The University of New South Wales

PO Box 1 Kensington NSW Australia 2033 Phone 6630351

Professional Studies

1976 Faculty Handbook
The University of New South Wales Library has catalogued this work as follows:

UNIVERSITY OF NEW SOUTH WALES —
Faculty of Professional Studies
Handbook.
Annual, Kensington.
1968 +

University of New South Wales — Faculty of Professional Studies — Periodicals
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In order to minimize the time and effort that you will put into your study you should make an effort to learn what facilities the University offers, to investigate the best methods of study and to discover as much as possible about the course for which you are enrolled.

This Handbook has been specially designed as a detailed source of reference for you in all matters related to your Faculty. The General Information Section is intended to help you put the Faculty into perspective with the University as a whole, to introduce you to some of the services available to students and to note some of the most important rules and procedures.

For fuller details about the University and its activities you should consult the University Calendar.

Now, see the following sixteen pages for other general information which may be of value to you.

Some people who can help you

Note: All phone numbers below are University extension numbers. If you are outside the University, dial 663 0351 and ask for the extension or dial 662—and then the extension number.

If you are experiencing difficulties in adjusting to the requirements of the University, you will probably need advice. The best people to talk to on matters relating to progress in studies are your tutors and lecturers. If your problem lies outside this area, there are many other people with specialized knowledge and skills who may be able to help you.

The Deputy Registrar (Student Services), Mr P. O'Brien, and his Administrative Assistant, Mr S. Briand, are located on the first floor of the Chancellery. They will see students who need advice and who have problems and are not sure whom they should see about them. Mr Briand looks after financial assistance matters. Enquire at room 148A, phone 2482 or 3164.

The Assistant Registrar (Examinations and Student Records), Mr J. Warr, is located on the ground floor of the Chancellery. For particular enquiries regarding Student Records (including matters related to illness affecting study) contact Mr. B. Newell (phone 2141), and regarding Examinations, Mr J. Grigg (phone 2143). This section can also advise on matters relating to discontinuation of subjects and termination of courses. General enquiries should be directed to 3711.

The Assistant Registrar (Admissions and Higher Degrees), Mr J. Hill, is located on the ground floor of the Chancellery. For particular enquiries regarding undergraduate courses phone Mr J. Beauchamp on 3319. General enquiries should be directed to 3711.

The Assistant Registrar (Student Employment and Scholarships), Mr J. Foley, is located on the ground floor of the Chancellery. Enquiries should be directed to 2086 (undergraduate scholarships), 2525 (graduate scholarships), and 3259 (employment).

The Housing Officer, Mrs J. Hay, is located in the Student Amenities and Recreation Unit in Hut B at the foot of Basser Steps. For assistance in obtaining suitable lodgings phone 3803.

The Student Health Unit is located in Hut E on College Road. The Director is Dr M. A. Napthali. For medical aid phone 2679.

The Student Counselling and Research Unit is located at the foot of Basser Steps. The Head is Mr G. Gray. For assistance with educational or vocational problems ring 2600-2605 for an appointment.
The University Librarian is Mr. A. Horton. Central Library enquiries should be directed to 2048.

The Chaplaincy Centre is located in Hut F at the foot of Basser Steps. For spiritual aid consult Rev. B. W. Wilson (Anglican)—2684; Rev Father J. King or Rev Father M. Fallon (Catholic)—2379; Pastor H. Davis (Church of Christ)—2683; Rev P. Holden (Methodist)—2683; Pastor G. Rollo (Seventh Day Adventist)—2683; Rabbi M. Kantor (Jewish)—3273.

The Students' Union is located on the second floor of Stage III of the University Union where the SU full-time President or Education Vice-President are available to discuss any problems you might have. In addition the SU offers a range of diverse services including legal advice (full-time solicitor available), clubs and societies services, second-hand bookshop (buy or sell), new records/tapes at discount, food co-op, a professional nursery/kindergarten (House at Pooh Corner), a typesetting service, electronic calculators (bulk purchasing), health insurance and AUS insurance, an information referral centre (the Infakt Bus) and publications such as Tharunka, Orientation Magazine, Concessions Book and counter-course handbooks. For information about these phone 2929.

Calendar of Dates

1976

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<td>March 1 to May 9.</td>
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<td>(14 weeks)</td>
<td>May Recess: May 10 to May 16</td>
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<td>May 17 to June 13</td>
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<td>Midyear Recess: June 14 to July 18</td>
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<tr>
<td>Session 2</td>
<td>July 19 to August 22</td>
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<tr>
<td>(14 weeks)</td>
<td>August Recess: August 23 to August 29</td>
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<td>August 30 to October 31</td>
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<td>Study Recess: November 1 to November 7</td>
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January

Thursday 1
Friday 9
New Year's Day—Public Holiday
Last day for application for review of results of annual examinations
Last day for application for permission to re-enrol by students who infringed re-enrolment rules at annual examinations
Monday 12
Timetables for deferred examinations available
Friday 18
Last day for acceptance of applications by Admissions Office for transfer to another course within the University
Monday 26
Australia Day—Public Holiday
Tuesday 27
Deferred examinations begin

February

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<td>Saturday 7</td>
<td>Enrolment period begins for new students and students repeating first year</td>
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<tr>
<td>Monday 16</td>
<td>Deferred examinations end</td>
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<tr>
<td>Tuesday 17</td>
<td>Last day for appeal against exclusion by students who infringed re-enrolment rules at annual examinations</td>
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<tr>
<td>Tuesday 17</td>
<td>Enrolment period begins for second and later year students</td>
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<tr>
<td>Friday 20</td>
<td>Last day for application for review of deferred examination results</td>
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<tr>
<td>Monday 23</td>
<td>Last day for application for permission to re-enrol by students who infringed re-enrolment rules at deferred examinations</td>
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March

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<td>Monday 1</td>
<td>Session 1 commences</td>
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<tr>
<td>Friday 12</td>
<td>Last day for acceptance of enrolments by new students (late fee payable)</td>
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<tr>
<td>Thursday 18</td>
<td>Last day for appeal against exclusion by students who infringed re-enrolment rules at deferred examinations</td>
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<tr>
<td>Thursday 25</td>
<td>Last day for acceptance of enrolments by students re-enrolling in second and later years (late fee payable)</td>
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<td>Friday 26</td>
<td>Last day for students other than those attending the University for the first time to discontinue without failure subjects which extend over Session 1 only</td>
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<td>Monday 29</td>
<td>Last day to enrol in additional subjects</td>
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April

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<td>Friday 23</td>
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May

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<td>Tuesday 4</td>
<td>Publication of provisional timetable for June/July examinations</td>
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<td>Monday 10</td>
<td>May Recess begins</td>
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<td>Wednesday 12</td>
<td>Last day for acceptance of corrected enrolment details forms</td>
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<td>Friday 14</td>
<td>Last day for students other than those attending the University for the first time to discontinue without failure subjects which extend over the whole academic year</td>
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<td>Sunday 16</td>
<td>May Recess ends</td>
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General Information

Last day for students to advise of examination timetable clashes

Publication of timetable for June/July examinations

Session 1 ends

Queen's Birthday—Public Holiday

Midyear Recess begins

Midyear examinations begin

Midyear examinations end

Session 1 ends

Queen's Birthday—Public Holiday

Midyear Recess begins

Midyear examinations begin

Midyear examinations end

Session 2 begins

Foundation Day

Last day for students attending the University for the first time to discontinue without failure subjects which extend over the whole academic year

August

Midyear Recess ends

Session 2 begins

Foundation Day

Last day for students attending the University for the first time to discontinue without failure subjects which extend over Session 2 only

August Recess begins

Holiday for non-academic staff

August Recess ends

Last day for acceptance of applications for re-admission in 1977 after exclusion under the re-enrolment rules

September

Last day for students attending the University for the first time to discontinue without failure subjects which extend over Session 2 only

August Recess begins

Holiday for non-academic staff

August Recess ends

Last day for return of corrected enrolment details forms

Last day for applications from students graduating in 1977 for admission to University degrees and diplomas

Tuesday 21

Publication of provisional timetable for annual examinations

October

Last day to apply to MUAC for transfer to another university in Sydney metropolitan area and Wollongong

Last day for students to advise of examination timetable clashes

Monday 4

Eight Hour Day—Public Holiday

Tuesday 19

Publication of timetable for annual examinations

November

Monday 1

Study Recess begins

Sunday 7

Session 2 ends

Monday 8

Annual examinations begin

Tuesday 30

Annual examinations end

December

Saturday 25

Christmas Day—Public Holiday

Monday 27

Boxing Day—Public Holiday

1977

Session 1

March 7 to May 14

May Recess: May 16 to May 21

May 23 to June 18

Midyear Recess: June 20 to July 23

July 25 to August 27

Session 2

August Recess: August 29 to September 3

September 5 to November 5

Study Recess: November 7 to November 12

January

Monday 3

Public Holiday

Friday 7

Last date for application for review of results of annual examinations

Monday 10

Publication of timetable for deferred examinations

Friday 14

Last day for acceptance of applications by Admissions Office for transfer to another course within the University

Tuesday 25

Deferred examinations begin

Monday 31

Australia Day—Public Holiday

February

Saturday 5

Deferred examinations end

Monday 14

Enrolment period begins for new students and students repeating first year

Friday 18

Results of deferred examinations available

Monday 21

Enrolment period begins for second and later year students

Tuesday 22

Last day for applications for review of deferred examination results

The Academic Year

The academic year is divided into two sessions, each containing 14 weeks for teaching. There is a recess of five weeks between the two sessions as well as short recesses of one week within each of the sessions.

Session 1 commences on the first Monday of March.
Organization of the University

Rapid development has been characteristic of the University of New South Wales since it was first incorporated by an Act of Parliament in 1949, under the name of the New South Wales University of Technology.

In 1975 the University had 18,128 students and 3,984 staff who worked in more than eighty buildings. These figures include staff and students at Broken Hill (W. S. and L. B. Robinson University College), Duntroon (the Faculty of Military Studies) and Jervis Bay.

The Council

The chief governing body of the University is the Council which has the responsibility of making all major decisions regarding its policy, conduct and welfare.

The Council consists of 42 members representative of the professions, commerce and industry, the legislature, employee organizations, rural, pastoral and agricultural interests, and the academic staff of the University, its graduates and students.

The Council meets six times per year and its members also serve on special committees dealing with such matters as finance, buildings and equipment, personnel matters, student affairs and public relations.

The Chairman of the Council is the Chancellor, Sir Robert Webster, and the Deputy Chancellor is the Hon. Sir Kevin Ellis.

The Professorial Board

The Professorial Board is one of the two chief academic units within the University and includes all the professors from the various faculties. It deliberates on all questions such as matriculation requirements, the content of courses, the arrangement of syllabuses, the appointment of examiners and the conditions for graduate degrees. Its recommendations on these and similar matters are presented to Council for its consideration and adoption.

The Faculties

The Dean, who is also a professor, is the executive head of the Faculty. Members of each Faculty meet regularly to consider matters pertaining to their own areas of study and research, the result of their deliberations being then submitted to the Professorial Board.

The term "faculty" is used in two distinct senses in the University. Sometimes it is used to refer to the group of Schools comprising the Faculty, and at others to the deliberative body of academic members of the Schools within the Faculty.

The eleven Faculties are Applied Science, Architecture, Arts, Biological Sciences, Commerce, Engineering, Law, Medicine, Military Studies, Professional Studies, and Science. In addition, the Board of Studies in General Education fulfils a function similar to that of the faculties. The Board of Studies in Science is responsible for the academic administration of the Science course.

The Schools

Once courses of study have been approved they come under the control of the individual Schools (e.g. the School of Chemistry, the School of Mathematics). The professorial Head of the School in which you will be studying will be the person in this academic structure with whom you will be most directly concerned.

Executive Officers

As chief executive officer of the University the Vice-Chancellor, Professor Rupert Myers, is charged with managing and supervising the administrative, financial and other activities of the University.

He is assisted in this task by three Pro-Vice-Chancellors, Professor J. B. Thornton, Professor R. E. Vowels and Professor A. H. Willis; the Deans and the three heads of the administrative divisions.

General Administration

The administration of general matters within the University comes mainly within the province of the Registrar, Mr C. G. Plowman, the Bursar, Mr T. J. Daly, and the Business Manager (Property), Mr R. K. Fletcher.

The Registrar's Division is concerned chiefly with academic matters such as the admission of students, and the administration of examinations as well as the various student services (health, employment, amenities, and counselling).

The Bursar's Division is concerned with the financial details of the day-to-day administration and matters to do with staff appointments, promotions, etc. The Property Division is concerned with the maintenance of buildings and grounds and equipment, and includes the University Architect's office.

Student Representation on Council and Faculties

Three members of the University Council may be students elected by students. All students who are not full-time members of staff are eligible to stand for a two-year term of office. The students who are elected to the Council are eligible for election to the Committees of Council.

Students proceeding to a degree or a graduate diploma may elect one of their number to a Faculty for each 500 registered students, with a minimum of three students per Faculty. Elections take place towards the end of the academic year for a one-year term of office.
Open Faculty Meetings
If you wish you may attend a Faculty meeting. You should seek advice at the office of the Faculty whose meeting you wish to attend, as different faculties have their own rules for the conduct of open meetings.

Identification of Subjects by Numbers
For information concerning the identifying number of each subject taught in this faculty, turn to the first page of the main section below entitled Subject Descriptions and Textbooks.

See the Calendar for the full list of identifying numbers and subjects taught in the University.

General Studies Program
Almost all undergraduates in Faculties other than Arts and Law are required to complete a General Studies program. The Department of General Studies publishes its own Handbook which is available free of charge. All enquiries about General Studies should be made to the General Studies Office, Room G54, Morven Brown Building (563 0351 Extn. 3478).

Student Services and Activities

The University Library
The University Library is on the upper campus adjacent to the Chancellery, the Sciences Building, the Goodsell and the Morven Brown Buildings. The Biomedical Library is in the western end of the Sciences Building with a branch at Prince Henry Hospital, telephone 661 0111. The University Library buildings house the Law Library, the Physical Sciences Library, the Social Sciences and Humanities Library and the Undergraduate Library.

There are services at other centres:
Water Reference Library: Manly Vale. Phone: 948 0261.

Each library provides a reference and lending service for staff and students, and is open in both Sessions 1 and 2 during day and evening periods, except the Water Reference Library which is only open during the day.

Staff and students must use a machine-readable identification card to borrow from the main University Library. Personal identification is required in the other libraries listed. For students a current Union card is acceptable. Staff must apply to the Library for a library card.

New students can collect temporary borrowing cards at the Library in Orientation Week. It is recommended that students attend the Introduction to the Library held during Orientation Week and the first week of Session 1.

Specific library problems should be referred to the Reader Assistance Unit located in the foyer of the Library. Copies of the Library Guide are available on request.

Accommodation
There are seven residential colleges on campus which offer accommodation to male and female students. The philosophy of the management, the residence fees and facilities vary from college to college. In addition to the basic fees charged most colleges make additional minor charges such as a registration fee and a power charge. It is anticipated that the fees in most colleges will be increased for 1976. Assistance is also provided in finding off-campus accommodation.

The Kensington Colleges: The Kensington Colleges comprise Basser College, Goldstein College, and Philip Baxter College. They house 450 men and women students, as well as staff members. Fees are payable on a session basis. Apply in writing to the Master, PO Box 24, Kensington, NSW 2033.

International House: International House accommodates over 120 students from Australia and twenty other countries. Preference is given to more senior undergraduates and graduate students. Apply in writing to the Warden, International House, PO Box 88, Kensington, NSW 2033.

New College: This Church of England College is open to all students without regard to race or religion. It has accommodation for approximately 220 students and is co-educational. Enquiries should be addressed to the Master, New College, Anzac Parade, Kensington, NSW 2033.

Shalom College: Shalom College provides accommodation for 86 men and women students. Non-resident membership is available to students who wish to avail themselves of the Kosher dining room and tutorial facilities. Apply in writing to the Master, Shalom College, The University of New South Wales, PO Box 1, Kensington, NSW 2033.

Warrane College: An affiliated Roman Catholic residential college, Warrane provides accommodation for 200 men students, both graduate and undergraduate. Non-resident membership is available to male students who wish to participate in College activities and make use of its facilities. Fees are payable on a session basis. Apply in writing to the Master, Warrane College, PO Box 125, Kensington, NSW 2033.

Off-campus Housing: The Student Amenities and Recreation Unit maintains an up-to-date record of different types of off-campus housing including hostels, full board, bed and breakfast, flats and houses for rent. For information and assistance apply to the Housing Officer, Hut B, at the foot of Basser Steps (extension 3260).
Professional Studies

Student Employment
The Student Employment Unit offers assistance with career employment for final year students and graduates of the University. This service includes the mailing of regular job vacancy notices to registered students and a campus interview program for final year students.

Counselling and assistance is also available to undergraduates. Assistance is offered in finding vacation employment which gives either course-related experience or industrial training experience, where this is a course requirement. Information and advice regarding cadetships, undergraduate and graduate scholarships is also available.

The service is located in the Chancellery on the ground floor.

Phone extension 3259 for employment and careers advice, or extension 2086 for cadetships and industrial training information.

Student Health
The Student Health Unit, staffed by qualified medical personnel, offers free medical and first-aid services to male and female students. The service is not intended to replace private or community health services and thus if chronic or continuing conditions are revealed or suspected you will be advised and referred to your own doctor or an appropriate hospital. The health service is not responsible for fees incurred in these instances. Confidential appointments can be made at Hut E at the foot of Basser Steps between 9 am and 5 pm Monday to Friday. Phone extension 2679 or 3275.

Student Counselling and Research
The Student Counselling and Research Unit provides individual and group counselling for all students—prospective, undergraduate and graduate. If you have any personal needs, worries or confusion use this free, informal, personal service to help you sort out the basic issues. If the counsellor can’t help you himself he usually knows someone who can.

Counselling appointments are available during sessions and recesses between 9 am and 7 pm. Phone 6630351 extensions 2696 and 2600 to 2605, or call during Unit office hours, 8.30 am to 5.30 pm. Urgent interviews are possible on a walk-in basis between 9 am and 5 pm. Group counselling programs are offered both day and evening between 9 am and 9 pm by special arrangement.

Student Amenities and Recreation
This Unit, working in close liaison with the Sports Association, assists various recognized clubs by arranging and providing facilities and by handling on their behalf all inquiries and applications for membership.

It also provides a recreational program for students and staff at the Physical Education and Recreation Centre; liaises with the Public Transport Commission of New South Wales on matters concerning student travel concessions; and assists students in finding suitable accommodation off the campus.

Concessional application forms for all types of travel may be obtained at the Student Amenities and Recreation Unit or at the Information Desk in the Chancellery.

The Student Amenities and Recreation Unit is located in Hut B at the foot of Basser Steps. The various services may be contacted by phone on the following extensions: Sports Association, 2235; Physical Education and Recreation Centre, 3271; Travel, 2617; Accommodation, 3260.

Physical Education and Recreation Centre
The Physical Education and Recreation Centre consists of eight squash courts and a main building. The latter has a large gymnasium and ancillary practice rooms for fencing, table tennis, judo, weight-lifting and a physical fitness testing room. The Supervisor of Physical Recreation is responsible for the Centre and provides a recreational program for both students and staff. If you would like to take part in any of the programs contact the Supervisor on extension 3271.

The University Union
The University Union provides the facilities students, staff and graduates require in their daily University life and thus an opportunity for them to know and understand one another through associations outside the lecture room, the library and other places of work.

The Union is housed in three buildings near the entrance to the Kensington Campus from Anzac Parade. These are the Roundhouse, the Blockhouse and the Squarehouse. Membership of the Union is compulsory at $45 per year for all registered students and is open to all members of staff and graduates of the University.

The full range of facilities provided by the Union includes a cafeteria service and other dining facilities, a large shopping centre, cloak room, banking and hairdressing facilities, showers, a women’s lounge, common, games, reading, meeting, music, practice, craft and dark rooms. Photocopying, sign printing, and stencil cutting services are also available. The Union also sponsors special concerts (including luncheon concerts) and conducts courses in many facets of the arts including weaving, photography, creative dance and yoga. Exhibitions are held in the John Clark Gallery.

The University Union should not be confused with the Students’ Union or Students’ Representative Council as it is known in some other universities. This latter body has a representative function and is the instrument whereby student attitudes and opinions are crystallized and presented to the University and the community.

The Students’ Union
The Students’ Union is run by students and represents them on and off campus. Presidential elections are by
popular vote and all students who have completed two years at the University are eligible for election.

Membership is compulsory at $10 per annum.

The activities of the Students' Union include:
1. Infakt—a student-run information referral service. If you want someone to talk to or need help of any kind see the people at Infakt located in the bus at the foot of Basser Steps.
2. A casual employment service.
3. Organization of Orientation Week.
4. Organization of Foundation Day.
5. A nursery/kindergarten, "The House at Pooh Corner".
6. Publication of the student paper "Tharunka".
7. A free legal service run by a qualified lawyer employed by the Students' Union Council.

The Students' Union is affiliated with the Australian Union of Students (AUS) which represents students on the national level.

The Students' Union is located on the second floor, Stage III, the Union.

Chaplaincy Centre

This service is provided for the benefit of students and staff by five Christian Churches 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. For further details, turn to page 2.

Student Clubs and Societies

CASOC All clubs and societies on campus (except sporting clubs) are loosely organized under the umbrella of CASOC, which is a committee of the Students' Union. Some of these clubs are: the Motor Cycle Club; Chess Club; Dramsoc; Opunka; Ngunnagan Club; Kite Club and the Jazz Society.

The Sports Association The Sports Association caters for a variety of competitive sports for both men and women. Membership of the Association is compulsory for all registered students and the annual subscription is $6.

Details of sporting facilities are available in the Orientation Magazine, available at the Student Amenities and Recreation Unit (Hut B at the foot of Basser Steps).

School and Faculty Associations Many schools and faculties have special clubs with interests in particular subject fields. Enquire at your Faculty Office for information.

Other Services and Activities

University Co-operative Bookshop Limited 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.

Cashier's Hours The University cashier's office is open from 9.30 am to 1.00 pm and from 2.00 pm to 4.30 pm, Monday to Friday. It is open for additional periods at the beginning of Session 1. Consult notice boards for details.

Australian Armed Forces Enquiries should be directed to:
Royal Australian Navy: Royal Australian Naval Liaison Officer, Professor J. S. Ratcliffe, Commander, R.A.N.R., at the School of Chemical Engineering. Phone extension 2406.
University of New South Wales Regiment: The Adjutant, Regimental Depot, Day Avenue (just west of Anzac Parade). Phone 663 1212.
Royal Australian Air Force: Undergraduates interested in the R.A.A.F. Undergraduate Scheme should contact The Recruiting Officer, Defence Forces Recruiting Centre, 320 Castlereagh Street, Sydney.

Financial Assistance to Students

Tertiary Education Assistance Scheme

Under this scheme, which is financed by the Australian Government, assistance is available as follows:
- for full-time study in approved courses
- subject to a means test
- on a non-competitive basis
- to students who are not bonded
- to students who are permanent residents of Australia.

Students in the following types of university courses will be eligible for assistance:
- Undergraduate and graduate degree courses
- Graduate diplomas
- Approved combined Bachelor degree courses
- Master's qualifying courses where the course is the equivalent of an honours year and the student has not attempted an honours year.

Benefits

Means-tested Living Allowance The maximum rates of living allowances are $1,000 per annum for students living at home and $1,600 per annum for students living away from home. The maximum rates of living allowance will be paid where the adjusted family income is equal to or less than $7,600 per annum. The adjusted family income is assessed by subtracting from the gross income of both parents their business expenses and an amount of $450 for each dependent child other than the student.
When the adjusted family income exceeds $7,600 p.a., the amount of living allowance will be reduced by $2 for every $10 of income until the family income exceeds $15,200 per annum. After this level, the living allowance will be reduced by $3 for every $10 of income.

A concession may be made where there are other children in the family undertaking tertiary education with scholarship assistance from schemes other than the Tertiary Education Assistance Scheme of less than $600 pa.

Students qualifying for living allowance will also receive the following allowances where appropriate:

Incidentals Allowance The Incidentals Allowance of $100 is designed to help the student meet the cost of those fees which have not been abolished—the Students' Union, University Union and Sports Association fees, and other expenses associated with their studies.

Travel Allowance Students whose home is in the country may be reimbursed the cost of three return trips per year, during vacation time.

Dependants' Allowance This is made up of allowances of $15 per week for a dependent spouse and $7 per week for each child.

How to Apply If you were a 1975 Higher School Certificate candidate or a tertiary student receiving an allowance, you would have been sent forms last October. Other students may obtain forms from the Admissions Section or the Student Employment and Scholarships Unit, or from the Regional Director, Department of Education, Central Square, 323 Castlereagh Street, Sydney, N.S.W. 2000 (Telephone 218 8800). The administrative closing date for 1976 applications was 31 October 1975.

Scholarships, Cadetships, Prizes

1 Undergraduate Scholarships In addition to finance provided under the Australian Government's Tertiary Education Assistance Scheme there are a number of scholarships, cadetships, prizes and other forms of assistance available to undergraduate students. Details of procedures for application for these awards are contained in the Calendar.

There are also special scholarships not administered by the University, information about which may be obtained from the School office.

Further information and advice regarding scholarships is available from the Student Employment and Scholarships Unit in the Chancellery Building.

2 Graduate Awards An honours degree is generally an essential requirement for gaining one of the many graduate scholarships which are available at the University. Therefore gifted students should not neglect the opportunity to qualify for honours and thus become eligible for an award.

Details of graduate awards are contained in the University Calendar.

Other Financial Assistance

In addition to the Tertiary Education Assistance Scheme financed by the Australian Government the following forms of assistance are available:

1 Deferment of Payment of Fees Deferments may be granted for a short period, usually one month, without the imposition of a late fee penalty, provided the deferment is requested prior to the due date for fee payments.

2 Short Term Cash Loans Donations from the Students' Union, the University Union and other sources have made funds available for urgent cash loans not exceeding $100. These loans are normally repayable within one month.

3 Early in 1973 the Australian Government made funds available to the University to provide loans to students in financial difficulty. The loans are to provide for living allowances and other approved expenses associated with attendance at University. Repayment usually commences after graduation or upon withdrawal from the course. Students are required to enter into a formal agreement with the University to repay the loan.

From the same source students who are in extremely difficult financial circumstances may apply for assistance by way of a non-repayable grant. In order to qualify for a grant a student must generally show that the financial difficulty has arisen from exceptional misfortune.

In all cases assistance is limited to students with reasonable academic records and whose financial circumstances warrant assistance.

Inquiries about all forms of financial assistance should be made at the office of the Deputy Registrar (Student Services), Room 148A, in the Chancellery.

Financial Assistance to Aboriginal Students

Financial assistance is available from a number of sources to help Aboriginal students. Apart from the Australian Government's Tertiary Education Assistance Scheme there is a Commonwealth Aboriginal Study Grant Scheme. Furthermore, the University may assist Aboriginal students with some essential living expenses in exceptional circumstances.

All inquiries relating to this scheme should be made at the office of the Deputy Registrar (Student Services), Room 148A, in the Chancellery.

Rules and Procedures

The University, in common with other large organizations, has some agreed ways of doing things in order
to operate efficiently and equitably for the benefit of all members. The rules and procedures listed below will affect you at some time or another. In some cases there are penalties (e.g. fines or exclusion from examinations) for failure to observe these procedures and therefore they should be read with care.

The information is arranged as answers to questions most asked by students. The first group of questions concerns admission and enrolment, the second fees and other money matters, the third examinations, and the remainder more general matters such as student conduct on campus.

General Information

Admission and Enrolment

How do I qualify for admission? In order to enter an undergraduate course you must qualify for matriculation to the University; satisfy requirements for admission to the course of subjects chosen; and be selected for admission to the faculty or course you wish to enter. Full details of matriculation and admission requirements are contained in a pamphlet obtainable at the Admissions Office and in the Calendar.

All students, except those enrolling in graduate research degrees (see below), must lodge an authorized enrolment form with the Cashier on the day the enrolling officer signs the form.

All students, except those enrolling in graduate research degrees and those exempted (see below), should on that day also either pay the required fees or lodge an enrolment voucher or other appropriate authority.

If a student is unable to pay the fees the enrolment form must still be lodged with the Cashier and the student will be issued with a ‘nil’ receipt. The student is then indebted to the University and must pay the fees by the end of the second week of the Session for which enrolment is being effected. Penalties apply if fees are paid after that time (see below). Payment may be made through the mail in which case it is important that the student registration number be given accurately.

New Undergraduate Enrolments Persons who are applying for entry in 1976 must lodge an application for selection with the Metropolitan Universities Admissions Centre, PO Box 7049, GPO, Sydney 2001, by 1 October 1975.

Those who are selected will be required to complete enrolment at a specified appointment time before the start of Session 1. Compulsory fees must be paid on the day of the appointment. In special circumstances, however, and provided class places are still available, students may be allowed to complete enrolment after the prescribed week, subject to the payment of a penalty (see below).

Application forms and details of the application procedures may be obtained from the Admissions Office.

First Year Repeat Students First year students who failed more than half the programme at the 1975 Annual Examinations and who were not granted any deferred examinations should NOT follow the above procedure. They are required to show cause why they should be allowed to continue in the course, and should await instructions in writing from the Registrar as to the procedure.

Later Year Enrolments Students should enrol through the appropriate School in accordance with the procedures set out in the current year’s booklet, Enrolment Procedures, available from the Admissions Office and from School offices.

New Research Students Students enrolling for the first time in graduate research degrees will receive an enrolment form by post. They have two weeks from the date of offer of registration in which to lodge the enrolment form with the Cashier and pay the appropriate fees. Completion of enrolment after this time will incur a penalty (see below).

Re-enrolling Research Students Students re-enrolling in research degrees should lodge the enrolment form with the Cashier as soon as possible but no later than the end of the second week of Session 1. Completion of enrolment after this date will incur a penalty (see below).

Submission of Graduate Thesis or Project Report at Commencement of Session 1 A candidate who has completed all the work for a graduate degree except for the submission of a thesis or project report is required to re-enrol and pay fees as outlined above unless the thesis or project report is submitted by the end of the second week of Session 1 in which case the candidate is not required to re-enrol. Those required to re-enrol may claim a refund of fees if able to withdraw (see below).

Miscellaneous Subject Enrolments Students may be permitted to enrol for miscellaneous subjects (i.e. students not proceeding to a degree or diploma) provided the Head of the School offering the subject considers it will be of benefit to the student and there is accommodation available. Only in exceptional cases will subjects taken in this way count towards a degree or diploma. A student who is under exclusion may not be enrolled in miscellaneous subjects which may be counted towards any course from which he has been excluded.

Final Dates for Completion of Enrolments No enrolments for courses extending over the whole year or for Session 1 only will be accepted from new students after the end of the second week of Session 1 (12 March 1976) except with the express approval of the Deputy Registrar (Student Services) and the Head of the School concerned; no later year enrolments for courses extending over the whole year or for Session 1 only will be accepted after the end of the fourth week of Session 1 (26 March 1976) without the express approval of the Deputy Registrar (Student Services). No enrolments for courses occupying Session 2 only will be accepted after the end of the second week of Session 2 (30 July 1976) without express approval of the Deputy Registrar (Student Services).
How do assisted students (e.g. scholarship holders) enrol? Scholarship holders or sponsored students who have an enrolment voucher or letter of authority from their sponsor should present it at the time of enrolment. Such vouchers and authorities are generally issued by the NSW Department of Education and the NSW Public Service. They are not always issued in time and students who expect to receive an enrolment voucher or other appropriate authority but have not done so must pay the fees (and arrange a refund later). Such voucher and authorities are not the responsibility of the University and their late receipt is not to be assumed as automatically exempting a student from the requirements of enrolling and paying fees.

What special rules apply if I wish to be considered for admission with advanced standing? If you make application to register as a candidate for any degree or other award granted by the University you may be admitted to the course of study with such standing on the basis of previous attainments as may be determined by the Professorial Board. For complete details regarding "Admission with Advanced Standing" consult the University Calendar.

What happens if I am unable to pay fees at the time of enrolment? If you are unable to pay fees by the due date you may apply in writing to the Deputy Registrar (Student Services) for an extension of time which may be granted in extenuating circumstances.

What happens if I fail to pay the prescribed fees or charges? If you fail to pay prescribed fees or charges or become otherwise indebted to the University and you fail to make a satisfactory settlement of your indebtedness upon receipt of due notice then you cease to be entitled to the use of University facilities. You will not be permitted to register for a further session, to attend classes or examinations, or be granted any official credentials. In the case of a student enrolled for Session 1 only or for Sessions 1 and 2 this disbarment applies if any portion of fees is outstanding after the end of the eighth week of Session 1 (23 April 1976). In the case of a student enrolled for Session 2 only this disbarment applies if any portion of fees is outstanding after the end of the sixth week of Session 2 (27 August 1976).

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

Can I change my course program? If you wish to seek approval to substitute one subject for another, add one or more subjects to your program or discontinue part or all of your program, you must make application to the Registrar through the Head of the School responsible for the course on forms available from the School office. The Registrar will inform you of the decision. Application to enrol in additional subjects must be submitted by the end of the fourth week of Session 1.

It is emphasized that failure to sit for examinations in any subject in which you are enrolled will be regarded as failure to satisfy the examiners in that subject unless written approval to withdraw without failure has been obtained from the Registrar.

Withdrawal from subjects: Students are permitted to withdraw from subjects without being regarded as having failed, provided they apply by the dates indicated.

First Year Students
1. one-session subjects: the end of the eighth week of session;
2. double-session subjects: the end of the second week of Session 2.

For the purpose of this rule a first-year student is defined as one who is attending the University for the first time either on a full- or part-time basis and is enrolled in the first year or first stage of a course.

Other Students
1. one-session subjects: the end of the fourth week of session;
2. double-session subjects: the end of the May Recess.

How do I enrol after an absence of twelve months or more? If you have had a leave of absence for twelve months and wish to resume your course you should follow the instructions about re-enrolling given in the letter granting your leave of absence. If you do not fully understand or have lost these instructions, then you should contact the Admissions Office in December of the preceding year or before October in the year preceding the one in which you wish to resume your course.

If you have not obtained leave of absence from your course and have not been enrolled in the course over the past twelve months or more, then you should apply for admission to the course through the Metropolitan Universities Admission Centre before 1 October in the year preceding that in which you wish to resume studies.

Are there any restrictions upon students re-enrolling? 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.

First-year Rule
1. A student enrolled for the first time in any undergraduate course in the University shall be required to
show cause why he/she should be allowed to continue the course if that student fails more than half the program in which he/she is enrolled. In order that students may calculate half their program, the weighting of subjects in each course is defined in Schedule A,* which may be varied from time to time by the Professorial Board.

Repeated-failure Rule
2. A student shall be required to show cause why he/she should be allowed to repeat a subject which that student has failed more than once. Where the subject is prescribed as part of the student’s course he/she shall also be required to show cause why he/she should be allowed to continue that course. Failure in a deferred examination as well as in the initial examination counts for the purposes of this rule as one failure.

General Rule
3. The Re-enrolment Committee may, on the recommendation of the relevant faculty or board of studies, review the academic progress of any student. If that student’s academic record seems to demonstrate, in the opinion of the Committee, the student’s lack of fitness to pursue a subject or subjects and/or a course or courses, the Committee may require that student to show cause why he/she should be allowed to re-enrol in such subject(s) and/or course(s).

The Session-unit System
4. A student who infringes the provisions of Rules 1 or 2 at the end of Session 1 of any year will not be required to show cause at that time but will be required to repeat the subject(s) (if offered) and/or continue the course in Session 2 of that year, subject to the rules of progression in that course.

B Such a student will be required to show cause at the end of the year, except that a student who has infringed Rule 2 at the end of Session 1, repeats the subject(s) in question in Session 2, and passes it/them, will not be required to show cause on account of any such subject.

Exemption from Rules by Faculties
5. A faculty or board of studies examination committee may, in special circumstances, exempt a student from some or all of the provisions of Rules 1 and 2.

B Such a student will not be required to show cause under such provisions and will be notified accordingly by the Registrar.

*For details of Schedule A see University Calendar.

Registrar by the dates published annually by the Registrar. A late application may be accepted at the discretion of the University.

B Each application shall be considered by the Re-enrolment Committee which shall determine whether the cause shown is adequate to justify the granting of permission to re-enrol.

Appeal
7. A Any student who is excluded by the Re-enrolment Committee from a course and/or subject(s) under the provisions of the Rules may appeal to an Appeal Committee constituted by Council for this purpose with the following membership*:

A Pro-Vice-Chancellor nominated by the Vice-Chancellor who shall be Chairman.

The Chairman of the Professorial Board, or if he is unable to serve, a member of the Professorial Board, nominated by the Chairman of the Professorial Board, or when the Chairman of the Professorial Board is unable to make a nomination, nominated by the Vice-Chairman.

One of the category of members of the Council elected by the graduates of the University, nominated by the Vice-Chancellor.

The decision of the Committee shall be final.

B The notification to any student of a decision by the Re-enrolment Committee to exclude him/her from re-enrolling in a course and/or subject(s) shall indicate that the student may appeal against that decision to the Appeal Committee. In lodging such an appeal with the Registrar the student should provide a complete statement of all grounds on which the appeal is based.

C The Appeal Committee shall determine the appeal after consideration of the student’s academic record, his/her application for special permission to re-enrol, and the stated grounds of appeal. In exceptional circumstances, the Appeal Committee may require the student to appear in person.

Exclusion
8. A A student who is required to show cause under the provisions of Rules 1 or 3 and either does not attempt to show cause or does not receive special permission to re-enrol from the Re-enrolment Committee (or the Appeal Committee on appeal) shall be excluded from re-enrolling in the subject(s) and course(s) on account of which he was required to show cause. Where the subjects failed are prescribed as part of any other course (or courses) he/she shall not be allowed to enrol in any such course.

* It is proposed that under this arrangement, the membership of the Appeal Committee will be Pro-Vice-Chancellor J. B. Thornton (Chairman), Professor D. M. McCallum, Chairman of the Professorial Board, and a member of Council in the category of members elected by the graduates of the University, nominated by the Vice-Chancellor.
B A student who is required to show cause under the provisions of Rule 2 and either does not attempt to show cause or does not receive special permission to re-enrol from the Re-enrolment Committee (or the Appeal Committee on appeal) shall be excluded from re-enrolling in any subject he/she has failed twice. Where the subject failed is prescribed as part of the student’s course he/she shall also be excluded from that course. Where the subject failed is prescribed as part of any other course (or courses) he/she shall not be allowed to enrol in any such course.

C A student excluded from a course or courses under the provisions of A or B may not enrol as a miscellaneous student in subjects which may be counted towards any such course.

Re-admission after Exclusion

9. A An excluded student may apply to the Re-enrolment Committee for re-admission after two academic years.

B An application for re-admission after exclusion should be made on the form available from the Examinations and Student Records Section and should be lodged with the Registrar not later than 31 August in the year prior to that for which re-admission is sought. A late application may be accepted at the discretion of the University.

C An application should include evidence that the circumstances which were deemed to operate against satisfactory performance at the time of exclusion are no longer operative or are reduced in intensity and/or evidence of appropriate study in the subject(s) (or the equivalent) on account of which the applicant was excluded.

Restrictions and Definitions

10. A These rules do not apply to students enrolled in programs leading to a higher degree or graduate diploma.

B A subject is defined as a unit of instruction identified by a distinctive subject number.

How do I apply for admission to degree or diploma?

Applications for admission to a degree or diploma of the University must be made on the appropriate form by 12 September, in a student’s final year. Forms are mailed to all final year students. Don’t forget to inform the University if you subsequently change your address so that correspondence related to the ceremony will reach you without delay. Applicants should ensure that they have completed all requirements for the degree or diploma, including industrial training where necessary. Any variation such as cancelling of application in order to proceed to an honours degree or submission of an application following discontinuation of honours program, must be submitted in writing to the Registrar no later than 30 January.
3. University Union fees and subscriptions may be waived by the Deputy Registrar (Student Services) for students enrolled in graduate courses in which the academic requirements require either no or minimal attendance on the Kensington campus.

4. Students who while enrolled at another university in Australia in a degree or diploma course are given approval to enrol at the University of New South Wales but only in a miscellaneous subject or subjects to be credited towards the degrees or diplomas for which they are enrolled elsewhere are exempt from all Student Activities Fees and the University Union entrance fee.

5. Undergraduate students of a recognized university outside Australia who attend the University of New South Wales with the permission of the Dean of the appropriate faculty and of the Head of the appropriate school or department to take part as miscellaneous students in an academic program relevant to their regular studies and approved by the authorities of their own institution are exempt from all Student Activities Fees and the University Union entrance fee.

6. Graduate students not in attendance at the University and who are enrolling in a project only, other than for the first time, are exempt from all Student Activities Fees.

7. Graduate students resubmitting a thesis or project only are exempt from all Student Activities Fees.

How much will textbooks and special equipment (if any) cost? You must allow quite a substantial sum for textbooks. This can vary from $200 to $600 depending on the course taken. These figures are based on the cost of new books. The Students' Union operates a second-hand bookshop. Information about special equipment costs, accommodation charges and cost of subsistence on excursions, field work, etc., and for hospital residence (medical students) are available from individual schools.

Are fees charged for examinations? Generally there are no charges associated with examinations; however, two special examination fees are applied:
Examinations conducted under special circumstances—for each subject $11
Review of examination result—for each subject $11

What penalties exist for late payment of fees? The following additional charges will be made in 1976 when fees are paid late:
Failure to lodge enrolment form according to enrolment procedure $20
Payment of fees after end of second week of session $20
Payment of fees after end of fourth week of session $40

Will I receive any refund if I withdraw from a course?
Yes. The following rules apply:

1. If you withdraw from a course you are required to notify the Registrar in writing.
2. Where notice of withdrawal from a course is received by the Registrar before the first day of Session 1 a refund of all fees paid will be made. After that time only a partial refund will be made. See the Calendar for details.

Examinations

When are examinations held? Most annual examinations are held in November-December but examinations in many subjects are also held during the Midyear Recess.

Provisional timetables indicating the dates and times of examinations and notices of the location of examinations are posted on the central notice boards in the Biological Sciences Building, the Chancellery, Central Lecture Block, Dalton Building (Chemistry), Main Building (Mining and Physics), and in the Western Grounds Area on 4 May and 21 September. You must advise the Examinations Unit (Chancellery) of a clash in examinations by 17 May and 1 October. Final timetables are displayed and individual copies are available for students on 1 June and 19 October.

Misreading of the timetable is not an acceptable excuse for failure to attend an examination.

In the assessment of your progress in University courses, consideration is given to work in laboratory and class exercises and to any term or other tests given throughout the year as well as to the results of written examinations.

How are examination passes graded? Passes are graded: High Distinction, Distinction, Credit and Pass. A Pass Conceded may be granted to a student whose mark in a subject is slightly below the standard required for a pass but whose overall satisfactory performance warrants this concession.

A Terminating Pass may be granted where the mark for the subject is below the required standard. A terminating pass will not permit a student to progress further in the subject or to enrol in any other subject for which a pass in the subject is a co-requisite or prerequisite. A student given a terminating pass may attempt a deferred examination, if available, to improve his performance but should he fail in such attempt, the terminating pass shall stand.

When are examination results available? Final examination results will be posted to your term address (which can be altered up to 30 November) or to your vacation address (fill in a form obtainable at the Information Desk, Chancellery, also by 30 November). Results are also posted on School notice boards and in the foyer of the Sir John Clancy Auditorium. No examination results are given by telephone.

Can examination results be reviewed? Examination results may be reviewed for a fee of $11 a subject, which is refundable in the event of an error being discovered.
This review consists mainly of ensuring that all questions attempted have been marked and checking the total of the marks awarded. Applications for review must be submitted on the appropriate form to the Examinations and Student Records Section together with the necessary fee by the following dates:

Annual examinations held in November/December 1976 —Friday 7 January 1977.
Deferred examinations held in January/February 1977 —Tuesday 22 February 1977.

Are allowances made if students are sick before or during an examination? A student who through serious illness or other cause outside his control is unable to attend an examination is required to bring the circumstances (supported by a medical certificate or other evidence) to the notice of the Registrar not later than seven days after the date of the examination, and may be required to submit to medical examination.

A student who believes that his performance in a subject has been affected by serious illness during the year or by other cause outside his control, and who desires these circumstances to be taken into consideration in determining his standing, is required to bring the circumstances (supported by a medical certificate or other evidence) to the notice of the Registrar as soon as the circumstances are known but not later than seven days after the date of the examination.

All medical certificates should be as specific as possible concerning the severity and duration of the complaint and its effect on the student’s ability to take the examinations.

A student who attempts an examination, yet claims that his performance is prejudiced by sickness on the day of the examination must notify the Registrar or Examination Supervisor before, during, or immediately after the examination, and may be required to submit to medical examination.

A student suffering from a physical disability which puts him at a disadvantage in written examinations should apply to the Registrar in writing for special provision when examinations are taken. The student should support his request with medical evidence.

Use of electronic calculators Where the use of electronic calculators has been approved by a faculty or school, examiners may permit their use in examinations. Authorized electronic calculators are battery operated with the minimum operations of addition, subtraction, multiplication and division and are of a type in common use by university students. They are not provided by the University, although some schools may make them available under special circumstances.

How are examinations conducted? Examinations are conducted in accordance with the following rules and procedure:

1. Candidates are required to obey any instruction given by an examination supervisor for the proper conduct of the examination.
2. Candidates are required to be in their places in the examination room not less than ten minutes before the time for commencement.
3. No bag, writing paper, blotting paper, manuscript or book, other than a specified aid, is to be brought into the examination room.
4. No candidate shall be admitted to an examination after thirty minutes from the time of commencement of the examination.
5. No candidate shall be permitted to leave the examination room before the expiry of thirty minutes from the time the examination commences.
6. No candidate shall be re-admitted to the examination room after he has left it, unless during the full period of his absence he has been under approved supervision.
7. A candidate shall not by any improper means obtain, or endeavour to obtain, assistance in his work, give, or endeavour to give, assistance to any other candidate, or commit any breach of good order.
8. Smoking is not permitted during the course of examinations.
9. All answers must be in English unless otherwise directed. Foreign students who have the written approval of the Officer-in-Charge of Examinations may use standard translation dictionaries.
10. A candidate who commits any infringement of the rules governing examinations is liable to disqualification at the particular examination, to immediate expulsion from the examination room, and to such further penalty as may be determined in accordance with the By-laws.

Should I list my sources? Students are expected to acknowledge the sources of ideas and expressions that they use in essays. To provide adequate documentation is not only an indication of academic honesty but also a courtesy enabling the marker to consult your sources with ease. Failure to do so may constitute plagiarism which is subject to a charge of academic misconduct.

Under what circumstances are deferred examinations granted? Deferred examinations may be granted in the following cases:
1. When a student through illness or some other acceptable circumstance has been prevented from taking the annual examination or has been placed at a serious disadvantage during the annual examinations.
2. To help resolve a doubt as to whether a student has reached the required standard in a subject.
3. To allow a student by further study to reach the required standard in a subject.
4. Where a student’s progression or graduation is inhibited by his failure in one subject only, a deferred examination may be granted notwithstanding his failure otherwise to qualify for this concession.
In the Faculties of Arts, Commerce and Law special circumstances apply in the granting of deferred examinations. Details in each circumstance are given in the section Faculty Information in the respective handbooks for these faculties, or in the Calendar.

Deferred examinations must be taken at the centre at which the student is enrolled, unless he has been sent on compulsory industrial training to a remote country centre or interstate. In this case the student must advise the Registrar, on a form available from his school or the Information Desk, the Chancellery, of relevant particulars, before leaving for his destination, in anticipation that deferred examination papers may have to be forwarded to him. Normally, the student will be directed to the nearest university for the conduct of the deferred examination.

Can I buy copies of previous examination papers? Yes—for 5c each from the Union Shop in the University Union.

Student Conduct on Campus

Is there a detailed code of rules related to the general conduct of students? No. The University has not considered it necessary to formulate a detailed code of rules relating to the general conduct of students.

However, now that you have become a member of the University you should understand that this involves an undertaking on your part to observe its rules, by-laws and other requirements, and to pay due regard to any instructions conveyed by any officer of the University.

What are the rules related to attendance at classes? You are expected to be regular and punctual in attendance at all classes in the course or subject in which you 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 you may be excused by the Registrar for 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 a longer period.

Applications for exemption from lectures (leave of absence) should be addressed to the Registrar and, where applicable, should be accompanied by a medical certificate. If examinations have been missed, state this in your application.

If you fail a subject at the annual examinations in any year and re-enrol in the same course in the following year, you must include in your program of studies for that year the subject in which you 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.

If you attend less than eighty per cent of your possible classes, you may be refused permission to sit for the examination in that subject.

Why is my University Union card important? All students are issued with a University Union membership card. Your card must be carried during attendance at the University and shown on request.

The number appearing on the front of the card above your name is your 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.

If you lose your Union card it is important to notify the University Union as soon as possible.

New students will be issued with University Union cards on enrolment.

Why should I inform the University if I change my address? If you change your address you should notify the Student Records Section of the Registrar's Division as soon as possible. Failure to do this could lead to important correspondence (including examination results) not reaching you. The University cannot accept responsibility if official communications fail to reach students who have not notified their change of address.

Change of Address Advice Forms are available at Faculty and School offices and at the Information Counters on the Ground Floor of the Chancellery Building.

These will be accepted up to 30 November, except for final year students who may advise changes up to four weeks before their graduation ceremony.

Will the University release Information to third parties without my permission? In general, no. The University treats examination results and Information it receives from a student as confidential and will not reveal such information to third parties without the permission of the student except at the discretion of senior officers in circumstances considered of benefit to the student and when it is either impossible or impracticable to gain the student's prior permission. This happens rarely. This policy is considered so important that it often involves officers of the University in very difficult situations, for example, when they must refuse to reveal the address of a student to parents or other relatives.

In spite of the policy, there are sometimes accusations made that the University has revealed Information, including addresses (especially to insurance companies). All students should be aware that students' addresses are eagerly sought by various commercial agents and that sometimes tricks are used to obtain them. For example, from time to time people claiming to be from the University telephone students or their families and ask for Information (usually another student's address) which is often given, unsuspecting. There is evidence that this is a technique used by commercial agents.
Professional Studies

It would be generally helpful if students (and their families and friends) are cautious in revealing information, making it a practice to ask the name, position, and telephone extension of any caller claiming to be from the University and, if suspicious, returning the call to the extension given.

How are student records kept up to date? Enrolment details forms will be sent to all students on 26 April and 30 August. It is not necessary to return these forms unless any information recorded thereon is incorrect. Amended forms must be returned to the Examinations and Student Records Section within fourteen days. Amendments notified after the closing date will not be accepted unless exceptional circumstances exist and approval is obtained from the Registrar. Amended forms returned to the Registrar will be acknowledged in writing within fourteen days.

Is there any rule related to the ownership of students' work? Yes. The University reserves the right to retain at its own discretion the original or one copy of any drawings, models, designs, plans and specifications, essays, theses or other work executed by you as part of your courses, or submitted for any award or competition conducted by the University.

Can I get a permit to park on campus? Because of the limited amount of parking space available, only the following categories of students may apply for a permit: motor cycle owners (annual fee $3.90; masters and doctoral candidates (ballotted issue, annual fee $7.80); graduate, and senior undergraduate students who have completed two or three years of a full-time or part-time course (annual fee $3.90—only a limited number of permits available for students who have completed two years). A permit will allow access to the campus between 5 pm and 11 pm on weekdays and during library hours on Saturdays, Sundays and public holidays. Enquiries should be made to the Property Section, Room 240, the Chancellery, or phone 663 0351, extension 2920. It should be noted that increasing demand for parking space may require the imposition of further restrictions and that rates may change for 1976.

Lost Property? All enquiries concerning lost property should be made to the Superintendent on extension 3560 or to the Lost Property Office at the Union.

Further Information

Where can I get further information concerning courses, admission requirements, scholarships and enrolment procedure?

General

Any student who requires information on the application of these rules or any service which the University offers, may make enquiries from the Admissions Office, the Student Counselling Unit or the Registrar.

Admissions Office

The Admissions Office provides students with information concerning courses, admission requirements and enrolment procedure.

It will receive applications from students who wish to defer or resume courses of study, to transfer from one course to another, or seek any concession in relation to a course in which they are enrolled.

These applications should, wherever possible, be lodged before the beginning of the academic year in which the concession is to apply.

Students in doubt as to whether an application is necessary to cover their own particular situation should enquire at the Admissions Office.

The Admissions Office is located in the Chancellery on the upper campus. Office hours are from 9 am to 1 pm and 2 pm to 5 pm, Monday to Friday. An evening service is provided during the enrolment period.

Notices

Official University notices are displayed on the notice boards and students are expected to be acquainted with the contents of those announcements which concern them. These boards are in the Biological Sciences Building, the Sciences Building, the Chancellery (lower ground floor), Central Lecture Block, Dalton Building (Chemistry), Electrical Engineering Building, Main Building (foyer, Mining), Main Building (Physics) and in the Western Grounds Area.

Appeals

Section 5 (c) of Chapter III of the By-laws provides: “Any person affected by a decision of any member of the Professorial Board (other than the Vice-Chancellor) in respect of breach of discipline or misconduct may appeal to the Vice-Chancellor, and in the case of disciplinary action by the Vice-Chancellor, whether on appeal or otherwise, to the Council”.

The Calendar

Please consult the Calendar if you want a more detailed account of the information contained in this section.
Introduction

The Faculty of Professional Studies is concerned with the teaching and examination of subjects concerned with certain forms of professional training. It consists of the Schools of Education, Health Administration, Librarianship, Social Work, and the Department of Industrial Arts.

This handbook provides general information concerning the requirements for admission, enrolment and re-enrolment, as well as conditions for the award of degrees, course structures, subject descriptions and the textbook requirements. It is important that students become well acquainted with the information presented here, and if there is any difficulty they should consult the University's Admissions Office (Ground Floor, Chancellery) or their School Office.

A. H. Willis
Acting Dean
Faculty of Professional Studies
Staff

Comprises Schools of Health Administration, Librarianship, Social Work, and Education; Department of Industrial Arts.

Acting Dean
Professor A. H. Willis
Chairman
Professor G. R. Palmer

School of Education

Professor of Education and Head of School
Leslie Melville Brown, MA MEd Syd., PhD Lond.

Professor of Education
Desmond John Drinkwater, MA Syd., MA PhD Lond., ABPS, MAPS, MACE

Professor of Science Education and Director of Science Teachers' Courses
Austin Adolphus Hukins, MSc DipEd Syd., PhD Alfred., MACE

Senior Lecturers
Colin Fraser Gauld, BSc DipEd PhD Syd.
James Henry Gribble, BA Melb., MPhil Lond.
Colman Kevin Harris, BA MEd Syd.
Phillip Hugh Meade, BSc BEd Qld., MA LaT., PhD N.S.W.

Lecturers
Robert John Barry, BSc N.S.W., BA DipEd Syd., MSc Macq.
Richard Martin Bibby, MA BEd Otago
Rachel MacDonald Boyd, MA PhD Otago
Patricia Davies, BA City, N.Y., MSc Lond.

Michael Robert Matthews, BA BSc DipEd Syd.
Barry Charles Newman, BA MSc PhD Syd.
Shelley Phillips, BA Melb., PhD Syd.
Shirley Louise Smith, BA PhD Syd.
John Sweller, BA PhD Adel.
Frederick Edward Trainer, BA PhD Syd.

Senior Administrative Officer
Jane Wholohan, BA DipEd Syd.

Administrative Assistant
Barbara Jane Moinar, BA Calif.

Staff Detached from the New South Wales Department of Education

Lecturers
William Anthony Buckley, BA DipEd N.E.
Donald Christopher Geddes, BCom DipEd BEd Melb.
Michael John Gunouine, BSc DipEd Syd.
Ronald Lush Johnson, MA Syd, DipEd N.E.
Philip Thomas Kitley, BA DipEd BEd N.E.
Yvonne Anne Larsson, MA Syd.
Judith Mackinolty, BA Melb., MA Macq., DipEd N.E.
Kenneth William Palmer, BA N.E.
Henry James Plunkett, BA Syd.
Susan Madge Sandor, BSc DipEd Syd.
Barry Royce Schlenker, BSc N.S.W.
John James Shelley, BEd Syd.
Kevin Victor Swinson, BA N.E.
Frank Howard Stuart Tebbutt, BSc DipEd Syd.
John Macphail Ward, BA MEd Syd.
Kerry Evan Wheeler, BA N.E.

Research Assistant
Thomas Pepe, BA Long Is. Univ.
School of Health Administration

Professor and Head of School
George Rupert Palmer, BSc Melb., MEd Syd., PhD Lond., FSS, FHA

Associate Professor
John Colin Harris Dewdney, BA MD Melb., SM Harv., DPH Lond., DipTertEd N.E., FACMA, MFCM, MACE

Senior Lecturers
Lizca Margaret Bates, BA DipSocStud Sys., PhD N.S.W.
John Roger Bancks Green, ARIBA, ARAIA, AADip

Lecturers
Sydney Samuel Wilton Davis, LLM Syd.
Stephen John Duckett, BEd A.U., MHA N.S.W.
Colin Grant, MA Oxon., AHA
Timothy John Phillips, BCom N.S.W., DipEd Syd.

Teaching Fellow
Chloe Refshauge, BA Macq.

Administrative Assistant
Audrey Nancy Darviile Ferguson, BA DipSocStud Syd.

School of Social Work

Professor of Social Work and Head of School
Robert John Lawrence, BA DipSocSc Adel., MA Oxon., PhD A.U.

Senior Lecturer
Gwendoline Audrey Rennison, MA Camb., CertSocSciAdmin LS.E.

Lecturers
Miriam spa Barlow, BA MSW Calif.
Winsome Claire Bundey, BA N.S.W., DipSocStud Syd.
Susan Margaret Burgoine, BA N.E., DipSocWk Syd.
Charles Maxwell Ross Connell, BA BSocStud Qld.
Brian Anthony English, BSW N.S.W.
June Huntington, BA Lond.
Margaret Teresa Lewis, BSocStud Qld., MSW N.S.W.
Pamela Marjorie Thomas, BA DipSocStud Syd., MS Col.

Senior Tutors
Jennifer Warner Wilson, BA BSocStud Syd.

Tutors
Jane Catherine Fishburn, BSW N.S.W.
Elizabeth Jane Lloyd, BA DipSocWk W.Aust., MSW N.S.W.
Yia Ly, BSW N.S.W.

Teaching Fellow
Geoffrey Norman Channon, BSW N.S.W.

Visiting Fellow
Theodore Terence Tarall, BA City, N.Y., DipSocWk Col.

Administrative Officer
Valerie Patricia McPaul, BA DipSocWk Syd.
Faculty Information

Faculty of Professional Studies
Enrolment Procedures

Preliminary Enrolment

*Industrial Arts Course*

Before proceeding on vacation, students are required to attend the Department's Office to complete their 1976 programs. Draft enrolment forms and programs must be lodged with the Department no later than 16 January 1976. Students who fail to do this will be required to attend one of the late enrolment sessions.

*Science (Education) Course*

Before the end of Session 2, each student must obtain his or her Re-enrolment Form and Program Form (SED 76) plus available timetables from the School of Education's Office (Room 41, Building M, Western Grounds Area).

After notification of the annual examination results each student should complete as far as possible the above-mentioned forms and lodge them at the School of Education's Office no later than 16 January 1976. Students whose Re-enrolment Form and Program Form are not received by 16 January 1976 will have to enrol at a late re-enrolment period and the appropriate late fee will be charged. Advice regarding the completion of these forms will be available on Tuesday 13 and Wednesday 14 January 1976 at the School of Education. Students should have their proposed programs and timetables checked during this period and before lodging them at the abovementioned Office.

*Social Work Course*

Before the end of Session 2 1975, each student must obtain his or her personal Enrolment Form and Instruction sheet from the School. After notification of the annual examination results, the student should forward the Enrolment Form completed as far as possible, to the School of Social Work not later than Friday 16 January 1976. Students who fail to lodge their Enrolment Forms before Friday 16 January 1976 will be required to attend one of the late enrolment sessions.

*Health Administration Course*

Re-enrolment forms will be posted to students by the School at the end of Session 2 1975. External students should re-enrol by post after they have had notification of annual examination results. Students who intend to enrol as internal students should get in touch with the School about their proposed program during January and bring their Enrolment Forms with them when enrolling.
Enrolment Timetable

Science (Education)

Students will be re-enrolled in Unisearch House as follows:

Year 2

Wednesday 25 February
9.30 am to 12.30 pm

Year 3 & Year 4

Tuesday 24 February
9.30 am to 12.30 pm

Industrial Arts Course

Students in the BSc or BSc(Tech) degree course in Industrial Arts should attend Hut 34, Western Grounds Area, for re-enrolment as follows:

All re-enrolling students

Wednesday 25 February
2.00 pm to 4.30 pm
6.00 pm to 7.00 pm

Social Work Course

Students in the Bachelor of Social Work degree course should attend for re-enrolment at the School of Social Work, in accordance with the following timetable:

Year 2
Surnames A to K
Tuesday 24 February
9.30 am to 12.30 pm

Surnames L to Z
2.00 pm to 5.00 pm

Year 3
Surnames A to K
Wednesday 25 February
9.30 am to 12.30 pm

Surnames L to Z
2.00 pm to 5.00 pm

Year 4
Surnames A to J
Thursday 26 February
9.30 am to 12.30 pm

Surnames K to Z
2.00 pm to 5.00 pm

New Students with Advanced Standing

Friday 27 February
9.30 am to 12.30 pm
2.00 pm to 5.00 pm

Health Administration

Full-time Course

Students will be re-enrolled in Room G37A, the Chancellery (South Wing) on Friday 27 February at 2.00 pm.

General Studies

Students enrolling in general studies electives after completing enrolment in their own Faculty and BEFORE GOING TO THE CASHIER, should proceed to the General Studies enrolment centre in Unisearch House where they will obtain places in electives, complete class admission cards and finalize enrolment forms.

Enrolment Centre

Industrial Arts
Hut 34
Western Grounds Area
(Northern end)
School of Social Work
221 Anzac Parade
(across from Main Campus)
Room G37A
the Chancellery

Social Work

Unisearch House
221 Anzac Parade

Science (Education)

Room G37A
the Chancellery

Health Administration

Appropriate Faculty Associations are open to students in the various courses. Full details are available in other Faculty handbooks, 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.

Social Work Students’ Association

The Association’s primary function is that of a communication channel operating not only among the students themselves but also between students and staff of the School. Through functions and informal gatherings professional aspects of social work, specific grievances and the course itself may be discussed. Students become members of the Association automatically on admission to the School of Social Work, and elect an executive committee which maintains a formal liaison with the School’s staff. A regular newsletter, “Catalyst”, is produced.

Representatives of the Association attend meetings of the Australian Association of Social Workers (NSW Branch) and the Council of Social Services of NSW, while contact with student bodies in other universities is maintained through the Federation of Australian Social Work Students Association. Further details may be obtained from the Social Work students notice board and the Enquiries Office of the School of Social Work.

Industrial Arts Society

The Industrial Arts Society aims at providing opportunities for students to meet staff and fellow students through both social functions and educational activities such as films, lectures, seminars and visits to promote awareness of the opportunities available in the field of Industrial Arts.

Membership is open to all students of the Department of Industrial Arts including graduate students. The Annual General Meeting is held in March. Further details regarding membership and activities may be obtained by contacting the Secretary of the Society, C/- Department of Industrial Arts, Western Grounds Area.
Course Outlines

The Faculty of Professional Studies comprises the Schools of Education, Health Administration, Librarianship and Social Work, as well as the Department of Industrial Arts. Undergraduate courses within the Faculty's responsibility include the Bachelor of Science (Education) course, and the courses in health administration, industrial arts and social work.

Some years ago the original Board of Vocational Studies was restructured so that its functions and the composition of its membership became those of a faculty. It was renamed in 1974 the Board of Professional Studies and in 1975 the Faculty of Professional Studies. It should be noted, therefore, that any statement in this handbook referring to "the Board of Vocational Studies" or "the Board of Professional Studies" now applies to the Faculty of Professional Studies.

School of Education

The School of Education offers a four-year Bachelor of Science (Education) degree course; a one-year full-time course for graduates leading to the Diploma in Education; and also a course leading to the degree of Master of Education.

The Bachelor of Science (Education) Degree Course

The Bachelor of Science (Education) degree course (BSc(Ed)) is designed primarily for the preparation of teachers of science in secondary schools.

One feature of the course is the breadth of study over a range of science subjects. The course also provides depth by requiring that at least one of the science subjects be taken to a minimum of seven units. The science subjects studied are mostly subjects available in the Science Course. Another feature is the study of education subjects along with science subjects in the second, third and fourth years. Two History and Philosophy of Science subjects are included in the course structure to give an understanding of the nature of science and of its relationship to society.

Honours

The BSc(Ed) may be awarded with honours. The grade of honours is determined by the quality of work performed throughout the course which includes the fourth year honours research seminar and thesis. The classes and divisions of honours are: Class 1; Class 2, Division 1; Class 2, Division 2.

Applications for admission to the honours program should be made in writing to the Head of School on the completion of third year.

Progression

Progression in the Bachelor of Science (Education) course is permitted by subject. However:

1. Course programs will continue to be stated and timetabled by year and it cannot be guaranteed that non-standard programs can be completed in the minimum number of years. A non-standard program is one which involves enrolment in subjects or units from more than one year or comprises subjects which do not normally constitute a particular year's course work.

2. Students must satisfy the rules governing re-enrolment; in particular, these require a student enrolled for
the first time in the course to complete successfully in that year half of the program in which he/she is enrolled.

3. Before enrolling in any subject a student must have satisfied the relevant prerequisite and co-requisite requirements unless permission to vary this has been granted by the Head of the appropriate School.

4. Only in exceptional circumstances will a student be permitted to enrol for more than twenty-four hours of course work per week.

5. Notwithstanding the above, before a student can enrol in any non-standard program, such program must meet with the approval of the Head of School of Education.

The Science Component

The study of science subjects constitutes a principal part of the course. In the choice of these subjects the following requirements apply:

1. there shall be a total of at least 19 science units.

2. there shall be a major science strand consisting of at least seven units from one of the areas Physics, Chemistry, Biology, Geology.

3. the subjects 1.001 or 1.011, 2.001, 10.001 or 10.011 or 10.021, 17.011, 17.021 and 25.111 shall be included.

4. at least two units in the List of Science Subjects shall be selected from areas other than the area of the major strand.

5. under special circumstances a student may select a science unit other than those in List of Science Subjects with approval of the Head of School.

Bachelor of Science (Education) —Full-time Course

Bachelor of Science (Education) BSc(Ed)

Year 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.011 Higher Physics I or 1.001 Physics</td>
<td>6</td>
</tr>
<tr>
<td>2.001 Chemistry I</td>
<td>6</td>
</tr>
<tr>
<td>10.001 Mathematics I or 10.011 Higher Mathematics I or 10.021 Mathematics IT</td>
<td>6</td>
</tr>
<tr>
<td>17.011 Biology of Mankind and 17.021 Comparative Functional Biology</td>
<td>6</td>
</tr>
<tr>
<td>25.111 Geoscience I</td>
<td>6</td>
</tr>
</tbody>
</table>

* Students taking 10.021 Mathematics IT are not allowed to proceed beyond First Year Physics.

Year 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>17.011 Biology of Mankind and 17.021 Comparative Functional Biology</td>
<td>6</td>
</tr>
<tr>
<td>25.111 Geoscience I</td>
<td>12</td>
</tr>
<tr>
<td>58.512 Introduction to Education</td>
<td>3</td>
</tr>
</tbody>
</table>

* Directed observations in schools are additional to this time.

Year 3

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Three Science units</td>
<td>9</td>
</tr>
<tr>
<td>58.513 Education IA</td>
<td>4</td>
</tr>
<tr>
<td>58.523 Education IB</td>
<td>5</td>
</tr>
<tr>
<td>62.001 History &amp; Philosophy of Science I</td>
<td>3</td>
</tr>
</tbody>
</table>

* School experience including teaching practice is additional to these hours.

Year 4

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two Science units</td>
<td>6</td>
</tr>
<tr>
<td>58.514 Education IIA</td>
<td>4</td>
</tr>
<tr>
<td>58.524 Education IIB</td>
<td>6</td>
</tr>
<tr>
<td>58.554 Research seminar and thesis†</td>
<td>2</td>
</tr>
<tr>
<td>62.002 History and Philosophy of Science II</td>
<td>3</td>
</tr>
</tbody>
</table>

* School experience including teaching practice is additional to these hours.
† Honours students only.

List of Science Subjects

Physics Area

1.112A Electromagnetism
1.112B Modern Physics
1.112C Thermodynamics and Mechanics
1.113A Wave Mechanics and Spectroscopy
1.113B Electromagnetic Fields and Physical Optics
1.113C Statistical Mechanics and Solid State
1.113D Astrophysics and Nuclear Physics
1.113Z Techniques and Design for Experimental Physics
1.133A Electronics
1.143A Biophysics
1.143B Solid State Devices and Electronics
1.143D Conceptual Framework of Physics
1.143E Electrical and Optical Properties of Solids
1.212A Geometrical Optics
1.212B Electronics
1.212C An Introduction to Solids

NOTE:

Higher Physics units may also be selected.
Professional Studies

Chemistry Area

Level II Units**

2.002A  Physical Chemistry
2.002B  Organic Chemistry
2.002D  Analytical Chemistry
2.042C  Inorganic Chemistry

Level II/III Units††

2.003E  Nuclear & Radiation Chemistry
2.003H  Molecular Spectroscopy & Structure
2.003J  Fundamentals of Biological Chemistry
2.003K  Solid State Chemistry
2.013A  Introductory Quantum Chemistry

Level III Units

2.003A  Physical Chemistry
2.003B  Organic Chemistry
2.003C  Inorganic Chemistry
2.003D  Instrumental Analysis
2.003L  Applied Organic Chemistry
2.003M  Organometallic Chemistry
2.013B  Synthesis of Complex Organic Molecules
2.013C  Advanced Inorganic Chemistry
2.013D  Advanced Analytical Chemistry
2.013L  Chemistry and Enzymology of Foods
2.013M  Thermochemistry
2.023A  Chemical Physics
2.023B  Natural Product Chemistry
2.023L  Biological and Agricultural Chemistry
2.033A  Physical Chemistry of Macromolecules
2.033L  Applied Organic Chemistry (double unit)
2.043A  Environmental Chemistry
2.043L  Chemical and Enzymology of Foods (double unit)
2.053A  Chemical Kinetics and Reaction Mechanisms
2.053L  Biological and Agricultural Chemistry (double unit)
2.063A  Advanced Molecular Spectroscopy

** The levels referred to are levels in the Science Course.
†† Level II/III units are counted as Level III units for degree purposes but may be done in second or third year.

Note:
1. Not more than two Level II/III units may be studied unless at least one Level II unit is also studied.
2. Not more than one of the double units 2.033L, 2.043L, 2.053L may be credited for degree purposes in the BSc(Ed) Course.

Mathematics Area

10.111A  Pure Mathematics II—Linear Algebra
10.111B  Pure Mathematics II—Analysis
10.211A  Applied Mathematics II—Mathematical Methods
10.331  Statistics SS

Geology Area

25.502  Geology II
25.503  Geology III
25.504  Geology IV

School of Health Administration

The School of Health Administration, which was founded in 1956 with a grant from the W. K. Kellogg Foundation, offers both undergraduate and graduate programs. The undergraduate course may be taken on a full-time or (external) part-time basis and leads to the award of Bachelor of Health Administration. The School also offers one formal course in Health Administration leading to the award of Master of Health Planning and another to the degree of Master of Health 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.
Because the Bachelor's course has been revised, a student enrolled prior to 1973, who has passed in nine or more subjects, will be permitted to complete the requirements for the degree under the regulations which applied in 1972.

Bachelor of Health Administration

Conditions for the Award of the Degree of Bachelor of Health Administration

1. A candidate for the degree of Bachelor of Health Administration shall:
   A comply with the requirements for admission;
   B follow the prescribed course of study in the School of Health 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 Health Administration.

Year 3

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours per week</th>
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<tbody>
<tr>
<td>16.101</td>
<td>Comparative Health Care Systems</td>
<td>0 4</td>
</tr>
<tr>
<td>16.301</td>
<td>Political Science</td>
<td>4 0</td>
</tr>
<tr>
<td>16.302</td>
<td>Social Administration</td>
<td>0 4</td>
</tr>
<tr>
<td>16.601</td>
<td>Behavioural Science I</td>
<td>4 0</td>
</tr>
<tr>
<td>16.602</td>
<td>Behavioural Science II</td>
<td>0 4</td>
</tr>
<tr>
<td>16.923</td>
<td>Health Care Planning III</td>
<td>4 0</td>
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<tr>
<td></td>
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<td>12 12</td>
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‡ May be varied with approval of the Head of School.

External Course

Stage 1

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<tr>
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<tbody>
<tr>
<td>14.001</td>
<td>Introduction to Accounting</td>
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<td>16.201</td>
<td>Law I</td>
<td>4</td>
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<td>16.801</td>
<td>The Australian Health Care System</td>
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Stage 2

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<tbody>
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<td>Management I</td>
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<td>16.701</td>
<td>Statistics</td>
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Stage 3

<table>
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<tr>
<td>16.501</td>
<td>Economics (Health Administration)</td>
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<tr>
<td>16.602</td>
<td>Management II</td>
<td>4</td>
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<tr>
<td>16.921</td>
<td>Health Care Planning I</td>
<td>4</td>
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Stage 4

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<td>Law II</td>
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Stage 5

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<tr>
<td>16.301</td>
<td>Political Science</td>
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<td>Behavioural Science I</td>
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<td>16.923</td>
<td>Health Care Planning III</td>
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Stage 6

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<td>Social Administration</td>
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<td>16.602</td>
<td>Behavioural Science II</td>
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<td></td>
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</table>
Department of Industrial Arts

The Department of Industrial Arts offers a BSc degree available through full-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 graduate level, the Department offers a Master of Science degree by research as well as a course in Industrial Design leading to the award of a Graduate Diploma.

The Subject Matter of Industrial Arts

Through the ages, man has used his intellect, imagination and skill to create useful things. The term “industrial arts” has come to be used to describe these activities.

Man-made objects form a large part of the human environment: shelter, furniture, fabrics, vessels, tools, machines, vehicles and labour-saving devices of many kinds. Although these objects are designed and made primarily for some practical purpose, each individually makes some contribution to the total quality of the environment. Well-designed, well-made things of the practical kind may be considered “works of art”; thus the best products, whether handmade or factory-produced are evidence of the industrial arts.

Before the growth of modern industrial society, it was possible to identify the industrial arts with certain skilled occupations, for example, gold and silversmithing, weaving, metalworking, woodworking and pottery. Industrial methods and mass production have changed the forms of intellect, imagination and skill required for the creation of useful objects. Products are now seldom the result of the activity of single individuals, rather they reflect the skills of many people applied through the industrial organization. The study basic in Industrial Arts is the relationship between man and his material environment. The important elements in this study are man himself, the materials of his environment, the objects he produces and the processes he uses for production.

Such studies can be concerned as much with the useful objects of antiquity as with those of contemporary industrial civilization. Thus the research activities of the Department of Industrial Arts range from an investigation into the traditional technologies of the ancient cultures to an analysis of the problems of industrial design in contemporary technological society.

The Industrial Arts Course

The course offered by the Department of Industrial Arts is intended to provide a broad understanding of the man-product relationship, with studies in depth of the most relevant areas of knowledge drawn from natural science, technology, social and other fields. Of central importance is the subject Industrial Arts. The core study in this subject is Tectonic Design. Tectonics is the science and art of making things that are both useful and beautiful. Tectonic design is the process whereby materials, functional requirements, appearance, mechanical factors, cost etc. are related and integrated into products which satisfy human needs. The design strand is supported by parallel studies in graphics, materials, education. Graphics—the “visual language” of design—includes a variety of methods of drawing as well as other methods of visual representation, communication and analysis. The other subjects provide specialized information which is needed for the study and teaching of design, in particular, and of industrial arts generally.

Also included are First Year Engineering Units and elective studies in the sciences and general studies.

The Industrial Arts course covers the major subject areas included in both the secondary and senior secondary school curricula. After completion of the degree, graduates will be eligible to become certified by the Department of Education as four-year trained teachers.

The undergraduate degree also provides a sound basic education for people intending to seek employment in the design field. A Graduate Diploma course in Industrial Design is available for those wishing to become professional Industrial Designers in the product design field.

In general, the Industrial Arts course provides a broad education which embraces the sciences, technological studies, the humanities, social sciences, and the arts. Education of this type is becoming increasingly important for employment in semi-technical fields such as technical sales, engineering administration, work study, technical writing and information services.

400 Industrial Arts—Full-time Course

Bachelor of Science BSc

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

Year 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours per week</th>
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<tr>
<td>1.011 Higher Physics I or</td>
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<tr>
<td>1.001 Physics I</td>
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</tr>
<tr>
<td>2.001 Chemistry I</td>
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</tr>
<tr>
<td>5.010 Engineering A*</td>
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</tr>
<tr>
<td>5.030 Engineering C*</td>
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</tr>
<tr>
<td>12.001 Psychology I</td>
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26
Year 2

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<td>21.201</td>
<td>Freehand Drawing</td>
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<td>58.512</td>
<td>Introduction to Education</td>
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<tr>
<td>10.001</td>
<td>Mathematics I</td>
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<td>or</td>
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</tr>
<tr>
<td>27.801</td>
<td>Introduction to Physical Geography*</td>
<td>4½</td>
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<td>27.802</td>
<td>Introduction to Human Geography*</td>
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Year 3

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<td>21.012</td>
<td>Industrial Arts II</td>
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<td>21.211</td>
<td>Drawing and Design</td>
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<tr>
<td>21.902</td>
<td>Seminar</td>
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<td>58.071</td>
<td>Methods of Teaching IA</td>
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<td>58.513</td>
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An elected science subject

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<td>10.111A</td>
<td>Pure Mathematics II—Algebra</td>
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<tr>
<td>10.111B</td>
<td>Pure Mathematics II—Analysis</td>
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<tr>
<td>10.211A</td>
<td>Applied Mathematics II—Mathematical Methods</td>
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<td>27.811</td>
<td>Physical Geography**</td>
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<tr>
<td>27.812</td>
<td>Human Geography**</td>
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</table>

* One session only.
† Psychology II comprises three units, 12.052 Basic Psychological Processes, 12.062 Complex Psychological Processes and 12.152 Research Methods.
** Two upper level units selected in consultation with the School of Geography.
† School experience including teaching practice will be additional to these hours.

Year 4

<table>
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<th>Course Code</th>
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<tr>
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<td>Industrial Arts III</td>
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<tr>
<td>21.903</td>
<td>Project</td>
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<tr>
<td>58.072</td>
<td>Methods of Teaching IIA</td>
<td>3</td>
</tr>
<tr>
<td>58.514</td>
<td>Education IIA</td>
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An elected science subject

<table>
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<tr>
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<th>Course Name</th>
<th>Hours</th>
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<tbody>
<tr>
<td>10.111C</td>
<td>Pure Mathematics II—Abstract Algebra</td>
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</tr>
<tr>
<td>10.112D</td>
<td>Pure Mathematics III—Set Theory</td>
<td></td>
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<tr>
<td>10.212A</td>
<td>Applied Mathematics III—Numerical Analysis plus one of 10.112C, 10.112E or 10.212D</td>
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<td>or</td>
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<td></td>
</tr>
<tr>
<td>Geography†</td>
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<tr>
<td>Psychology III*</td>
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</table>

* Psychology III comprises four units selected in consultation with the School of Psychology.
† Two upper level units selected in consultation with the School of Geography.
§ School experience including teaching practice is additional to these hours.

Industrial Arts—Part-time Course

Bachelor of Science (Technology) BSc

This course is being progressively discontinued. Students should consult pages B319-B320 in the 1972 Calendar for the course outline.

Graduate Courses

At graduate level the Department of Industrial Arts offers a Master of Science degree by research as well as a course in Industrial Design leading to a Graduate Diploma. In addition the degree of Doctor of Philosophy may be taken following periods of full-time or part-time research in the Department.

School of Librarianship

The School of Librarianship offers graduate courses leading to the degree of Master of Librarianship (MLib), the Diploma in Librarianship (DipLib) and the Diploma in Archives Administration (DipArchivAdmin).

School of Social Work

The School of Social Work offers a course leading to the degree of Bachelor of Social Work. The degree of Master of Social Work (MSW) is also available, and may be undertaken by course work or by research.

Bachelor of Social Work (BSW) Degree Course

This undergraduate course is designed to prepare students for the professional practice of social work. It is normally undertaken as a four-year full-time program. However, at the discretion of the Head of School, a student unable to study full-time may, under special circumstances, take the course over a period of time not exceeding seven (7) years.

The social work profession is primarily focused on problems in man’s social relationships—in his interaction with other human beings and with man-made structures. The profession is concerned with the patterns, directions, quality, and outcomes of man’s social relationships. It seeks to enhance social functioning by directing its attention both to the capacity of individuals, groups, organizations and communities for effective interaction, and to the contribution of socially-provided resources to social functioning.

Through their professional education, social work practitioners share common knowledge, values and skills.
To become a professional person, the social work student needs to be as well informed about broad social welfare problems, policies and provision, and individual, group and sociocultural determinants of behaviour, as he is skillful in the use of social work methods. Members of the profession are particularly concerned that all people are treated with understanding and respect, especially those who are experiencing difficulties in their social living.

The objective of the course is to lay the groundwork for a variety of professional social work tasks. It is concerned with general approaches to problem-solving on a basis of scientific knowledge, professionally accepted values, and skills in interpersonal relations. While each student learns about all the main social work methods—social casework, social group work, community work, administration, and research—special care is taken to ensure that he acquires initial professional competence in at least one. In the later stages of the course the student concentrates upon the professional method of his choice.

The School provides opportunities, both in its regular subjects and in occasional special courses, for experienced social workers to keep abreast of educational developments in their specialized field, or method of work, or in some other field or method in which they have new responsibilities.

### Field Education

A fundamental aspect of the course is supervised learning in the field, and this is in fact a basic requirement for the professional recognition of the degree. In the field instruction subjects—Social Work Practice I, Social Work Practice II, and Social Work Practice III—a student is under the supervision of a field instructor of the School, usually in a social work agency, while he learns to apply the principles of professional practice in an actual practice setting. From half-way through second year, a total of 178 seven-hour days are taken up in this way. About half of these days are scheduled during academic recess periods. A student’s four field work placements will be in more than one type of social work setting. Some of the settings used are: medical, psychiatric, family and child welfare, services to the aged, and corrective services. Non-government agencies at all levels of government are included in the program.

### Admission to the Course

Students should note that lack of facilities has caused restriction on entry to the course.

### Progression

Except with the permission of the Head of School, a student may not proceed to the next year of the course until he has fulfilled all the requirements of the previous year.

### Honours

An Honours degree is awarded for superior performance throughout the course, with greater weight being given to later years. The classes and divisions of honours are: Class 1; Class 2, Division 1; Class 2, Division 2.
Graduate Enrolment Procedures

Graduate Study

Qualifying Programs
(for admission to Higher Degree Candidature)

Students may only enrol in such programs after approval has been obtained from the relevant Higher Degree Committee.

Unless advised to the contrary successful applicants are required to attend for enrolment at the appropriate time and place as listed below. The letter offering a place must be taken to the enrolment centre.

Candidates who are continuing a qualifying program are required to attend for re-enrolment at the appropriate time and place as listed below.

Note: All qualifying students must lodge an authorized enrolment form with the Cashier on the day the enrolling officer signs the form. (See Enrolment Procedures earlier in this handbook.)

Schools In the Faculty of Professional Studies, except the School of Education

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday 27 February</td>
<td>2.00 pm to 5.00 pm</td>
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<td>6.00 pm to 8.00 pm</td>
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Office of the appropriate School

School of Education

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday 18 February</td>
<td>2.00 pm to 5.00 pm</td>
</tr>
</tbody>
</table>

Room 101
Western Grounds Area

Higher Degree Research Programs

New Students

Students seeking admission to Higher Degree (Research) must make application on the appropriate form which should be submitted to the Registrar. Successful applicants will be advised by letter concerning the method of enrolment.

Re-enrolling Students

Candidates registered for Higher Degrees (Research) are required to re-enrol at the commencement of each academic year. Unless advised to the contrary candidates should obtain re-enrolment forms and advice on procedure and fees from the office of the appropriate School after 1 January 1976. Each candidate must complete a re-enrolment form and submit it to the Cashier. (See Enrolment Procedures earlier in this handbook.)

A candidate who has completed all the work for a graduate degree except for the submission of a thesis is required to re-enrol as above unless the thesis is submitted by 13 March 1976 in which case the candidate is not required to re-enrol.
Masters and Graduate Diploma Courses

Note: All formal masters and graduate diploma students must lodge an authorized enrolment form with the Cashier on the day the enrolling officer signs the form. (See Enrolment Procedures earlier in this handbook.)

New Students

Students seeking admission to formal masters courses and graduate diploma courses are required to apply on the appropriate form and by the closing date specified for the particular course (see the relevant faculty handbook). Unless advised to the contrary successful applicants are required to attend for enrolment at the appropriate time and place as listed below. The letter offering a place must be taken to the enrolment centre.

Re-enrolling Students

Candidates continuing formal graduate courses including those who have completed their formal examination but have not submitted their project report are required to attend for re-enrolment at the appropriate time and place as listed below:

Diploma in Education (DipEd)

Surnames A to L
Surnames M to Z
Lecture Hall 100
Western Grounds Area

Master of Education (MEd)

Room 101
Building M
Western Grounds Area

Master of Health Administration (MHA)

Room G31
The Chancellery

Health Administration (GradDip)

Room G37
The Chancellery

Industrial Design (GradDip)

Hut 34
Western Grounds Area

Master of Librarianship, Diploma in Librarianship and Diploma in Archives Administration

Office of the School of Librarianship Hut 12
Wednesday 25 February
9.30 am to 12.00 noon
2.00 pm to 7.00 pm

Master of Social Work (MSW)

School of Social Work
Friday 27 February
2.00 pm to 5.00 pm
Faculty of Professional Studies

The Faculty of Professional Studies consists of the Schools of Education, Health Administration, Librarianship and Social Work and the Department of Industrial Arts. Facilities are available in each of these Schools for research degrees leading to Master's or Doctor's degrees. In addition the following formal course Master's degrees are offered: Master of Education; Master of Health Administration; Master of Health Planning; Master of Librarianship; and Master of Social Work. Courses for the award of a graduate diploma are available in archives administration, education, industrial design and librarianship.

School of Education

The School of Education offers a one-year full-time course for graduates leading to the Diploma in Education (DipEd) and also courses leading to the degree of Master of Education (MEd).

556
Diploma in Education Course

Diploma in Education
DipEd

Since 1966 a course leading to the award of the Diploma in Education (DipEd) has been available to graduates from the University or other approved universities. The one-year full-time Graduate Diploma course is designed to give professional training in education to graduate students, but it is also possible for this course to be taken over two years, and in some circumstances over three years, on a part-time basis. The course includes lecture-seminars and associate group activities, individual assignments, observations of teaching methods and practice teaching.

<table>
<thead>
<tr>
<th>Hours per week*</th>
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<tbody>
<tr>
<td>58.080 Education A</td>
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<tr>
<td>58.081 Education B</td>
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<tr>
<td>58.082 Education C</td>
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<tr>
<td><strong>19</strong></td>
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* A weekly average for the two sessions.

Re-enrolment in Diploma in Education

A candidate who fails in half or more of his subjects will not be permitted to re-enrol unless the Higher Degree Committee of the Board of Professional Studies grants permission because it considers the circumstances to be exceptional.

Further, a candidate who fails in both Education A and Education B, and whose overall performance is considered unsatisfactory by the Committee will be required to repeat all components. In exceptional cases the Committee may grant permission to re-enrol in only those components failed.
Master of Education (Honours) Course

The conditions for the award of the Master of Education degree are set out earlier in this section. The course is designed for educationists who wish to study education at an advanced level and may be taken at two levels: pass and honours.

The Pass degree is generally taken by subjects to the value of eight units together with a project. Applicants for registration for the honours degree are normally expected to satisfy in subjects to the value of four units at a suitable standard, and to submit a thesis. Alternatively students without an honours degree in Education (or other relevant subject) may apply for registration after completing subjects to the value of eight units at a suitable standard, but this condition may be varied in exceptional cases. Such students transferring from Pass to Honours registration will then complete the degree by means of a thesis.

Miscellaneous Subjects

58.201G Comparative Education 2
58.202G Educational Planning and Administration 2
58.204G Educational Theory in the Twentieth Century 2
58.206G History of Education 2
58.212G Mathematics Education 2
58.214G Advanced Educational Research 2
58.215G Social Sciences Education 2

Philosophy of Education Subjects

58.250G Introduction to Philosophy of Education 2
58.251G Ethical Theories and Moral Education 2
58.252G The Nature of Theory and the Study of Education 2
58.253G Philosophy and the Curriculum 2
58.254G The Philosophy of Mind and Educational Theory 2
58.255G Marxism and the Study of Education 2

Sociology of Education Subjects

58.300G Education in Society 2
58.301G Sociology of Education A 2
58.302G Sociology of Education B 2
58.303G Sociological Research Methods in Education 2

Science Education Subjects

58.330G General Issues in Science Education 2
58.331G The Development of Scientific Concepts 1
58.332G Evaluation in Science Education 1
58.333G Primary Science Education 1
58.334G The Nature of Science and Science Education 1
58.335G Curriculum Development in Science Education 1

Educational Psychology Subjects

58.360G Introduction to Educational Psychology 1
58.361G Introduction to Child Growth and Development 1
58.362G Child Growth and Development 1
58.363G Cognitive Development and Classroom Learning 1
58.364G Instructional Technology 1
58.365G Motivation and Attitudes in School Settings 1
58.366G History of Educational Psychology 1
58.367G Contemporary Issues in Educational Psychology 1
58.368G Psychology, History and Literature 1
58.369G Introduction to Research Methods in Educational Psychology 1
58.370G Further Research Methods in Educational Psychology 1
58.371G Advanced Developmental Psychology in Educational Behavioural Settings 1
58.372G Learning Theory and Classroom Instruction 1
58.373G Behaviour Modification in the Classroom and School Setting 1
58.374G Social Learning and Education 1
58.375G Psychophysiology in the Classroom 1
58.376G The Education of Exceptional Children 1
58.377G Personality Development and Counselling Techniques in Education 1
58.378G The Role of the School Psychologist 1

Note:

1. A one-unit subject is of 2 hours per week for one session. A two-unit subject is of 2 hours per week for two sessions.

2. Candidates with appropriate Honours degrees may be registered for MEd(Hons) at initial enrolment. Their program is subjects to the value of four units and a research thesis. (Such candidates will lose Honours registration after completion of these subjects if the standard attained is considered unsatisfactory by the Higher Degree Committee.)

3. Candidates who have the Higher Degree Committee's approval to transfer from MEd(Pass) to MEd(Hons) after completion of subjects to the value of eight units are reminded of the conditions governing maximum time.
Graduate Study

School of Health Administration

The School of Hospital Administration was founded in 1956 with a grant from the W. K. Kellogg Foundation primarily to provide graduate education and training in hospital administration. In 1969 the name was changed to School of Health Administration in accord with its broader objectives in teaching and research. It serves the needs of hospitals and health services throughout Australia but overseas candidates may also be admitted.

The School provides one formal graduate course leading to the award of the degree of Master of Health Planning, and another leading to the award of the degree of Master of Health 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.

Master of Health Administration

The conditions for the award of the degree of Master of Health Administration are set out in the Calendar.

296

Master of Health Administration
(By Research)

MHA

Facilities are available in the School for students to undertake research studies leading to the degree of Master of Health Administration, either as full-time internal students or as part-time students external to the University. Students are required to have a suitable first degree and are normally expected to have considerable experience in their proposed field of study within health or hospital services. Enquiries should be directed to the Head of School.

890

Master of Health Administration
(By Formal Course Work)

MHA

The course has been designed to equip students with the basic knowledge required for senior administrative and planning work in hospitals and other health services. It does not emphasize training in specialized techniques but aims to introduce basic concepts and to educate students for management in the broadest sense of that term. No previous experience in the health field is required and graduates from any discipline are eligible to apply.

All applicants for admission to the formal course are required to provide the University with their scores on the Admission Test for Graduate Studies in Business which is conducted by the Educational Testing Service, Box 966, Princeton, New Jersey 08540, USA. Applicants must contact the Educational Testing Service direct to make arrangements to undertake the test.

The degree is awarded on the successful completion of the following program, normally taken by full-time study over two years.

Full-time Course

Year 1

Session 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.901G</td>
<td>Health Services Statistics I</td>
<td>2</td>
</tr>
<tr>
<td>16.904G</td>
<td>Australian Health Care System</td>
<td>2</td>
</tr>
<tr>
<td>16.905G</td>
<td>Health Services Accounting</td>
<td>2</td>
</tr>
<tr>
<td>33.302G</td>
<td>Behavioural Science I*</td>
<td>3</td>
</tr>
<tr>
<td>33.303G</td>
<td>Management Accounting and Information Systems I*</td>
<td>2</td>
</tr>
<tr>
<td>33.305G</td>
<td>Organization Theory I*</td>
<td>3</td>
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</table>

Year 2

Session 1

<table>
<thead>
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<th>Course Code</th>
<th>Course Title</th>
<th>Hours per week</th>
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<tbody>
<tr>
<td>16.906G</td>
<td>Hospital Organization and Management I</td>
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<td>16.910G</td>
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<td>16.919G</td>
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<td>16.933G</td>
<td>Health Services Law I</td>
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<td>16.935G</td>
<td>Health Economics I</td>
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<tr>
<td>33.304G</td>
<td>Micro-economics and Business Decisions*</td>
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</tr>
<tr>
<td>33.306G</td>
<td>Quantitative Analysis in Business I*</td>
<td>3</td>
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</tr>
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Year 2

Session 1

<table>
<thead>
<tr>
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</thead>
<tbody>
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<td>16.919G</td>
<td>Research Project</td>
<td>2</td>
</tr>
<tr>
<td>16.933G</td>
<td>Health Services Law I</td>
<td>2</td>
</tr>
<tr>
<td>16.935G</td>
<td>Health Economics I</td>
<td>2</td>
</tr>
<tr>
<td>33.304G</td>
<td>Micro-economics and Business Decisions*</td>
<td>2</td>
</tr>
<tr>
<td>33.306G</td>
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### Year 2

#### Session 2

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<th>Course Code</th>
<th>Course Title</th>
<th>Hours per week</th>
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</thead>
<tbody>
<tr>
<td>16.909G</td>
<td>Community Health Planning</td>
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</tr>
<tr>
<td>16.919G</td>
<td>Research Project</td>
<td>2</td>
</tr>
<tr>
<td>16.907G</td>
<td>Hospital Organization and Management II</td>
<td>3</td>
</tr>
<tr>
<td>16.934G</td>
<td>Health Services Law II</td>
<td>2</td>
</tr>
<tr>
<td>33.309G</td>
<td>Macro-economics and Policy*</td>
<td>2</td>
</tr>
<tr>
<td>33.313G</td>
<td>Quantitative Analysis in Business II*</td>
<td>3</td>
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<td></td>
<td>Elective†</td>
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<td></td>
<td></td>
<td><strong>18</strong></td>
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</tbody>
</table>

* This subject is offered by the Graduate School of Business as part of the requirements for the Master of Business Administration degree. † To be chosen by the student in consultation with the Head of the School of Health Administration from the graduate subjects provided by the Graduate School of Business and the School of Health Administration. The approval of the Head of the Graduate School of Business is required to undertake an elective offered by that School.

### Master of Health Planning

The School of Health Administration offers a Master of Health Planning degree for persons who have been employed in the health field for at least three years and who hold a degree, normally of at least four years' duration. (This course replaces the Graduate Diploma in Health Administration which is no longer offered.)

The course is designed to provide the knowledge and skills required to undertake responsibilities for the planning of health services at the federal, state and regional levels. It is primarily intended for people who expect to hold positions with broad administrative and planning roles in the health services.

The degree is awarded on the successful completion of the following program. The course is normally taken by one year of full-time study, but applications for part-time enrolment will also be considered.

Conditions for the award of the degree of Master of Health Planning are set out in the Calendar.

#### Master of Health Planning Course

**Master of Health Planning**

**MHP**

#### Full-time Course

**Session 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.930G</td>
<td>Introduction to Health Planning</td>
<td>2</td>
</tr>
<tr>
<td>16.931G</td>
<td>Introduction to Organization Theory</td>
<td>2</td>
</tr>
<tr>
<td>16.932G</td>
<td>Introduction to Behavioural Science</td>
<td>2</td>
</tr>
<tr>
<td>16.901G</td>
<td>Health Services Statistics I</td>
<td>2</td>
</tr>
<tr>
<td>16.904G</td>
<td>Australian Health Care System</td>
<td>2</td>
</tr>
<tr>
<td>16.905G</td>
<td>Health Services Accounting</td>
<td>2</td>
</tr>
<tr>
<td>16.933G</td>
<td>Health Services Law I</td>
<td>2</td>
</tr>
<tr>
<td>16.935G</td>
<td>Health Economics I</td>
<td>2</td>
</tr>
</tbody>
</table>

**Equivalent hours per week**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.907G</td>
<td>Hospital Organization and Management II</td>
<td>2</td>
</tr>
<tr>
<td>16.910G</td>
<td>Comparative Hospital and Health Services Administration</td>
<td>2</td>
</tr>
<tr>
<td>16.940G</td>
<td>Medical Care Organization</td>
<td>2</td>
</tr>
<tr>
<td>16.941G</td>
<td>Epidemiology</td>
<td>2</td>
</tr>
<tr>
<td>16.942G</td>
<td>Medical Sociology</td>
<td>2</td>
</tr>
<tr>
<td>16.943G</td>
<td>Interpersonal Communications in Organizations</td>
<td>2</td>
</tr>
<tr>
<td>16.944G</td>
<td>Health Economics II</td>
<td>2</td>
</tr>
<tr>
<td>16.945G</td>
<td>Health Manpower</td>
<td>1</td>
</tr>
<tr>
<td>16.946G</td>
<td>Health Information Systems</td>
<td>1</td>
</tr>
</tbody>
</table>

Students may obtain credit of 2, 3 or 4 hours per week by undertaking a research project approved by the Head of School.

### Diploma Course

**558 Health Administration Graduate Diploma Course**

**Graduate Diploma**

**GradDip**

This course is no longer offered and is replaced by the course leading to the award of the degree of Master of Health Planning.
Department of Industrial Arts

At graduate level the Department of Industrial Arts offers a Master of Science degree by research as well as a course in Industrial Design leading to a Graduate Diploma. In addition the degree of Doctor of Philosophy may be taken following periods of full-time or part-time research in the Department.

295

Master of Science (By Research)
Master of Science
MSc
The conditions governing the award of the degree of Master of Science by research are set out earlier in this section.

557

Industrial Design
Graduate Diploma Course
Graduate Diploma
GradDip
The Graduate Diploma 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. According to demand, the course may be available full-time over one year or part-time over two years.

Year 1
—Part-time Course

<table>
<thead>
<tr>
<th>Hours per week</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>21.501/1G Industrial Design</td>
<td>4</td>
</tr>
<tr>
<td>21.511/1G Design Projects</td>
<td>3</td>
</tr>
<tr>
<td>21.521/1G Seminar</td>
<td>1</td>
</tr>
<tr>
<td>21.531/1G Creative Art Elective</td>
<td>3</td>
</tr>
<tr>
<td>—</td>
<td>11</td>
</tr>
<tr>
<td>—</td>
<td>—</td>
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</tbody>
</table>

Year 2

<table>
<thead>
<tr>
<th>Hours per week</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>21.501/2G Industrial Design</td>
<td>4</td>
</tr>
<tr>
<td>21.511/2G Design Projects</td>
<td>3</td>
</tr>
<tr>
<td>21.521/2G Seminar</td>
<td>1</td>
</tr>
<tr>
<td>21.531/2G Creative Art Elective</td>
<td>3</td>
</tr>
<tr>
<td>—</td>
<td>11</td>
</tr>
<tr>
<td>—</td>
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</tbody>
</table>

School of Librarianship

The School of Librarianship offers graduate courses leading to the degree of Master of Librarianship (MLib), the Diploma in Archives Administration (DipArchivAdm) and the Diploma in Librarianship (DipLib).

Master of Librarianship

The conditions governing the award of the degree of Master of Librarianship by research and by formal course work are set out in the Calendar. As the University's facilities are limited, admission may be competitive.

298

Master of Librarianship (By Research)
Master of Librarianship
MLib
In addition to the thesis requirement, each candidate will complete the following two subjects* to be taken in one year:

<table>
<thead>
<tr>
<th>Hours per week</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>55.805G Issues in Librarianship</td>
<td>0</td>
</tr>
<tr>
<td>55.807G Research Methods in Librarianship</td>
<td>2</td>
</tr>
</tbody>
</table>

892

Master of Librarianship (By Formal Course Work)
Master of Librarianship
MLib
Advanced training in librarianship by formal course work is designed to provide education in broad areas of specialization beyond the basic professional level. The present program of study provides a course for those who will specialize in the application of principles to the organization and management of libraries. Each candidate will complete the program of study which may be taken on a full-time basis in one year and on a part-time basis over two years.

In addition to the formal course work, each candidate will be required to submit a report on a project (55.901G) involving individual study and investigation. There may be occasional field excursions at times to be arranged.

Full-time Course

<table>
<thead>
<tr>
<th>Hours per week</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>55.801G Library and Information Services Management A</td>
<td>2</td>
</tr>
<tr>
<td>55.803G Library and Information Services Management B</td>
<td>2</td>
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<td>55.805G Issues in Librarianship</td>
<td>0</td>
</tr>
<tr>
<td>55.807G Research Methods in Librarianship</td>
<td>2</td>
</tr>
<tr>
<td>55.901G Project Report</td>
<td>0</td>
</tr>
</tbody>
</table>

In addition to the above, students are required to undertake studies in Organization Theory and Behavioural Science. In the past these subjects have been undertaken in the Master of Business Administration program of the Graduate School of Business. That program is not being offered in 1976 but subjects of a comparable nature will be offered, likely to involve six hours per week of class attendance in both sessions. Details are available from the School of Librarianship.
Professional Studies

Part-time Course

Year 1

55.801G Library and Information Services Management A 2 2

In addition to the above, students are required to undertake studies in Organization Theory and Behavioural Science. In the past these subjects have been undertaken in the Master of Business Administration program of the Graduate School of Business. That program is not being offered in 1976 but subjects of a comparable nature will be offered, likely to involve six hours per week of class attendance in both sessions. Details are available from the School of Librarianship.

Year 2

55.803G Library and Information Services Management B 2 2
55.805G Issues in Librarianship 0 2
55.807G Research Methods in Librarianship 2 0
55.901G Project Report

* If there is sufficient demand and if the resources of the University permit, these subjects may be offered in a block period of six to eight weeks to candidates in special circumstances, such as those living long distances from the University.

Diploma Courses

Progression In School's Diploma Courses

A candidate who fails in half or more of his subjects will not be permitted to re-enrol unless the Higher Degree Committee of the Faculty of Professional Studies grants permission because it considers the circumstances to be exceptional.

559
Graduate Diploma in Librarianship

Diploma in Librarianship DipLib

The Graduate Diploma course leading to the award of the Diploma in Librarianship is designed to provide university graduates with a basic education in librarianship and the opportunity to specialize. Candidates must hold a degree, other than in Librarianship, from the University of New South Wales or other approved university, and those enrolling in the two School Libraries subjects must also hold a Diploma in Education or a qualification accepted by the Higher Degree Committee of the Faculty of Professional Studies as equivalent. The University is unable at this stage, to provide facilities for all eligible applicants, and admission is, therefore, competitive.

The course is a one-year full-time program.

The Course

The course is made up of five compulsory subjects, four optional subjects and an assignment on an approved topic. The selection of optional subjects must be approved by the Head of the School of Librarianship, and must generally include two from Group I and two from Group II (55.385 School Libraries I and 55.386 School Libraries II count as three subjects).

Full-time Course*

<table>
<thead>
<tr>
<th>Hours per session</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1</td>
</tr>
<tr>
<td>-------</td>
</tr>
<tr>
<td>Compulsory</td>
</tr>
<tr>
<td>55.112 Libraries and Information</td>
</tr>
<tr>
<td>55.114 Communication and Record</td>
</tr>
<tr>
<td>55.122 Library Materials Selection and Organization</td>
</tr>
<tr>
<td>55.123 Reference Service and Materials</td>
</tr>
<tr>
<td>55.124 Library Administration</td>
</tr>
<tr>
<td>55.991 General Assignment</td>
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</table>

Optional †

Group I

<table>
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</thead>
<tbody>
<tr>
<td>S1</td>
</tr>
<tr>
<td>------</td>
</tr>
<tr>
<td>55.231 Subject Bibliography: The Humanities</td>
</tr>
<tr>
<td>55.232 Subject Bibliography: The Social Sciences</td>
</tr>
<tr>
<td>55.233 Subject Bibliography: Pure and Applied Sciences</td>
</tr>
<tr>
<td>55.235 Subject Bibliography: Law (Co-requisite 55.238)</td>
</tr>
<tr>
<td>55.238 Subject Bibliography: Government Publications</td>
</tr>
<tr>
<td>55.371 Literature for Young People</td>
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</tbody>
</table>

Group II

<table>
<thead>
<tr>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1</td>
</tr>
<tr>
<td>------</td>
</tr>
<tr>
<td>55.362 Mechanized Systems for Libraries</td>
</tr>
<tr>
<td>55.373 Public Libraries</td>
</tr>
<tr>
<td>55.378 University and College Libraries</td>
</tr>
<tr>
<td>55.381 Special Libraries</td>
</tr>
<tr>
<td>55.385 School Libraries I (Co-requisites 55.371, 55.386)</td>
</tr>
<tr>
<td>55.386 School Libraries II (Co-requisites 55.371, 55.385)</td>
</tr>
</tbody>
</table>

* In addition to formal course work there are occasional field excursions, and students taking 55.385 and 55.386 will be required to serve an attachment to a public library and a school library for the equivalent of 4 hours weekly for 28 weeks, or a 4-week block if totally outside of session.
† Not all the optional subjects are necessarily available each year.

560
Graduate Diploma in Archives Administration Course

Diploma in Archives Administration DipArchivAdmin

The Graduate Diploma course leading to the award of the Diploma in Archives Administration is designed to provide education in the principles and methods of the
administration of archives and allied materials, including current records and collections of manuscripts.

Candidates must hold a degree from the University of New South Wales or any other approved university. Candidates who have not studied Australian history and politics may be required to take a qualifying or concurrent program approved by the Faculty of Professional Studies.

Each candidate will complete the program of study which may be taken as a full-time course in one year or as a part-time course over two years. Both are daytime courses.

In addition to formal course work there may be excursions to relevant institutions.

### Full-time Course

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>55.123</td>
<td>Reference Service and Materials</td>
<td>S1: 4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S2: 0</td>
</tr>
<tr>
<td>55.238</td>
<td>Subject Bibliography: Government Publications</td>
<td>0</td>
</tr>
<tr>
<td>55.712</td>
<td>Archives Theory and History</td>
<td>4</td>
</tr>
<tr>
<td>55.713</td>
<td>Archives Administration</td>
<td>4</td>
</tr>
<tr>
<td>55.714</td>
<td>Information Environment for Archivists</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>and any one of</td>
<td></td>
</tr>
<tr>
<td>55.231</td>
<td>Subject Bibliography: The Humanities</td>
<td>0</td>
</tr>
<tr>
<td>55.232</td>
<td>Subject Bibliography: The Social Sciences</td>
<td>0</td>
</tr>
<tr>
<td>55.233</td>
<td>Subject Bibliography: Pure and Applied Sciences</td>
<td>0</td>
</tr>
<tr>
<td>55.236</td>
<td>Subject Bibliography: Law</td>
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</tr>
<tr>
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### Part-time Course

#### Year 1

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>55.123</td>
<td>Reference Service and Materials</td>
<td>4</td>
</tr>
<tr>
<td>55.238</td>
<td>Subject Bibliography: Government Publications</td>
<td>0</td>
</tr>
<tr>
<td>55.712</td>
<td>Archives Theory and History</td>
<td>4</td>
</tr>
<tr>
<td>55.231</td>
<td>Subject Bibliography: The Humanities</td>
<td>0</td>
</tr>
<tr>
<td>55.232</td>
<td>Subject Bibliography: The Social Sciences</td>
<td>0</td>
</tr>
<tr>
<td>55.233</td>
<td>Subject Bibliography: Pure and Applied Sciences</td>
<td>0</td>
</tr>
<tr>
<td>55.236</td>
<td>Subject Bibliography: Law</td>
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</table>

#### Year 2

<table>
<thead>
<tr>
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<th>Description</th>
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<tbody>
<tr>
<td>55.713</td>
<td>Archives Administration</td>
<td>4</td>
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<tr>
<td>55.714</td>
<td>Information Environment for Archivists</td>
<td>3</td>
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<tr>
<td></td>
<td></td>
<td>7</td>
</tr>
</tbody>
</table>

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### School of Social Work

#### Master of Social Work

The School of Social Work offers the degree of Master of Social Work, which may be undertaken by research or by formal course work. The conditions governing the award of the degree are set out earlier in this section.

#### Master of Social Work (By Research)

**Master of Social Work**

**MSW**

The degree of Master of Social Work by research requires that in addition to the thesis, each candidate must in his first year of registration complete the subjects 63.807G Social Policy Analysis and 63.814G Social Planning.

#### Master of Social Work (By Formal Course Work)

**Master of Social Work**

**MSW**

This course is designed to extend the professional knowledge of qualified social workers. Candidates may specialize in interpersonal helping, community work or administration. In addition to the formal course work, each candidate is required to submit a report on a project involving individual study and investigation of some area of social welfare.

The course is available as a one-year full-time program or a two-year part-time program.

### Full-time Course

<table>
<thead>
<tr>
<th>Session 1</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>63.801G</td>
<td>Advanced Social Work Practice I (Interpersonal Helping)</td>
</tr>
<tr>
<td>63.816G</td>
<td>Advanced Social Work Practice I (Community Work)</td>
</tr>
<tr>
<td>63.818G</td>
<td>Advanced Social Work Practice I (Administration)</td>
</tr>
<tr>
<td>63.805G</td>
<td>Social and Behavioural Science</td>
</tr>
<tr>
<td>63.905G</td>
<td>Professional Interpersonal Competence</td>
</tr>
<tr>
<td>63.815G</td>
<td>Social Work Research Methods</td>
</tr>
<tr>
<td>63.805G</td>
<td>Issues for the Social Work</td>
</tr>
<tr>
<td>63.807G</td>
<td>Social Policy Analysis</td>
</tr>
<tr>
<td>63.909G</td>
<td>Project</td>
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### Professional Studies

#### Session 2

<table>
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<th>Course Name</th>
<th>Hours</th>
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<tbody>
<tr>
<td>63.802G</td>
<td>Advanced Social Work Practice II</td>
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</tr>
<tr>
<td></td>
<td>(Interpersonal Helping)</td>
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<tr>
<td>or</td>
<td>63.817G Advanced Social Work Practice II</td>
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</tr>
<tr>
<td></td>
<td>(Community Work)</td>
<td>6</td>
</tr>
<tr>
<td>or</td>
<td>63.819G Advanced Social Work Practice II</td>
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</tr>
<tr>
<td></td>
<td>(Administration)</td>
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<tr>
<td>63.811G</td>
<td>Practice Theory and</td>
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#### Session 4

<table>
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<tbody>
<tr>
<td>63.814G</td>
<td>Social Planning</td>
<td>2</td>
</tr>
<tr>
<td>63.812G</td>
<td>Project Seminar</td>
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<tr>
<td>63.809G</td>
<td>Project</td>
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</table>

#### Part-time Course

#### Session 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>63.801G</td>
<td>Advanced Social Work Practice I</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Interpersonal Helping)</td>
<td></td>
</tr>
<tr>
<td>or</td>
<td>63.816G Advanced Social Work Practice I</td>
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</tr>
<tr>
<td></td>
<td>(Community Work)</td>
<td>4</td>
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<tr>
<td>or</td>
<td>63.818G Advanced Social Work Practice I</td>
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</tr>
<tr>
<td></td>
<td>(Administration)</td>
<td></td>
</tr>
<tr>
<td>63.808G</td>
<td>Social and Behavioural Science</td>
<td>3</td>
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<tr>
<td>63.808G</td>
<td>Professional Interpersonal</td>
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<tr>
<td></td>
<td>Competence</td>
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#### Session 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
</tr>
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<tr>
<td>63.802G</td>
<td>Advanced Social Work Practice II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Interpersonal Helping)</td>
<td></td>
</tr>
<tr>
<td>or</td>
<td>63.817G Advanced Social Work Practice II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Community Work)</td>
<td>6</td>
</tr>
<tr>
<td>or</td>
<td>63.819G Advanced Social Work Practice II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Administration)</td>
<td></td>
</tr>
<tr>
<td>63.811G</td>
<td>Practice Theory and</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Social Welfare Administration</td>
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#### Session 3

<table>
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<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
</tr>
</thead>
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<tr>
<td>63.815G</td>
<td>Social Work Research Methods</td>
<td>2</td>
</tr>
<tr>
<td>63.805G</td>
<td>Issues for the Social Work</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Profession</td>
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</tr>
<tr>
<td>63.807G</td>
<td>Social Policy Analysis</td>
<td>2</td>
</tr>
<tr>
<td>63.809G</td>
<td>Project</td>
<td>4</td>
</tr>
</tbody>
</table>

- **Total Hours:** 18
Subject Descriptions and Textbooks

Reference booklists are not published here, but are available from the various Schools.

For General Studies subjects see the Board of Studies in General Education Handbook, which is available free of charge.

Information Key
The following is the key to the information supplied about each subject listed below:

- **S1** (Session 1); **S2** (Session 2); **S1 + S2** (Session 1 plus Session 2, i.e. full year); **S1 or S2** (Session 1 or Session 2, i.e. choice of either session); **SS** (Single Session, i.e. which session taught not known at time of publication); **L** (Lecture, followed by hours per week); **T** (Laboratory/Tutorials, followed by hours per week).

Identification of Subjects by Numbers

Each subject provided by a School has an Identifying number. The integer is the identifying number of the School and the numbers after the decimal point distinguish the subject from others conducted by that School, some of which may have the same name. For example, Physics I has several variations. The subject number 1.001 denotes Physics I and is the physics subject included in first year Applied Science, Science and Engineering course programs; 1.011 is the corresponding subject at a higher level; 1.091 is the special Physics I subject included in the first year Medicine course, and so on.

As well as providing a clear means of identifying subjects with the same or similar names, the subject number is also used in the recording of enrolment and examination information on machine data processing equipment. It is therefore emphasized that students should cite both the correct subject name, subject number and course code in all correspondence or on forms dealing with courses.

You should become familiar with the identifying numbers of the subjects listed in this handbook:

<table>
<thead>
<tr>
<th>Identifying Number</th>
<th>School, Faculty or Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>School of Physics</td>
</tr>
<tr>
<td>2</td>
<td>School of Chemistry</td>
</tr>
</tbody>
</table>

See the Calendar for the full list of subjects and their identifying numbers and for summaries of the disciplines taught in each School or Department.
Undergraduate Study

The School of Physics offers most courses at lower and higher levels. The following descriptions refer to lower level courses. A student may substitute a corresponding higher level course, provided that the prerequisites and co-requisites are satisfied.

Physics Level I Units

1.001 Physics I S1+S2 L3T3


Textbook
Weidner R. T. & Sells R. L. Elementary Physics, Classical and Modern Allyn & Bacon

Physics Level II Units

1.112A Electromagnetism S2 L2½T3½
Prerequisites: 1.001, 10.001. Co-requisite: 10.211A.
Electrostatics in vacuum and in dielectrics. Magneto-statics in vacuum and in magnetic materials. Maxwell's equations and simple applications.

Textbook

1.112B Modern Physics S1 L2½T3½
Prerequisites: 1.001, 10.001. Co-requisite: 10.211A. Students cannot take both 1.112A and 1.112B.
Special theory of relativity, Lorentz transformation, relativistic mass momentum and energy; Schrödinger wave equation, expectation values, operators, eigenfunctions, eigenvalues, free-particle, bound-particle and applications to physical systems, spectra, electron spin, spin-orbit coupling, exclusion principle, origins and spectra of X-rays, electron energy levels in solids.

Textbook
Arya A. P. Elementary Modern Physics Addison-Wesley

1.112C Thermodynamics and Mechanics S1+S2 L1½T½
Prerequisites: 1.001, 10.001. Co-requisite: 10.211A.

Textbooks

1.212 Physics II
Any two of the following half-units: 1.212A, 1.212B, 1.212C.

1.212A Geometrical Optics S1 L1T2
Prerequisites: 1.001, 10.001.

Textbook
Fincham W. Optics Hatton

1.212B Electronics SS L1T2
Prerequisites: 1.001, 10.001. Students cannot take both 1.212B and 1.133A.
The application of electronics to other disciplines. Includes: principles of circuit theory and analogue; computing; amplifiers, their specification and application; transducers; electronic instrumentation; industrial data acquisition.

Textbook
Smith R. J. Circuits, Devices and Systems 2nd ed Wiley

1.212C Introduction to Solids S2 L2T1
Prerequisites: 1.001, 10.001. Students cannot take both 1.212C and 1.112B.
Introductory quantum mechanics and atomic physics; crystal
structure; point and line defects; introductory band theory; conductors, semiconductor and insulators; energy level diagrams.

Textbook

Physics Level III Units

1.113A
Wave Mechanics
Prerequisite: 1.112B. Co-requisite: 1.112C.
Concepts and formulation, finite wells and barriers, tunnelling, harmonic oscillator and applications, hydrogen atom, perturbations, systems of identical particles, electron states in complex systems, bonding, molecules, periodic solids.

Textbook
No set texts.

1.113B
Electromagnetic Fields and Physical Optics
Prerequisites: 1.112A, 10.211A.
Wave equation; propagation in dielectrics and ionized media; reflection and transmission; guided waves; coherence of radiation; interaction of radiation with matter; stimulated emission; laser oscillators; properties of laserlight; interferometry; diffraction; convolution theorem X-ray and neutron diffraction.

Textbook
Lipson H. & S. S. Optical Physics C.U.P.

1.113C
Statistical Mechanics and Solid State
Prerequisites: 1.112B, 1.113A, 1.112C.
Thermodynamic potentials, ensembles and partition functions, lattice vibrations, the grand canonical ensemble, Pauli exclusion principle, Bose-Einstein and Fermi-Dirac distributions. Structure of crystals, imperfections, specific heat. Band theory of solids, semiconductors.

Textbooks
Blakemore J. S. Solid State Physics Saunders
Jackson E. A. Equilibrium Statistical Mechanics Prentice-Hall
Mandl F. Statistical Physics Wiley

1.113D
Astrophysics and Nuclear Physics
Prerequisites: 1.112B, 1.113A.
The observational environment, optical astronomy, radio astronomy, X-ray astronomy, stellar evolution, radio sources, the sun. Detecting instruments and accelerators for nuclear particles, Rutherford scattering, nuclear atom, neutrino, radioactive processes, nuclear reactions, angular distributions, mesons, baryons, excited nuclear states.

Textbook
No set texts.
Professional Studies

School of Chemistry

Undergraduate Study

2.001 Chemistry I  S1 S2 L2T4
Classification of matter and theories of the structure of matter. Atomic structure, the periodic table and chemical behaviour. Chemical bonding, molecular structure and stereochemistry. Chemical kinetics and equilibrium; enthalpy, free energy and entropy changes in chemical systems. The structure, nomenclature and properties of organic and inorganic compounds. Reactions of organic and inorganic compounds.

Textbooks
Aylward G. A. & Findlay T. J. V. SI Chemical Data Wiley
Mahan B. H. University Chemistry 3rd ed Addison-Wesley

2.021 Chemistry IE  S1 or S2 L3T3
A terminating subject for students in the aeronautical, civil, electrical, industrial, mechanical and mining engineering, and naval architecture courses.
Classification of matter and theories of the structure of matter; atomic and molecular structure, the periodic table and chemical behaviour; chemical bonding and the nature and properties of chemical systems; equilibrium and energy changes in chemical systems; introduction to colloidal systems.

Textbooks
Aylward G. H. & Findlay T. J. V. ed S1 Chemical Data Wiley
Barrow G. M., Kenney M. E., Lassila J. D., Little R. L. & Thompson W. E. Understanding Chemistry Benjamin
Chemistry IE Laboratory Manual NSWUP

Level II Units

2.002A Physical Chemistry  S1 or S2 L3T3
Prerequisites: 1.001 or 1.011 and 2.001 and 10.001, 10.011 or 10.021.
Thermodynamics: first, second and third laws of thermodynamics; statistical mechanical treatment of thermodynamic properties; applications of thermodynamics: chemical equilibria, phase equilibria, solutions of non-electrolytes and electrolytes, electrochemical cells.
Kinetics: order and molecularity; effect of temperature on reaction rates; elementary reaction rate theory.
Surface chemistry and colloids: adsorption, properties of dispersions; macromolecules and association colloids.

Textbooks
Barrow G. M. Physical Chemistry 3rd ed McGraw-Hill
Shaw D. J. Introduction to Colloid and Surface Chemistry 2nd ed Butterworths

2.002B Organic Chemistry  S1 or S2 L3T3
Prerequisite: 2.001.
Chemistry of the more important functional groups; aliphatic hydrocarbons, monocyclic aromatic hydrocarbons, halides, alcohols, phenols, aldehydes, ketones, ethers, carboxylic acids and their derivatives, nitro compounds, amines and sulphonamic acids.

Textbooks
Only if proceeding to further study of Organic Chemistry:
Vogel A. I. Elementary Practical Organic Chemistry Pt II Qualitative Organic Analysis Longman

2.002D Analytical Chemistry  S1 or S2 L2T4
Prerequisites: 2.001 and 10.001, 10.011 or 10.021.

Textbooks
Eckelsinger K. Errors and Measurements in Chemical Analysis Chalmers R. A. trans ed Van Nostrand
Ewing G. W. Instrumental Methods of Chemical Analysis McGraw-Hill
Fischer R. B. & Peters D. G. Quantitative Chemical Analysis Saunders

2.042C Inorganic Chemistry  S1 or S2 L2T4
Prerequisite: 2.001.
Chemistry of the non-metals, including B, C, Si, N, P, S, Se, Te, halogens, and noble gases. Chemistry of the metals of groups IA, IIA, and AI. Typical ionic, giant-molecule and close-packed structures. Transition metal chemistry, including variable oxidation states, paramagnetism, Werner's theory, isomerism of six- and four-coordinate complexes, chelation, stabilization of valency states. Physical methods of molecular structure determination. Chemistry of Fe, Co, Ni, Cu, Ag, Au.

Textbooks
1. Jolly W. L. The Chemistry of the Non-Metals Prentice-Hall
Subject Descriptions and Textbooks

Level II/III Units

2.003A

Physical Chemistry  S1 or S2 L3T3
Prerequisite: 2.002A.
Thermodynamics, including non-ideal systems; advanced
electrochemistry; statistical thermodynamics; applications to
gases, liquids and chemical equilibria; states of matter.
Textbook
Barrow G. M. Physical Chemistry 3rd ed McGraw-Hill

2.003B

Organic Chemistry  S1 or S2 L2T4
Prerequisite: 2.002B.
Alicyclic Chemistry. Stereochemistry of acyclic systems; classi-
cal and non-classical strain in cyclic systems; stereochemistry
and conformation of monocyclic and polycyclic compounds;
synthesis, reactions and rearrangement of monocyclic com-
pounds, including stereochemical selectivity; transannular
reactions in medium rings. Synthesis and reactions of fused and
bridged polycyclic systems.
Heterocyclic Chemistry. Synthesis and reactions of the following
hetero-aromatic systems pyridine, quinoline, isoquinoline.
Flavones and isoflavones pyrimidine; pyrrole, furan, thiophen.
Indole, imidazole.
Textbooks
and Bacon Int. Stud. Ed.
or
Roberts J. D. & Casario M. C. Basic Principles of Organic
Chemistry Benjamin
Joule J. A. & Smith G. F. Heterocyclic Chemistry Van Nostrand
Reinhold
McQuilkin F. J. Alicyclic Chemistry C.U.P.
Tedder J. M., Nechvatal A., Murray A. W. & Carnduff J. Basic
Organic Chemistry Pt. 3. Wiley
Vogel A. I. Elementary Practical Organic Chemistry Pt II Quali-
tative Organic Analysis Longman
Whittaker D. Stereochemistry and Mechanism Clarendon

2.003C

Inorganic Chemistry  S1 or S2 L2T4
Prerequisite: 2.042C.
Coordination chemistry; valence bond and crystal field theory
and their application to magnetic and spectral properties of
complexes. Factors affecting the stability of complexes; unusual
oxidation states of transition metals. Chemistry of the groups
IIIA (the lanthanides and actinides), IVA, VA, VIA and VIIA.
More advanced chemistry of groups IIIB, IVB, VB, VIB and VIIIB
and the noble gases.
Textbook
Cotton F. A. & Wilkinson G. Advanced Inorganic Chemistry 3rd
ed Wiley

2.003D

Instrumental Analysis  S1 or S2 L2T4
Prerequisites: 2.002A and 2.002D.
Selected spectrophotometric methods of analysis: infrared,
emission, flame, precision spectroscopy, spectrophotometry,
X-ray fluorescence, mass spectroscopy. Instrumental chroma-
tography, thermal analysis. Electrochemical and kinetic methods.
Introduction to automation and data processing.
Textbooks
Chalmers R. A. Aspects of Analytical Chemistry Contemporary
Science Oliver & Boyd, Paperback
Ewing G. W. Instrumental Methods of Chemical Analysis
McGraw-Hill
Hamilton L. F., Simpson S. & Ellis D. W. Calculations of Analy-
tical Chemistry 7th ed McGraw-Hill

2.003E

Nuclear and Radiation
Chemistry  S1 or S2 L2T4
Prerequisite: 2.001 and 10.001, 10.011 or 10.021.
Fundamental particles, nuclear structure and properties.
Nuclear transformations. Properties of nuclear radiations. Inter-
action of radiation with matter—gross attenuation, ionization.
Detection and measurement of nuclear radiations—ionization,
proportional, Geiger-Muller, scintillation, semiconductor coun-
ting for alpha, beta and gamma radiation and neutrons. Absolute
and coincidence counting. Nuclear pulse spectrometry. Nuclear
instrumentation, principles of radiation measuring equipment.
Radiation chemistry: primary and secondary processes in the
absorption of ionizing radiation in gases, liquids and solids. Free
radical detection and reactions. Technological applications and
techniques. Separation of isotopes by physical and chemical
means. Preparation of radionuclides in high energy machines
and nuclear reactors. Radiochemical techniques. Handling pre-
cautions. Chemistry of nuclear transformations. Chemistry of
reactor fuel cycles. Applications of radionuclides in chemistry,
biology and industry.
Textbooks
Carswell D. J. Introduction to Nuclear Chemistry Elsevier
or
Friedlander G., Kennedy J. & Miller J. M. Nuclear and Radio-
chemistry 2nd ed Wiley
or
Harvey B. Introduction to Nuclear Physics and Chemistry Prentice-Hall

2.003H

Molecular Spectroscopy
and Structure  S1 or S2 L3T3
Prerequisite: 2.001.
Absorption and emission of radiation. Atomic spectra. Molecular
spectroscopy: vibrational, including infrared and Raman; UV-
visible; instrumentation and sample handling. Magnetic reson-
ance. Mass spectrometry with particular reference to structure
determination. Laboratory and tutorial work to illustrate the
above, including inspection of major instruments.
Textbook
Silverstein R. M., Bassler C. G. & Morrill T. C. Spectrometric
Identification of Organic Compounds 3rd ed Wiley

2.003J

Fundamentals of Biological
Chemistry  S1 or S2 L2T4
Prerequisite: 2.001. Excluded: 41.101A.
Aspects of the chemical and physical properties of materials
organometallics in organic synthesis: methods, behaviour. Emphasis on breakdown to model systems.

Textbooks
Barrow G. M. Physical Chemistry 3rd ed McGraw-Hill
Dixon R. N. Spectroscopy and Structure Methuen

2.013B
Synthetic Organic Chemistry
Prerequisite: 2.003B.


Textbook
Carruthers W. Some Modern Methods of Organic Syntheses C.U.P.

2.013C
Advanced Inorganic Chemistry
Prerequisite: 2.042C. Co-requisite: 2.003C.

Reaction mechanisms involving metal complexes, spectroscopic methods for investigating metal complexes, including infrared, electronic, and Mössbauer spectroscopy. Inorganic crystal chemistry: structures and properties of simple compounds, solid electrolytes, semi-conductors, and insulators. \( \pi \)-Complexes, carbonyls, nitrosyls, ethylene complexes, and sandwich-type compounds; methods of preparation, reactions, evidence for structures and type of bonding involved.
2.013D

Advanced Analytical Chemistry

Prerequisite: 2.002D. Co-requisite: 2.003D.


Textbooks

Chalmers R. A. Aspects of Analytical Chemistry Contemporary Science, Oliver & Boyd*


Ewing G. W. Instrumental Methods of Chemical Analysis McGraw-Hill


Kollath I. M., Sandell E. B., Meehan E. J. & Bruchenstein S. Quantitative Chemical Analysis Macmillan

Schaefer W. F. Microscopy for Chemists Dover

Schwarzenbach G. & Flaschka H. Complexometric Titrations Irving H. M. trans 2nd ed Methuen

2.013L

Chemistry and Enzymology of Foods

Prerequisite: 2.002B. Excluded: 2.043L.

The chemistry of food constituents at an advanced level, the relationship between the chemistry and enzymology associated with the origin and handling of foodstuffs. Treatment of the stability of constituents, changes in colour and texture occurring during processing and storage. Methods of assessment, chemical and physical. General classification of constituents, role of free and combined water. Fixed oil and fats, rancidity of enzymic and autoxidative origin and antioxidative origin anti-oxidants—natural and synthetic—theories on mechanisms of action, carbohydrate reactivity, role in brewing processes, carbohydrate polymers, starch structure, enzymic susceptibility and mode of action, estimations, enzymic degradation and enzymic browning, reactions and stability of natural pigments, vitamins, preservatives.

Textbooks

No set texts. A list of reference books is provided by the School.

2.013M

Thermochemistry

Prerequisite: 2.002A.

Thermochemistry of metal complex and organometallic reactions: Dissociation of molecules and bond energies; solvation of ions and molecules; reactions in non-aqueous solution; substitution reactions; Lewis acid-base reactions; formation of inorganic polymers. Energy induced reactions. Mechanism of inorganic substitution, electron-transfer and free-radical reactions; reactions of co-ordinated ligands; template synthesis; porphyrin complexes.

Textbook

Benson D. Mechanisms of Inorganic Reactions In Solution McGraw-Hill

2.023A

Chemical Physics

Prerequisites: 2.002A and 10.211A.

Wave mechanics—linear operators; Schrödinger wave equation, applications, methods of solution; variation principle, linear combinations, perturbation theory. Many-electron problems—central field method; electron spin; Fermi-Dirac statistics; angular momentum operators; Coulomb repulsion two-electron operator; spin-orbit coupling Russell-Saunders and jj coupling; Zeeman effect; vector coupling and Wigner coefficients; allowed transitions. Group theory—symmetry operations; matrix representation; irreducible representation; characters of a group; non-rigid molecules; antisymmetry operators.

Textbook

Golding R. M. Applied Wave Mechanics Van Nostrand

2.023B

Natural Product Chemistry

Prerequisite: 2.003B.

The isolation, structure determination, synthesis and biosynthesis, and the reactions of selected classes of organic compounds of biological significance. The chemistry of plant and animal products—terrestrial and marine. Examples from carbohydrates, terpenoids and steroids, alkaloids and other naturally-occurring heterocyclic systems. Interdisciplinary aspects of the topic.

Textbook


2.023L

Biological and Agricultural Chemistry

Prerequisites: 2.002B. Excluded: 2.053L.


Textbook

No set texts. A list of reference books is provided by the School.

* Paperback.
2.033A
Physical Chemistry of Macromolecules S1 or S2 L2T4
Prerequisites: 1.112C or 2.002A and 2.002B or 2.003J.
Macromolecules in solution; determination of molecular size: gel permeation chromatography, diffusion, sedimentation, viscometry, osmometry and light scattering. Spectroscopic properties: circular dichroism and optical rotary dispersion; conformation of macromolecules in solution; helix-random coil transitions. Macromolecules in the solid state; X-ray diffraction; basic structural features.
Textbook
Van Holde K. E. Physical Biochemistry Prentice-Hall.

2.033L
Applied Organic Chemistry S1 S2 L2T4
Prerequisite: 2.002B. Excluded: 2.003L, 2.043L, 2.053L.
As for 2.033L but in greater detail and depth.
Textbook
No set texts. A list of reference books is provided by the School.

2.043A
Environmental Chemistry S1 or S2 L2T4
Prerequisite: 2.002A.
Role of chemist in society, impact of technology. Physico-chemical aspects of atmosphere chemistry: dispersion of colloids and solid matter, photo-chemical reactions. Hydrological cycle: reactions in the sea, rivers and estuaries; chemical characteristics of surface and sub-surface waters. Simple digital and analogue computer models of ecological systems based on chemical data and physico-chemical properties (for further details see 3.101 and 22.143).
Textbooks

2.043L
Chemistry and Enzymology of Foods S1 S2 L2T4
Prerequisite: 2.002B. Excluded: 2.013L, 2.033L, 2.053L.
As for 2.013L but in greater detail and depth.
Textbooks
No set texts. A list of reference books is provided by the School.

2.053A
Chemical Kinetics and Reaction Mechanisms S1 or S2 L3T3
Prerequisite: 2.002A.
Textbooks
Gardiner W. C. Rates and Mechanisms of Chemical Reactions Benjamin Sykes P. The Search for Organic Reaction Pathways Longman

2.053L
Biological and Agricultural Chemistry S1 + S2 L2T4
Prerequisite: 2.002B. Excluded: 2.023L, 2.033L, 2.043L.
As for 2.033L but in more detail and depth.
Textbooks
No set texts. A list of reference books is provided by the School.

2.063A
Advanced Molecular Spectroscopy S1 or S2 L2T4
Prerequisite: 2.013A.
Textbook
Dixon R. N. Spectroscopy and Structure Methuen

School of Metallurgy

Undergraduate Study

4.911
Materials Science L1T½
The atomic structure of metals. The grain structure of metals; origin; modification. Structure of alloys: theory. Structure, properties and heat treatment of commercially important alloys based on aluminium, copper and iron in particular. Corrosion. Control of structure and properties, commercial alloys, materials selection.
Textbook

4.951
Materials Technology L2T2
School of Mechanical and Industrial Engineering

Undergraduate Study

5.010
Engineering A

SSLA62
Prerequisite: None.


Introduction to Engineering Design: Engineering method, problem identification, creative thinking, mathematical modelling, computer aided design, materials and processes, communication of ideas, the place of engineering in society.

Introduction to Materials Science: The structure and properties of the main types of engineering materials, with emphasis on the way in which properties may be controlled by controlling structure.

Textbooks
- Gordon J. E. The New Science of Strong Materials, or Why You Don't Fall Through the Floor Penguin
- Merian J. L. Statics Wiley
- Scientific American. Materials Freeman
- Svensson N. L. Introduction to Engineering Design NSWUP
- Walshe A. C. SI Units in Worked Examples Longman

5.030
Engineering C

Engineering Drawing: Fundamental concepts of descriptive geometry, including reference systems, representation of point, line and plane; fundamental problems of position and measurement. Application of descriptive geometry to certain problems arising in engineering practice. Special emphasis on ability to visualize problems and processes involved in their solution. Instruction in the correct use of drawing instruments and the application of drawing standards. Measurements and dimensioning, orthogonal and isometric projections. and either

Introduction to Chemical Engineering (Compulsory for Chemical Engineering students): Routes to and end uses of industrial chemicals. Likely new industrial chemicals. A survey of several Australian chemical industries for the point of view of their historical and economic importance. Examination of the unit operations involved in the industry and the raw materials, equipment and services used. Environmental aspects of the chemical industry.

Introduction to Metallurgical Engineering: For subject description and textbook see under 4.002.

or Production Technology: Description and appraisal of the processes classified as: forming from liquid or solid, material removal, material joining. Machines: Analysis of the primary functions of the machine tools and an appraisal of their limitations. Principles of operation of common machine tools and illustrations of their use.

School of Mathematics

Undergraduate Study

10.001
Mathematics I

L4T2
Calculus, analysis, analytic geometry, linear algebra, an introduction to abstract algebra, elementary computing.

Preliminary Reading List
- Bell E. T. Men of Mathematics 2 vols Pelican
- Courant R. & Robbins, H. What Is Mathematics OUP
- Polya G. How to Solve It Doubleday Anchor
- Sawyer W. W. A Concrete Approach to Abstract Algebra Freeman
- Sawyer W. W. Prelude to Mathematics Pelican

Textbooks
- Blatt J. M. Basic Fortran IV Programming (Midltran Version) Computer Systems (Aust.)
- Shields F. C. Elementary Linear Algebra 2nd ed Worth
- Thomas G. B. Calculus and Analytic Geometry 4th ed Addison-Wesley

10.011
Higher Mathematics I

L4T2
Calculus, analytic geometry, linear algebra, an introduction to abstract algebra, elementary computing.

Preliminary Reading List
As for 10.001 plus:
- David F. N. Games, Gods and Gambling Griffin
- Felix L. The Modern Aspect of Mathematics Science
- Huff D. How to Lie with Statistics Gollancz
- Reid C. From Zero to Infinity Routledge

Textbooks
- Blatt J. M. Basic Fortran IV Programming (Midltran Version) Computer Systems (Aust.)
- Spivak M. Calculus Benjamin

10.021
Mathematics II

L4T2
Calculus, analysis, analytic geometry, algebra, probability theory elementary computing.

Textbooks
- Blatt J. M. Basic Fortran IV Programming (Midltran Version) Computer Systems (Aust.)
- Greening M. G. First Year General Mathematics NSWUP
- Saltz D. A Short Calculus Goodyear
Mathematics II
Consists of 10.111A, 10.111B and 10.211A.

10.111A
Pure Mathematics II—Linear Algebra
Vector Spaces: inner products, linear operators, spectral theory, quadratic forms. Linear Programming: convex sets and polyhedra, feasible solutions, optimality, duality.
Textbook
Tropper A. M. Linear Algebra Nelson*

10.111B
Pure Mathematics II—Analysis
Real analysis: partial differentiation, multiple integrals. Analysis of real valued functions of one and several variables. Complex analysis; analytic functions, Taylor and Laurent series, integrals, Cauchy's theorem, residues, evaluation of certain real integrals, maximum modulus principles.
Textbooks
Session 1
Kolman B. & Trench W. F. Elementary Multivariable Calculus Academic Press
Session 2
Churchill R. V. Complex Variables and Applications ISE McGraw-Hill

10.211A
Applied Mathematics II—Mathematical Methods
Review of functions of two and three variables, divergence, gradient, curl; line, surface, and volume integrals; Green's and Stokes' theorems, Special functions, including gamma and Bessel functions. Differential equations and boundary value problems, including vibrating string and vibrating circular membrane; Fourier series.
Textbooks
Blatt J. M. Basic Fortran IV Programming (Miditrans Version) Computer Systems (Aust.)
Sneddon I. N. Fourier Series Routledge
Spiegel M. R. Theory and Problems of Vector Analysis Schaum

School of Psychology

Undergraduate Study

12.001
Psychology I
The content and methods of psychology as a behavioural science, with special emphasis on 1. the biological and social bases of behaviour 2. learning, and 3. individual differences. Includes training in methods of psychological enquiry, and the use of elementary statistical procedures.

Part A—Theory
Textbooks
CRM Psychology Today: An Introduction 3rd ed CRM Books or
Lumsden J. Elementary Statistical Method WAUP
Selected Scientific American reprints, as advised by School

School of Accountancy

Undergraduate Study

14.001
Introduction to Accounting

Textbooks
Carrington A. S., Battersby G. G. & Howitt G. Accounting—An Information System Whitcombe & Tombs
Levy V. M. Financial Management of Hospitals Law Book†
Levy V. M. Public Financial Administration Law Book

14.023
Accounting for Health Administration
The fund theory of accounting. The recording of hospital transactions in the various funds and the preparation, analysis and interpretation of historical accounting reports. Internal-control, budgeting and cost analysis in the hospital context.

Textbooks
Carrington A. S., Battersby G. G. & Howitt G. Accounting—An Information System Whitcombe & Tombs
Levy V. M. Financial Management of Hospitals Law Book†
School of Health Administration

Undergraduate Study

16.001 Management I
Major theories and schools of management. Identification and examination of major organizational variables, including relationships between the organization and its environment, the planning process, formal and informal structures, authority relationships, technology, human resources, role performance and theory, co-ordination and communication, evaluation and control.

Textbooks
Huse E. F. & Bowditch J. L. Behavior in Organizations: A Systems Approach to Managing Addison-Wesley
Huse E. F. et al. Readings on Behaviour in Organizations Addison-Wesley

16.002 Management II
Operations research methodology and techniques as applied to health services. Typical competition, queuing, inventory, allocation, search and scheduling problems faced by health care administrators. An introduction to computers and health services.

Textbooks
Australia. Report of the Computer Services Planning Committee on the Provision of Computing Facilities and Systems for Health Services in the ACT AGPS
Race D. Electronic Data Processing in Victorian Hospitals Hospitals and Charities Commission Melbourne

16.003 Management III
Extensions of the material of Management I and II into the specific operation of health services. Examines concepts of health and discusses ecosystematic and other approaches to the managerial functions in the health service and hospital settings with attention to organization structures and technology, formal and informal relationships, co-ordination and control.

Textbook
Grant C. Hospital Management Churchill-Livingstone

16.101 Comparative Health Care Systems
A comparative study of American, English and other selected health services in relation to: public health services; personal health services; hospital services, comparing the roles of government and private enterprise; health manpower; financing; legislation; regionalization; organizational developments.

Textbooks
Fry J. Medicine in Three Societies MTP
Somers A. R. Health Care in Transition: Directions for the Future Hospital Research and Educational Trust

16.201 Law I

Textbooks
Compensation and Rehabilitation in Australia: Report of the National Committee of Inquiry Aust Govt Pub Serv
Derham D. P., Maher F. K. H. & Waller P. L. An Introduction to Law 2nd ed Law Book Co
Shlein B. & Lindgren K. An Introduction to Business Law 2nd ed Law Book Co

16.202 Law II
The Australian tort system; the concept of foreseeability; competing theories of damages apportionment. The problems of informed consent and the tort of trespass to the person. The law in all Australian jurisdictions relating to illegal operations and sterilization operations. The theory and practice of vicarious liability; the control test and the organizational test. The liabilities of the hospital as an occupier of premises, the various duties to persons entering thereupon. A short course on Industrial law and the access of health services organizations to the various industrial tribunals. The legal status of trade unions. The law and psychiatry, the McNaughten Rules and the defence of automatism. The various Mental Health Acts and their interpretation by the Courts.

Textbooks
Compensation and Rehabilitation in Australia: Report of the National Committee of Inquiry Aust Govt Pub Serv
Fleming J. G. The Law of Torts 4th ed Law Book Co
O'Dea R. Industrial Relations in Australia 2nd ed West

16.301 Political Science
The study of politics, with special reference to Australian political institutions and administrative practices. Topics include: concepts and theories of politics; Australian political institutions and the party system; the constitution and intergovernmental relations; public administration with special reference to the Commonwealth and New South Wales public services.

Textbooks
Blau P. M. Bureaucracy in Modern Society Random House
Dahl R. A. Modern Political Analysis 2nd ed Prentice-Hall
Rorke J. ed. Politics at State Level University of Sydney
Spann R. N. ed. Public Administration in Australia 3rd ed Govt Printer

† Principal textbook.
Professional Studies

16.302
Social Administration
A historical overview of the pattern of development affecting social welfare policy in Australia. The circumstances of settlement and its influences; convicts and emancipation; immigration and the land question; education; trade unions and the labour movement; charity and government welfare provision; development of social services; the welfare state; universal and selective services; poverty; economic growth and social growth democratic control of welfare policy.

Textbooks
Crowley F. K. ed. A New History of Australia Heinemann
Rennison G. A. We Live Among Strangers M.U.P.
Tilmuss R. M. Commitment to Welfare Allen & Unwin

16.501
Economics (Health Administration)
Examination of the working of a modern economic system, with some reference to Australian economic institutions and conditions.

Topics include: consumer demand, production and cost analysis, market equilibrium, pricing of factors of production, social accounting, income determination, money and financial institutions, international trade and payments, economic fluctuations, inflation and growth; and Australian economic institutions, including trade unions, the arbitration system, the Reserve Bank, the industries Assistance Commission. The economics of health, social welfare and population.

Textbooks
Culyer A. J. The Economics of Social Policy Martin Robinson

16.601
Behavioural Science I
Basic concepts of sociology, psychology and anthropology. The emphasis is on an understanding of social processes and how society and the individual interact and affect one another. A section of the course deals with the development of students' skills in communication. The course is directed towards demonstrating that the various sciences dealing with human behaviour are inter-related, and therefore all topics are seen from a multidisciplinary point of view.

Textbooks
Berger P. L. Invitation to Sociology Penguin
Faraday Ann. Dream Power Pan
James M. & Jongeward D. Born to Win Addison-Wesley Psychology Today: An Introduction 2nd ed CRM Books
Worsley P. Introducing Sociology Penguin

16.602
Behavioural Science II
One branch of behavioural science, namely the sociology of health. Students consider the social role of medicine in our society, the nature of patient-healer relationships, the hospital as a social system, the processes of becoming a patient, illness as a social role, aspects of social class and status as they affect relationships in the health care system, social consequences of medical diagnosis and labelling, medical politics, and the place in society and in the health system of such special groups as the physically and mentally handicapped, the aged. Students also examine the implications of behavioural science for management situations.

Textbooks
DeBono E. Lateral Thinking in Management McGraw-Hill
Goffman E. Stigma Pelican
Jay A. Management and Machiavelli Penguin
Leach G. The Bureaucrats Penguin
Mechanic D. Medical Sociology: A Selective View Free Press
Mechanic D. Public Expectations & Health Care Wiley
Robinson D. Patients, Practitioners and Medical Care Heinemann

16.701
Statistics

Textbooks
Kilpatrick S. J. Statistical Principles In Health Care Information Uni. Park Press
Pollard A. H. et al Demographic Techniques Pergamon

16.801
The Australian Health Care System
Historical introduction; the present pattern of health care delivery; environmental health services; institutional care; community health services for special groups; specialised and supporting services; health service personnel; health service finance; critique of the Australian health care system.

Textbooks
Dowdney J. C. H. Australian Health Services Wiley
Sax S. Medical Care in the Melting Pot A & R

16.921
Health Care Planning I
The concept, determinants and assessment of community health. Application of the epidemiological approach to the identification and definition of community health problems. The processes of improving community health; problem identification, definition and analysis; determination of priorities; specifications of objectives; development of plans; plan evaluation; plan adoption; implementation of program, evaluation and revision. The planning and evaluation of personal health and environmental control programs. Political and economic considerations in planning health services. Manpower planning. Location, co-ordination and integration of health care services and facilities. Evaluation of community health service agencies and activities. Application of decision theory, systems analysis and operations research techniques to community health planning.
Textbooks
Donebedjian A. A Guide to Medical Care Administration—Medical Care Appraisal APHA
Grundy F. & Reinke W. A. Health Practice Research WHO
Myers B. A Guide to Medical Care Administration—Concepts & Principles APHA
Reinke W. A. ed. Health Planning: Qualitative Aspects and Quantitative Techniques Johns Hopkins University

16.922 Health Care Planning II
The planning and design process; composition and responsibilities of planning teams; briefing, proposal and approval of design projects; history of hospital design; planning for change and growth; national, regional and local planning requirements; location and siting of health care facilities; organizational requirements of hospital layout; supply and communication requirements; environmental design and safety; ergonomics of hospital equipment; hospital building structures and engineering services; building and equipment maintenance; modernization and efficiency; building contract management; cost planning; commissioning; evaluation of buildings in use.

Textbooks
Baynes K. ed Hospital Research and Briefing Problems King Edward’s Hospital Fund, London 1971
Great Britain, Department of Health & Social Security. Capricode (Hospital Building Procedure Notes) DHSS 1971
Holroyd W. A. H. ed Hospital Traffic & Supply Problems, King Edward’s Hospital Fund 1968
Llewelyn-Davies R & Macauley H. M. C. Hospital Planning and Administration WHO

16.923 Health Care Planning III
Planning, design and evaluation for particular functions in health care facilities; nursing units, patient’s room and equipment design; general and special nursing units; diagnostic and treatment facilities; outpatients and emergency services; health centres and GP surgeries; administrative, educational and residential accommodation; supply departments and works services.

Textbooks
Baynes K. ed Hospital Research and Briefing Problems King Edward’s Hospital Fund, London 1971
Holroyd W. A. H. ed Hospital Traffic & Supply Problems, King Edward’s Hospital Fund 1968
Llewelyn-Davies R. & Macauley H. M. C. Hospital Planning and Administration WHO

Graduate Study

16.901G Health Services Statistics I
Statistical methods and theory; frequency distributions and their description; an introduction to probability; principles of sampling; estimation and hypothesis testing; statistical decision theory; normal, Poisson and binomial distributions; linear regression; index numbers; time series analysis. Data drawn from the health planning field are used to illustrate these methods.

Textbooks


16.902G Health Services Statistics II
The application of statistical methods to health planning and administration problems and other problems of direct relevance to the health care field. Introduction to operations research (inventory theory, queuing theory, linear programming, PERT and CPM), applications of O.R. to hospital management problems; vital statistics and demography (measures of fertility and mortality, construction and use of life tables); hospital and health statistics; PAS/MAP and other hospital information systems.

Textbooks
Benjamin B. Health and Vital Statistics Allen & Unwin
Griffith J. R. Quantitative Techniques for Hospital Planning and Control Heath Lexington Books
Luck G. M., Luckman J., Smith B. W. & Stringer J. Patients, Hospitals and Operational Research Tavistock
Pollard A. H. et al Demographic Techniques Pergamon

16.904G Australian Health Care System
The historical, demographic and epidemiological background to the provision of health care in Australia. The role of the Australian and State governments, regional organizations and other instrumentalities in the provision of health and hospital services. Health services as one sub-system of a personal services sector, linkages with other sub-systems, eg Education, Social Welfare. Financial and economic aspects of the provision of health care. Problems currently besetting the Australian health care system.

Textbooks
Dewdney J. C. H. Australian Health Services Wiley
Sax S. Medical Care in the Melting Pot: An Australian Review A & R

16.905G Health Services Accounting
Basic theory and concept in relation to hospital and health services accounting. The inter-relationships between statistics and accounting, the nature and use of cost data, budget preparation, co-ordination and integration of budgets, accounting for planning and control; cost finding procedures.

16.906G Hospital Organization and Management I
Analysis of the organizational structure of the hospital and its major components in terms of functions, systems, goals, values, professionalism, co-ordination and innovation. The interaction between management and the physical structure. The planning process and the project team, building siting and design, contract administration, cost planning, environmental design, commissioning and evaluation.

16.907G Hospital Organization and Management II
Analysis of the hospital in terms of function, structure, systems, goals, values, professionalism, staffing, co-ordination and innovation, education and research. Assessment of planning and managerial inputs of key groups, including analysis of these processes in action.
16.909G Community Health Planning
Factors determining the planning, provision and integration of community health care: environmental health services, provision for the aged, the physically handicapped and the mentally handicapped; occupational hygiene programs; preventive and screening services, health education. The planning of health centres and their relation to other community health services. The impact of regionalization on community based services. The evaluation of community health programs.

16.910G Comparative Hospital and Health Services Administration
Systems of hospital and health services in the United Kingdom, the United States of America and other countries; their sources of finance and the media through which it is disbursed; the authority and responsibilities of administrative bodies concerned; the planning of their services; methods of staffing; demographic and other measures of performance; comparisons with the Australian system.

16.930G Introduction to Health Planning
The major concepts of health planning, including policy environment; methods; implementation and evaluation of the planning process and of plans. Topics include: planning structures and organization for planning; determination of goals and objectives; problem identification and analysis; collection, interpretation and assessment of evidence; influences of the spatial and social environment; formulation and evaluation of plans; the adoption and implementation of programs, including advocacy and public relations; program evaluation and the revision of plans.

16.931G Introduction to Organization Theory
Critical evaluation of existing organization patterns in the health care field. The major schools of management thought (eg classical, human relations, contingency theory) through an analysis of the work of representative writers. An analysis of leadership, change and conflict in organization.

16.932G Introduction to Behavioural Science
General concepts in behavioural science from anthropology, psychology and sociology. Study of societies and social institutions, cultures; processes of motivation, learning, development of attitudes.

16.933G Health Services Law I
The theories of jurisprudence, with emphasis on the sociological school. Law and morality, the Hart-Devlin debate. Statutory interpretation, the judicial approaches, constitutional interpretation. The nature of federation; the exclusive and concurrent powers of the Australian Parliament; Section 51, paragraph XXIA of the Constitution; Federal and State financial relations, Section 96 of the Constitution: 'The law of contract'; employers' liability and workers' compensation: the tort of negligent advice.

16.934G Health Services Law II
The law of tort; the foreseeability test, the Woodhouse Report. A detailed study of the National Compensation Act. The concept of medical negligence. The liability of occupiers. The law relating to mental health; the medical acts, the Coroner's Act. The law relating to organ transplantation. The industrial powers of the Australian Parliament and the State legislatures; trade union law; the position of hospital employees in the industrial relations field.

16.935G Health Economics I
The problems and tools of economic analysis as applied to resource allocation, evaluation and planning in health services. Covers: the basic concepts and methods of economic analysis, decision making, supply and demand, pricing, shadow-pricing and non-price methods of allocation, welfare analysis, economic planning of health services, and health investment analysis.

16.936G Physical Planning and Design
The course is a combination of group project work, individual assignments and general discussion. Concepts of planning; design processes and methods; national, regional and urban planning issues; local building and space planning techniques; planning for growth and change. Planning procedures for health facilities; establishing need, content, and cost; evaluating options and formulating policies; investigation, decision-making and documentation methods. Information sources, services and systems. Building project management; ergonomic aspects of equipment and engineering installations; building and plant maintenance. Evaluation of buildings in use. Design of physical environment—lighting, noise control, thermal comfort, ventilation systems, infection control, weather protection, fire safety. Planning and design for particular functions: clinical care, logistics systems, management services, education and research, 'hotel' care services.

16.937G Health Services Research and Evaluation
Methods and techniques used in research and evaluative studies of the health services. Topics include: the design and administration of research projects; the preparation of research protocols; health survey methods, including data analysis and statistical computer programs; report preparation and presentation; the methodology of evaluation, structure, process and outcome measures of health system performance; integrated statistical systems for evaluative studies. Each student is expected to design a research project. The textbooks are supplemented by a selection of recent articles presenting the results of health services research studies.

16.938G Seminar in Health Policy
A discussion of contemporary health policy issues including the politics of health care. Seminar topics include: principles of policy formation and analysis; Federal-State health responsibilities; the regionalised administration of health services; the role of pressure groups in the health field; ideological issues in health care finance and provision; financial incentives in the provision of health services; the integration of health and
welfare services; the future role of the country hospital and the development of rural health services; the role of the consumer in the provision of health care.

No text books are prescribed. A reading list of recent journal articles on health policy is made available at the beginning of the session.

16.940G  
**Medical Care Organization**  
Specific aspects of the organization of medical care. Systems concepts and techniques are applied to medical technology, hospital staff structures and control mechanisms. Topics include: the administration and review of clinical work, participation of medical staff in planning and development of facilities and services, the integration of the functions of health care personnel in both the administration and delivery of services; and accreditation of hospitals and other health service institutions.

16.941G  
**Epidemiology**  
Principles and methods of epidemiologic investigation of both infectious and non-infectious diseases including descriptive, analytic and experimental epidemiology. The distribution and dynamic behaviour of disease in the population; data collection; collation and analysis; a consideration of screening surveys; longitudinal and case-control studies, etc. The uses of epidemiology in planning and evaluation.

16.942G  
**Medical Sociology**  
The relationship between health and the social system. Impact of illness on the person, family, social group, industry and the community as a whole. The process of becoming a patient; cultural attitudes to illness and death. Stigmatization of certain illnesses; practitioner-patient relationships; professionals in the health field. The rights and obligations of consumers of health care; social implications of medical progress.

16.943G  
**Interpersonal Communications in Organizations**  
A theoretical and practical course which aims to increase students' understanding of, and capacity to deal with, communication problems in organizations. The course teaches students to improve their own communications skills by a series of communications exercises and role-plays, and covers the theories of transactional analysis and the encounter movement. Students are able to chart their progress with a check-list developed for the course.

16.944G  
**Health Economics II**  
Builds on the basic analysis of Health Economics I with greater emphasis on planning. Topics include: demand and utilization analysis and prediction, cost-benefit analysis and project evaluation, costs and models of health delivery units, optimum size and location, inflation control, regional planning models and rationalization, financing systems and incentives for efficiency.

16.945G  
**Health Manpower**  
Issues and concepts of manpower planning, career differentiation, manpower supply, personnel preparation and education, regulation of health personnel.

16.946G  
**Health Information Systems**  
Introduction to computers, input/output mechanisms, processing systems. Issues of privacy and confidentiality, systems study and costs of computers. Application of computers to the health services. Health and hospital information systems.

16.960G  
**Organization and Management for Health Personnel Education**  
Aims to introduce educators of health personnel to issues in and concepts of management. The major concepts and models outlined by the principal contributors to management thought as those concepts may be applied to work situations. Certain common problem areas of organizations such as problems of co-ordination and interorganizational relations. Students are also expected to develop skills sufficient to isolate dysfunctional areas of organizations and to propose strategies for improvement.

16.992G  
**Project**  
28 hours.

16.993G  
**Project**  
42 hours.

16.994G  
**Project**  
56 hours.

These electives permit students to obtain credit for approved research projects.

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**Department of Industrial Arts**

**Undergraduate Study**

21.011  
**Industrial Arts I**  
The nature of rigorous and structural design. The elements of creative design—design as aesthetic order—it's 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 of the historical background of industrial organization in society—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
Australian Council of the Arts Bauhaus Visual Arts Board, Australian Council of the Arts, 1975
Childe G. What Happened in History Pelican
Henderson P. William Morris: His Life, Work and Friends Thames & Hudson
Marks R. & Buckminster-Fuller R. The Dymaxion World of Buckminster-Fuller Anchor Books
Peito P. J. Pioneers of Modern Design Pelican
Pye D. The Nature of Design Studio Vista
Read H. E. Art and Industry 5th ed Faber

21.012
Industrial Arts II
The principles of three-dimensional design and design analysis. Product design—visual fundamentals and visual presentation in two and three dimensions—functional and psychological aspects of product design. 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
Archer L. B. Systematic Methods for Designers. Council of Industrial Design UK
Gladden S. Mechanisation Takes Command OUP
Jones J. C. Design Methods Wiley Interscience
Langford M. J. Basic Photography Focal Press
Leach B. A Potter’s Book Faber
McMeekin I. J. Notes for Potters in Australia Vol 1 NSWUP
Mumford L. Technics and Civilization Harbinger Paperback
Harcourt, Brace & World
Parmelee C. W. Ceramic Glazes Industrial Publications
Peto P. J. Anthropological Research Harper & Row
Pye D. The Nature and Art of Workmanship C.U.P.
Pye D. The Nature of Design Studio Vista
Hommer R. P. China at Work Day
Hudson K. Industrial Archaeology Uni Paperbacks
Jones J. C. & Thomley D. G. Conference on Design Methods
Pargamon
Leach B. H. A Potter’s Portfolio Lund Humphries
Nelson G. Problems of Design Whitney
Peito P. J. Pioneers of Modern Design Pelican
Untracht O. Ensmelling on Metal Greenberg

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 or 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
Banham R. Theory and design in the first machine age Praeger
Critchlow K. Order in Space Thames & Hudson
Itten J. Design & Form Reinhold
Langford M. J. Basic Photography Focal Press
Papanek V. Design for the Real World Paladin
Peto P. J. Anthropological Research Harper & Row
Somer R. Design Awareness Holt, Rinehart & Winston

21.201
Freehand Drawing
Teaches the students 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 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.

Topics 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.

Textbooks
Gill R. W. Rendering with Pen and Ink (The Thames and Hudson Manual of) Thames & Hudson
Gombrich E. H. The Story of Art Phaidon
Ozenpant A. Foundations of Modern Art Dovert

21.211
Drawing and Design
Advanced problems in graphics and tectonic design. Assignments are carried out in the studio, but tutorials are given where necessary.

Textbook

21.902
Seminar

21.903
Project

* Paperback.
† For students specializing in Ceramics.
Graduate Study

21.501G Industrial Design

This area of the course is drawn from the existing body of knowledge concerning industrial design. In particular, it emphasizes design principles and the main functions, skills and responsibilities of the designer for industry. The subject matter is communicated through lectures, tutorials and practical assignments, the aims of which are to give the students a broad view of design in an industrial society, an aesthetic conviction of design principles and the main functions, skills and methods required for the practice of industrial design.

Design Methodology.
Design Principles.
Signs, Symbols and Communication.

21.511G Design Projects

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 relate to the current lecture or case study programs, 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 inter-relationship must be sought and inconsistencies resolved. The student faces problems involving judgment, choice and decision, some of which can be based on objective, analytical study, whilst other studies are more subjective, intuitive and emotive.

The projects are 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 arise from the projects, especially during the design development phase. Opportunity is given for students to act as a member of a design team.

At the commencement of each design project the students are briefed in detail as to the intention, and object of the exercise; the time schedule and requirements for presentation.

21.501G Industrial Design

21.511G Design Projects

Textbooks
Britt S. H. ed Consumer Behaviour and the Behavioural Sciences Wiley
Gist R. R. Marketing and Society Holt, Rinehart & Winston
Jones J. C. Design Methods Wiley Interscience

21.521G Seminar

In general, seminars are devoted to design theory and philosophy and to the presentation by students of papers on design problems. Seminars are 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 also constitute the topics of seminars.

21.531G Creative Art (Elective)

Biological Sciences

Undergraduate Study

17.011 Biology of Mankind L2T4


Textbooks
Abercrombie M. et al A Dictionary of Biology Penguin
Boughhey A. S. Man and the Environment 2nd ed MacMillan
Cavalli-Sforza L. L. Elements of Human Genetics Addison-Wesley

17.021 Comparative Functional Biology L2T4

Maintenance of the organism; gas exchange systems in plants and animals; transport inside organisms; uptake, digestion, absorption; enzymes structure and function; photosynthesis: process and structural relationships; metabolic systems, energy yields and pathways. Developing organisms—sexual reproduction in plants and animals, general life cycle patterns; cell development and differentiation in flowering plants and mammals. Control and co-ordination in organisms—organisms and water, uptake and effects; control mechanisms, urinary systems and kidney structure and function; stimuli and responses—plant hormones, hormones in vertebrate animals; muscle activity and muscle structure, eye structure and vision mechanism; ear structure and hearing mechanism; nerves, central nervous system, nerve action, brain structure and functioning.

Textbooks
Abercrombie M. et al A Dictionary of Biology Penguin
Roberts M. B. V. Biology: A functional approach Nelson

Requirements for Practical Work

A list of equipment required for practical work will be posted on the notice board in the ground floor of the Biological Sciences Building. Students must purchase this material before the first practical class.
Undergraduate Study

25.501 Geology I


Petrology: Field occurrence, lithological characteristics and structural relationships of igneous, sedimentary and metamorphic rocks. Coal, oil and ore deposits.

Stratigraphy and Palaeontology: Basic principles of stratigraphy; introductory palaeontology. The geological time scale. The geological history of the Australian continent and more specifically that of New South Wales in introductory outline.

Practical Work: Preparation and interpretation of geological maps and sections. Map reading and use of simple geological instruments. Study of simple crystal forms and symmetry. Applied stereoscopic projection. Identification and description of common minerals and rocks in hand specimen. Recognition and description of examples of Important fossil groups. Supplemented by four field tutorials, attendance at which is compulsory.

Textbooks
- Blickford M. E. et al., Geology Today, CBM Books
- Black R. M., Elements of Palaeontology, C.U.P.
- Putney F., Elements of Mineralogy, Read F. H. ed Murby
- Tyrrell G. W., The Principles of Petrology, Methuen

Students who do NOT wish to proceed beyond Second Year in Geology may select any of the following units:

25.5021 Stratigraphy and Palaeontology
25.5022 Mineralogy and Igneous Petrology
25.5033 Environmental Geology and Sedimentology
25.5035 Geological Oceanography

25.502 Geology II

Consists of two units: 25.5021, 25.5022.

25.5021 Stratigraphy and Palaeontology

Stratigraphy: Flow regime and bedding forms, including flume experiments, sedimentary structures. Modern and ancient environments of deposition: fluvial, deltaic coastal, shelf, slope and deep sea environments. The facies concept. Stratigraphic principles. Fold belts, geosynclines and their interpretation by plate tectonics models. Stratigraphic and structural development of a fold belt (Lachlan Fold Belt) and an intracratonic basin (Sydney Basin).

Palaeontology: Morphology and stratigraphic distribution of the Protozoa, Porifera, Coelenterata, Bryozoa, Brachiopoda and Mollusca. Practical examination of representative fossils from each phyle.

Textbooks
- Ragan D. M., Structural Geology — An Introduction to Geometrical Techniques, 2nd ed, Wiley
- Spencer E. W., Introduction to the Structure of the Earth, McGraw-Hill

25.503 Geology III

Three units to be selected from the six units: 25.5031, 25.5032, 25.5033, 25.5034, 25.5035, 25.5036.

25.5031 Metamorphic Petrology, Structural Geology and Photogeology

Metamorphic Petrology: Origin and classification of metamorphic rocks. ACF and AKF diagrams and metamorphic facies. Practical: Mesoscopic and microscopic examination of metamorphic rocks.

Textbooks
As for 25.5022.


Textbooks
- Ragan D. M., Structural Geology — An Introduction to Geometrical Techniques, 2nd ed, Wiley
- Spencer E. W., Introduction to the Structure of the Earth, McGraw-Hill
Photogeology: The use of air photos for geological and geomorphological evaluation of land. Techniques and principles of photo interpretation, multiband photography; landform genesis and photo interpretation of folds, faults, joints, bedding, limestone, intrusive igneous rocks, volcanics, alluvial fans and terraces, slopes, landslides, coastal arid and tropical landforms; relations between geology, drainage, soil and vegetation; ore body expression, gossans, colouration halos.

Textbook
Von Bandat H. F. Aerogeology Gulf Pub.

25.5032 Economic Geology and Global Geophysics


Laboratory: Hand specimen study of ores and associated features; introductory mineralogy.

Textbooks
Park C. F. & MacDiarmid R. A. Ore Deposits 2nd ed Freeman
Stanton R. L. Ore Petrology McGraw-Hill


Textbook
Bott M. H. P. The Interior of the Earth Arnold

25.5033 Environmental Geology and Sedimentology

Environmental Geology: Geological resource distribution and the relation to urban development. The ecosystem and its geological constraints; conflicts between mining development and conservation, energy sources and their role in pollution. The estuarine and coastal environments, their ecology and the modifications caused by common pollutants. Extensive field activity and laboratory work form an important part of this course.

Textbook

25.5034 Surficial Geology and Vertebrate Palaeontology


Quaternary geology: methods of dating, sea level change, glacial sequences, surficial geology of non-glaciated areas of Australia—especially the Riverina Plain. Quaternary sequences in Canada and Europe.

Textbooks
Hunt C. B. Geology of Soils, their Evolution, Classification and Uses Freeman
Thornbury W. D. Principles of Geomorphology Wiley 2nd ed

Vertebrate Palaeontology: The rise of the vertebrates and the early amphibians; the reptiles. The flying reptiles and the birds. The early primates and the advent of man.

Textbooks
Colbert E. H. Evolution of the Vertebrates Wiley
Von Koenigswald G. H. R. The Evolution of Man Michigan Univ.

25.5035 Basin Analysis and Stratigraphy


Textbooks
As for 25.5031 Structural Geology and 25.5021 Stratigraphy plus:
Ager D. Y. Principles of Palaeogeology McGraw-Hill


Textbooks
As for 25.5021 Stratigraphy and Palaeontology plus:
Krumbein W. C. & Sloss L. L. Stratigraphy and Sedimentation 2nd ed Freeman

25.5036 Geological Oceanography

Geological Oceanography: The form and nature of ocean basins; the origin, transport and distribution of suspended matter, igneous and sedimentary rocks of the ocean floor and their distribution; the significance of oceanic igneous rocks, palaeontology, stratigraphical history and correlation of marine sedimentary rocks; magnetism and palaeomagnetism, tectonics of ocean basins.

Textbook
Gross M. G. Oceanography Prentice-Hall

25.504 Geology IV (two units)

Consists of two units: 25.5041 and 25.5042.

25.5041 Project

A laboratory or field research project in some aspects of geology related to the individual interests.

25.5042

One third year unit.

* Paperback.
School of Geography

Undergraduate Study

Level I Units

27.801 Introduction to Physical Geography
The mechanism of the physical environment, with particular exemplification within the Sydney region. Geologic controls of landform development; fluvial, slope and coastal processes and landforms; cyclic and equilibrium approaches to landform studies. The global radiation budget and atmospheric circulation; weather and climatic controls in the Sydney region. The hydrologic cycle. Processes and factors of soil formation and the mature soil profile. Controls of vegetation in the Sydney region. The ecosystem. Laboratory classes include: study and use of geologic and topographic maps and air photographs; use of climatic data and the weather map; soil profile description.

Textbook
Van Riper J. E. Man's Physical World McGraw-Hill

27.802 Introduction to Human Geography
Problems of data, scale, distance and economic development are the main themes. Development of human geography: traditions, approaches and basic problems, the human and natural environment. Spatial interaction, including patterns of movement, gravity concept and diffusion. Pattern and structure of human activity: effect of level of economic development, man/land relationships and social and cultural factors on agriculture, manufacturing and tertiary services. Population: resources problem in context of economic development. Australian and South-East Asian examples are used where relevant.

Textbooks
Hammond R. & McCullagh P. S. Quantitative Techniques in Geography OUP
Hurst M. E. A. Geography of Economic Behaviour Duxbury Press

School of Biochemistry

Undergraduate Study

41.101A Chemistry of Biologically Important Molecules L2T4
Prerequisites: 17.011, 2.001. Co-requisites: 41.101B.
The chemical properties of amino acids, peptides and proteins, carbohydrates, nucleic acids and lipids, porphyrins and the biological roles of these compounds. The nature and function of enzymes. Practical work to amplify the lecture course.

Textbooks
Montgomery R. & Swanson C. A. Quantitative Problems In the Biological Sciences Freeman
Stryer L. Biochemistry Freeman

41.101B Metabolism L2T4
Prerequisites: 17.011, 2.001. Co-requisites: 41.101A.
The intermediary metabolism of carbohydrates, lipida and nitrogenous compounds. The molecular mechanism of gene expression and protein synthesis. Practical work to amplify the lecture course. Photosynthesis.

Textbooks
As for 41.101A.

41.101C Control Mechanisms L2T4
Prerequisites: 41.101A, 41.101B.
The relation between structure and function of enzymes, hormones, vitamins and membranes. Metabolic networks and control mechanisms. Practical work to amplify the lecture course.

Textbooks
As for 41.101A, plus:

41.102A Biochemistry of Macromolecules and Cell Biochemistry L3T0
Polysaccharides and glycoproteins, including bacterial cell walls. Chemistry and biology of polynucleotides. Methods of amino acid and nucleic acid sequence analysis. Protein structure and synthesis. Active centres of some proteins. Sub-unit organization of proteins. Membrane structure. Cellular degradation. Practical work to illustrate the lecture course and to provide experience in modern biochemical techniques.

Textbooks
The Chemical Basis of Life: An Introduction to Molecular and Cell Biology Readings from Scientific American Freeman

41.102B Metabolic Pathways and Control Mechanisms L3T9
Haemoproteins and electron transport, photosynthesis, photophosphorylation and oxidative phosphorylation. The nature and function of co-enzymes. Interrelationships in mammalian intermediary metabolism. Biochemical control mechanisms, including hormones and allosteric interactions. Enzyme kinetics. Selected aspects of differentiation and development in higher organisms. Practical work to illustrate the lecture course and to provide experience in modern biochemical techniques.

Textbooks
As for 41.102A above.

* Paperback.
School of Botany

Undergraduate Study

43.101
Genetics
Various aspects of molecular, organismal and population genetics, including: meiotic and non-meiotic recombination, genome variations, mutagens and mutation rates, cytoplasmic inheritance, gene function, genetic code, gene structure, colinearity of polynucleotide and polypeptide, control of gene action, genes and development, population genetics, genetics and improvement of plants and animals.

Textbook
Patt D. I. & Patt G. R. An Introduction to Modern Genetics Addison-Wesley

43.111
Flowering Plants
The vegetative and floral morphology and angiosperms with special reference to variations in morphology, evolutionary trends, elements of biological classification, nomenclature and identification of native plants. Field work is part of the course.

Textbooks
Beadle N. C. W., Evans O. D. & Carolin R. C. Flora of the Sydney Region Reed
Esau K. The Anatomy of Seed Plants Wiley
Principal reference book lists for the plant ecology section of this unit are supplied during the course.

43.121
Plant Physiology
The physiology of the whole plant including a consideration of photosynthesis, inorganic nutrition, transport, translocation, physiology of growth and development, and plant growth substances and their application in agriculture.

Textbooks
Galston A. W. & Davies P. J. Control Mechanisms in Plant Development Prentice-Hall
Richardson M. Translocation in Plants Arnold
Sutcliffe J. Plants and Water Arnold
Whittingham C. P. Photosynthesis OUP

43.102
Advanced Genetics

43.112
Plant Taxonomy
Considers the assessment, analysis and presentation of data for classifying plants both at the specific and supra-specific level; the emphasis is on vascular plants. Students are required to attend field excursions all of which form an integral part of the course.

Textbooks*
Beadle N. C. W., Evans O. D. & Carolin R. C. Flora of the Sydney Region Reed
Gronquist A. The Evolution and Classification of Flowering Plants Nelson
Haywood V. H. Plant Taxonomy The Institute of Biology's Studies in Botany No. 5 Arnold
Jeffrey C. An Introduction to Plant Taxonomy Churchill
Jeffrey C. Biological Nomenclatures Arnold

43.122
Advanced Plant Physiology
The physiology and biochemistry of germinating seeds and developing fruits is studied in depth. Laboratory projects may require attendance outside the hours set down in the timetable.

43.132
Fungi and Man

Textbooks
Burnett J. H. Fundamentals of Mycology Arnold
Talbot P. H. Principles of Fungal Taxonomy Macmillan

43.142
Environmental Botany
The marine, soil and atmospheric environments in which plants live and the interaction of plants with their environment. Emphasis is placed on the role of environmental sciences in food production. Students are required to attend up to three full-day Saturday field excursions as part of the practical course.

43.152
Plant Pathology
History of plant pathology; pathogenic organisms; symptoms of disease. Specific diseases caused by fungi, nematodes, bacteria and viruses. Host-pathogen relationships including stages of infection, evolution of host-pathogen relationships, adaptation for successful parasitism, resistance mechanisms and genetics of resistance. Control of diseases by the use of fungicides, nematicides, crop rotation and breeding for resistance.

Textbooks
No set texts.

*Students should consult lecturers in the subjects 43.112 and 43.122 before purchasing textbooks.
School of Microbiology

Undergraduate Study

44.101 Introductory Microbiology SS L2T3
Prerequisites: 17.011, 17.021.
The general nature, occurrence and importance of microorganisms. A systematic review of the major groups of microorganisms: the eucaryotic protista (micro-algae, protozoa and fungi); procaryotic protista (blue-green algae, "higher" bacteria, typical unicellular bacteria and small bacteria-like forms); plant, animal and bacterial viruses. The relationship between microorganisms and their environment; ecological considerations. Interactions between microorganisms and higher organisms.

Textbook
Brock T. D. Biology of Micro-organisms Prentice-Hall
or
or
or
[Brock, or Pelczar & Reid, is the first choice if no more microbiology is to be taken.]

44.102 General Microbiology SS L4T8
Prerequisites: 44.101, 41.101A, 41.101B.
Double unit, Level III.
Systems for the isolation, identification and taxonomic description of microorganisms; fine structure, cyto-chemistry, genetics of bacteria and viruses; metabolic requirements of microorganisms; microorganisms and their environment; growth, inhibition and death; energy-yielding and biosynthesizing systems; genotypic and phenotypic control systems.

Textbooks
As for 44.101 if not taking other Microbiology units. Otherwise: Hawker L. E. & Linton A. H. eds Micro-organisms: Function, Form and Environment Arnold
Davis B. D., Dubocci R., Eisen H. N., Ginsberg H. S. & Wood W. B. Microbiology Complete ed Harper & Row

44.122 Immunology SS L2T4
Prerequisites: 17.011, 17.021, 41.101A, 41.101B.
Single unit, Level III.
Basic immunology and Immunological techniques. The interdisciplinary nature of the subject makes this unit suitable for students taking any major sequence in biological science and also for higher degree students who require a background training in immunology. The course includes phlogen and ontogeny of the immune response; antigen and antibody structure; antigen-antibody reaction; immunochemistry; immuno-genetics, clinical immunology; transplantation.

Textbook
Roitt I. Essential Immunology Blackwell Scientific Pub.

School of Zoology

Undergraduate Study

45.101 Biometry L2T4
Prerequisites: 17.011, 17.021.
Statistical methods and their application to biological data, including: introduction to probability. The binomial, poisson, negative binomial, normal distributions; student's t, \( \chi^2 \) and variance ratio tests of significance based on the above distributions; the analysis of variance of orthogonal and some non-orthogonal designs. Linear regression and correlation. Introduction to non-linear and multiple regression. Introductory factorial analysis. Introduction to experimental design. Non-parametric statistics, including tests based on \( \chi^2 \), the Kruskal-Wallis test, Fisher's exact probability test and rank correlation methods.

45.201 Invertebrate Zoology L2T4
Prerequisites: 17.011, 17.021.
A comparative study of the major invertebrate phyla with emphasis on morphology, systematics and phylogeny. Practical work to illustrate the lecture course. Obligatory field camp. This unit is offered in Session 2.

Textbooks
Meglitsch P. A. Invertebrate Zoology 2nd ed OUP
Sherman I. W. & Sherman V. G. The invertebrates: Function and Form, A Laboratory Guide Collier-Macmillan

45.301 Vertebrate Zoology L2T4
Prerequisites: As for 45.201 above.
A comparative study of the Chordata. Morphology, systematics, evolution, natural history, with reference to selected aspects of physiology and reproduction. Practical work to supplement the lecture course. Field excursions as arranged. Obligatory field camp. This unit is offered in Sessions 1 and 2.

Textbooks
Hilbbrand M. Analysis of Vertebrate Structure Wiley
Alexander R. McN. The Chordates C.U.P.

45.112 Marine Ecology L2T4
Prerequisites: 17.011 and 17.021 plus 45.201 or 25.022 or 2.002D. Co-requisite: 45.101.
A study of the metabolic, regulatory and reproductive activities of marine organisms with particular reference to the physical, chemical and biological environment in which they occur. Both field and laboratory practical work are included. This unit is offered in Session 1, and consists of 2 hours' lecture and 4 hours' laboratory time per week.

Textbook
Tait, R. V. Elements of Marine Ecology. An Introductory Course 2nd ed Butterworths
45.122
Animal Behaviour
Prerequisites: 45.101, 45.201, 45.301.
An introduction to ethology, the biological study of behaviour. Physiological, ecological, developmental and evolutionary aspects of behaviour are examined as important elements of the study of causal factors underlying behaviour. Both field and laboratory work are included. This unit is offered in Session 2, and consists of 2 hours' lecture and 4 hours' laboratory time per week.

Textbook
Manning A. An Introduction to Animal Behaviour 2nd ed Arnold

45.132
Comparative and Environmental Physiology
Prerequisites: 45.301, 41.101A, 41.101B.
The physiology of the various classes of vertebrate animals with particular emphasis on the adaptation of the animal to its environment. Includes: osmotic and ionic regulation, respiration and circulation, temperature regulation, nerve and muscle function, digestion and metabolism.

Textbooks
Gordon M. S. Animal Function: Principles and Adaptations 2nd ed Macmillan
Schmidt-Nielson K. Animal Physiology: Adaptation and Environment C.U.P.
Wessells N. K. Vertebrate Structure and Functions. Readings from Scientific American Freeman

45.142
Developmental and Reproductive Biology
Prerequisites: 45.201, 45.301.
A survey of reproductive mechanisms, reproductive histology, reproductive endocrinology and embryology, with particular reference to the comparative aspects in vertebrate species. A detailed treatment of marsupial and monotreme reproduction.

Textbooks
Additional book to be advised at a later date.

45.202
Advanced Invertebrate Zoology
Prerequisite: 45.201.
A comparative approach to functional aspects of invertebrate biology. Metabolism, nervous and chemical co-ordination and locomotion and animal associations.

Textbook
Gardiner M. S. The Biology of Invertebrates McGraw-Hill

45.302
Vertebrate Zoogeography
Prerequisite: 45.301.
A geographic approach to the current distribution, abundance and types of vertebrate species in the Australian region.

Particular emphasis is placed on the basic principles of speciation, the history of the Australian continent, vertebrate adaptations and changes in the distribution and abundance of the Australian vertebrate fauna under the influence of man.

Textbooks
No set texts. Use is made of the original literature and the principal references.

45.402
Insect Structure and Classification
Prerequisites: 45.201, 45.101.
A comparative study of the internal anatomy and external morphology of insects. Classification and bionomics of major groups and families. A collection of insects is to be made. Practical work to include dissections, a study of mouthparts, wing venations, segmentation, etc. Field excursions as arranged.
This unit is offered in Session 1 and consists of 2 hours' lecture and 4 hours' laboratory time per week.

Textbook
CSIRO. The Insects of Australia. MUP

45.412
Insect Physiology
Prerequisite: 45.402.
The functions of the various organ systems and of the whole insect. Various aspects of reproduction, growth and metabolism. Experimental work to illustrate the lecture course.

Textbook
Chapman P. F. The Insects, Structure and Function E.U.P.

45.422
Applied Entomology
Prerequisite: 45.412.
Fundamentals of insect control. Pest species and types of damage caused. Control by insecticides, physical and biological means. Insect toxicology. Insecticide resistance. Practical work to illustrate the above and also various aspects of bioassay in entomology. Field excursions as arranged.

Textbook

School of Sociology

Undergraduate Study

53.101
Sociology 1A
An introduction to sociology, with particular reference to the history and development of social thought. Students are required to read basic texts and to submit related written work.
Professional Studies

53.102
Sociology 1B
The institutions, processes and belief systems of modern industrial society, with special emphasis on Australia; reading and written work related to basic texts; an introduction to research methods in the social sciences.

School of Librarianship

Graduate Study

55.112
Libraries and Information
The role of the library in the total communication system of society, as an agency for the preservation, dissemination and development of knowledge and information. The history of libraries and their involvement in social and technological change. The provision, functions and services of various types of library with particular reference to the Australian environment. The role of the librarian in the library and in the information process; the library profession. Librarianship in relation to information science.

55.114
Communication and Record
The communication process. The development of various kinds of record to serve communication and to preserve knowledge. The development of printing and the book, and of other forms of record. The effects of recent technical innovations in transmitting and recording information. Reproduction in relation to the diffusion of knowledge and to libraries. The mass media and their role in communication. The inter-relationships of the printed word, reading and the mass media.

55.122
Library Materials Selection and Organization
The selection and acquisition of library materials in all physical forms. The book trade and other sources of supply. The cataloguing, classification, indexing and circulation of materials in relation to the needs of users. The role of mechanization and automation.

Textbooks
Anglo-American Cataloguing Rules ALA
Ford S. Acquisition of Library Materials ALA
Foskett A. C. The Subject Approach to Information 2nd ed Bingley
Horner J. Cataloguing Assoc. of Asst. Librarians

55.123
Reference Service and Materials
1. Information sources, especially reference books, and their uses in library processes and reader services. Using publications to provide information at various levels in different library situations. 2. The bibliography as a record of publication in the mass and as a guide to individual items. National, trade and subject bibliography. Indexes and abstracts. 3. Reference books not limited to a particular subject: publication methods, coverage, organization of content, studied in relation to purpose and use. 4. The principles and methods of reference work. Its place in the total information network and in library service. Question analysis, search strategy and presentation of results to the user. The relationship of traditional reference methods to the design of mechanized information retrieval systems.

Textbook
Barton M. N. Reference Books 7th ed Enoch Pratt Free Library

55.124
Library Administration
The principles of administration and their application to libraries. Setting library objectives and measuring library achievement. Tools and methods of administration. The management of library staff and library finance. Administrative implications in the provision of library services and the adoption of techniques, including electronic data processing. The authority relationships of libraries; the library in the political process.

Textbook
Pugh D. S., Hickson D. J. & Hinings C. R. Writers on Organizations 2nd ed Penguin

Subject Bibliography: The Humanities; The Social Sciences; Pure and Applied Sciences; Law; Government Publications
The structure of the literature, with special reference to the information and research needs of users. Publications embodying original work, criticism, exposition, popularisation. The major reference works in the field, important collections in libraries, and other sources of publications and information. Problems of availability of resources.

55.231
Subject Bibliography: The Humanities

55.236
Subject Bibliography: Law

Textbook
Campbell E. M. & McDougall D. Legal Research: Materials and Methods Law Book

55.232
Subject Bibliography: The Social Sciences

55.233
Subject Bibliography: Pure and Applied Sciences

55.238
Subject Bibliography: Government Publications

Textbook
Sawer G. Australian Government Today rev ed M.U.P.
55.362  Mechanized Systems for Libraries
Systems analysis and design for libraries. The application of
electronic data processing techniques to the control of library
systems for acquisitions, serials processing, circulation control
and for the production of library catalogues.
Computers and allied hardware. Basic concepts of programming
with emphasis on the type of programming problems encoun-
tered in library automation and document organization. Programming
languages and their suitability for the solution of library
problems.
Principles and methods of information indexing, storage and
retrieval for machine systems. Automatic indexing.
The state of automation in libraries and the impact on libraries
of mechanized information systems such as MARC, MEDLARS,
Chemical Abstracts Service, and of experiments in on-line
systems.
Textbooks
Artandi S. An Introduction to Computers in Information Science
2nd ed Scarecrow Press
Smith G. L. Library Use of Computers Special Libraries
Association

55.371  Literature for Young People
Printed materials for children and young adults in relation to
their needs, interests and abilities. Criteria for evaluation and
selection for library collections. Use of materials in reading
guidance with children and young adults.

55.373  Public Libraries
The purpose of the public library in the community examined
through a comparative study of public library services with
emphasis on special programs of service to adults, young
adults and children; surveys and plans for the introduction of
library service to specific regions.

55.378  University and College Libraries
Trends and developments in tertiary education in relation to the
purposes and functions of university and college libraries.
The library's response to the university environment and to the
library user through its resources and services.

55.381  Special Libraries
The nature of special libraries and the environments in which
they operate. The evolution of the special library. The relations-
ships of the special library to its parent organization, to its users
and to other sources of information. The functions of the special
library and their translation into appropriate services. Systems
and techniques relevant to special libraries, including mechan-
ized information systems. Staffing, siting, planning special
libraries. Measurement of special library effectiveness.

55.385  School Libraries I
The information environment of educators. Educational issues
and their effect on libraries. The development of the role of the
library in the school in relation to educational thought and prac-
tice. The provision, administration and organization of school
library resources and services on national, state and local levels.
The roles of school and public libraries and the community
library concept.

Textbooks
Australia. Commonwealth Secondary School Libraries Commit-
tee Standards for Secondary School Libraries
Prostano E. T. & Prostano J. S. The School Library Media Center
Libraries Unlimited

55.386  School Libraries II
Subject curriculum studies in relation to the selection of
materials and library programs. Materials studies in relation to
the range and type of materials and their application to curricu-
um subjects. The compilation of subject bibliographies. Media
production and services in relation to subject curriculum studies.
Methods of individual and group reader education and the teach-
ing of library skills.

55.712  Archives Theory and History
Archives theory studied historically. Public administration,
administrative history and government records. The history of
archives institutions. Archives legislation. Business, institutional
and other non-governmental archives. Private papers, local
history collections. Uses of archives for information and in
research. The development and role of the archives profession.
National and international archives associations; constitutions,
programs, publications.

Textbook
Jenkinson H. Manual of Archive Administration 2nd ed Lund
Humphries

55.713  Archives Administration
1. Relations between archive-creating bodies and archives
institutions. Commercial and legal practice, forms and termin-
ology relevant to the understanding of archives. The elements
of records management.
2. Archives management: acquisition, arrangement and de-
scription, the publication of finding aids, the application of
automation, microcopying. Conservation of materials. Repos-
itory planning.
3. The principles of administration and their application to
archives institutions.
4. Service to users of archives, including questions of access
and copyright. Publication of archives.

Textbooks
Schellenberg T. R. Management of Archives Columbia UP
Schellenberg T. R. Modern Archives, Principles and Techniques
Chicago UP

55.714  Information Environment for Archivists
Information sources which supplement archives: academies,
learned societies, institutions, including libraries, galleries and
museums. Libraries of various types studied in relation to the
needs of archivists; acquisition of materials by purchase, gift,
exchange and legal deposit; organization of materials for use.
Bibliographical description and national and international docu-
mentation standards. Documentary materials in non-book form
and their use in research. Dissemination of texts and other types
of record by reprography and in microform.
Master of Librarianship Subjects

55.801G
Library and Information Services
Management A
Legislative and financial aspects of library provision. Libraries in the political process. Authority relationships and the nature of the library as a bureaucracy.
Siting and planning of libraries. Patterns of administrative organization in libraries. Position classification and personnel administration. The management of library finances.

55.803G
Library and Information Services
Management B
The assessment of information needs of various groups and the design of appropriate services. The integration of libraries in information networks.
Applications of operations research and computer technology in library management and in the dissemination of information by other agencies. Evaluation of libraries and other information services.

55.805G
Issues in Librarianship
Contemporary issues in librarianship, including the provision of libraries and information by governments and by private enterprise; automation, information science and libraries; cataloguing, classification and bibliographical control; problems of publication growth and library size; libraries in the social environment.

55.807G
Research Methods In Librarianship
The nature, necessity and techniques of research in librarianship and contributions of information science; functions and techniques of statistical analysis; preparation of research proposals; state of the art of research in librarianship and the evaluation of research projects.

School of Education

Undergraduate Study

58.080
Education A
A composite subject with three main components of equal weight—Educational Psychology, Philosophy and Theory of Education, Sociology of Education.

Educational Psychology
Session 1: a general overview of significant aspects of human behaviour in educational settings. Topics: classroom discipline and behaviour modification; individual differences, cognitive growth and intelligence, socialization through the school, evaluation and the psychology of adolescence. Session 2: options offer an opportunity for in-depth study of some of these areas.

Textbooks

Philosophy of Education
The philosophical analysis of key concepts in educational debate and of the justifications offered for educational policies.

Sociology of Education
The role of education in Australian society with particular attention to Australian education systems, inequality and the role of the Department of Education and implications of sociology for educational aims. Adolescent groups, including deviants and cultural deprivation. Social structures in the secondary school and the school in the local community. A study of teacher groups, including role and professionalism.

58.081
Education B
Methods of teaching, comprising lecture-seminars and individual discussions with method lecturers. Choice of method components is related individually to students' undergraduate courses. Normally students choose two method areas, although under certain conditions some separate areas, such as English, Mathematics and Science, may count as equivalent to two. The following method areas are offered, and others such as Guidance or Health Education may be added from time to time to meet the changing needs of secondary teaching: Commerce, English (double), English (single), French, Geography, German, History, Library, Mathematics (double), Mathematics (single), Spanish, Slow Learner, Science (double), Science (single), Social Science.
The program in each method covers such items as: the nature and value of the subject; study of syllabuses with major attention to those of NSW; variations of lesson procedures and teaching techniques; development and use of audio visual aids; methods of assessment and related matters; planning and development of units of work with accompanying resource material.

Method Subjects

Commerce Method

English Method
Textbooks
Ashworth A. & Watson K eds Towards a New English Reed Education
Owens J. & Marland M. eds The Practice of English Teaching Blackie

French, German and Spanish Methods
Textbooks
Rivers W. Teaching Foreign Language Skills Chicago UP
Subject Descriptions and Textbooks

Geography/Social Studies Method
Textbook
Biddle D. S. & Shortle D. Programming in Geography Martin- dale Press

History Method
Textbook
Walsh R. D. & Little N. A. eds Ways We Teach History HTA of NSW

Library Method
Mathematics Method
Textbook
Johnson D. & Rising G. Guidelines for Teaching Mathematics Wadsworth

Slow Learner Method
Textbooks
Flesch R. Why Johnny Can't Read Harper & Row

Science Method (Double and Single Teaching Subjects)
Textbooks
Collette A. T. Science Teaching in the Secondary School Allyn & Bacon
Dufty D. G. et al Teaching About Society Rigby
Fenton E. ed Teaching the New Social Studies in Secondary Schools Holt, Rinehart & Winston

58.072 Methods of Teaching IIA (Industrial Arts Course)
Curriculum development in Industrial Arts, further discussion of instructional procedures, evaluation of student achievement and the planning and management of facilities. The aims and objectives of Industrial Arts teaching are considered including reference to the influence of historical, social and technological factors upon them. The selection and sequencing of content is dealt with as a basis for programming. Principles of evaluation introduced in Educational Psychology are applied to the case of Industrial Arts and special techniques are considered. Instructional procedures discussed include questioning, explanation, exposition, group processes and the use of practical work. The planning and management of facilities include consideration of the Planning Unit and the Resource Centre in the Integrated Industrial Arts Complex.

Textbooks
Gibson J. W. & Taylor T. W. Experimental Materials Science —Teachers' Manual GTB Pub
Wilber O. W. & Pendred C. P. Industrial Arts in General Education 3rd ed Int Text Book Co

58.082 Education C
Teaching techniques and practice: micro-teaching, audio-visual instruction, selected activities, teaching practice and school visits.
Selected activities: each student is encouraged to nominate a project, or practical activity, to be completed either in a school or at the University.

Education Subjects in Science Education and Industrial Arts

58.071 Methods of Teaching IA (Industrial Arts Course)
The application of principles dealt with in Philosophy and Theory of Education, and in Educational Psychology, to the particular case of teaching in the Industrial Arts subject area. For example, the aims of industrial arts teaching are analysed and the provision of effective learning experiences are discussed. Practical work, demonstrations by the teacher, audio-visual aids, programmed instruction and the planning of lessons to incorporate such learning experiences effectively. Classroom management and workshop organisation are also dealt with, as is the teaching of various skills.

School Experience. Students begin teaching practice in their third year. The school experience in that year is designed to give them a gradual introduction to teaching and this will be consolidated in their fourth year.

Textbooks
Gibson J. W. & Taylor T. W. Experimental Materials Science —Teachers' Manual GTB Pub
Wilber O. W. & Pendred C. P. Industrial Arts in General Education 3rd ed Int Text Book Co
The subject serves as a basis for study in greater depth of educational psychology, philosophy and theory of education and sociology of education in succeeding years and shows the contribution of each to the practice of teaching. Lectures and seminars are closely related to a series of school visits extending throughout the year.

58.513
Education IA

Prerequisite: 58.512. Co-requisite: 58.523.

Educational Psychology

Areas considered in this year: Learning, motivation, child and adolescent development, group processes, personality and other psychological factors related to learning and instruction.

Textbook
La Francois G. R. Psychology for Teaching  Wadsworth

Philosophy and Theory of Education

Curriculum theory and curriculum development, theory in education with reference to educational objectives, and an analysis of values leading to a concept of education. Various concepts examined within the context of theory and values, such as: responsibility and punishment, indoctrination, equality, creativity.

Research Methods in Education

The theory and practice of research methods in education in both the parametric and non-parametric fields including: measures of central tendency and dispersion, graphical representation of data, normal curve theory reliability of difference between statistics, correlation, tests and examinations. Analysis of variance, regression and the nature of experiments.

Textbook

Sociology of Education

An investigation of the role of education in Australian society with particular attention given to Inequality, adolescent groups including a study of deviants and cultural deprivation. A sociological analysis of classroom groups including group interaction, reference group theory and role theory. An analysis of social structure in the secondary school and the school in the local community. A study of teacher groups with particular attention given to role and professionalism.

58.523
Education 1B

Prerequisites: 1.011 or 1.001 or 1.041 and 2.001, 17.011, 25.001, 58.512. Co-requisite: 58.513.

Science Curriculum and Instruction

The application of principles dealt with in Educational Psychology and Philosophy and Theory of Education to the particular case of science teaching. For example, the curriculum strand deals with aims of science teaching and with planning and programming of course content and the influence of information about cognitive growth and conceptual patterns upon this. Again, the instruction strand deals with learning in science, e.g. teacher demonstrations, pupil practical work, the use of audiovisual aids, individualised instruction and lesson planning. The teaching of selected topics in Biology, Chemistry, Geology and Physics is commenced and this is developed further in the fourth year.

Textbooks
Collette A. T. Science Teaching in the Secondary School Allyn & Bacon
Tisher R. P. et al Fundamental Issues in Science Education Wiley

Teaching Practice

Students are placed in high schools for one half-day per week to obtain a gradual introduction to the teaching process.

58.514
Education II A

Four options each of which occupy two hours per week of class time for one session. The options may be chosen from those given below. However, whether a given option is offered depends on the availability of staff in a given year and other options may be added from time to time.

Options in Educational Psychology

Educational Measurement: The purposes and methods of measurement available to the classroom teacher, including the use of standardized tests. The place of Guidance Counselors in an evaluation program is considered.

Motivation in the Classroom: Observations of various forms of communication in the classroom suggestive of inner needs. Consideration is given to procedures to facilitate awareness of such motives and possible methods for satisfying or controlling them.

Textbooks
Russell I. L. Motivation Brown
Sperry L. ed. Learning Performance and Individual Differences Scott, Foresman

Personality: Structure and culture; normal and abnormal behaviour; adjustment and readjustment; attitudes and traits; analysis and measurement; a further look at empathy, role playing and sensitivity training in the classroom.

Options in Philosophy and Theory of Education

Ethical Theory and Moral Education

The educational implications of the major ethical theories: the structure of ethical theories; educational implications consistent with a given structure; and practical issues concerned with moral education.

Justification for Teaching: Examines certain broad aims of education and expectations of teachers in order to see how far they might be justified and how practically possible they might be. The stated aims of the Wyndham Scheme are then put to the theoretical and practical test. Finally students are asked to defend the teaching of certain subjects with special reference to science and industrial arts, by showing what benefits will be brought to their pupils. (This option does not duplicate material covered in curriculum and instruction strands.)

Methodology for Criticism:

1. Develops methods and techniques whereby meaningful discussion of educational issues can take place. 2. Critical discussion on issues such as: examinations, assessment, schooling, discipline, equality of opportunity, university degrees, authority, curricula, subjects, indoctrination.

Moral Education in the Schools: Such issues as: What is moral education? How best can it be brought about? Should schools be concerned with moral education? Do schools confuse moral with practical, prudential, religious and even aesthetic issues, and what might be the consequences and implications of this?
Subject Descriptions and Textbooks

Social Philosophy and Education: Some of the main themes in social philosophy, including the social principles of democracy, freedom and authority, constraint, the individual and society, equality of opportunity. The social functions of the school, and the problems of the above concepts within the closed society of the school.

Philosophy of the Curriculum: How is knowledge involved in education? Are there structures of knowledge which could structure the curriculum? What are the connections between knowledge and skill and knowledge and understanding? What is meant by “integration of the curriculum”? What is at issue between the advocates of specialized versus general education? Should there be a compulsory curriculum? What is the importance of psychological and sociological considerations in the curriculum formation?

The Aims of Education in Theory and Practice: The theories of some influential educationists and some attempts to apply them. Progressive theories and schools, and the de-schooling movement.

Preliminary Reading
Dewey J. The Child and the Curriculum, and the School and Society Chicago UP
Berg L. Risinghill. Death of a Comprehensive School Penguin
Lawson M. D. & Petersen R. C. Progressive Education—An introduction A & R
Reimer E. School is Dead Penguin

Philosophy of Science and the Teaching of Science: The first stage in a two-stage course. Session 1: Post-“classical” philosophy of science with an emphasis on the work of Kuhn, Lakatos and Feyerabend, and some elements of Karl Popper’s work as a background. What is scientific activity? Evaluation of School Science courses and ways in which they can be improved. Session 2: The social dimensions of science and recent work on values, goals, purposes in scientific activity, encompassing wide ranging issues from rationality in science; religion and science; Are Marxism and Freidianism scientific enterprises? What bases are there for the “Science for the People” movement? What influences science in a capitalist society?

Science and Religion in Education: Comparison of religious beliefs with science, the place of science and religion in the school. Do science and religion conflict? Are religious beliefs like scientific beliefs? Are they rational? How can they be supported? Can faith replace reason? Is there a God? Can there be miracles? Has the teaching of religion a place in schools? Should a science teacher avoid disturbing religious belief? Has the teacher a right to argue for a religious or atheistic viewpoint? The problem of evil.

Options in Research Methods in Education
Educational Research II: Provides a basis in some depth for applied educational research. It forms a sequence with the research methods strand in 58.513 Education IA.

Options in Sociology of Education
Australian Education Systems—An Historical and Sociological Analysis: The historical development of Australian education. The sociological perspective is applied to investigate whether Australian education systems are meeting the needs of Australian society.

Society Today and Tomorrow: Implications for Education: Some major characteristics of and trends in society, such as urbanization, social change, bureaucratic organization, the counter culture, community vs. association, and work and leisure patterns, with special reference to the ecological situation and the significance of values and value transfer. Possible curriculum implications and some of the fundamental questions these social issues raise concerning the role education plays in society.

Socio-Cultural Influences on the Education of Adolescents: The application of the sociological perspective to the education of adolescents.

The Education of Disadvantaged Groups: The education of disadvantaged groups in Australia, in particular, women and migrants.

58.524
Education IIB
Curriculum theory and applications of the principles involved in curricula for secondary school science in Australia and overseas. The specification of objectives of instruction, the sequencing of content, and evaluation of learning outcomes in science in the secondary school. Instructional procedures, including group processes and individualized instruction. Recent research in science education. The teaching of chemistry, physics, geology and biology. Teaching experience in the secondary school.

Textbooks
Collette A. T. Science Teaching in the Secondary School Alyn & Bacon
Tisher R. P. et al Fundamental Issues in Science Education Wiley

Graduate Study

Master of Education Subjects

Miscellaneous Subjects

58.201G
Comparative Education
Methodology of comparative education, with particular reference to cultural perspectives. Selected educational problems in various advanced societies. Problems peculiar to under-developed countries.

58.202G
Educational Planning and Administration
General principles of administration applied to the organization and administration of education. The factors underlying the administration of the Australian educational systems, both government and independent. Politics and economics of education. Aspects of social psychology relevant to educational administration.

58.204G
Educational Theory in the Twentieth Century
A critical appraisal of the work of theorists such as: Dewey, Buber, Berdyayev, Sartre, Homer Lane, A. S. Neill, Nunn, Hutchins Manennheim, Makarenko. Recent educational theories relating to the curriculum, such as those of Bruner and Hirst. Selected viewpoints on moral education. Analysis of the concept of theory in relation to educational writing.

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Professional Studies

58.206G
History of Education
1. History of Western Education. 2. History of Australian Education. In each part there will be both a study of movements and cultures as well as of distinguished thinkers. Part 1 will provide a background for understanding 2. Australian education will trace the growth of national education, the relationship between denominational and national systems, the impact of various acts and the work and influence of men such as Wilkins, Parkes, Rusden and Board.

58.212G
Mathematics Education
Theories of instruction, theories of cognitive growth and principles of curriculum development; the application of these theories and principles to aspects of a mathematics curriculum; an examination of new mathematics curricula in Australia and overseas in terms of the above theories and principles.

58.214G
Advanced Educational Research
The course provides a basis in some depth for applied educational research. Particular attention is given to longitudinal survey research, experimental and quasi-experimental designs in research, and the design and conduct of research projects. Includes: theories, models and educational research, experimental and quasi-experimental designs, theory and methods of scaling, analysis of variance, analysis of covariance, multiple correlation and multiple regression analysis, non-parametric statistics used in educational research, applications of computers to data analysis with particular reference to the use of package programs.

In considering appropriate research procedures, stress is placed on the assumptions underlying the use of each procedure and methods of testing these assumptions.

58.215G
Social Sciences Education
The place of the various social science disciplines, including history in secondary education. Topics include philosophical and methodological issues as they relate to education, principles of curriculum development and examination of recent trends in secondary curricula in the various social studies subjects in Australia and overseas.

Philosophy of Education Subjects

58.250G
Introduction to Philosophy of Education
Educational issues such as the concept of education, educational institutions and authority, knowledge and the curriculum. In discussion of these issues, both philosophical techniques and the role of philosophy of education are examined.

58.251G
Ethical Theories and Moral Education
Major ethical theories as they relate to moral education, with reference to such notions as equality, freedom, authority, responsibility, democracy, rationality, autonomy, indoctrination, punishment. Assumptions underlying theories of moral development, such as those of Freud, Piaget, Kohlberg.

58.252G
The Nature of Theory and the Study of Education
An overview of theory structure, theory development and related philosophical issues, e.g. the nature of laws, types of explanation, confirmation and falsification of theories, theory and observation, the problem of induction. After broad structure is established, the detailed analysis of selected problems in the foundation disciplines—history, psychology and sociology—will be examined. Educational theory and its relation to scientific theory.

58.253G
Philosophy and the Curriculum
An examination of epistemological, logical, psychological and sociological considerations in curriculum construction. Topics selected from: 1. Traditional Epistemology: knowledge, belief and evidence; knowledge, truth and certainty; knowing how and knowing that. 2. Formal Logic and the Logic of a Form of Knowledge: necessary truth; rational judgment; facts; concepts. 3. Psychological Considerations in Curriculum Development: interests; creativity; intelligence; needs; mental abilities; concepts of mind; behavioural objectives; affective objectives; stages of psychological development. 4. Sociology of Knowledge and the Curriculum: historical considerations in the evolution of knowledge; knowledge and control; relativist and absolutist conceptions of knowledge. 5. Current curriculum issues: integration of the curriculum; specialization vs. liberal education; humanities vs. sciences; the hidden curriculum; means and ends in curriculum development.

58.254G
The Philosophy of Mind and Educational Theory
A survey of theories of the nature of the mind, followed by discussion of specific issues chosen from among the following, together with the implications of various positions for educational theory: behaviourism, materialism and dualism; the Skinner/Chomsky debate; the explanation of action; the nature of concepts and conceptual development; knowledge of other minds; freedom of the will; minds and machines; rationality.

58.255G
Marxism and the Study of Education
1. Marxism examined as a social theory: its origins, history of development and central tenets, etc. Stress on ideology, the State, epistemology and Marxism considered in the context of recent philosophy of science.
2. Marxism as it bears on the practice and study of education: the function of schools in society; the role of higher education; assumptions about the nature of man and society in educational theory; epistemology and schooling practice; the "deschooling" debate.
Sociology of Education Subjects

58.300G
Education in Society
The status and functioning of educational institutions in industrial societies, with special reference to radical interpretations of the role of education in society. Selected sociological issues of particular relevance for understanding the role of education in society, including theories of society and values and society. Some characteristics of contemporary societies and of trends within them which are important in the discussion of educational aims.

58.301G
Sociology of Education A
Introduction to Sociology, with particular reference to the application of the sociological perspective to teaching and learning. Topics include: socialization, stratification in society, equality and inequality of educational opportunity, the role of women in education, school systems and minority groups such as migrants and aboriginals, andreference group theory applied to parent, teacher and student groups.

58.302G
Sociology of Education B
The principles and methodology of sociology. Theoretical perspectives of influential sociological writers are studied, with particular attention given to their impact on the study of educational institutions. Topics include a study of interaction and group processes in the classroom, sociology of the school and curriculum, teacher role, sociology in teacher training, social organizations in the school setting and bureaucracy and professionalization.

58.303G
Sociological Research Methods in Education
Introduction to the methods and principles of social research. The theoretical problems associated with social research projects suitable for thesis presentation; practical experience. Subject content includes: evaluation of related research articles, the design of interviews, introductory parametric and non-parametric social research methods, and research design.

Science Education Subjects

58.330G
General Issues in Science Education
Aims of science education; theories of cognitive growth and learning; principles of curriculum development and issues influencing curriculum development in science education; eg science and society, integration of the sciences, the nature of science and "scientific attitudes"; a survey of recent research in science education.

58.331G
The Development of Scientific Concepts
A consideration of the nature of concepts and conceptual structure in science and theories of cognitive development, followed by the implications of Piagetian, Brunerian and neo-Piagetian developmental models for secondary science education.

58.332G
Evaluation in Science Education

58.333G
Primary Science Education
Aims of primary science education, the problem of integrating science with other subjects in the primary curriculum, and implications of the theories of Piaget, Bruner and Gagné for teaching science in the primary school. Examination of such elementary science curricula as Science-A Process Approach, Science Curriculum Improvement Study and Science 5-13.

58.334G
The Nature of Science and Science Education
The nature of science and its implications for science education. Aspects of scientific methodology, scientific concepts, aims in science and characteristics of scientists. Includes an examination of the nature of theories, the propagation and testing of theories, the characteristics of scientific communities, the personalities of scientists, scientific attitudes, the nature of observations, experiments, laws, definitions, explanations and predictions, and the role of "control" in science. The effectiveness of the historical case study, the scientific paper, the experiment, and the direct exposition of the nature of science in portraying the scientific enterprise.

58.335G
Curriculum Development in Science
Curriculum theory discussed and used in investigating recent curriculum development projects in science. Factors involved in curriculum planning, such as objectives, content selection, learning experiences, and evaluation; influences involved in providing impetus for change and in implementing new curricula. The recent projects investigated include A.S.E.P., B.S.C.S., C.H.E.M.S., I.S.C.S., P.P., S.C.I.S.P. and Nuffield Foundation Projects.

Educational Psychology Subjects

58.360G
Introduction to Educational Psychology
Psychological factors influencing the behaviour of teachers and learners. Various aspects of classroom and school organizational procedures analyzed with regard to their psychological importance in the teaching/learning process.
Professional Studies

58.361G
Introduction to Child Growth and Development
An introductory theoretical and practical subject offering an understanding of cognitive, physical, social and emotional development in children. Better known theories of development and the importance of all this for the practicing teacher.

58.362G
Child Growth and Development
An extension in depth of the analysis of development commenced in Introduction to Child Growth and Development. Course work concentration on the application of research and theory, including a child study. Fundamental assumption and methodology associated with the concept of development.

58.363G
Cognitive Development and Classroom Learning
Includes considerations of the theories of Bruner, Gagné, and Piaget. Implications of these theories for instructional sequence and design.

58.364G
Instructional Technology
Those variables which may be manipulated to optimize the instructional process. The instructional principles introduced in other subjects extended and developed to provide a psychological foundation for pre-planned instructional sequences. Includes considerations of programmed instructions and computer-assisted learning. A small project in the student’s discipline area is required.

58.365G
Motivation and Attitudes in School Settings
Procedures to facilitate awareness of motives and possible methods for satisfying or controlling them. The relationship between fundamental motives and attitudes to both educational and social issues.

58.366G
History of Educational Psychology
Basic assumptions behind, and the origins and progressive development of, basic concepts in educational psychology and their impact upon education. Includes the major aspects of educational psychology and the influences upon it which remain relevant to the present day.

58.367G
Contemporary Issues in Educational Psychology
Analysis of the major issues which preoccupy educational psychologists in the world today. Wherever possible, it deals with the Australian contribution to those areas being considered.

58.368G
Psychology, History and Literature
How psychological research may give new insights in literary criticism and teaching and research in history and literature.

58.369G
Introduction to Research Methods in Educational Psychology
Fundamental principles of research design and reporting. The construction of instruments for measurement and some elementary statistical techniques.

58.370G
Further Research Methods in Educational Psychology
An extended and in-depth study of more advanced experimental design and statistical techniques as applied in the field of Educational Psychology. A practical orientation; students taking the subject are expected to design a major investigation in the field of Educational Psychology and to carry out some of the pilot work associated with it.

58.371G
Advanced Developmental Psychology in Educational Behavioural Settings
Students choose one of three intensive studies:
1. Pre-School and Infant Development: Major implications for education and further development of environmental and hereditary interactions up to the age of seven years.
2. Development in the Primary School Child: Major research findings and developmental theories as they affect the primary school child.
3. Adolescents and Youth: Major factors which influence development from the age of entry into secondary school until the acceptance of adult roles in society. Includes: study of students in tertiary institutions and late adolescents in work situations, as well as concentrating on young people of secondary school age.

58.372G
Learning Theory and Classroom Instruction
The history, the development and the contemporary application of major learning theories with emphasis on their effects on classroom instructional patterns and the insights they provide which might help modify future instructional patterns.

58.373G
Behaviour Modification in the Classroom and School Setting
The basic principles of conditioning and their application to the manipulation of learning behaviours in educational environments.

58.374G
Social Learning and Education
The principles of social learning and the implications of the major research findings as they affect educational procedures.
58.375G
Psychopophysiology in the Classroom
A practical study of human reactions to standard interaction in the learning and teaching situation. Physiological changes on both learner and teacher under differing conditions of stress and motivation related to relevant psychological constructs such as attention and perception.

58.376G
The Education of Exceptional Children
Problems associated with learning difficulties, mental retardation, handicaps of both physical and psychological nature and special problems associated with the education of gifted children.

58.377G
Personality Development and Counselling Techniques in Education
Clinical methods and counselling procedures suitable to an educational setting. The student may concentrate on children at any of the stages of development: primary school age, secondary school age, tertiary institution.

58.378G
The Role of the School Psychologist
Vocational guidance techniques and problems, appropriate concepts of testing, and the place of psychology in the school curriculum.

School of History and Philosophy of Science

Undergraduate Study

62.001
History and Philosophy of Science I

The Origins of Modern Science
Session 1
An introductory course dealing with the main developments in the history of science between 1300-1800. The main emphasis will be on the seventeenth century Scientific Revolution. The course will examine, among other things, the work of Copernicus, Kepler, Gilbert, Harvey, Galileo, Torricelli, Huygens and Newton. The decline of scholastic philosophy and the rise of a new mentality reflected in the writings of Bacon, Descartes and Galileo will be discussed in some detail. Cartesian and Newtonian physics and the establishment of a mechanistic world view will also be examined.

Textbooks

The Social History of Science
Session 1
The study of the scientific enterprise in its social and cultural context. The course will deal with topics such as: the emergence of the scientific movement in Britain and Western Europe, the relations between the state and the community of science, the nature and functions of scientific societies and academies; the influence of technology on science and on science technology; science and the state in the twentieth century with special reference to specific problems in the USA, Britain, Soviet Union, Germany, and the developing nations.

Textbook
Rose H. & Rose S. Science and Society Penguin

62.002
History and Philosophy of Science II

The Principles of the Philosophy of Science
Session 1
A general introduction to the philosophy of science. Following a preliminary examination of the nature of some of the common forms of argument employed in natural science and mathematics, several of the more central problems of the philosophy of science will be discussed, such as: the structure of scientific theories; the nature of scientific explanation and prediction; the status of scientific laws; confirmation and falsification; the function of models and analogies; the status of theoretical entities; paradigms; and the dynamics of scientific development and change. Historical case studies taken from the post-Newtonian period will be used to illustrate the philosophical issues.

Textbooks
Hanson N. R. Observation and Explanation Harper Hempel C. G. Philosophy of Natural Science Prentice-Hall Kuhn T. S. The Structure of Scientific Revolutions 2nd ed Chicago UP

Selected Topics in the Histories of the Sciences
Session 2
Students will choose two of the following Histories*:

1. The History of Biology
Main themes in the development of biology as a science, with emphasis upon the nineteenth century.

Textbook
Coleman W. Biology in the Nineteenth Century Wiley

2. The History of Chemistry
The establishment of the atomic theory. The evolution of the atomic theory is traced from the time of Dalton to that of Mendeleef, with a careful examination of the steps leading to the determination of atomic weights, the writing of chemical formulae, the establishment of the valencies of the elements, and the construction of the periodic table.

Textbook
Mellor D. P. The Evolution of the Atomic Theory Elsevier

3. The History of Geology
The history of geology in outline from antiquity to the present, with more detailed consideration of the following topics: the

* Not all of these topics are available in 1976. Students should consult the School office.
uniformitarian/catastrophist debate in the early nineteenth century; the birth of glacial geology; Kelvin and the age of the earth; the history of the hypothesis of continental drift from Wegener to the present; paradigmatic geology in the first half of the twentieth century; some new directions—geophysics, geochemistry, oceanography, tectonics, paleoecology, Quaternary geology and the evolution of the hominids, lunar geology, environmental geology.

Preliminary Reading
Fenton C. R. & Fenton M. A. Giants of Geology Dolphin

Textbooks
Adams F. D. The Birth and Development of the Geological Sciences Dover
Gillispe C. C. Genesis and Geology Harper

4. The History of Physics
A critical study of the origins and development of modern theories of space and time, and matter and radiation. The course will begin with the "two small dark clouds" on the horizon of classical physics, the null result of the Michelson-Morley experiment and the ultra-violet catastrophe highlighted in the Rayleigh-Jeans law, and will go on to consider the empirical and theoretical background to the major revolution in the conceptual evolution of physics, which finally resulted in the theories of relativity and quantum mechanics. The logical structures of these theories will be examined and some famous "paradoxes" will be discussed in order to demonstrate the incomplete nature of some orthodox interpretations of relativistic and quantum phenomena.

Selections from primary sources are issued by the School.

Textbooks
Einstein A. Relativity, The Special and General Theory University Paperbacks
Einstein A. & Infeld L. The Evolution of Physics. C.U.P.
Silva A. & Lochak G. Quanta World University Library

School of Social Work

Undergraduate Study

63.001
Australian Social Organization
After an examination of the demographic characteristics of Australia, a number of major organizational areas of Australian society are studied, for example, its organization with respect to industry and commerce, government, the law, religion, and the institutions of social welfare.
The subject calls for extensive reading, associated with regular classroom exercises.

Textbooks
Atkins R. & Gracar A. Governing Australia Wiley
Barrie W. D. Population and Australia: National Population Inquiry Vols I & II AGPS Canberra
Downing R. I. ed The Australian Economy Wildenfeld & Nicolson
Kewley T. H. Social Security in Australia S.U.P.
Rennison G. A. We Live Among Strangers M.U.P.
Sewell G. Australian Government Today M.U.P.
Wrong D. H. Population and Society Random House Paperback

Commonwealth Legislation
Health Insurance Act 1973
Family Law Act 1975
National Health Act 1953-1970 as amended
Social Services Act 1947-1970 as amended

New South Wales State Legislation
Adoption of Children Act 1965-1966 as amended
Child Welfare 1939-1964 as amended

63.412
Social Philosophy and Policy
Social policy and administration as a developing subject area overseas and in Australia. The relevance of philosophy.
The analysis of social norms and the underlying values which regulate behaviours in the modern welfare state: 1. The diverse forms of norms, rules or behavioural prescriptions which exist in this kind of society, and methods of classifying these. 2. The language and logic of rules. 3. Societal values and ideologies (social, political, religious), and their relationship to behavioural prescriptions. 4. The various principles and modes of justification used to support behavioural prescriptions—key social concepts like justice, rights, obligation, equality, democracy, legality, morality. 5. The need for and limits of rationality. 6. The values of social welfare. 7. The values of the social work profession. Professional ethics.

As an exercise in social philosophy and policy analysis, students examine in seminars policy issues under current public discussion in the press, radio, television and parliament.

Textbooks
Benn S. I. & Peters R. S. Social Principles and the Democratic State Allen & Unwin
Howard D. S. Social Welfare: Values, Means and Ends Random House
Wilson P. R. ed Australian Social Issues of the 70's Butterworths

63.421
Social Welfare Systems I
The major historical determinants of the pattern of development of social welfare systems in Australia. Overseas and local influences.

Textbooks
Cohen P. Modern Social Theory Heineman
Mills C. W. The Sociological Imagination Pelican

63.422
Social Welfare Systems II
Organizational Analysis of Social Welfare Systems: The relevance of organization theory for understanding social welfare systems. Five concepts of organizational levels: International, national, community, agency, and professional. Dimensions of the system: goals, the objectives, clients and potential clients, the use and availability of resources (personnel, fiscal and technological), auspice or sponsorship, location, external and internal influences, stability and change, the politics of the system. Policy issues inherent in the range of alternatives within and between dimensions.
Social Welfare Sub-Systems:
A comparative study of the main social welfare sub-systems in an urban industrial society, with particular reference to Australia. Categories of sub-system—defined by a common social goal—incidence security, health, housing, education, civil and political rights. Each sub-system is studied in terms of its major organizational dimensions, as outlined above, and an attempt is made to evaluate the efficiency and effectiveness of each sub-system.

Textbooks
Kahn A. J. Social Policy and Social Services Random House
Kaim-Caudle P. R. Comparative Social Policy and Social Security C.U.P.
Kewley T. H. Social Security in Australia 2nd ed S.U.P.

63.423
Social Welfare Systems III
Social Welfare Sub-Systems
A comparative study of the main social welfare sub-systems in an urban industrial society, with particular reference to Australia. Categories of sub-system: Defined by population category—age groups, physical disability, mental disability, sex, ethnicity, war service, religion, socio-legal deviance, geographic location, occupation, economic status. Each sub-system is studied in terms of its major organizational dimensions, its efficiency and effectiveness.

Social Welfare Planning
Different bases of planning and co-ordination: 1. The relationship between different levels of social organization; functional divisions on the one level of social organization and other linkage questions. 2. Definition of a social problem as a basis for organization. Students undertake a project on a selected social problem, studying its definition, incidence, theories of causation, and policies and provision to cope with it. 3. The role of the social worker and the social work profession in social welfare planning. The objective in this subject is to develop sound professional judgment in relation to social welfare problems, policies and provision, not to teach social policy practice roles as such.

Textbook
Schorr A. L. ed Children and Decent People Allen & Unwin

63.511
Human Behaviour I
The process of “normal” growth and development, using a multi-disciplinary approach. The maturational phases of the life cycle, beginning with the prenatal period, proceeding to birth, new-born, infancy, pre-school, childhood, adolescence, young adulthood, middle years, old age. The various frames of reference—biological, psychological, and sociological—used to define and interpret the phases. The interaction of physical, intellectual, emotional, spiritual, and social influences and attributes in a human being. Individual “careers”—varying conceptions of effective social functioning and well-being. Particular attention is given to the influence of social structures (e.g., families, groups, organizations, communities, and societies) and social processes on the behaviour of individuals; and also on the behaviour of groups and communities. The nature and changing character of these structures in interaction with individuals, groups and communities. The potential for change in the social functioning of individuals, groups and communities. Classroom learning is reinforced by observation of behaviour, under simulated and actual life conditions.

Textbooks
Heraud B. J. Sociology and Social Work Pergamon
Hunt F. J. Socialization in Australia A&R
Krupinski J. & Stoller A. The Family in Australia Pergamon

63.512
Human Behaviour II
An interdisciplinary approach to the development of deviant behaviour at various age stages. In individuals, groups and communities—biological, psychological, and social deviance. Concepts of disease and pathology; of social problems—definition, incidence, etiology. Differences and similarities. Classroom learning is reinforced by observation of behaviour, under simulated and actual life conditions.

Textbooks
Batchelor. Henderson and Gillespie’s Textbook of Psychiatry OUP
Cameron N. Personality Development & Psychopathology: A Dynamic Approach Houghton Mifflin
Cilnard M. B. Sociology of Deviant Behaviour Holt, Rinehart & Winston
Cohen, A. K. Deviance and Control Prentice-Hall
Eskin F. Medical Notes for Social Workers John Wright
Fischer W. F. Theories of Anxiety Harper & Row
Goffman E. Stigma: Notes on the Management of Spotted Identity Penguin

63.611A
Social Work Practice IA
Various forms of interpersonal communication with particular emphasis on its behavioural effects; the principles and techniques of interviewing. Emphasis on experiential learning, through role-playing and skill-practice exercises, video-tapes and tape-recordings, students learn preliminary skills in interpersonal helping.
A general systems model for social work practice is presented; within this framework students begin to develop the analytical, discriminative, and interactional skills necessary for its effective use over a range of intervention situations.

Textbooks
Day P. R. Communication in Social Work Pergamon
Kadushin A. The Social Work Interview Columbia UP
Pincus A. & Minahan A. Social Work Practice: Model and Method Peacock

63.611B
Social Work Practice IB
Under the supervision of a field instructor of the School, usually in a fairly structured social work agency, a student begins to learn to apply the principles of professional practice. Emphasis is on work with a range of clients and of social problems, rather than on depth of experience. Aim is to begin to acquire, in an actual practice setting, skills and responsibility in interpersonal relations. The duration of this first field placement is 42 working days (294 hours).

Textbooks
No set texts.
63.612A

Social Work Practice II A

One stream deals in turn with further learning in social casework, group work, community work, and social welfare administration.

A parallel stream considers: the professions in modern industrial societies. The professionalization of social work. The organization of the social work profession in Australia, the USA and Britain, and internationally—its educational institutions, employing agencies, and professional associations. The size, characteristics, location, objectives, and values of the profession. Current challenges and growing points of the profession.

Textbooks

Cox F. et al. Strategies of Community Organisation Peacock
Foran R. & Bailey R. Authority In Social Casework Pergamon
Johnson T. J. Professions and Power Macmillan
Kramer R. M. & Specht H. ed Readings in Community Organization Practice Prentice-Hall
Lees R. Politics and Social Work Routledge
Parad H. J. Crisis Intervention Family Service Association of America
Perlman R. & Gurin A. Community Organisations and Social Planning Wiley
Reid W. J. & Epstein L. Task-Centred Casework Columbia UP
Trecker H. Social Group Work: Principles and Practice 2nd ed Association Press

63.612B

Social Work Practice II B

Usually as a member of a student unit located in a social work agency and supervised by a field instructor of the School, student has learning experiences which help him to acquire skills mainly in the casework method but with some introduction to group work and community organization. Stress is placed on gaining self-awareness, understanding of conscious use of self in interpersonal relationships, and skills in problem definition and interpersonal helping. In the course of this placement the student gains understanding and responsibility in job management.

The duration of this second field work placement is 45 days (315 hours).

63.613A

Social Work Practice III A

Divided into two major concurrent sections. The first section, taken by all students, deals with social welfare administration, followed by a study of social work practice delineated by field, such as the health field, family and child welfare, corrective services.

The second section, which uses a variety of educational methods, concentrates upon gaining professional competence in the following social work methods—social casework, social group work, community work, or social welfare administration. The last of these methods can only be taken as a major elective with the permission of the lecturer concerned.

Social Welfare Administration (General Stream)

Textbooks

Hunt J. W. The Restless Organisation Wiley
Katz D. & Kahn R. L. The Social Psychology of Organisations Wiley
Schatz H. A. Social Work Administration Council on Social Work Education

Social Welfare Administration Elective

Textbooks

Trecker H. B. Social Work Administration—Principles and Practice Association Press
Warham J. An Introduction to Administration for Social Workers Humanities Press

Community Work Elective

Textbooks

Brager G. & Specht H. Community Organising Columbia UP
Carter N., Perspectives on Planning Canadian Council on Social Development
Cox F. et al Strategies of Community Organisation Peacock
Echlein J. L. & Lauffer A. Community Organizers and Social Planners Council on Social Work Education Wiley
Kahn A. Social Planning: Theory & Practice Russell Sage Foundation
Kramer R. & Specht H. eds Readings in Community Organization Practice Prentice-Hall
Milson F. Introduction to Community Work Routledge
Perlman R. & Gurin A. Community Organization and Social Planning Council on Social Work Education Wiley

Casework Elective

Textbooks

Briar S. & Miller M. Problems and Issues in Social Casework Columbia UP
Roberts R. W. & Nee R. H. Theories of Social Casework Chicago UP
Stearn N. S. ed Social Casework: Theories in Action Scarecrow Press Metuchen
Turner F. Social Work Treatment Free Press

Group Work Elective

Textbooks

Johnson D. & Johnson F. Joining Together: Group Theory and Group Skills Prentice-Hall
Klein A. F. Effective Group Work: An Introduction to Principle and Method Associated Press
Rose S. Treating Children in Groups: A Behavioural Approach Jossey-Bass

63.613B

Social Work Practice III B

1. This placement is taken in one of a wide variety of agencies, some beyond the metropolitan area. These agencies represent a complete range of social work methods so that students may gain practice skills in one or more of the methods as presented in the preceding practice subject, Social Work Practice IIIA. This placement also expects of students an increased level of autonomy in practice within the authority of their agency service. The duration of this placement is 40 days (280 hours).

2. Usually as a member of a student unit located in a social work agency and supervised by a field instructor of the School, the student has further learning experiences in the social work method on which he has elected to concentrate in Social Work Practice IIIA.

The duration of this fourth and final placement is 51 days (357 hours).
63.621
Social Work Research Methods I
The philosophical basis of scientific research. How social work research is carried out and completed research evaluated. Examples from the literature to demonstrate the utility and abuse of research methods.
Types of research in social work: historical and cross-cultural; literature review; use of available statistical data; experimental; quantitative-descriptive; exploratory; combinations and other.
Overview of steps in the research process, with particular reference to evaluative research; defining program and research objectives; involvement of the sponsor.
Research design; defining and operationalizing the independent and dependent variables; problems of reliability and validity.

Textbooks
Suchman E. A. Evaluative Research Russell Sage

63.622
Social Work Research Methods II
A continuation of the analysis of the research process which was begun in 63.621 Social Work Research Methods I.
Types of data collection, emphasizing the advantages and disadvantages of each: questionnaire: closed, open; Interview: in-depth, structured; projective tests; content analysis of the literature; observation; census type approaches.
Data analysis: selection and use of appropriate statistical parametric and non-parametric statistics; preparing tables for statistical analysis based on hypotheses; collating the study findings.
Preparation of the research report. Value questions in social research.

Textbook
Lumsden J. Elementary Statistical Method WAUP

Graduate Study

63.801G
Advanced Social Work Practice I (Interpersonal Helping)
Existing and emerging Social Casework and Social Group Work theory. Various casework and group work models critically evaluated; emphasis on their local applicability.

63.819G
Advanced Social Work Practice II (Community Work)
Recent developments in advanced social work practice at the community level.

63.818G
Advanced Social Work Practice I (Administration)
Theory related to organizational processes: communication, decision-making, leadership, efficiency and effectiveness.
63.808G
**Professional Interpersonal Competence**
An examination of the various roles of the profession from the perspective of the interpersonal competence required. Various theories with possible application for increasing professional competence in personal interaction.

63.809G
**Project**
A study project undertaken by each candidate. The project is an original but limited investigation into some area of social welfare. Each candidate will have a project supervisor.

63.811G
**Practice Theory and Social Welfare Administration**
Implications for the structuring of social welfare services, of contemporary developments in methods of social work practice. Professional development and staff development; relative responsibilities. Professional supervision; structures and processes.

63.812G
**Project Seminar**
Candidates are expected to present formally the progress of their projects. This provides for discussion of projects between candidates and an opportunity to deal collectively with problems encountered.

63.814G
**Social Planning**
An analysis of social planning processes—task definition, policy formulation, programming, and evaluation and feedback. Australian and overseas examples. The location and scope of planning structures. A critical review of the stage of development of social planning theory.

63.815G
**Social Work Research Methods**
Uses and abuses in research in social work; types of research in social work; steps in the research process; defining program and research objectives; involving the sponsor in the research process; research design; defining and operationalizing the independent and dependent variables; problems of reliability and validity; types of data collection; data analysis; preparing the research report; value questions in social research.
This Handbook has been specially designed as a source of reference for you and will prove useful for consultation throughout the year.

For fuller details about the University—its organization, staff membership, description of disciplines, conditions for the award of degrees, scholarships, prizes, and so on, you should consult the Calendar.

Separate Handbooks are published for the Faculties of Applied Science, Architecture, Arts, Commerce, Engineering, Law, Medicine, Professional Studies, Science (including Biological Sciences) and the Board of Studies in General Education.

The Calendar and Handbooks are available from the Cashier’s Office. The Calendar costs $3 (hard cover) and $2.50 (soft cover) (plus postage and packing, 90 cents). The Handbooks vary in cost. Applied Science, Arts, Commerce and Science are $1.50: Architecture, Engineering, Law, Medicine and Professional Studies are $1.00. Postage is 40c in each case. The exception is General Studies, which is free.