Information contained in this handbook as at July, 1971.
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Swinburne College of Technology

Office-bearers and Members of the College Council, 1972

President           R. G. Parsons, O.B.E.
Vice-Presidents     The Hon. R. J. Hamer, M.L.C.
                    T. W. Higgins
Hon. Treasurer      R. H. Fowler
Council             W. J. Braden
                    H. E. Brehaut
                    Cr W. P. Brown
                    Cr R. J. Gleghorn
                    H. R. Hone
                    H. Nixon
                    Cr J. D. Ryan
                    Cr H. E. Wiltshire
                    Dr F. Woods
Comptroller/Secretary F. G. Bannon, B.Com., F.A.S.A., A.C.I.S.
Registrar           G. L. Williamson, B.Sc.
Auditor             J. W. Baxter, F.C.A.
## Calendar 1972

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 3</td>
<td>Holiday</td>
</tr>
<tr>
<td></td>
<td>Office re-opens 8.45 a.m. - 5.00 p.m.</td>
</tr>
<tr>
<td></td>
<td>8.45 a.m. - 8.00 p.m. from February 7</td>
</tr>
<tr>
<td>20</td>
<td>Last day of enrolment applications for part-time tertiary courses for new students</td>
</tr>
<tr>
<td>31</td>
<td>Australia Day</td>
</tr>
<tr>
<td>February 2</td>
<td>Re-enrolment of full-time students begins</td>
</tr>
<tr>
<td></td>
<td>Assembly of new full-time students (Founder’s Day)</td>
</tr>
<tr>
<td></td>
<td>(date to be arranged)</td>
</tr>
<tr>
<td>7-9</td>
<td>Enrolment of part-time students 10.00 a.m. - 5.00 p.m.</td>
</tr>
<tr>
<td>14</td>
<td>Classes begin</td>
</tr>
<tr>
<td>18</td>
<td>Last date for enrolment, payment of fees and entry for first semester unit examinations</td>
</tr>
<tr>
<td>March 13</td>
<td>Labour Day</td>
</tr>
<tr>
<td>31</td>
<td>Applications close for certificates to be conferred in 1972</td>
</tr>
<tr>
<td>29</td>
<td>College closes for Easter break, 9.30 p.m.</td>
</tr>
<tr>
<td>April 6</td>
<td>College resumes after Easter break</td>
</tr>
<tr>
<td>25</td>
<td>Anzac Day</td>
</tr>
<tr>
<td>30</td>
<td>Applications close for diplomas to be conferred in 1972</td>
</tr>
<tr>
<td>May 5</td>
<td>College closes at 9.30 p.m. for mid-semester break</td>
</tr>
<tr>
<td>15</td>
<td>College resumes</td>
</tr>
<tr>
<td>June 9</td>
<td>Classes cease 9.30 p.m.</td>
</tr>
<tr>
<td>12</td>
<td>Queen’s Birthday holiday</td>
</tr>
<tr>
<td>19</td>
<td>First semester examinations commence</td>
</tr>
<tr>
<td>July 5</td>
<td>Certificate presentation — Ethel Swinburne Centre</td>
</tr>
<tr>
<td>7</td>
<td>End of first semester</td>
</tr>
<tr>
<td>17</td>
<td>Second semester commences</td>
</tr>
<tr>
<td>28</td>
<td>Last day for payment of fees second semester</td>
</tr>
<tr>
<td></td>
<td>Examination entries close</td>
</tr>
<tr>
<td>August 25</td>
<td>College closes 9.30 p.m. — mid-semester break</td>
</tr>
<tr>
<td>September 4</td>
<td>College resumes</td>
</tr>
<tr>
<td></td>
<td>Diploma conferring (to be arranged)</td>
</tr>
<tr>
<td>28</td>
<td>Show Day</td>
</tr>
<tr>
<td>November 3</td>
<td>Classes cease 9.30 p.m.</td>
</tr>
<tr>
<td>7</td>
<td>Cup Day holiday</td>
</tr>
<tr>
<td>13</td>
<td>Examinations commence</td>
</tr>
<tr>
<td>December 4</td>
<td>Office opens 8.45 a.m. - 5.00 p.m.</td>
</tr>
<tr>
<td>15</td>
<td>Second semester ends</td>
</tr>
<tr>
<td></td>
<td>Office opens 8.45 a.m. - 6.00 p.m.</td>
</tr>
<tr>
<td>22</td>
<td>Office closes</td>
</tr>
</tbody>
</table>
Swinburne College of Technology

Swinburne College of Technology is a tertiary educational institution which has a large measure of autonomy within the framework of the Victoria Institute of Colleges.

The College is recognised by the Commonwealth Government of Australia as a college of advanced education, and receives Commonwealth financial support on this basis. It has two main divisions: a tertiary division, and a school of Industry for apprentices and technicians.

When the late Hon. George Swinburne conceived the idea of establishing a school in the eastern suburbs of Melbourne, he was not thinking of the tertiary institution that we now call the Swinburne College of Technology.

Early in 1909, classes in carpentry, plumbing and blacksmithing began with a total of 80 students. The ideas developed, and within a short time, there were both a Boys' Junior Technical School, and one for girls. The original name was the Eastern Suburbs Technical College, but the name was changed to Swinburne Technical College in 1913, and in 1959 to Swinburne College of Technology.

In 1969 the secondary classes were formed into a separate school, under Education Department control. This institution is only a few doors from the Swinburne College of Technology, and consequently the names are often confused. Those people who refer to the tertiary College as "Swinburne Technical School" perpetuate the mistake.

From these varied beginnings, Swinburne College of Technology has developed in its own right as a vocational tertiary institution. It offers diploma courses in the Arts, fields of technology, science and business administration, and was the first college of technology under the supervision of the Victoria Institute of Colleges to receive degree-granting status within some of its departments.

Swinburne College of Technology has planned a vast building program. Additional floors have been added to existing buildings. The seven-storey McPherson Engineering Building and the five-storey Library Building have just been completed. Students at the College in 1972 will be the first to utilise the facilities of the Central Library on the southern part of the site between John Street and William Street. The next project on the building program will be a eleven-storey Business Studies and General Studies block on the northern part of the same site. Later a sports area and a car park will be established in Park Street at the northern end of John Street.
Where to obtain Further Information

The Ethel Swinburne Centre will be extended in a four-storey structure to cater for increased enrolments. A five-storey western wing will be added to the Chemistry School, a new Art School will be built, the Engineering School will be extended, and Halls of Residence will be established. This year the number of diploma, degree and post-diploma students enrolled is rapidly approaching 5000. Detailed and comprehensive information about the Art Department is contained in this handbook.

For further information, inquirers should telephone the College seeking an interview with the Head of the Department, or with the College Admissions Officer.

The Student Counselling Department is also available for consultation on any problems the prospective student may expect to encounter.

For information regarding other degree and diploma courses students should consult the appropriate faculty handbook, available from the College.

For information regarding Swinburne’s work for apprentices and technicians, see the Industrial Courses Handbook.
Student Facilities and Services

Orientation
As a brief introduction to the corporate life of the College, new students participate in an orientation course of three days. This serves as a transition from secondary to tertiary education and is conducted during the first week of the academic year, immediately prior to the commencement of classes.

Bookshop
At Swinburne there is a branch of Whitcombe & Tombs, the booksellers and publishers, where all prescribed texts and many reference books are sold. Also in stock is a large range of paperbacks — technical, general and fiction.

Books not in stock may be ordered and information found on old or obscure titles. Student discount is allowed whenever applicable. All general stationery, including slide rules and drawing instruments, is kept as well as art materials. The Bookshop is open from 8.30 a.m. until 7.45 p.m. Monday to Friday throughout the year.

Student Participation
Fees paid by students on enrolment include a union fee. The Union is designed to provide students with social activity, communication between students themselves, between students and college staff and the college administration. The Union also provides a forum through which students can debate current affairs, develop cultural interests, take interest in the community at large and become active in the academic community life of the College.

The day-to-day life of the Union is administered by the Students’ Representative Council. The SRC is elected by all the students of the College. The Union derives its funds through union fees from its members. Full-time students pay $7.00 and part-time students pay $1.50 annually. The SRC discusses and decides the best way these union fees can be spent.

The union funds are used to subsidise various student clubs and societies. This money also provides union nights and other social functions. It provides a union newspaper, ‘Scrag’. It helps students obtain cheaper insurance, medical and dental benefits, travel, discounts on consumer and pharmacy lines.

The SRC is always keen to hear from new students who want to participate in running student affairs. A new brain and another pair of hands are always welcome.

Student Publications
The SRC publishes three publications: ‘Scrag’, a weekly newspaper which seeks to foster enthusiasm, co-ordination and to impart topical news; ‘Swinopsis’, the annual magazine of the College contains articles written and illustrated by
Student Facilities and Services

students on matters of local, national and international interest; the ‘Orientation Handbook’ is distributed each year to new students during Orientation. A weekly Activities Sheet is distributed to all students throughout the academic year.

For information about the SRC, its activities, or those of any club or society, refer to the Orientation Handbook, or call at the SRC office, 3rd floor of the Ethel Swinburne Centre, or phone 81 8444.

Sports Union
A separate Sports Union has been set up at Swinburne to foster sporting activities. This union controls both inter-faculty sport at Swinburne and inter-college sport. The Sports Union is affiliated with the Victorian Senior Technical College Sports Association, which organises inter-college sporting events.

Audio and Visual Aids
The Audio and Visual Aids Department assists staff in the presentation of the various aids to teaching. Services available are:
16 mm. Sound Film Projectors
Slide Projectors
Film Strips
Slide and Tape Recording Synchronising
Overhead Projectors
Transparency Making
The staff of the Department should be consulted about the use of this equipment, and about advance film bookings. A large number of reference catalogues are kept for this purpose. For more details of the above services refer to the Audio Visual Aids Handbook.

Swinburne College Press
The main object of the Swinburne College Press has always been to serve staff and students of the College, and at the same time to be self-supporting. It was established in 1952 to produce class notes for sale to students, and to prepare class and laboratory notes for instructional purposes. In order to meet the increasing and varying demands, it has been necessary to increase the staff to 16. Modern equipment has been installed, including a 1250 Multilith offset printer, 24-bin collater, 2650 Automatic offset printing machine and Master-Maker, 1850 Offset printing press and 805 Master Maker with reducing/enlarging facilities, electric typewriters, staplers, photo copiers, and plastic spiral binding machines. In addition to meeting the demands of the College, publications are supplied to virtually every technical school and college in the State.

Items on the non-technical list are regularly taken by high and registered schools. Individual students who phone or
write for materials are numbered by hundreds throughout the year. The present stock comprises over 500 publications, covering a wide range of technical subjects.

The Central Reference and Lending Library is housed in a new five-floor building with a capacity for 100,000 volumes, 650 readers and 50 staff. It is available for the use of all full-time and part-time staff and students from 8.45 a.m. to 10.00 p.m., Mondays to Fridays, during term, and from 9.00 a.m. to 5.00 p.m. during vacation. It is open at the weekends during some periods of the year.

Copying facilities are available at reasonable cost. The chief purpose of the Library is to support and supplement the formal instruction given in all courses of the College curriculum and to provide ample opportunity for recreational and general reading. To this end a comprehensive, varied and ever-growing library book stock is provided.

In 1971 the collection comprised some 40,000 volumes including fiction and bound periodicals. Approximately 1400 current periodicals were received, including a wide range of indexes and abstracts. Collections of records, tapes, slides and other audio-visual materials are being developed.

Library staff work in close association with teaching staff in developing these resources, and in helping the students to make the fullest use of them, both in direct connection with their courses, and also in relating their specialist courses to society as a whole, by introducing them to a diversified collection of general literature and works on social, political and international problems.

Formal and informal instruction is given to students on the use of the library, including the catalogues, reference works and bibliographical aids.

The full-time chaplain of the College, Keith Eisenberg, is a "department" with a difference. He is not an employee of the College, but has a responsibility to all members of it. He is not distinctively different from other members of the human race, and is not to be regarded as the religious specialist or the custodian of campus morality. He is appointed to the College to work among students and staff in those ways in which his particular training and skills can best serve their needs.

His is not a narrowly "religious" responsibility, but a wide responsibility to all who are part of Swinburne College, regardless of any religious affiliation or lack of it.
Student Facilities and Services

This responsibility is exercised through personal, confidential counselling situations with troubled people; through group contacts and discussions, both formal and informal; through consultation with members of staff regarding student welfare, in addition to the opportunity to participate in many aspects of College life, both on campus and elsewhere.

New students particularly, should make themselves known to him, and will find his time available to them to help in what can be a difficult process — that of settling into a new and different environment.

On campus his office is located at J2 on the ground floor of the ancient building, affectionately referred to as "The Ark".

He may also be contacted by telephone on 81 0301, extension 143.

Student Counselling Department
401 Burwood Road (side entrance)
Office opens 9.00 a.m. - 5.00 p.m. Interviews preferably by appointment. The student counsellors are specialist members of the College staff who are readily accessible to Swinburne students for discussion, guidance and assistance in many and varied areas as indicated below.
Prospective students may also consult the counsellors about courses available at Swinburne and related information.

Liaison
Effective guidance requires that the counsellors are accurately informed and in touch with people, particularly those whose concurrence and co-operation is necessary for the implementation of proposals agreed upon at a counselling interview. Therefore active liaison is maintained with all sections of the College and with external bodies.

Counselling
The basic purpose of a counselling service is to assist each student client to develop for himself the academic, personal and social skills which will enable him to derive the maximum benefit from his life at Swinburne.
Each counsellor, being a qualified psychologist, can help a student objectively examine his motives, ambitions, anxieties, tensions, etc., in a confidential and positive atmosphere.

Other Specific Services

Educational Guidance
Educational guidance embraces such matters as defining educational goals, the choice of courses, study methods, efficient learning and examination techniques. Advice is given regarding post-graduate studies at universities.

Vocational Guidance
The counsellors offer advice and information and otherwise assist students to clarify vocational objectives.
Student Facilities and Services

Employment Service

Students seeking either temporary or permanent employment should register with the Student Counselling Department which receives inquiries from industry offering employment.

Note: Students, particularly those in their final year, should be aware that the head of their department is also very much concerned that they should find suitable positions. He, too, can actively assist students.

Psychological Testing

Psychological tests can provide useful information regarding students' aptitudes and general ability. Basic data of this kind is sought from each new student at the beginning of the academic year. Subsequently, further tests may be given if considered desirable. Results of all tests are available to students who are invited to discuss them with a counsellor.

Housing

Assistance is provided for students seeking accommodation. The department helps to locate accommodation, consider its suitability and examine any associated obligations.

Financial Assistance

The Swinburne Student Aid Fund, financed mainly by regular contributions from members of staff, provides short-term or long-term loans to approved students in need of assistance. The student counsellors are executive members of the committee controlling this fund.

The Victoria Institute of Colleges has established a fund to provide loans to full-time students, subject to certain conditions. Further particulars and application forms are available from the student counsellors.

The main scholarships and cadetships available are listed below. Further information and application forms for these may be obtained from the Student Counselling Department.

Scholarships and Cadetships

Scholarships listed below are those for which students currently undertaking diploma and degree courses can apply. There are also scholarships awarded at the secondary level of schooling which carry over to such courses.

*Application to be lodged at the College two weeks before the closing date.

Open Scholarships

*Commonwealth Advanced Education Scholarships close September 30. Free tuition and a living allowance subject to a means test.

*Senior Technical Scholarships close September 30.

Preliminary year students may apply. Value $60 p.a., plus a living allowance of up to $416 p.a., subject to a means test.

*Walter Lindrum Memorial Scholarship closes November 1. Open to a student qualified to commence the first year of a diploma course. Value $240 p.a.
Student Facilities and Services

Unbonded Scholarships

(Subject to special conditions.)
*Kew City Council Scholarships close December 1. Two scholarships available to the sons of Kew ratepayers for the second or third year of a diploma course. Preference will be given to students for the second or third year of a diploma course. Preference will be given to students interested in municipal engineering as a career. Value $100 p.a.
*Alexander Rushall Memorial Scholarships close December 1. Awarded to Protestant boys subject to a means test. Value $40 to $200 p.a.

Bonded Cadetships and Studentships

*Technical Studentships close October 24. For students who are interested in technical school teaching as a career. Must have completed the preliminary year of a diploma course. Value from $1338 to $1747 p.a.

Post-Diploma Study Scholarships for University Study (unbonded)

Commonwealth University Scholarships close September 30. Free tuition and a living allowance subject to a means test. Commonwealth Advanced Education Scholarships close September 30. Holders of these scholarships may, subject to certain conditions, have them extended after the completion of a diploma to cover further study for a university degree.
Gowrie Scholarships close November 30. Available to the sons and daughters of ex-servicemen or women who served in the combat area 1939-45. Value $150 p.a.
*Dafydd Lewis Trust closes December 1. Subject to a means test. Students completing a diploma and who will be under 20½ years of age on January 1 may apply. Available for degree courses at a university or a college affiliated with the V.I.C. Broken Hill Proprietary Co. Ltd. Students interested must write personally to the company seeking details and application forms.

Scholarships for University Study (bonded)

*State Electricity Commission closes November 30. Available to students who are in the final year of a diploma course.
Country Roads Board closes early December. Available to students who are in the final year of a diploma course.

Student Warden

In his office at the north end of the Lounge on the 2nd floor of the Ethel Swinburne Centre, the Student Warden is available to offer advice and assistance to College clubs and societies and individuals, if requested. Suggestions for improvement to this service and the nature of the facilities in the Centre are always welcomed.
November 30. Available to the sons or daughters of Kew ratepayers for a diploma course. Preference will be given to students interested in a career. Value $100 p.a. Scholarships close December 1. Subject to a means test.

Scholarships close October 24. For students who wish to train as a teacher. Must provide evidence of a Diploma in Education or a suitable qualification. Value $60 p.a. Scholarships close September 30. Allowance subject to a means test. Education Scholarships close December 1. These scholarships may, at the discretion of the University, be extended after the normal period to cover further study for a Diploma in Education. Value $60 p.a.

November 30. Available to the sons or daughters of Kew ratepayers for a diploma course. Value $150 p.a. December 1. Subject to a means test. Diploma and who will be enrolled at a University in January 1 may apply. Available for study at a university affiliated with the University of London. Students interested must write for details.

November closes November 30. Available to students who are in the final year of a diploma course and who will be enrolled in early December. Available to students on the basis of the nature and the value of the facilities available.

L of the Lounge on the 2nd floor of the Student Warden is available to College clubs and societies. Suggestions for the nature of the facilities are welcomed.
Regulations

Registration
All students, whether holders of scholarships, receiving free tuition, or any other form of assistance, must register at the General Office at the commencement of each semester. Upon enrolment students will receive identification cards.

Conferring of Diplomas and Certificates
Students eligible to receive diplomas or certificates are required to make application on the form prescribed, available from Student Records or the General Office. Diploma applications close on April 30 of the year in which they desire to have them conferred and certificate applications close on March 31.

Degree Qualifications
The degrees awarded by the Victoria Institute of Colleges for courses undertaken at this College, are

Bachelor of Applied Science
- In Chemistry .... .... B.App.Sc.(Chem.)
- Business .... .... B.Bus.
- Engineering
  - In Civil Engineering .... .... B.Eng.(Civil)
  - In Mechanical Engineering .... .... B.Eng.(Mach.)
- Engineering
  - In Production Engineering .... .... B.Eng.(Prod.)

Diploma Qualifications
Diploma in
- Applied Chemistry .... .... Dip.Chem.
- Biochemistry .... .... Dip.Chem.
- Chemical Engineering .... .... Dip.Chem.E.
- Civil Engineering .... .... Dip.C.E.
- Electrical Engineering .... .... Dip.E.E.
- Electronic Engineering .... .... Dip.E.E.
- Heating, Ventilation,
  Air-conditioning and Refrigeration .... .... Dip.H.V.A.C. & R.
- Mechanical Engineering .... .... Dip.M.E.
- Production Engineering .... .... Dip.Prod.E.
- Art .... .... .... .... .... Dip.Art
- Business Studies .... .... .... Dip.Bus.S.
- Commerce .... .... .... .... Dip.Com.
- General Studies .... .... .... .... Dip.Gen.S.

Examinations
Entry to examination is free to students of the College attending the classes in which they present themselves for examination, provided that they have made the necessary attendances and met other conditions prescribed.
Regulations

All students wishing to present themselves for final examinations held at the end of each semester must complete a special examination form and personally lodge it at the General Office when enrolling at the commencement of each semester.

All candidates must collect their examination number slips from the General Office prior to the commencement of the examination period. Student Records must be notified of any alteration required.

Candidates unable to present for a final examination because of ill health, must submit a medical certificate to the Students Record Office within 48 hours of the date of the final examination.

Consideration will be given to the granting of a special examination, and candidates will be notified by mail of the decision.

Examination results will be displayed on the examination notice boards. Results of examinations or examination timetables will not be given over the phone.

Queries concerning examination numbers, examination results, etc., must be directed to Student Records.

Identification cards must be produced.

Application for a review of results can be made at the General Office. Reports on FINAL examinations are available in two categories.

a) A statement showing marks gained for each question or part of question Fee $1.00.

b) A Detailed Report by the examiner Fee $10.00.

Application must be made within 30 days of the publication of the examination result in the subject.

It is hoped that the press will again publish the names of subjects in which results are available at the College.

A student who has obtained all subjects bar one subject for his diploma, and has failed in that subject at the most recent final examination, shall be entitled to make application to the Director for permission to sit for a special examination.

Application forms are available from the General Office.

Candidates will use the same number as used for the final examinations.

Application must be made within 30 days of publication of the examination result in the subject.

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**Scale of Fees**

The year is divided into two fee-paying periods:
February - July 7, and July 17 - December 15.

Fees set out below are subject to any increases made by the College Council.

18
Regulations

<table>
<thead>
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<th>per annum</th>
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<tbody>
<tr>
<td><strong>Full-time</strong></td>
<td></td>
</tr>
<tr>
<td>Courses other than sandwich courses</td>
<td>$100</td>
</tr>
<tr>
<td>Sandwich courses</td>
<td>$75</td>
</tr>
<tr>
<td>*School activities charge</td>
<td>$23</td>
</tr>
<tr>
<td>Chemistry laboratory fee</td>
<td></td>
</tr>
<tr>
<td>Chemistry students</td>
<td>$15</td>
</tr>
<tr>
<td>Engineering students</td>
<td>$10</td>
</tr>
</tbody>
</table>

|                      |           |
| **Part-time**        |           |
| All part-time courses and classes |         |
| Fee for each hour attended per week | $100 (Maximum fee $100) |
| *School activities charge | $9       |
| Chemistry laboratory fee |         |
| Chemistry students   | $10       |
| Engineering students | $10       |

*Includes membership of the Student Union, which is a necessary prerequisite for enrolment.

*Application Procedure *

**Full-time**

Students who have successfully completed the Higher School Certificate, or who have presented for the H.S.C. examination in 1971, should have applied on the official form of the Victorian Universities Admissions Committee.

**Post-Leaving Entrance**

In some instances provision is made for post-Leaving entrance to a preliminary year. Such students should apply direct to the College not later than January 20, 1972. Application forms for post-Leaving entrance are available from the College.

**Part-time**

No new part-time students will be admitted into the preliminary year. Qualified applicants wishing to enrol part-time at the College for the first time in later years, must lodge an application form at the General Office by January 21, 1972. Forms are available at the College.

**Admission to later years of courses**

Students wishing to apply for entrance to later years of courses should apply direct to the head of department concerned.

**Notification of selection**

After selection, students will be notified of the enrolment procedure to be followed.

**Conveyance Allowance**

Full-time students under 21 years of age, whose place of residence is situated outside a radius of three miles of the College, may make application for a Conveyance Allowance provided there is no other technical college nearer their home than the College, which provides a course of study comparable with that desired by the student. Distances are calculated on a radial basis on a map supplied by the Education Department, which can be seen in the General Office.
Regulations

A student not attending the nearest college to his residence may receive an allowance if —

a) he applied for, and was refused admittance to the college or colleges nearer his home, and he can produce documentary evidence to this effect;

b) he can maintain that it is cheaper and easier to travel to Swinburne.

Students who think they may be eligible should inquire at the General Office before March 1. All application forms must be returned to the General Office before March 31.

Applicants must take full advantage of concessions in fares since students travelling by rail or tram will be paid only the cost of special concession tickets. Wherever practicable, students must avail themselves of rail transport.

Students travelling by more than one means of conveyance (rail and bus, tram and bus, etc.) may receive an allowance only for that transport involving the greater fare unless the distance travelled by each form of transport is at least three miles.

Students who have been granted allowances in a previous year will continue to receive payments without re-applying each year, provided their place of residence and schools remain unchanged. Students who change their address must complete another application form, available from the General Office.

Claim forms, available from the General Office, must be completed at the end of the academic year, and lodged at the General Office. A stamped, addressed envelope must be handed in with the claim form. Reimbursement will be made early in the new year.

Except in special cases approved by the Minister of Education, a conveyance allowance in excess of $100 per annum will not be paid on behalf of any student. Eligible students who use as their means of transport, bicycles, private motor cars, motor cycles, etc., are entitled to allowances at the rate of $20 per annum.
Courses available at Swinburne

The College is able to offer many and varied courses of training at tertiary levels of education and a wide range of extra-curricular activities to students wishing to study Art, Business Studies, Chemistry, Engineering or General Studies. The present facilities at the College are being improved and expanded to meet the technological demands of the future. The following courses are available.

Applied Chemistry
Art Graphic Art
Art Television and Film
Biochemistry
Business Studies Accountancy
Business Studies Administration
Business Studies E.D.P.
Business Studies Secretarial
Chemical Engineering
Civil Engineering
Electrical Engineering
Electronic Engineering
General Studies
Heating, Ventilation, Air-conditioning and Refrigeration
Mechanical Engineering
Production Engineering

Consult appropriate faculty handbooks.
Swinburne College of Technology

Staff
Academic and Senior
Administrative

Director

Vice-Principal

Comptroller/Secretary
F. G. Bannon, B.Com., F.A.S.A., A.C.I.S.

Registrar
G. L. Williamson, B.Sc.

Administrative

Accountant
D. F. Baker, A.A.S.A., A.C.I.S.

Admissions

Audio-Visual Aids
D. B. McAdam

Correspondence Registry
D. T. Coutts

Maintenance
A. J. Kibble, C.Build., A.A.I.B.

Paymaster
Miss J. A. Maine

Planning
T. Rosauer, B.Arch., F.R.A.I.A., A.R.I.B.A.

Publications/Publicity
Miss S. J. Foster

Purchasing/Stock Office
J. W. Courtney

Records
Miss J. Wood

Secretary to the
Faculty Boards
G. J. Renton, A.T.I.A.

Senior Programmer
G. V. Blackwood, D.P.A.

Swinburne College Press
K. G. Woodward
### Academic

#### Art

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Qualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head</td>
<td>L. S. Pendlebury</td>
<td>Dip.Art, F.R.S.A.</td>
</tr>
<tr>
<td>Deputy Head</td>
<td>I. McNeillage</td>
<td>Dip.Art, T.T.T.C.</td>
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<td>Senior Lecturers</td>
<td>R. A. Francis</td>
<td>Dip.Art, T.T.T.C.</td>
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<td>B. C. Robinson</td>
<td>F.Dip.Art, T.T.T.C.</td>
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<td>Lecturers</td>
<td>J. E. Bird</td>
<td>Dip.Art, T.T.T.C.</td>
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<td></td>
<td>N. B. Buesst</td>
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<td>A. Campbell-Drury</td>
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<td>G. Dance</td>
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<td>A. Moore</td>
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<td>J. R. Harris</td>
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<td>R. W. Treloar</td>
<td>B.Sc., T.S.T.C.</td>
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<td>B. N. Nicholls</td>
<td>M.Ec., T.P.T.C.</td>
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<td>D. G. Adams</td>
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<td>D. J. Bell</td>
<td>B.Juris., LL.B.</td>
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<tr>
<td></td>
<td>B. F. Greening</td>
<td>B.Ed.(Hons.)</td>
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<tr>
<td></td>
<td>J. F. Haasz</td>
<td>B.Sc.(Hons.)</td>
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<tr>
<td></td>
<td>A. McCormick</td>
<td>B.Com., A.A.S.A.(Prov.)</td>
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<td>B. C. McDonald</td>
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<td>G. Sherry</td>
<td>B.Com., T.T.T.C., A.A.S.A.(Sen.)</td>
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<td>C. L. Thorn</td>
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<td>W. D. Wilde</td>
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#### Business Studies

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<td>M. H. Hunter</td>
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<td>B. N. Nicholls</td>
<td>M.Ec., T.P.T.C.</td>
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<td>R. W. Treloar</td>
<td>B.Sc., T.S.T.C.</td>
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<td>D. J. Bell</td>
<td>B.Juris., LL.B.</td>
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<tr>
<td></td>
<td>B. F. Greening</td>
<td>B.Ed.(Hons.)</td>
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<tr>
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<td>J. F. Haasz</td>
<td>B.Sc.(Hons.)</td>
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<tr>
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<td>A. McCormick</td>
<td>B.Com., A.A.S.A.(Prov.)</td>
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<td>B. C. McDonald</td>
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<td>W. D. Wilde</td>
<td>B.Com.</td>
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Chemistry

Head E. H. Bode, B.Sc.(Hons.), F.R.M.T.C., T.T.T.C., A.R.A.C.I.
I. G. McWilliam, B.Sc.(Hons.), F.R.A.C.I.
Lecturers W. L. Baker, B.Sc.(Hons.), M.P.S., Ph.C., A.R.A.C.I.
D. R. Barras, B.Sc., Ph.D.
I. C. Bowater, B.Sc.(Hons.), Ph.D., Dip.Ed.
E. F. Carter, B.Sc., T.T.T.C.
M. Corbett (Mrs.), B.Sc.(Hons.), Ph.D.
R. F. Cross, B.Sc.(Hons.)
J. G. Glover, B.Sc.(Hons.)
C. J. Gordon
P. Havlicek, M.Sc., T.T.T.C.
J. O’Connor (Miss), M.Sc., A.R.M.I.T.
J. Ralston, M.Sc.
T. Randle, B.Sc., B.Ed.
G. G. Rose, B.Sc.(Hons.), Ph.D.
K. G. Sheahy (Mrs.), B.Sc.
A. P. Towns, B.Agr.Sci., Ph.D.
Senior Demonstrators E. Durre’ (Mrs.), B.Sc.
H. Imberger, B.Sc.(Hons.), Dip.Ed.
G. Scarlett, B.Sc.(Hons.)

Computer Studies


Engineering

Head K. N. Stephenson, B.C.E., C.E., L.S., M.I.E.Aust., M.I.S.

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Chemical Engineering


Civil Engineering

Head  K. N. Stevenson, B.C.E., C.E., L.S., M.I.E.Aust., M.I.S.

Deputy Head  R. B. Sandie, M.Eng.Sc., B.C.E., M.I.E.Aust., M.A.C.E.

Senior Lecturers  F. H. Allen, B.E.(Civil), M.I.E.Aust., M.A.C.I.
                 J. E. Holland, Ph.D., B.E.(Civil), Dip.C.E.

           J. T. Fowler, B.Tech.(Surv.), M.I.S.(Aust.)
           D. L. Giles, B.E.(Civil), M.I.E.Aust.
           B. J. W. Hird, Dip.C.E., T.T.T.C.
           I. J. Pratt, B.Tech(Surv.), A.M.I.S.(Aust.)
           M. Samuel, B.E.(Civil), Grad.I.E.Aust.
           I. G. Wallis, B.E.(Civil), A.M.I.C.E.
           J. K. White, M.Eng.Sc., B.E.(Civil)
Electrical Engineering


B. S. Doherty, B.E.(Elec.), B.A.
D. M. Foot, B.Sc.(Eng.)

Engineering Drawing


D. J. Riddiford, A.M.T.C.(Mech.Eng.)

Materials Technology

Head  P. D. Stewart, M.Sc., Dip.Ed., A.M.A.I.M.E.

Lecturers  C. P. Livitsanos, B.Sc.(Tech.), Dip.Metallurgy, A.M.A.I.M.M.
A. L. V. Sonnenberg, B.Sc., T.T.T.C.
R. A. Wright, F.M.T.C., T.T.T.C.
Mechanical Engineering

Head

Deputy Head

Senior Lecturers

Lecturers
G. R. Hjorth, B.E.(Mech.)
D. K. Williamson, B.E.(Mech.)
J. Wooller, B.Sc.

Production Engineering

Head

Deputy Head

Senior Lecturer

Lecturers
H. Salem, B.Sc.(Eng.)
General Studies

Head
C. K. McDonald, B.Sc., B.Ed., M.A., M.A.C.E.

Deputy Head
P. F. Thompson, B.A., Dip.Ed.

Senior Lecturers
J. E. Baxter, B.A., B.Ed.
R. J. Snedden, B.A.(Hons.), LL.B., B.Ed., M.A.C.E.

Lecturers
A. G. Brown, B.A.
C. D'Aprano, B.A.
J. Dooley, B.A., Dip.Ed.
B. L. Howe, B.A., Dip.Crim.
E. Jones (Miss), B.A., Dip.Ed.
H. J. Kannegiesser, B.A., B.Ed.
G. I. Kelso, B.Com., Dip.Ed.
P. G. Kent, B.A., B.Ed.
F. D. Kiellerup, B.A., T.P.T.C.
B. Kiernan, M.A., Dip.Ed.
D. Y. Mayer, B.A., LL.B.
G. G. Nichols, B.A.
P. M. Smart, B.A.(Hons.)
A. W. Smith, B.A., B.D., Ph.D.(Drew.)
C. C. Stone (Mrs.), B.Sc.(Hons.)
F. X. Walsh, B.A., B.Ed.
F. G. West, B.A., T.P.T.C.

Library

Chief Librarian
J. McL. Harley (Mrs.), B.Sc., Dip.Ed., A.I.A.A.

Librarians
E. J. Hallister (Mrs.), B.A., Mus.Bac., A.L.A.A.
P. Simmenauer, B.A., Dip.Lib
K M. Villwock, B.A., A.L.A.A.

Assistant Librarians
M. O’Connor (Miss), A.L.A.A.
Mathematics

Head
K. C. Lovitt, B.A., B.Sc., B.Ed.(Hons.), M.A.C.E.
Deputy Head
Senior Lecturers
K. B. Watson, B.A., B.Sc.
Lecturers
S. R. Clarke, B.Sc.(Hons.), Dip.E.
P. A. Evans, B.Sc., Dip.Ed.
N. Garnham, B.Sc., Dip.Ed.
J. T. Gray, B.Sc., Dip.Ed.
P. H. I. Green, B.A.
P. Hauser, B.Sc., Dip.E.E., T.T.T.C.
J. C. Herzl, Ph.D., B.Sc., M.Sc., B.A., A.A.I.P.
M. N. Hunter, B.Sc.
J. R. Iacono, B.A., T.P.T.C.
W. J. O'Dell, B.A., Dip.Ed.
T. C. Peachey, B.Sc.
B. R. Phillips, B.Sc., B.Ed.
H. V. Yeo, B.A., T.P.T.C.

Physics

Head
S. J. Rackham, B.Sc., F.R.M.T.C., T.T.T.C., A.A.I.P., M.A.C.E.
Deputy Head
C. G. Sibley, B.Sc., Dip.Ed.
Senior Lecturer
J. Clark (Mrs.), B.Sc.(Hons.), D.Phil.(Oxon), A.A.I.P.
Lecturers
T. P. Gill, M.Sc., F.Inst.P.
J. Hennessy, B.Sc., T.Cert.
D. Lamble, B.Sc., Dip.Ed.
E. D. McKenzie, B.Sc., Cert.Ed.
J. P. Silva, A.R.M.T.C., T.T.T.C.

Student Services

Student Counselling
Head
Counsellors
J. E. Job (Mrs.), B.A. Dip.Psych., M.A.Ps.S.
Student Warden
Chaplain
K. Eisenberg, L.Th.
General Studies Courses — General course details

Courses offered
(1) Diploma in General Studies (Languages)
(2) Diploma in General Studies (Psychology-Sociology)

Length of course —
Full-time studies
Post Fifth Form entrance. A total of thirty-two units over four years, at eight units a year.
Post Sixth Form entrance. A total of twenty-four units over three years, at eight units a year.

Part-time studies
It is possible to complete the diploma on a part-time basis.
Normally a student is permitted to attempt four units each year, but each case is considered individually. At the rate of four units a year it will take six years (post sixth form entry).

Broad career potential
These courses are designed to educate people who will work in commerce and industry, in the public services and in teaching. Graduates are prepared for positions requiring the following qualities:
a) Thoroughly developed skills in the researching, collating and analysing of information, and professional competence in a variety of specialised oral and written forms of communication.
b) A sound general education in those humanities and social sciences which seek to provide an understanding of the human and technical problems facing people who work in large organisations of modern society.
c) Flexibility and resourcefulness in the application of these general studies in vocational situations.

Entrance standards
Post Fifth Form
Students with five Victorian Leaving subjects including English (or their equivalent) may be admitted to the preliminary stage of the course.

Post Sixth Form
Students with four Victorian Higher School Certificate subjects including English Expression (or their equivalent) may be admitted to stage one of the course. Special entrance conditions may apply to mature age students.

Prerequisites
There are no prerequisites in any subjects for students entering the course. Prerequisites for subjects at later levels are indicated in the details of that subject.
A student who wishes to take units in stages three and four of the diploma must first complete the necessary prerequisite units. Prerequisites are shown under individual subjects.
A student who wishes to study a unit in stage three or four without first completing the necessary prerequisite units may have his request considered individually on its merits.

Exemptions
A student claiming exemptions should make application when enrolling. Each case is considered individually subject to the following principles. A student with four Higher School Certificate subjects may be exempted from the eight units in the preliminary stage of the diploma and, in addition, may be exempted up to eight units of the twenty-four units in stages one, two and three required for the completion of the diploma.
Specific course information

In order to complete a diploma a student shall unless exempted
a) pass eight units in the preliminary stage (entrants without H.S.C.);
b) pass twenty-four units from stages one, two and three over not less than three years;
c) pass not less than the following number of units in the specified areas of study.

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<th>Language Stream</th>
<th>Stage 1</th>
<th>Stage 2</th>
<th>Stage 3</th>
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<tr>
<td>Main Language</td>
<td>Part 1</td>
<td>Part 2</td>
<td>Part 3</td>
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<th>Stage 3</th>
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<td>1 unit</td>
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| Psychology-Sociology | | | |
|----------------------| 2 units | 2 units | 2 units |
| Statistics           | 1 unit  |         |         |

<table>
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<th>Elective units</th>
<th>The remaining units may be selected from those offered by the General Studies Department and from certain approved courses offered by other departments in the College.</th>
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<table>
<thead>
<tr>
<th>Units offered by other departments</th>
<th>A student who wishes to take electives taught by other departments must first have the approval of a course adviser.</th>
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<tr>
<td></td>
<td>Details of some of the approved electives are contained in the final section Units Taught in Other Departments.</td>
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<tr>
<td></td>
<td>No student shall, without special permission, include more than six units from courses offered by departments other than the General Studies Department.</td>
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<table>
<thead>
<tr>
<th>Sequence of studies</th>
<th>The units studied shall be in a sequence as approved by the General Studies Department, and according to the prerequisite studies required for specific units, but shall include no fewer than the following:</th>
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<td>(a) six Part 1 units (Stage 1) or (b) four Part 1 Units (Stage 1)</td>
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<td>six Part 2 units (Stage 2) or four Part 2 units (Stage 2)</td>
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<td>two Part 3 Units (Stage 3) or four Part 3 units (Stage 3)</td>
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<td>(one major, two sub-majors) or (two majors)</td>
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34
### Individual courses offered

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<th>STAGE</th>
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<tr>
<td>Preliminary</td>
<td>GS 001</td>
<td>English Expression</td>
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<td>Preliminary</td>
<td>GS 011</td>
<td>Study Methods &amp; Efficient Reading</td>
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<td>Preliminary</td>
<td>GS 021</td>
<td>History of Western Civilisation</td>
<td>two</td>
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<td>Preliminary</td>
<td>GS 031</td>
<td>Introduction to Modern Government</td>
<td>two</td>
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<tr>
<td>Preliminary</td>
<td>GS 091</td>
<td>Study of Ideas</td>
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<td>Preliminary</td>
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<td>Personal Typing</td>
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<td>One</td>
<td>GS 102</td>
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<td>GS 125</td>
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<td>One</td>
<td>GS 131</td>
<td>Modern Government IA</td>
<td>one</td>
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<td>One</td>
<td>GS 132</td>
<td>Modern Government IB</td>
<td>one</td>
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<td>One</td>
<td>GS 136</td>
<td>Law &amp; Society I</td>
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<td>GS 142</td>
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<td>GS 153</td>
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<td>GS 157</td>
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<td>GS 161</td>
<td>Japanese I</td>
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<td>GS 165</td>
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<td>Linguistics I</td>
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General course details

Time allocations per week
Each unit runs for an average of fifteen weeks. The average student needs to spend approximately ten hours a week, including class time, on each unit he studies. The proportion of the ten hours per week spent in class and in private study varies from unit to unit. Most require three to four hours in class. Detailed timetables, always subject to change, are available early in February.

Assessment methods and examination details
The details of the methods of assessment for each unit will be given by the lecturers in charge. Usually, a combination of progressive assessment and formal examinations is employed.

Reading lists
For preliminary reading and major texts in each subject consult the Swinburne College Textbooks List, available in October for the coming year, or see under individual subject entries.
of fifteen weeks. The average
is approximately ten hours a week,
for each unit. Most require three
weeks spent in class and in
the TAP unit. Assessment for each unit will
differ. Usually, a combination
of formal examinations is
taken in each subject
Textbooks List, available in
the library; see under individual
General Studies — Subject details

*Asterisked titles are recommended for purchase.

Asian Studies
Because of the growing importance of Asia to the Australian community, the subjects offered in the three years of the diploma course are designed to introduce students to the rich cultural heritage of the Asian people. In addition, it is intended that students should understand the political, economic and social problems which all the Asian States, with the possible exception of Japan, are facing at the present time. Australia's relations with these countries can then be placed in a more meaningful context.

GS125 Asian Studies I
A survey of the colonial era in South-East Asia and the significant trends and events since 1945 — government, revolution, intra and interstate conflict and co-operation and Australia's relations with the region since 1945. Topics include the role and practice of government in South-East Asia, communism, the Geneva Agreement and Vietnam, confrontation of Malaysia, Sabah and the Philippines' claim, Singapore's withdrawal from Malaysia, ASEAN, ASPAC, ADB, ANZUS, SEATO, ANZAM and ANZUK.

Preliminary reading

References
M. Osborn, "Region of Revolt" (Penguin, 1971).

GS225 Asian Studies IIA
The unit will examine the significant trends and events in Japan from 1863 against a background of the traditional society so that the extent and consequences of Japan's emergence as a world power, her defeat and re-emergence may be appreciated. The contemporary scene and Japan's posture in the world, especially her relationship with Australia and South-East Asia, will be discussed in relation to social change, ideological conflict and the patterns of power distribution.

Prerequisite
Asian Studies I or any Modern Government I

Preliminary reading

References
General Studies Courses — Subject Details

GS226 Asian Studies IIB  China
A study of China and its reaction to Western intrusion during the 19th and 20th centuries. This reaction is placed in the context of traditional Chinese values, attitudes and objectives. Special attention is given to political, economic and social changes in the 20th century so that an assessment can be made of the impact and importance of Chinese affairs since 1950. Australia's relations with China will be an integral part of the course.

Prerequisite
Asian Studies I or any Modern Government I.

Preliminary reading
K. S. Latourette, China (Spectrum, 1964).

References
T. McNelly, Sources in Modern East Asian History and Politics (N.Y., Appleton Crofts, 1967).
D. Bodde, China's Cultural Tradition (Holt, Rinehart and Winston).
O. E. Clibb, Twentieth Century China (Columbia, 1967).

GS325 Asian Studies IIIA  Indonesia
This study offers selected elements of Indonesian history, geography, politics, religion, economics, art and literature. The course provides for special treatment of twentieth century problems and studies such as nationalism, education, industrialisation, foreign aid, student involvement in politics, Islam and Christianity.

Prerequisites
Asian Studies IIA and IIB, or their equivalent.

Preliminary reading
Brian Harrison, South-East Asia: A Short History (Macmillan, London, 1960).
Ailsa Zainuddin, A Short History of Indonesia (Cassell, Australia, 1968).

References

GS326 Asian Studies IIIB  India
A study of traditional civilisation as a background to a consideration of the influence and impact of Europe and especially the British on the development of India during the 19th and 20th centuries. India's struggle for independence is used as a background to a more detailed study of the country since 1947. Political, economic and social developments since then are related to India's place in international affairs.
Prerequisite
Asian Studies IIA and IIB, or their equivalent.

Preliminary reading
I. W. Mabbett, A Short History of India (Cassell).

References
Wm. T. De Bary, Sources of Indian Tradition, 2 volumes (Columbia, 1969).
W. H. Moreland and A. C. Chatterjee, "A Short History of India" (Longmans, 1969).

GS101 Communication Studies
IA Research methods
Training in the use of reference library facilities. Information gathering by means of reading, surveys and practical projects. Sampling and survey techniques. Presentation of research findings orally and in writing. Conventions of formal reports.

Prerequisite
Nil.

GS102 IB Written and oral expression
Instruction and practice in the most effective means of presenting a wide range of communications; e.g. reports, essays, theses, articles, memoranda, letters, manuals, instruction booklets, leaflets, brochures, etc.
The conduct of meetings and conferences, lecturing, interviewing, group dynamics.

Prerequisite
Nil.

GS201 IIA Original writing
A practical course in the art and craft of writing, covering all aspects from the gathering of raw material to the presentation of the finished manuscript to a potential market. The course provides an introduction to the elements of writing and discusses form, style and techniques, as well as issues of importance in the field of writing today.

Prerequisite
Nil.

GS202 IIB Mass media
A study of the mass media: press, radio, TV, and other forms. The history and development of the mass media and contemporary theories of mass communication. The methods and purposes of the media, particularly in advertising and for propaganda purposes. The effects and effectiveness of the various media are also analysed by means of planned assignments and projects.

Prerequisite
Nil.

GS122 Contemporary History IR
Australia in the Twentieth Century
A chronological study is made of the social and economic developments of Australia after federation. Consideration is given to the growth of nationalism, the gradual extension of the role of the government in the federal scene, immigration and trade unionism. Special attention is given to Australia’s involvement in the First World War, the conscription issue and the resultant split in the Australian Labor Party.
General Studies Courses — Subject Details

Other special studies concentrate on the impact of the depression and the growth of Australia's own foreign policy.

References

Contemporary History IIB
An analysis of 20th century political movements and governmental systems in their historical context. (1) Social Democracy, Anarchism, Fascism and Nazism in Western Europe — origins, development to 1945, analysis of institutions. (2) The USSR and Communist Eastern Europe — origins, analysis of institutions, current developments, including the current crisis in international Communism.

Prerequisite
As for Contemporary History IB, or equivalent.

GS322 Contemporary History IIB
Advanced studies concerning the European and Pacific areas, with particular attention to latest writings and new themes.

Prerequisite
Contemporary History IIB.

GS001 English Expression
This course includes a wide variety of forms of written and oral expression, including note-taking, letter writing and reports. It also includes training in clear-thinking and the critical examination of arguments. A reading program is integrated with all aspects of the course with the aim of giving the students a broader, deeper view of life.

Preliminary stage.

Prerequisite
Nil.

GS153 French I
Oral work to develop fluent command of the basic structure of the language. Special study of contemporary France. Reading and writing appropriate to the above aims.

Prerequisite
Secondary school French to Form VI or approved equivalent.

GS154 German I
Oral work to develop fluent command of the basic structures of the language. Special study of contemporary Germany. Reading and writing appropriate to the above aims.

Prerequisite
Secondary School German to Form VI or approved equivalent.
History and Philosophy of Science

The historical development of the applied sciences in a social context with emphasis on both the social role of the scientist and scientific methodology. Though there will be a number of lectures of an introductory nature, students will devote most of their time to detailed investigations of prescribed topics. Written and oral reports of these investigations will be required during the various courses and these will be taken into account in the final result for each unit. No scientific or mathematical knowledge will be presupposed in these courses.

Astronomy

Relationship of astronomy to agriculture, navigation, and religion in ancient societies including some knowledge of the history of the various societies that have made substantial contributions to the growth of science: two sphere universe; role of the Catholic Church; scholastics; Copernican revolution; the interaction of philosophy, religion, social change, and science; modern astronomy; theories and hypotheses.

Preliminary reading


References


Biology/Geology

The major philosophical and scientific contributions in the field of natural history from ancient mythology to 20th century evolutionary theory. The major concern will be with the growth of observational evidence in biology and geology and the implications of such evidence upon philosophical, theological, and scientific theory.

Preliminary reading


References

General Studies Courses — Subject Details

GS242 History and Philosophy of Science IIA

**Technology**
The interaction between technology and social change; Ancient Egypt, Greece, Europe, England, America; the evolution of techniques of construction of buildings, bridges, canals, roads, machines; sources of power; specialisation and division of labour; the industrial revolution; the role of industry and of the state; development of physics and dynamics; printing and mass communication; the moral dilemmas of the modern technologist; pollution and environment control.

**Preliminary reading**

**References**
S. Lilley, *Men, Machines, and History* (Lawrence and Wishart, 1965).

GS243 History and Philosophy of Science IIB

**Biology/Medicine**
History of the development of biological and medical theories concerning the origins of life, generation, heredity, development and disease; changing attitudes of society towards doctors and medical science; Greek medicine; Roman surgery; Galen; theories of anatomy; circulation of the blood; germ theory of disease; anaesthesia; moral dilemmas of modern biology; pesticides and ecological changes.

**Preliminary reading**

**References**
A. Rook, *The Origins and Growth of Biology* (Pelican, 1964) or
GS341 History and Philosophy of Science IIIA

Theories of matter
Ancient chemistry; the four elements; alchemy; iatro-chemistry; phlogiston; combustion/oxidation; atomic theory organic chemistry; experimental method.

Preliminary reading

References

GS342 History and Philosophy of Science IIIB

Philosophy of scientific explanation
Mechanism, naturalism and positivism; hypotheses, theories, laws, causality; measurement; time; instrumentalism and realism.

Preliminary reading

References
G. Toulmin, *Philosophy of Science* (Hutchinson, 1953).

Prerequisites
History and Philosophy of Science IA and IB: Nil.
History and Philosophy of Science IIA and IIIB: H.P.S. IA or IB or equivalent.
History and Philosophy of Science IIIA and IIIB: H.P.S. IIA and IIB or equivalent.
General Studies Courses — Subject Details

**GS021 History of Western Civilisation**
A synoptic survey of major developments in western civilisation from ancient times to the present, with emphasis on the economic, political and cultural determinants of history.

**Prerequisite**
Nil.

**Stage**
Preliminary.

**References**

**GS155 Indonesian I (Bahasa Indonesia)**
Introductory course — audio-lingual, combined with instruction in basic grammar. Reading and conversation centred on aspects of daily life in Indonesia and some simple facts of history and geography.

**Prerequisite**
Nil.

**References**

**GS255 Indonesian II**
Further study of grammar, idiom, plus translation and composition; extensive use of language laboratory and of specially prepared material on history, culture, religion and science.
At the end of the year, students should be able to read simple modern prose and newspaper extracts, and to converse intelligently in Bahasa Indonesia about familiar events.

**Prerequisite**
Introduction to Bahasa Indonesia, or its equivalent.

**References**
General Studies Courses — Subject Details

GS031 Introduction to Modern Government
Explains some of the basic concepts, terminology and methodology used by social scientists and at the same time relates them to the student’s immediate background by using as a focus and framework the contemporary Australian political, governmental, social and economic myths, practices and institutions. Throughout the course special attention is given to the role of the individual in Australian society; the analysis of problems is made in terms of the rights and obligations of individuals and groups and their participation in and effective contribution to the development of Australia.
Prerequisite
Nil.
Stage
Preliminary.
References
D. Horne, The Lucky Country, 2nd revised edition (Penguin) or

GS157 Italian I
This is a practical introduction to the language. The systematic and progressive study methods are based on language laboratory facilities. A general introduction to the study of Italian civilisation and the Italian way of life will also be given.
Prerequisite
Nil.

GS257 Italian II
Emphasis will be on the development of practical skill in the use of the language, and language laboratory facilities will be provided.
Prerequisite
Italian I or acceptable equivalent.

GS357 Italian III
The student will be expected to concentrate on developing his knowledge of the language and to expand his knowledge of Italian culture.
Prerequisite
Italian II or acceptable equivalent.

GS161 Japanese I
Oral and aural work to develop the ability to converse with good pronunciation on everyday matters. Reading and writing work to develop the ability to read and write using an extended range of basic characters.
Prerequisite
Nil.

GS261 Japanese II
Oral and aural work to develop fluency on a wide range of topics. Reading and writing work to develop the ability to read and write using an extended range of basic characters.
Prerequisite
Japanese I or approved equivalents.
General Studies Courses — Subject Details

GS361 Japanese IIIB
Oral and aural work to develop competency in formal and informal conversation. Reading and writing work in the formal style using characters and compounds within the range of everyday use. Reading and writing work for business and official correspondence, documents and reports.

Prerequisite
Japanese II or approved equivalent.

GS165 Language, Logic and Meaning I
An analysis of the nature and function of language, the basic principles of handling words and ideas, and the application of these principles in the discussion of value judgments. An introduction to the methods and problems of philosophy.

1. A brief analysis of the various estates attributed to philosophy.
2. The study of language and semantics.
3. Questions of concept, value and fact; opinions in literature and aesthetic judgments.
4. An introduction to the problems of knowledge and belief.
5. Free will and determinism.

Preliminary reading
J. Hospers An Introduction to Philosophical Analysis.
J. Wilson Thinking With Concepts.
E. R. Emmet Learning to Philosophie.
B. Russell, Problems of Philosophy.

GS265 Language, Logic and Meaning IIA
The problems of human knowledge. An examination of theories relating to human nature, the notion of free will, objects of belief and moral and aesthetic judgments. The application of such theories to some contemporary problems.

Prescribed texts
J. Hospers, An Introduction to Philosophical Analysis.
A. Edwards and Pap, An Introduction to Philosophy.

Prerequisite
Nil.

GS136 Law and Society I
A study of some aspects of the role of law and legal institutions in our own and other societies, with special attention to the relationship between social change and law reform, and the treatment of individuals by the law. The four main areas covered are (1) Legal Systems — theories of law, legal reform and social change, (2) Legal Institutions and Practices — the legislative and court systems, the behaviour of judges and lawyers. (3) Family Law — marriage, divorce, responsibility for minors, property rights. (4) Criminal Law — criminal prosecution, the police and public, criminals and attitudes to their treatment.

Prerequisite
Nil.

Preliminary reading
R. Rubinstein, John Citizen and the Law (Pelican).
General Studies Courses — Subject Details

GS167 Linguistics I

The basic concepts of descriptive linguistics: the "speech chain", articulatory phonetics, phonology, syntax.

**Prerequisite**
Nil.

**Preliminary reading**
A. C. Grimson, *An Introduction to the Pronunciation of English* (especially chapters 1-5).

GS267 Linguistics II

A more complete study of descriptive linguistics than in Linguistics I, especially of morphology; consideration of some problems of theory; writing grammars of small corpuses in a wide variety of languages.

**Prerequisites**
Linguistics I.

**Preliminary reading**

GS171 Literature IA

An introduction to English literature of the 19th and 20th centuries. The course selects from the major tradition of English poetry from the Romantics to T. S. Eliot; key works in the English tradition of the novel; and modern drama, including some European dramatists who have had important influence on English drama in this century.

**Prerequisite**
Nil.

**Preliminary reading**
Charles Dickens, *Dombey and Son* (Signet).  

GS172 Literature IB

An introduction to modern European literature. It includes English poets who belong to a tradition different from that studied in Literature IA, and examines the works of French, Russian and German novelists and a number of modern European plays.

**Prerequisite**
Nil.

**Preliminary reading**
T. Mann, *Death in Venice* and *Tonio Kroger* (Penguin).  
Literature II
GS271 Literature IIA
(two stage two units)
Shakespearean tragedy.
The following plays will be studied intensively: Henry IV, Part I, Hamlet, King Lear, Macbeth, Antony and Cleopatra (Signet editions recommended). There will be a preliminary study of the history plays, background lectures on Elizabethan society and the theatre, and the study of some selected works of other dramatists and poets of the age.

Prerequisite
Literature IA and IB or approved equivalent.

Preliminary reading

GS272 Literature IIB
Literature and Society in Eighteenth Century England.
The relationship between literature and society in 18th century England: the social values that are expressed by the Augustans; the satirists, especially Swift and Pope as critics of their society; the decline of the drama and the rise of newspapers; journals and the novel; the beginnings of Romanticism.

Prerequisite
Literature IA and IB, or approved equivalent.

Preliminary reading

GS371 Literature III
(two stage three units)
A study of American and Australian literature introduced by a comparative study of the developments of society and literature in the two countries and consideration of various accounts of these developments and their relationships. Together with their intensive study of selected works, students will be expected to read widely and to consider the relationships between these literatures and modern European literature. In the second semester of this course, students will be expected to explore a specific field of interest in detail.

Prerequisite
Literature IIA, or approved equivalent.

Preliminary reading
Hawthorne, The Scarlet Letter or The House of the Seven Gables.
Melville, Moby Dick, Billy Budd, Sailor and Other Stories (Penguin).
Twaun, Huckleberry Finn.
Furphy, Such is Life.
Richardson, The Fortunes of Richard Mahony.
General Studies Courses — Subject Details

GS131 Modern Government IA
Will cover the social and economic structure and political behaviour of the Australian electorate, particularly since 1945, the role of political parties, pressure groups and mass media. Some problems stemming from the federal structure of Australian government will be studied, illustrated by case studies selected from such fields as industrial relations, government finance, education, immigration, social welfare and urban and national development. Reference will be made to ideals and models of society and the political, economic and social values and policies stemming from them which are the stated and unstated assumptions behind Australian institutions.

Prerequisite
Nil.

Preliminary reading

GS132 Modern Government IB
Is an introduction to some theories about the conduct of international affairs illustrated by case studies of specific incidents since 1945. The course is concerned with the problems and progress of international organisation as an approach to world order and studies the growth and activities of world-wide organisations such as the United Nations, and regional organisations in Europe and Asia. Using the relations between the U.S.A. and the U.S.S.R. as a focus, some of the problems of power politics, the armaments race, and rich and poor nations are examined. Reference is also made to the foundations, scope and limitations of diplomacy and international law.

Prerequisite
Nil.

Preliminary reading

GS231 Modern Government IIA
This course examines the influence of society upon politics. Topics to be considered include the historical background to political sociology, classic views about the nature of man and society and a consideration of the nature of sociology; an examination of the concepts of power, authority and influence, with special emphasis on Max Weber; the problem of locating power in modern society, Marxist and elitist theories, community power studies; implications of elitism for democracy and the relationship between social science and political theory.

Preliminary reading
T. B. Botomore, Elites and Society (Pelican).

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GS232 Modern Government IIB

Investigates aspects of the social psychology of politics including the needs, motives and behaviour of individuals and groups in various political situations, methods they use to achieve their aims, factors which deter their success or failure, and some problems of political leadership and organisation.

1. The individual in politics — the expression of needs and stimuli; the focus of participation; attitude formation; voting and influence.
2. The group in politics — interests, allegiance and participation; effects of family, sex, age, ethnic and economic-social backgrounds.
3. Political skills — factors determining, and characteristics of, organisation and leadership; the communications and ecology of political organisations.

Prerequisite
Modern Government IA, IB or equivalent. Students should also have passed Psychology I.

Preliminary reading

GS233 Modern Government IIC

Is concerned with the political and administrative problems, processes and relationships engendered by large and complex organisations. The role of governmental bureaucracies, particularly the Commonwealth Public Service, is emphasised. There is some descriptive and theoretical material but normally the pattern of study adopted is to examine and analyse a number of actual cases where people working in the organisations have had to make decisions which illustrate important problems and allow the testing of theories proposed for their solution in
1. the formation of an organisation
2. changing an organisation's structure and functions
3. forming and changing policy
4. achieving effectiveness and efficiency.

Prerequisite
Modern Government IA, IB or equivalent. Students should also have passed Sociology I.

Preliminary reading

GS331 Modern Government IIIA

Examines some of the explanations political scientists have suggested to describe man's beliefs and understanding about the nature of man and society, in particular the relationships of individuals with the forces of organised political power. The works to be studied will include some of the early writings of Karl Marx, and some works by Robert Merton, George Sorel, Eric Hoffer and David Riesman, who have offered theories about political emancipation, alienation and violence. Some aspects of the current debate about the politics of youth, dissent and protest will be studied in the light of these explanations.

Prerequisite
Modern Government IIA, IIB or equivalent.

Preliminary reading
E. Fromm, Marx's Concept of Man (Ungar, 1961) (section I).
General Studies Courses — Subject Details

GS332 Modern Government IIIB
This course considers government and politics in modern industrial society. Works likely to be considered include those of J. K. Galbraith, R. Miliband, H. Marcuse and K. Marx. An analysis of the contemporary Australian setting will also be attempted and students will be offered the scope to undertake research projects.

Preliminary reading

GS181 Psychology I
This unit is designed to provide students with a general introduction to the content and method of psychology. At the same time it is hoped that the course will serve to dispel a number of the more persistent myths which continue to surround the analysis of human behaviour. Topics covered will include the origins and methods of modern psychology, perception, personality, learning, motivation, and an introduction to the study of social psychology. The teaching program includes lectures, tutorials, and a number of practical laboratory sessions.

Prerequisites
It is desirable that students take Statistics I either before or concurrently with this unit.

Preliminary reading

GS281 Psychology IIA
A course of two lectures and one two-hour tutorial class per week for one semester. Tutorials devoted to empirical investigations or practical demonstrations on at least four weeks of the semester.

Syllabus
b) Attitudes: Theoretical approach to the formation of social attitudes. The nature and measurement of attitudes. Attitude change.
d) Language and Communication: Language and social functioning. Speech, cognition and personality. The measurement of meaning.

Practical work
Two experimental studies are undertaken and two reports submitted (maximum of 4,000 words each) during the semester.

Examination
Two practical reports (25% of the total assessment each) and one three-hour paper (50%) at the end of the semester.
General Studies Courses — Subject Details

Prerequisites
Psychology Part I, Statistics I.

References

Psychology IIB

The aspects of psychology to be dealt with in this course are concerned with the development of behaviour in humans from birth to the age at which their most important functions have become mature. The course will outline the basic factors in development, and trace the developmental process as this applies to physical, social, emotional and intellectual abilities and to personality. The teaching program will involve two lectures per week, plus tutorials and one practical session.

Assessment
Practical session (25%).
Essay (25%).
Final examination (50%).

Prerequisites
Psychology Part I.
Statistics I.

Preliminary reading

GS381 Psychology IIIA

Organisational psychology
From the premises of open-systems theory, this course concentrates upon the analysis of various attempts to explain the behaviour of people in organisations; as such it is concerned with occupational psychology as a science. Topics covered will include a framework for studying the social psychology of organisations, organisational climate, organisation and personality, leadership, work groups,
components and determinants of job satisfaction, organisational effectiveness, and organisational change. Although the unit will have a lecture program at its core, an important feature of the course will be regular seminars and laboratory simulation sessions.

**Prerequisites**
Psychology IIA and IIB.

**Preliminary reading**

**GS381 Psychology IIIB**
The course has as its principal objective the detailed study of a number of influential theories of personality development. Special emphasis in the course will be given to those theories of personality (i.e. S. Freud and E. H. Erikson) having a general application to human behaviour and a special relevance to the understanding of behavioural maladjustment and psychopathology.

In the area of personality adjustment/maladjustment the course will outline the role of “conflict”, “frustration”, “anxiety” and “defensiveness” in producing the so-called “personality disorders” and “neuroses”.

**Prerequisites**
Psychology IIA and IIB.

**Preliminary reading**
GS185 Sociology I
This course consists of lectures, seminars and field work. The 12 lectures are shared between three lecturers.

Lecture areas
The nature of sociology: culture, the self. Social stratification. Theoretical perspectives.

Seminar topics
Various aspects of such fields as role, groups, stratification, religion and organisations.

Assignment
Students, with tutorial supervision and assistance, investigate within a sociological framework, some element of social behaviour which is of interest to them.

GS285 Sociology IIA

Sociology of values
The aim of the course is to examine the social foundations of individual and social values.

Outline of the course
(1) Sociology and values.
(2) Religion, symbolic universes and values.
(3) The nature of religion and symbolic universes — substantive and functional definitions.
(4) Symbolic universes and personality — the problem of anomie.
(5) Symbolic universes and social order — the problem of pluralism.
(6) Symbolic universe maintenance — values and institutions.
(7) Values and social change — conflict and coercion.

The course is conducted by means of lectures and tutorials relating to the above topics.

GS288 Sociology IIB
Organisations
The subject examines the sociology of organisational behaviour. Definitions of organisations. The growth of their significance in industrial societies. Classification of organisations including a consideration of their appropriate authority techniques. Primary groups and work groups. Inter-organisational relationships. The social environment of the organisation. Predicted changes in organisational behaviour. a) the end of bureaucracy. b) Industrial democracy. Examination of service organisations with emphasis on educational organisations.

GS289 Sociology IIC
Sociology of deviance
The aim of the course is an understanding of the nature of deviant behaviour. To show the relationship between deviant and non-deviant behaviour and to illuminate the part society plays in defining, causing and maintaining deviant behaviour.
The following topics are discussed

(1) The problem of defining behaviour as deviant.
   Various conceptions of deviant behaviour.
   The functional approach to the study of deviance.

(2) Theories of deviant behaviour.
   Non-sociological-biological.
   Sociological, psychological.
   Social psychological/sociological and theories and perspectives of deviant behaviour.
   Anomie.
   The Chicago School.
   Differential association.
   Role/self theories.
   Subcultural theories.
   Labelling/interactionist approach.

(3) Criminal deviation

(4) Drug abuse.

GS290 Sociology IID  Political sociology
This course examines the influence of society upon politics. Topics to be considered include: the historical background to political sociology, classic views about the nature of man and society and a consideration of the nature of sociology; an examination of the concepts of power, authority and influence, with special emphasis on Max Weber; the problem of locating power in modern society, Marxist and elitist theories, community power studies; implications of elitism for democracy and the relationship between social science and political theory.

Preliminary reading
T. D. Botomore, Elites and Society (Pelican).

GS285 Sociology III  Urban sociology
Theories of Urban Sociology.
(1) Definition of urbanisation
(2) comparisons of urban and rural or folk societies
(3) classification of cities
(4) cities in developing countries
(5) impact of urbanisation on primary relationships, e.g. family neighbourhood
(6) theories of change, e.g. urban ecology
(7) the character of Australian cities, e.g. suburbanism
(8) formation of policy in an urban society
Study of implications of urban sociology for
town planning
housing and urban renewal
social welfare, e.g. poverty
integration of migrants.
General Studies Courses — Subject Details

**GS011 Study Methods and Efficient Reading**
Motivational and perceptual aspects of study. Study routines. Taking and making notes. Study methods. Use of the library. Improvement of speed and comprehension in reading.

**Prerequisite**
Nil.

**Stage**
Preliminary.

**GS091 The Study of Ideas**
An introductory description of the historical development of some significant theories concerning human nature, ethics, education, social and political organisation, and the physical world, together with a brief survey and analysis of some relevant human problems and issues in contemporary society.

**Prerequisite**
Nil.

**Stage**
Preliminary.
Units taught in other departments

The following units are taught by other departments specifically for the Diploma in General Studies.

BS091 Personal Typing I

(Business Studies Department)
A basic practical course in typewriting.

Prerequisite
Nil.

MA131 Statistics I

Syllabus

Prerequisites
A knowledge of mathematics to Form II level is assumed.

Time allotment
4 hours per week for one semester.

Assessment
Progressive tests and end of semester examination.

References
Langley, Elements of Statistical Methods of Students of Psychology.

MA231 Statistics II

Syllabus
First semester (theory).
Second semester (practical work).
Use of machine calculators. Application of theory to data typical of sociological and/or psychological problems. Processing of data taken from surveys. Survey of utility of computers in processing data.

Prerequisites
A pass in MA131.

Time allotment
4 hours per week.

Assessment
Progressive tests, assignments and end of semester examination.

References
McCollough and Van Atta, Statistical Concepts.
Electives taught in other departments

The following are courses approved by the General Studies Department for inclusion in the Diploma in General Studies. Other courses may be approved and students interested should make inquiries.

A General Studies diploma student wishing to take an elective course taught in another department must obtain the approval of both the General Studies Department and the other department concerned, as entry to such courses may depend on the availability of places and satisfactory prerequisites.

Electives from other departments most usually taken by General Studies students include the following:

- **Business Studies**

- **Chemistry**
  - Biology, Physiology.

- **Civil Engineering**
  - Geology.

For details of these subjects refer to the appropriate handbook.

Handbook design/Art School Graphic Art department
Cover Design/David Sampietro
Printer/Florimont Printers Pty. Ltd., Hawthorn