in the Physiology of Farm Animals*. 3 vols. Butterworth.
- Hammond, J. *Farm Animals*. Arnold, 1960.
- Hammond, J. *Growth and Development of Mutton Qualities of Sheep*. Oliver & Boyd.
- Kelly, R. B. *Sheep Dogs (Breeding, Care and Management)*. Angus & Robertson.
- Kent, G. C. *Comparative Anatomy of the Vertebrates*. McGraw-Hill.
- McGregor, J. G. *Structure of Meat Animals*.
- McMeekan, C. P. et al. *Principles of Animal Production*. Whitcombe & Tombs.
- May, N. D. S. *Anatomy of the Sheep*. U.Q.P.
- Miller, W. C. and West, G. P. *Encyclopaedia of Animal Care*. A. and C. Black.
- Nicholls, J. E. *Livestock Improvement in Relation to Heredity and Environment*. Oliver & Boyd.
- O'Loughlin, F. ed. *Beef Cattle in Australia*. Country Life Newspaper Co.

- Parkes, A. S. *Marshall's Physiology of Reproduction* (Parts I & II). Longmans.
- Patten, B. M. *Foundations of Embryology*. McGraw-Hill.
- Pearse, E. H. *Sheep Farm and Station Management*. Pastoral Review.
- Phillips, R. W. *Breeding Animals Suited to Unfavourable Environments*. F.A.O.
- Roberts, D. S. *Insects Affecting Livestock*.
- Robinson, T. J. *Control of the Ovarian Cycle in Sheep*. Syd. U.P.
- Sisson, S. and Grossman, J. D. *Anatomy of Domestic Animals*. Saunders.
- Snapp, R. R. *Beef Cattle*.
- Spedding, C. R. W. *Sheep Production & Grazing Management*. Bailliere Tindale & Cox.
- Sutherland, J. A. *Understanding Farm Animals*. A & R.
- Taylor, J. *Regional and Applied Anatomy of Domestic Animals*.
- Thomas, J. F. et al. *Sheep*.
- Trautmann and Fieberger, J. *Fundamentals of the Histology of Domestic Animals*.
- Tribe, D. E. and Coles, G. J. R. *Prime Lamb Production*. Cheshire.
- Trow-Smith, R. *History of the British Livestock Industry*. 2 vols. Standish & Son.
- Turner, C. W. *Anatomy of the Udder*. Columbia.
- Waddington, C. H. *Principles of Embryology*. Allen & Unwin.
- Yeates, N. T. M. *Modern Aspects of Livestock Production*. Butterworths.

## 9.221 Agronomy

Agricultural climatology, soil science, and soil conservation. Pastures in land use and land development. Principles of tillage, crop rotation, irrigation and fertilizer use. Weeds and weed control. Practical work in the systematics of plant families.

## 9.231 Pastoral Agronomy

Pasture ecology. Establishment, management and utilization of pastures. Fodder and field crops associated with the sheep industry. Fodder conservation. Insect pests of pastures.

### TEXTBOOKS (9.221, 9.231)

- Black, J. N. *Flora of South Australia*. Parts I-IV. S. Aust. Govt. Printer.
- Burbridge, Nancy T. *Australian Grasses*. Angus & Robertson.
- C.S.I.R.O. *The Australian Environment*. Angus & Robertson.
- Donahue, R. L. *Soils*. Prentice-Hall.
- Leeper, C. W. *Introduction to Soil Science*. Melb. Univ. Press.
- Molnar, I. ed. *Manual of Australian Agriculture*. Heinemann.
- Whittet, J. N. *Weeds*. N.S.W. Dept. of Agriculture.
- Whittet, J. N. *Pastures*. N.S.W. Dept. of Agriculture.
- Barnard, C. *Grasses and Grassland*. Macmillan.

### 9.311 Economics

The main divisions of economic theory and the basic concepts in production economic analysis: factor/product, factor/factor and product/product relationships. The nature of costs and cost analysis. Returns to scale. Planning under imperfect knowledge. Wool futures, the operation of the Australian monetary system.

*Wool in Australian Economy*—Australian economic growth 1788-1860; 1860-1900 and after 1900. Economic organization of the pastoral industry. The wool market at home and overseas and future prospects.

*Introduction to Farm Management*—Its meaning, objectives and scope in different environments.

### 9.312 Farm Management

Land utilization in relation to farm management; climatic influences; patterns of enterprise distribution, land valuation and improvements; farm size and layout; labour and rural credit. Yield and intensity in production. Financial and production records and accounts; inventory theory; tests of economic efficiency. Farm planning and organization. Budgeting and programming. Gross margin analysis. Linear programming. Economics of pasture improvement, fertilizer use, drought and fodder conservation and irrigation.

#### TEXTBOOKS (9.311, 9.312)

Castle, E. N. and Becker, M. H. *Farm Business Management*. Macmillan.  
Heady, E. O. *Economics of Agricultural Production and Resource Use*. Prentice-Hall.

#### REFERENCE BOOKS

Agriculture, Fish and Food Ministry. *The Farm as a Business*. H.M.S.O.  
Barnard, A. *Growth of the Australian Wool Market 1840-1900*. M.U.P.  
Black, J. D. *Introduction to Economics for Agriculture*. Macmillan.  
Blagburn, C. H. *Farm Planning and Management*. Longmans.  
Emery, F. E. and Oeser, O. A. *Information, Decision and Action*. M.U.P.  
Heady, E. O. and Chandler, W. *Linear Programming Methods*. Iowa State College Press.  
Heady, E. O. and Dillon, J. L. *Agricultural Production Functions*. Iowa State College Press.  
Heady, E. O. and Jensen, H. A. *Farm Management Economics*. Prentice-Hall.  
Hopkins, J. A. and Heady, E. O. *Farm Records & Accounting*. Iowa State College Press.  
King, C. *Outline of Closer Settlement in N.S.W.* N.S.W. Govt. Printer.  
Mallyon, C. A. *Principles and Practice of Farm Management Accounting*. Law Book Co.  
Queensland Dept. Primary Ind. *Accounting & Planning for Farm Management*. Pole & Co.  
Wadham, S. and Wood, J. *Land Utilisation in Australia*. M.U.P.  
Yang, W. Y. *Methods of Farm Management Investigations*. F.A.O. Agricultural Development Paper No. 64.

### 9.411 Agricultural Chemistry

The chemistry of feeding stuffs. Proximate analysis. Growth changes. Isolation, examination and estimation of constituents. Vitamins and assessment of nutritional value. Chemistry of silage. Correlations of structure and properties. Animal milks, factors affecting composition.

Poisonous plants. Agricultural chemicals. Water supplies (stability, activities of enzymes, substrate requirements).

General principles of analytical methods. Trace metal analysis. Colorimetry and instrumental techniques.

Concurrent extensions in chemistry as necessary.

### 9.421 Animal Nutrition

Composition and classification of foodstuffs and pastures. Physiology of ruminant digestion. Digestion, absorption and metabolism of carbohydrates, proteins, fats, minerals and vitamins. Digestibility of foodstuffs. Nutrient and energy balances and requirements of livestock. Feeding standards and the quantitative application of nutritional data with particular reference to Australian conditions. Utilization of forage by grazing ruminants. Supplementary and drought feeding. Consideration of disorders due to nutrition.

While particular emphasis will be given to nutritional requirements of sheep, those of other farm livestock will be dealt with in this section.

#### TEXTBOOKS

Dougherty, R. W. et al. *Physiology of Digestion in the Ruminant*. Butterworth.

Maynard, L. A. *Animal Nutrition*. McGraw-Hill.

Crampton, E. W. *Applied Animal Nutrition*. Freeman & Co.

#### REFERENCE BOOKS

Annison, F. and Lewis, D. *Metabolism in the Rumen*. Methuen.

Blaxter, K. L. *Energy Metabolism of Ruminants*. Hutchinson.

British Ministry of Agriculture. *Rations for Livestock* H.M.S.O. Bull. No. 48.

Halnan and Garner. *Principles & Practice of Feeding Animals*. Estates Gazette.

Ivins, J. D. *Measurement of Grassland Productivity*. Butterworth.

Lewis, D. *Digestive Physiology & Nutrition of the Ruminant*. Butterworth.

Morrison, F. B. *Feeds & Feeding*. Henry Morrison Co.

National Research Council (U.S.A.). *Recommended Nutrient allowances for Domestic Animals*.

Proc. 7th International Congress Animal Husbandry. Madrid.

Proc. 16th International Vet. Congress. Madrid.

Sheehy, E. J. *Animal Nutrition*. Macmillan.

Underwood, E. J. *Trace Elements in Human & Animal Nutrition*. Academic Press.

### 9.531 Wool Technology I

*Wool Biology*—Structure and function of skin. Aspects of fibril formation. Structure of follicles. The hair growth cycle. Development of fibre population in sheep. Comparative fleece biology.

*Wool Metrology*—All common measurement techniques, yield, length, diameter, damage, fleece components, their estimation and analysis of results.

*Raw Materials*—This subject, taught by the School of Textile Technology, constitutes part (a) of 13.511 General Textiles. A course on origin, chemical composition, structure and properties of natural and synthetic fibres, with particular emphasis on comparative properties.

*Wool*—Fleece characteristics—fibre fineness, crimp and quality number, staple length, soundness, colour and yield. Component parts of the fleece. The wool product of Merino, British and Australasian breeds. Wool defects and discolorations. Vegetable fault in relation to district, price and processing. Theory of wool classing, shearing shed procedure, practical wool sorting, classing and typing.

### 9.532 Wool Technology II

*Wool Textile Manufacture*—Taught by the School of Textile Technology; constitutes part (a) of 13.512 General Textiles.

Detailed instruction on function of machines involved in woollen and worsted processing from scouring to (and including) finishing. The function and general mechanism of each stage of processing are studied and comparisons are made with other types of manufacture where possible.

*Wool*—Carbonizing and fellmongering. Central classing and repacking. Preparation of the wool selling brokers' catalogue. Wool buying techniques, wool shipment and finance. Composition and functions of the Australian Wool Board and International Wool Secretariat, A.W.B. Table of Types and Descriptions, history and application. Carpet wool. Wool top appraisal. Wool production and marketing in overseas countries. Wool futures. Practical wool sorting, classing and typing.

The following trade visits will be undertaken during Wool Technology I and II at times coincident with relevant theory and practice: worsted manufacture, woollen manufacture, scouring and carbonizing, fellmongering, carpet manufacture, repacking houses, wool brokers' stores, wool saleroom.

### 9.533 Wool Technology III

Wool types, appraisal of wool samples in terms of Australian Wool Board type, quality and yield.

TEXTBOOKS (9.531, 9.532, 9.533, 9.534)

Henderson, A. E. *Growing Better Wool*. A. H. & A. W. Reed.

Onions, W. J. *Wool*. Ben & Co.

REFERENCE BOOKS

Anderson, R. *On the Sheeps Back*. Sun Books.

Austen, H. B. *The Merino. Past, Present and Probable*. Angus & Robertson.

Barnard, A. *Growth of the Australian Wool Market 1840-1900*. M.U.P.

- Barnard, A. *The Simple Fleece*. A.N.U.  
 von Bergen, J. P. *American Wool Handbook*.  
 Bowen, G. *Wool Away*.  
*British Wool Manual*  
 Burgess, et al. *Mechanical Properties of Textile Fibres*. North Holland Publishing Co.  
 C.I.B.A. *The Wool Fibre*. Review No. 113. C.I.B.A.  
 Fegan, J. M. *Merino Wool*. Grahame.  
 Guthrie, J. F. *A World History of Sheep and Wool*. Pastoral Review.  
 Henderson, A. E. *Wool and Wool Classing*. Halstead Press.  
 International Wool Secretariat. *Wool Science Reviews*. I.W.S.  
 Luniak, A. *Identification of Textile Fibres*. Pitman.  
 Lyne, A. G. and Short, B. F. *Biology of the Skin and Hair Growth*.  
 Meredith, R. *The Mechanical Properties of Textile Fibres*.  
 Preston, J. M. *Fibre Science*. Textile Inst.  
*Proceedings of the International Wool Textile Res. Conf. Aust. 1955*.  
 Ryan, L. D. *Sheep Shearing Experting*. Angus & Robertson.  
 Stoves, J. L. *Fibre Microscopy*. Heywood & Co.  
 Textile Institute and Society of Dyers & Colourists. *Review of Textile Progress*.  
 Truter, E. V. *Wool Wax*. Cleaver Hume.  
 Urquhart, A. R. and Howitt, F. O. *Structure of Textile Fibres*. Textile Inst.  
 Wildman, A. B. *Microscopy of Animal Textile Fibres*. W.I.R.A.  
 Woods, H. J. *Physics of Fibres*. Inst. Physics.

## 9.601 Animal Physiology I

Physiological system of mammalia are treated with special attention to homeostasis and to ruminants. Cell membranes; blood and body fluids; the immune reaction. Cardiac control, functions and haemodynamics. Respiration. The endocrine system with particular emphasis upon growth reproduction, lactation and stress. The nerve impulse, its excitation and transmission. Physiology of digestion, the gastro-intestinal tract and of the kidney. Heat tolerance and climatic adaptation.

## 9.602 Animal Physiology II

Mammalian physiology directed towards domestic livestock production and homeostatic mechanics. Emphasis will be placed upon techniques.

Active transport and allied membrane phenomena. Co-ordinator systems (neural, humoral), reproduction and lactation. Development physiology. General metabolism and its regulation—the physiology and metabolism of specific organs—heart, muscle, liver, kidney. The physiology of the mammalian digestive tract. Environmental physiology—adaptive mechanisms—especially in the newborn, and in heat tolerance; the immune reaction. Electrolyte physiology—acid-base equilibrium of the organism; use of clearance values in measuring renal and liver activity—respiration—tech-

niques of gas analysis and respirometry. Circulation, cardiac output and distribution (experimental techniques), special vascular circuits (pulmonary, cerebral, hepatic, splenic, renal, testicular). Physiology of the skin.

**TEXTBOOK (9.601, 9.602)**

Sampson Wright. *Applied Physiology*. 10th ed., Oxford U.P.

**REFERENCE BOOKS (9.531, 9.532, 9.533)**

Best and Taylor. *Physiological Basis of Medical Practice*.

Benzie and Phillipson. *The Alimentary Tract of the Ruminant*.

Brachet, J. *Biochemical Cytology*.

Dukes, H. H. *Physiology of Domestic Animals*.

Fulton, J. F. *Textbook of Physiology*.

Hall, P. F. *The Functions of the Endocrine Glands*.

Hammond (ed.). *Progress in the Physiology of Farm Animals* (3 vols.) Butterworth.

Harris, S. G. and Donovan, B. T. ed. *The Pituitary Gland*. 3 vols. Butterworth.

Hawker, R. W. *Synopsis of Endocrinology*.

Maximow and Bloom. *A Textbook of Histology*.

Prosser and Brown. *Comparative Animal Physiology*. Saunders, 1962.

Short. *The Bio-synthesis and Secretion of Adrenal Steroids*.

Spector, H. *Handbook of Biological Data*. Saunders.

## **9.821 Genetics**

The laws of heredity. The physical nature of the gene. Gene action in physiology and development. Genetics of populations. The genetic control of quantitative characters. Resemblance between relatives. The effects of selection, inbreeding and crossbreeding. Design of efficient breeding programs. Application of genetic methods to sheep improvement.

**TEXTBOOKS**

Falconer. *Introduction to Quantitative Genetics*. Oliver & Boyd, 1960.

Fraser. *Heredity, Genes and Chromosomes*. McGraw-Hill.

**REFERENCE BOOKS**

Allaird. *Principles of Plant Breeding*. Wiley, 1960.

Bogart. *Improvement of Livestock*. Macmillan, 1959.

Hutt. *Animal Genetics*. Ronald.

Lerner. *Genetic Basis of Selection*. Wiley.

Lerner and Donald. *Modern Developments in Animal Breeding*. Academic.

Lush. *Animal Breeding Plans*. 3rd ed., Iowa, 1945.

Snedecor and Cochran. *Statistical Methods*. Iowa.

Srb, Owen and Edgar. *General Genetics*. 2nd ed., Freeman, 1965.

Turner and Young. *Sheep Breeding*. Macmillan.

## SCHOOL OF APPLIED PSYCHOLOGY

**12.001 Psychology I**

Theory — The subject-matter and methods of psychology, the biological and social determinants of behaviour, the basic processes of personality development, motivation, perception, thinking, learning, individual differences in ability patterns, the organizing of behaviour in the developing individual and adjustment. Emphasis throughout the course is placed on scientific appraisal of human behaviour. Hypotheses and experimental and other evidence are examined for their scientific validity. Practical — Group experiments and demonstrations, and experience in methods of psychological observation and statistical procedures appropriate to them.

## TEXTBOOKS

*Part A — Theory*

Whittaker, J. O. *Introduction to Psychology*. Saunders, 1965.

Whittaker, J. O. *Student's Workbook to accompany "Introduction to Psychology"*. Saunders, 1965.

*Part B — Practical*

Llewellyn, K. *Statistics for Psychology I*. Univ. N.S.W. Press, 1968.

McCollough, C. and Van Atta, L. *Introduction to Descriptive Statistics and Correlation*. McGraw-Hill, 1965.

## REFERENCE BOOKS

*Part A — Theory*

Deese, J. *Principles of Psychology*. Allyn & Bacon, 1967.

Dyal, J. A. *Readings in Psychology: Understanding Human Behaviour*. McGraw-Hill, 1967.

Freud, S. *Psychopathology of Everyday Life*. Any edition.

Hilgard, E. R. and Atkinson, R. C. *Introduction to Psychology*. 4th ed. Harcourt, Brace, 1967.

McKinney, F. *Understanding Personality: Cases in Counselling*. Houghton, 1965.

Morgan, C. T. and King, R. A. *Introduction to Psychology*. McGraw-Hill, 1966.

Scientific American, Readings from. *Frontiers of Psychological Research*. Freeman, 1964.

Snellgrove, L. *Psychological Experiments and Demonstrations*. McGraw-Hill, 1967.

*Part B — Practical*

Chase, C. I. *Elementary Statistical Procedures*. McGraw-Hill, 1967.

Elzey, F. F. *A First Reader in Statistics*. Wadsworth, 1967.

**12.022 Psychology II**

The development and structure of personality, and associated practical work and statistics. In the theory lectures, attention is given to the effects of inter-personal relationships at successive stages of development; the influence of hereditary and socio-economic factors upon personality variables;



motivation theory within the framework of personality theory; and approaches to the description of personality structure. The practical work illustrates the lecture course content and extends to practice interviewing and in the administration and interpretation of personality tests.

### TEXTBOOK

#### *Part A — Personality*

Sarason, I. G. *Personality: An Objective Approach*. Wiley, 1966.

### REFERENCE BOOKS

Blum, G. S. *Psychodynamics: The Science of Unconscious Mental Forces*. Wadsworth, 1966.

Hall, C. S. and Lindzey, G. *Theories of Personality*. Wiley, 1957.

Lazarus, R. S. *Adjustment and Personality*. McGraw-Hill, 1961.

Martin, W. and Stendler, C. R. *Readings in Child Development*. Harcourt Brace, 1961.

Mednick, M. and Mednick, S. *Research in Personality*. Holt, Rinehart & Winston, 1964.

McNeil, E. B. *The Concept of Human Development*. Wadsworth.

McCurdy, H. G. *The Personal World*. Harcourt Brace, 1961.

Rosenblith, J. and Allinsmith, W. *The Causes of Behaviour*. Allyn & Bacon.

Sarnoff, I. *Personality Dynamics and Development*. Wiley, 1962.

Vernon, P. E. *Personality Assessment*. Methuen, 1964.

Vernon, P. E. *Personality Tests and Assessments*. Methuen, 1953.

#### *Part B — Psychological Statistics II.*

### TEXTBOOK

Armore, S. J. *Introduction to Statistical Analysis and Inference*. Wiley, 1966.

### REFERENCE BOOKS

Armore, S. J. *Workbook of Computational Procedures*. Wiley, Sydney, 1968.

Du Bois, P. H. *An Introduction to Psychological Statistics*. Harper, New York, 1965.

Edwards, A. L. *Statistical Methods for the Behavioural Sciences*. New York, Holt, 1954.

Ferguson, G. A. *Statistical Analysis in Psychology and Education*. McGraw-Hill, Sydney, 1966.

Games, P. A. and Klare, G. R. *Elementary Statistics*. McGraw-Hill, 1967.

Guilford, J. P. *Fundamental Statistics in Psychology and Education*. McGraw-Hill, Sydney, 1965.

McCollough, C. and Van Atta, L. *Statistical Concepts*. McGraw-Hill, Sydney, 1963.

Peatman, J. G. *Introduction to Applied Statistics*. Harper, New York, 1963.

Ray, W. S. *Basic Statistics*. Appleton, New York, 1968.

Spence, J. et al. *Elementary Statistics*. 2nd ed., Appleton, New York, 1968.

**12.023 Psychology IIIA**

Psychological Testing, theory and practice; and trends and problems in psychology. In the latter, the course will be comprised of six topic areas, such as the following, of which three are to be selected for more intensive study: Basic Theoretical Issues; Some Mathematical Developments in Psychology; Exceptional Children; The Psychology of Politics and International affairs; The study of Opinions (with special emphasis on Persuasion and Prejudice); and The Study of Fantasy.

*Part A — Psychological Testing.*

**TEXTBOOK**

Anastasi, A. *Psychological Testing*. Macmillan, 1968.

**REFERENCE BOOKS**

Cronbach, L. J. *Essentials of Psychological Testing*. Harper, 1960.

Freeman, F. S. *Theory and Practice of Psychological Testing*. Holt, 1962.

Helmstadter, G. C. *Principles of Psychological Measurement*. Appleton, 1964.

Lyman, H. B. *Test Scores and What They Mean*. Prentice Hall, 1963.

Nunnally, J. C. *Test and Measurements*. McGraw-Hill, 1959.

Vernon, P. E. *Intelligence and Attainment Tests*. U.L.P., 1960.

Vernon, P. E. *The Measurement of Abilities*. U.L.P., 1956.

Vernon, P. E. *The Structure of Human Abilities*. Methuen, 1961.

Vernon, P. E. *Personality Tests and Assessments*. Methuen, 1953.

*Part B — Trends and Problems in Psychology.*

**TEXTBOOKS**

Miller, G. *Psychology: The Science of Mental Life*. Pelican.  
and

Coopersmith, S. ed. *Frontiers of Psychological Research*. Scientific American.

or

McKinney, F. *Psychology in Action*. Macmillan, 1967.

Students should treat as additional text books those in the following list which deal with their three elected areas of concentration.

1. *Basic Theoretical Issues*  
Stuckin, W. *Minds and Machines*. Pelican, 1954.
2. *Some mathematical developments in psychology*.  
Miller, G. ed. *Mathematics and Psychology*. Wiley, 1964.  
Edwards, W. & Tversky, A. *Decision Making*. Penguin.
3. *Exceptional Children*.  
Telford, C. and Sawrey, J. *The Exceptional Individual*. Prentice-Hall, 1967.
4. *The Psychology of Politics and International Affairs*.  
Stagner, R. *Psychological Aspects of International Conflict*.  
Brooks Cole. (paperback).

5. *The Study of Opinions, with special emphasis on Persuasion and Prejudice.*  
Rosnow, R. and Robinson, E. *Experiments in Persuasion.*  
Smith, M., Bruner, J., and White, R. *Opinions and Personality.*  
Wiley, 1956.
6. *The Study of Fantasy.*  
Freud, S. *A General Introduction to Psychoanalysis.*  
Singer, J. *Daydreaming.* Random House.

## SCHOOL OF HOSPITAL ADMINISTRATION

### (i) SUBJECTS FOR DEGREE OF MASTER OF HOSPITAL ADMINISTRATION

#### 12.671G Human and Industrial Relations

An introduction to psychological analysis of individual behaviour — the processes of learning, motivation and adjustment. A study of group processes — attitude formation and change, leadership-group dynamics. Applications of psychological principles to aspects of management and industrial relations. History and structure of relevant Australian trade unions. Arbitration and conciliation.

#### TEXTBOOKS

- Karn and Weitz. *An Introduction to Psychology.* Wiley N.Y., 1955.  
Brown, J. A. C. *Social Psychology of Industry.*  
Brown, W. B. *Explorations in Management.* Heineman, 1960.

#### REFERENCE BOOKS

- Blum, M. *Industrial Psychology and its Social Foundations.*  
Freud, S. *Outline of Psychology.*  
Garret, H. *Great Experiments in Psychology.*  
Ghiselli and Brown. *Personnel and Industrial Psychology.*  
James, W. *Textbook of Psychology.*  
Klineberg, O. *Social Psychology.*  
Marriott, R. *Incentive Payment Systems.*  
Maier, N. *Frustration.*  
Maier, N. *Psychology in Industry.*  
Russell, B. *History of Western Philosophy.*  
Russell, B. *Scientific Outlook.*  
Wootten, B. *Testament for Social Science.*  
Wolpe, G. *Behaviour Therapy.*

#### 14.031G Hospital Accounting

An introduction to generally accepted accounting principles and the fund theory of accounting. The provision and administrative utilization of accounting and statistical data, internal control, budgeting and cost analysis.

### PRELIMINARY READING

American Hospital Association. *Bookkeeping Procedures and Business Practices for Small Hospitals*. A.H.A., 1956.

### TEXTBOOKS

Seawell, L. Vann. *Principles of Hospital Accounting*. Physicians' Record Co., 1960.

Seawell, L. Vann. *Hospital Accounting and Financial Management*. Physicians' Record Co., 1964.

American Hospital Association. *Budgeting Procedures for Hospitals*. A.H.A., 1961.

### REFERENCE BOOKS

Hay, L. E. *Budgeting and Cost Analysis for Hospital Management*, 2nd ed., Pressler Publications, 1963.

American Hospital Association. *Uniform Hospital Definitions*. A.H.A., 1966.

American Hospital Association. *Chart of Accounts for Hospitals*. A.H.A., 1966.

American Hospital Association. *Cost Finding for Hospitals*. A.H.A., 1957.

Yorston, Smyth and Brown. *Accounting Fundamentals*. 6th ed., Law Book Co., 1966.

## 15.901 Economics (Hospital Administration)

An introductory examination of the working of a modern economic system, with some reference to Australian economic institutions and conditions.

The main topics are: consumer demand, cost analysis, market equilibrium, money and banking, pricing of factors of production, investment decisions, international trade, social accounting, social welfare, population trends and policy; and Australian economic institutions, including trade unions, arbitration system, the Tariff Board, the Reserve Bank.

### TEXTBOOKS

Robinson, M. A., Morton H. C., Calderwood J. D. and Lamberton, D. M. *An Introduction to Economic Reasoning*. Tudor Press, 1965.

Samuelson, P. A. *Economics: An Introductory Analysis*. 6th ed., McGraw-Hill, 1964.

### REFERENCE BOOKS

Boxer, A. H. (ed.). *Aspects of the Australian Economy*. M.U.P., 1965.

Commonwealth of Australia. *The Australian Economy*, 1966. Government Printer.

Grant, J. McB., and Hagger, A. J. (eds.). *Economics: An Australian Introduction*. Cheshire, 1964.

Karmel, P. and Brunt, M. *The Structure of the Australian Economy*. Cheshire, 1966.

*Australian Economic Background from the Report of the Committee of Economic Enquiry*. Cheshire, 1966.

**15.914G Social and Economic Framework**

Topics from the social and economic history of Britain and Australia for the period since 1750, including population change, the spread of industrialisation, business ideologies, the labour movement, the role of government and social legislation.

The structure and working of the Australian economy, including an analysis of the concept and measurement of national income, the composition and significance of social accounts, the monetary system, fiscal and monetary policy, social services, and Commonwealth-State financial relationships.

**TEXTBOOKS**

Ashton, W. *The Industrial Revolution*. H.U.L., 1948.

Ashworth, W. *An Economic History of England, 1870-1939*. Methuen, 1960.

Hagenbuch. *Social Economics*. Cambridge U.P., 1958.

Pelling. *History of British Trade Unionism*. Pelican, 1963.

Lipsey, R. G. *An Introduction to Positive Economics*. Wiedenfeld and Nicolson, 1966.

**REFERENCE BOOKS**

Phelps Brown, E. H. *The Growth of British Industrial Relations*. 1960.

Richardson. *Economic and Financial Aspects of Social Security*. Allen and Unwin, 1960.

Hammond and Hammond. *The Bleak Age*. Pelican, 1947.

Zweig, F. *The British Worker*. Pelican, 1953.

George, D. *England in Transition*. Pelican, 1952.

Karmel, P. and Brunt, M. *The Structure of the Australian Economy*. Cheshire, 1966.

Arndt, H. W. and Corden, W. M. (eds.). *The Australian Economy*. Cheshire, 1963.

**15.944G Statistics (Hospital Administration)**

The basic elements of probability and statistics, applications of relevance to the hospital administrator, including the concept of probability and random variation, the algebra of probability, random variables and probability distributions, the binomial, normal and Poisson distributions, an introduction to queuing theory, simulation procedures, and inventory control, a review of the basic elements of hypothesis testing and estimation, decision theory, an introduction to vital statistics and demography.

**TEXT BOOKS**

Bierman, H., Bonini, C. P., Fouraker, L. E., Jaedicke, R. K. *Quantitative Analysis for Business Decisions*. 2nd ed. Irwin, 1965.

**REFERENCE BOOKS**

Goldberg, S. *Probability*. Prentice-Hall, 1960.

Schlaifer, R. *Probability and Statistics for Business Decisions*. McGraw-Hill, 1959.

Starr, M. K. and Miller, D. W. *Inventory Control — Theory and Practice*. Prentice-Hall, 1962.

### 16.621G Hospital Organization and Management

Theories of management, the administrative structure of hospitals, the nature of and inter-relationships within their departmental organization; principles of planning, organization, control and techniques of investigation; forecasting, coordination, direction and command; authority and responsibility; criteria of communication; effects of different organization forms on communication; barriers to communication.

(Includes thirty-seven weeks' in-service experience involving hospital attachments and review courses).

#### TEXTBOOKS

- Owen, J. K. (ed.). *Modern Concepts of Hospital Administration*. Saunders, 1962.
- Tead, O. *The Art of Administration*. Pitman, 1947.
- Urwick, I. L. *The Elements of Administration*. Pitman, 1947.
- Wolf, William B. *Management — Reading Towards a General Theory*. Wadsworth, 1946.

#### REFERENCE BOOKS

- Australian Medical Association. *Medical Services Review Committee Report*. A.M.A., 1965.
- Barnard, C. *The Functions of the Executive*. Harvard, 1947.
- Brown, J. A. C. *The Social Psychology of Industry*. Penguin, 1962.
- Fayol, H. *General and Industrial Management*. Pitman, 1949.
- Gillam, R. *General Considerations of Computers in Australian Hospitals*. School of Hospital Administration, U.N.S.W., 1967.
- Parliament of N.S.W. *Report of the Hospital Services Committee*. Govt. Printer, 1965.
- Ley, P. and Spelman, M. S. *Communicating with the Patient*. Staples, 1967.
- McKeown, T. *A Balanced Teaching Hospital*. Oxford U.P., 1965.
- Molesworth, V. *Factors in Effective Communication*. West Publishing.
- Penfold, W. J. ed. *The Role of the Hospital Board*. School of Hospital Administration, U.N.S.W., 1968.
- Peters, R. and Kinnaird, J. *Health Services Administration: A Source Book*. Livingstone, 1965.
- Revens, R. W. *Standards for Morale: Cause and Effect in Hospitals*. Oxford U.P., 1964.
- Roethlisberger, F. J. *Management and Morale*. Harvard, 1959.
- Simon, H. A. *Administrative Behaviour*. Macmillan, 1957.
- Smalley, H. E. and Freeman, J. R. *Hospital Industrial Engineering*. Reinhold, 1966.

### 16.631G Comparative Hospital and Health Service Administration

A comparative study of the system of hospital and health service administration in Australia, the United Kingdom, the United States of America and the Union of Soviet Socialist Republics; their sources of

finance; the media through which it is disbursed; the authority and responsibilities of administrative bodies concerned; the planning of their services; methods of staffing with particular reference to medical staffing.

### TEXTBOOKS

- Forsyth, G. *Doctors and State Medicine*. Pitman Medical, 1966.
- Griffith, J. (ed.). *The Australian and New Zealand Hospitals and Health Services Yearbook*. School of Hospital Administration and Hospital Administration Journal, Annual.
- Lindsey, A. *Socialised Medicine in England and Wales*. Chapel Hill, 1963.
- Somers, H. and Somers, A. *Doctors, Patients and Health Insurance*. Brookings, 1961.

### REFERENCE BOOKS

- Acton Society Trust. *Hospitals and the State*. Pamphlets 1 to 6, The Society, 1955.
- American Hospital Association. *Hospitals Guide Issue*. The Association, Annual.
- Commission on Hospital Care. *Hospital Care in the U.S.* Harvard, 1957.
- Dewdney, J. *The Short-Stay Public General Hospitals of Australia, 1965-66*. School of Hospital Administration, U.N.S.W., 1968.
- Eckstein, H. *The English Health Service*. Harvard, 1959.
- Gemmill, P. F. *Britain's Search for Health*. U. of Penns., 1960.
- Hamilton, et al. *Patterns of Hospital Ownership and Control*. U. of Minnesota, 1961.
- Harris, S. *The Economics of American Medicine*. MacMillan, 1964.
- Hedinger, F. R. *The Social Role of Blue Cross as a Device for Financing the Costs of Hospital Care: An Evaluation*. U. of Iowa, 1966.
- Institute of Hospital Administrators (U.K.). *The Hospitals Year Book*. The Institute, Annual.
- International Labour Organisation. *The Cost of Medical Care*. Geneva, 1959.
- McNerney, et al. *Hospital and Medical Economics*. (Vols. 1 & 2), Hospital Research Trust, 1962.
- Ministry of Health (Gr. Brit.). *Annual Reports of Ministry of Health*. H.M.S.O., Annual.
- Ministry of Health (Gr. Brit.). *A Hospital Plan for England and Wales*. H.M.S.O., 1964.
- Ministry of Health (Gr. Brit.). *Report of the Committee of Enquiry into the Cost of the National Health Service*. H.M.S.O., 1956.
- Ministry of Health (Gr. Brit.). *The National Service (England and Wales) Act, 1946*. H.M.S.O., 1946.
- The National Health Assembly. *America's Health*. Harper & Bros., 1949.
- Page, Sir Earl. *What Price Medical Care*. Lippincott Co., 1960.
- Paige, D. and Jones, K. *Health and Welfare Services in Britain in 1975*. Cambridge U.P., 1966.
- President's Commission on the Health Needs of the Nation. *Building America's Health*. Vols. 1-5., The Commission, 1952.
- Stern, B. J. *Medical Services by Government*. Commonwealth Fund, 1946, New York.

## (ii) SUBJECTS FOR BACHELOR OF HOSPITAL ADMINISTRATION

**12.681 Human Relations in Administration**

The content and methods of psychology and determinants of behaviour. Some contemporary theories of social behaviour will be examined and social organisation analysed. Findings in the field of group dynamics, with emphasis on leadership behaviour, will also form part of the subject matter and there will be further studies in communication. (See Hospital Administration I.)

**14.022 Hospital Fund Accounting**

Introduction to the fund theory of accounting and to generally accepted accounting principles. The recording of hospital transactions in the various funds and the preparation, analysis and interpretation of historical accounting reports.

## PRELIMINARY READING

Yorston, Smyth and Brown. *Elementary Accounting*, 4th ed., Law Book Co., 1965.

Yorston, Smyth and Brown. *Accounting Fundamentals*, 6th ed., Law Book Co., 1966 (Chapters 1, 2, and 3).

## TEXTBOOK

Seawell, L. Vann. *Principles of Hospital Accounting*. Physicians' Record Co., 1960.

## REFERENCE BOOK

American Hospital Association. *Bookkeeping Procedures and Business Practice for Small Hospitals*. A.H.A., 1956.

**14.023 Hospital Management Accounting**

Introduction to the various management accounting techniques which may be used by the hospital administrator as an aid to planning, control and decision-making. The emphasis will be on internal control, budgeting and cost analysis.

## TEXTBOOK

Seawell, L. Vann. *Hospital Accounting and Financial Management*. Physicians' Record Co., 1964.

Hay, L. E. *Budgeting and Cost Analysis for Hospital Management*. 2nd ed., Pressler Publications, 1963.

American Hospital Association. *Budgeting Procedures for Hospitals*. A.H.A., 1961.

## REFERENCE BOOKS

Yorston, Smyth and Brown. *Accounting Fundamentals*, 6th ed., Law Book Co., 1966.

Moore and Stettler. *Accounting Systems for Management Control*. Irwin, 1963.

Mason, Perry. "Cash Flow" Analysis and the Funds Statement: Accounting Research Study No. 2. A.I.C.P.A., 1961.

American Hospital Association. *Uniform Hospital Definitions*. A.H.A., 1966.

American Hospital Association. *Cost Finding for Hospitals*. A.H.A., 1957.

American Hospital Association. *Chart of Accounts for Hospitals*. A.H.A., 1966.



### **16.001 Management I**

Introduction to the theory of administration and management; concepts such as responsibility, authority, supervision, organisation, delegation and control; decision-making, aids to decision-making; nature and place of communication in management.

### **16.002 Management II**

Extends the principles introduced in Management I; the distinctions between management and administration, operations and policies; examines policy making, departmental organisation and methods of integration; relates the hospital as an organisation to administrative bodies exercising restraints on its functions.

### **16.003 Management III**

Identification and analysis of data required to gauge efficiency and to evaluate decisions; indicators of management efficiency; introduction to data processing equipment and its demands; nature and use of computers in hospitals; the clinical audit; the management audit.

### **16.101 Comparative Hospital Administration**

Applies the concepts derived from the study of Public Administration I, Hospital Planning I and Management II to a comparative study of health services in Australia, U.S.A. and the U.K. e.g. methods of organising health care, principal agents for delivering health care to consumer, restraints on purchase of health care, authority and responsibility of relevant administrative bodies.

### **16.201 Law I**

Introduction to the Australian legal system; the formal sources of law, the judicial process; the nature of federalism, the division of legislative power between the Commonwealth and the States; the relationship between Commonwealth and State laws; principles of the law of contract, the sale of goods; agency, insurance, bailments and negotiable instruments; the disposition of property by will, the concept of the trust.

### **16.202 Law II**

General principles of the law of torts; for example, principles governing liability for negligence, including vicarious liability for the acts and defaults of servants, independent contractors and others; nuisance, trespass to the person, occupier's liability, liability for breach of statutory duty and employer's liability; available defences; a general survey of Commonwealth and State industrial law; other legislation of particular significance to hospital administration.

### **16.301 Public Administration I**

The development of the Commonwealth and States' systems of government; distribution of powers between the Commonwealth and States; functions of departments and ministers and statutory bodies such as commissions; responsibilities of the Public Service; staffing structure of the Public Service; its methods of recruitment and training; some reference to systems of public administration in other countries.

### **16.302 Public Administration II**

A systematic review of the development and present status of selected social policy issues in Australia presented in their social, political and historic context; attitudes to government and personal responsibility in selected fields, e.g. financing health care, welfare provision, social services, provision of medical services; roles of central and local governments; the private sector in health care; comparative material from U.S.A. and Europe.

### **16.401 Hospital Planning I**

Cultural and social influences determining the provisions, nature and use of hospital services in a developed community; the interpretation and implementation of such influences, e.g. area wide planning; methods of determining bed requirements; stages in planning and construction; preparing the architect's brief; architectural limits on hospital planning.

### **16.402 Hospital Planning II**

Relates provision to availability of resources; function and building design; design considerations of specific areas; treatment facilities and clinical services; supply systems and mechanical services; administrative and communication facilities; specifications, estimates, contracts and cost control; site procedure and relations of client with architect, engineer and builder; variations procedures, commissioning and maintenance; planning for adaptations and additions.

### **16.501 Community Health Planning**

The expression of social policy in the organisation, administration and integration of the following services with those of the hospital; environmental health services; provision for maternal and child care; rehabilitation services; mental health and geriatric services non-institutional health care and facilities.

### **16.601 The Hospital as a Social System**

The hospital as a social system; goals and values of the hospital; groups within the system; their goals and values; interaction between such groups; relation of foregoing to nature and quality of patient care; interaction between groups within the hospital and groups outside; patients' attitudes to the hospital and to health care; social, ethnic and regional differences in such attitudes; informal patterns of health care in relation to the hospital.

### **16.701 Statistics**

*Part (a).* Elementary methods of collecting and handling statistical data; importance of the critical evaluation of numerical data. Tabulation, diagrams, census taking, population statistics, vital statistic rates and their calculation, direct and indirect standardisation, reporting health statistics; distribution, populations and samples; mean and median; random allocation; standard deviation; probability; standard errors; chi-square test; correlation.

*Part (b).* A project in hospital administration including investigation and use of the techniques of Part (a).

## DEPARTMENT OF INDUSTRIAL ARTS

## 21.011 Industrial Arts I

The nature of rigorous and structural design. The elements of creative design — design as aesthetic order — its relationship to perception theory and measurement of aesthetic judgment — the notion of value and value keys in design. The theory and nature of colour perception. A brief treatment. Man-machine relationships as a problem in design — human qualities the nature of work and some important psychological, sociological and economic factors in man-machine relationships. Basic industrial work situations and an analysis of the methods used to classify and describe them. Man-machine relationships as a problem in design — human qualities in opposition to and in co-operation with machines — an introduction to the problems associated with the transfer of information, energy and matter between man and machine.

*Laboratory and Studio*—The execution of prescribed projects in various media illustrative of the principles of design. The study and practice of the principal techniques used in work measurement.

## TEXTBOOKS

- Brown, J. A. C. *Social Psychology of Industry*. Pelican, A296.  
 Childe, G. *What Happened in History*. Pelican, A108.  
 Currie, R. M. *Work Study*. 2nd ed., Pitman, 1963.  
 de Sausmarez, M. *Basic Design. The Dynamics of Visual Form*. Studio Vista, 1964.  
 Rowland, K. *Looking and Seeing*. Parts 1, 2 & 3. Cheshire, 1964.

## REFERENCE BOOKS

- Aronson, J. *Encyclopaedia of Furniture*. Crown, 1945.  
 Brochmann, O. *Good and Bad Taste*. Eyre & Spottiswoode, 1955.  
 Childe, G. *Man Makes Himself*. 4th ed., Fontana, 1965.  
 Dubin, R. *The World of Work*. Prentice-Hall, 1958.  
 Durst, A. *Woodcarving*. Studio Publications, 1948.  
 Evans, H. T. *The Craft of Woodturning*. The Technical Press, 1960.  
 Forbes, R. J. and Dijksterhuis, E. J. *A History of Science and Technology*. Vols. 1 and 2. Pelican A498/9, 1963.  
 Goodman, W. L. *The History of Woodworking Tools*. Bell & Sons, 1964.  
 Haynes, L. M., Zagorski, E. et al. *Design 65*. Industrial Design Council of Australia, Melbourne, 1967.  
 Hayward, C. H. *Cabinet Making for Beginners*. Evans, 1963.  
 I.L.O. *Introduction to Work Study*. I.L.O., 1961.  
 Leach, B. H. *A Potter's Book*. Faber, 1955.  
 Lindbeck, J. R. *Design Textbook*. McKnight & McKnight, 1963.  
 Mumford, L. *Technics & Civilization*. Harcourt, Brace & World. (Harbinger 1934).  
 Mumford, L. *Art & Technics*. Columbia U.P. paperback, 1960.  
 Norman, E. *Sculpture in Wood*. Studio Publications, 1954.  
 Seymour, W. D. *Industrial Skills*. Pitman, 1966.  
 Street, A. and Alexander, W. *Metals in the Service of Man*. 4th ed., Pelican, A125.

**21.012 Industrial Arts II**

The principles of three-dimensional design and design analysis. Introduction to product design — visual fundamentals and visual presentation in two and three dimensions — functional and psychological aspects of product design. The theories of work factor systems, basic motion-time study, motion-time analysis, and methods-time measurement with particular reference to their human significance.

*Laboratory and Studio*—The execution of three-dimensional projects in various media. Projects in product design. Experimental work and directed observation involving the various methods of work analysis.

**TEXTBOOKS**

Books marked with an asterisk are for students taking course electives in Ceramics or Work Study. Students should consult lecturers about these books.

\*Barnes, R. M. *Motion and Time Study*. 5th ed., Wiley, 1963.

Currie, R. M. *Work Study*. 2nd ed., Pitman, 1963.

\*Leach, B. H. *A Potter's Book*. Faber, 1955.

Mumford, L. *Technics and Civilization*. Harcourt, Brace & World (Harcinger Paperback), 1934.

Pye, D. *The Nature of Design*. Studio Vista, 1964.

Read, H. E. *Art and Industry*. Faber, 1966.

White, L. *Medieval Technology and Social Change*. Oxford U.P., 1962.

**REFERENCE BOOKS**

Andrews, A. I. *Ceramic Tests and Calculations*. Wiley, 1955.

Baldamus, W. *Efficiency and Effort*. Tavistock, 1961.

Barnes, R. M. *Motion and Time Study*. 5th ed., Wiley, 1963.

Bayer, H. and Gropius, W. (eds.). *Bauhaus 1919-1928*. Branford, 1959.

Blake, P. *Mies van der Rohe: The Architecture of Structure*. Pelican, A606.

Brochmann, O. *Good and Bad Taste*. Eyre & Spottiswoode, 1955.

Chapanis, A. *Man-Machine Engineering*. Tavistock, 1965.

Crossan, R. M. & Nance, H. W. *Master Standard Data*. McGraw-Hill, 1962.

Forbes, R. J. and Dijksterhuis, E. J. *A History of Science & Technology*. Vols. 1 and 2. Pelican A498/9, 1963.

Glassey, W. C. *The Theory and Practice of Time Study*. Business Publications, 1966.

Hayward, C. H. *English Period Furniture*. Evans, 1963.

Howes, C. *Practical Upholstery*. Evans, 1961.

Kellerman, F. et al. (eds.). *Vademecum Ergonomics in Industry*. Philips Technical Library, 1963.

Leach, B. H. *A Potter's Portfolio*. Lund Humphries, 1951.

Lockyer, K. G. *An Introduction to Critical Path Analysis*. Pitman, 1964.

McMeekin, I. J. *Notes for Potters in Australia*. U.N.S.W. Press, 1966.

Murrell, K. E. *Ergonomics — Man in His Working Environment*. Chapman & Hall, 1965.

- Nelson, G. *Problems of Design*. Whitney, 1957.  
 Norton, F. H. *Ceramics for the Artist Potter*. Addison-Wesley, 1956.  
 Panero, J. *Anatomy for Interior Designers*. Whitney, 1962.  
 Pevsner, N. *Pioneers of Modern Design*. Pelican, A497.  
 Ryan, T. A. *Work and Effort*. Ronald, 1947.  
 Scott, R. G. *Design Fundamentals*. McGraw-Hill, 1951.  
 Untracht, O. *Enameling on Metal*. Greenberg, 1957.

### 21.013 Industrial Arts III

The creative process and the factors influencing it — detailed study of and solutions to the problems associated with product design. The philosophy of comprehensive design and its relationship to work — an integrative overview of the attitudes and viewpoints of the designer and the techniques of analysis, synthesis and evaluation currently used. Industrial organization theory — the principal theories of industrial organization from the eighteenth century to the present day. The nature of management and its various functions and methods of organization in western industrial society.

*Laboratory and Studio*—The execution of advanced problems in product design in various media — analysis and criticism. Field work in industry involving the analysis and evaluation of methods of industrial organization.

#### TEXTBOOKS

Books marked with an asterisk are for students taking course electives in Ceramics, Design in Wood/Metal, or Work Study. Students should consult lecturers about these.

- Kazmier, L. J. *Principles of Management*. McGraw-Hill, 1964.  
 \*Leach, B. H. *A Potter's Book*. Faber, 1955.  
 Mumford, L. *Technics and Civilization*. Harcourt, Brace & World (Harcinger Paperback), 1934.  
 \*Nadler, G. *Work Design*. Text ed., Irwin, 1963.  
 Pye, D. *The Nature of Design*. Studio Vista, 1964.  
 Read, H. *Art & Industry*. 5th ed., Faber, 1966.  
 Sorensen, C. E. *My Forty Years with Ford*. Collier, 1962.

#### REFERENCE BOOKS

- Abruzzi, A. *Work, Workers & Work Measurement*. Columbia U.P., 1956.  
 Bendix, R. *Work and Authority in Industry*. Harper & Row, 1963.  
 BS. 3893. *Specifications for Office Desks, Tables and Seating*. B.S.A., 1965.  
 BS. 3030, Part 5. *School Furniture — Pupils Dining Tables and Chairs*. B.S.A., 1960.  
 BS. 1960, Part 1. *Domestic Furniture*. B.S.A., 1953.  
 Buttrey, D. N. *Plastics in the Furniture Industry*. Macdonald, 1964.  
 Caplow, T. *The Sociology of Work*. McGraw-Hill, 1954.  
 Drucker, P. F. *The Practice of Management*. Heinemann, 1955.  
 Foyster, J. R. *Modern Woodworking Machine Practice*. Business Publications, 1963.  
 Friedmann, G. *The Anatomy of Work*. Free Press, 1961.

- Friedmann, G. *Industrial Society*. Free Press, 1955.
- Honey, W. B. *English Pottery and Porcelain*. Black, 1949.
- Honey, W. B. *The Ceramic Art of China and Other Countries in the Far East*. Faber, 1954.
- Howes, C. *Practical Upholstery*. Evans, 1961.
- Letzky, B. M. *A Practical Manual of Industrial Finishes*. Chapman & Hall, 1960.
- McMeekin, I. J. *Notes for Potters in Australia*. U.N.S.W. Press, 1966.
- Miller, D. C. and Form, W. H. *Industrial Sociology*. 2nd ed., Harper or Weatherhill, 1964.
- Nelson, G. *Problems of Design*. Whitney, 1957.
- Norton, F. H. *The Elements of Ceramics*. Addison-Wesley, 1952.
- Panero, J. *Anatomy for Interior Designers*. 3rd ed., Whitney, 1962.
- Parmelee, C. W. *Ceramic Glazes*. Industrial Publications, 1951.
- Pevsner, N. *Pioneers of Modern Design*. Pelican, A497.
- Ritter, P. *Educreation*. Pergamon, 1966.
- Scott, R. G. *Design Fundamentals*. McGraw-Hill, 1951.
- Walker, C. R. *Modern Technology and Civilization*. McGraw-Hill, 1962.
- Wykes-Joyce, M. *7000 Years of Pottery and Porcelain*. Peter Owen, 1958.

### 21.111 Education I

Two strands: (a) Fundamental theories of education. (b) A social history of education from the nineteenth century.

The theory of education will be concerned with questions relating to the fundamental purposes of education with implications of certain distinctive and influential ideas; the development of these concepts will be traced by reference to the contributions of certain outstanding educational thinkers from Plato to the twentieth century. These ideas will be related to the function of education in an age of crisis. Topics covered will include classical idealism and Christian thought — Renaissance humanism — sense realism and the ideal of universal education — the disciplinary view of education — the rise of naturalism — the psychological trend — the scientific emphasis — contemporary theories of education (conservative theories, supernaturalist theories, progressive theories, education and the planned society, the ideal of individual development).

The social history of education from the nineteenth century to the present day will be centred on the development of education in Great Britain and the significance of this for the growth of educational ideas and systems in Australia and America.

#### TEXTBOOKS

- Armitage, W. H. G. *400 Years of English Education*. Cambridge U.P., 1964.
- Austin, A. G. *Australian Education 1788-1900*. Pitman, 1961.
- Castle, E. G. *Ancient Education and Today*. Pelican, A511.
- Curtis, S. J. and Boulton, M. E. A. *A Short History of Educational Ideas*. U.T.P., 1961.
- Jarman, T. L. *Landmarks in the History of Education*. Murray, 1963.
- Lester-Smith, W. O. *Education*. Pelican, A380.
- O'Connor, D. J. *An Introduction to the Philosophy of Education*. Routledge & Keegan Paul, 1966.

## REFERENCE BOOKS

- Barcan, A. *A Short History of Education in N.S.W.* Martindale, 1965.
- Broudy, H. S. *Building a Philosophy of Education*. Prentice-Hall, 1961.
- Brubacher, J. S. *A History of the Problems of Education*. McGraw-Hill, 1947.
- Buber, M. *Between Man and Man*. Keegan-Paul, 1947.
- Butts, R. F. *A Cultural History of Western Education*. McGraw-Hill, 1955.
- Butts, R. F. and Cremin, L. A. *A History of Education in American Culture*. Holt, 1959.
- Cole, L. *A History of Education*. Rinehart, 1956.
- Crane, A. R. and Walker, W. G. *Peter Board*. A.C.E.R., 1957.
- Cubberley, E. P. *A History of Education*. Constable, 1920.
- Cunningham, W. F. *The Pivotal Problems of Education*. Macmillan, 1957.
- Curtis, S. J. *An Introduction to the Philosophy of Education*. U.T.P., 1958.
- Curtis, S. J. and Boulwood, M. E. A. *An Introductory History of English Education since 1800*. U.T.P., 1962.
- Dewey, J. *Democracy and Education*. Macmillan (Free Press Paperback), 1966.
- Fisher, R. T. *Great Educational Thinkers (Readings)*. W. C. Brown, 1961.
- Griffiths, D. C. (ed.). *Documents on the Establishment of Education in N.S.W., 1789-1880*. A.C.E.R., 1957.
- Jeffreys, M. V. C. *Glaucon*. Pitman, 1964.
- Locke, J. *Some Thoughts Concerning Education* — *Harvard Classics*. Collier, 1909.
- Maritain, J. *Education at the Crossroads*. Yale U.P., 1962.
- Marrou, H. I. *A History of Education in Antiquity*. Sheed & Ward, 1956.
- Nunn, P. *Education: Its Data and First Principles*. Arnold, 1926.
- Price, K. *Education and Philosophical Thought*. Allyn & Bacon, 1962.
- Rousseau, *Emile*. Aldine Press, 1963.
- Rusk, R. R. *Doctrines of the Great Educators*. 3rd ed. Macmillan, 1965.
- Russell, B. *A History of Western Philosophy*. Allen & Unwin, 1948.
- Simon, B. *Studies in the History of Education 1780-1870*. Lawrence & Wishart, 1960.
- Ulich, R. *A History of Educational Thought*. American Book Co., 1945.
- Wilds, E. H. and Lottich, K. V. *Foundations of Modern Education*. Holt, Rinehart and Winston, 1964.
- Williams, R. *The Long Revolution*. Pelican A762, 1965.

**21.112 Education II**

Two strands: (a) Theories of the curriculum and curriculum development. (b) The sociology of education.

Theories of the curriculum will follow on from the fundamental theories of education discussed in Education I. The elements of this section of the course will include theories of the curriculum, the approach to curriculum construction, criteria for subject-matter selection, patterns of curriculum organizations, research and the curriculum.

The sociology of education—the nature of the field—theoretical orientation (ideological theory, role theory, basic sociological models)—the school as a social system (societal function—roles of teachers—social class and teaching—the pupil population—some general problems of teachers in society)—the family (structure, parent-child relationships—parental roles and behaviours—general stimulation of the Australian home)—the peer group—cultural objects.

### *Sociology of Education*

#### TEXTBOOKS

Hodgkinson, H. L. *Education, Interaction and Social Change*. Prentice-Hall, 1967.

#### REFERENCE BOOKS

Bredemeier, H. C. and Stephenson, R. M. *The Analysis of Social Systems*. Holt, Rinehart & Winston, 1962.

Brookover, W. B. *A Sociology of Education*. American Book Co., 1955.

Connell, W. F. et al. *The Foundations of Education*. Novak, 1962.

Connell, W. F. et al. *Growing up in an Australian City*. A.C.E.R., 1959.

Connell, W. F. *The Foundations of Secondary Education*. A.C.E.R., 1962.

Connell, W. F. (ed.). *Readings in the Foundations of Education*. Novak, 1966.

Campbell, W. *Growing up in Karribee*. A.C.E.R., 1962.

Cowan, R. W. T. (ed.). *Education for Australians*. Cheshire, 1964.

Davies, A. F. and Encel, S. (eds.). *Australian Society*. Cheshire, 1965.

Davis, A. *Social Class Influences upon Learning*. Harvard U.P., 1958.

Durkheim, E. *Education and Sociology*. Free Press, 1956.

Hansen, D. A. and Gerstl, J. E. *On Education: Sociological Perspectives*. Wiley, 1967.

Havighurst, R. J. and Neugarten, B. L. *Society and Education*. 2nd ed., Allyn & Bacon, 1962.

Mannheim, K. and Stewart, W. A. C. *An Introduction to the Sociology of Education*. Routledge & Keegan-Paul, 1962.

Merton, R. R. *Social Theory and Social Structure*. revised ed., Free Press, 1959.

Musgrave, P. W. *The Sociology of Education*. Methuen, 1965.

Musgrove, F. *Youth and the Social Order*. Routledge & Keegan-Paul, 1964.

Musgrove, F. *The Family Education and Society*. Routledge & Kegan-Paul, 1966.

Oeser, O. A. *Teacher, Pupil and Task*. Tavistock, 1960.

Ottaway, A. K. C. *Education and Society*. 2nd ed., Routledge & Kegan-Paul, 1962.

Partridge, P. H. et al. *Teachers in Australia*. Cheshire, 1966.

Stanley, W. O. et al. *Social Foundations of Education*. Holt Dryden, 1956.

Waller, W. *The Sociology of Teaching*. Wiley (Science Ed. Paperback), 1965.



*Curriculum Theory and Development*

## TEXTBOOKS

Taba, H. *Curriculum Development — Theory and Practice*. Harcourt, Brace & World, 1962.

Wyndham, H. S. et al. *Report on Secondary Education in N.S.W. (The Wyndham Report)*. N.S.W. Govt. Printer, 1957.

## REFERENCE BOOKS

Alberty, H. B. & Alberty, E. J. *Reorganising the High School Curriculum*, 3rd ed., Macmillan, 1962.

Anderson, V. E. *Principles and Procedures of Curriculum Improvement*. 2nd ed. Ronald, 1965.

Bloom, B. S. et al. *Taxonomy of Educational Objectives Hand Book I: Cognitive Domain*. Longmanns Green, 1956.

Cay, D. F. *Curriculum: Design for Learning*. Bobbs-Merril, 1966.

Dewey, J. *The Child and the Curriculum, and the School and Society*. Phoenix, 1956.

Faunce, R. C. and Bossing, N. L. *Developing the Core Curriculum*. 2nd ed., Macmillan, 1960.

King, A. R. and Brownell, J. A. *The Curriculum and the Disciplines of Knowledge*. Wiley, 1966.

Krathwohl, D. R. et al. *Taxonomy of Educational Objectives Hand Book II: Affective Domain*. Longmanns Green, 1964.

Smith, B. O. et al. *Fundamentals of Curriculum Development*. Revised ed., Harcourt, Brace & World, 1957.

Tyler, R. W. *Basic Principles of Curriculum and Instruction*. U. of Chicago Press, 1950.

Wirth, A. G. *John Dewey as Educator*. Wiley, 1966.

**21.201 Freehand Drawing**

Teaches the student to see and draw objects as they are, to perceive the structure of natural forms, and to appreciate the causes behind their formation. The practical work in various media, pencil, pen, brush and charcoal, is intended also to develop the ability to express ideas in a visual way. This can later form a basis for the execution of projects in industrial design.

Subjects include: drawing of single objects and groups of objects, figure drawing, drawing from memory, and quick sketching; depiction by line and by light and shade; the principles of free perspective drawing.

## REFERENCE BOOKS

Anderson, D. M. *Elements of Design*. Holt, Rinehart & Winston, 1961.

Brochmann, O. *Good and Bad Taste*. Eyre & Spottiswoode, 1955.

Feninger, A. *Forms of Nature and Life*. Viking, 1966.

Gardner, H. *Art through the Ages*. Harcourt, Brace & World, 1959.

Gombrich, E. H. J. *The Story of Art*. Phaidon, 1966.

Kepes, G. *The New Landscape of Art and Science*. Theobald, 1956.

Moholy-Nagy, L. *Vision in Motion*. Theobald, 1947.

Scott, R. G. *Design Fundamentals*. McGraw-Hill, 1951.

Sneum, G. *Teaching Design and Form*. Batsford, 1965.

Thompson, D. W. *On Growth and Form*. Cambridge U.P., 1952.

### **21.211 Drawing and Design**

Advanced problems in engineering or architectural drawing and design. Assignments to be carried out in the studio, but tutorials will be given where necessary.

#### **TEXTBOOK**

Rule, J. T. and Coons, S. A. *Graphics*. McGraw-Hill, 1961.

Tweeddale, J. G. *Practical Mechanical Design*. Iliffe Books, 1963.

#### **REFERENCE BOOKS**

Abbott, W. *Practical Geometry and Engineering Graphics*. Blackie, 1956.

Doblin, J. *Perspective: A New System for Designers*. Whitney, 1956.

Doughtie, J. L. and Vallance, A. *Design of Machine Members*. McGraw-Hill, 1964.

Edel, D. H. Jr. ed. *Introduction to Creative Design*. Prentice-Hall, 1967.

Eder, W. E. and Gosling, W. *Mechanical System Design*. Pergamon, 1965.

Ham, M. E. et al. *Mechanics of Machinery*. McGraw-Hill, 1958.

Levens, A. S. *Graphics in Engineering and Science*. Wiley, 1954.

Scott, R. G. *Design Fundamentals*. McGraw-Hill, 1951.

### **21.801, 21.802, 21.803 Educational Practice**

Undertaken in an approved institution.

### **21.901 Tutorial. 21.902 Seminar. 21.903 Project.**

#### **Graduate Subjects**

### **21.501G Industrial Design**

Will emphasize the main functions, skills and responsibilities of the designer for industry, and give a broad view of design in an industrial society, an aesthetic conviction and sensibility and the skills and methods required for the practice of industrial design. Parts of the subjects will be taken jointly by students of product design and communication design; other sections will provide for specialization.

*Historical social and aesthetic bases of industrial design.*

*Design Methodology.*

*Signs, Symbols and Communication.*

*Colour Theory.*

*Professional, Commercial and Industrial Practice.*

*Design Media.*

*Environmental Studies.\**

*Visual Communications.†*

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\* To be taken by product design students only.

† To be taken by communication design students only.

## TEXTBOOKS

- Britt, S. H. ed. *Consumer Behavior and the Behavioral Sciences*. Wiley, 1966.
- Buck, C. H. *Problems of Product Development and Design*. Pergamon, 1963.

## REFERENCE BOOKS

- AS CZi-1966 *Australian Standard: Engineering Drawing Practice*. Inst. of Engineers, 1966.
- Archer, L. *Systematic Method for Designers*. DESIGN Reprint, 1965.
- Alexander, C. W. J. *Notes on the Synthesis of Form*. Oxford U.P., 1964.
- Banham, R. *Theory and Design in the First Machine Age*. Architectural Press, 1960.
- Brockmann, O. *Good & Bad Taste*. Eyre & Spottiswoode, 1955.
- Chambers, F. P. *Perception, Understanding and Society*, Sidgwick & Jackson, 1961.
- Dreyfuss, H. *Designing for People*. Simon & Schuster, 1955.
- Edel, D. H. ed. *Introduction to Creative Design*. Prentice-Hall, 1967.
- Farr, M. *Design in British Industry*. Penguin, 1960.
- Franck, K. *Exhibitions*. Architectural Press, 1961.
- Faulkner, R. et al. *Art Today*. 3rd ed., Holt, 1956.
- Gordon, W. J. J. *Synectics*. Harper 1961.
- Gregory, S. A. *The Design Method*. Butterworth, 1966.
- Jones, J. C. & Thornley, D. G. eds. *Conference on Design Method*. Pergamon, 1963.
- Kepes, G. *Man Made Object*. Studio Vista, 1966.
- Newton, N. T. *An Approach to Design*. Addison-Wesley, 1951.
- Niece, R. C. *Art: An Approach*. 2nd ed. Brown, 1963.
- Pevsner, N. *Pioneers of Modern Design*. Penguin, 1960.
- Pye, D. *The Nature of Design*. Studio Vista, 1964.
- Read, H. *Art and Industry*. 5th ed., Faber, 1966.
- Rowland, K. *Looking and Seeing (Parts 1, 2 and 3)*. Cheshire, 1964.

**21.511G Design Projects**

Throughout the course the students will be involved in a continuous series of design exercises and projects, graduated in scale and difficulty and with varying emphasis on particular aspects of design technology.

These projects form the central part of the course. The subjects chosen will relate to the current lecture or case study programmes, so that theory and practice can be integrated. The design projects provide an experience in which technology, design method, aesthetics and social need are synthesized and in which interrelationship must be sought and inconsistencies resolved. The student is brought to face problems involving judgment, choice and decision, some of which can be based on objective, analytical study, whilst others will be more subjective, intuitive and emotive.

The projects will be supervised by the academic staff of the Department with assistance from an appropriate practising designer and, when necessary, academic staff from other sections of the University. Tutorials as well as

discussions with individual students will arise from the projects, especially during the design development phase. Opportunity will be given for the student to act as a member of a design team.

At the commencement of each design project the students will be briefed in detail as to the intention, and object of the exercise; this brief will also include basic information, controlling factors, a time schedule and requirements for presentation.

### *Product Design Option*

#### REFERENCE BOOKS

- Ashford, F. C. *Designing for Industry*. Pitman, 1955.  
 Beresford-Evans, J. *Forum in Engineering Design*. Oxford Clarendon, 1959.  
 Chubb, L. W. *Plastics, Rubbers and Fibres*. Pan (EP130), 1967.  
 Dal Fabro, M. *Modern Furniture*. Reinhold, 1958.  
 Dreyfuss, H. *The Measure of Man*. Whitney Library of Design, 1960.  
 Edel, D. H. ed. *Introduction to Creative Design*. Prentice-Hall, 1967.  
 Lushington, R. *Plastics and You*. Pan (EP132), 1967.  
 Wallace, D. *Shaping America's Products*. Reinhold, 1956.

### *Communication Design Option*

#### REFERENCE BOOKS

- Biggs, J. R. *An Approach to Type*. 2nd ed., Blandford, 1961.  
 de Sausmarez, M. *Basic Design: The Dynamics of Visual Form*. Studio Vista, 1964.  
 Fletcher, A. *Graphic Design — Visual Comparisons*. Studio Vista, 1963.  
 Gill, B. & Lewis, J. *Illustration: Aspects and Directions*. Studio Vista, 1964.  
 Kagy, F. D. *Graphic Arts*. 2nd. ed., Goodheart-Willcox, 1965.  
 Kepes, G. *The Language of Vision*. Theobald, 1948.  
 Moholy-Nagy, L. *Vision in Motion*. Theobald, 1947.  
 Wildbur, P. *Trademarks*. Studio Vista, 1966.  
 Students should also refer to recent editions of the following annuals:  
*Annual of Advertising & Editorial & TV Art & Design*. Comet Press, N.Y.  
*Annual of Advertising Art in Japan*. Bijutsu Suppan-sha (H. S. Waller).  
*Graphic Design in Swiss Industry*. ADC Publishers, Zurich, Switz.  
*Graphis Annual*. Graphis Press, Zurich, Switz.

## **21.521G Seminar**

In general, seminars will be devoted to design theory and philosophy and to the presentation by students of papers on design problems. Seminars will be closely integrated with the other sections of the course work. From time to time, such matters as general design problems, current issues in design, unusual design problems and addresses by visiting designers, will also constitute the topics of seminars.

## **21.531G Creative Art Elective**

## SCHOOL OF SOCIOLOGY

**53.111 Sociology I**

There will be three sections of the course:

*Part A: The Scope and Content of Sociology* — An introduction to the subject matter of sociology. Concepts and methods of social analysis. Theories of society.

**PRELIMINARY READING**

Fyvel, T. R. ed. *The Frontiers of Sociology*. Cohen & West, 1964.

MacKenzie, N. ed. *A Guide to the Social Sciences*. Weidenfeld & Nicolson, 1966.

**TEXTBOOKS**

Berger, P. L. *Invitation to Sociology*. Penguin, 1963.

Cantor, N. F. & Werthman, M. S. *The History of Popular Culture Since 1815*. Macmillan, 1968.

Cotgrove, S. *The Science of Society*. Allen & Unwin, 1967.

Inkeles, A. *Sociology*. Prentice-Hall, 1967.

**REFERENCE BOOKS**

Bottomore, T. B. *Sociology*. Unwin University Books, 1962.

Bredemeier, H. C. and Stephenson, R. M. *The Analysis of Social Systems*. Holt, Rinehart & Winston, 1962.

Firth, R. *Elements of Social Organization*. 3rd ed., Watts, 1961.

McIver, R. M. and Page, C. H. *Society*. Macmillan, 1950.

Mayer, K. B. *Class and Society*. Random House, 1955.

Mills, C. W. *The Sociological Imagination*. O.U.P., 1959.

Smelser, N. ed. *Sociology, an Introduction*. Wiley, 1967.

*Part B: Methods of Social Research*

An introduction to the problems of social research design and the practical techniques developed by social scientists, including an introduction to descriptive statistics.

**PRELIMINARY READING**

Huff, D. *How to Lie with Statistics*. Gollancz, 1954.

Lerner, D. (ed.). *The Human Meaning of the Social Sciences*. Meridian Books, 1959.

**TEXTBOOKS**

Elzey, F. E. *A First Reader in Statistics*. Wadsworth Publishing Co., 1957.

Thomlinson, R. *Sociological Concepts & Research*. Random House, N.Y., 1965.

**REFERENCE BOOKS**

Abrams, M. *Social Surveys and Social Action*. Heinemann, 1951.

Ackoff, R. L. *The Design of Social Research*. University of Chicago, 1953.

Backstrom, C. and Hursh, G. D. *Survey Research*. Northwestern University, 1963.

- Bartlett, F. C. et al. *The Study of Society*. Kegan Paul, 1946.  
 Hyman, H. H. *Survey Design and Analysis*. Free Press, 1960.  
 Kuhn, A. *The Study of Society*. Social Science Paperbacks, 1966.  
 Madge, C. and Harrison, T. *Britain by Mass-Observation*. Penguin, 1939.  
 Madge, J. *The Tools of Social Science*. Longmans, 1953.  
 Moser, C. A. *Survey Methods in Social Investigation*. Heinemann, 1958.  
 Parten, M. *Surveys, Polls and Samples: Practical Procedures*. Harper, 1950.  
 Payne, S. L. *The Art of Asking Questions*. Princeton University, 1954.  
 Stephan, F., McCarthy, J. and P. J. *Sampling Opinions*. Wiley, 1963.  
 Young, P. V. *Scientific Social Surveys and Research*. Prentice-Hall, 1949.  
*Part C: The Social Structure of Contemporary Australia*

Social trends since 1939, in the light of economic, demographic, cultural and political changes. The study of major institutional trends and their relation to society as a whole, with reference to comparative material wherever possible.

### PRELIMINARY READING

- Hancock, W. K. *Australia*. Jacaranda, 1962.  
 Coleman, P. (ed.). *Australian Civilization*. Cheshire, 1962.  
 Horne, D. *The Lucky Country*. Penguin, 1964.

### TEXT BOOKS

- Davies, A. F. and Encel, S. (eds.). *Australian Society*. Cheshire, 1965.  
 Karmel, P. H. and Brunt, M. *The Structure of the Australian Economy*. Cheshire, 1962.  
 Mayer, H. (ed.). *Australian Politics*. Cheshire, 1966.  
 Shaw, A. G. L. *The Story of Australia*. Faber, 1962.

### REFERENCE BOOKS

- Appleyard, R. T. *British Emigration to Australia*. A.N.U., 1964.  
 Aughterson, W. V. (ed.). *Taking Stock*. Cheshire, 1953.  
 Blishen, B. et al. *Canadian Society*. Free Press, 1961.  
 Borrie, W. D. *Australia*. (UNESCO series on immigrants), 1955.  
 Caiger, G. (ed.). *The Australian Way of Life*. Heinemann, 1953.  
 Campbell, W. J. *Television and the Australian Adolescent*. Angus and Robertson, 1962.  
 Clark, C. M. H. *A Short History of Australia*. Mentor, 1964.  
 Clark, C. M. H. *Sources of Australian History*. O.U.P., 1957.  
 Congalton, A. A. *Occupational Status in Australia*. Sydney, 1963.  
 Connell, W. F. et al. *Growing up in an Australian City*. A.C.E.R., 1957.  
 Cowan, R. W. T. (ed.). *Education for Australians*. Cheshire, 1964.  
 Crawford, R. M. *Australia*. Hutchinson, 1960.  
 Davies, A. F. *Images of Class*. Sydney U.P., 1966.  
 Elkin, A. P. (ed.). *Marriage and the Family in Australia*. Angus & Robertson, 1957.  
 Grattan, C. H. (ed.). *Australia*. California U.P., 1947.  
 Grattan, C. H. *The Southwest Pacific Since 1900*. Michigan U.P., 1963.

- Greenwood, G. (ed.). *Australia. A Social and Political History*. Angus & Robertson, 1955.
- Hall, H. L. *Australia and England*. Longmans & Green, 1934.
- Huck, A. *The Chinese in Australia*. Longmans, 1967.
- Jupp, J. *Arrivals and Departures*. Cheshire, 1966.
- Kewley, T. H. *Social Security in Australia*. Sydney U.P., 1965.
- Lipset, S. M. *The First New Nation*. Heinemann, 1964.
- McGregor, C. *Profile of Australia*. Hodder & Stoughton, 1966.
- MacKenzie, N. *Women in Australia*. Cheshire, 1962.
- McKeown, P. J. and Hone, B. W. *The Independent School*. O.U.P., 1967.
- McLaren, J. *Our Troubled Schools*. Cheshire, 1968.
- McLeod, A. L. (ed.). *The Pattern of Australian Culture*. Cornell U.P., 1963.
- Martin, J. *Refugee Settlers*. Canberra, A.N.U., 1965.
- Mayer, H. (ed.). *Catholics and the Free Society*. Cheshire, 1961.
- Mayer, H. *The Press in Australia*. Cheshire, 1964.
- Power, J. *Politics in Suburbia*. Sydney U.P., 1967.
- Price, C. A. *Southern Europeans in Australia*. A.N.U. 1965.
- Pringle, J. D. *Australian Accent*. Chatto & Windus, 1958.
- Rose, A. M. (ed.). *The Institutions of Advanced Societies*. Minnesota U.P., 1958.
- Scott, D. and U'Ren, R. *Leisure*. Cheshire, 1962.
- Stevens, F. *Equal Wages for Aborigines; The Background to Industrial Discrimination in the Northern Territory*. Aura Press, Sydney, 1968.
- Stevens, F. *From Segregation to Citizen; A History of Aboriginal Policy in North Australia*. Aura Press, Sydney, 1969.
- Stoller, A. (ed.). *New Faces*. Cheshire, 1966.
- Stubbs, P. *The Hidden People*. Cheshire, 1966.
- Taft, R. *From Stranger to Citizen*. W.A.U.P., 1965, Perth.
- Tatz, C. M. & Sharp, I. G. eds. *Aborigines in the Australian Economy*. 1967.
- Ward, R. *The Australian Legend*. Angus & Robertson, 1958.
- Wheelwright, E. L. (ed.). *Higher Education in Australia*. Cheshire, 1965.
- Williams, R. M. *American Society*. Knopf, 1960.

### 53.112 Sociology II

There will be two sections of the course:

#### *Part A: Methods of Social Research*

A detailed study of design in social research, with particular emphasis on the scientific basis of sampling. Field work and the use of different techniques in social research. Descriptive and inductive statistics.

#### PRELIMINARY READING

Wilson, E. B. *An Introduction to Scientific Research*. McGraw-Hill, 1952.

## TEXTBOOKS

Doby, J. T. (ed.). *An Introduction to Sociological Research*. 2nd ed., Appleton-Century Crofts, 1967.

or

Madge, J. *The Origins of Scientific Sociology*. Tavistock, 1963.

Runyon, R. P. and Haber, A. *Fundamentals of Behavioral Statistics*. Addison-Wesley, 1967.

Young, P. V. *Scientific Social Surveys & Research*. Prentice-Hall.

## REFERENCE BOOKS

Ackoff, R. L. *The Design of Social Research*. Univ. of Chicago, 1953.

Berelson, B. *Content Analysis in Communications Research*. Free Press, 1952.

Blalock, H. M. *Social Statistics*. McGraw-Hill, 1960.

Conway, F. *Sampling, an Introduction for Social Scientists*. Allen & Unwin, 1967.

Festinger, L. and Katz, D. (eds.). *Research Methods in the Behavioural Sciences*. Dryden Press, 1953.

George, A. L. *Propaganda Analysis: A Study of Inferences made from Nazi Propaganda in World War II*. Row, Peterson, 1959.

Gibson, Q. *The Logic of Social Enquiry*. Routledge, Kegan Paul, 1960.

Goode, W. J. & Hatt, P. K. *Methods in Social Research*. McGraw-Hill, 1952.

Hodges, J. L. and Lehmann, E. L. *Basic Concepts of Probability and Statistics*. Feffer & Simons Internat. Univ. Ed., Holden-Day, 1964.

Hyman, H. H. *Survey Design and Analysis*. Free Press, 1960.

Junker, B. H. *Field Work*. Chicago U.P., 1960.

Kalton, G. G. *Introduction to Statistical Ideas for Social Scientists*. Chapman & Hall, 1966.

Kish, L. *Survey Sampling*. Wiley, 1966.

Moroney, M. J. *Facts from Figures*. 3rd ed., Penguin, 1956.

Moser, C. A. *Survey Methods in Social Investigation*. Heinemann, 1958.

North, R. C., Ole, R., Holsti, M., Zaninovich, G., Zinnes, D. A. *Content Analysis*. Northwestern University, 1963.

Osgood, C. E. *The Measurement of Meaning*. Univ. of Illinois, 1957.

Parten, M. *Surveys, Polls and Samples: Practical Procedures*. Harper, 1950.

Payne, S. L. *The Art of Asking Questions*. Princeton U.P., 1954.

Selltiz, C., et al. *Research Methods in Social Relations*. Tavistock, 1966.

Siegal, S. *Non-Parametric Statistics for the Behavioral Sciences*. McGraw-Hill, 1956.

Stephan, F. J. and McCarthy, P. J. *Sampling Opinions*. Wiley, 1963.

Wallis, W. A. and Roberts, H. V. *Statistics — A New Approach*. Free Press, 1956.

## Part B:

Students will select, subject to approval, a course-unit drawn from a variety of fields, not all of which may be available in any one year.



These include the following:

Family and Kinship  
Small Groups  
Social Control  
Social Policy  
Social Stratification  
Sociology of Deviance

Each of these courses will be introduced by a co-ordinated course in sociological theory which will be related to the other specialized fields covered by the topics listed above.

### 1. SOCIOLOGICAL THEORY

A general introduction to sociological theory with particular reference to the structures and processes of socialization.

#### TEXTBOOK

Rose, P. I. *The Study of Society*. Random House, 1967.

#### REFERENCE BOOKS

Backman, C. & Secord, P. *Problems in Social Psychology: Selected Readings*. McGraw-Hill, 1966.

Bell, N. & Vogel, E. *A Modern Introduction to the Family*. Glencoe F. P., 1968.

Biddle, B. J. & Thomas, E. J. *Role Theory — Concepts & Research*. Wiley, 1966.

Bottomore, T. B. *Classes in Modern Society*. Ampersand, 1955.

Clinard, M. & Quinney, R. *Criminal Behavior Systems — a typology*. Holt, Rinehart & Winston, 1967.

Cloward, R. A. & Ohlin, L. E. *Delinquency & Opportunity*. Free Press, 1966.

Coleman, J. S. *The Adolescent Society*. F.P., 1961.

Coser, L. *The Functions of Social Conflict*. Routledge, 1956.

Dahrendorf, R. *Class & Class Conflict in Industrial Society*. Stanford U.P., 1966.

Eisenstadt, S. N. *From Generation to Generation*. F.P., 1964.

Frank, J. *Persuasion & Healing*. John Hopkins U.P., 1961.

Hare, A. P. *Handbook of Small Group Research*. F.P., 1962.

Jackson, B. & Marsden, D. *Education & the Working Class*. Pelican, 1966.

Klein, J. *The Study of Groups*. Routledge, 1956.

Kuhn, A. *The Study of Society*. Soc.Sc.Paperback, Tavistock, 1966.

Madge, J. *Origins of Scientific Sociology*. F.P., 1966.

Mayer, K. B. *Class and Society*. Random House, 1964.

Marshall, T. H. *Citizenship & Social Class*. Cambridge U.P., 1950.

Marshall, T. H. *Class, Citizenship & Social Development*. Anchor, Doubleday, 1965.

Merton, R. K. *Social Theory & Social Structure*. F.P., 1968.

Mills, T. M. *The Sociology of Small Groups*. Prentice Hall, 1968.

- Murdock, G. P. *Social Structure*. Macmillan, 1949.
- Parsons, T. & Bales, R. F. *Family, Socialization & Interaction Process*. F.P., N.Y., 1955.
- Rose, A. *Sociology — The Study of Human Relations*. Knopf, 1967.
- Secord, P. & Backman, C. *Social Psychology*. McGraw-Hill, 1964.
- Slater, P. J. *Microcosm*. Wiley, 1966.
- Smelser, N. J. & Smelser, W. T. *Personality & Social Systems*. Wiley, 1963.
- Smith, E. A. *American Youth Culture*. F.P., 1963.
- Tumin, M. M. *Social Stratification: The Forms & Functions of Inequality*. Prentice-Hall, 1967.
- Whyte, W. F. *Street Corner Society*. Chicago U.P., 1943.
- Willmott, P. & Young, M. *Family & Class in a London Suburb*. Routledge, 1960.
- Wolff, K. ed. *The Sociology of Georg Simmel*. F.P., 1950.
- Young, M. & Willmott, P. *Family & Kinship in East London*. Routledge, 1962.
- Zaleznik, A. & Moment, D. *The Dynamics of Interpersonal Behavior*. Wiley, 1964.

## 2. FAMILY AND KINSHIP

A study of social differentiation as evidenced in family structure and kinship structure in industrial societies and non-industrial societies. The dynamics of the family; the changing role of women; breakdown within the family; changing kinship ties.

### REFERENCE BOOKS

- Christensen, H. P. (ed.). *Handbook of Marriage & the Family*. Rand McNally, 1964.
- Elkin, A. P. (ed.). *Marriage & Family in Australia*. A. & R., 1957.
- Further references will be prescribed at the commencement of the course.

## 3. SMALL GROUPS

The study of the small group as a small social system and as a subsystem of the larger society.

### TEXTBOOKS

- Mills, T. M. *The Sociology of Small Groups*. Prentice-Hall, 1967.

### EITHER

- Olmsted, M. S. *The Small Group*. Random House, 1959.

### OR

- Shepherd, C. R. *Small Groups*. Chandler Pub. Co., San Francisco, 1964.
- Zaleznik, A. & Moment, D. *The Dynamics of Interpersonal Behavior*. Wiley, 1964.

### REFERENCE BOOKS

- (i) *General Reference Works*:

- Golembiewski, R. T. *The Small Group*. Chicago U.P., 1962.

- Homans, G. C. *The Human Group*. Routledge, 1951.
- Klein, J. *The Study of Groups*. Routledge, 1956.
- Schutz, W. C. *FIRO — A Three Dimensional Theory of Interpersonal Behavior*. Holt, Rinehart & Winston, 1960.
- Shils, E. A. "The Study of the Primary Group" in Lerner, D. & Lasswell, H. D. (eds.) *The Policy Sciences*. Stanford U.P., 1951.
- (ii) *Experimental Groups:*
- (a) Collected readings.
- Cartwright, D. and Zander, A. (eds.). *Group Dynamics*. 2nd ed., Row, Peterson, 1960.
- Hare, A. P., Borgatta, E. F. and Bales, R. F. (eds.). *Small Groups*. Rev. ed., Knopf, 1965.
- (b) Attempts at synthesis.
- Collins, B. E. *A Social Psychology of Group Processes for Decision-making*. Wiley, 1964.
- Hare, A. P. *Handbook of Small Group Research*. Free Press, 1962.
- Hollander, E. P. *Leaders, Groups, and Influence*. O.U.P., 1964.
- Hopkins, T. K. *The Exercise of Influence in Small Groups*. Bedminster Press, 1964.
- McGrath, J. E. and Altman, I. *Small Group Research: A Synthesis & Critique of the Field*. Holt, Rinehart & Winston, 1966.
- Thibaut, J. W. and Kelley, H. H. *The Social Psychology Of Groups*. Wiley, 1959.
- (iii) *Spontaneous Peer Groups:*
- Dunphy, D. C. *Structures and Dynamics of Adolescent Groups*. (unpublished monograph), 1966.
- Newcomb, T. M. and Wilson, E. K. (eds.). *College Peer Groups*, Aldine Pub. Co., 1966.
- Short, J. F. and Strodtbeck, F. L. *Group Process and Gang Delinquency*. Chicago U.P., 1965.
- Smith, E. A. *American Youth Culture — Group Life in Teenage Society*. Free Press, 1963.
- Thrasher, F. *The Gang*. Chicago U.P., 1936.
- Verba, S. *Small Groups and Political Behavior*. Princeton U.P., 1961.
- Whyte, W. F. *Street Corner Society*. 2nd ed., Chicago U.P., 1956.
- (iv) *Task Groups:*
- Janowitz, M. *Sociology and the Military Establishment*. 2nd ed., Russell Sage Foundation, 1965.
- Lombard, G. F. *Behavior in a Selling Group*. Plimpton Press, 1955.
- Sayles, L. R. *Behavior in Industrial Work Groups*. Wiley, 1963.
- Thelen, H. A. *Dynamics of Groups at Work*. Chicago U.P., 1954.
- Zaleznik, A. *Worker Satisfaction and Development*. Grad. School of Business Admin., Div. of Research, Harvard Univ. 1956.

(v) *Resocialization Groups:*

Bradford, L. P. et al. (eds.). *T-Group Theory and Laboratory Method*. Wiley, 1964.

Durkin, H. *The Group in Depth*. Internat. Univ. Pr., 1964.

Mills, T. M. *Group Transformation*. Prentice-Hall, 1964.

Rosenbaum, M. and Berger, M. *Group Psychotherapy and Group Function*. Basic Books, 1963.

Slater, P. J. *Microcosm*. Wiley, 1966.

Slavson, S. R. *A Textbook in Analytic Group Psychotherapy*. Internat. Univ. Pr., 1964.

(vi) *Research Methods for the Study of Small Groups:*

Bales, R. F. *Interaction Process Analysis*. Addison-Wesley, 1951.

Borgatta, E. F. and Crowther, B. *A Workbook for the Study of Social Interaction Processes*. Rand McNally, 1965.

Heyns, R. W. and Lippitt, R. "Systematic Observational Techniques" in G. Lindzey (ed.). *Handbook of Social Psychology*. Addison-Wesley, 1954.

Leary T. *Interpersonal Diagnosis of Personality*. Ronald Pr., 1957.

Moreno, J. L. *Sociometry, Experimental Method and the Science of Society*. Beacon House, 1951, N.Y.

Stone, P. J., Dunphy, D. C., Smith, M. S. and Ogilvie, D. M. *The General Inquirer: A Computer Approach to Content Analysis*. M.I.T.Pr., 1966.

4. *SOCIAL CONTROL*

A consideration of the interrelatedness of the processes of socialization, social control, and social change. Particular attention is given to social control in terms of particular areas of industrial societies in which problems of integration are manifested.

## TEXTBOOK

Kuhn, A. *The Study of Society*. Soc.Sc. Paperback, Tavistock, 1966.

## REFERENCE BOOKS

Bredemeier, H. & Stephenson, R. *The Analysis of Social Systems*. Holt, 1962.

Cohen, Y. *Social Structure & Personality*. Holt, 1961.

Doby, J. T. *Introduction to Social Psychology*. Appleton-Century-Crofts, 1966.

Hammond, P. *Cultural & Social Anthropology*. Macmillan, 1964.

Kluckhohn, C., Murray, H. & Schneider, D. *Personality in Nature, Society, & Culture*. 2nd ed., Knopf, 1962.

Krech, D., Crutchfield, R. & Ballachey, E. *Individual in Society*. McGraw-Hill, 1962.

LaPiere, R. *A Theory of Social Control*. McGraw-Hill, 1954.

Lipset, S. & Lowenthal, L. *Culture & Social Character*. Free Press, 1961.

MacIver, R. M. *Social Causation*. Harper Torchbooks, 1964.

Merton, R. *Social Theory & Social Structure*. Fr.Pr., 1957.

- Monane, J. H. *A Sociology of Human Systems*. Appleton Cent., 1967.  
 Riesman, D. *The Lonely Crowd*. Abr.ed. Yale U.P., 1961.  
 Stoodley, B. *Society & Self*. Fr.Pr., 1962.  
 Toby, J. *Contemporary Society*. Wiley, 1964.  
 Turner, R. H. ed. *Robert E. Park on Social Control & Collective Behavior*. Chicago U.P., 1967.  
 White, L. A. *The Evolution of Culture*. McGraw-Hill, 1959.

## 5. SOCIAL POLICY

The sociology of welfare in industrial society. Social security through membership of society. Social values relating to social security and poverty. The aftermath of industrial revolution and the organization of industrial society for social welfare. National and international problems of social security.

### TEXTBOOKS

- Aron, R. *18 Lectures on Industrial Society*. Weidenfeld & Nicolson, 1967.  
 Myrdal, G. *Beyond the Welfare State*. Univ. Paperbacks, 1958.  
 Titmuss, R. M. *Essays on the Welfare State*. Unwin Univ. Books, 1963.

### REFERENCE BOOKS

- Anderson, N. *The Hobo: The Sociology of the Homeless Man*. Phoenix, 1961.  
 Galbraith, J. K. *The Affluent Society*. Pelican, 1962.  
 Hancock, K. ed. *The National Income & Social Welfare*. Cheshire, 1965.  
 Harrington, M. *The Other America*. Penguin Special, 1963.  
 Kewley, T. H. *Social Security in Australia*. Sydney U.P., 1965.  
 Martindale, D. A. *American Society*. Von Nostrand, 1960.  
 Mead, M. ed. *Cultural Patterns & Technical Change*. Mentor, 1955.  
 Myrdal, G. *Economic Theory & Under-developed Regions*. Univ. Paperbacks, 1963.  
 Rennison, G. A. *Man on his Own*. M.U.P., 1962.  
 Segal, R. *The Crisis of India*. Penguin Special, 1965.  
 Wilenski, H. L. & Lebeaux, C. *Industrial Society & Social Welfare*. Russell Sage Foundn., 1958.  
 Woodham-Smith, C. *The Great Hunger*. Four Square, 1964.

## 6. SOCIAL STRATIFICATION

Social differentiation and social stratification. The historical development of social stratification. Dimensions and correlates of social stratification in contemporary societies, and the distribution of life chances. Social mobility. Theories of social stratification.

### TEXTBOOKS

- Bendix, R. and Lipset, S. M. *Class, Status and Power*. 2nd ed., Free Press, 1966.

Bottomore, T. B. *Classes in Modern Society*. Ampersand, 1955.

or

Tumin, M. M. *Social Stratification: The Forms & Functions of Inequality*. Prentice-Hall, 1967.

Davies, A. F. *Images of Class*. S.U.P., 1966.

Lasswell, T. E. *Class and Stratum*. Houghton-Mifflin, 1965.

# REFERENCE BOOKS

Barber, B. *Social Stratification*. Harcourt, Brace, 1957.

Bergel, E. *Social Stratification*. McGraw-Hill, 1962.

Bottomore, T. B. *Elites and Society*. Watts, 1964.

Burns, C. *Parties and People*. M.U.P., 1961.

Carlsson, G. *Social Mobility & Class Structure*. Gleerup, Lund, 1958.

Centers, R. *The Psychology of Social Classes*. Princeton U.P., 1949.

Congalton, A. A. *Status & Prestige in Australia*. Cheshire, 1969.

Dahrendorf, R. *Class & Conflict in Industrial Society*. Stanford U.P., 1964.

Davies, A. F. and Encel, S. *Australian Society*. Cheshire, 1965.

Demerath, N. J. *Social Class in American Protestantism*. Rand McNally, 1965.

Dobriner, W. M. *Class in Suburbia*. Prentice-Hall, 1963.

Eisenstadt, S. N. *Essays on Comparative Institutions*. Wiley, 1965.

Elkin, A. P. ed. *Marriage & the Family in Australia*. A. & R., 1957.

Encel, S. *Is there an Australian Power Elite?* Melb. Univ. Aust. Lab. Party Club, 1961.

Glass, D. V. (ed.). *Social Mobility in Britain*. Routledge & Kegan Paul, 1954.

Gordon, M. M. *Social Class in American Sociology*. Duke U.P., 1958.

Hodges, H. M. *Social Stratification: Class in America*. Schenkman, 1964.

Keller, S. *Boy and the Ruling Class: Strategic Elites in Modern Society*. Random House, 1963.

Komarovsky, M. *Blue-Collar Marriage*. Random House, 1964.

Laumann, E. O. *Prestige and Association in an Urban Community*. Bobbs-Merrill, 1966.

Lenski, G. *Power and Privilege: A Theory of Social Stratification*. McGraw-Hill, 1966.

Lewis, R. and Maude, A. *The English Middle Classes*. Phoenix House, 1949.

Lipset, S. M. *The First New Nation*. Basic Books, 1963.

Lipset, S. M. and Zetterberg, A. *A Proposal for a Comparative Study of Social Mobility — Its Causes and Consequences*. Columbia Univ. Bureau of Appld. Soc. Res., 1954.

Lipset, S. M. and Bendix, R. *Social Mobility in Industrial Society*. Univ. of Cal. Pr., 1959.

Lockwood, D. *Social Mobility: Problems & Methods of Study*. Routledge, 1962.

McKinley, D. G. *Social Class and Family Life*. Free Press, 1964.

Mack, R. W. *Race, Class and Power*. American Book Co., 1963.

- Marshall, T. H. *Class, Citizenship and Social Development*. Doubleday & Co., 1965.
- Mayer, K. B. *Class and Society*. Random House, 1955.
- Mills, C. W. *White Collar*. O.U.P., 1951.
- Montague, J. B. *Class and Nationality: English and American Studies*. New Haven Coll. & Univ. Pr., 1963.
- Oeser, O. A. and Hammond, S. B. *Social Structure and Personality in a City*. Routledge & Kegan Paul, 1954.
- Ossowski, S. *Class Structure in the Social Consciousness*. Free Press, 1963.
- Reiss, A. J. Jr. *Occupations and Social Status*. Free Press, 1961.
- Schumpeter, J. *Social Classes*. Meridian Books, 1955.
- Sorokin, P. A. *Social Mobility*. Free Press, 1959.
- Svalastoga, K. *Prestige, Class and Mobility*. Heinemann, 1959.
- Thompson, E. P. *The Making of the English Working Class*. Pantheon Books, 1964.
- Tien, H. Y. *Social Mobility and Controlled Fertility: Family Origins and Structure of the Australian Academic Elite*. College & Univ. Pr., 1965.
- Warner, W., Meeker, M. and Eels, K. *Social Class in America*. Science Research Associates, 1949. Harper, 1960.

## 7. SOCIOLOGY OF DEVIANCE

The characteristics of social deviance. Theories of deviant behaviour. Types of deviants and aspects of social and criminal deviance. Social control and the development of correctional treatment.

### TEXTBOOKS

- Clinard, M. B. *The Sociology of Deviant Behaviour*. Holt, Rinehart & Winston, 1963.
- Mannheim, H. *Comparative Criminology*. Routledge, 1966.
- Sutherland, E. & Cressey, D. *Principles of Criminology*. Lippincott, 1966.

### REFERENCE BOOKS

- Ancel, M. *Social Defence — A Modern Approach to Criminal Problems*. Routledge, 1965.
- Ausubel, D. P. *Drug Addiction*. Random, 1958.
- Becker, H. S. *Outsiders: Studies in the Sociology of Deviance*. Free Press, 1963.
- Becker, H. S. *Social Problems: A Modern Approach*. Wiley, 1966.
- Becker, H. S. ed. *The Other Side. Perspectives on Deviance*. Free Press, 1964.
- Black & Geis. *Man, Crime & Society*. Random, 1962.
- Burt, C. *The Young Delinquent*. London U.P.
- Clemmer, D. *The Prison Community*. Christopher Pub. Co., Boston, 1940.
- Cohen, A. *Delinquent Boys*. Routledge, 1956.
- Conrad, J. *Crime & its Correction*. Calif. U.P., 1965.
- Coser, L. *The Functions of Social Conflict*. Routledge, 1956.
- Dickens, B. M. *Abortion & the Law*. MacGibbon & Kee, 1966.
- Durkheim, E. *Suicide*. Routledge, 1952.

- Eisenstadt, S. N. (ed.). *Comparative Social Problems*. Fr.Pr., 1964.
- Friedmann, F. *Law in the Changing Society*. Stevens & Sons, 1959.
- Gebhard, P. H. et al. *Sex Offenders: An Analysis of Types*. Harper & Row, 1965.
- Gibbens, T. C. N. *Trends in Juvenile Delinquency*. W.H.O., 1961.
- Gibbens, T. C. N. & Ahrenfeldt, R. H. (eds.). *Cultural Factors in Delinquency*. Tavistock, Lippincott, 1966.
- Glaser, D. *The Effectiveness of a Prison & Parole System*. Bobbs-Merrill, 1964.
- Glueck, S. & E. *Predicting Delinquency & Crime*. Harvard U.P., 1959.
- Glueck, S. (ed.). *The Problem of Delinquency*. Houghton-Mifflin, 1959.
- Horton, P. B. & Leslie, G. R. *The Sociology of Social Problems*. Appleton-Century Crofts, 1965.
- Korn, R. & McCorkle, L. *Criminology & Penology*. Holt, Rinehart & Winston, 1960.
- Landis, P. *Social Control*. Lippincott, 1956.
- Lefton, M., Skipper, J. K. & McCaghy, C. H. (eds.). *Approaches to Deviance*. Appleton-Century Crofts, 1968.
- Lemert, E. *Social Pathology*. McGraw-Hill, 1951.
- Lindesmith, A. R. *The Addict & the Law*. Indiana U.P., 1965.
- Mannheim, H. *Group Problems in Crime and Punishment*. Routledge, 1958.
- Mannheim, H. ed. *Pioneers of Criminology*. Stevens, 1960.
- Mannheim H. & Wilkins, L. *Prediction Methods in Relation to Borstal Training*. H.M.S.O., London, 1955.
- Mays, J. B. *Crime & the Social Structure*. Faber, 1963.
- Merton, R. K. & Nisbet, R. A. *Contemporary Social Problems*. Harcourt Brace, 1961.
- Morris, T. *The Criminal Area*. Routledge, 1957.
- Morris, T. & Pentonville, P. *A Sociological Study of an English Prison*. Routledge, 1963.
- O'Donnell, J. A. & Ball, J. C. (eds.). *Narcotic Addiction*. Harper & Row, 1966.
- Pittman, D. J. & Snyder, C. *Society, Culture & Drinking Patterns*. Wiley, 1962.
- President's Commission on Law Enforcement & Administration of Justice. *The Challenge of Crime in a Free Society*. G.P.O., U.S.A., 1967.
- Ruitenbeck, H. M. (ed.). *The Problem of Homosexuality in Modern Society*. Dutton, 1963.
- Schofield, M. *Sociological Aspects of Homosexuality*. Little Brown, 1965.
- Schur, E. M. *Crimes without Victims*. Paperback, Prentice-Hall, 1965.
- Schur, E. M. *Narcotic Addiction in Britain & America. The Impact of Public Policy*. Indiana U.P., 1962.
- Shoham, S. *Crime & Social Deviation*. Henry Regnery, 1966.
- Social Science Research Council (U.S.). *Theoretical Studies in Social Organisation of Prison*. No. 15, 1960.



- Sutherland, E. *White Collar Crime*. Holt, Rinehart & Winston, 1961.
- Sykes, G. *The Society of Captives*. Princeton U.P., 1958.
- Tappan, P. *Crime, Justice & Correction*. McGraw-Hill, 1960.
- Vold, G. B. *Theoretical Criminology*. O.U.P., 1958.
- West, D. *Homosexuality*. Penguin.
- Westwood, G. *A Minority: A Report on the life of the Male Homosexual in Great Britain*. Longmans, 1960.
- Whyte, W. F. *Street Corner Society*. Chicago U.P., 1943.
- Wilkins, L. T. *Delinquent Generations*. H.M.S.O., 1961.
- Wilkins, L. T. *Social Deviance*. Tavistock, 1964.
- Wolfgang, M., Savitz, L. & Johnston, N. *The Sociology of Crime & Delinquency*. Wiley, 1962.
- Wolfgang, M. E. (ed.). *Patterns of Violence*. The Annals of the American Acad. of Polit. & Soc. Sc., 1966.
- Wootton, B. *Social Science & Social Pathology*. Allen & Unwin, 1959.

### 53.122 Sociology II (Honours)

Sociology II (Pass), together with an extra seminar for honours students only.

## SCHOOL OF EDUCATION

### 58.011 Australian Education

Examines some important problems of Australian education. Attention will also be given to the treatment of related problems in overseas countries.

#### TEXTBOOKS

- Connell, W. F. *The Foundations of Secondary Education*. A.C.E.R., 1967.
- Cowan, R. W. T. (ed.). *Education for Australians*. Cheshire, 1967.

#### REFERENCE BOOKS

- Australian Institute of Political Science (Proceedings of 31st Summer School). *Tertiary Education in Australia*. Angus & Robertson, 1965.
- Butts, R. F. *Assumptions Underlying Australian Education*. A.C.E.R., 1954.
- Jackson, R. W. B. *Emergent Needs in Australian Education*. A.C.E.R., 1962.
- McKeown, P. J. and Hone, B. W. (eds.). *The Independent School*. Oxford University Press, 1967.
- Sanders, C. (ed.). *Technical Education for Development*. University of Western Australia Press, 1966.
- The Australian College of Education. *Teachers in Australia*. Cheshire, 1966.
- Wheelwright, E. L. (ed.). *Higher Education in Australia*. Cheshire, 1965.
- Report of the Committee Appointed to Survey Secondary Education in New South Wales*. (The Wyndham Report). Government Printer. Sydney, 1957.

- Report of the Committee on the Future of Tertiary Education in Australia.* (Chairman Sir Leslie Martin), 1965.
- Review of Education in Australia 1955-62 A.C.E.R.*, 1964.
- Commonwealth Office of Education. *Education in Australia*, 1965.
- The Australian Journal of Education* — particularly — Special Decennial Issue — October, 1966.
- The Australian Journal of Higher Education*. University of Western Australia Press.
- The Australian University*. Melbourne University Press.
- Conant, J. B. *The Education of American Teachers*. McGraw-Hill, 1963.
- Cramer, J. F. and Browne, G. S. *Contemporary Education*. Harcourt Brace, 1965.
- Reports of the Central Advisory Council for Education* — England.  
(i) 15 to 18 (Vol. I) H.M.S.O., 1959. (ii) *Half our Future* H.M.S.O., 1963.
- Report of Committee on Higher Education — Great Britain* (Chairman Lord Robbins) H.M.S.O., 1963.

## 58.012 Educational Practice

Classroom organization and practice: individual and group techniques; management; teaching aids (including radio and television). Measurement in education. Curriculum construction and modification. School organization.

### REFERENCE BOOKS

- Bellack, A. A. (ed.). *Theory and Research in Teaching*. Bureau of Publications, Teachers' College, Columbia University, 1963.
- Biddle, B. and Ellana, W. J. *Contemporary Research on Teachers' Effectiveness*. Holt, Rinehart and Winston, 1964.
- Blair, G. M. *Diagnostic and Remedial Teaching in Secondary Schools*. Macmillan, Rev. ed., 1956.
- Bossing, L. *Principles of Secondary Education*. Prentice-Hall, 2nd ed., 1955.
- Cole, J. A. and Blake, L. J. *Principles and Techniques of Teaching*. Whitcombe and Tombs, 1962.
- Cowen, E. L., Gardner, E. A. and Zox, M. *Emergent Approaches to Mental Health Problems*. Appleton-Century-Crofts, 1967.
- Gallagher, J. *Teaching Gifted Students*. Allyn & Bacon, 1965.
- Grambs, J. D. et al. *Modern Methods in Secondary Education*. Dryden Press, 1958.
- Hight, G. *The Art of Teaching*. Methuen University Paperbacks, 1963.
- Lindquist, E. F. (ed.). *Educational Measurement*. American Council on Education, 1951.
- Remmers, H. H., Gage, N. L. and Rummell, J. F. *A Practical Introduction to Measurement and Evaluation*. Harper, 1960.
- Risk, T. M. *Principles and Practices of Teaching in Secondary Schools*. American Book Co., 1958.
- Skinner, B. F. *The Technology of Teaching*. Appleton-Century-Crofts, 1968.
- Smith, F. R. and McQuigg, R. B. *Secondary Schools To-day*. Houghton Mifflin, 1965.

**58.013 Educational Psychology**

An examination of aspects of the variables involved in the teaching-learning process. Particular emphasis is given to individual differences, learning theory and group dynamics.

**REFERENCE BOOKS**

- Ausubel, D. P. *Theory and Problems of Adolescent Behavior*. Grune & Stratton, 1957.
- Baldwin, A. L. *Theories of Child Development*. Wiley, 1967.
- Bany, M. A. and Johnson, L. V. *Classroom Group Behaviour*. Macmillan, 1964.
- Baller, W. R. and Charles, D. C. *The Psychology of Human Growth and Development*. Holt, Rinehart and Winston, 1961.
- Bigge, M. L. *Learning Theories for Teachers*. Harper, 1964.
- Bloom, B. S. *Stability and Change in Human Characteristics*. Wiley, 1964.
- Charters, W. W. and Gage, N. L. *Readings in the Social Psychology of Education*. Allyn & Bacon, 1963.
- Dinkmeyer, D. C. *Child Development*. Prentice-Hall, 1965.
- Flavell, J. *The Developmental Psychology of Jean Piaget*. Van Nostrand, 1963.
- Getzels, J. W. and Jackson, P. W. *Creativity and Intelligence*. Basic Books, New York, 1962.
- Green, J. A. *Teacher-made Tests*. Harper & Row, 1963.
- Grinder, R. E. ed. *Studies in Adolescence*. Macmillan, 1963.
- Hunt, J. Mc. *Intelligence and Experience*. Ronald, 1961.
- Havighurst, R. J. *Human Development and Education*. Longmans, 1953.
- Klausmeier, J. J. and Goodwin, W. *Learning and Human Abilities*. Harper & Row, 1961.
- Mussen, P. H. *The Psychological Development of the Child*. Prentice-Hall, 1963.
- Muuss, R. E. *Theories of Adolescence*. Random House, 1962.
- Oeser, O. A. ed. *Teacher, Pupil and Task: Elements of Social Psychology Applied to Education*. Tavistock, 1955.
- Ripple, R. E. *Readings in Learning and Human Abilities*. Harper, 1964.
- Seidman, J. M. ed. *The Adolescent—A Book of Readings*. Rev. ed. Holt, Rinehart and Winston, 1960.
- Smith, L. M. and Hudgins, B. B. *Educational Psychology*. Alfred A. Knopf, 1964.
- Tanner, J. M. *Education and Physical Growth*. University of London Press, 1961.
- Tyler, L. E. *The Psychology of Human Differences*. 3rd ed. Appleton-Century-Crofts, 1965.
- Vernon, P. E. *The Structure of Human Abilities*. 2nd ed. Methuen, 1961.
- Witkin, H. A. et al. *Psychological Differentiation*. Wiley, 1962.

**58.014 Education and Society**

A study of education in its various social relationships with particular reference to Australian society.

**REFERENCE BOOKS**

- Brookover, W. B. and Gottlieb, D. *Sociology of Education*. American Book Co., 1964.
- Coleman, J. S. *The Adolescent Society*. Free Press, 1961.
- Connell, W. F. et al. *Growing Up in an Australian City*. A.C.E.R., 1957.
- Davies, A. F. and Encel, S. *Australian Society*. Cheshire, 1965.
- Gross, C. H., Wronski, S. P. and Hanson, J. W. *School and Society*. D. C. Heath, 1962.
- Havighurst, R. J. and Neugarten, B. L. *Society and Education*. Allyn and Bacon, 1962.
- Mannheim, K. and Steward, W. A. C. *An Introduction to the Sociology of Education*. Routledge & Kegan Paul, 1962.
- Musgrave, P. W. *The Sociology of Education*. Methuen, 1965.
- Stanley, W. O. et al. *Social Foundations of Education*. Dryden Press, 1957.

**58.015 Philosophy and Theory of Education**

An introduction to the main currents of educational thought in the twentieth century, including recent analytical approaches.

**REFERENCE BOOKS**

- Alberty H. B. *Reorganizing the High School Curriculum*. 3rd ed., Macmillan, 1962.
- Brown, L. M. *Philosophy in Education*. McGraw-Hill, 1966.
- Buber, M. *Between Man and Man*. Fontana Library ed., Collins, 1961.
- Connell, W. F. *The Foundations of Education*. Novak, 1962.
- Dewey, J. *Democracy and Education*. Macmillan, 1916.
- Dewey, J. *The Child and the Curriculum, and The School and Society*. Phoenix Books, University of Chicago Press, 1956.
- Dewey, J. *Experience and Education*. Collier Books, 1938.
- Faunce, R. C. and Bossing, N. L. *Developing the Core Curriculum*. Prentice-Hall, 1958.
- Nunn, T. P. *Education: Its Data and First Principles*. Edward Arnold, 3rd ed., 1945.
- Park, J. *Selected Readings in the Philosophy of Education*. Macmillan, 1958.
- Price, K. *Education and Philosophic Thought*. Allyn & Bacon, 1962.
- Reid, L. A. *Philosophy and Education*. Heinemann Educational Books, 1962.
- Scheffler, I. *Philosophy and Education*. Allyn and Bacon, 2nd ed., 1966.
- Smith, B. C. et al. *Fundamentals of Curriculum Development*. World Book Co., 1950.

**Method Subjects****58.021 Commerce Method**

## REFERENCE BOOKS

- Tonne, H., Popham, E. and Freeman, M. *Methods of Teaching Business Subjects.*  
Musselman, V. and Hanna, J. *Teaching Bookkeeping and Accounting.*  
Donnovan, F., Ryner, B. and Sinclair, D. *Signed, Sealed and Delivered.*  
Griffiths, N. *Australian Business Handbook.*

**58.022 English Method**

## REFERENCE BOOKS

- Burton and Simmons. *Teaching English in Today's High Schools.*  
Flower, F. *Language and Education.* Longmans.  
Gordon, I. A. *The Teaching of English.* N.Z.C.E.R.  
Holbrook, D. *English for Maturity.* C.U.P.  
Laurence, M. J. *Citizenship Through English.* Oliver and Boyd.  
Mirrieles, L. B. *Teaching Composition and Literature.* Brace.  
Schoenheimer, H. P. *Education Through English.* Cheshire.  
Smith, A. E. *English in the Modern School.* Methuen.  
Roe, E. *Teachers, Librarians and Children.* Cheshire.  
Watts, A. F. *Language and Mental Development of Children.* C.U.P.  
Whitehead, F. S. *The Disappearing Dais.* Chatto and Windus.  
N.S.W. Department of Education. *Speech Education.*  
N.S.W. Department of Education. *Syllabuses for Forms 1 to 6.*

**58.023 French Method****58.025 German Method****58.031 Spanish Method**

## Methods of Modern Languages

## REFERENCE BOOKS

- Huebener, Th. *Audio-visual Techniques in Teaching Foreign Languages.*  
Huebener, Th. *How to Teach Foreign Languages Effectively.*  
Mallinson, V. *Teaching a Modern Language.*  
Meras, E. *A Language Teacher's Guide.*  
Lado, R. *Language Teaching.*  
Lado, R. *Language Testing.*  
Rivers, W. *The Psychologist and the Foreign Language Teacher.*

- Scherer, A. C. and Wertheimer, M. *A Psycholinguistic Experiment in Foreign Language Teaching.*
- Stack, E. *The Language Laboratory and Modern Language Teaching.* (In-Service Training Branch of N.S.W. Department of Education) *The aural-oral Approach to the Teaching of French.* (French Method only.)

### 58.024 Geography/Social Studies Method

#### REFERENCE BOOKS

- Gopsil, G. *The Teaching of Geography.*
- Murphy, R. *An Introduction to Geography.*
- Dicken, S. and Pitts, F. *Introduction to Human Geography.*
- Briault, E. and Shave, D. *Geography In and Out of School.*
- Long, M. *Handbook for Geography Teachers.*
- Hemming, J. *The Teaching of Social Studies in Secondary Schools.*
- Wesley, E. *Teaching Social Studies in High Schools.*

### 58.026 Guidance Method

#### REFERENCE BOOKS

- Bennet, M. E. *Guidance and Counselling in Groups.* 2nd ed. McGraw-Hill, 1963.
- Lifton, W. M. *Working with Groups.* 2nd ed. Wiley, 1965.
- Arbuckle, D. S. *Counselling and Psychotherapy: An Overview.* McGraw-Hill, 1967.
- Super, D. S. *The Psychology of Careers.* Harper & Row, 1957.
- McGowan, J. F. and Schmidt, L. D. *Counselling: Readings in Theory and Practice.* Holt, Rinehart and Winston, 1962.

### 58.027 History Method

#### REFERENCE BOOKS

- Burston, W. H. *Principles of History Teaching.*
- Burston, W. H. and Green, C. W. *Handbook for History Teachers.*
- Evans, L. *Teaching History.*
- Gustavson, C. G. *A Preface to History.*
- Lewis, E. M. *Teaching History in Secondary Schools.*
- Strong, C. F. *History in the Secondary Schools.*
- U.K. Incorporated Association of Assistant Masters in Secondary Schools. *The Teaching of History.*
- U.K. Ministry of Education. *Teaching History.* (Pam. 23) H.M. Stationery Office, 1953.
- N.S.W. Department of Education. *English-History Bulletins*, Nos. 1—to date.
- N.S.W. History Teachers' Association. *Teaching Method Bulletins*, Nos. 3—to date.
- N.S.W. H.T.A. Journal. *Teaching History*, Nos. 1—to date.

**58.028 Library Method****REFERENCE BOOKS**

Roe, E. *Teachers, Librarians and Children.*

Fenwich, S. I. *School and Children's Libraries in Australia.*

Library Association of Australia. *Standards and Objectives for School Libraries.*

Arbuthnot, M. H. *Children and Books.*

Smith, L. *The Unreluctant Years.*

Fisher, M. *Intent Upon Reading.*

Fenner, R. *The Proof of the Pudding: What Children Read.*

**58.029 Mathematics Method****REFERENCE BOOKS**

Glen and Johnson, et al. *Exploring Mathematics on your own.* Webster Publishing Co.

Schaaf, W. *Basic Concepts of Elementary Mathematics.*

Newman, J. *The World of Mathematics.*

Adler, I. *The New Mathematics.*

Kline, M. *Mathematics, A Cultural Approach.*

N.S.W. Department of Education. *Mathematics Syllabuses Forms I-IV and Notes.*

A.C.E.R. *Background to Mathematics.*

*Australian Mathematics Teacher.* Articles Recommended for Various Topics.  
Textbooks written for Secondary Schools—all Forms and Levels (e.g., McMullen and Williams, Schuller and Healey, Coroneos, Jones, etc.).

British Ministry of Education. *Teaching Mathematics in Secondary Schools. Report and Textbooks of Overseas Mathematics Programs* (e.g., S.M.S.G., U.I.C.S.M., S.M.P., etc.).

**58.030/1 Science Method (Double Teaching Subject)****58.030/2 Science Method (Single Teaching Subject)****REFERENCE BOOKS****A. General**

Committee of I.A.A.M. and S.M.A. *The Teaching of Science in Secondary Schools.*

Joseph, A., Brandwein, Morholt, Pollock and Castka. *The Teaching of High School Science. A Sourcebook of the Physical Sciences.*

Nuclear Research Foundation. *Science for High School Students.*

Nuclear Research Foundation. *Science for High School Students—A Teacher's Manual.*

Sanders, H. N. *The Teaching of General Science in Tropical Secondary Schools.*

Sutcliffe, A. *School Laboratory Management.*

UNESCO. *Sourcebook of Physical Sciences.*

Watson, F. G., Brandwein, P. F. and Blackwood, P. E. *Teaching High School Science: A Book of Methods.*

## JOURNALS

*Australian Science Teachers' Journal.*

*Science Education News.*

*The School Science Review.*

### B. Biology

Association for Science Education. *The Science Master's Book.* First Series Part 2 Chemistry and Biology, Second Series Part 2 Chemistry and Biology, Third Series Part 3 Biology, Fourth Series Part 3 Biology.

Besley, M. A. and Meyer, G. R. *Field Work in Animal Biology.*

B.S.C.S. *Biology Teacher's Handbook.*

Green, T. L. *The Teaching and Learning of Biology.*

Miller, D. F. and Blaydes, G. W. *Methods and Materials for Teaching the Biological Sciences.*

Morholt, E., Brandwein and Joseph. *Teaching High School Science: A Sourcebook for the Biological Sciences.*

### C. Chemistry

Boden, A. *Senior Chemistry.*

C.B.A. Committee. *Chemical Bond Approach: Chemical Systems.*

Newbury, N. F. *The Teaching of Chemistry.*

Nuclear Research Foundation. *Senior Science for High School Students, Chemistry.*

University of N.S.W., Sydney. *Approach to Chemistry.* 1962, 1963, 1964 editions.

## JOURNALS

*The Journal of Chemical Education.*

*Education in Chemistry.*

### D. Geology

American Geological Institute of Academy of Science. *Geology and Earth Science Sourcebook for Elementary and Secondary Schools.*

Education Department of Tasmania. *Geological maps—Teachers' Edition.*

In-Service Training Section of Department of Education, N.S.W. *Senior Science Geology.*

Platt, J. I. and Challinor, J. *Simple Geological Structures—A Series of Notes and Map Exercises.*

### E. Physics

Nuclear Research Foundation. *Senior Science for High School Students, Physics.*

P.S.S.C. *Physics.*



## 58.04 Selected Topics

Lectures and exercises in a number of fields including the following:—  
 (i) *Physical Education*: Achievement and maintenance of personal physical fitness at the individual level. Physical education as an aspect of the school programme and the part which may be played by teachers in the programme.  
 (ii) *Health and Health Education*: Designed to develop in students (a) self-understanding and self-knowledge in respect to physical and mental health; and (b) knowledge and understanding of school pupils and community health problems and resources.  
 (iii) *Communication Skills*: Development of knowledge and skill in relation to the effective use of the English language. General problems of communication.  
 (iv) *Elective Subject*: The object of this section of the course is to give to students the opportunity of devoting some time and thought to an aspect of education of particular interest to them: research, Australian literature, philosophy, history, etc.

### 58.041 Communication Skills

#### REFERENCE BOOKS

- Berlo, D. K. *The Process of Communication*.  
 DeLeeuw, E. and M. *Read Better, Read Faster*.  
 Dickens, M. *Speech: Dynamic Communication*.  
 Flesch, R. *The Art of Plain Talk*.  
 Fowler, H. W. *A Dictionary of Modern English Usage*.  
 Gowers, Sir Ernest. *The Complete Plain Words*.  
 Hayakawa, S. I. *Language in Thought and Action*.  
 Lee, Charlotte. *Oral Interpretation*.  
 Markert, E. E. *Speech for All*.  
 Partridge, E. *Usage and Abuse*.  
 N.S.W. Department of Education. *Speech Education: A Handbook for Secondary Teachers*.

### 58.042 Elective Subject

### 58.043 Health and Health Education

- Fletcher, Cole, Jeger and Wood. *Common Sense About Smoking*. Penguin Book, Harmondsworth, Middlesex.  
 Morton, R. S. *Venereal Diseases*. Penguin Book, Harmondsworth, Middlesex.  
 Barnes, K. *He and She*. Penguin Book, Harmondsworth, Middlesex.  
 Bibby, C. *Sex Education*. Macmillan & Co., London.  
 Nemir, A. *The School Health Program*. W. B. Saunders Company.  
 Chenoweth, L. B. and Selkirk, T. K. *School Health Problems*. Appleton-Century-Crofts, New York.  
 Hunter, T. A. A. and Herford, M. E. M. *Adolescence The Years of Indiscretion*. Heinemann, London.

### 58.044 Physical Education

### 58.050 Supervised Teaching Practice

Eight weeks' full-time teaching practice in term time.

## SCHOOL OF SOCIAL WORK

**63.111 Social Work I**

A framework is established for the analysis of human problems. Lectures illustrate the practical application of psychological and sociological concepts including role, defence mechanism, subcultural differences and group norms. Case history material is used as an aid in teaching the practical application of social science concepts. Interviewing techniques are taught with the aid of the University's closed-circuit television facilities. Important social problems are discussed against the background of major social trends. The basic similarities and differences between social case work, social group work and community organization are examined.

**TEXTBOOKS**

- Brennan, T. and Parker, N. A. *Foundations of Social Casework*. Novak, 1966.
- Hamilton, G. *Theory and Practice of Social Work*. 2nd ed., Columbia U.P. 1951.
- Hollis, F. *Casework: A Psychosocial Therapy*. Random House, 1964.
- Perlman, H. H. *Social Casework: A Problem Solving Process*. Chicago U.P., 1957.

**REFERENCE BOOKS**

- Aptekar, H. H. *The Dynamics of Casework and Counseling*. Houghton Mifflin.
- Ackerman, N. W. *The Psychodynamics of Family Life*. Basic Books.
- Biestek, F. P. *The Casework Relationship*. Allen & Unwin, 1961.
- Bredemeier, H. and Jackson, T. *Social Problems in America*. Wiley, 1960.
- Cooley, C. H. *Social Organization and Human Nature and the Social Order*. Free Press, 1956.
- Duhl, L. J. (ed.). *The Urban Condition*. Basic Books, 1963.
- Eisenstadt, S. N. (ed.). *Comparative Social Problems*. Free Press, 1964.
- Fein, R. *Economics of Mental Illness*. Monograph Series No. 2. Basic Books, 1958.
- Fink, E. A., Wilson, E. E. and Conover, M. B. *The Field of Social Work*. 4th ed. Holt, Reinhart and Winston, 1963.
- Gardner, J. W. *Self-Renewal: The Individual and the Innovative Society*. Harper, 1964.
- Gold, H. and Scarpitti, F. R. (ed.). *Combating Social Problems*. Holt, Reinhart and Winston, 1967.
- Henry, J. *Culture Against Man*. Random House, 1963.
- Hughes, C. C. Tremblay, M. Rapoport, R. N. and Leighton, A. H. *People of Cove and Woodlot. Communities from the Viewpoint of Social Psychiatry*. Vol. II. Basic Books, 1961.
- Klein, J. *Working with Groups*. Hutchinson, London, 1958.
- Konopka, G. *Social Group Work: A Helping Process*. Prentice-Hall, 1963.
- Leighton, A. *My Name is Legion*. Vol. I. Basic Books, 1959.
- Lowenthal, M. F. *Lives in Distress*, Basic Books, 1964.

- Martin, J. M. and Fitzpatrick, J. P. *Delinquent Behaviour. A Redefinition of the Problem*. Random House, 1964/65.
- May, E. *The Wasted Americans*. Signet Books, 1965.
- Reynolds, B. C. *Social Work and Social Living*. The Citadel Press.
- Scheff, T. J. (ed.). *Mental Illness and Social Processes*. Harper & Row, 1967.
- Selekman, S. K. and Selekman, B. M. *Power and Morality in a Business Society*. McGraw-Hill, 1956.
- Stein, M. R. *The Eclipse of Community*. Harper Torchbooks, 1961.
- Thrasher. *The Gang*. Phoenix.
- Warren, R. *Studying your Community*. Free Press, 1965.
- Warren, R. L. *Perspectives on the American Community*. Rand, McNally, 1965.
- Warren, R. L. *The Community in America*. Rand, McNally, 1964.
- Wilensky, H. L. *Industrial Society and Social Welfare*. Russell Sage Foundation, 1958.
- Wilkins, L. T. *Social Deviance. Social Policy Action Research*. Tavistock, 1964.

### 63.112 Social Work II

An extension of Social Work I. Throughout the course, social casework continues to be seen as one way only of helping people with social problems. Appreciation of the central role of groups in human functioning and of the potentialities which lie in group process for inducing change in individual functioning and in social living is stressed throughout. Similarly, problems are seen in their community context and the relevance of community organization to their solution is kept in mind. Social group work and community organization are studied in general terms in their relationship to social casework. Case material, practical work, during which information is sought about social problems in the local community, and field work are used in an interrelated way to help students to acquire and apply social work knowledge and skills.

#### TEXTBOOKS

- Brennan, T. and Parker, N. A. *Foundations of Social Casework*. Novak, 1966.
- Hollis, F. *Casework. A Psychosocial Therapy*. Random House, 1964.
- Konopka, G. *Social Group Work*. Prentice-Hall and Englewood.
- Parad, H. *Ego Psychology and Dynamic Casework*. Family Service Assn. of America, 1958.
- Perlman, H. H. *Social Casework. A Problem Solving Process*. Chicago U.P., 1957.
- Younghusband, E. *New Developments in Casework*. Allen & Unwin.

#### REFERENCE BOOKS

- Aitken-Swan, J. *Widows in Australia*. Council of Social Service. 1962.
- Ackerman, N. W. *The Psychodynamics of Family Life*. Basic Books, 1958.
- Bell, N. W. and Vogel, E. P. *A Modern Introduction to the Family*. Routledge & Kegan Paul, 1961.
- Biestek, F. P. *The Casework Relationship*. Allen & Unwin, 1961.

- Bisno, H. *The Philosophy of Social Work*. Public Affairs Press, 1952.
- Bossard, J. S. and Bell, E. *The Sociology of Child Development*. Harper & Row, 1960.
- Bowlly, J. *Child Care and the Growth of Love*. Harmondsworth, 1953.
- Caplan, G. *Principles of Preventive Psychiatry*. Tavistock, 1964.
- Cumming, G. and Henry W. *Growing Old. The Process of Disengagement*. Basic Books, 1964.
- Cummings, J. and E. *Ego and Milieu*. Tavistock Pub., 1964.
- Delliquadri, F. *Helping the Family in Urban Society*. Columbia U.P., 1963.
- Donahue, W. and Tibbitts, C. *The New Frontiers of Ageing*. University of Michigan.
- Erikson, E. *Childhood and Society*. Norton, 1950.
- Erikson, E. *Identity and the Life Cycle*. Int. Univ. Press, 1959.
- Family Service Assn. of America. *The Significance of the Father*. Family Service Assn. of America (pamphlet).
- Feldman, F. *The Family in a Money World*. Family Service Assn. of America.
- Ferard, M. and Honeybunn, N. *The Caseworker's Use of Relationship*. Tavistock Pub., 1963.
- Frailberg, S. *The Magic Tears*. Scribner, 1959.
- Hamilton, G. *Theory and Practice of Social Work*. 2nd ed., Columbia U.P., 1951.
- Johnson, A. *School Social Work*. National Assn. of Social Workers, 1962.
- Kahn, A. J. *Issues in American Social Work*. Columbia U.P., 1959.
- Maier, H. *Group Work as Part of Residential Treatment*. National Association of Social Workers. New York, 1965.
- Murphy, L. *The Widening World of Childhood*. Basic Books, 1963.
- National Conference for Social Welfare. *The Social Welfare Forum*. Columbia U.P.
- Parad, H. *Crisis Intervention*. Family Service Assn. of America, 1965.
- Parad, H. and Miller, R. *Ego Oriented Casework*. Family Service Assn. of America, 1963.
- Phillips, H. *Essentials of Social Group Work Skill*. Association Press, New York, 1957.
- Pollak, O. *Integrating Sociological and Psychoanalytic Concepts*. Russell Sage Foundation, 1956.
- Redl, F. and Wineman, D. *The Aggressive Child*. Free Press, 1957.
- Scheidlinger, S. *Psychoanalysis and Group Behaviour*. Norton, New York, 1952.
- Scott, D. and U'Ren, R. *Leisure*. Cheshire, 1962.
- Selye, H. *The Stress of Life*. McGraw-Hill, 1956.
- Stein, H. and Cloward, R. *Social Perspectives on Behaviour*. Free Press, 1958.
- Stoller, A. *Growing Old*. Cheshire.
- Timms, N. *Social Casework*. Routledge and Kegan Paul, 1964.
- Travis, G. *Chronic Disease and Disability*. Univ. California Press, 1961.

- Voiland, A. *Family Casework Diagnosis*. Columbia U.P., 1962.  
 Williamson, R. *Marriage and Family Relations*. Wiley, 1966.

### 63.122 Social Work II (Honours)

Social Work II plus an intensive study of the development of social work theory, including the works of prominent theorists. A reading list will be prescribed.

### 63.113 Social Work III

Seminars in which an intensive study is made of different aspects of social work, its philosophy, its contribution to prevention of social problems, professional ethics and constituents of professional competence. Students undertake advanced study in social casework, social group work and community organizations.

#### TEXTBOOKS

- Bartlett, H. *Analysing Social Work. Practice by Fields*. National Assn. of Social Workers, 1961.  
 Dunham, A. *Community Welfare Organization. Principles and Practice*. Crowell, 1965.  
 Hollis, F. *Casework. A Psychosocial Therapy*. Random House, 1964.  
 Konopka, G. *Social Group Work*. Prentice-Hall, 1963.  
 Parad, H. *Crisis Intervention*. Family Service Assn. of America, 1965.  
 Perlman, H. H. *Social Casework. A Problem Solving Process*. Univ. Press, 1957.  
 Ross, M. *Community Organization, Theory and Principles*. Harper, 1958.

#### REFERENCE BOOKS

##### GENERAL

- Bennis, W., Schein, G., Berlew, D. and Steele, F. *Interpersonnel Dynamics*. Dorsey Press, 1964.  
 Family Service Assn. of America. *Casework Papers*. Family Service Assn. of America, 1960.  
 Halmos, P. (ed.). *The Canford Families. A Study in Social Casework and Group Work*. Univ. of Keele, 1962.  
 Riessman, F., Cohen, J. and Pearl, A. *The Mental Health of the Poor*. Free Press.  
 World Health Organization. *Deprivation of Maternal Care*. W.H.O. 1962.  
 Wootton, B. *Social Science and Social Pathology*. Allen & Unwin, 1963.  
 Younghusband, E. *New Developments in Casework*. Allen & Unwin, 1966.  
 Zald, M. N. *Social Welfare Institutions*. Wiley, 1965.

##### CHILD WELFARE

- American Academy of Paediatrics. *Adoption of Children*. The Academy, 1959.  
 Ausubel, D. P. *Theory and Problems of Child Development*. Grune & Stratton, 1957.  
 Caplan, G. *Emotional Problems of Early Childhood*. Basic Books, 1955.

- Child Welfare League of America. *Child Welfare and a Field of Social Work Practice*. Children's Bureau, 1959.
- Clifton, E. and Hollis, F. *Child Therapy. A Casework Symposium*. Family Service Assn. of America.
- Frailberg, S. *Psychoanalytic Principles in Casework with Children*. F.S.A., 1957.
- Glickman, F. *Child Placement through Clinically Oriented Casework*. Columbia U.P., 1957.
- Gordon, H. *Casework Services for Children*. Houghton & Mifflin, 1956.
- Hamilton, G. *Psychotherapy in Child Guidance*. Columbia U.P., 1947.
- Kahn, A. J. *Planning Community Services for Children in Trouble*. Columbia U.P., 1963.
- Konopka, G. *The Adolescent Girl in Conflict*. Prentice-Hall, 1966.
- Maas, H. A. and Engler, R. E. *Children in need of Parents*. 1959.
- Peck, Harris and Bellsmith, V. *Treatment of the Delinquent Adolescent*. Family Service Assn. of America, 1954.
- Rozenberg, J. and Frailberg, S. *Direct Casework with Children*. Family Service Assn. of America, 1957.
- Smith, E. (ed.). *Readings on Adoption*. Philosophical Lib., 1965.
- Young, L. *Out of Wedlock*. McGraw-Hill, 1954.
- PSYCHIATRIC SOCIAL WORK**
- Caplan, G. *Approach to Community Mental Health*. Tavistock, 1961.
- Cumming, E. and J. *Closed Ranks*. Harvard U.P., 1957.
- Cumming, E. and J. *Ego and Milieu*. Tavistock, 1964.
- Davies, S. P. *The Mentally Retarded in Society*. Columbia U.P., 1959.
- Freeman, Howard and Simmons, O. *The Mental Patient Comes Home*. Wiley, 1963.
- Greenblatt, M. and Levinson, D. *The Patient and the Mental Hospital*. Free Press, 1957.
- Grinker, R. *Psychiatric Social Work*. Basic Books, 1961.
- Johoda, M. *Current Concepts in Positive Mental Health*. Basic Books, 1958.
- Joint Commission for Mental Health. *Action for Mental Health*. Basic Books, 1961.
- Joint Information Service of the American Psychiatric Assn. *The Community Mental Health Centre*. 1964.
- Jones, M. *The Therapeutic Community*. Basic Books, 1953.
- Knee, R. *Better Social Services for Mentally Ill Patients*. Department of Health, Education and Welfare, 1954.
- Schwartz, M. *Social Approaches to Mental Patient Care*. Columbia U.P., 1964.
- Stanton, A. and Schwartz. *The Mental Hospital*. Basic Books, 1954.
- Timms, N. *Psychiatric Social Work in Great Britain*. Routledge and Kegan Paul, 1964.
- Trecker, H. *Group Work in Psychiatric Setting*. Morrow, 1956.
- Wessen, A. *The Psychiatric Hospital as a Social System*. Thomas, 1964.
- Zander, A., Cohen, A. and Scotland, E. *Role Relations in the Mental Health Professions*. Univ. of Michigan, 1957.

*CORRECTIONAL SOCIAL WORK*

- Barnes, H. E. and Teeters, N. K. *New Horizons in Criminology*. Prentice-Hall, 1951.
- Cavan, R. *Readings in Juvenile Delinquency*. Lippincott, 1963.
- Cohen, A. *Delinquent Boys. The Culture of the Gang*. Free Press, 1955.
- Cressey, D. R. *The Prison, Studies in Institutional Organization and Change*. Holt, Rinehart & Winston, 1960.
- Gibbens, T. *Psychiatric Studies of Borstal Lads*. Oxford U.P., 1963.
- Glueck, S. and E. *Ventures in Criminology*. Tavistock, 1964.
- Glueck, S. and E. *Unravelling Juvenile Delinquency*. Harvard U.P., 1950.
- Glueck, S. and E. *Delinquents in the Making*. Harper, 1952.
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### COMMUNITY ORGANIZATION

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### **63.123 Social Work III (Honours)**

Social Work III plus an advanced course which covers major issues facing social work, new treatment approaches, social work research and methods of evaluation of the effectiveness of social welfare treatment.

### **63.211 Public Health and Social Medicine**

Consists of two equal parts:

*Part A:* The study of physical health and disease with particular attention to diseases of social significance; principles of medicine; psychosomatic disorders and the role of the social worker in treatment.

*Part B:* Various types of maladjustment, including behaviour problems, psychosis, neurosis, epilepsy and mental deficiency. Mental disorders and their causes, genetic, organic and experimental. Positive mental health. Role of the family, with its changing pattern and structure; the problems involved in maintaining the stability and prestige of the family as a social unit. Other stresses such as economic hardship.

#### *Part A:* SUGGESTED READING

Clark-Kennedy, A. E. *Human Disease*. Penguin Books, 1957.

Clements, F. W. and Rogers, J. G. *Diet in Health and Disease*. Reed, 1966.

Ellis, R. W. B. *Health in Childhood*. Penguin Books, 1964.

Travis, G. *Chronic Disease and Disability*. U. of California, 1966.

#### *Part B:* TEXTBOOK

Mersky, H. and Tonge, L. *Psychiatric Illness*. Bailliere, Tindall & Cox, 1965.

### **63.311 Social Work Practice I**

This subject involves a programme of prescribed field work with an agency, observation visits, and lectures and discussions with experienced practitioners in social work and other professions for a minimum of 210 hours or 30 working days. Reading lists for assignments are provided when necessary throughout the year.

### **63.312 Social Work Practice II**

This subject involves a programme of prescribed field work with an agency for a minimum of 350 hours or 50 working days. Reading lists for assignments are provided when necessary throughout the year.

### **63.313 Social Work Practice III**

This subject involves a programme of prescribed field work with approved agencies for a minimum of 560 hours or 80 working days. Reading lists for assignments are provided when necessary throughout the year.





### STUDENTS' TIMETABLE

Time	Monday	Tuesday	Wednesday	Thursday	Friday
9-10					
10-11					
11-12					
12-1					
1-2					
2-3					
3-4					
4-5					
5-6					
6-7					
7-8					
8-9					

