

Chowan's Department of Business Has Many Facets

By ANNIE PEARL BRASWELL

Enrollment in Chowan's Department of Business this year has increased by almost 20 per cent over the previous year. There are now approximately 130 students in transfer or terminal courses of study either in secretarial science, business administration, or accounting programs. At the beginning of the fall semester, there were a total of 20 students enrolled in the two-year secretarial science program; 75 in the business administration and accounting programs; only 35 in the one-year terminal courses.

New Location

Students, instructors, and administration alike are quite proud of the new location of the Department of Business.

The old cafeteria space was completely renovated during the summer months, thus providing two spacious classrooms in the east wing of the "Columns" building. Completely new furnishings were provided in both the typewriting-transcription classroom and the shorthand-accounting classroom. In addition to the new furnishings, 18 new typewriters and two new duplicating machines were purchased.

Business staff offices are also located in the old cafeteria area.

Curriculum and Faculty

Each curriculum of the total business program is under constant evaluation. A collegiate Department of Business is concerned with several objectives, which make such constant evaluation necessary.

First, it must be determined to turn out first-rate secretaries and senior college material.

Second, in addition to meeting the needs of the individual student, it must endeavor to afford students a broad outlook in the educational field—not in the business subjects alone—but in the arts, religion and science, social studies, as well as other general courses in education.

In this age of automation—this "business age" in which we live—it is essential that curriculum changes be made to keep up with the pace of changing trends throughout our universe.

At Chowan College, a student may enroll in the Business Administration curriculum, a broad liberal arts course with business emphasis, the two-year accounting curriculum, the secretarial science curriculum, with liberal arts emphasis, or in a one-year business program.

The Faculty

The faculty is qualified not only in the field of education, but also in actual work experience in the field of business. These faculty members have been selected because of their ability to impart knowledge to others, as well as their ability to approach the problems of students with a deep sense of moral and social responsibility.

Mr. James R. Masters, who teaches in the secretarial science and economics areas, is a graduate of Berea College with a Bachelor of Science degree in Business Administration and Economics. Mr. Masters has had experience not only in the selling and retailing areas, but also in the field of public relations. During the summer Mr. Masters plans to complete requirements on a Master of Arts degree from the University of Tennessee.

Mr. L. M. Wallace, Jr., is a graduate of East Carolina College, with a Bachelor of Science degree in Business Administration

and Social Studies. Mr. Wallace has had several year's experience in the retailing area, has worked in the textile industry, and has had experience with the United States Navy in the field of communications. He will complete requirements for the Master of Arts degree in Business Administration at East Carolina College this summer and will continue his teaching duties at Chowan College in business administration and geography.

Mr. Thomas E. Ruffin, Jr., who is chairman of the Department of Business, teaches in both the secretarial science and business administration areas. Before Mr. Ruffin received the Bachelor of Science degree from East Carolina College in Business Administration and Science, he worked for a number of years in both secretarial and accounting work. Mr. Ruffin also holds the Master of Arts degree in Administration and Business from East Carolina College.

Alpha Pi Epsilon

Alpha Pi Chapter, Alpha Pi Honor Society was organized at Chowan College in the spring of 1958. It is the ultimate purpose of Alpha Pi Epsilon to professionalize the status of the college-trained secretary, thereby sending young men and women of the highest academic level into the business world, equipped with keen intelligence and a mastery of their skills.

Candidates for membership in Alpha Pi Chapter this year are: Judith Ann Askew, Conway; Janice Faye Askew, Plymouth; Ella Janice Brown, Oak City;

Vivian Marie Burgess, Conway; Charlotte Z. Elias, Weldon; E. Annette Harrell, St. Brides, Virginia; Norma June Hayes, Gates; Ruby Jean Overton, Windsor; Wanda E. Rose, Pantego; Rebecca Smith, Swan Quarter; Virginia Dare Spivey, Gatesville; Ethel T. Sutton, Hertford; Brenda Virginia Taylor, Gates.

Delores L. Hill, Woodland, who is graduating at the end of this semester, is acting president of Alpha Pi Chapter, Alpha Pi Epsilon.

Graduates Have Praise

Graduates of the Department of Business, Chowan College, are high in their praise of the classroom instruction and in their appreciation generally of campus life.

Chowan's graduates are much in demand throughout North Carolina and Virginia.

MILDRED JOYCE FERGUSON was a secretarial student in the years 1957-59. She is now employed at the J. C. Cayton's general supply store in Washington. Joy says, "I think the Department of Business is doing a wonderful job in teaching the young people of today to face the business world. Of the many courses I took at Chowan I found my "Principles of Accounting" courses to be the most valuable to me in my work."

NORMAN GLENN PHILLIPS was voted as the "Best-All-Round Student" on campus in 1959. Norman was enrolled in the Business Administration curriculum and says, "Chowan College meant a great deal to me in the operation of my pre-

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ON-THE-JOB TRAINING—ANNETTE HARRELL, St. Brides, Virginia, seems to enjoy the secretarial work she does for Mr. Ruffin, chairman of the Department of Business.



REBECCA SMITH, Swan Quarter, very carefully checks the accuracy of letters transcribed by students in shorthand classes taught by Mr. Masters.



DELORES L. HILL, Woodland, serves as receptionist and PBX operator. Delores graduates this semester and will begin work as an educational secretary at the First Baptist Church, Virginia Beach, Virginia, in June.



WANDA E. ROSE, Pantego, works for Mr. M. Eugene Williams, chairman Department of Modern Language. Wanda plans to become a teacher in business education.



JANE HARRIS, Columbia, really gives those test papers a "going-over" for Mr. Wallace, who teaches accounting and business law.