

1932-33

ST. HELEN'S HALL JUNIOR COLLEGE
PORTLAND, OREGON

Resident and Day College for Girls

UNDER THE AUSPICES OF

THE EPISCOPAL CHURCH

"Education is the end to be attained. Instruction is one of the means. Instruction provides the mind with the knowledge of certain things; Education forms at the same time the understanding, the heart, the character and the conscience."

—FELIX DUPANLOUP

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INTRODUCTION
~~INFORMATION~~

Founded in 1869, St. Helen's Hall is the oldest Episcopal School in the northwest. To make its service to the community still more comprehensive it established in September, 1932, a Junior College. This has been established for the educational advantage of young women who desire to pursue college work in a small institution, and is especially for those who, because of immaturity, or other reasons, find it impossible to attend as yet a four year college or university. Students fully qualified for college or university entrance may here pursue the studies of the first two years and be ready to transfer to the institution of their choice, entering as juniors. Or, if they prefer, they may end their college career with a two year diploma from St. Helen's Hall Junior College.

The Junior College accomplishes its own type of curriculum under better working environment than can be obtained at a large institution that more or less centers its attention on upper division and graduate work. Its advantages may be readily seen in the smaller classes and more frequent personal contact with instructors, as well as in the social conditions which are simpler and more successful.

ST. HELEN'S HALL JUNIOR COLLEGE

Buildings

Our new Junior College has its own attractive, modern building, with airy classrooms, library, and social hall. Athletics take place in the large outdoor gymnasium.

Sports

Opportunity is afforded for tennis, basketball, archery, and swimming. The latter is offered at the school's attractive place on Lake Oswego, twenty-five minutes ride from Portland. Here the student may receive instruction from a competent life-guard in swimming, diving, life-saving, canoing, and in the handling of motor boats.

Faculty

The faculty of St. Helen's Hall Junior College is made up of instructors who are specialists in their particular fields, and who are capable of drawing out and directing latent powers and ambitions of the individual student. This is extremely important since no school is stronger than its faculty.



ST. HELEN'S HALL JUNIOR COLLEGE

THE FACULTY

- Rev. Jay Claud Black.....*Sacred and Secular History*
S. T. B. Western Theological Seminary, Evanston, Illinois
Graduate Work, University of Grenoble, France
- Gertrude Houk Fariss.....*English*
B. A. University of Oregon
M. A. Cornell University
- Grace Taylor Forrest.....*Home Economics*
B. A. Mills College
Graduate Work, University of California, Berkeley
- Constance Roth Folts.....
.....*Speech Interpretation and Play Production*
B. A. University of Oregon
Sam Hume's School of the Theatre for Teachers, Berkeley
- Nan A. Knapp.....*Physical Director*
Temple University, Philadelphia
- W. Howard Knapp.....*Fencing Instructor*
Temple University, Philadelphia
Graduate Work, Yale University
- Elva Consuelo Mervy.....*Language*
B. A. Reed College
Diplome de L'Alliance Francaise, Paris
- Mildred Mumby.....*Hygiene Lecturer*
B. A. University of Oregon
M. D. University of Oregon Medical School
- Helen Wells Shuman.....*Mathematics*
B. A. University of Oregon
Graduate Work, Columbia University, New York City
- Emma Jo Stewart.....*Basic Sciences*
B. A. Reed College
M. S. University of Washington
- Esther C. Walker.....*Office Administration & Economics*
Oregon State College
B. A. University of Oregon

REQUIREMENTS FOR ADMISSION

Admission to St. Helen's Hall Junior College is granted to young women who are recommended graduates of a four-year accredited secondary school and who have completed fifteen units of college preparatory work, with satisfactory grades. The fifteen units should be distributed as follows:

- (a) 3 units of English.
- (b) 1 unit of algebra.
- (c) 2 units of one foreign language.
- (d) 1 unit of Social Science.
- (e) 1 unit of laboratory science.
- (f) 7 units selected from additional English, Mathematics, Foreign Language, Science, Social Science, and the Vocational and Fine Arts, the latter two not to exceed a total of 3 units.

The student should decide as early as possible the institution to which she will go after taking her junior college work, in order that her subjects may be selected to meet the requirements, and to eliminate any difficulty in the transfer of credits.

Students who do not plan to continue their studies at either college or university will be held to the same standards of class work as the others, but will have more latitude in their choice of subjects.

Unit of Work

The unit of work is one hour of prepared class work per week, or its equivalent in laboratory. One class hour per week for 36 weeks constitutes one year-hour credit; two hours per week, two year-hour credits, etc. The courses run usually from 2 to 4 hours per week.

Eighteen weeks constitute the length of a semester, of which there are two in ~~the~~ year. Each student should take a minimum of fifteen, and a maximum of eighteen year-hours. Thirty year-hours in approved subjects are required for graduation from the two-year course.

Grades

The student's academic progress as determined in each course by daily work and examinations will be reported to parents at the end of each semester.

The quality of the work done is indicated on the semester report by the following grades:

A—Excellent.

B—Good.

C—Fair.

D—Barely passed.

E—Condition, may be changed to D when condition is removed.

F—Failure.

I—Incomplete. Quality of work satisfactory, but unfinished for reasons acceptable to the instructor, and additional time granted.

Dean's Signature:—No student may be registered for ¹⁶ more than ~~8~~ hours credit a year exclusive of physical education, or for less than 12 credits a year except with the written consent of the Dean.

Change in Program

Students wishing to drop a course before the close of the fifth week of the quarter may do so with the approval of the Dean without being marked a failure in the course. Students dropping a course after the fifth week of the quarter, even though granted permission, will be marked a failure in the course.

Excused absences are those due to illness or other unavoidable circumstances, or to permission given in advance by the Dean.

1 unexcused absence from a 1 hour course.

2 unexcused absences from a 2 hour course.

3 unexcused absences from a 3 hour course.

4 unexcused absences from a 4 hour course.

5 unexcused absences from a 5 hour course.

shall be considered sufficient cause to eliminate a student from the course.

ST. HELEN'S HALL JUNIOR COLLEGE

Withdrawal

On leaving the Junior College, except at the end of semesters, students will be required to secure, upon written application, a regular withdrawal slip from the Dean; otherwise they may be denied the privilege of subsequent enrollment or of honorable dismissal.

Fees

Tuition for day students each semester: \$75.00, payable in advance. No refunds can be made.

Tuition for resident students: first ~~quarter~~^{semester}, \$425.00, payable in advance; second semester, \$375.00.

Laboratory fees: \$2.00 to \$15.00 according to the course taken.

Secretarial fees: same as laboratory.

Art: \$80.00 to \$100.00 per year.

Music: \$40.00 to \$100.00 per year.

Textbooks: furnished by the students.

Conduct

Resident students are allowed such liberty as is consistent with good work and good order. It is expected of all students that they conform to the standards of St. Helen's Hall.

The college reserves the right to ask any student whose conduct is not satisfactory to the authorities of the college to withdraw, even though no special charge be made against her.

ST. HELEN'S HALL JUNIOR COLLEGE

CURRICULUM

The Junior College reserves the right to withdraw any course stated in the following curriculum or to substitute another.

Sciences

BACTERIOLOGY.....1 year-hour

and harmful A general course stressing the economic importance of beneficial bacteria. Lectures, recitations, and laboratory.

BIOLOGY.....4 year-hours

Lectures, demonstrations, and laboratory. Combines the principles and fundamentals of Botany and Zoology.

GENERAL INORGANIC CHEMISTRY 4 year-hours

Principles and laws of inorganic chemistry and their application. (Offered in alternate years.)

GENERAL PHYSICS.....4 year-hours

Deals principally with the properties of matter, heat and the simpler parts of mechanics. Simple experiments in electricity, light, periodic motions and the kinetic theory of matter. Lectures, recitations, problems, and laboratory. (Offered in alternate years.)

PSYCHOLOGY.....4 year-hours

A study of the fundamental facts of general experimental psychology: instinct, emotion, learning, memory, sensation, feeling, perception, imagination, suggestion, will, reason, attention, etc.

Economics

PRINCIPLES OF ECONOMICS.....3 year-hours

A general course covering our industrial and commercial organization, the nature of wealth, its production, consumption, and distribution; law of diminishing returns, division of labor; exchange; price-making and factors affecting our monetary system and problems.

ST. HELEN'S HALL JUNIOR COLLEGE

English

- ADVANCED COMPOSITION.....2 year-hours*
The fundamental principles of composition and rhetoric. Development of theme as to sentence and paragraph structure. Organization of expository and descriptive themes along lines required for college classes.
- NEWSWRITING.....2 year-hours
Fundamental principles of note-taking and a study of the problems of general reporting and interviewing. Analysis of news through study of the modern newspaper.
- REPORTING.....3 year-hours
A study of all types of stories covered by a reporter, with emphasis upon the interview. Consideration will be given to the difficulties encountered in news gathering.
- SHAKESPEARE.....3 year-hours
Detailed study of the plays of various types, with a view of making some estimate of the poet's genius and of his outlook.
- SHORT STORY WRITING.....2 year-hours
The study and composition of the short story. Creative work in plot making, narration, and character presentation.
- SURVEY OF ENGLISH LITERATURE...4 year-hours
Study of English Literature from Beowulf to the present. Course conducted by the reading of representative authors, supplemented by lectures.
- *Students who fail to attain a sufficiently high average in the placement test will be required to take additional English composition.

*French**

- ELEMENTARY FRENCH.....4 year-hours
For those who have had little or no French.
- INTERMEDIATE FRENCH.....4 year-hours
For those who have had two years of high school French.
- ADVANCED FRENCH.....4 year-hours
Literature and independent reading for those who have had three or more years of preparatory French.
- *Other languages ^{only} as needed.

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Home Economics

- DIETETICS.....1 year-hours
The nutritive value of food. Selection of proper diets for persons engaged in various occupations.
- DRAWING & COMPOSITION.....3 year-hours
Freehand drawing in charcoal and water color from casts and still life. Appreciation of old and modern art.
- FOODS.....3 year-hours
An introduction to the selection, preparation and service of foods.
- HOUSEHOLD MANAGEMENT.....3 year-hours
Selection and furnishing a home from standpoint of comfort, beauty, and economy. Study ^{the} efficient management of home. Budgeting. _{for}
- TEXTILES.....1 year-hour
Study of standard fabrics. Testing, selection and use of fabrics for home and personal use. Study of properties of textile fibers and fabrics.
- TEXTILES and CLOTHING.....3 year-hours
Fundamental processes of hand and machine sewing; design and construction of simple ^{garments} and household articles.

Mathematics

- CALCULUS.....4 year-hours
Differential and Integral Calculus.
- FRESHMEN MATHEMATICS.....4 year-hours
Freshmen survey course for all mathematics and science students. Includes college algebra, plane geometry, and analytical geometry, fused into a unified course. Each student receives personal direction as to the type of work best suited to her individual needs.

Music Appreciation

- MUSIC APPRECIATION.....2 year-hours
A study of early musical history including various native forms and instruments; nationalism in music noted and founders of the various schools traced, leading up to the present era.

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Secretarial Courses

ACCOUNTING..... 1 - 2 year-hours

APPLIED STENOGRAPHY.....2 - 3 year-hours

Systematic practice and drill in writing shorthand, with special emphasis on advanced phrasing principles. Gregg system.

BOOKKEEPING..... 2 year-hours

A study of the principles of double entry bookkeeping and their application in keeping books in a small business. ~~Aims~~ primarily towards secretarial preparation.
Aims

BUSINESS ENGLISH.....2 year-hours

A thorough review of sentence structure, development of the paragraph, vocabulary building, rules of punctuation. Business correspondence and the compilation of reports and forms are also studied.

BUSINESS LAW.....1 - 2 year-hours

COMMERCIAL GEOGRAPHY.....1 year-hour

A survey of countries and their products in world trade, world routes and transportation problems. U. S. routes and transportation facilities and problems stressed.

LIBRARY METHODS *and* FILING....1 - 2 year-hours

Present systems of filing as employed by the public libraries; practice and instruction given in filing methods of banks, business firms, and corporations.

OFFICE PROCEDURE *and* PERSONNEL
WORK..... 2 - 4 year-hours

Includes discussion of scientific methods, financing, scientific management, wage systems, credit, purchasing, selling, advertising, and personnel problems.

RECENT HISTORY OF THE UNITED
STATES.....1 year-hour

A review of recent administrations and the effect of politics on business; federal and state control of public utilities; monetary systems and standard studied.

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SALESMANSHIP..... 1 - 2 year-hours

Methods of soliciting and placing product before the public; science and construction of advertising, and retail merchandising strategy. Lectures by individuals prominent in the various branches of this field.

SHORTHAND and TYPEWRITING...3 - 5 year-hours

Physical Education and Hygiene

HYGIENE..... 1 year-hour

Work in personal hygiene. Includes a study of physiology and the laws of hygiene, with their application to the health and welfare of the student and community.

PHYSICAL EDUCATION..... 1 year-hour

Students may elect archery, basketball, baseball, volley ball, tennis, swimming, ~~fencing, and horseback riding~~ *canoeing* to fulfill the requirements of this course.

FRESHMEN are required to take both Hygiene and Physical Education. SOPHOMORES only Physical Education.

Sacred and Secular History

ECCLESIASTICAL HISTORY..... 2 year-hours*

An historical survey of the Christian Church, with reference both to the forces which have moulded its development and to the influence which it has exerted on the intellectual, social, and political life of Western Civilization.

HISTORY of WESTERN CIVILIZATION..... 4 year-hours

A survey of the beginnings and development of Western Civilization, with especial emphasis on the period from A. D. 1500 to the present day, aiming to give an historic background for the understanding of present day political, social, and economic problems.

*Required of all students not graduates of St. Helen's Hall.

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Sociology

INTRODUCTION TO SOCIOLOGY.....3 year-hours

A comprehensive survey of the field of sociology, combining a study of social evolution, an analysis of society, and a study of social pathology.

Speech Interpretation and Play Production

SPEAKING VOICE *and* DRAMATIC INTER-
PRETATION..... 3 year-hours

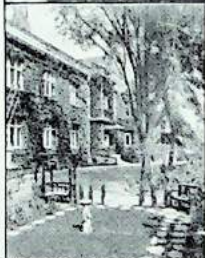
Study of voice mechanism (pronunciation, enunciation, and articulation), and the establishment of the coordination of mind, voice, and body. Study of selected poetry and prose passages.

TECHNIQUE *of* ACTING *and* PLAY PRODUC-
TION.....3 year-hours

Study of modern drama and the interpretation of poetry and narration with emphasis on character analysis. Theory and practice of the art of acting as regards one-act and longer plays.



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For catalogue or further information, address

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