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1999

## **UTB/TSC Graduate Catalog 1999-2001**

University of Texas at Brownsville

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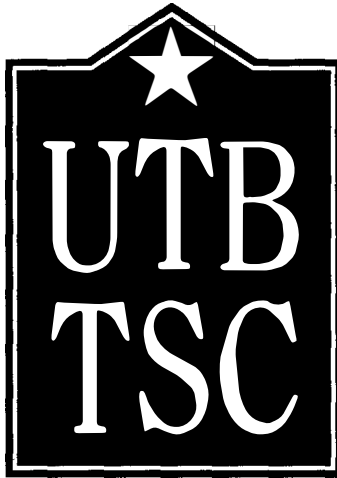
The University of Texas at Brownsville  
and  
Texas Southmost College



1999-2001  
*Graduate Catalog*



1999-2001  
Graduate Catalog



The University of Texas at Brownsville  
and  
Texas Southmost College

# Accreditation and Memberships

UTB/TSC holds membership in and is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate and master's level degrees. In addition, the university holds membership in the following organizations:  
Council of Graduate Schools

- American Association of Colleges for Teacher Education
- American Association of Collegiate Schools of Business
- American Council on Education
- Association of American Colleges
- American Association of State Colleges and Universities
- Association of Collegiate Business Schools and Programs
- Texas Alternative Certification Association
- Association of Texas Colleges and Universities

The School of Education is also approved to offer post-baccalaureate certification programs by the Texas Education Agency.

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## Statement of Equal Opportunity

To the extent provided by applicable law, no person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under, any program or activity sponsored or conducted by Texas Southmost College and The University of Texas System or any of its component institutions on the basis of race, color, national origin, religion, sex, age, veteran status, or disability.

Printed July 1999

# The University of Texas at Brownsville & Texas Southmost College Partnership

## *The Mission*

The mission of The University of Texas at Brownsville and Texas Southmost College (UTB/TSC) Partnership is to provide accessible, affordable, postsecondary education of high quality, to conduct research which expands knowledge and to present programs of continuing education, public service, and cultural value to meet the needs of the community. The partnership combines the strengths of the community college and those of an upper-level university by increasing student access and eliminating interinstitutional barriers while fulfilling the distinctive responsibilities of each type of institution.

The University of Texas at Brownsville and Texas Southmost College Partnership offers Certificate, Associate, Baccalaureate, and Master's degrees in liberal arts, sciences, education, and business designed to meet student demand and regional needs. UTB/TSC also supports the delivery of doctoral programs through cooperative agreements with doctoral degree-granting institutions.

UTB/TSC places excellence in learning and teaching at the core of its commitments. It seeks to help students at all levels develop the skills of critical thinking, quantitative analysis, and effective communications which will sustain lifelong learning. It seeks to be a community university which respects the dignity of each learner and addresses the needs of the entire community.

UTB/TSC advances economic and social development, enhances the quality of life, fosters respect for the environment, provides for personal enrichment, and expands knowledge through programs of research, service, continuing education and training. It convenes the cultures of its community, fosters an appreciation of the unique heritage of the Lower Rio Grande Valley and encourages the development and application of bilingual abilities to its students. It provides academic leadership to the intellectual, cultural, social and economic life of the binational urban region it serves.

## *The Philosophy*

UTB/TSC is committed to excellence. It is dedicated to stewardship, service, openness, accessibility, efficiency, and citizenship. UTB/TSC is committed to students, participatory governance, liberal education, the expansion of the application of knowledge, human dignity, the convening of cultures and respect for the environment.

# ACADEMIC CALENDAR

## *1999 Fall Semester*

August 5-12	Telephone Registration Payment Period
August 23-24	Late Arena Registration
August 26	First Class Day
August 26-September 1	Telephone Add/Drop Period
August 26-September 2	Telephone Add/Drop Payment Period (excluding weekends)
September 1	Deadline for Fall Graduation Applications
September 1	Master's Comprehensive Exam Applications Due
September 6	Labor Day • Offices closed
September 13	Official Record Date
September 13	Deadline to withdraw without recorded grade
September 13	Deadline to submit Pass/Fail petitions
October 11	Mid-term
November 15-December 1	Spring 2000 Early Telephone Registration
November 13	Master's Comprehensive Exam
November 20	Deadline to submit completed Master's Thesis
November 24	Deadline to withdraw with a W – 5:00 p.m.
November 25-26	Thanksgiving Holiday
December 6	Last Class Day
December 7	Dead Day • Mathematics Department exams
December 8-14	Final Exams
December 15	Grade sheets due to Deans' offices – 12:00 noon
December 18	Winter Commencement
December 19	Early Telephone Registration Payment Deadline

## *2000 Spring Semester*

January 12-13	Late Arena Registration
January 17	Martin Luther King Holiday
January 18	First Class Day
January 18-24	Telephone Add/Drop Period
February 1	Spring Graduation Application Deadline
February 1	Master's Comprehensive Exam Applications Due
February 2	Official Record Date
February 2	Deadline to withdraw without recorded grade
February 2	Deadline to submit Pass/Fail petitions
February 26	Charro Days Holiday
March 6	Mid-Term
March 13-18	Spring Break
April 5-May10	Summer I & II 2000 – Early Telephone Registration
April 14	Last Day to submit completed Master's Thesis
April 15	Master's Comprehensive Exam
April 25	Deadline to withdraw with "W"
May 1	Last Day of Class
May 2-May 8	Final Exams
May 9	Grade sheets due to Deans' offices – 12:00 noon
May 18-May 24	Summer I 2000 – Early Telephone Registration payment period
May 13	Spring Commencement

# TABLE OF CONTENTS

<b>General Information</b>	7
Goals of the Graduate Program	8
Program Organization & Administration	8
Admissions	8
Tuition and Fees Information	14
Tuition and Required Fees	16
Services	23
Academic Information	28
<b>Graduate Programs</b>	37
Degrees and Majors	38
College of Liberal Arts	41
College of Science, Mathematics & Technology	55
School of Business	58
School of Education	66
Cooperative Degree Programs	95
<b>Organization &amp; Faculty</b>	99
The University of Texas System	100
Texas Southmost College	100
Partnership Administrative Officers	101
Graduate Faculty	103
<b>Appendix</b>	115
<b>Index</b>	124





# GENERAL INFORMATION

# GOALS OF THE GRADUATE PROGRAM

The university is committed to providing graduate programs which will reflect the knowledge, skills, and attitudes its graduates must possess to be successful leaders in their chosen areas of study. The general goal of the graduate program is to provide graduate opportunity. The program will provide:

- opportunity for students to acquire professional knowledge beyond that offered at the undergraduate level,
- programs of intellectual and personal growth,
- opportunities that will allow students to gain needed experience in selected areas of study, and
- programs which build upon the bilingual and bicultural attributes of the location and population.

## *Purpose and Limitation of the Graduate Catalog*

The purpose of the Graduate Catalog is to acquaint prospective students with The University of Texas at Brownsville and Texas Southmost College and its graduate programs. A limitation of the printed word is that it is fixed in time while conditions and programs change. Dates, fees, regulations, faculty, course offerings and programs are subject to change when conditions warrant or state regulations mandate.

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## PROGRAM ORGANIZATION & ADMINISTRATION

The policies governing the graduate program are established by the Graduate Faculty and the Graduate Committee. The Graduate Committee sets standards for admission to graduate work, establishes policy, and recommends changes in programs and courses. The graduate program is administered by the Dean of Graduate Studies and Sponsored Programs.

Faculty members are recommended for appointment to the graduate faculty by their departmental graduate committees and approved by the Graduate Committee. Recommendations for faculty status are based on rank, degree in the field (or training and experience) and the institutional need for the faculty member to hold graduate faculty status.

## The Graduate Committee

The Graduate Committee reviews and makes recommendations on university graduate academic policies related to curriculum, admissions, graduate academic standards, fellowships and assistantships, and other matters of importance to graduate education at the university.

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## ADMISSIONS

The university is an open-door institution and to the extent provided by applicable law does not discriminate on the basis of race, color, age, national origin, sex, religion, disability, or veteran status in admissions, educational programs or activities. Admission to the university does not imply admission to all programs of the university. The university does limit graduate admissions to those students who have shown a history of academic competency that suggests the ability to perform graduate work and indicates that graduate study will contribute significantly to the intellectual and professional development of the student.

Students who register for graduate courses inadvertently through administrative error, or who have not received official notification of admission to the graduate program, will be administratively withdrawn from graduate courses and have their tuition refunded.

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# Admissions Application

## Admission Deadlines

Fall Semester - August 1st

Spring Semester - December 15th

Summer Session I - May 1st

Summer Session II - June 1st

*Note: If the deadline date falls on a weekend or holiday, the deadline is then moved to the next working day.*

All applicants for graduate programs, including international students (see "International Students"), must complete an official graduate program admission application which consists of the following:

1. A completed graduate program application form and a copy of the receipt for payment of the application fee.
2. Proof of a baccalaureate degree from a four-year institution which has regional accreditation. Official transcripts of all undergraduate and graduate study must be submitted. Applicants should request that the registrar of colleges previously attended send transcripts directly to the Enrollment Office. Questions of bachelor degree equivalency for students with degrees from foreign institutions will be handled on an individual basis.
3. Official copy of the Graduate Record Examination (GRE) or the Graduate Management Admissions Test (GMAT) score report as dictated in the program requirements. Applicants should request that the Educational Testing Service send score reports directly to the Testing Office. GRE and GMAT scores more than five years old will be accepted only by permission of the Dean of Graduate Studies and Sponsored Programs.
4. Proof of Residency.

A copy of one of the following must be included with the application:

- Permanent Texas Driver's License/ID Card
- Lease Agreement
- Texas Voter Registration Card
- Utility Bill
- Texas High School or College Transcript
- Employer's Statement (indicating date of employment)
- Property Tax Statement or Receipt
- Canceled Check/Bank Statement

*Note: All resident documents must include the student's name and address and must be dated 12 months prior to registration. This includes former students who have been out of UTB/TSC for more than a year.*

5. Transcript of Test of English as a Foreign Language (TOEFL) scores for foreign students.
6. Two letters of recommendation from individuals in a position to judge the applicant's preparation for and ability to complete a graduate program. Appropriate references would be college instructors, professional colleagues and supervisors. Letters must indicate one of the following: Social Security Number or Student I.D. Number.

# Categories of Admission

University graduate admission status does not automatically ensure admission to a college/school graduate degree program. Each college/school may have additional admission requirements for its graduate students. Once the individual's admission application file is complete and reviewed by the student's major department, the applicant will be notified in writing of his/her admission status.

- 1. Unconditional Admission (For all programs except the M.B.A.)** - Requirements for Unconditional Admission to the M.A., M.A.I.S., M.S.I.S. and M.Ed. programs are: (a) An undergraduate GPA of 3.0 or higher on a 4.0 scale (b) A GPA of 3.0 or higher on any previous graduate work. (c) A completed application consisting of items 1 - 6 found in the "Admissions Application" section (d) A score totaling 800 or better on the verbal and either the quantitative or the analytical portions of the Graduate Record Examination.  
**Unconditional Admission to the M.B.A. program** - \*Requirements for Unconditional Admission to the M.B.A. program are: (a) An undergraduate GPA of 3.0 or higher on a 4.0 scale for the last 60 semester hours of undergraduate work or a 2.8 GPA on all previous college studies. (b) A completed application consisting of items 1-6 found in the "Admissions Application" section. (c) A minimum test score of 400 on the Graduate Management Admissions Test (GMAT).
- 2. Conditional Admission** - An applicant with a verbal and quantitative score totaling 600-799 and/or less than a 3.0 GPA may be granted Conditional Admission upon approval of the Dean of Graduate Studies and Sponsored Programs. Special course requirements or other conditions may be imposed by the academic department. Conditions may require that additional undergraduate or graduate semester hours be taken, that a specific grade point average be maintained or some other condition be met by the student. If conditions are not met, the student may be barred from subsequent registration in the graduate program. Normally students must satisfy conditions of their probation within the first twelve hours of graduate study. A student in Conditional Admission may not hold an assistantship.
- 3. Provisional Admission** - Applicants seeking an M.A.I.S., M.A., M.S.I.S., or M.Ed. who are unable to complete the admission file may, upon the recommendation of the Dean of Graduate Studies and Sponsored Programs, be granted Provisional Admission. Provisional Admission allows a student to register for up to six graduate hours without the required GRE, GMAT, and/or TOEFL scores. A complete and satisfactory admissions application file must be received by the Enrollment Office before the end of the semester. Students with Provisional Admission will not be permitted to enroll in graduate coursework for more than one semester. A student with Provisional Admission status may not hold an assistantship.  
*\*Applicants seeking an M.B.A. who are unable to complete the admission file may, upon the recommendation of the Dean of Graduate Studies and Sponsored Programs, be granted Provisional Admission. Provisional Admission allows a student to enroll for one semester, or seven credit hours, without the GMAT and TOEFL upon recommendation of the Dean of the School of Business.*
- 4. Non-degree or Transient Student** - Students who wish to enroll in courses but do not plan to pursue a program leading to a graduate degree or certificate may enroll by completing an application for admission form, providing transcripts, paying the required application fee, registering for the course, and paying tuition/fees. These students are classified as Non-degree seeking or Transient and may or may not elect to receive academic credit. Students wishing to receive academic credit pay the regular course tuition fees; those who wish to audit pay the audit fee. Examinations are not required and grades are not given for courses

audited and thus may not be used for graduate credit. A Transient Student who registers for academic credit and later decides to become a candidate for a degree must meet all admissions criteria and may petition the graduate program for admission as a degree-seeking student. A student who decides to become a degree-seeking student may apply up to 12 semester hours of graduate credit received as a transient student if grades are a "B" or above and if the courses are relevant to the degree sought. Decisions on course relevance will be made by the student's major department.

## *Readmission of Former Students*

Former graduate students of UTB/TSC are required to reapply for graduate admission if they were not enrolled during the previous long semester (e.g. fall or spring).

Former students must submit transcripts from all colleges attended since their last enrollment at this institution. Students who have earned less than a 3.0 average (3.0=B on a 4.0 scale) over all work completed since attending UTB/TSC or who left their last institution on probation may be readmitted on probation.

## *Departmental Admission Requirements*

In addition to the criteria for graduate admission each department offering a graduate degree, with the approval of the Graduate Committee and the Graduate Office, may set additional departmental admission requirements for its graduate major. Students should check with the appropriate department for specific departmental admission criteria. The following departments have additional course requirements:

**Biology** - six undergraduate hours in biology at the junior or senior level.

**Business Administration** - prerequisite coursework in business areas (see specific requirements in School of Business section of the catalog).

**Criminal Justice** - admission to The University of Texas-Pan American MSCJ Program.

**English** - six undergraduate hours in English at the junior or senior level.

**Government** - six undergraduate hours in government at the junior or senior level.

**History** - six undergraduate hours in history at the junior or senior level.

**Sociology** - six undergraduate hours in sociology at the junior or senior level.

**Spanish** - 12 undergraduate hours in Spanish at the junior or senior level, nine of which must be Hispanic Literature, and demonstrated mastery of the Spanish language.

**Education** - provisional teaching certification for graduate-level certification programs.

## *International Students*

International Students applying for admission to the graduate program must comply with the following:

1. Apply for graduate admission
2. Submit official transcripts on all undergraduate and graduate college work previously completed whether taken in a foreign country or in the United States. Foreign transcripts may be officially translated when necessary. Information on these services is available at the Enrollment Office, Tandy Hall #105, and with the International Student Counselor, Tandy Hall #205. International students from Mexico who have applied for the título will be allowed to enroll for a 12 month period until the document is completely processed. Proof that the paperwork has been submitted for the título must be provided to the Enrollment Office.

3. Send official scores on the Graduate Record Examination (GRE) or the Graduate Management Admissions Test (GMAT) directly from Educational Testing Service to the Testing Office. GRE and GMAT scores more than five years old will be accepted only by permission of the Dean of Graduate Studies and Sponsored Programs.
4. All International Students except those from countries where English is the primary language, must take the Test of English as a Foreign Language (TOEFL). Students are required to score a 550 on the written version of the exam or a 213 on the computerized version.
5. Request the form I-20, A-B from the Enrollment Office, Tandy Hall #105. To obtain the form, you must submit:
  - a. a tentative Program of Study from the Graduate Office
  - b. an affidavit of financial support
  - c. proof of economic solvency, e.g., bank statement, bank letter, etc.
6. Obtain F-1 visa at the nearest U.S. Embassy or Consulate with an I-20 form and valid passport.
7. Present immigration documents to the Enrollment Office, Tandy Hall #105, prior to registration.

## Health Insurance for International Students

All international students holding nonimmigrant visas will be automatically charged for comprehensive health insurance every semester at the time of registration. The cost of the insurance is in the amount of the premium approved for the U.T. System Student Health Insurance Plan. This charge may not be paid in installments. Mexican nationals are exempt from this requirement excluding those on J-1 visa.

A waiver may be obtained by providing proof of an acceptable alternate insurance to the Health Services Director. Proof of insurance with coverage of at least \$100,000 in medical benefits must include identification card with insurer's name, policy coverage, and effective and expiration dates. It must be in English. If the required medical evacuation and repatriation coverage are not included, these may be purchased separately at the Business Office, Tandy Hall #108 for \$35 (annual fee). For information contact the International Student Counselor, Tandy Hall #205.

U.S. residents who wish to purchase health insurance may contact the Student Health Services Director for more information.

## Residency Classifications

Under state statutes, and under rules and regulations of the Texas Higher Education Coordinating Board, prospective graduate students are classified as residents of Texas, nonresidents, or foreign students.

Resident students are defined as students under 18 whose families have lived in Texas for 12 months prior to registration, or students 18 or over who have lived in Texas for 12 months prior to registration.

- *Residents* are individuals who are either U.S. citizens, national or permanent resident aliens or aliens who have been permitted by Congress to adopt the United States as their domicile while in the United States and who have otherwise met the state requirements for establishing residency for tuition purposes.
- *Nonresidents* are citizens, national or permanent residents of the U.S. or an aliens who have been permitted by Congress to adopt the United States as their domicile while in the coun-

try and who have not met the state's requirements for establishing residency for tuition purposes. While these state requirements for establishing residency are complex and should be referred to in each particular circumstance, they generally require a minimum of 12 months residence in Texas prior to enrollment.

- Foreign students are aliens who are not permanent residents of the U.S. or have not been permitted by Congress to adopt the U.S. as their domicile. An individual classified as a non resident or foreign student may qualify, under certain exceptions specified in these rules, for resident tuition rates and other charges while continuing to be classified as a nonresident or a foreign student. Information on residency, reclassification, tuition exceptions and waivers is available at the Enrollment Office and/or Financial Aid Office.



# TUITION AND FEES INFORMATION

## *Financial Responsibility*

State universities and community colleges cannot extend financial credit. Students are expected to meet financial obligations within the designated time allowed. Registration fees are payable at the time of registration, and students are not entitled to enter class or laboratory until all their fees have been paid. (Exceptions: see "Payment by Installment" section.)

Prior to registering for a semester, returning students are required to pay or clear any outstanding financial balances with UTB/TSC by contacting the Business Office. These are some examples of outstanding financial balances that will prevent a student from registering for a semester.

- Balance on Installment Plan
- Balance on Emergency Loan
- Balance on Student Account
- Balance on Financial Aid Repayment
- Parking Citation
- Library Fines

## For All Students

Other charges are due within 10 days after a bill is rendered, or according to the special payment instructions that may be printed on the bill. Failure to pay any amount owed within the allotted time can result in the withholding of registration privileges, official transcripts, grades, degrees, and other penalties and actions allowed by Law.

Students are expected to pay for tuition and fees within the specified payment period. Students are not entitled to enter classrooms or laboratories until payment for tuition and fees has been made or a payment option selected by the student. All tuition and fees payments must be received at the Business Office before the payment deadline date.

Types of payments accepted at the Business Office:

- Cash, Personal Checks made payable to: The University of Texas at Brownsville or UTB (include ID#), Money Order (include ID#), Credit Card Checks (include ID#)
- VISA and Master Card only.

For your convenience, a check payment drop box is located next to the Business Office, Tandy Hall #107. All payments must be received before deadline plus your payment must be the full amount of tuition and fees. Also include student identification number on checks. Check payments may be mailed and must be postmarked on or before payment deadline.

Mail checks to:

The University of Texas at Brownsville and Texas Southmost College  
Business Office  
P.O. Box 3640  
Brownsville, TX 78520-3640

When a check is returned by the bank for whatever reason, a \$25.00 nonrefundable return checks service charge is assessed. The student is given ten days from the date of notice to make full payment by cash, money order, or cashier's check. Once the student has had returned checks,

we reserve the right not to accept personal checks from the student. Returned checks not paid will be submitted for collections. Students will be liable for any court costs and attorney fees.

For your convenience, VISA and Master Card payment information may be faxed to the Business Office at (956) 983-7981 and must be received before the payment deadline. It is the student's or cardholder's responsibility to verify that sufficient balance is available in the account to process payment. The following is the information required in order to process payment. Forms are available at the Business Office for this information.

- Student's name, Student's ID#, Type of credit card, Credit #, Expiration Date, Print name of credit card holder, and Signature of credit card holder.

## Classification of Students

Graduate students have received their bachelor's degrees and are working on their master's degrees. Students enrolling in Graduate courses will follow the Graduate Tuition and Fees scale. Graduate courses have a "5", "6", or "7" (for thesis) as the first number (Example: ENGL 6301).

## Payment by Installment

§54.007 of the *Texas Education Code* provides for payment by installment of tuition and mandatory fees in the Fall and Spring semesters.

Mandatory fees are those fees required of all students enrolled (i.e., Tuition, Student Service Fee, General Use Fee, Instruction Fee and Laboratory Fee).

**Eligibility:** Students who do not receive any form of financial aid, including scholarships, and are registered for a minimum of six semester credit hours, are eligible to pay by installment.

**Options:** Eligible students may elect one of two payment options during Fall and Spring registration.

- Full payment of all tuition and mandatory fees in advance of the beginning of the semester (at registration);  
or
- One-half payment of tuition and mandatory fees at registration and one quarter payment prior to the start of the sixth class week and the final quarter payment prior to the eleventh class week.

Once selected, an option may not be changed. However, advance payments will be accepted. Students dropping below the seven mandatory hours must pay the balance in full.

**Incidental Charge:** A nonrefundable incidental charge of \$7.50 per installment will be collected at registration in a lump sum. Payment of the entire unpaid balance will preclude any further incidental charges.

**Collection after Registration:** §54.007 of the *Texas Education Code* requires collection of the second and any subsequent installment before the class weeks indicated above.

**Late Payment:** Late installments will be accepted during the first three class days of the class week indicated above, but a nonrefundable late payment charge of \$5.00 will be assessed in addition to the installment amount.

**Reinstatement:** Late installments will be accepted after the first three class days of the class week intended above, but a nonreturnable reinstatement charge of \$25.00 will be assessed in addition to the installment amount.

**Failure to Pay Installment Tuition:** Students who fail to pay fully tuition and fees, including late fees assessed, when the payments are due, are subject to one or more of the following actions at the university's option:

- Bar against readmission at the institution;
- Withholding of grades, degrees and official transcripts; and
- All penalties and actions authorized by law.

Note: Payment by Installment policy is subject to change without notice or obligation in keeping with the policies and actions of the Board of Regents and in conforming with the Laws of the State of Texas.

## TUITION AND REQUIRED FEES

Required Graduate registration fees for residents of Texas for each semester include the following:

- Tuition: \$48.00 per semester credit hour
- Student Service Fee: \$9.10 per semester credit hour up to a maximum of \$150.00 per regular semester
- Designated Tuition: \$18.00 per semester credit hour
- Records Fee: \$5.00 per student per semester
- Computer Access/Use Fee: \$5.00 per semester credit hour
- Automated Services Fee: \$10.00 per semester
- Student Union Fee: \$34.35 per semester

For example, by reading from the Tuition and Fee Table, a Graduate student who is a resident of Texas and who enrolls for 9 semester credit hours in a Fall or Spring semester would pay \$770.25 of required registration fees. The table does not include required laboratory fees or individual instruction fees which are listed with the individual course descriptions. *Tuition and fees are subject to change without notice or obligation in keeping with the policies and actions of the Board of Regents and in conforming with the Laws of the State of Texas.*

## Other Fees and Deposits

Add/Drop Fee . . . . . \$ 5.00

Auditing Fee. . . . . \$ 50.00

If class auditing is permitted, this nonrefundable fee will be charged per class audited.

### Distance Learning Fee

Web-based Fee: \$10.00 per semester credit hour

Interactive Video: \$25.00 per semester credit hour

This nonrefundable fee is charged to defray costs associated with distance learning infrastructure (hardware, software, network, and human services) costs of course content maintenance and courseware development.

Emergency Loan Late Payment Fee . . . . . \$ 15.00

Charged each month payment is late. To defray collection costs.

Foreign Insurance Fee per semester. . . . . \$ 175.00

(Fee subject to change without notice.)

General Property Deposit . . . . . \$ 10.00

Every student must make a General Property Deposit to help offset the cost of property loss or damage. Applications and refunds will be processed at the Business Office. Any deposit which

remains unclaimed for four years from the date of last attendance will be forfeited. Money will remain on account until such time as the student graduates or officially withdraws from the university. The General Property Deposit may not be paid in installments.

**Graduate Application Fee** . . . . . \$ 15.00

This fee is assessed to defray costs incurred in processing the Graduate application.

**Graduation Fee** . . . . . \$ 25.00

This nonrefundable fee is charged for certificates and degrees to defray costs for processing applications for commencement, music, graduation speaker, postage, diplomas, and other expenses associated with graduation. All students participating in the commencement ceremony are required to purchase the proper graduation regalia from the Office of Enrollment. No students will be permitted to participate without the proper regalia. Students wishing to transfer their application for graduation to another period will be required to pay an additional fee of \$5.00.

**Laboratory Fee (Courses listed below)** . . . . . \$ 15.00

- 5170 Laboratory Topics in Biology
- 6303 Advanced Ecology
- 6306 Field Botany
- 6410 Phycology

**Late Payment Charges** . . . . . \$ 5.00

See Payment by Installment for more information

**Late Registration Fee** . . . . . \$ 5.00

**Library Fees**

Overdue items – Fees vary according to time the item is overdue.

Lost items – Fees vary according to original or replacement costs of item plus a \$10.00 service fee.

Damaged items – Fees vary according to the extent of the damaged and cost of repair or replacement.

Replacement of Student I.D. cards \$5.00 per card.

**Reinstatement Charge** . . . . . \$ 25.00

See Payment by Installment for more information

**Returned Check Charge** . . . . . \$ 25.00

This nonrefundable charge will be assessed to students for each returned check. UTB/TSC may refuse to accept checks from students who have previously had a check returned for insufficient funds or other reasons. NSF checks not paid will be submitted for collection. Student will be liable for any court cost and attorney fees.

**Student Liability Insurance Fee per Academic year** . . . . . \$ 18.13

(Fee subject to change without notice)

**Testing Fees (are subject to change without notice)**

GRE . . . . . \$ 96.00

GMAT . . . . . \$ 150.00

TOEFL . . . . . \$ 100.00

**Thesis Binding Fee** . . . . . \$ 48.00

An original and three copies of a Master's Thesis must be bound and presented to UTB/TSC. The exact cost depends on the length of the thesis.

**Thesis Microfilming Fee** . . . . . \$ 20.00

Each Master's Thesis is microfilmed and placed in the Library. The exact cost depends on the length of the thesis.

Tuition Installment Incidental Charge . . . . . \$ 7.50

See "Payment by Installment" for more information

Vehicle Registration and Operation Permit . . . . . \$ 20.00 (Fall or Spring)  
 . . . . . and \$10.00 (per Summer Term)

Students, whether full-time or part-time, who will operate a motor vehicle in the campus area must register the vehicle with the Campus Police Office. This fee is nonrefundable after the first class day. A permit to be placed on the vehicle indicating the permit number will be provided.

Fees will be assessed as follows:

**Parking Classifications:**

Faculty, Staff, Students (annual fee) .....\$60.00

Disabled .....No charge\*

**Replacement Permits:**

Replacement Fee ..... 1.00

**Enforcement Fees:**

General Parking Violations..... 10.00

No Permit .....25.00

Fire lane, Disabled, Grass Area, etc.....35.00

Immobilizer Charge..... 10.00

Late Payment Charge (60 days) .....25.00

*No parking permit fees are charged for permanently disabled people or disabled veterans as defined by Articles 6675a-5e and 6675a-5e.1 of Vernon's Texas Civil Statutes.*

# Tuition & Fees – Resident (In-District or Out-of-District)

## Fall & Spring Semesters

Semester Credit Hours	Tuition	Student Serv. Fee	Computer Use Fee	Records Fee	Designated Tuition	Automated Fees	Student Union Fee	Total
	\$48/hr. min. \$120	\$9.10/hr. max. \$150	\$5/hr.	\$5	\$18/hr.	\$10	\$34.35	
1	\$ 120.00	\$ 9.10	\$ 5.00	\$ 5.00	\$ 18.00	\$ 10.00	\$ 34.35	\$ 201.45
2	120.00	18.20	10.00	5.00	36.00	10.00	34.35	233.55
3	144.00	27.30	15.00	5.00	54.00	10.00	34.35	289.65
4	192.00	36.40	20.00	5.00	72.00	10.00	34.35	369.75
5	240.00	45.50	25.00	5.00	90.00	10.00	34.35	449.85
6	288.00	54.60	30.00	5.00	108.00	10.00	34.35	529.95
7	336.00	63.70	35.00	5.00	126.00	10.00	34.35	610.05
8	384.00	72.80	40.00	5.00	144.00	10.00	34.35	690.15
9	432.00	81.90	45.00	5.00	162.00	10.00	34.35	770.25

*For each regular semester (Fall or Spring), a graduate student may enroll for no more 9 semester credit hours without authorization by the Dean of Graduate Studies.*

10	480.00	91.00	50.00	5.00	180.00	10.00	34.35	850.35
11	528.00	100.10	55.00	5.00	198.00	10.00	34.35	930.45
12	576.00	109.20	60.00	5.00	216.00	10.00	34.35	1,010.55

For each additional hour add . . . . . \$ 80.10

# Tuition & Fees – Resident (In-District or Out-of-District)

## For Each Summer Session

Semester Credit Hours	Tuition \$48/hr. min. \$60	Student Serv. Fee \$9.10/hr. max. \$150	Computer Use Fee \$5/hr.	Records Fee \$5	Designated Tuition \$18/hr.	Automated Fees Fee \$10	Student Union Fee \$34.35	Total
1	\$ 60.00	\$ 9.10	\$ 5.00	\$ 5.00	\$ 18.00	\$ 10.00	\$ 34.35	\$ 141.45
2	96.00	18.20	10.00	5.00	36.00	10.00	34.35	209.55
3	144.00	27.30	15.00	5.00	54.00	10.00	34.35	289.65
4	192.00	36.40	20.00	5.00	72.00	10.00	34.35	369.75
5	240.00	45.50	25.00	5.00	90.00	10.00	34.35	449.85
6	288.00	54.60	30.00	5.00	108.00	10.00	34.35	529.95
7	336.00	63.70	35.00	5.00	126.00	10.00	34.35	610.05
8	384.00	72.80	40.00	5.00	144.00	10.00	34.35	690.15
9	432.00	81.90	45.00	5.00	162.00	10.00	34.35	770.25

For each regular semester (Fall or Spring), a graduate student may enroll for no more 6 semester credit hours without authorization by the Dean of Graduate Studies

For each additional hour add ..... \$ 80.10

# Tuition & Fees – Nonresident (Foreign or Out-of-State)

## Fall & Spring Semesters, Each Summer Session

Semester Credit Hours	Tuition \$266/hr.	Student Serv. Fee \$9.10/hr. max. \$150	Computer Use Fee \$5/hr.	Records Fee \$5	Designated Tuition \$18/hr.	Automated Fees Fee \$10	Student Union Fee \$34.35	Total
1	\$ 266.00	\$ 9.10	\$ 5.00	\$ 5.00	\$ 18.00	\$ 10.00	34.35	\$ 347.45
2	532.00	18.20	10.00	5.00	36.00	10.00	34.35	645.55
3	798.00	27.30	15.00	5.00	54.00	10.00	34.35	943.65
4	1,064.00	36.40	20.00	5.00	72.00	10.00	34.35	1,241.75
5	1,330.00	45.50	25.00	5.00	90.00	10.00	34.35	1,539.85
6	1,596.00	54.60	30.00	5.00	108.00	10.00	34.35	1,837.95
7	1,862.00	63.70	35.00	5.00	126.00	10.00	34.35	2,136.05
8	2,128.00	72.80	40.00	5.00	144.00	10.00	34.35	2,434.15
9	2,394.00	81.90	45.00	5.00	162.00	10.00	34.35	2,732.25

For each regular semester (Fall or Spring), a graduate student may enroll for no more 9 semester credit hours without authorization by the Dean of Graduate Studies.

10	2,660.00	91.00	50.00	5.00	180.00	10.00	34.35	3,030.35
11	2,926.00	100.10	55.00	5.00	198.00	10.00	34.35	3,328.45
12	3,192.00	109.20	60.00	5.00	216.00	10.00	34.35	3,626.55

For each additional hour add ..... \$ 298.10

# Refund Policy

## Semester-Length Courses

Students who are enrolled and who officially withdraw or are disenrolled shall have their tuition and specified mandatory fees refunded according to the following schedule:

### Long Semester

Prior to the first class day of the semester	100%
During the (first) five class days of the semester	.80%
During the (second) five class days of the semester	.70%
During the (third) five class days of the semester	.50%
During the (fourth) five class days of the semester	.25%
After the fourth five class days	None

### Summer Session

Prior to the first class day of the semester	100%
During the first, second or third class day of the semester	.80%
During the fourth, fifth or sixth class day of the semester	.50%
After the sixth class day of the semester	None

Students who reduce their semester credit hour loads by officially dropping a course or courses and remain enrolled at the institution will have tuition and specified mandatory fees refunded according to the following schedule:

### Long Semester

During the first 12 class days of the semester	100%
After the 12th class day of the semester	None

### Summer Session

During the first four class days of the semester	100%
After the fourth class day of the semester	None

## Mini-Courses

Students who are enrolled for mini-courses and officially withdraw will have their tuition and specified mandatory fees refunded according to the length of the mini-course. Due to the variety of lengths of mini-courses offered at UTB/TSC, the Business Office must be consulted for the refund schedule.

## Title IV Program Refunds

As an institution participating in programs under Title IV of the Higher Education Act of 1965 as amended ("Act"), UTB and TSC are required to refund unearned tuition, fees, and other charges to certain students attending the institution for the first time who have received a grant, a loan, or work assistance under Title IV of the Act or whose parents have received a loan on their behalf under 20 U.S.C. §1087-2. For example, a graduate student attending UTB/TSC for the first time, enrolls for 9 semester credit hours and pays \$770.25 in tuition and required fees. The student withdraws during the first five class days. Under the State refund policy, a refund of \$616.20 is due (80%). Under the pro-rata refund policy, a refund of \$693.23 is due (90%). In comparing the

two calculations, the pro-rata calculation of \$693.23 would result in the larger refund to the student.

A refund is required if the student does not register for, withdraws from, or otherwise fails to complete the period of enrollment for which the financial assistance was intended. No refund is required if the student withdraws after a point in time that is 60 percent of the period of enrollment for which the charges were assessed. A student who withdraws prior to that time is entitled to a refund of tuition, fees, and other charges that is the larger of the amount provided for in the *Texas Education Code*, §54.006, or a pro rata refund calculated pursuant to §484B of the Act, reduced by the amount of any unpaid charges and a reasonable administrative fee not to exceed the lesser of five percent of the tuition, fees, room and board, and other charges that were assessed for the enrollment period, or \$100. If the student charges were paid by Title IV funds, a portion or all of the refund will be returned to these programs.

*Students who receive funds through the Title IV program (Pell Grants, Supplemental Educational Opportunity Grants, National Direct Student Loans) or State grants and scholarships or institutional grants and scholarships will not receive a refund until the aforementioned programs, or any combination thereof, have been totally reimbursed.*

## Reimbursement Priority

Refunds are required to be credited to the following financial aid programs in this order:

1. Outstanding balances on Part B, D, and E loans;
2. Awards for Pell, SEOG, and the CWS programs;
3. Title IV student assistance programs;
4. Financial aid programs;
5. The student.

## Residency Waiver for Mexican Residents

State law allows students who are citizens of Mexico and who can document financial need to pay the same tuition as residents of the State of Texas when enrolling. To be eligible for this waiver, such students must complete all university matriculation requirements, document financial need and be accepted for admission into the graduate program. Such students continue to be classified as a nonresident or foreign students.

## Tuition Exemptions

The Texas Legislature has provided a tuition and fee exemption, excluding general property deposit and student services fees, provided under §54.204 and §54.205 of the *Texas Education Code*. To obtain the exemption, an approved application must be on file with the Financial Aid Office six weeks prior to registration. Tuition and fee exemptions are granted for the following categories of students:

- Children of Texas veterans
- Children of disabled Texas firefighters and peace officers
- Blind and deaf students
- Firefighters enrolled in fire science courses
- Foster children
- Children of prisoners of war or persons missing in action
- ROTC students



- AFDC students
- Texas ex-servicemen
- Economic Hardship
- Educational Aides
- Early High School Graduates

The following tuition and fee exemptions require approval of the UT System Board of Regents:

- Accredited School Scholarship (permissive)
- Fully Funded Courses (permissive)
- Good Neighbor Scholarship (permissive)
- Senior citizen (permissive)
- Disabled Peace Officers (permissive)

This information is provided in summary form. For more information, contact the Financial Aid Office at Tandy Hall #206 and/or refer to the *Texas Education Code*, §54.201, et seq.

# STUDENT SERVICES

Office hours for Support Services are  
7:30 a.m. to 5:00 p.m. Monday through Thursday;  
7:30 a.m. to 1:30 p.m. Friday, unless otherwise noted

## Academic Advising

Graduate school advising is provided by graduate and/or other Faculty Advisors throughout the various university/college departments. These graduate advisors are available to assist students with graduate Program of Study requirements. See "Degrees and Majors" for a listing of program advisors.

## Career Services and Placement

Tandy Hall #205 • 544-8866

The Career Services and Placement Office provides students assistance in choosing a major, planning a career, and meeting their college expenses and/or gaining work experience in their chosen fields. Students are assisted with career decision-making and planning, career resource utilization and exploration, as well as evaluation of interests and preferences in occupations. For more information, call 544-8866.

## Conflict Resolution Center

Tandy Hall #205H • 983-7235

The Conflict Resolution Center offers students free and confidential services that may help them solve their interpersonal conflicts in an objective and impartial environment. Through mediation, a process which promotes communication, the involved parties can explore alternatives for reaching a mutual agreement. For more information or an appointment, contact the Conflict Resolution Center in Tandy 205H at 983-7235, or send e-mail to [resolve@utb1.utb.edu](mailto:resolve@utb1.utb.edu).

## Counseling and Guidance Center

Tandy Hall #205 • 544-8292

The Counseling Center provides a variety of services to all students pursuing academic or vocational/technical programs of study. The Center offers both group and individualized programs to help students deal with academic and personal concerns.

## Dean of Students' Office

Tandy Hall #207 • 544-8829

The goal of the Dean of Students' Office is to serve the needs and concerns of students and to be an advocate. Students are encouraged to have the most enriching college experience possible and to accomplish this a number of services and programs are offered. These services and programs include Student Activities, Student Publications, Student Health Services, Career Services and Placement, Conflict Resolution Center, and Student Discipline. Student input is an important element and is strongly encouraged.

# Financial Aid

Tandy Hall #206 • 544-8277

The Financial Aid program provides financial assistance to eligible students who, without such aid, would be unable to attend college. Financial aid for eligible students is available in the form of grants, loans, college work-study, veterans' benefits, tuition waivers, emergency loans, and scholarships. For complete information or applications, contact the Office of Student Financial Aid.

A student subject to selective service registration will be required to file a statement that he has registered or is exempt from selective service registration in order to be eligible to receive financial assistance.

## Graduate Tuition

Academic scholarships shall be awarded competitively each semester based on demonstrated academic achievement, or potential, as evidenced by scores on standardized tests, earned grade point average and/or other relevant academic criteria. Students must fulfill the following criteria:

- Students must be admitted into the Graduate School with **Unconditional Admission**
- **Continuing Students** must have a current GPA of 3.0 (3.0=B on a 4.0 scale)
- **Continuing Students** must have an *official* Program of Study on file at the Graduate Office
- **New Students** must have an overall undergraduate GPA of a 3.0 (3.0=B on a 4.0 scale)
- Applicants must be U.S. Citizens or Resident Aliens
- Applicants may not be receiving any other form of financial aid

Scholarship applications are distributed every semester, and they may be picked up at the appropriate Dean's Office.

## Identification Cards

Student ID cards for semester credit-hour students are issued by the Circulation Desk at the Library. Use of the Student ID Card is governed by the following conditions:

The card remains property of UTB/TSC and must be surrendered to any administrative official or Campus Police officer or guard of UTB/TSC on demand.

The card must be presented for:

- admissions to any school- or faculty-sponsored activity, including,
- admission to all athletic events,
- voting in campus elections and referendums,
- use of compute services,
- use of the library,
- disbursement of Financial Aid checks, and
- receipt of transcripts at the Enrollment Office.

The card is nontransferable. Loss or mutilation must be reported to the Circulation Desk at the Library. A charge of \$5.00 will be made for replacement.

ID Card photographs may be taken at any time during the library's regular hours. ID Cards must be validated each semester the student is enrolled. A current valid Statement of Charges is required to obtain a photo ID or validate an ID Card.

# Library

Library • 544-8221

Hours: 7:30 a.m. to 10:00 p.m. Monday through Thursday

7:30 a.m. to 5:00 p.m. Friday

9:00 a.m. to 5:00 p.m. Saturday

12 noon-10:00 p.m. Sunday

Hours subject to change during holidays and other special days

The Arnulfo L. Oliveira Memorial Library provides information and access to materials needed to fulfill the teaching, scholarship, and service goals of the university. The library houses more than 130,000 titles and has a substantial collection of newspaper and periodical titles in print, on microfiche and microfilm and via online services.

The library has a Circulation Department, a Reference Department with a computer lab, a Technical Service Department, an Interlibrary Loan Department, The Hunter Room for archival and genealogical research, study rooms, study areas and carrels, and copying machines to accommodate graduate students. The library is also a depository for state and NASA publications.

The library offers outstanding computerized searching in all subject fields through more than fifty subscription databases, selected internet sites, newspapers and journals. The Reference Department also provides individual and group tours and demonstrations of library resources in English or Spanish. Through a cooperative computer arrangement, students, faculty and staff also have access to libraries at other institutions.

## Student Guide

The Office of Student Affairs provides a *Student Guide*, which contains information for UTB/TSC students.

## Veterans Benefits

Tandy Hall #206 • 544-8277

UTB/TSC is approved by the Texas Education Agency for Veteran's Administration educational benefits for veterans and their children and spouses. Eligible students may receive assistance from the Financial Aid Office in applying for benefits.

## Special Services

## Disability Services

Tandy Hall #205 • 544-8292

Students with disabilities may request assistance through Disability Services, an office of the Counseling and Guidance Center.

Some of the services available include notetaking, taped textbooks, registration assistance, special test conditions and sign language interpreting. An Adaptive Technology Lab and Testing Service is available for student use. All services are elective and must be requested by the students.

To request services, students must register with the Counselor/Coordinator of Disability Services. It is advisable to make this contact well before or immediately after the semester begins.

Proof of disability is required. (Individual documentation requirements vary depending on the disability.) Students bear the responsibility for making their abilities and limitations known to the Coordinator. Together, the student and the Coordinator will decide on the appropriate academic adjustments and decide on a course of action for informing instructors, if necessary. If the student and Coordinator are unable to agree on the appropriate academic adjustments, the student may appeal to the Director of the Counseling and Guidance Center.

Students who need help with registration or with adds/drops should contact the Coordinator for assistance. Permits for parking in spaces designated for the physically disabled may be obtained at the Campus Police Department. Proof of disability is required.

TDD users who wish to contact the university by phone may call through Relay Texas at 1-800-735-2989. This catalog is available in alternate formats upon request.

## International Student Services

Tandy Hall #205 • 544-8292

The International Student Counselor assists International Students in adjusting to their new environment and serves as liaison between the foreign student, the UTB/TSC faculty and staff and the community at large.

## Student Center Services

The Camille Lightner Student Center is open from 7:30 a.m. to 7:00 p.m. Monday through Thursday and from 7:30 a.m. to 1:30 p.m. on Friday during the Fall and Spring semesters. Campus Dining Services are open for student use from 8:00 a.m. to 7:00 p.m. Monday through Thursday and from 8:00 a.m. to 1:30 p.m. on Friday during the Fall and Spring semesters. The TV Room is open to students during the Fall and Spring semesters during regular office hours. Stations available include ABC, CBS, NBC, PBS, XHAB, and channels on the Expanded Basic Cable.

## Student Health Services

Cavalry Hall • 544-8951

For after-hour emergencies, call Campus Police at 544-8233

Student Health Services provides a number of services free or for a fee including first aid, diagnosis and treatment of minor illnesses, medical referrals, immunizations, physical exams, Pap-Smear, family planning, and various health screening procedures. Basic and comprehensive laboratory testing and other diagnostic procedures are also available. Fees for services are significantly lower than the fees charged in the medical community.

Health-related educational programs are offered to organizations and groups. The Health Service also assists with filling out student health, accident, and athletic insurance claim forms and functions as a liaison between the student and insurance companies.

Student Health Services is open from 7:30 a.m. to 5:00 p.m. Monday through Thursday and from 7:30 a.m. to 1:30 p.m. on Friday. For after-hour emergencies, calls should go directly to the Campus Police.

# Early Childhood Center

The Raul J. Guerra Early Childhood Center offers state-certified, full-day early child care services and summer programs for school aged children at a minimal cost. Enrollment is based on a first registered basis with a waiting list for all age groups. The Center is open from 7:30 a.m. to 5:30 p.m. Monday through Friday. The Center is closed during scheduled contract holidays. Additional information can be obtained by contacting the Center Director at 544-8238.

## Special Programs and Facilities

### Academic Computer Laboratory

The University Open Computer Laboratory on the second floor of the library is available for graduate student use seven days a week. It houses more than 100 IBM-compatible and Macintosh computers, which have a variety of word processor and electronic spreadsheet programs available for student use. The Mead Lee Room has 20 IBM-compatible and 16 Macintosh computers. The Open Lab houses 73 Digital Workstations and three Power Macintosh computers. Free seminars are offered each semester for faculty, staff and students on the use of software packages.

### KMBH Radio Station

KMBH Radio broadcasts at 88.9 FM. The station is one of more than 400 member stations of the National Public Radio (NPR) network. KMBH'S mission is to provide high quality cultural and informational broadcast services to the Lower Rio Grande Valley as part of the university mission of community service.

### Patron of the Arts

Patron of the Arts features live musical concerts, art and sculpture exhibitions, and literary events. Internationally renowned performers and artists as well as talented area performers and artists are featured. Faculty and students also perform. An annual family membership is available. For more information, contact the Fine Arts Department at 544-8247.

### Rancho Del Cielo Biological Station

Operating under a permit issued by the Ministry of Foreign Relations of Mexico, Rancho del Cielo Biological Station is located in a tropical cloud forest about 70 miles southwest of Ciudad Victoria in Tamaulipas, Mexico. Situated in the Sierra Madre at an elevation of 3,750 feet, this area has for decades attracted scientists from all over the world. They have often described this area as "unique," a strong and accurate word. Rancho del Cielo is an enclave at the crossroads of many North and South American plant and animal species. The tropical and temperate mixture found there is believed to be a "relic" forest similar to those once covering North America 30-50 million years ago. It is an area of great diversity. Eight out of the 12 ecological zones of Mexico are represented within a radius of 12 kilometers.

# ACADEMIC INFORMATION

Graduate and prospective graduate students are expected to make themselves thoroughly familiar with the university graduate program regulations, their departmental requirements and the requirements for degrees. The ultimate responsibility for successful completion of an advanced degree or other program falls upon the student. The graduate student is solely responsible for knowing the academic requirements for graduate studies and should immediately seek answers to any questions regarding policy and procedures. The Office of Graduate Studies, moreover, disclaims responsibility for problems stemming from the student's failure to follow its regulations. No waiver or exception to policy will be extended to a student who pleads ignorance of catalog statements. All students are responsible for providing accurate and current name, mailing address and phone information.

## Admission to Degree Candidacy

Admission to a graduate program does not designate a student as a candidate for the graduate degree. Candidacy may be achieved only when students have completed a planned Program of Study, have met academic standards of the graduate program and the major department and have satisfied financial obligations to the university. Degrees are not awarded automatically upon completion of scholastic requirements. To be considered as a candidate for a degree, a student must file the appropriate application with the Enrollment Office. (See "Graduation Requirements" for further information.)

## Catalog Applicability and Time Limits

A student will be governed by the university catalog in effect at the time of official notification of regular graduate student admission or may choose to graduate following the requirements of the most current catalog. Should a graduate student not enroll during a calendar year the catalog requirements in effect at the time of readmission may apply. State of Texas regulations with regards to certification programs taken as part of a graduate program do not supersede university graduate degree program requirements.

Students must complete all graduate work for a degree within seven years of the time of their first graduate course registration. Graduate courses over seven years old will not be accepted for credit toward a degree program. Students who have compelling reasons for interruption of their graduate programs may petition the Dean of Graduate Studies and Sponsored Programs for an extension of the time limit.

## Comprehensive Examinations

Upon the recommendation of the Faculty Advisor and during the final semester of coursework, students may request their final comprehensive written examination. The comprehensive examination is given to judge mastery in the major and minor fields of study. All students writing a thesis must successfully defend their research in an oral defense. This oral defense in some programs may serve as the final comprehensive evaluation for students completing the thesis option. Some programs may require a written comprehensive examination for all students. A student in consultation with his/her Faculty Advisor must specify on the program of study the examination procedure. The Faculty Advisory and thesis committee members, if a thesis is written, must approve the method of final examination.

Each department with graduate programs prepares and forwards to the Graduate Office the written comprehensive examination for its graduate students each semester. The Graduate Office schedules and administers the written comprehensive examination and forwards the completed examination to the department for evaluation and grading. The office also schedules and makes arrangements for thesis defense meetings. The graduate student is responsible for requesting permission to take the comprehensive examination and/or thesis defense no later than the deadline date for graduation application of the semester in which he/she wishes to take the examination. The written request must have prior approval of the Faculty Advisor and be submitted to the graduate office on the appropriate form.

The final examination can result in:

- a passing grade with a recommendation that the candidate be certified to receive the degree;
- failure on part of the examination with the requirement that conditions be met which may include further work on the thesis, additional study or coursework, and reexamination; or
- failure and a recommendation that the candidate be dismissed from the program.

A review period of not less than 90 days nor more than one year is required for those candidates who fail the comprehensive examination. The written comprehensive examination may not be taken more than twice for the master's degree. Additional courses or thesis work may be required of a failing student as specified by the student's advisor, graduate research committee or the Chair of the major department.

## Course Load

The nature of graduate study is such that the semester-credit-hour load is lower than a normal undergraduate load. Students employed full-time or with other ongoing time demands should consult with their Faculty Advisors or the Graduate Office realistically to assess their proposed course load.

Nine semester hours constitute full-time graduate enrollment during each regular (Fall and Spring) semester, and five semester hours constitute half-time enrollment. Five semester hours constitute full-time during each summer session, and three semester hours constitute half-time enrollment. The maximum graduate student load for both summer sessions is 12 semester hours including any mini-term enrollment. Registration will not be allowed for students attempting to register for hours in excess of these limits. Mini-term courses offered in May are counted as part of the first summer session load. Any request for exception to the load policy must be submitted to and approved by the Dean of Graduate Studies and Sponsored Programs. A written request including a rationale for the exception must be in the Graduate Studies Office two weeks prior to late registration day.

## Course Numbers

Courses are numbered to show both the collegiate level at which they are offered and the semester hour value of the course. The first digit shows the level and the second digit gives the credit hours. The last two digits are departmental designations. Courses at the 5000 and 6000 level are graduate courses. Courses that are at the 6000 level are limited to graduate students only. Courses at the 7000 level are for thesis and professional areas and are also limited to graduate students.



# Fresh Start

A graduate applicant who has earned a baccalaureate degree under the “academic fresh start” statute, *Texas Education Code*, §51.929, will be evaluated on only the grade point average of the course of work completed for that baccalaureate degree and the other criteria stated herein.

## Grade Changes

If an error in computation, evaluation or recording warrants a grade change, the instructor may process a grade change form through the Department Chair and the appropriate Dean. Students who receive a grade of Incomplete (“I”) and complete all course requirements are responsible for initiation of the paperwork and securing of signatures required to change the grade.

## Grades

Final grades are available to students within 24 hours after all final exam grades have been submitted to the respective Deans’ offices after the end of each semester.

## Grading System

A student receives a grade for each registered course. Grades are indicated by letters and assigned quality points as shown below. Credit toward a degree program will be granted only for courses in which a grade of “C” or better is earned.

Grade Definition	Grade Points
A Superior	4.00
B Good, acceptable performance	3.00
C Below average achievement, passing	2.00
F Failure	0.00
I Incomplete – work must be finished the next semester; otherwise, the grade automatically becomes an F unless an extension of time is requested in writing to the Graduate Office by the instructor.	
AU Audit – no academic credit awarded, and no transcript notation.	
W Withdrawal – not used in calculation of GPA.	
P Pass – carries credit but no grade points. Not used in computing GPA.*	
U Unsatisfactory – appears on transcript, no grade points. Not used in GPA.* <i>*Only used with courses specified as Pass/Unsatisfactory in course description.</i>	

The student’s grade point average (GPA) is determined by dividing the total number of grade points earned by the total number of letter-graded graduate hours attempted (not the number of graduate hours passed) at UTB/TSC.

## Graduate Credit for Seniors

A student who has not yet completed all requirements for the bachelor’s degree may be eligible for graduate study as a senior. Such students must complete their undergraduate work and be eligible to obtain the bachelor’s degree during the first semester of graduate work. The student must have an overall GPA of at least 3.0 and must be within nine semester hours of completing the total number of hours required for the bachelor’s degree. The combined load of the graduate and the undergraduate courses for a full-time student must not exceed 12 semester hours. To take graduate

courses under this provision, students must complete the graduate application process and secure the written permission of the chair of the department in which credit is sought as well as the Graduate Office. Seniors at other universities who have nine or fewer credits to complete for the bachelor's degree may also qualify. They must supply transcripts, complete the application process and provide letters from their home institutions indicating they are within 9 hours of graduation.

## Graduation Requirements

A student must complete all university and program requirements to receive a graduate degree. Grades in courses offered for the Master's degree must average B (3.00) overall in both the major and minor fields, if there is a minor.

Students are eligible to apply for graduation when attending their last session of graduate work (e.g. fall, spring or summer). Prospective graduates must have the required 3.0 cumulative GPA (3.0=B on a 4.0 scale), and all grades of "I" must be reported. Students earning an M.A., M.A.I.S., M.S.I.S. or M.Ed. must submit two applications a) Master's Comprehensive Examination Application and b) Graduation Application to the Enrollment Office before the application deadline; students earning an M.B.A. must submit a Graduation Application. An applicant must attach a copy of the official Program of Study to the application and pay the required \$25 fee at the Business Office. Students are advised to speak with their Graduate Advisors before submitting the required applications. Once the appropriate paperwork has been submitted to the Enrollment Office, students will be notified in writing regarding their eligibility.

### Application Deadlines:

Fall Semester	September 1st
Spring Semester	February 1st
Summer Term	April 1st

Applications are available at the Graduate Office located in Champion Hall and at the Enrollment Office located in Tandy Hall #205.

## Grievances – Grade Appeals

Course grade grievances must be initiated by contacting the instructor or individual with whom the grievance arose within 30 days. An effort to resolve the matter informally should be made. If the student is not satisfied with the decision, the student may appeal in writing within 21 days to the chair of the department from which the grade was issued. Disputes not satisfactorily resolved within 21 days may be appealed in writing to the school or college dean, who will render the final decision.

## Grievances – Other than Grade Appeals

In attempting to resolve any student grievance, it is the obligation of the student first to make a serious effort to resolve the matter with the individual with whom the grievance originated. Grievances involving matters other than grades are appealed to the Department Chair or office director, the Dean if appropriate, then to the Vice President for Student Affairs, Vice President for Business Affairs, or Vice President for Academic Affairs. If the matter remains unresolved at this level, the student may make a final appeal to the president. Appeals must be submitted in writing.

# On-line and Distance Education Degree Programs

Specific graduate degrees may also be awarded under On-line or Distance Education degree plans offered by UTB/TSC or by UTB/TSC in cooperation with other University of Texas System universities. Courses taken on-line or by distance education and degrees awarded under On-line or Distance Education degree programs shall be so designated on the student's official transcript and diploma.

## Program of Study

Graduate degrees are awarded on the basis of scholarship, reasoning and investigative abilities, and evidence of proficiency in the student's area of emphasis. Upon admission to the graduate program, the appropriate departmental chair will assign a Faculty Advisor to assist in developing the formal, typed Program of Study (POS) designed to meet proficiency levels, certification, and professional needs of the student.

A Program of Study must be approved by the Faculty Advisor, the Chairperson of the major department, and the Dean of Graduate Studies. After signatures are secured, copies will be distributed by the Graduate Office to the student, the Faculty Advisor, and the Chairperson of the major department. The Graduate Office will retain the original Program of Study in the student's file.

The Program of Study should be developed in consultation with the Faculty Advisor during the first semester of graduate work and must contain the following elements:

1. A brief narrative statement giving the overall objectives of the program and special certification desired.
2. Methods for achieving these objectives, i.e., courses listed in the degree plan, experiences, thesis and tentative research problems.
3. The proposed method and anticipated date of the final evaluation.

The design of each individual program is very important. Those individuals holding a graduate degree are seen by society as having an advanced state of general knowledge, as well as specific knowledge in their fields of study. Thus, it is incumbent upon the institution, the graduate faculty, and the students to ensure that those upon whom the degree is conferred are knowledgeable in their fields.

Although the minimum number of hours required for degrees is determined in accordance with the program as listed in the catalog, this should not be construed to indicate a maximum number of hours for any particular student. Each individual Program of Study may vary as to the total number of hours necessary to receive the degree. The official POS may be changed upon written request of the Graduate Advisor to the Dean of Graduate Studies and Sponsored Programs.

## Repetition of Courses

A graduate student may repeat any course. All grades earned (including those for repeated courses) will be used to compute the grade-point average. All attempts become a part of the permanent academic record.

## Residence Requirement

A residence of one academic year or the equivalent in summer sessions is required. In graduate programs that require a thesis, at least 18 semester hours of course credit plus six semester hours of thesis credit shall be earned in residence at UTB/TSC. For programs that require 36 semester hours of credit but do not require a thesis, at least 24 semester hours must be earned in residence at UTB/TSC. In all cases the last 12 hours earned for the degree must be earned as resident UTB/TSC credit. Students seeking certification with the Master of Education degree should consult the School of Education section of the catalog.

In the case of Distance Education or On-line Degree programs offered by UTB/TSC, courses offered by other accredited component institutions of the University of Texas System as part of system-wide consortial degree programs may be counted towards the residence requirement. This provision shall apply only to Distance Education or On-line or Distance Education courses from other institutions.

## Scholastic Probation and Suspension

In order for a degree-seeking graduate student to remain in good academic standing, the student must maintain a cumulative grade point average of 3.0 (3.0=B on a 4.0 scale). A student whose overall GPA falls below a 3.0 in a given semester or who receives a grade of F during any one semester or summer session is automatically placed on academic probation the following semester. Probation constitutes a warning of insufficient level of progress. Within the following nine semester credit hours, the overall GPA must return to 3.0 or above or the student will be suspended for a minimum of one semester. Students may be readmitted only after presenting a written petition to the Graduate Office and to the chair of the major department. Written approval to register for graduate coursework must come from both the appropriate Department Chair and the Graduate Office.

## Second Master's Degree

A maximum of nine semester hours taken for one master's degree may be counted toward a second master's degree with the approval of the department in which the second master's degree is sought. Courses more than seven years old will not be accepted for credit toward a degree program.

## Semester Credit Hour

University credit is measured in semester hours. Ordinarily, a class that meets one 50-minute period per week for a semester will carry a credit of one semester hour. Since the majority of classes normally meet three periods, each week, these classes carry three semester hours of credit. Two or three laboratory clock hours per week are usually required for one semester hour of laboratory credit.

## Student Discipline

By enrolling in the university, students neither lose the rights nor escape the responsibilities of citizenship. All students are expected to comply with state and federal law, the Rules and Regulations of the Board of Regents of The University of Texas System, The University of Texas

at Brownsville and Texas Southmost College regulations, and instructions issued by university administrative officials in the course of their duties.

When students violate the prescribed codes of behavior, disciplinary action may be initiated through the Office of the Vice President for Student Affairs.

Information about the rules of conduct, due process procedures and disciplinary penalties is published in the Rules and Regulations of the Board of Regents of the University of Texas System, Part One, Chapter VI, Section 3. Copies of these documents are available in the Office of the Vice President for Student Affairs. Information on conduct and due process is published in the Student Guide, which is available in the Enrollment Office.

## Student Work and Class Attendance

Graduate students are expected to attend classes regularly and meet all requirements of their courses in order to receive grades. The typical out-of-class work requirement for the master's level is three hours of out-of-class work per week for each semester hour of credit. The responsibility for meeting the requirements for a course, degree and/or certification rests with the student. Final examinations are scheduled during the examination period at the end of the semester and are not given in advance.

Papers submitted to meet graduate course requirements are expected to be the student's own work. Information and opinions drawn from whatever source are to be cited specifically as to their respective sources, and students should use the approved form of citation. A student who engages in scholastic dishonesty will be subject to disciplinary action. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributed in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts. Examples of scholastic dishonesty include: using the services of a term paper company, submitting work that is not the student's work, and failing to provide clear citation to original sources. A student may not submit the same paper in substance in two or more graduate classes without prior written permission of the instructors involved.

## Thesis/Nonthesis Option for Master's Degrees

Most master's degree programs allow for a thesis or nonthesis option. In consultation with the Faculty Advisor, students should carefully consider career goals in deciding between a thesis and a nonthesis degree. Students should be aware that some academic institutions regard a nonthesis master's degree as a terminal degree program. Students who intend to pursue the doctoral degree should seriously consider doing a thesis.

Students in thesis programs must complete the six required hours of thesis credit. Registration for thesis courses may be repeated and is counted in determining course load limits for a semester or summer session although credit is given only once. Students who register for the thesis course must continue to register each succeeding semester or summer session until the thesis is completed.

A thesis committee of three or more graduate faculty members to assist in the research shall be appointed by the Chair of the major department after consultation with the candidate. The Faculty Advisor shall be a member and chair of the committee. The thesis topic and written prospectus must be approved in writing by the Faculty Advisor, the thesis committee and the

Office of Graduate Studies and Sponsored Programs prior to the student's undertaking the research problem. All research involving human subjects must also be approved by the Human Subjects Research Review Committee prior to collection of any data. Instructions for the preparation of the thesis and information on the Human Subjects Research Review Committee can be obtained from the department or Office of Graduate Studies and Sponsored Programs.

The thesis research committee will judge the research competence of the student during the thesis defense meeting. A graduate faculty member appointed by the Dean of Graduate Studies and Sponsored Programs from outside of the School/College shall represent the graduate program on the committee during the defense meeting. The Graduate Program representative should be provided a copy of the thesis one week prior to the defense. Thesis defense meetings are announced in advance and open to the university community.

Students are responsible for all deadline dates with regards to thesis defense and submission of thesis copies to the Office of Graduate Studies and Sponsored Programs for binding and micro-filming (see university class schedule for dates, fees and deposits). A student must complete all graduate work for the degree within seven years of the time of the first graduate course registration. Courses older than seven years will not apply towards the degree. Students who have compelling reasons for interruption of their graduate degree may petition the Graduate Office for an extension of time.

## Transfer of Credit Policy

Subject to the approval of the major department, a maximum of 12 graduate semester hours taken at an accredited university may be transferred for degree credit. Transferred credit will not be counted in computing the grade point average on courses completed in the graduate program. Credit may not be transferred for:

- Courses which would not receive graduate credit at UTB/TSC.
- Courses with a grade lower than a "B".
- Correspondence and extension courses.
- Credit for life experience or prior learning.
- Courses which are more than seven years old. Courses less than seven years old may not be accepted if in the professional judgment of departmental faculty the content is outdated and obsolete.

Transfer credit used to fulfill program requirements will be approved by the Faculty Advisor, Chairperson of the Department and the Graduate Office when the official Program of Study is approved for the student. The Faculty Advisor has the initial responsibility to insure that the proposed transfer work is relevant and appropriate to the degree sought. The Graduate Office will validate the student's transcript when necessary. Additionally for the School of Education, transfer credit for certification purposes must also be approved by the Graduate Advisor, Coordinator of Teacher Education and the School of Education Dean (see "School of Education" for further information).

## Withdrawing From Classes

After the official census date, students may withdraw from classes and receive a "W" on their permanent records. The last date to withdraw is specified in the class schedule material published each semester and summer session.



# GRADUATE PROGRAMS



# DEGREES AND MAJORS

The university administration and faculty are committed to graduate programs for the educational, personal, economic and cultural development of the citizens of the region. The specific degrees listed below have been approved by The University of Texas System and the Texas Higher Education Coordinating Board. The university pledges to provide graduate offerings consistent with area needs and resources.

**School of Business** • [www.utb.edu/graduate/business](http://www.utb.edu/graduate/business)

*Dr. Betsy Boze, Dean* • South Hall #246 • 982-0161 • [bboze@utb1.utb.edu](mailto:bboze@utb1.utb.edu)

**Department of Accounting**

*R.B. Vinson, Chair* • South Hall #286 • 983-7101 • [rbvinson@utb1.utb.edu](mailto:rbvinson@utb1.utb.edu)

**Department of Business Administration**

*Dr. Charles Lackey, Chair* • South Hall #277 • 982-0236 • [clackey@utb1.utb.edu](mailto:clackey@utb1.utb.edu)

**Master of Business Administration – M.B.A.**

Business Administration Advisor

*Dr. Karl F. Kampschroeder, M.B.A. Director* • South Hall #250 • 983-7302 • [kfkamps@utb1.utb.edu](mailto:kfkamps@utb1.utb.edu)

**School of Education**

*Dr. Sylvia C. Peña, Dean* • Education #11 • 983-7219 • [scpena@utb1.utb.edu](mailto:scpena@utb1.utb.edu)

**Department of Curriculum and Instruction**

*Dr. Paula Parson, Interim Chair* • Tandy Hall #257 • 544-8979 • [pparson@utb1.utb.edu](mailto:pparson@utb1.utb.edu)

**Master of Education – M.Ed. in:**

Curriculum and Instruction

Elementary Level

*Dr. Leo Coronado, Advisor* • Education #28 • 982-0240 • [leoc@utb1.utb.edu](mailto:leoc@utb1.utb.edu)

Secondary Level

*Dr. James Telese, Advisor* • Education #30 • 548-8702 • [jtelese@utb1.utb.edu](mailto:jtelese@utb1.utb.edu)

*Dr. Jaime H. García, Advisor* • Education #29 • 548-8703 • [jhgarcia@utb1.utb.edu](mailto:jhgarcia@utb1.utb.edu)

Reading Specialist

*Dr. Javier Ayala, Advisor* • Tandy Hall #236 • 548-6515 • [ayala@utb1.utb.edu](mailto:ayala@utb1.utb.edu)

*Dr. Dianne Johnson, Advisor* • Tandy Hall #239 • 544-8269 • [djohnson@utb1.utb.edu](mailto:djohnson@utb1.utb.edu)

*Dr. Paula Parson, Advisor* • Tandy Hall #238 • 544-8865 • [pparson@utb1.utb.edu](mailto:pparson@utb1.utb.edu)

**Department of School Specialties**

*Dr. Charles Comeaux, Chair* • Education #17 • 982-0251 • [cbuckc@utb1.utb.edu](mailto:cbuckc@utb1.utb.edu)

**Master of Education – M.Ed. in:**

Early Childhood Education

*Dr. Georgianna Duarte, Advisor* • Education #27 • 982-0257 • [duarte@utb1.utb.edu](mailto:duarte@utb1.utb.edu)

Educational Administration

*Dr. Cindy Bradford, Advisor* • Education #21 • 982-0273 • [cbradford@utb1.utb.edu](mailto:cbradford@utb1.utb.edu)

*Dr. Walter Howard, Advisor* • Education #17 • 982-0260 • [wrlhoward@utb1.utb.edu](mailto:wrlhoward@utb1.utb.edu)

*Dr. Andrés N. Vallado, Advisor* • Education #15A • 982-0258 • [anvallado@utb1.utb.edu](mailto:anvallado@utb1.utb.edu)

Educational Technology

*Dr. Michael Sullivan, Advisor* • Education #20 • 982-0266 • [msullivan@utb1.utb.edu](mailto:msullivan@utb1.utb.edu)

Elementary Education/Bilingual Endorsement Option

*Dr. Graciela Rosenberg, Advisor* • Education #38 • 982-0267 • [gprosen@utb1.utb.edu](mailto:gprosen@utb1.utb.edu)

Dr. Elva Pérez, Advisor • Education #22 • 982-0121 • [ecperez@utb1.utb.edu](mailto:ecperez@utb1.utb.edu)

#### English as a Second Language

Dr. Graciela Rosenberg, Advisor • Education #38 • 982-0267 • [gprosen@utb1.utb.edu](mailto:gprosen@utb1.utb.edu)

Dr. Elva Pérez, Advisor • Education #22 • 982-0121 • [ecperez@utb1.utb.edu](mailto:ecperez@utb1.utb.edu)

#### Guidance and Counseling

Dr. Charles Comeaux, Advisor • Education #17 • 982-0251 • [chuckc@utb1.utb.edu](mailto:chuckc@utb1.utb.edu)

Dr. Alma Leal, Advisor • Education #15B • 982-0122 • [agleal@utb1.utb.edu](mailto:agleal@utb1.utb.edu)

#### Special Education

Dr. Mary Curtis, Advisor • Education #25 • 982-0259 • [mcurtis@utb1.utb.edu](mailto:mcurtis@utb1.utb.edu)

Dr. Ralph Hausman, Advisor • Education #26 • 982-0265 • [rhausman@utb1.utb.edu](mailto:rhausman@utb1.utb.edu)

#### Supervision

Dr. Cindy Bradford, Advisor • Education #21 • 982-0273 • [cbradford@utb1.utb.edu](mailto:cbradford@utb1.utb.edu)

### College of Liberal Arts

*Dr. Farbat Iftekharuddin, Interim Dean • South Hall #246 • 544-8253 • [fjif@utb1.utb.edu](mailto:fjif@utb1.utb.edu)*

#### Department of Behavioral Sciences

Dr. Virginia V. Wood, Chair • South Hall #226 • 544-8225 • [wood@utb1.utb.edu](mailto:wood@utb1.utb.edu)

#### Department of Criminal Justice

Dr. Norman Binder, Interim Chair • South Hall #319 • 544-8993 • [binder@utb1.utb.edu](mailto:binder@utb1.utb.edu)

#### Department of English and Speech

Dr. Robert Sledd, Chair • South Hall #204 • 544-8239 • [sledd@utb1.utb.edu](mailto:sledd@utb1.utb.edu)

#### Department of Fine Arts

Dr. Sue Zanne Urbis, Chair • Music Building #101 • 544-8247 • [surbis@utb1.utb.edu](mailto:surbis@utb1.utb.edu)

#### Department of Modern Languages

Cipriano Cárdenas, Chair • South Hall #238 • 544-8246 • [ccardenas@utb1.utb.edu](mailto:ccardenas@utb1.utb.edu)

#### Department of Social Sciences

Dr. James B. Sullivan, Chair • South Hall #306 • 544-8260 • [jbsullivan@utb1.utb.edu](mailto:jbsullivan@utb1.utb.edu)

#### Master of Arts in Interdisciplinary Studies – M.A.I.S. Concentrations in:

##### English

Dr. Marty Lewis, Advisor • South Hall #218 • 544-8842 • [mlewis@utb1.utb.edu](mailto:mlewis@utb1.utb.edu)

##### Government

Dr. Norman Binder, Advisor • South Hall #304 • 544-8259 • [binder@utb1.utb.edu](mailto:binder@utb1.utb.edu)

##### History

Dr. Milo Kearney, Advisor • South Hall #312 • 544-8838

##### Sociology

Dr. Virginia Wood, Advisor • South Hall #224 • 544-8835 • [wood@utb1.utb.edu](mailto:wood@utb1.utb.edu)

##### Spanish

Dr. José Varela-Ibarra, Advisor • South Hall #242 • 544-8216 • [jvarela@utb1.utb.edu](mailto:jvarela@utb1.utb.edu)

Dr. Lidia Díaz, Advisor • South Hall #240 • 544-8981 • [ldiaz@utb1.utb.edu](mailto:ldiaz@utb1.utb.edu)

#### Master of Arts – M A in:

##### English

Dr. Marty Lewis, Advisor • South Hall #218 • 544-8842 • [mlewis@utb1.utb.edu](mailto:mlewis@utb1.utb.edu)

##### Spanish

Dr. José Varela-Ibarra, Advisor • South Hall #242 • 544-8216 • [jvarela@utb1.utb.edu](mailto:jvarela@utb1.utb.edu)

Dr. Lidia Díaz, Advisor • South Hall #240 • 544-8981 • [ldiaz@utb1.utb.edu](mailto:ldiaz@utb1.utb.edu)

**Master of Science in Criminal Justice – M.S.C.J.** (under the auspices of UTPA) in:  
Criminal Justice

Dr. Susan E. Ritter, Advisor • South Hall #323 • 548-6569 • [ritter@utb1.utb.edu](mailto:ritter@utb1.utb.edu)

**College of Science, Mathematics and Technology**

Dr. José G. Martín, Dean • Science, Engineering & Technology Building #2.342 • 574-6701 •  
[jmartin@utb1.utb.edu](mailto:jmartin@utb1.utb.edu)

**Department of Biological Sciences**

Dr. Alma Solis, Interim Chair • Eidman #202 • 544-8289 • [masolis@utb1.utb.edu](mailto:masolis@utb1.utb.edu)

**Department of Mathematics**

Dr. Deloria Nanze-Davis, Chair • Science, Engineering & Technology Building #2.454 • 574-6636 •  
[nanze@utb1.utb.edu](mailto:nanze@utb1.utb.edu)

**Master of Science in Interdisciplinary Studies – M.S.I.S. Concentration in:**  
Biology

Dr. David McNeely, Advisor • Eidman #220 • 982-0225 • [mcneely@utb1.utb.edu](mailto:mcneely@utb1.utb.edu)

# COLLEGE OF LIBERAL ARTS

*Dr. Farbat Iftekharuddin, Interim Dean • South Hall #246  
544-8253 • fji@utb1.utb.edu*

Department of Behavioral Sciences

*Dr. Virginia V. Wood, Chair • South Hall #226  
544-8225 • wood@utb1.utb.edu*

Department of Criminal Justice

*Dr. Norman Binder, Interim Chair • South Hall #319  
544-8993 • binder@utb1.utb.edu*

Department of English and Speech

*Robert Sledd, Chair • South Hall #204 • 544-8239 • sledd@utb1.utb.edu*

Department of Fine Arts

*Dr. Sue Zanne Urbis, Chair • Music #101 • 544-8247 • surbis@utb1.utb.edu*

Department of Modern Languages

*Cipriano Cárdenas, Chair • South Hall #238 • 544-8246 • ccardenas@utb1.utb.edu*

Department of Social Science

*Dr. James B. Sullivan, Chair • South Hall #306 • 544-8260 • jbsullivan@utb1.utb.edu*

The College of Liberal Arts offers programs of study leading to the Master of Arts degree in the fields of English and Spanish and the Master of Arts in Interdisciplinary Studies degree with graduate concentrations in History, English, Government, Sociology and Spanish. In addition, graduate study is available in the Arts, Criminal Justice, Psychology and Interpreting.

## Admission

Besides the general admission requirements of the UTB/TSC graduate program, each of the graduate degrees has additional admission requirements. The English, Government, Sociology and History concentration areas for the M.A.I.S. degree require six semester hours of upper level undergraduate credit in the field. The Spanish concentration area requires at least 12 advanced undergraduate hours in Spanish, nine of which must be literature. All concentration areas in Interdisciplinary Studies have a research component and require skills and/or coursework in research methods.

The Master of Arts degree in Spanish requires that the student must have completed twelve semester credit hours of advanced undergraduate Spanish, of which nine must be in literature. The Master of Arts degree in English requires students to have completed at least six semester hours of advanced undergraduate study in English. Students without this background must take these hours during the first year of graduate study.

# Master of Arts in Interdisciplinary Studies (M.A.I.S.)

## English

Dr. Marty Lewis, Advisor • South Hall #218 • 544-8842 • mlewis@utb1.utb.edu

## Government

Dr. Norman Binder, Advisor • South Hall #304 • 544-8259 • binder@utb1.utb.edu

## History

Dr. Milo Kearney, Advisor • South Hall #305 • 982-0218 • kearney@utb1.utb.edu

## Sociology

Dr. Virginia V. Wood, Advisor • South Hall #224 • 544-8835 • wood@utb1.utb.edu

## Spanish

Dr. José Varela-Ibarra, Advisor • South Hall #242 • 544-8216 • jvarela@utb1.utb.edu

Dr. Lidia Díaz, Advisor • South Hall #240 • 544-8981 • ldiaz@utb1.utb.edu

## 36-Hour Thesis/Non Thesis Program

The M.A.I.S. degree requires a total of 36 semester hours of graduate credit. An area of concentration must have at least 12 and no more than 18 semester hours in the subject area. At least six hours in the area of concentration must be in upper-level (6000) graduate work. In addition, 18-24 hours must be taken in two or more supporting fields outside the area of concentration.

### Areas of Concentration:

### Credit Hours

English, Government, History, Sociology or Spanish	12 - 18
Two or more supporting fields	18 - 24
Total graduate hours for degree	36

Each student in the M.A.I.S. degree program will be assigned a Faculty Advisor and two additional faculty committee members who teach in Interdisciplinary Studies. Together the student and the committee will choose courses in the concentration area and will select two or more supporting fields. Efforts are made to relate the material studied in one discipline to that studied in another and to encourage students to select courses in mutually supporting fields. A formal Program of Study as described elsewhere in this catalog will be prepared and submitted for approval.

## Thesis

As part of their graduate program, students may choose the option of writing a thesis, for which they will receive six hours of graduate credit. Those who take this option must select a thesis committee, composed of a committee chairperson and two other members of the graduate faculty, to approve the topic and to assist in the preparation of the thesis. (See thesis-nonthesis option under "Academic Information".) Students must pass an oral defense of the completed thesis. Students selecting this option will register for INDS 7300 and 7301 after they have completed their coursework.

## Supporting Fields

Arts, Biology, Business Administration\*, Criminal Justice, Education\*, Interpreting, Psychology  
All areas of concentration may also be support fields for each other.

\* No more than 12 semester hours may be taken from the professionals schools. Each candidate for the M.A.I.S. degree must pass a comprehensive examination over the area of concentration and supporting fields.

# Master of Arts (M.A.) - English Major

English

Dr. Marty Lewis, Advisor • South Hall #218 • 544-8842 • mlewis@utb1.utb.edu

## 36-Hour Thesis/Non Thesis Program

The Master of Arts degree in English, offered by the College of Liberal Arts through the Department of English and Speech, guides students in the study of language, composition, and literature. Educational objectives include refining research, bibliographic, and composition skills; studying the nature and uses of language; acquiring theoretical perspectives on the writing process; studying selected authors in depth; and examining literary periods, styles, or movements in detail. A master's degree in English prepares students for more advanced study in English, for teaching English at the secondary or college level, and for many professions that require proficiency in written communication. This degree gives students the option of a thesis or nonthesis program.

### *Degree Requirements*

The Master of Arts degree without a thesis consists of 36 hours and may include a minor of nine hours in a related field. The Master of Arts degree with thesis consists of 30 hours of coursework with six additional hours awarded for the thesis. With proper planning and with the approval of their graduate committees, students may take six of the 30 required hours in a field that is outside of English but that is directly relevant to the students' Program of Study. The courses in English for both plans must satisfy the following distribution requirements:

- at least two courses must be in English literature, one of which must be in a pre-18th century writer or period, and
- at least two courses must be in American literature, one of which must be in a pre-20th century writer or period.

English 6300, Introduction to Graduate Studies, is also required and must be completed during the first year of graduate studies. In accordance with university policy, graduate credit from another university will be accepted from transfer students.

### *Comprehensive Written Examination*

Each candidate for the nonthesis Master of Arts degree in English must pass a comprehensive written examination prepared by the English graduate faculty and administered by the Graduate Office.

### *Thesis*

As part of their graduate program in English, students may choose the option of writing a thesis, for which they will receive six hours of graduate credit. Those who take this option must select a thesis committee, composed of a committee chairperson and two other members of the graduate English faculty, to approve the topic and to assist in the preparation of the thesis. (See thesis-nonthesis option under "Academic Information".) Students must pass an oral defense of the completed thesis.

# Master of Arts (M.A.) - Spanish Major

Spanish

Dr. José Varela-Ibarra, Advisor • South Hall #242 • 544-8216 • [jvarela@utb1.utb.edu](mailto:jvarela@utb1.utb.edu)

Dr. Lidia Díaz, Advisor • South Hall #240 • 544-8981 • [ldiaz@utb1.utb.edu](mailto:ldiaz@utb1.utb.edu)

## 36-Hour Thesis/Nonthesis Program

The Master of Arts Degree in Spanish is offered by the College of Liberal Arts and gives students the option of a thesis or nonthesis program. The educational objectives of the program are to refine writing skills, develop research and bibliographic skills, study the nature and uses of language, study selected Spanish literature in depth and examine literary periods, styles, or movements in detail.

## Degree Requirements

The Master of Arts degree with thesis option consists of 30 hours of coursework, all in Spanish, with six additional hours awarded for the thesis for a total of 36 semester hours. The Master of Arts degree in Spanish without a thesis option consists of 36 hours of coursework and may include a minor of 6-12 hours in a related field. At least 24 hours must be in Spanish. The courses in Spanish for both plans must be chosen from the curriculum listed below and must include one of the following sequences:

- the literature of Spain, SPAN 6341, 6370, and 6371 (with 19th and 20th century topic), or
- Latin American literature, SPAN 6373, 6374, and 6375.

Spanish 6300: Theory of Literary Analysis, Bibliographic Search Techniques, and Literary Writing Methods is also required and must be completed during the first year of graduate studies.

## Comprehensive Written Examination

Each candidate for the Master of Arts degree is required to pass a comprehensive written examination prepared by the Spanish graduate faculty and administered by the Graduate Office.

## Thesis

A student who chooses the thesis option will write a thesis for six hours of graduate credit. He/She will choose a thesis committee composed of a committee chairperson and two other members of the Spanish graduate faculty, who will approve the thesis topic and assist in preparing the thesis. A written thesis prospectus must be formally approved by the thesis committee before the writing of the thesis begins. Thesis track students must pass a separate oral defense of the completed thesis.

## INTERPRETER CERTIFICATE

A departmental Interpreter's Certificate is offered with completion of the following courses:

INTG	6376	Consecutive Interpreting
INTG	6377	Simultaneous Interpreting
INTG	6378	Court Interpreting
INTG	6379	Interpreting Practicum

# Master of Science in Criminal Justice (M.S.C.J.)

Dr. Susan E. Ritter, Advisor • South Hall #323 • 548-6569 • [ritter@utb1.utb.edu](mailto:ritter@utb1.utb.edu)

## 36-Hour Thesis/Nonthesis Program

The Master of Science in Criminal Justice is offered by The University of Texas-Pan American in Edinburg in cooperation with UTB/TSC with thesis and nonthesis programs available. Twelve hours are offered by UTB/TSC faculty on the UTB/TSC campus, and the other 24 hours, delivered by UTPA, are available in Brownsville via interactive video. The program is designed for individuals who are already employed in the criminal justice field and wish to prepare to assume administrative or management responsibilities in federal, state, and local criminal justice agencies. The program includes a Comprehensive Written Examination testing knowledge from the core courses and the student's areas of additional coursework.

## Core Courses

CRIJ 6301	Criminal Justice System
CRIJ 6302	Crime, Criminal Behavior, and Criminology
CRIJ 6303	Criminal Justice Policy Analysis
CRIJ 6304	Law, Courts, and Criminal Procedure
CRIJ 6305	Criminal Justice Organizational Theory and Behavior
CRIJ 6306	Statistical Methods in Criminal Justice
CRIJ 6307	Criminal Justice Research Methods

## Electives

Students will take from nine to 15 semester hours from the following courses depending on whether or not they take the thesis, applied project, or additional coursework option.

CRIJ 6308	Juvenile Justice System
CRIJ 6309	Issues in Corrections
CRIJ 6310	Issues in Policing
CRIJ 6311	Special Topics (May be repeated once for credit if new topic)
CRIJ 6312	Independent Research or Studies (May be repeated once for credit)

## Other Electives

A maximum of six hours of graduate courses may be taken from related disciplines. Courses must have prior approval of the Graduate Program Director.

## Thesis or Applied Project Option

CRIJ 7301-7302	Thesis
CRIJ 7303-7304	Applied Project



# Graduate Courses in Liberal Arts

## ARTS (ARTS)

### **ARTS 6310 Graduate Studio Problems in Drawing and Painting**

This course is the study of technical, formal and conceptional aspects of drawing and painting on a graduate level. This course may be repeated for credit up to 12 hours when content varies. The content of this course is subject to instructor approval. Prerequisites: Students must hold a Bachelor's degree that included 6 hours of advanced undergraduate drawing and painting. Candidates must submit a portfolio of their artwork and be interviewed by the graduate art faculty before registering for this course.

*Lec. 2, Lab 4, Cr. 3*

### **ARTS 6311 Graduate Studio Problems in Ceramics**

This course is the study of a variety of pottery and sculpture techniques, and of the development of individual expression through the use of volume, form, space and mass at the graduate level. This course may be repeated for credit up to 12 hours when the content varies. The content of this course is subject to instructor approval. Prerequisites: Students must hold a Bachelor's degree that included 6 hours of advanced undergraduate ceramics. Candidates must submit a portfolio of their artwork and be interviewed by the graduate art faculty before registering for this course.

*Lec. 2, Lab 4, Cr. 3*

### **ARTS 6330 Advanced Studies in Art History and Criticism**

This course is an analysis at the graduate level of selected areas of art history and criticism from established periods and styles of art. This course may be repeated for up to 12 hours when the subject content varies. Admission to this course is subject to instructor approval. Prerequisites: Students must hold a Bachelor's degree that included 6 hours of advanced undergraduate art history. Candidates must submit a portfolio of their artwork and be interviewed by the graduate art faculty before registering for this course.

*Lec. 3, Cr. 3*

## CRIMINAL JUSTICE (CRIJ)

### **CRIJ 6301 Criminal Justice System**

This course is designed to give students a current, thorough, and comprehensive overview of all facets of the criminal justice system in the United States, its functions, current controversial issues and future trends. The philosophy, history, and development of criminal justice agencies will be examined.

*Lec 3, Cr 3*

### **CRIJ 6302 Crime, Criminal Behavior, and Criminology**

Major theoretical approaches to the study of crime and criminology, including biological, economic, political, psychological, and sociological views on crime and criminal behavior.

*Lec 3, Cr 3*

### **CRIJ 6303 Criminal Justice Policy Analysis**

An analysis of the development, implementation, and evaluation of criminal justice policy. Several policies will be studied and analyzed regarding their development and implementation.

*Lec 3, Cr 3*

**CRIJ 6304 Law, Courts, and Criminal Procedure**

Advanced study of the legal system of the United States. Discussion of the sociology of law as related to the application and operation of the judicial system and police procedure. Analysis of current research and literature related to the United States legal system. *Lec 3, Cr 3*

**CRIJ 6305 Criminal Justice Organizational Theory and Behavior**

Advanced examination and evaluation of management, organization, and administration of criminal justice agencies. *Lec 3, Cr 3*

**CRIJ 6306 Statistical Methods in Criminal Justice**

Advanced statistical methods used in criminal justice research, including multivariate analysis and application of computerized statistical programs in analyzing criminal justice data. *Lec 3, Cr 3*

**CRIJ 6307 Criminal Justice Research Methods**

Theory, techniques, methods, and applications of quantitative analysis in criminal justice, with emphasis upon experimental design and collection, tabulation, and analysis of in-field data. Prerequisite: CRIJ 6306 or consent of instructor. *Lec 3, Cr 3*

**CRIJ 6308 Juvenile Justice System**

An overview of the juvenile justice system in the United States. The administration of juvenile institutions and agencies, the juvenile court system, theories of juvenile delinquency and innovative strategies for treatment. Current research and trends in juvenile justice. *Lec 3, Cr 3*

**CRIJ 6309 Issues in Corrections**

Examination of correctional philosophy, contemporary correctional issues, administration and management of correctional institutions. The role of probation and parole and analysis of community-based corrections and related topics in corrections. *Lec 3, Cr 3*

**CRIJ 6310 Issues in Policing**

Examination and discussion of current trends and issues related to policing in the United States. Evaluation of current strategies of policing and their application in police agencies. *Lec 3, Cr 3*

**CRIJ 6311 Special Topics in Criminal Justice**

This course gives graduate students an opportunity to study contemporary issues in crime and criminal justice. This course will also focus attention on international criminal justice issues and topics. May be repeated once as the topics vary. *Lec 3, Cr 3*

**CRIJ 6312 Independent Research and Study**

Independent study designed to provide an opportunity for students to pursue research and/or participate with graduate faculty in research for publication or professional presentation. Students may also opt under this course to study in-depth theoretical/empirical readings in a substantive area not normally covered in standard courses. Prerequisite: prior approval of the Graduate Program Director and consent of instructor. Can be taken twice for credit. *Lec 3, Cr 3*

## **CRIJ 7301-7302 Thesis**

The student is required to complete an individual research project under the direction and supervision of a graduate thesis committee. The thesis will be defended publicly and approved by a majority of the thesis committee. Prerequisite: Approval of Graduate Program Director.

*Lec 3, Cr 3*

## **CRIJ 7303-7304 Applied Research Project**

The student is required to complete a problem-oriented applied research project under the supervision of a graduate project committee. The project must be approved by a majority of the project committee. Prerequisite: Approval of Graduate Program Director.

*Lec 3, Cr 3*

## **ENGLISH (ENGL)**

### **ENGL 6300 Introduction to Graduate Studies**

Principles and procedures in scholarly research. Introduction to the problems, techniques, and tools of graduate-level study and research in English.

*Lec 3, Cr 3*

### **ENGL 6301 Shakespeare**

A study of the comedies, histories, tragedies, and romances of Shakespeare, emphasizing wide reading of the playwright.

*Lec 3, Cr 3*

### **ENGL 6303 The Bible as Literature**

A study of the Bible as literature, emphasizing the genres and literary techniques employed by the writers. The course treats the Bible as a major source for English and American literature.

*Lec 3, Cr 3*

### **ENGL 6305 The Romantic Period**

A study of early 19th-century English romantic writers with emphasis on the poets Wordsworth, Coleridge, Shelley, Keats, and Byron.

*Lec 3, Cr 3*

### **ENGL 6308 History of the English Language**

A history of the English language from the Anglo-Saxon period to the present.

*Lec 3, Cr 3*

### **ENGL 6310 20th-Century English and American Poetry**

A study of major English and American poets of the 20th-century.

*Lec 3, Cr 3*

### **ENGL 6312 Milton**

A study of the major poems and selected prose of John Milton.

*Lec 3, Cr 3*

### **ENGL 6321 Composition Theory**

Theories of regulative grammar and rhetoric as applied to the writing process.

*Lec 3, Cr 3*

### **ENGL 6341 Literary Criticism**

Selected works in literary criticism. Important modern and traditional critical positions and their application to literature.

*Lec 3, Cr 3*

**ENGL 6354      Linguistics and Reading**

A study of current models of reading with an introduction to linguistics and examination of linguistic contributions to the understanding of the reading process. Includes issues of literacy and acquisition of reading. *Lec 3, Cr 3*

**ENGL 6355      Second Language Acquisition**

Examination of studies and models of the acquisition of a second language. Includes linguistic, sociolinguistic, and cultural aspects. *Lec 3, Cr 3*

**ENGL 6362      The Victorian Period**

A study of the late 19th-century literature in England. *Lec 3, Cr 3*

**ENGL 6363      20th-Century English Novel**

A study of the major novelists of England in the 20th-century. *Lec 3, Cr 3*

**ENGL 6364      Restoration and 18th-Century Drama**

Selected dramatists and their works, themes, and literary developments of the 17th and 18th centuries. *Lec 3, Cr 3*

**ENGL 6371      20th-Century American Novel**

A study of the major novelists in the United States in the 20th century. *Lec 3, Cr 3*

**ENGL 6372      Hawthorne and Melville**

A study of the major novels and short stories of Nathaniel Hawthorne and Herman Melville. *Lec 3, Cr 3*

**ENGL 6391      The Short Story**

A study of the origin, development, theory, and craft of the short story. *Lec 3, Cr 3*

**ENGL 6398      Special Topics in Literature**

This course will cover topics in literature, including such possibilities as single authors or works, or a critical application. The course may be repeated once as topics vary. *Lec 3, Cr 3*

**ENGL 6399      Special Topics in the Composing Process**

This course will cover topics in the composing process, including such possibilities as heuristic methods, analysis of style, or the works of a central figure in the discipline. The course may be repeated once as topics vary. *Lec 3, Cr 3*

**ENGL 7300      Thesis**

Pass/Fail Grade.      Prerequisite: Approval of graduate advisor

**ENGL 7301      Thesis**

Pass/Fail Grade.      Prerequisite: Approval of graduate advisor

# GOVERNMENT (GOVT)

## **GOVT6310 Seminar and Problems in Political Science**

A survey and critique of the bibliography and problems in various fields of political science.

*Lec 3, Cr 3*

## **GOVT 6360 American Executive Process and Policy Outputs**

Advanced study of the development of the power and influence of the president and other American executives; procedures and policies of the executive process; executive policy outputs; the relation of the executive to the other elements of the political system.

*Lec 3, Cr 3*

## **GOVT 6367 American Judicial Process**

Advanced study of the structure, functions and procedures of the national, state and local judicial systems, the interrelationship between the American judiciary and other components of the political system; the impact of judicial decision-making on public policy.

*Lec 3, Cr 3*

## **GOVT 6376 United States-Mexico, Central America & Caribbean Relations**

Study of the formulation, conduct and consequences of U.S. foreign policy in Mexico, Central America and the Caribbean. The roles of the President, Congress, interest groups, the military and intelligence agencies, and public opinion will be examined. Specific cases of major foreign policy decisions will be examined.

*Lec 3, Cr 3*

## **GOVT 6386 Politics of South America**

A survey of governmental structures and politics in South America. Examines the political processes and their relationship to existing social and economic structures of South America.

*Lec 3, Cr 3*

## **GOVT 6388 Major Political Ideologies**

Advanced study of critical political philosophers who have influenced the political experience.

*Lec 3, Cr 3*

# HISTORY (HIST)

## **HIST 6301 Seminar and Problems Study in Eras in American History to 1860**

A survey and critique of the bibliography and problems of various eras in American history before the Civil War. May be repeated for credit when topic varies.

*Lec 3, Cr 3*

## **HIST 6303 Seminar and Problems Study in Eras in American History since 1860**

A survey and critique of the bibliography and problems of various eras in American history since 1860. May be repeated for credit when topic varies.

*Lec 3, Cr 3*

## **HIST 6314 Seminar and Studies in Mexico and the Borderlands**

Investigation of significant issues and themes in the history of Mexico and/or the Borderlands, including the U.S.-Mexico border. May be repeated for credit as topic varies.

*Lec 3, Cr 3*

## **HIST 6316 Studies in Mexican and American Heritages**

An intensive investigation of selected historical problems in the Mexican-American and Anglo-American cultural heritages and the fusion and clash of these cultures. May be repeated for credit when topic varies. *Lec 3, Cr 3*

## **HIST 6330 Seminar and Studies in European History**

An investigation of significant issues and themes in European history. May be repeated for credit when topic varies. *Lec 3, Cr 3*

## **INTERDISCIPLINARY STUDIES (INDS)**

**INDS 7300 Thesis** *Cr 3*

**INDS 7301 Thesis** *Cr 3*

## **INTERPRETING (INTG)**

### **INTG 6376 Consecutive Interpreting**

Intensive practice in consecutive interpreting with close reference to actual usages among professional interpreters in the United States. Prerequisites: INTG 4366 and INTG 4367 *Lec 3, Cr 3*

### **INTG 6377 Simultaneous Interpreting**

Intensive practice in simultaneous interpreting with close reference to actual usages among professional interpreters in the United States. Prerequisites: INTG 4366 and INTG 4367 *Lec 3, Cr 3*

### **INTG 6378 Court Interpreting**

Intensive study and practice of sight translation, consecutive and simultaneous interpreting with reference to judiciary application. Prerequisites: INTG 4366 and INTG 4367 *Lec 3, Cr 3*

### **INTG 6379 Interpreting Practicum**

Intensive study and practice of sight translation, consecutive and simultaneous interpreting with close reference to terminology, documentation, ethics, and other professional issues. May be taken together with INTG 6378. Prerequisites: INTG 4366 and INTG 4367 *Lec 3, Cr 3*

## **PSYCHOLOGY (PSYC)**

### **PSYC 5306 Methods of Conflict Resolution**

An analysis of the nature of conflict and the methods to resolve conflict with an emphasis on collaborative problem solving and meditation. A research project and supporting specialized reading will be required. *Lec 3, Cr 3*

### **PSYC 5313 Abnormal Psychology**

Analysis, etiology, and incidence of neurosis and psychosis, mental hygiene problems, and adjustment behavior. A research project and supporting specialized readings will be emphasized. Students may not receive credit for both PSYC 4313 and PSYC 5313. *Lec 3, Cr 3*

**PSYC 5321 Contemporary Topics in Psychology**

A survey and review of recent developments in psychological research and practice. Topics may vary. May be taken twice for credit. *Lec 3, Cr 3*

**PSYC 5333 Theories of Personality**

A study of the development, structure, and assessment of personality with a consideration of the major theoretical attempts to account for the psychological nature and the behavior of man. A research project and supporting specialized readings will be emphasized. Students may not receive credit for both PSYC 4333 and PSYC 5333. *Lec 3, Cr 3*

**PSYC 6318 Learning, Memory and Cognition**

This course approaches learning from a modern cognitive perspective. Emphasis is placed on higher-order cognitive processes such as knowledge representation, conceptual structure, concept learning, memory processes, and memory distortion. *Lec 3, Cr 3*

**SOCIOLOGY (SOCI)**

**SOCI 5360 Sociology of Education**

An analysis of the relationship of the educational institution to society and the patterns of order, change and conflict that emerge. Current issues, such as bureaucratization of schools and problems of minorities in the schools are examined with regard to related sociological principles and theory. An applied project and report will be required. *Lec 3, Cr 3*

**SOCI 6313 American Minorities**

A study of the principal minority groups in American society and their sociological significance, problems of intergroup relations, social movements, and related social changes occurring on the contemporary American scene. A research project and supporting specialized readings will be emphasized. *Lec 3, Cr 3*

**6323 The Mexican-American Presence**

Mexican-American and Anglo contacts and relations in the United States from Colonial times to the present, with special emphasis on the Southwestern US. Social, economic and cultural differences are emphasized. Special attention is given to changes occurring among Mexican-Americans in the last few years and how this change is affecting Mexican-American-Anglo relationships. Students will have to do a research project using primary resources as part of the course requirements. *Lec 3, Cr 3*

**6324 Problems of U.S. Health Care Systems**

A seminar course that allows student investigation into the nature and functioning of the health care institutions of modern industrial societies, with special emphasis on current problems in providing health care to the complex social populations of the U.S., especially to the poor and to racial and ethnic minorities. *Lec 3, Cr 3*

**6325 Contemporary Issues in Sociology**

A survey and review of recent developments in sociological research and theory. Topics may vary and it may be taken twice for credit. *Lec 3, Cr 3*

## **SOCI 6333 Pro-Seminar on Sociological Theory**

An intensive analysis of the current state of sociological theory with consideration of the historical influences on contemporary thought. Major theoretical issues in the discipline and within the social/behavioral sciences are considered. The relationships between theory and research are emphasized. (Required of MAIS students with concentration in sociology.) *Lec 3, Cr 3*

## **SOCI 6373 Problems of Aging in U.S. and World Societies**

A seminar analysis of the demographic, economic, social, political, and health care problems created by the "aging" of the population of industrial societies. Special attention is paid to the problems of the elderly poverty and minority populations of the Rio Grande Valley. *Lec 3, Cr 3*

## **SPANISH/HISPANIC STUDIES (SPAN)**

### **SPAN 6300 Theory of Literary Analysis, Bibliographic Search Techniques, & Literary Writing Methods**

Basic orientation in the theory and practice of literary analysis with reference to Hispanic tradition. Research and bibliographic methods, as well as the organization, drafting, and editing of critical literary articles. Taught in Spanish. All readings, papers, and examinations in Spanish. Prerequisite: Graduate standing and 12 hours of advanced Spanish, nine of which must be literature. *Lec 3, Cr 3*

### **SPAN 6313 History of the Spanish Language**

A detailed study of the growth of the Spanish language from beginning to present. Taught in Spanish. All readings, papers, and examinations in Spanish. Prerequisite: Graduate standing and 12 hours of advanced Spanish, nine of which must be literature. *Lec 3, Cr 3*

### **SPAN 6339 Special Studies in Spanish American Literature**

Special topics from the field of Spanish American Literature. Course may be taken three times as the topic varies. Taught in Spanish. All readings, papers, and examinations in Spanish. Prerequisite: Graduate standing and 12 hours of advanced Spanish, nine of which must be literature. *Lec 3, Cr 3*

### **SPAN 6341 Special Studies in Spanish Literature**

Special topics from the field of Spanish literature. This course may be taken three times as the topic varies. Taught in Spanish. All readings, papers, and examinations in Spanish. Prerequisite: Graduate standing and 12 hours of advanced Spanish, nine of which must be literature. *Lec 3, Cr 3*

### **SPAN 6370 The Literature of Medieval Spain**

Critical study of the major works of Spanish literature from its origins down to the end of the 15th century. Taught in Spanish. All readings, papers, and examinations in Spanish. Prerequisite: Graduate standing and 12 hours of advanced Spanish, nine of which must be literature. *Lec 3, Cr 3*

### **SPAN 6371 The Literature of the Golden Age of Spain**

Critical study of major works of the Spanish Renaissance and Baroque Periods. Taught in Spanish. All readings, papers, and examinations in Spanish. Prerequisite: Graduate standing and 12 hours of advanced Spanish, nine of which must be literature. *Lec 3, Cr 3*



**SPAN 6373 The Latin American Novel**

Critical study of Latin American narrative from its birth in Neoclassicism to the contemporary novel of the "boom." Taught in Spanish. All readings, papers, and exams in Spanish. Prerequisite: Graduate standing and 12 hours of advanced Spanish, nine of which must be literature. *Lec 3, Cr 3*

**SPAN 6374 Latin American Poetry**

Critical study of major poetic works from the colonial period to the present day. Taught in Spanish. All readings, papers, and examinations in Spanish. Prerequisite: Graduate standing and 12 hours of advanced Spanish, nine of which must be literature. *Lec 3, Cr 3*

**SPAN 6375 The Latin American Essay**

Critical study of the Latin American essay from the colonial chronicle to contemporary intellectual prose. Taught in Spanish. All readings, papers, and examinations in Spanish. Prerequisite: Graduate standing and 12 hours of advanced Spanish, nine of which must be literature. *Lec 3, Cr 3*

**SPAN 6380 Special Topics in Spanish Linguistics**

Special topics in Spanish linguistics, including comparative linguistics, socio-linguistics, and the study of regional language. May involve field work. Taught in Spanish: all classes, papers, and examinations in Spanish. May be repeated once as topics vary. *Lec 3, Cr 3*

**SPAN 7300 Thesis**

Pass/Fail Grade. Prerequisite: Approval of graduate advisor.

**SPAN 7301 Thesis**

Pass/Fail Grade. Prerequisite: Approval of graduate advisor.

# COLLEGE OF SCIENCE, MATHEMATICS AND TECHNOLOGY

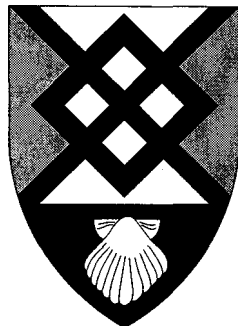
Dr. José G. Martín, Dean • Science, Engineering & Technology Building #2.342  
574-6701

Department of Biological Sciences

Dr. Alma Solis, Interim Chair • Eidman #202 • 544-8289  
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Department of Mathematics

Dr. Deloria Nanze-Davis, Chair • Science, Engineering & Technology Building #2.454  
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The College of Science, Mathematics and Technology offers the Master of Science in Interdisciplinary Studies (M.S.I.S.) degree with a concentration in Biology. The M.S.I.S. degree provides students the opportunity to earn a master's degree with a concentration in biological science in combination with two supporting fields. This program, responding to community needs, is designed for students who wish to continue learning in diverse areas beyond the bachelor's degree rather than specialization in a particular discipline.

## Master of Science in Interdisciplinary Studies (M.S.I.S.)

Dr. David McNeely, Advisor • Eidman #220 • 982-0225 • mcneely@utb1.utb.edu

The M.S.I.S. degree requires a total of 36 semester hours of graduate credit. An area of concentration must have at least 12 and no more than 18 semester hours in the subject area. At least six hours in the area of concentration must be in upper level (6000) graduate work. In addition, 18-24 hours must be taken in two or more supporting fields outside the area of concentration.

Area of Concentration	Credit Hours
Biology.....	12-18
(Must include BIOL 6101 and BIOL 6365; BIOL 6101 must be taken for a total of three credits)	
Two or more supporting fields .....	18-24
Total graduate hours for degree .....	36

*Each student in the M.S.I.S. degree program will be assigned a Faculty Advisor and two additional faculty committee members who teach in Interdisciplinary Studies. The choice of courses in the concentration area and the selection of supporting fields will be determined through consultation between the student, the Faculty Advisor and the committee members. A formal Program of Study as described elsewhere in this catalog will be prepared and submitted for approval. Each candidate for the M.S.I.S. must pass a comprehensive examination over the area of concentration and supporting fields.*

### Supporting Fields

Arts, Business Administration\*, Criminal Justice, Education\*, English, Government, History, Interpreting, Mathematics, Psychology, Sociology, and Spanish

\* No more than 12 semester hours total may be taken from the professional schools.

# GRADUATE COURSES IN BIOLOGY

## BIOLOGY (BIOL)

### **BIOL 5170 Laboratory Topics in Biology**

Specialized laboratory content and/or field experiences not available in other courses. May be repeated for credit as laboratory content and/or field experiences change. Prerequisite: Graduate standing or consent of instructor. *Lec 0, Lab 3, Cr 1*

### **BIOL 5370 Topics in Biology**

Specialized lecture content topics not available in other courses. May be repeated for credit as content changes. Prerequisite: Graduate standing or consent of instructor. *Lec 3, Lab 0, Cr 3*

### **BIOL 6101 Biology Graduate Seminar**

Independent scholarly review of topics of current research interest, reporting and discussing with faculty and other students. May be repeated for credit. Prerequisite: Graduate standing or consent of instructor. *Lec 1, Lab 0, Cr 1*

### **BIOL 6303 Evolutionary Ecology**

The role of genetics and evolution in ecology at the individual, population, and community levels. Prerequisite: Graduate standing, BIOL 3303 and BIOL 3409 or equivalent. *Lec 3, Lab 3, Cr 3*

### **BIOL 6306 Field Botany**

A study of the adaptations and economic importance of the native flora. Stresses methods of collection, preservation and classification. Prerequisite: Consent of instructor. *Lec 3, Lab 3, Cr 3*

### **BIOL 6365 Graduate Biological Research Problems**

Supervised research involving identification and definition of a problem, preparation of a proposal, collection and analysis of data, writing and submission for faculty approval of a report in standard scientific form. Prerequisite: Consent of instructor and advisor. *Lec 0, Lab 8, Cr 3*

### **BIOL 6390 Biology Internship**

Paid or volunteer work in an industrial, educational, private agency, or government facility, under the general supervision of collaborating personnel. The student must secure the appointment for such work, but faculty will assist in finding opportunities. The collaborating personnel and the student must agree to written terms required by the Biological Sciences Department and UTB and TSC. Successful completion requires a letter from the collaborating personnel detailing the student's qualifying experience, an acceptable scholarly report, and a seminar presentation. The instructor must be a full-time member of the Graduate Faculty. Prerequisite: Graduate standing, permission of the instructor and Department Chair. *Lec 0, Lab 8, Cr 3*

# MATHEMATICS (MATH)

## **MATH 5305 Modern Geometry**

This course studies geometries as axiomatic theories. It includes Euclidean, projective and non-Euclidean geometries (hyperbolic and elliptic). It also covers transformational geometry, Klien's program and convex geometry. Prerequisite: 6 semester hours of 4000-level math. Lec 3, Cr 3

## **MATH 5364 Mathematical Modeling**

The contents of this course are widely open and the course may be project-oriented. It revisits concepts from high school mathematics and it may include selected topics from interpolation and approximation theories or computer algebra systems like Mathematica or Maple. Prerequisite: 6 semester hours of 4000-level math. Lec 3, Cr 3

## **MATH 5373 Foundations of Mathematics**

This course studies elements of mathematical logic, set theory, number theory and selected topics from discrete mathematics like combinatorial analysis and graph theory. Mathematical proofs are emphasized. Prerequisite: 6 semester hours of 4000-level math. Lec 3, Cr 3

## **MATH 6351 Modern Algebra**

This course covers groups, rings, fields and modules, classical ideal theory, Galois theory, polynomials, rational function and algebraic extensions of the field of rationals. Prerequisite: 6 semester hours of 4000-level math. Lec 3, Cr 3

## **MATH 6357 Advanced Calculus**

This course presents an axiomatic theory of real numbers, Cauchy's Theorem, sequences and series, theoretical aspects of differential and integral calculus of functions of several variables, implicit functions and Jacobians. Prerequisite: 6 semester hours of 4000-level math. Lec 3, Cr 3

# SCHOOL OF BUSINESS

*Dr. Betsy Boze, Dean • South 246 • 982-0161 • bboze@utb1.utb.edu*

## Master of Business Administration (M.B.A.)

Department of Accounting

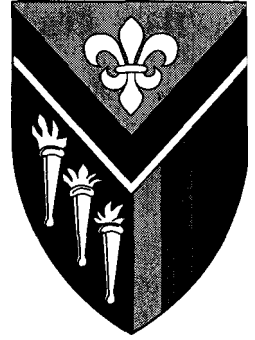
*R.B. Vinson, Chair • South Hall #244 • 982-0235 • rbvinson@utb1.utb.edu*

Department of Business Administration

*Dr. Charles Lackey, Chair • South Hall #277 • 982-0236 • clackey@utb1.utb.edu*

Master of Business Administration Director

*Dr. Karl Kampschroeder • South Hall #250*



The M.B.A. degree is designed for students who want to pursue advanced studies to improve their business and administrative knowledge and skills. The graduate program offers learning opportunities which contribute to the development of competent and responsible professionals for business and not-for-profit administration. The M.B.A. program provides the student with the tools and knowledge needed for success in the rapidly changing world of business and is unique in its inclusion of a binational, bicultural focus. This program includes comparative business law (U.S.-Mexico), a choice of electives designed to enhance understanding and appreciation of the interactions between the United States and Mexico, and experiences to develop the language skills needed in the bilingual business environment of the border. Border business issues are featured in nearly every course. While not dominating the program, they receive appropriate coverage, given the proximity of the institution to Mexico.

An M.B.A. candidate is expected to understand and apply organizational, managerial, and analytical skills. Each candidate will be knowledgeable of current business literature.

### *Admission*

A student must meet all requirements for regular admission to the graduate program to be admitted to the M.B.A. program (see "Admissions" section). These include undergraduate cumulative GPA of 2.8 on a 4.0 scale, or 3.0 for the last 60 hours of undergraduate work. Requirements for admission also include a minimum Graduate Management Admissions Test (GMAT) score of 400 on a test taken no more than five years prior to the time of application.

Conditional admission may be granted for students who do not meet regular admission requirements, but show promise for successful graduate study. Conditions (e.g., additional coursework) may be placed on students receiving conditional admission, and subsequent registration will be barred if such conditions are not met. Normally a student must satisfy conditions within the first 12 hours of graduate study. Unconditional admission status is required for students wishing to enroll in the MBA On-line degree program.

Provisional admission may be given to student applicants who are unable to complete their admission files but who otherwise meet admission requirements. Provisional status allows the student to enroll for one semester, or seven credit hours, upon the recommendation of the Dean of the School of Business. During that semester, all application materials must be received in order to further enroll.

Students who already have a master's degree and are interested in taking additional graduate courses for professional improvement, but not in pursuing the M.B.A. degree, may enroll in graduate level business courses non-degree-seeking students. (See Non-Degree or Transient Students option under "Categories of Admission" section.)

International students must meet all requirements for admission in addition to those described above (see "International Students" section).

## *Degree and Graduation Requirements*

Students will be assigned an M.B.A. Advisor to assist in preparing a Graduate Program of Study before or during their first semester in the program. This Program of Study will include the following four substantive areas required for degree completion:

1. Student plans for enhanced Personal Bilingual (Spanish/English) abilities. The mission of UTB/TSC is expressly binational and bicultural. Students enrolled in the M.B.A. should plan to begin or enhance their own bilingual abilities throughout their time in the program.
2. Specific information regarding where and how prerequisite competencies in computer literacy, college-level algebra, and statistics have been obtained. These competencies should be obtained prior to enrollment in the program. Students lacking a competency may be allowed to enroll in the M.B.A. with concurrent enrollment in coursework covering that competency area.
3. M.B.A. Foundations courses (18 semester hours) are designed to give students basic knowledge and tools in the six major areas of business administration in preparation for advanced study. Students who have completed an undergraduate degree with a business administration major or minor may waive certain Foundations courses through successful completion of recent substantially similar coursework no more than 7 years prior to their admission to the M.B.A. program.
4. M.B.A. Breadth courses (30 semester hours) offer students advanced and integrated knowledge and tools for successful business analysis and implementation. Specific areas of study include business research methods, Mexican and U.S. business law, strategic utilization of information technology, and administrative policy, along with other required and elective courses. All students must complete the Breadth portion of the M.B.A. requirements. If a substantially similar course has been completed prior to enrollment in the M.B.A., the student may be allowed to substitute an additional graduate business elective for that course.

The M.B.A. Director will make initial determination on course waivers and substitutions.

Students must maintain a cumulative GPA of 3.0 or above to remain in good standing in the M.B.A. Program. A student falling below this minimum will be placed on academic probation and must raise his/her cumulative GPA to at least 3.0 within nine hours. Failure to do so will result in academic suspension, rendering the student ineligible for further M.B.A. enrollment or completion of the degree. A minimum cumulative GPA of 3.0 is required for graduation.

Former students who have been suspended may apply for readmission into the M.B.A. Program by following the procedures outlined in the Scholastic Probation and Suspension section of the Graduate Catalog. Such applications will be considered on a case-by-case basis, and readmission will be granted at the discretion of the M.B.A. Director and the Dean of the School of Business.

## MBA On-line Degree

UTB/TSC, in cooperation with a consortium of University of Texas system universities, offers an MBA On-line Degree program. The MBA On-line is designed to meet the needs of students whose work, geographic location, or other commitments prevent them from participating fully in conventional on-campus courses. Instructional materials, course discussion or forums, and student work will be delivered entirely by electronic means.

Curriculum for the MBA On-line consists of 16 courses, for a total of 48 credit hours. Eighteen credit hours are taken in six "core" courses which provide the student with a foundation of general business knowledge. Thirty credit hours are taken in ten courses of a General Management MBA curriculum.

Specific information concerning admission, course registration, tuition and fees, and course descriptions is contained in a separate catalog supplement for the MBA On-line degree program, available from the School of Business or the MBA Director.

## M.B.A. Prerequisite Competencies

Prerequisite competencies for those individuals seeking the M.B.A. degree include:

COSC	1305	Computer Literacy or three (3) credit hours of BMIS courses
MATH	1314	College Algebra or MATH 1324 Business Algebra
BUSI	3341	Statistics

Knowledge in these areas can be demonstrated by

- Successful, recent, and appropriate coursework at accredited academic institutions, or
- Recent relevant work experience, or
- CLEP exam, or equivalent.

The M.B.A. Director will make waiver determinations under the direction of the Dean of the School of Business.

The School of Business has pre-approved the following courses for students who have not yet obtained knowledge of these prerequisite areas:

– COSC	1305	Computer Literacy
– MATH	1314	College Algebra
– BUSI	3341	Elementary Business and Economic Statistics

## M.B.A. Foundations

M.B.A. Foundation knowledge includes 18 semester hours of coursework. Any or all of these courses and credit hours may be waived if equivalent knowledge has been mastered in recent, substantially similar, coursework at an accredited institution, with a grade of "B" or better.

Course		Title	Credit Hours
ACCT	6301	Accounting for Managers	3
ECON	6301	Business Economics	3
FINA	6301	Financial Management	3
MANA	6301	Management Theory and Organizational Behavior	3
MANA	6360	Operations Management	3
MARK	6301	Marketing Management	3

Questions of applicability of coursework and waivers from other institutions will be evaluated by the M.B.A. Director under the direction of the Dean of the School of Business.

## *M.B.A. Breadth, Issues and Capstone Courses*

### **Breadth Courses**

BUSI	6301	Comparative Business Law	3
BUSI	6310	Business Research	3
BUSI	6380	International Business	3
MANA	6350	Information Technology for Managers	3
		Graduate Business Elective*	3
		Graduate Business Elective*	3
		Bi-National Graduate Elective**	3

\* Students will select six semester hours of graduate electives from the School of Business.

\*\* Pre-Approved Bi-National Graduate Electives include:

GOVT	6376	United States-Mexico, Central America and Caribbean Relations
HIST	6314	Brownsville and Matamoros History
HIST	6316	Studies in Mexican & American Heritages, and
SOCI	6323	The Mexican-American Presence

Other electives which provide a similar binational focus may be approved by the M.B.A.

Director.

### **Issues Courses**

BUSI	6101	Environments of Business	1
BUSI	6105	Current Issues in Business	1
BUSI	6105	Current Issues in Business	1

Students with an undergraduate degree in Business Administration may petition to substitute an additional section of BUSI 6105 for BUSI 6101. Students may petition to substitute Issues (BUSI 6100) courses with recent, substantial (at least 15 instructor contact hours) business skills training/nonacademic instruction, as approved by the M.B.A. Director. However, students must still have a minimum of 30 academic hours in the breadth portion of the program in order to receive the M.B.A. degree.

### **Capstone Courses**

BUSI	6390	Administrative Policy and Strategy	3
BUSI	6399	Management Practicum	3
		Total M.B.A. Credit Hours	30-48

## *M.B.A. Elective Courses*

ACCT	6321	Advanced Cost and Managerial Accounting	3
ACCT	6323	Accounting Seminar	3
ACCT	6330	Seminar in Auditing	3
ECON	6351	Economics Seminar	3
FINA	6341	Finance Seminar	3
BUSI	6317	Administrative Communication	3
MANA	6331	Human Resources Administration & Industrial Relations	3
MANA	6332	Management Seminar	3
MARK	6371	Marketing Seminar	3
MARK	6372	Marketing Strategy	3



# Graduate Courses in Business

## ACCOUNTING (ACCT)

### **ACCT 6301 Accounting for Managers**

An intensive examination of financial and managerial accounting theory and procedures and their application in the generation of data for integrated financial and managerial accounting information systems. Includes an overview of the accounting cycle, analysis of financial statements, income determination and inventory valuation, cost allocation, and interpretations of financial information for managerial decision making.

*Lec 3, Cr 3*

### **ACCT6321 Advanced Cost and Managerial Accounting**

Advanced cost and managerial accounting concepts. Effects on internal reporting. Topics include evolution and development of cost accounting, cost allocations, and other topics of current interest. Prerequisite: ACCT 3324, ACCT 6301, or consent of instructor.

*Lec 3, Cr 3*

### **ACCT 6323 Accounting Seminar**

A study of current and special topics concerning accounting. Emphasis on literature from professional public accounting societies and governmental agencies. May be repeated for credit as topics vary. Prerequisite: ACCT 6301 or consent of instructor.

*Lec 3, Cr 3*

### **ACCT 6330 Seminar in Auditing**

Examination of auditing philosophy and contemporary issues. Study of auditing research including the behavioral aspects of auditing. Prerequisite: ACCT 4324, ACCT 6301, or consent of instructor.

*Lec 3, Cr 3*

## BUSINESS LAW (BLAW)

### **BLAW 6300 Business Law**

An intensive study of the legal environment of business. The course begins with an overview of the court system, constitutional law and torts. It progresses into areas of law directly applicable to the business environment. Business topics will include contracts, sales, commercial paper, secured transactions, agency, partnership, corporations, property, bankruptcy, and international law.

*Lec 3, Cr 3*

### **BLAW 6301 Comparative Business Law**

Various areas of business law in the U.S. and Mexico will be compared. Issues include: contracting for international sale of goods, forms of business organizations, maquiladora laws, foreign trade zones, and NAFTA.

*Lec 3, Cr 3*

### **BLAW 6302 Business Law for Educators**

Business and education law, to include discussion of contracts, administrative law, agency, Americans with Disabilities Act, EEOC, environmental law, Open Meeting Act, Open Records Act, vouchers, and other current topics.

*Lec 3, Cr 3*

# BUSINESS (BUSI)

## **BUSI 6101 Environments of Business**

A broad exposure to the many environments and factors in the field of business administration. Introduction to a variety of managerial issues such as: shareholder equity, globalization, information explosion, quality systems, the case method, business media, ethics, and business research sources. Designed to be taken during or before the M.B.A. student's first semester. *Lec 1, Cr 1*

## **BUSI 6105 Current Issues in Business**

Current issues in business, topics varied. Exploration of specific topics related to the business disciplines. Examples include: Leadership, Ethics, Effective Communication, Quality Systems, Negotiation/Arbitration, etc. Course may be repeated up to two times for credit, as topics vary. *Lec 1, Cr 1*

## **BUSI 6310 Business Research**

Business research techniques & methodologies. Topics include identifying valid research activities, review of literature, data sources & collection, research design & methodology, computer statistical analysis, and written/oral communication of the research paper. Prerequisites: FINA 6301, MANA 6301, MARK 6301. *Lec 3, Cr 3*

## **BUSI 6317 Administrative Communication**

Interdisciplinary study of the communication processes in business. Includes systems and technologies and the organizational and psychological processes for formulating, conducting and reporting a significant research project in communications. *Lec 3, Cr 3*

## **BUSI 6380 International Business**

Readings and cases in international business. Emphasizes the impact of comparative differences in the domestic and international business environments and operations, including the impact of historical, economic, cultural, and political foundations on operations. Special international business topics of unique contemporary importance are also studied. Prerequisite: Completion of M.B.A. Foundations requirements, or consent of instructor. *Lec 3, Cr 3*

## **BUSI 6390 Administrative Policy and Strategy**

A study of management problems under dynamic conditions. Comprehensive, integrative cases will be studied and analyzed. Prerequisite: Completion of M.B.A. Foundations requirements plus at least 15 hours of M.B.A. Breadth requirements, or consent of instructor or M.B.A. Director. *Lec 3, Cr 3*

## **BUSI 6399 Management Practicum**

A directed, applied consulting project for small business or not-for-profit organizations. Instruction includes consulting methods, presentation and written skills, contact with clients, etc. Students will work in small teams to define and solve problems of these organizations. Prerequisite: Completion of M.B.A. Foundations requirements plus at least 15 hours of M.B.A. Breadth requirements, or permission of instructor or M.B.A. Director. *Lec 3, Cr 3*

# ECONOMICS (ECON)

## **ECON 6301 Business Economics**

The relationship among basic economic concepts and methods. The competitive market system, problems in resource allocation and economic efficiency, government regulations and the public sector, money and banking, unemployment and inflation in economic policy making. *Lec 3, Cr 3*

## **ECON 6351 Economics Seminar**

Readings and discussion of selected topics in economics. May be repeated for credit as topics vary. Prerequisites: M.B.A. Foundations requirements or permission of instructor. *Lec 3, Cr 3*

# FINANCE (FINA)

## **FINA 6301 Financial Management**

The financial function of the firm and the specific responsibilities of the firm's financial manager. Emphasis is on financial decisions using managerial information systems as an integrating force to deliver planned results. This includes, but is not limited to, decisions affecting the internal management of the firm and the acquisition of new assets. Prerequisites: ACCT 6301 and ECON 6301 are strongly suggested. *Lec 3, Cr 3*

## **FINA 6341 Finance Seminar**

Readings, reports and discussion of selected topics in finance. May be repeated for credit as topics vary. Prerequisite: M.B.A. Foundations requirements or permission of instructor. *Lec 3, Cr 3*

# MANAGEMENT (MANA)

## **MANA 6301 Management Theory and Organizational Behavior**

Analysis of formal organizational theory and the interrelationship of individuals in organizations. Study is made of the organization as a system of authority, status, leadership, direction, communication and influence. *Lec 3, Cr 3*

## **MANA 6331 Human Resources Administration and Industrial Relations**

An analysis of the functions of human resources administration and the relationship between the personnel-industrial relations system and the total organization system. Contemporary industrial relations, philosophies and practices. Prerequisite: MANA 6301. *Lec 3, Cr 3*

## **MANA 6332 Management Seminar**

The development of management thought and practice with emphasis on current trends and problems in management. May be repeated for credit as topics vary. Prerequisite: MANA 6301, 12 semester hours of graduate business credit, or permission of instructor. *Lec 3, Cr 3*

## **MANA 6350 Information Technology for Managers**

Alternative approaches to managing the resources (computers, network, software, data, people) that organizations utilize in applying information technology. The role of the user/manager in identifying opportunities, obtaining computer applications, and creatively using information technology to improve personal and organizational performance. Prerequisite: 9 hours of M.B.A. Foundations requirements or permission of instructor. *Lec 3, Cr 3*

## **MANA 6360 Production & Operations Management**

Focus on the role of the production function in the business system and study of production system operations. Emphasis is placed on production system design, integration of system inputs, outputs, and transformations, and computer applications to decision processes utilized in managing operations and achieving optimal production. Prerequisite: MANA 6301 *Lec 3, Cr 3*

# **MARKETING (MARK)**

## **MARK6301 Marketing Policy and Management**

Managing the creation, pricing, promotion, and distribution of goods and services, including special attention to the consumer's needs while maintaining profitability. Theory and case-style application. Issues include: target markets, product positioning, environmental effects on the firm's marketing decision making. *Lec 3, Cr 3*

## **MARK 6371 Marketing Seminar**

A study of historical and current thought in marketing theory and practice. May be repeated for credit as topics vary. Prerequisite: M.B.A. Foundations requirements or permission of instructor. *Lec 3, Cr 3*

## **MARK 6372 Marketing Strategy**

A study of current promotion management techniques for consumer products. The course offers an opportunity to develop skills in utilizing consumer research, sales analysis, and mass media data for promotion planning, creation, execution, and evaluation. Prerequisite: M.B.A. Foundations requirements or permission of instructor. *Lec 3, Cr 3*

# SCHOOL OF EDUCATION

*Dr. Sylvia C. Peña, Dean • Education #11 983-7219*

## **Department of Curriculum and Instruction**

*Dr. Paula Parson, Interim Chair • Tandy Hall #257 • 544-8979*

## **Department of School Specialties**

*Dr. Charles Comeaux, Chair • Education #17 • 982-0251*

The graduate programs in the School of Education have as their purpose the promotion of continuing professional development of students who have made a commitment to teaching, counseling or administration. Graduate offerings also include courses which help students meet state requirements for certification as school principals, middle management administrators, supervisory personnel, counselors, bilingual/bicultural education teachers, special education and ESL teachers, and reading specialists. The School of Education also has a program for the Superintendent Certificate.

While the programs in education are intended primarily for personnel in public schools, the knowledge and skills inherent in the courses are applicable to other agencies (social, community, nursing, city, state, federal, etc.). Students not seeking certification do not have to follow the curriculum requirements of those seeking educational certification but will plan a program with their advisor, within the parameters of the approved degree programs, which will be beneficial to them in their specific fields of interest. Students who plan to use their degree coursework towards meeting certification requirements should be aware that they may complete an M.Ed. degree at UTB/TSC without meeting all the specific state certification requirements in the degree area.

## **Master of Education (M.Ed.)**

The Master of Education degree provides for majors in Counseling and Guidance, Curriculum and Instruction, Early Childhood, Educational Technology, Elementary Education, Elementary Education with a Bilingual/Bicultural Education concentration, English as a Second Language, Reading Specialist, Special Education, Supervision, and Educational Administration.

## *Admission*

In addition to the general graduate admission requirements, applicants for admission who seek certification must have a provisional teaching certificate. Students not seeking certification do not need to meet this requirement. International students must meet all admission requirements described in the general information section of this catalog.

## *Transfer Credit*

Credit not exceeding 12 semester hours obtained in an accredited institution may be transferred and applied towards the Master of Education degree, provided the work was at the graduate level and meets program and other transfer requirements. Transfer credit for certification purposes must be approved by the graduate advisor, the Coordinator of Teacher Certification, and the Dean of the School of Education.

## *Residence Requirements*

A residence of one academic year or the equivalent in summer sessions is required. In graduate programs that require a thesis, at least 24 semester hours of credit required for the master's degree shall be earned in residence. For programs that require 36 semester hours of credit but do not require a thesis, at least 27 semester hours must be earned in residence. Students pursuing certification programs should consult with their Faculty Advisors (see "Degrees and Majors").

## *Degree Requirements*

In addition to general graduate program degree requirements and policies, the following requirements apply to all education majors:

1. Satisfactory completion of an oral interview conducted by the advisor and one additional faculty member required in the Guidance and Counseling and Educational Administration programs.
2. A minimum of 36 semester hours of graduate work.
3. Satisfactory completion of a written comprehensive examination and/or successful defense of the thesis for those students choosing the thesis option.

Students must keep in mind that master's degree requirements may not always lead to Texas certification or endorsement in a major area. Certification and/or endorsement in an area may require additional coursework, professionally approved experience or other requirements. Students seeking a certificate or endorsement should see the Coordinator of Teacher Certification in the School of Education.

## *Comprehensive Examination*

During the final semester of coursework, and upon the recommendation of the Faculty Advisor, the student may request his/her final comprehensive examination. The purpose of the comprehensive examination is to evaluate: (1) the knowledge of the salient theories and literature that are a part of the major program of study; (2) ability to synthesize knowledge and to apply it in analyzing and solving related problems; and (3) the ability to communicate effectively in writing at a professional level. The form of the examination will have been specified in the Program of Study and may include one or both of the following:

1. An examination prepared by the graduate faculty under the guidance of the Faculty Advisor and scheduled by the Graduate Office. The examination will be evaluated by the Faculty Advisor and two graduate faculty members.
2. Thesis defense and appraisal of research competence by the student's graduate research committee, chaired by the Faculty Advisor. See thesis/nonthesis section.

## *Requirements for Certification*

### **Professional Certificate**

- A. Requirements for the Professional Certificate
  1. Completion of a master's degree in the certification or specialization area
  2. A valid Provisional Certificate
  3. Years of public school teaching experience required for the certificate being applied for
    - a. School counselor - 3 years
    - b. Educational Diagnostician - 3 years

- c. Supervisor - 3 years
  - d. Mid-management Administrator - 2 years
  - 4. Acceptable scores on all required ExCET examinations
  - B. How to Obtain a Professional Certificate
- Submit the following to the Certification Officer:
1. Completed application form prescribed by the State Board for Educator Certification (SBEC).
  2. A service record showing the candidate's years of teaching experience. This has to be completed by the School District Personnel Officer.
  3. A copy of a valid provisional teaching certificate.
  4. Required fee in the form of a money order or cashier's check made payable to the State Board for Educator Certification (SBEC).
  5. Transcript which indicates the degree has been granted and all work required for the certificate has been completed.
  6. Acceptable scores on ExCET exams required for certificate.

## Master of Education

Students seeking the Master of Education degree may major in Elementary Professional, Provisional Bilingual, Counseling and Guidance, Curriculum and Instruction, Early Childhood Education, Educational Technology, English as a Second Language, Reading Specialist, Special Education, Supervision or Educational Administration. Each student must prepare with his/her Faculty Advisor an individual thesis or non/thesis degree Program of Study based upon the student's individual characteristics, background experience and projected future career needs. Students should review the program of study section of the graduate catalog for additional information.

### *M.Ed. - Elementary Education*

Dr. Graciela Rosenberg, Advisor • Education #33 • 982-0267 • gprosen@utb1.utb.edu

Dr. Elva Pérez, Advisor • Education #22 • 982-0121 • ecperez@utb1.utb.edu

### *36-Hour Nonthesis Program*

#### Professional Elementary and Provisional Bilingual Certification

The role of the Elementary Bilingual/Bicultural Education Specialist is that of a leader and master teacher in the field. Knowledge, skills, and attitudes which are characterized by language, culture and instructional dimensions are required. The Elementary Education M.Ed. degree provides an opportunity to develop these skills and characteristics. A comprehensive examination is required.

Students who have a Provisional Elementary Certificate may earn Provisional Bilingual Education certification upon completion of this program and the Texas Oral Proficiency Test (TOPT).

#### Degree Requirement:

EDCI	6300	Introduction to Research
EDCI	6312	Educational Measurement

**Professional Development: 12 hours**

READ	6309	Topics in Reading
EDCI	6319	Practicum in Bilingual Education
EDCI	6322	The Bilingual Child
EDCI	6324	Second Language Teaching: Theory & Methodology

**Specialization Area: 12 hours**

**Language Component: 6 hours**

SPAN	6341	Special Studies in Spanish Literature is required and
ENGL	6354	Linguistics and Reading or
ENGL	6355	Second Language Acquisition

**Socio-Historical Component: 6 hours**

SOCI	6313	American Minorities or
SOCI	6323	The Mexican-American People and
HIST	6314	Brownsville and Matamoros History or
HIST	6316	Studies in Mexican and American Heritages

**Resource Area: 6 hours**

EPSY	6302	Advanced Educational Psychology is required and
EDCI	6388	Socio-Cultural Foundations of Education

## *M.Ed. - Elementary Education*

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Dr. Elva Pérez, Advisor • Education #22 • 982-0121 • ecpererez@utb1.utb.edu

## *36-Hour Thesis/Nonthesis Program*

### **Non-Certification Option**

The Master of Education degree with a major in Elementary Education is designed for those individuals who wish to develop: the ability to integrate knowledge of human development with subject content; creative skills in new and modern pedagogy to provide an environment conducive to learning and positive self-concept in children; and an appreciation for the role of research and scholarly activities in professional growth. A comprehensive examination is required.

**Degree Requirement:**

EDCI	6300	Introduction to Research
EDCI	6312	Educational Measurement

**Professional Development: 9 hours**

EPSY	6302	Advanced Educational Psychology
EPSY	6311	Advanced Child Psychology
EDCI	6322	The Bilingual Child
EDCI	6330	The Curriculum in the Elementary School
EPSY	6360	Introduction to Guidance and Counseling
EDCI	6367	Statistical Methods
EDSU	6370	Supervision of Instruction

**Content Courses: 12 hours**

READ	6308	Foundations of Reading Instruction
READ	6309	Topics in Reading



READ	6310	Child and Adolescent Literature
READ	6323	Problems in the Teaching of Reading
READ	6325	Practicum in Reading Instruction
READ	6329	Diagnostic Teaching of Reading
EDCI	6330	The Curriculum in the Elementary School

**Resource Area: 9 hours**

Nine hours from any of the graduate level courses outside the major or minor fields may be taken as resource area courses. Students who desire to complete the thesis will substitute EDCI 7300 and EDCI 7301 for six semester hours in the Resource Area for the non-certification option or six semester hours from Professional Development in the certification option.

## *M.Ed. - Elementary Education*

Dr. Graciela Rosenberg, Advisor • Education #33 • 982-0267 • gprosen@utb1.utb.edu

Dr. Elva Pérez, Advisor • Education #22 • 982-0121 • ec Perez@utb1.utb.edu

## *36-Hour Thesis/Nonthesis Program*

### **Professional Elementary Certification**

Students who are teacher certified and wish to receive Texas Professional Elementary Certification along with their M.Ed. degree in Elementary Education must pursue the following program:

**Degree Requirement:**

EDCI	6300	Introduction to Research
EDCI	6312	Educational Measurement

**Minor Courses: 12 hours**

Twelve semester hours of graduate level coursework in one of the following content areas or a combination of two content area fields divided 9-3 or 6-6: Biology, English, Government, History, or Spanish.

**Professional Development: 6-12 hours**

Six to 12 semester hours selected from the two courses below and the Professional Development courses for the M.Ed. in Elementary Education given above:

READ	6308	Foundations of Reading Instruction
EDAD	6397	Analysis of Teaching Behavior

**Resource Area: 6-9 hours**

Six hours from any of the graduate level courses outside the major or minor fields may be taken as resource area courses. The following courses are recommended:

READ	6323	Problems in the Teaching of Reading
READ	6325	Practicum in Reading Instruction
READ	6329	Diagnostic Teaching of Reading

Students who desire to complete the thesis will substitute EDCI 7300 and EDCI 7301 for six semester hours in the Resource Area for the non-certification option or six semester hours from Professional Development in the certification option. A comprehensive examination is required.

## *M.Ed. - Counseling & Guidance*

Dr. Alma G. Leal, Advisor • Education #15B • 982-0122 • agleal@utb1.utb.edu

Dr. Charles Comeaux, Advisor • Education #17 • 982-0251 • chuckc@utb1.utb.edu

# 39-Hour Thesis/Nonthesis Program

## Professional Counselor Certification - All-Level

The Counseling and Guidance Program prepares qualified counselors who can work with diverse populations in a variety of settings. The program promotes the development and application of counseling and research skills applicable to the role of the school/professional counselor. The program also focuses on personal growth, the development of ethical behavior and professionalism, and a commitment to provide the best possible education in counseling services to graduate students.

The curriculum of the program is for the preparation of school counselors and meets criteria of the Texas State Board for Educator Certification for endorsement of a school counselor. The program also provides additional coursework and experiences required prior to an individual's applying for a temporary license in order to begin a supervised internship for state licensure as a Licensed Professional Counselor.

### Oral Interview

Students are required to participate in an Oral Interview, after completion of or during the semester they are completing EDCI 6300, EPSY 6360, EPSY 6362, and EPSY 6363. The oral must be taken prior to completing 18 semester hours of coursework. The Oral Interview is an evaluative and diagnostic activity conducted by program faculty to assess student work and progress in the program. Interviews are held each Fall and Spring semester at times and locations announced in classes and posted on bulletin boards in the Education Building.

### Degree Requirement: 6 hours

EDCI	6300	Introduction to Research
EDCI	6312	Educational Measurement (Elementary) or
EDCI	5342	Tests and Measurements for the Secondary Classroom Teacher (Secondary)

### The Guidance Program: 3 hours

EPSY	6360	Introduction to Guidance and Counseling
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### The Pupil Served: 6 hours

EPSY	6304	Human Growth and Development
EDCI	6322	The Bilingual Child (Elementary) or
EDCI	6353	Teaching the Disadvantaged Secondary Learner (Secondary)

### Resource Area: 24 hours, the following 18 hours are required

EPSY	6314	Psycho-Educational Assessment I
EPSY	6345	Educational and Occupational Information
EPSY	6362	Theories and Techniques in Counseling
EPSY	6363	Personal Growth
EPSY	6365	Counseling Practicum I
EPSY	6368	Group Counseling

EPSY Electives - Six hours to be selected in consultation with the Faculty Advisor. Students who choose to complete the thesis will take EDCI 7300 and 7301.

Students who wish to seek licensure in counseling should contact their advisor prior to beginning this program. A comprehensive examination is required. The ExCET in Counseling is required for students pursuing Professional School Counselor Certification.

# *M.Ed. - Curriculum & Instruction*

## Elementary Education

*Dr. Leo Coronado, Advisor • Education #28 • 982-0240 • leoc@utb1.utb.edu*

## Secondary Education

*Dr. James Telese, Advisor • Education #30 • 548-8702 • jtelese@utb1.utb.edu*

*Dr. Jaime García, Advisor • Education #29 • 548-8703 • jbgarcia@utb1.utb.edu*

## *36 hour Thesis/Nonthesis Program*

The major in Curriculum and Instruction is designed to prepare master teachers and graduates with instructional leadership skills. It has three major objectives:

(1) To provide knowledge, skills, attitudes, and applicable research skills in curriculum and pedagogy; (2) to develop master teachers to serve as teacher educators, mentors, clinical teaching faculty, and peer coaches; (3) to provide experience in educational research related to effective educational practice in field-settings.

The major in Curriculum and Instruction is designed to serve the many educators who desire a program with an emphasis on instructional leadership and effective teaching. This major is responsive to the needs of the South Texas educational community and to state and national priorities for restructuring and delivering teacher education programs. A comprehensive examination is required. Students choosing the thesis option will take EDCI 7300 and 7301 in lieu of six hours of electives.

### **Required Courses: 15 hours**

EDCI	6300	Introduction to Research
EDCI	6334	Curriculum Development
EDTC	6320	Instructional Technology

### **Elementary Level**

EDCI	6330	Curriculum in the Elementary School
EDCI	6322	The Bilingual Child

### **Secondary Level**

EDCI	6331	Curriculum in the Secondary School
EDCI	6353	Teaching the Culturally Different Secondary Learner

### **Electives: 12 hours**

EDCI	6302	Field Research Methodology
EDCI	6303	Peer Coaching
EDCI	6304	Learning and Cognition
EDCI	6336	Problems in Education
EDCI	6312	Educational Measurement
EDC	6341	Teaching and Learning Algebraic Concepts
EDCI	6342	Topics in Science Education
EDCI	6343	Teaching Geometric Concepts
EDCI	6344	Current Issues - Research in Science Education
EDCI	6346	Environmental Education Methods
EDCI	348	Science Education Project
EDCI	6349	Current Issues and Research in Mathematics Education

## Specialization: 9 hours

Courses to be selected from another area in education or an academic discipline with approval of the Graduate Advisor. With careful selection of specialization courses, students can meet course requirements for a temporary certificate in administration or a permit in supervision.

## *M.Ed. – Curriculum and Instruction*

### Elementary Education

*Dr. Leo Coronado, Advisor • Education #28 • 982-0240 • leoc@utb1.utb.edu*

### Secondary Education

*Dr. James Telese, Advisor • Education #30 • 548-8702 • jtelese@utb1.utb.edu*

*Dr. Jaime García, Advisor • Education #29 • 548-8703 • jhgarcia@utb1.utb.edu*

### *36-Hour Nonthesis Program*

## **Emphasis in Mathematics Education**

The options are designed for mathematics teachers who desire to improve their knowledge of pedagogy and content. The program is designed to emphasize instructional leadership and effective teaching in mathematics and has been approved by some area school districts for additional stipends.

### **Elementary Option**

#### **Curriculum and Instruction Core: 15 hours**

EDCI	6300	Introduction to Research
EDCI	6330	Curriculum in the Elementary School
EDCI	6334	Curriculum Development
EDCI	6304	Learning and Cognition
EDCI	6302	Field Research Methodology

#### **Mathematics Education Core: 12 hours**

EDCI	6341	Teaching Algebraic Concepts
EDCI	6343	Teaching Geometric Concepts
EDCI	6349	Current Issues and Research in Mathematics Education

#### **Mathematics Content: 9 hours**

MATH	5305	Modern Geometry
MATH	5364	Mathematical Modeling
MATH	5373	Foundations of Mathematics
MATH	6351	Modern Algebra
MATH	6357	Advanced Calculus

### **Secondary Option**

#### **Curriculum and Instruction Core: 15 hours**

EDCI	6300	Introduction to Research
EDCI	6331	Curriculum in the Secondary School
EDCI	6334	Curriculum Development
EDCI	6304	Learning and Cognition
EDCI	6302	Field Research Methodology

#### **Mathematics Education Core: 9 hours**

EDCI	6341	Teaching Algebraic Concepts
EDCI	6343	Teaching Geometric Concepts
EDCI	6349	Current Issues and Research in Mathematics Education

### **Mathematics Content: 12 hours**

MATH	5305	Modern Geometry
MATH	5364	Mathematical Modeling
MATH	5373	Foundations of Mathematics
MATH	6351	Modern Algebra
MATH	6357	Advanced Calculus

## *M.Ed. – Curriculum and Instruction*

### **Elementary Education**

*Dr. Leo Coronado, Advisor • Education #28 • 982-0240 • leoc@utb1.utb.edu*

### **Secondary Education**

*Dr. James Telese, Advisor • Education #30 • 548-8702 • jtelese@utb1.utb.edu*

*Dr. Jaime García, Advisor • Education #29 • 548-8703 • jhgarcia@utb1.utb.edu*

### *36-Hour Nonthesis Program*

## **Emphasis in Science Education**

The options are designed for science teachers who desire to improve their knowledge of pedagogy and content. The program is designed to emphasize instructional leadership and effective teaching in science and has been approved by some area school districts for additional stipends.

### **Elementary Option**

#### **Curriculum and Instruction Core: 15 hours**

EDCI	6300	Introduction to Research
EDCI	6330	Curriculum in the Elementary School
EDCI	6334	Curriculum Development
EDCI	6304	Learning and Cognition
EDCI	6302	Field Research Methodology

#### **Science Education Core: 12 hours**

EDCI	6342	Topics in Science Education
EDCI	6344	Current Issues and Research in Science Education
EDCI	6346	Environmental Education Methods
EDCI	6348	Science Education Project

#### **Science Content: 9 hours**

May be chosen from approved graduate science courses. See Graduate Course Offerings in the School of Science, Mathematics and Technology.

### **Secondary Option**

#### **Curriculum and Instruction Core: 15 hours**

EDCI	6300	Introduction to Research
EDCI	6331	Curriculum in the Secondary School
EDCI	6334	Curriculum Development
EDCI	6304	Learning and Cognition
EDCI	6302	Field Research Methodology

#### **Science Education Core: 9 hours**

EDCI	6342	Topics in Science Education
EDCI	6344	Current Issues and Research in Science Education
EDCI	6346	Environmental Education Methods
EDCI	6348	Science Education Project

### Science Content: 12 hours

May be chosen from approved graduate science courses. See Graduate Course Offerings in the School of Science, Mathematics and Technology.

## *M.Ed. - Early Childhood Education*

Dr. Georgianna Duarte, Advisor • Education #27 • 982-0257 • [duarte@utb1.utb.edu](mailto:duarte@utb1.utb.edu)

### *36 Hour Thesis/Nonthesis Program*

The major in Early Childhood Education is aimed at accomplishing two major goals: to develop knowledge and skills in curriculum (what to teach) and instruction (how to teach) in early childhood education; and to provide experience in educational research related to the education of the young child.

A comprehensive examination is required.

#### **Required Courses: 30 hours**

EDCI	6300	Introduction to Research
EPSY	6304	Human Growth and Development
EDEC	6301	Major Theories in Early Childhood Education
EDEC	6302	Instructional Planning & Curriculum Development for the Early Childhood Classroom
EDEC	6303	First & Second Language Acquisition
EDEC	6304	Children's Literature
EDEC	6307	Emergent Literacy in Early Childhood Education
EDEC	6308	Graduate Internship in Early Childhood Education
EDEC	6310	Problems in Early Childhood Education
EDCI	6388	Socio-Cultural Foundations of Education

#### **Electives: 6 hours**

Six hours of courses in bilingual education or six hours of thesis. An elementary certified teacher can add an early childhood endorsement by completing 15 hours of specific courses within this program and one year of teaching in an early childhood classroom. Contact Graduate Advisor for information.

## *M.Ed. - Educational Technology*

Dr. Michael Sullivan, Advisor • Education #20 • 982-0266 • [msullivan@utb1.utb.edu](mailto:msullivan@utb1.utb.edu)

### *36-Hour Thesis/Nonthesis Program*

The major in Educational Technology is designed to prepare teachers and other educators to: use instructional technology (computers, telecommunications and related technology) as resources for and deliverers of instruction, serve as facilitators or directors of instructional technology in educational settings, and/or be developers of instructional programs and materials for the new technologies. The program will focus on the theory, research and applications related to the field of educational technology. A comprehensive examination is required.

#### **Required Courses: 24 hours**

EDCI	6300	Introduction to Research
EDCI	6304	Learning and Cognition
EDTC	6320	Instructional Technology

EDTC	6321	Instructional Design
EDTC	6323	Multimedia/Hypermedia
EDTC	6325	Educational Telecommunications
EDTC	6329	Selected Topics in Educational Technology
EDTC	6332	Internship in Educational Technology

**Electives: 12 hours**

Students will select 12 hours of electives based upon their professional needs (e.g. 12 hours in a specific content area such as reading, mathematics, science) and academic interests. Students selecting the thesis option will take EDCI 7300 and 7301 in lieu of six hours in the resource area.

## *M.Ed. - English as a Second Language*

*Dr. Graciela Rosenberg, Advisor • Education #33 • 982-0267 • gprosen@utb1.utb.edu*

*Dr. Elva Pérez, Advisor • Education #22 • 982-0121 • ecperrez@utb1.utb.edu*

### *36-Hour Thesis/Non Thesis Program*

The major in English as a Second Language (ESL) will prepare students in the advanced study of theory and research in the teaching of ESL and in the application of that theory and research to improve policy and practice in the ESL field. A comprehensive examination is required.

**Required Courses: 27 hours**

EDCI	6300	Introduction to Research
EDCI	6324	Second Language Teaching: Theory and Methodology
ENGL	6355	Second Language Acquisition
EDCI	6388	Socio-Cultural Foundations of Education
EDCI	6327	ESL Techniques in the Content Area
EDCI	6325	ESL for International and Intercultural Settings
EDCI	6326	Current Practices in Adult ESL Settings
EDCI	6328	Problems in Teaching English as a Second Language
EDCI	6320	Practicum in Teaching English as a Second Language

**Electives: 9 hours**

Nine hours of coursework in education, business, or the liberal arts. A certified teacher can add an ESL or bilingual endorsement by completing 12 hours of specific courses, teaching one year in an ESL or bilingual classroom, and taking appropriate tests. Contact the Graduate Advisor for information. For students in the thesis option, EDCI 7300 and 7301 will be taken in lieu of six hours of electives.

## *M.Ed. - Reading Specialist*

*Dr. Paula Parson, Advisor • Tandy Hall #238 • 544-8865 • pparson@utb1.utb.edu*

*Dr. Dianne Johnson, Advisor • Tandy Hall #239 • 544-8269 • djohnson@utb1.utb.edu*

### *36-Hour Program*

## **All-Level Professional Reading Specialist Certification**

This major is designed to provide knowledge and skills in reading instruction. Coursework is required in reading instruction, diagnostic and intervention techniques, linguistics, language arts, child/adolescent literature, research and testing and measurement. A comprehensive examination is required. The following are required for students holding the Elementary or Secondary

Provisional Certification:

**Degree Requirement: 6 hours**

EDC I 6300 Introduction to Research

READ 5313 Reading Tests

**Reading Area: 18 hours**

READ 6308 Foundations of Reading Instruction

READ 6309 Topics in Reading

READ 6310 Child and Adolescent Literature

READ 6323 Problems in the Teaching of Reading

READ 6325 Practicum in Reading Instruction

READ 6329 Diagnostic Teaching of Reading

**Resource Area: 6 hours**

SOCI 6313 American Minorities

ENGL 6354 Linguistics and Reading

**Professional Development: 6 hours (All students)**

For students holding an Elementary Provisional Certificate

EDCI 6330 Curriculum in the Elementary School, and

EPSY 6311 Advanced Child Psychology, or

READ 5323 Teaching Reading to the Elementary Student\*

(Students who took READ 3323 at the undergraduate level, should take EPSY 6311.)

For students holding a Secondary Provisional Certificate

EDCI 6331 Curriculum in the Secondary School, and

EPSY 6341 Advanced Adolescent Psychology, or

READ 5351 Teaching Reading to the Secondary Student\*\*

(Students who took READ 4351 at the undergraduate level should take the EPSY 6341 option.)

## *M.Ed. - Special Education*

*Dr. Ralph Hausman, Advisor • Education #26 • 982-0265 • rhausman@utb1.utb.edu*

*Dr. Mary Curtis, Advisor • Education #25 • 982-0259 • mcurtis@utb1.utb.edu*

### *36-Hour Thesis/Nonthesis Generic Special Education Program*

### *39-Hour Thesis/Nonthesis Educational Diagnostician Program*

The major in special education offers a balanced curriculum in the advanced study of the special education field with focus on the bilingual child. Candidates will develop knowledge and skills in the theory, research and practice of special education so as to become master special education teachers or serve as consultants, trainers, facilitators or curriculum directors for other teachers, support personnel or parents. Specifically, students will develop knowledge and skills in the following program elements:

- normal and abnormal child development,
- nonbiased testing and evaluation techniques and strategies, remediation and intervention techniques,
- historical and philosophical foundations of special education,
- perspectives of leaders in the field,
- major issues and trends in the field,
- curriculum, instruction and classroom management in special education,



- legal aspects of special education, and
- the application of instructional technology in special education.

A comprehensive examination is required.

**Required Courses: 24 hours**

EDCI	6300	Introduction to Research
SPED	6301	Psychology of the Exceptional Child
SPED	6303	The Bilingual Child with Special Education Needs
SPED	6309	Diagnosing Academic Problems
SPED	6305	Measurement & Test Interpretation
SPED	6302	Educating Children with Learning and Behavior Problems
SPED	6307	Educating Children with Mental Retardation
SPED	6306	Selected Topics in Special Education

**Electives: 12 hours**

**Option I:** 12 hours of electives from Educational Administration, Supervision, Counseling or Elementary Education. By selecting appropriate courses, students can meet course requirements for temporary certificates or permits in the areas of Educational Administration, Supervision, or Counseling or endorsement in Bilingual Education or English as a Second Language. Consultation with a Graduate Advisor is needed for selection of courses.

**Option II:** To meet course requirements for certification as an Educational Diagnostician, the following courses (15 hours) must be taken as electives: EPSY 6304-Human Growth and Development, EPSY 6315 Psychoeducational Assessment for Diagnosticians, READ 6329-Diagnostic Teaching of Reading, and SPED 6600-Practicum in Diagnostic and Intervention Procedures.

**Option III:** Six hours of thesis, EDCI 7300 and 7301, may be taken in lieu of six hours of electives. A student selecting the thesis option receives six hours of graduate credit for writing the thesis and must successfully defend the thesis before his/her Thesis Committee.

## *M.Ed. - Supervision*

*Dr. Cindy Bradford, Advisor • Education #21 • 982-0273 • cbradford@utb1.utb.edu*

## *39-Hour Thesis/Nonthesis Program*

### **Professional Certification in Supervision**

The instructional supervisor is part of the leadership team which manages the system of public education. The master's degree program in supervision emphasizes the training of supervisors in curriculum improvement, leadership, instructional practices improvement, the selection and utilization of media and materials, and planning and directing personnel development activities. A comprehensive examination is required.

**Degree Requirement: 6 hours**

EDCI	6300	Introduction to Research
EDCI	6367	Statistical Methods

**Curriculum and Staff Development: 9 hours**

EDCI	6330	The Curriculum in the Elementary School, or
EDCI	6331	The Curriculum in the Secondary School
EDCI	6334	Curriculum Development-Problems & Processes
EDAD	6397	Analysis of Teaching Behavior

**Theory & Practice of Instructional Leadership: 9 hours**

EDSU	6370	Supervision of Instruction
EDSU	6371	Practicum in Supervision
EDSU	6379	Problems in Educational Supervision
<b>Learning Theory and Instructional Technology: 6 hours</b>		
EDTC	6320	Instructional Technology
EPSY	6302	Advanced Educational Psychology, or
PSYC	5318	Learning Theories

**Resource Area: 9 hours**

EDCI	6322	The Bilingual Child
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The student, with approval of the Faculty Advisor, will select six graduate hours from the following: Elementary Education, Secondary Education, Bilingual/Bicultural Education, Reading, Early Childhood Education, Special Education, disciplines outside of Education, or professional development courses.

Students who choose to complete the thesis will substitute EDCI 7300 and EDCI 7301 for six semester hours in the Resource Area.

## *M.Ed. - Educational Administration*

*Dr. Walter Howard, Advisor • Education #16 • 982-0260 • wrhoward@utb1.utb.edu*

*Dr. Cindy Bradford, Advisor • Education #21 • 982-0273 • cbradford@utb1.utb.edu*

*Dr. Andrés Vallado, Advisor • Education #15A • 982-0258 • anvallado@utb1.utb.edu*

### *36-Hour Program*

The educational administrator's program is designed to produce change-oriented administrators who can provide administrative leadership and are competent in site-based school management, organization, school law, finance, and contemporary personnel practices. Upon completion of the degree and an additional 15 semester hours, the student may earn the Middle Management Certificate. A comprehensive examination is required.

**Degree Requirement: 6 hours**

EDCI	6300	Introduction to Research
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EDCI	6367	Statistical Methods
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**Specialized Preparation: 9 hours**

EDAD	6337	Administration of Special Instructional Programs
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EDAD	6338	The Principalship
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EDAD	6397	Analysis of Teaching Behavior
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**\*Common Core: 12 hours**

EDCI	6330	The Curriculum in the Elementary School, or
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EDCI	6331	The Curriculum in the Secondary School
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EDAD	6384	Introduction to Educational Administration
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EDSU	6370	Supervision of Instruction
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*EDAD	6385	School Law
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**Resource Area: 9 hours**

Three hours selected from

EDCI	6388	Socio-Cultural Foundations of Education, or
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SOCI	6313	American Minorities
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Six additional hours from Educational Technology, Special Education, Sociology, Psychology, Business, or Economics with the Advisor's Approval.

*\*Required for temporary certification.*

# *Professional Middle Management Certification Program*

After obtaining the M.Ed. degree in Educational Administration, the student wishing to obtain a Professional Mid-Management Administrator's Certificate must complete:

## *Requirements*

EDAD	6389	Administration of School Business Services (School Finance)
EDCI	6334	Curriculum Development
EDAD	6398	Internship in Middle Management

Six hours of electives selected from the following courses. Other selections may be made with approval of advisor.

EDAD	6381	Problems in Organization & Administration of Public Schools
EDAD	6386	Administration of Pupil Personnel Services
EDAD	6393	Administration of Staff Personnel
EDCI/		
EDAD	6336	Problems in Education (May be counted twice if the problems are different.)

Additional requirements for a school administrator certificate are a provisional teacher certificate and two years minimum creditable classroom teaching experience.

## *Temporary Administrator's Certificate*

Current Texas regulations permit issuance of a temporary certificate to persons being employed as administrators prior to their completing the requirements for full certification. This temporary certificate will be valid for five years and cannot be renewed. UTB/TSC will recommend applicants for the Temporary Administrator's Certificate if the following criteria are met:

1. Assistant Principal
    - a. a bachelor's degree
    - b. a Provisional Teacher's Certificate
    - c. two years of creditable classroom teaching experience
    - d. admission into the Graduate Program
    - e. 12 graduate hours of the core required for the Temporary Certificate
    - f. approval by the Department for the Administrator's Program
    - g. a completed application for the Temporary Assistant Principal's Certificate
    - h. a money order or cashier's check for the appropriate fee payable to the Texas Education Agency
  2. Principal - all requirements for Assistant Principal Temporary Certificate and a Master's degree.
- Additional information is available at the Certification Office in the School of Education.

# *Professional Superintendent Certificate Program*

The Professional Superintendent Program is designed to prepare individuals with needed skills and abilities to focus effectively on creating schools for a rapidly changing modern multicultural society. The program has been planned for individuals who have demonstrated administrative skills, who exhibit leadership potential, and who desire to work in central office administrative positions.

## **Admission Requirements**

Admission to the Professional Superintendent Program will be determined by the Department Admissions Committee for the Superintendent Certificate based on the following:

- Submission of admittance form
- Master's degree
- Professional Mid-Management Certificate
- Minimum GPA of 3.6 based on all graduate courses
- Submission of recent GRE scores. Scores over five years old will not be accepted.
- Portfolio of professional experience (to be developed in consultation with Faculty Advisor)
- Three letters of reference from persons who have supervised applicant or have recent knowledge of applicant's professional performance
- Letter of recommendation from Superintendent, Deputy Superintendent or equivalent of applicant's employing, or last employing, school district
- Approval by the Department Admissions Committee for the Superintendent Certificate following the oral interview.

## *Temporary Superintendent Certificate*

Current Texas certification regulations permit issuance of a Temporary Superintendent Certificate, valid for five years, nonrenewable. To be recommended for the Temporary Superintendent Certificate, a student must meet the following criteria:

- Hold a Professional Mid-Management Certificate
- Have admission to the Superintendent Certificate Program

## *Professional Superintendent Certificate*

In addition to the above requirements for the temporary certificate, to be eligible for recommendation for the Professional Superintendent Certificate a student must complete the courses (15 hours) as outlined below, pass the ExCET for the Superintendent Certificate (ExCET Test 64), complete the application for certification form and furnish a money order or cashier's check for the required fee.

**Required courses: 6 hours**

EDAD 7338 The Superintendency

EDAD 7398 Internship for the Superintendent

Electives: Select 9 hours from the following

EDAD 7384 Educational, Social, Political Problems for the Superintendency

EDAD 7389 Texas Public School Finance

EDAD 7390 Administration of School Facilities

EDAD 7393 Administration of Programs for Special Populations

# Graduate Courses in Education

## EDUCATIONAL ADMINISTRATION (EDAD)

### **EDAD 6337 Administration of Special Instructional Programs**

Emphasis is placed on the administration of special elementary and secondary school programs including career, vocational, special, compensatory, bilingual, and gifted and talented education.

*Lec 3, Cr 3*

### **EDAD 6338 The Principalship**

A study of the unique functions of a principal in administering elementary, middle, junior and secondary schools. Special emphasis is on the principal's leadership in management and instruction.

*Lec 3, Cr 3*

### **EDAD 6381 Problems in Organization and Administration of Public Schools**

Research, readings and study of the organization and administration of elementary and secondary schools; analysis of the role of middle management personnel in improving instruction; analysis of administrative functions and leadership styles are emphasized.

*Lec 3, Cr 3*

### **EDAD 6384 Introduction to Educational Administration**

An overview of public school administration introducing such topics as processes of organization and administration of instructional staff, personnel, finance, leadership roles, curriculum, physical plant operation, maintenance, and legal aspects.

*Lec 3, Cr 3*

### **EDAD 6385 Public School Law**

Constitutional provisions, statutory laws, court decisions, torts and regulations governing public schools with special reference to their influence upon the administration and function of public schools.

*Lec 3, Cr 3*

### **EDAD 6386 Administration of Pupil Personnel Services**

A problems approach to understanding, developing and managing special pupil services of concern to teachers, counselors, supervisors and administrators.

*Lec 3, Cr 3*

### **EDAD 6389 Administration and Organization of School Business Services**

Principles and procedures of developing and managing a sound financial plan for local school districts with emphasis on Texas Educational Agency financial and accounting procedures. Emphasis on school law, taxation, property management and maintenance, school transportation and managing business personnel.

*Lec 3, Cr 3*

### **EDAD 6393 Administration of School Staff Personnel**

Analysis of personnel organization, administration and function in school systems; relationships of various school positions; a study of ethics, welfare, security and professional improvement.

*Lec 3, Cr 3*

### **EDAD 6394 Psychology of Decision Making**

Analysis of skills and techniques needed by school administrators; emphasis on synergistic leadership, teacher-administrator relations, group processes and group dynamics, and assessing administrative performance. *Lec 3, Cr 3*

### **EDAD 6397 Analysis of Teaching Behavior**

Methods of gathering, analyzing and interpreting data in leadership conferences with student teachers, interns and teachers; applying technology in evaluating skills to show effective behavior. Required of all principals. Emphasis is placed on the Texas Teacher Appraisal System (TTAS). A pass/fail grade will be assigned. Prerequisite: EDSU 6370. *Lec 3, Cr 3*

### **EDAD 6398 Internship in Middle Management**

A field-based course in which students practice skills and theories acquired as they assume responsibilities associated with each of the middle management positions in local school districts. A pass/fail grade will be assigned. Prerequisite: Approval of Department *Lec 3, Cr 3*

### **EDAD 7338 The Superintendency**

Using field-based applications, as appropriate, to study the unique roles, duties, and responsibilities of the superintendency. Successful students will exhibit competence in strategic planning, collaborative decision making, public information, student activities, community involvement, personnel management, instructional leadership, financial management, board relations, school governance, and other areas of importance to the superintendency. This will be the first course taken for the Superintendent's Endorsement. Prerequisite: Approval of Department *Lec 3, Cr 3*

### **EDAD 7384 Educational Social Political Problems and the Superintendency**

This course deals with the interrelationships of the local district with other political subdivisions in the community and a study of the impact of power structures upon the district. Professional and nonprofessional organizations, power structures, diverse cultural and ethnic groups, demographic trends, sociological issues, and community expectations are studied to determine their influences upon educational decisions. Prerequisite: Approval of Department *Lec 3, Cr 3*

### **EDAD 7389 Texas Public School Finance**

Participants will engage in advanced studies on the impact of school districts in equity issues, taxation, statutory mandates, district budget preparation and approval, fiscal management, and business operations of school systems. Prerequisite: Approval of Department *Lec 3, Cr 3*

### **EDAD 7390 The Administration of School Facilities**

Candidates will study the roles of the superintendent and board of trustees in developing and implementing finance programs for capital outlay. Topics include the following: communications, planning new building programs, conducting needs assessments, developing educational specifications, selecting and working with architects, maintaining school facilities, and arranging for supervision of construction and installations. Prerequisite: Approval of Department *Lec 3, Cr 3*

### **EDAD 7393 Administration of Programs for Special Populations**

This course deals with competencies required to administer, from a district-wide perspective, programs for special populations, such as students in special education, at-risk, with limited

English proficiency, in gifted and talented programs, and in vocational education. The requirements of state and federal legislation, such as ADA and Section 504, will be reviewed.

Cooperation with community agencies, selection and assignment of personnel, allocation of resources, pupil personnel management and other instructional programs will be emphasized.

Prerequisite: Approval of Department

*Lec 3, Cr 3*

### **EDAD 7398 Internship for the Superintendent**

This course is designed to provide future superintendents with competence in such areas as instructional leadership, resource management, human resource development, and systematic evaluation through on-the-job experiences under the guidance of an experienced practicing superintendent, assistant superintendent or other central office administrator and under the supervision of a faculty member of the School of Education, Educational Administration program.

Prerequisite: Approval of Graduate Advisor

*Lec 3, Cr 3*

## **CURRICULUM AND INSTRUCTION (EDCI)**

### **EDCI 5342 Tests and Measurement for the Secondary Classroom Teacher**

This course emphasizes the role of the teacher in selecting and administering standardized achievement and diagnostic tests and in interpreting and using test results to direct learning in the classroom.

*Lec 3, Cr 3*

### **EDCI 6300 Introduction to Research**

Introduction to research techniques; identification of problems, research designs and data gathering procedures. The planning and design of research proposals and projects are emphasized. The course must be completed or in progress before the student applies for the oral interview.

*Lec 3, Cr 3*

### **EDCI 6301 Instructional Technology in Teaching**

An advanced course designed to provide students the opportunity to acquire skills, insight and practice in selecting, using, producing and managing teaching tools. The course is helpful to teachers and other who want to direct instructional media centers in public schools.

*Lec 3, Cr 3*

### **EDCI 6302 Field-Research Methodology**

This course is an introduction to field-based research methodologies with an emphasis on the teacher as a researcher and on reflective teaching and teaching as decision-making. This is a field-based course.

*Lec 3, Cr 3*

### **EDCI 6303 Peer Coaching**

This course, focused on improvement of instruction and the attainment of school improvement goals, recognizes the role of peers as a component of planning, discussion, classroom observation, support, and sharing of ideas and materials. This is a field-based course.

*Lec 3, Cr 3*

### **EDCI 6322 The Bilingual Child**

This course studies the problems and strengths of bilingual children, with emphasis on the educational programs of multicultural, multi-ethnic elementary schools.

*Lec 3, Cr 3*

**EDCI 6324 Second Language Teaching: Theory and Methodology**

A study of the acquisition of languages by bilingual children, focusing on the role of the child, the community and the school through various stages of language development, and the relationship of linguistic, cultural and conceptual processes within a bilingual/bicultural environment. Evaluating methods and materials for language teaching as these relate to social context and the principles of communication is stressed. *Lec 3, Cr 3*

**EDCI 6325 ESL for International and Intercultural Settings**

This course will emphasize comparative international and intercultural teaching practices, stressing second language instruction in an international setting. *Lec 3, Cr 3*

**EDCI 6326 Current Practices in Adult ESL Settings**

This course will provide students with practices for assessment, instructional planning, curriculum development, and evaluation in an adult ESL setting. *Lec 3, Cr 3*

**EDCI 6327 ESL Techniques in the Content Areas**

This course will emphasize specific techniques of teaching content areas (Science, Mathematics, and Social Studies) to non-English speaking students using ESL techniques. *Lec 3, Cr 3*

**EDCI 6328 Problems in Teaching English as a Second Language**

Investigation and analysis of current problems, trends, research practices and policies related to ESL teaching and learning in bilingual settings. Prerequisite: Approval of Graduate Advisor *Lec 3, Cr 3*

**EDCI 6330 The Curriculum in the Elementary School**

This course focuses on the theory and factors that shape the elementary school curriculum. The course will also examine the organization and content of curriculum subjects and the trends, issues and new developments in the field. *Lec 3, Cr 3*

**EDCI 6331 The Curriculum in the Secondary School**

This course examines the theory and the background of the curriculum in the senior high and middle schools in the U.S. It includes an examination of curriculum in the disciplines and curriculum organization and an analysis of trends, issues, and innovations in the field. *Lec 3, Cr 3*

**EDCI 6334 Curriculum Development - Problems and Processes**

This course examines approaches in developing, implementing, and evaluating elementary and secondary school curricula. Principles and practices in the use and production of curriculum frameworks, guides, textbooks and other curriculum materials will be included. Prerequisite: EDCI 6330, 6331 or equivalent. *Lec 3, Cr 3*

**EDCI 6336 Problems in Education (Topics Course)**

This course's major emphasis is on current innovations in education. Students will conduct research related to selected problems. This research may include conducting action research, working with educational determinants, and new education programs, and/or working with classroom teachers and other people in the community to improve the education program. Credit may be applied toward the graduate programs in education when the student chooses an appropriate problem. Course may be repeated once for credit. Prerequisite: Approval of Graduate Advisor *Lec 3, Cr 3*



### **EDCI 6341 Teaching and Learning Algebraic Concepts**

An intensive examination of issues related to algebraic teaching at the secondary level. Topics include research, teaching with technology, learning theories associated with algebra, and implementing reform oriented algebra lessons. *Lec 3, Cr 3*

### **EDCI 6342 Topics in Science Education**

Special topics in science education related to science pedagogy, inquiry models of science instruction, integration of content areas, coordinated-thematic science teaching, authentic assessment methods in science education, fostering science process skills and critical thinking skills, and laboratory methods. May require fieldwork. May be repeated for credit when the topics vary. *Lec 3, Cr 3*

### **EDCI 6343 Teaching Geometric Concepts**

An intensive examination of issues specifically related to teaching geometry at the secondary level. The course will provide learning theories as well as strategies to enhance learning of geometric concepts, including a brief historical development. *Lec 3, Cr 3*

### **EDCI 6344 Current Issues and Research in Science Education**

This course will include selected studies of current issues and problems related to science instruction and curriculum development. Topics include multicultural science education, inclusive science education, gender and ethnic issues regarding science, the analysis of learning in the science classroom, using Internet and Tenet to teach science, and a review of recent research in science education and science education reform efforts. *Lec 3, Cr 3*

### **EDCI 6346 Environmental Education Methods**

This course is an interdisciplinary course for integrating environmental education throughout the K-12 curriculum. It includes content and strategies for developing and implementing environmental education lessons and programs. Methods for teaching K-12 students about the environment using effective educational methodology are emphasized. *Lec 3, Cr 3*

### **EDCI 6348 Science Education Foundation**

Supervised project in science education that will include design of an original project and the writing of a formal report in an acceptable publication format. This course is usually taken during the last semester of study and is taken only by nonthesis students. *Lec 3, Cr 3*

### **EDCI 6349 Current Issues and Research in Mathematics Education**

Current Issues will include studies of prominent issues and problems related to mathematics education and curriculum development. Topics include multicultural mathematics education, gender and ethnicity issues regarding mathematics, analysis of learning in the mathematics classroom, using the Internet to enrich the teaching of Math and review of recent research in mathematics education. *Lec 3, Cr 3*

### **EDCI 6353 Teaching the Culturally Different Secondary Learner**

The course examines alternative approaches used in teaching culturally different secondary school students. Educational programs, approaches and techniques that are successful with Mexican-American student populations will be emphasized. *Lec 3, Cr 3*

## **EDCI 6367 Statistical Methods**

Content of this course includes central tendency; variance; normal, T, chi square, and F distributions; bivariate correlation and regression analysis, T test between means, goodness of fit and test of independence chi square; one-way and factorial ANOVA. Emphasis is on hypothesis testing; Type I and II errors; and understanding statistical significance. *Lec 3, Cr 3*

## **EDCI 6388 Socio-Cultural Foundations of Education**

Identifying and analyzing of cultural forces which shape the direction of American education with emphasis on the purposes of education in their social and cultural contexts. The multicultural factors in society which affect public schools and influence learning and acquiring skills important to survival and self-fulfillment will be emphasized. Particular emphasis will be placed upon understanding the culture of Mexican-American children. *Lec 3, Cr 3*

## **EDCI 7300 Thesis**

Pass/Fail Grade.

Prerequisite: Approval of graduate advisor

*Lec 3, Cr 3*

## **EDCI 7301 Thesis**

Pass/Fail Grade.

Prerequisite: Approval of graduate advisor

*Lec 3, Cr 3*

# **EARLY CHILDHOOD EDUCATION (EDEC)**

## **EDEC 6301 Major Theories in Early Childhood Education**

The course traces the historical, philosophical and sociological basis for the development of early childhood education and establishes a foundation for a discussion of contemporary issues in early childhood education. The contributions of past theorists and current researchers will be explored. *Lec 3, Cr 3*

## **EDEC 6302 Instructional Planning and Curriculum Development for the Early Childhood Classroom**

This course presents the major principles of curriculum planning and organization, including the development of a scope and sequence and the identification of appropriate learning materials and resources. Special emphasis will be given to research on developmentally appropriate early childhood education environments. A major portion of this course will include field-based experiences. *Lec 3, Cr 3*

## **EDEC 6303 First and Second Language Acquisition**

The focus of this course will be on early childhood bilingualism. The theoretical principles of native and second language acquisition will be explored. Students will have an opportunity to develop models of linguistically appropriate early childhood learning environments (pre-kindergarten through the primary grades) based on students' levels of proficiency in both the native and second languages. Strategies for native language development and for the teaching of the second language will also be explored. *Lec 3, Cr 3*

## **EDEC 6304 Children's Literature**

This course will provide the learner with the knowledge and skill needed to analyze various literary genres. Special emphasis will be given to create an appreciation for the contributions of other cultures through an understanding of literary works for children. Students will identify appropriate criteria to select and recommend multicultural children's literature. *Lec 3, Cr 3*

## **EDEC 6307 Emergent Literacy in Early Childhood Education**

This course will emphasize an integrated "whole language" approach to pre-literacy and literacy development for pre-primary aged children. Students will learn how to guide and interrelate the acquisition of the language arts skills – listening, speaking, reading and writing – by organizing rich language environments for ESL students. Related research will be reviewed. *Lec 3, Cr 3*

## **EDEC 6308 Graduate Internship in Early Childhood Education**

This on-site internship will enable the student to focus on the holistic development of the young child by arranging and organizing a developmentally appropriate learning environment. It will also involve the study of theory and current research to implement practice in early childhood education. The course will be assigned a grade of pass or fail. Prerequisite: EDEC 6301, 6302, 6303 & 6304 *Lec 3, Cr 3*

## **EDEC 6310 Problems in Early Childhood Education**

Topics will include analysis of theory, research, policy and practice of topics such as the following: Topic 1 – Children's Play and Play Environment; Topic 2 – Peer Relationships: Personality and Social Development; Topic 3 – Parent and Community Involvement for the Early Childhood Classroom; and Topic 4 – Early Childhood Education for the Exceptional Child. May be repeated for credit when topic varies. Prerequisite: Approval of Graduate Advisor *Lec 3, Cr 3*

# **GIFTED AND TALENTED EDUCATION (EDGE)**

## **EDGE 6301 Educating the Gifted and Talented**

This course includes a historical survey of the field, definitions, basic terminology, theories, models, state requirements, and characteristics of the gifted and talented. Review and analysis of identification and assessment procedures, models for interactions with gifted persons, and effective program prototypes. Prerequisite: Must be taken as first course in the program. May be taken with EDGE 6302 *Lec. 3, Cr. 3*

## **EDGE 6302 Creativity: Theories, Models and Applications**

A study of creativity in relation to development of programs for gifted and talented students. Topics include instruments and techniques for identifying creativity, instructional strategies for enhancing creativity, problems of creativity gifted, and evaluation of creative performance and product. Prerequisite: May be taken with EDGE 6301. *Lec. 3, Cr. 3*

## **EDGE 6303 Curriculum Development for Gifted and Talented Learners**

This course provides the foundation for the development of differentiated and interdisciplinary curricula for gifted students. Review and analyze curriculum models for gifted students. Other

topics include effective teaching strategies for gifted students, curriculum modification, classroom organization, and the teaching of higher level cognitive skills. Prerequisite: EDGE 6301, EDGE 6302 *Lec. 3, Cr.3*

### **EDGE 6304 Issues and Research in the Social-Emotional Development of the Gifted and Talented**

Students will review current research on the affective characteristics, personality traits, and affective growth and adjustment of gifted children. Emphasis on self-concept, career concerns, peer relationships, and family interactions. (This course must be taken with Graduate Advisor approval.) Prerequisite: EDGE 6301, EDGE 6302. May be taken with EDGE 6303. *Lec. 3, Cr. 3*

### **EDGE 6319 Practicum in Gifted and Talented Education**

This course provides a field experience in a gifted and talented program. Students will apply application of knowledge, skills, and competencies from basic courses in a supervised field experience. This practicum may be waived for teachers with two years of successful classroom teaching experience in an approved program for gifted and talented students. Prerequisite: EDGE 6301, EDGE 6302, EDGE 6303 and EDGE 6304. *Lec. 3, Cr. 3*

## **EDUCATIONAL PSYCHOLOGY/COUNSELING (EPSY)**

### **EPSY 6100-6105 Seminar in Counseling and Guidance**

Through a series of six steps, develops skills related to helping professions. Primarily for in-service training with counselors and teachers. Prerequisite: Permission of instructor. *Lec 4, Cr 4*

### **EPSY 6302 Advanced Educational Psychology**

A research approach to teaching and learning. Human learning, conditions for effective learning, interference with learning and behavioral objectives will be emphasized. Prerequisite: EDCI 4302, 4303 or equivalent. *Lec 3, Cr 3*

### **EPSY 6304 Human Growth and Development**

Advanced study in the application of life-span developmental theories to human behavior, learning and personality. Includes understanding the nature and needs of people at all developmental levels from prenatal through old age. *Lec 3, Cr 3*

### **EPSY 6305 Interpersonal and Group Dynamics**

This course provides an overview of interpersonal process and the field of group dynamics. It is designed to develop the individual's ability to understand and integrate various properties of group and interpersonal relationships into a personal and professional framework. This course cannot substitute for the Group Counseling for the Guidance & Counseling majors. *Lec 3, Cr 3*

### **EPSY 6311 Advanced Child Psychology**

This is an advanced study of children from conception to puberty, or from the preschool through the elementary level, with emphasis on the roles played by maturation and learning. The course includes a study of recent research dealing with theories of cognitive unfolding and personality integration. Prerequisite: EDCI 4302 or 4303. *Lec 3, Cr 3*

## **EPSY 6314 Psycho-educational Assessment I**

This course explores the theory and techniques of administering, scoring, and interpreting educational and psychological tests. Includes test selection, administration, and the dynamics of test interpretation to enable the counselor to synthesize, integrate, and evaluate appraisal data for use in guidance and counseling. In the last segment of the course, students will practice taking, administering and interpreting a variety of educational and psychological tests. Prerequisite: EDCI 5342 or EDCI 6312 *Lec 3, Cr 3*

## **EPSY 6315 Psycho-Educational Assessment for Diagnosticians**

Each student will experience performance-based training on the administration, scoring and interpretation of the basic, individually administered "intelligence" or "ability" assessment procedures currently in use in the public school, e.g., Wechsler scales, Stanford Binet 4, Woodcock-Johnson (Cognitive), and other selected specialty procedures/tests. Bilingual students will also master the Spanish versions when appropriate. Comprehensive case studies and the dissemination of this information through diagnostic report formats will also be covered. *Lec 3, Cr 3*

## **EPSY 6341 Advanced Adolescent Psychology**

The history and systems of adolescent psychology. Modern theories and current research in learning and pupil motivation, especially in relation to various aspects of the educational process. *Lec 3, Cr 3*

## **EPSY 6342 Problems in Guidance**

A course involving individual study in topics related to counseling and guidance. *Lec 3, Cr 3*

## **EPSY 6345 Educational and Occupational Information**

A survey and analysis of the processes of assisting people to choose, prepare for, enter, and progress in an occupation. The course trains leaders who can help people make decisions and choices in planning a future and building a career. *Lec 3, Cr 3*

## **EPSY 6347 Substance Abuse Counseling**

This course will prepare individuals to counsel drug users, addicts and family members using various preventive strategies and treatment regimes. Includes instruction in outreach; patient education; therapeutic intervention methods; diagnostic procedures and addiction symptomology. Prerequisite: Consent of department chair. *Lec 3, Cr 3*

## **EPSY 6360 Introduction to Guidance and Counseling**

Philosophy, principles, and current practices of pupil guidance. Pupils' social, emotional, intellectual and attitudinal dimensions are explored. Group guidance and individual counseling techniques that apply in public schools are studied through lectures, discussions and class participation. This course also introduces the student to the field of counseling and guidance, as well as the major theories of counseling. The student will develop an awareness of the guidance services and the role identity of the counselor. Knowledge of the development of counseling and the present state of the profession will be acquired. The students will understand the importance of personal qualifications and professional preparation standards for counselors. Students will begin to evaluate the self in relation to these qualifications and standards. The course also presents an overview of the

purposes and objectives of professional organizations. Also included in the course is an in-depth study of ethical standards and legal issues pertaining to the counseling profession. *Lec 3, Cr 3*

### **EPSY 6361 Introduction to Marriage and Family Therapy**

This course introduces students to the study of individual and family development, family dynamics, interpersonal relationships and marriage and family systems. The course will include selected theories, methods, and techniques of marriage and family therapy with particular emphasis on multicultural, legal and ethical issues in the practice of marriage and family counseling.

Prerequisite: EPSY 6360 and EPSY 6362 or approval of instructor. *Lec 3, Cr 3*

### **EPSY 6362 Theories and Techniques in Counseling**

A survey of psychotherapy, comparing the contributions of psychoanalysis, nondirective therapy and behavior therapy. Specialized approaches such as group therapy, play therapy and family therapy will be studied. Local facilities using a variety of therapeutic techniques will be visited.

Prerequisite: EPSY 6360 and instructor's consent. *Lec 3, Cr 3*

### **EPSY 6363 Personal Growth**

Discussions and practical application of group dynamics within a framework of group therapy.

Prerequisite: Consent of instructor. *Lec 3, Cr 3*

### **EPSY 6364 Multicultural Counseling**

This course will provide an understanding of the characteristics and needs of culturally diverse clients. The course will include issues related to ethnic groups, gender, family systems, differing lifestyles, and the impact of social, political, and economic factors on specific populations.

Techniques for counseling culturally diverse populations will also be covered. Prerequisite: EPSY 6360 or consent of instructor. *Lec 3, Cr 3*

### **EPSY 6365 Counseling Practicum I**

A study of selected counseling theories and supervised experience in individual counseling. Cases assigned off campus in schools and community agencies. This course must be taken within last nine hours of program. Prerequisites: EPSY 6360, 6362, 6363

*Lec 3, Cr 3*

### **EPSY 6366 Counseling Practicum II**

Trends, issues, and ethical considerations affecting the counseling profession. Supervised experiences in individual and group counseling requiring advanced technical skills. May include supervised experiences in professional employment settings. Prerequisites: EPSY 6365 and instructor's consent.

*Lec 3, Cr 3*

### **EPSY 6368 Group Counseling**

This course develops an understanding of group processes, theories and techniques. Demonstrated competence in this knowledge and in applying group procedures will be required. Prerequisites: EPSY 6360, 6362, and 6363.

*Lec 3, Cr 3*

# EDUCATIONAL SUPERVISION (EDSU)

## **EDSU 6370 Supervision of Instruction**

Fundamental problems of supervising instruction in small and moderate sized public schools; the nature and organization of supervision, supervisory plans and principles; effect of recent educational practices on supervision; duties, relationships and training of supervisory officials; standards for judging teachers; methods of improving instruction; case studies in supervision; the use of conferences, teacher's meetings, demonstration teaching, visitation and research studies as supervisory tools. Includes credit for TEA required Instructional Leadership Training. *Lec 3, Cr 3*

## **EDSU 6371 Practicum in Supervision**

Experience in supervisory methods and practices for elementary school and secondary school supervisors. Teacher rating scales, in-service programs and staff development processes will be analyzed and put into effect by each participant, a strong focus upon clinical supervision. A grade of pass/fail will be assigned. Prerequisite: Approval of graduate advisor required for enrollment. *Lec 3, Cr 3*

## **EDSU 6379 Problems in Educational Supervision**

Participants will define and resolve a supervisory problem in their specific areas of interest. Participant will be directed in their study by a graduate faculty member. A formal research paper dealing with a specific supervisory problem will be required. Prerequisite: Approval of graduate advisor required for enrollment. *Lec 3, Cr 3*

# EDUCATIONAL TECHNOLOGY (EDTC)

## **EDTC 6320 Instructional Technology**

This course requires an examination of instructional applications of microcomputers and telecommunications in classroom settings. Emphasis will be given to the design and development of student learning activities that integrate technology across the curriculum to improve student learning. This is a field-based course. *Lec 3, Cr 3*

## **EDTC 6321 Instructional Design**

The design of instructional and management systems is examined through field experience and research reports. Focus is on the components, design, and utilization of local/area distributed networks in the school setting. *Lec 3, Cr 3*

## **EDTC 6323 Multimedia/Hypermedia**

This course includes the study of the use of hypermedia, hypertext, and multimedia in education. Basic study of topics on hardware and software capabilities, selection and implementation. It also includes customizing and creating information, integrating text, graphics, video, music, voice, and animation. *Lec 3, Cr 3*

## **EDTC 6325 Educational Telecommunications**

This course addresses the development of educational telecommunications systems, teleconferencing, digitized video, and compressed video; available computer networks (local, state, national, and international) and their role in the instructional process are emphasized. *Lec 3, Cr 3*

## **EDTC 6326 Interactive Video**

This course includes the study of research and application of interactive videotape and videodisc technologies in the design and production of interactive learning systems. *Lec 3, Cr 3*

## **EDTC 6329 Selected Topics in Educational Technology**

This course addresses the study of significant topics related to utilization of technology in educational settings. With approval by advisor, course may be repeated when topic varies. Prerequisite: Approval of Graduate Advisor *Lec 3, Cr 3*

## **EDTC 6332 Internship in Educational Technology**

Supervised observation and practice in the applications of technology to a specified educational setting are emphasized. This is a field-based educational technology course offering. Prerequisites: Must be within six hours of completion of program. This course will be assigned a grade of pass or fail. Prerequisite: Approval of Graduate Advisor *Lec 3, Cr 3*

## **READING (READ)**

### **READ 5313 Reading Tests**

A major function of this course is to help students develop competencies in the selection, administration, scoring and interpretation of standardized tests, with particular emphasis upon their application to reading instruction. Special emphasis will also be given to the development and use of informal evaluative instruments to meet particular reading needs of students. *Lec 3, Cr 3*

### **READ 5323 Teaching Reading to the Elementary Student**

This course focuses on the nature of the reading process, beginning reading, and appropriate strategies for the acquisition of basic reading skills for the elementary student. Different approaches to the teaching of reading will be emphasized. (Credit will not be given if READ 3323 has been taken.) *Lec 3, Cr 3*

### **READ 5351 Teaching Reading to the Secondary Student**

The relation of reading ability to academic achievement, procedures for teaching reading skills needed in content area reading, and reading difficulties encountered by secondary students are included in this course. Students will have the opportunity to use diagnostic tools and techniques to determine reading needs of secondary students and will develop reading-learning activities to meet those needs. Credit will not be given if READ 4351 has been taken. *Lec 3, Cr 3*

### **READ 6301 Foundations of Literacy Instruction**

This course places major emphasis on the current theories, models of reading instruction and the components of a reading program. History and philosophy of reading instruction will also be included. Prerequisite: READ 3323 or departmental approval. *Lec 3, Cr 3*

### **READ 6309 Topics in Reading**

This course is concerned primarily with innovations and current issues in reading instruction. Trainees will select topics of particular interest and concern for intensive study. Experiences of the trainee may include action research, working with classroom teachers and other adults in the school community to enhance the reading program. May be repeated once, when emphasis is on study in resource areas or professional areas related to the field of reading. *Lec 3, Cr 3*



## **READ 6310 Child and Adolescent Literature**

This course is designed to help the trainee gain competence in selecting and recommending literature for children and adolescents and providing leadership and guidance to help students develop maturity in reading. The trainees will be provided with experiences which will enable them to locate and select appropriate literature for students and to apply appropriate strategies for stimulating voluntary participation and continuous growth in independent reading. *Lec 3, Cr 3*

## **READ 6323 Problems in the Teaching of Reading**

This course is concerned with problems encountered in the teaching of reading as it relates to the reader, the reading context, and reading material in the literacy environment. Prerequisite:

READ 6308

*Lec 3, Cr 3*

## **READ 6369 Practicum in Reading Instruction**

Field-based course in which students advance their professional competencies by applying theories and current research in the evaluation of a school wide reading program as well as providing recommendations for strengthening the program. Students also gain competencies in the leadership of literacy instruction. (All other coursework must be completed prior to taking this course.)

Prerequisite: Departmental Approval Required.

*Lec 3, Cr 3*

## **READ 6329 Reading Assessment and Intervention**

This course is designed to help students gain competency in diagnosing reading behavior and in prescribing appropriate diagnostic materials and techniques. Students will also receive guidance on making recommendations for reading instruction on the basis of such diagnosis. Prerequisites:

READ 5313, READ 6323 or Departmental Approval

*Lec 3, Cr 3*

# **SPECIAL EDUCATION (SPED)**

## **SPED 6301 Psychology of the Exceptional Child**

This course will discuss methods for understanding children with exceptional differences. The course will survey the teaching/learning process of special populations. Characteristics of various exceptionalities with strategies, which enhance student learning, are an integral part of the course.

*Lec 3, Cr 3*

## **SPED 6302 Educating Children with Learning and Behavior Problems**

This course will include etiology, characteristics and conditions of children with learning and behavior problems. Methodology and instructional techniques will be studied and applied to individual and classroom settings.

*Lec 3, Cr 3*

## **SPED 6303 The Bilingual Child with Special Education Needs**

This course will examine the needs of the bilingual, special education child. The course will provide an understanding of the problems and strengths of a bilingual child with special needs and explore effective strategies for instruction.

*Lec 3, Cr 3*

## **SPED 6305 Measurement & Test Interpretation**

This course emphasizes application of basic statistical procedures, item analysis, and norming of standardized, individually administered tests. Will also cover basic knowledge and information

pertinent to the interpretation of selected, commonly used, individually administered, standardized as well as informal tests/instruments in terms of their respective instructional implications.

*Lec 3, Cr 3*

### **SPED 6306 Selected Topics in Special Education**

This course is designed to explore trends, issues, best practices and current literature in the areas of special education. Topics will vary. Course may be repeated once for credit when the topic varies. Prerequisite: Approval of Graduate Advisor

*Lec 3, Cr 3*

### **SPED 6307 Educating Children with Mental Retardation**

This course is designed to examine the problems of mental retardation and the theory and techniques for interventions. Emphasis will be placed on psychological aspects of persons with mental retardation and community work programs which can assist them in becoming active members of society.

*Lec 3, Cr 3*

### **SPED 6309 Diagnosing Academic Problems**

This course will include instruction for administering and interpreting norm referenced, criterion referenced, and curriculum based individual tests of academic achievement. Models of unbiased assessment of children from diverse cultures, socioeconomic, and linguistic backgrounds will be examined.

*Lec 3, Cr 3*

### **SPED 6600 Practicum in Diagnostic and Intervention Procedures**

This course will provide field experience in implementing psychoeducational individualized assessment. In addition to administering standardized measures, participants will be instructed on procedures relating to informal assessment, student observation, collecting/recording data, and interviewing parents, teachers and students. Participants will be trained to recommend and activate instructional and behavioral interventions. Consultations/collaboration methods and curricular modifications procedures to assist students with disabilities will be reviewed.

Participants will be taught to analyze data and document results and recommendations in written reports.

*Lec 6, Cr 6*

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## **COOPERATIVE DEGREE PROGRAMS**

UTB/TSC participates in cooperative degree programs with the University of Houston, the University of Texas at Arlington, Sam Houston State University, and the University of Texas Health Science Center at San Antonio. Acceptance into a cooperative degree program is conditioned upon the understanding that institutional sponsorship of the program may change during the period of matriculation. This will not affect a student's continuation in the program, but may subject the student to different policies and procedures. In addition, the identity of the institution officially granting the degree upon successful completion of the program will depend upon official sponsorship of the program at that time.

## **Doctor of Education (Ed.D.)**

The University of Houston, in cooperation with UTB/TSC, offers opportunities for doctoral studies in education. The 66-semester hour programs include courses from both universities and are structured to serve students residing in the Lower Rio Grande Valley. As the programs are

hosted by the University of Houston, all policies and requirements of The University of Houston College of Education apply. Students must have the master's or appropriate professional degree.

To be admitted to doctoral studies, applicants must meet all UTB/TSC as well as UH admission requirements. Generally, these requirements are:

- GRE scores (verbal, quantitative, and analytical) at the 50th percentile e.g., above 500 on each scale
- GPA above 3.25 on the last 60-semester hours of coursework
- High level skill in written and oral English language
- Experience in the field of education
- Success potential as viewed by three references

Coursework will be taken in both Brownsville and Houston. Students must be able to travel to Houston for weekend and/or summer coursework, library study, and dissertation work. In addition, students must be computer literate and possess a computer and modem for telecommunication with UH faculty.

Application forms and details are available from the UTB/TSC Office of Graduate Studies. All inquiries regarding doctoral studies should be made to that office (956) 548-6552. Students may also consult The University of Houston's web page at [www.uh.edu](http://www.uh.edu).

## Doctor of Philosophy (Ph.D.) and Master of Science (M.S.)

The University of Texas at Arlington, in cooperation with UTB/TSC, offers Graduate Programs in Electrical Engineering through distance learning technology. Graduate study and research are offered in a wide range of areas including:

1. Systems, Controls, Microprocessors, Nonlinear Modern Control, Robotics, Biomedical Signal Processing and Instrumentation.
2. Remote Sensing, Electromagnetic Fields, Propagation, Scattering, and Microwave Systems.
3. Optics, Electro-optics, Diffractive optics, Nonlinear Optics, and Lasers.
4. Microelectronics and Semiconductors: Microwave, Millimeter-wave and Optoelectronic Devices and Integrated Circuits.
5. Digital Signal Processing, Digital Image Processing, Vision Systems, Neural Networks, Statistical Signal Processing, Nonlinear Image Processing, Virtual Prototyping, and Virtual Environments.
6. Information Transmission and Communication Systems.
7. Energy Systems, Efficient Operation and Planning, Generation and Transmission, Conversion and Distribution.
8. Applied Physical Electronics: Pulse Electronics, High Power Optical Electronics, Laser Applications and Diagnostics.
9. Manufacturing Engineering: Robotics, Automation, Control, Data Management, Economics, and Instrumentation as applied to Manufacturing.

### Admission Requirements:

Students wishing to major in electrical engineering at the graduate level should have the Bachelor of Science degree in electrical engineering from an approved school. Applicants with degrees in other closely related disciplines may qualify for graduate study in electrical engineering after completion of a faculty-approved program of leveling courses.

The Ph.D. degree is a research degree.

The Master of Science program includes Thesis, Thesis Substitute, and Nonthesis Degrees.

Application forms and more information are available at the Department of Engineering Technology office. For further information about the UT Arlington Programs, consult the UT-Arlington catalog on the Internet at <http://www.uta.edu/orgs/catalog/GradCat1.htm>.

## Master of Science in Library Science (M.S.L.S.)

UTB/TSC, in cooperation with Sam Houston State University, offers work which may be used in partial fulfillment of the requirements for the Master of Science in Library Science degree. The M.S.L.S. degree requires 36 hours, 15 hours are core courses, usually with all courses in library science, and the successful completion of a written comprehensive examination. The comprehensive exam is taken during the last semester of coursework.

The criteria for Regular Admission into this program include:

1. An earned minimum grade point average of 2.5 (4.0 scale) on all previous college studies or 2.8 on the last sixty semester hours of coursework applicable to the baccalaureate degree.
2. An earned composite score of 800 or more on the aptitude section of the Graduate Record Examination. Only verbal and quantitative portions are used in calculating scores.

Students may also consult the Sam Houston State University web page at [www.shsu.edu](http://www.shsu.edu).

## Master of Science in Nursing (M.S.N.)

UTB/TSC, in cooperation with The University of Texas Health Science Center at San Antonio School of Nursing, offers work, which may be used in partial fulfillment of the requirements of the Master of Science in Nursing degree. The program is designed for career oriented individuals seeking advanced education in nursing. It encourages highly qualified registered nurses with associate degrees to seek early admission to a master's program in Nursing. The program allows students to complete the Bachelor of Science degree in Nursing leading to the Master of Science in Nursing. The M.S.N. degree requires a minimum of 36 hours of master's level work.

Admissions criteria for M.S.N. program are:

1. An associate degree in Nursing or a diploma in Nursing with a minimum of 30 semester hours of nursing.
2. Passing scores on the RN licensure exam.
3. Fifty semester hours of general education in the natural and physical sciences, behavioral sciences, and humanities.
4. Twenty-two semester hours of upper division coursework in nursing.
5. A minimum undergraduate grade point average of B (3.0 on a 4.0 scale).
6. A minimum score of 1000 on the Graduate Records Examination (GRE) verbal and quantitative sections or a minimum score of 50 on the Miller Analogies Test (MAT). Scores can be no older than five years.
7. Satisfactory academic and professional references.
8. Approval for early admission to the M.S.N. program by the Committee on Graduate Studies of the nursing program.

Students may also consult The University of Texas Health Science Center at San Antonio web page at [www.uthscsa.edu](http://www.uthscsa.edu).



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**José G. Martín**

*Dean, College of Science, Mathematics & Technology*  
B.S., Mississippi State University  
M.S., Ph.D., University of Wisconsin

**Sylvia Cavazos Peña**

*Dean, School of Education*  
B.A., Texas A&I University  
M.A., Ed.D., University of Houston

**John P. Ronnau**

*Dean, Graduate Studies and Sponsored Programs*  
B.S., Kansas State University  
M.Ed. Antioch-New England  
M.S.W., Ph.D., University of Kansas

**Farhat Iftekharuddin**

*Interim Dean, College of Liberal Arts*  
B.A., M.A., University of Dacca  
Ph.D., Oklahoma State University

## Graduate Committee Members

### *Faculty*

**Dr. Lawrence M. Lewis**

*College of Liberal Arts (Committee Chair)*

**Dr. Dianne Johnson**

*School of Education*

**Dr. Karl F. Kampschroeder**

*School of Business*

**Dr. David McNeeley**

*College of Science, Mathematics and Technology*

### *Administration*

**Dr. José G. Martín**

*Dean, College of Science, Mathematics and Technology*

**Dr. Sylvia Cavazos Peña**

*Dean, School of Education*

**Dr. John P. Ronnau**

*Dean, Graduate Studies and Sponsored Programs*

# GRADUATE FACULTY

## College of Liberal Arts

Farhat Iftekharuddin, Ph.D., Interim Dean

### *Behavioral Sciences Department*

Virginia V. Wood, Ed.D., Chair

**Ethel Cantú 1979**

*Assistant Professor*

1969 B.A., University of California, Davis

1977 M.A., Texas A&I University

*Psychology*

**Robert Fisher 1991**

*Associate Professor*

1973 B.S., San Diego State University

1984 Ph.D., University of Tennessee

*Psychology*

**Diamantina Freeberg 1979**

*Associate Professor*

1967 B.A., Our Lady of the Lake College, San Antonio

1969 M.A., 1977 Ed.D., University of Tulsa

*Psychology*

**Sherry McCullough 1991**

*Associate Professor*

1965 B.A., 1987 M.S.W., 1991 Ph.D., University of Oklahoma

*Sociology*

**Gene J. Paull 1975**

*Professor*

1967 B.A., Penn State University

1970 M.A., 1976 Ph.D., University of Arizona

*Anthropology, Geography*

**David Pearson 1997**

*Associate Professor*

1979 B.A., University of Massachusetts

1981 M.A., 1988 Ph.D., Yale University

*Sociology*

**Luis Rodriguez-Abad 1995**

*Associate Professor*      *Sociology*

1960 B.A., Wheaton College

1969 Ph.D., Syracuse University

**Virginia Voltaggio Wood 1971**

*Associate Professor*

1966 B.A., Webster College

1971 M.A., St. Mary's University

1992 Ed.D., University of Houston

*Psychology*

**Antonio N. Zavaleta 1976**

*Professor*

1971 B.A., 1973 M.A., 1976 Ph.D., University of Texas at Austin

*Anthropology, Sociology*

# Criminal Justice Department

Norman Binder, Ph.D., Interim Chair

**Ben Brown 1998**

*Associate Professor*

1990 B.A., Bellermine College  
1992 M.A., University of Louisville  
1995 Ph.D., Kansas State University

*Criminal Justice*

**Susan E. Ritter 1993**

*Associate Professor*

1980 B.S., Texas Woman's University  
1988 M.A., University of Texas at Arlington  
1997 Ph.D., Sam Houston State University

*Criminal Justice*

**William V. Wilkinson 1983**

*Professor*

1964 B.A., North Texas State University  
1979 M.A., University of Texas at San Antonio  
1985 Ph.D., Sam Houston State University

*Criminal Justice*

# *English and Speech Department*

Robert Sledd, Chair

**Charles Dameron 1985**

*Associate Professor*

1970 B.A., Duke University  
1973 M.A., 1984 Ph.D., University of Texas at Austin

*English*

**Juliet V. García 1972**

*Professor*

1970 B.A., 1972 M.A., University of Houston  
1976 Ph.D., The University of Texas at Austin

*Speech*

**José Marcelo Garza 1987**

*Associate Professor*

1963 B.A., Austin College  
1965 M.A., San Francisco State College  
1986 Ph.D., University of Iowa

*English*

**Farhat Iftekharruddin 1990**

*Associate Professor*

1976 B.A., 1978 M.A., University of Dacca  
1989 Ph.D., Oklahoma State University

*English*

**Noor Islam 1994**

*Assistant Professor*

1989 M.A., 1994 Ph.D., Oklahoma State University

*English*

**Lawrence M. Lewis 1981**

*Professor*

*English*

1967 B.A., St. Edward's University

1979 Ph.D., University of Texas at Austin

**Mark Magee 1970**

*Associate Professor*

*Linguistics, English*

1961 B.A., 1969 M.A., 1978 Ph.D., University of Texas at Austin

**Wayne Moore 1976**

*Professor*

*English*

1967 B.A. North Texas State University

1972 M.A. East Texas State University

1984 Ph.D. North Texas State University

**Dawn Rodrigues 1996**

*Professor*

*English*

1967 B.S., Kutztown State University

1968 M.A., 1971 Ph.D., Kent State University

**Mimosa Stephenson 1976**

*Professor*

*English*

1961 B.A., Pan American College

1963 M.A., 1965 Ph.D., Texas Technological College

## *Fine Arts Department*

SueZanne Urbis, Ph.D., Chair

**Carlos Gomez 1985**

*Professor*

*Art*

1977 B.F.A., Pan American University

1979 M.F.A., Washington State University

**Joan Elliott Price 1993**

*Assistant Professor*

*Art*

1984 B.S., 1986 M.A., 1993 M.F.A., 1991 Ph.D., University of Wisconsin-Madison

**Nancy Slight 1986**

*Associate Professor*

*Art*

1972 B.A., Glassboro State College

1974 M.Ed., Towson State University

1980 M.F.A., Instituto Allende

## *Modern Languages Department*

Cipriano Cárdenas, Chair

**Lidia Diaz 1996**

*Lecturer*

*Spanish*

1992 M.A., 1994 Ph.D., University of Pittsburgh

**George K. Green 1976**

*Associate Professor*

*Spanish*

1968 B.A., 1971 M.A., 1974 M.Phil., 1976 Ph.D., Columbia University  
1967 Diplomat Translator, Diplomat Interpreter Munich

**José L. Varela-Ibarra 1991**

*Associate Professor*

*Spanish*

1964 B.A., 1966 M.A., University of Hawaii  
1974 Ph.D., University of Texas at Austin

**Lucy García Willis 1973**

*Professor*

*Spanish, ESL*

1970 B.A., 1972 M.A., Southwest Texas State University  
1988 Ph.D., University of Texas at Austin

## *Social Science Department*

**James B. Sullivan, Ph.D., Chair**

**William L. Adams 1989**

*Associate Professor*

*Government, History*

1966 B.A., Central Oklahoma State University  
1973 M.A., 1975 D.A., University of North Dakota  
1978 M.A., State University of New York

**Eliana Bennett 1994**

*Assistant Professor*

*Government*

1982 B.A., 1985 M.A., 1994 Ph.D., University of Southern California

**Norman Binder 1973**

*Professor*

*Government*

1969 B.A., University of North Dakota  
1971 M.A., 1974 Ph.D., University of Arizona

**Harriett D. Joseph 1976**

*Professor*

*History*

1967 B.A., Southern Methodist University  
1971 M.A., 1976 Ph.D., North Texas State University

**Milo Kearney 1970**

*Professor*

*History*

1962 B.S., University of Texas at Austin  
1966 M.A., 1970 Ph.D., University of California at Berkeley

**Philip W. Kendall 1992**

*Professor*

*History*

1957 B.A., De Pauw University  
1960 M.A., 1968 Ph.D., Boston University

**Anthony K. Knopp 1976**

*Professor*

1963 B.A., M.A.T., College of St. Thomas  
1966 M.A., University of Minnesota  
1973 Ph.D., Texas Tech University

*History*

**Manuel F. Medrano 1972**

*Professor*

1970 B.S., 1971 M.A., Texas A&I University  
1985 Ed.D., University of Houston

*History*

**John Robey 1996**

*Associate Professor*

1963 B.S., 1967 M.A., University of Southern Mississippi  
1970 Ph.D., University of Georgia

*History*

**James B. Sullivan 1973**

*Professor*

1967 B.A., 1972 M.A., 1985 Ph.D., University of Houston

*History*

## College of Science, Mathematics and Technology

José Martín, Ph.D., Dean

### *Biological Sciences Department*

Alma Solis, Ph.D., Chair

**Juan G. Guevara 1998**

*Associate Professor*

1972 B.S., 1974 M.S., University of Houston  
1978 Ph.D., Oregon State University

*Biological Sciences*

**Genaro López 1976**

*Professor*

1970 B.S., Texas Tech University  
1975 Ph.D., Cornell University

*Biological Sciences*

**David L. McNeely 1990**

*Professor*

1967 B.A., University of Texas at Arlington  
1972 M.S., North Texas State University  
1982 Ph.D., Oklahoma State University

*Biological Sciences*

**Eli Eric Peña 1974**

*Associate Professor*

1972 B.S., 1974 M.S., Pan American University  
1990 Ph.D., University of Texas at Austin

*Biological Sciences*

## Computer Sciences Department

Domingo Molina III, M.S., Chair

**Fitratullah Khan 1992**

*Associate Professor*

1980 B.S., 1983 M.S., 1987 Ph.D., University of Texas at Arlington  
1991 M.S., University of Kansas

*Computer Sciences*

## Engineering Technology Department

Wayne E. Wells, Ph.D., Chair

**Nadia A. Basaly 1997**

*Associate Professor*

1977 B.S., University of Helwan  
1990 M.S., 1993 Ph.D., University of Connecticut

*Engineering Technology*

**William B. Berg 1997**

*Associate Professor*

1965 B.E., Stevens Institute of Technology  
1989 Ph.D., University of Massachusetts-Lowell

*Engineering Technology*

**Samir B. Billatos 1997**

*Professor*

1977 B.S., University of Helwan  
1982 M.S., 1985 Ph.D., Washington State University

*Engineering Technology*

**Luis Z. Cabeza 1994**

*Associate Professor*

1971 B.S. Monterrey Institute of Technology  
1978 M.S., London Imperial College  
1982 M.E., 1981 M.S., 1984 Ph.D., Rensselaer Polytechnic Institute

*Engineering Technology*

**José G. Martín 1996**

*Professor*

1964 B.S., Mississippi State University  
1970 M.S., 1970 Ph.D., University of Wisconsin

*Engineering Technology*

**Wayne E. Wells 1996**

*Professor*

1962 B.S., University of Cincinnati  
1972 M.B.A., Eastern Michigan University  
1986 M.S., 1993 Ph.D., Wayne State University

*Engineering Technology*

## Mathematics Department

Deloria Nanze-Davis, Ed.D., Chair

**Anthony Lerma 1976**

*Associate Professor*

*Mathematics*

1972 B.S., 1974 M.Ed., Southwest Texas State University  
1990 Ph.D., University of Texas at Austin

**Jerzy K. Mogilski 1996**

*Lecturer*

1972 Magister - Warsaw University, Poland

1979 Ph.D., Polish Academy of Science

*Mathematics*

**Deloria Nanze-Davis 1988**

*Associate Professor*

1976 B.A., Texas Lutheran College

1983 B.B.A., 1977 M.Ed., East Texas State University

1995 Ed.D., University of Houston

*Mathematics*

**Jorge E. Navarro 1995**

*Assistant Professor*

1969 B.S., Loyola University

1972 M.S., 1995 Ph.D., Northeastern University

*Mathematics*

**Zhong Ling Xu 1990**

*Associate Professor*

1959 B.S., Beijing Normal University, Beijing

1987 M.S., 1990 Ph.D., University of Massachusetts

*Mathematics*

## *Physical Sciences Department*

Gene Paull, Ph.D., Chair

**Mario Diaz 1996**

*Associate Professor*

1984 Lic., 1987 Ph.D., University of Córdoba, Argentina

*Physics*

**Arnulfo Mar 1990**

*Associate Professor*

1977 A.A., Texas Southmost College

1981 B.S., 1987 Ph.D., University of Houston

*Physical Sciences*

## **School of Business**

Betsy V. Boze, Ph.D., Dean

## *Accounting Department*

Robert B. Vinson, C.P.A., Chair

**Abraham Greenspan 1995**

*Senior Lecturer*

1954 B.A., 1956 J.D., University of Texas at Austin

*Business Law*

**Robert B. Vinson 1988**

*Associate Professor*

1956 B.A., 1957 M.A., Eastern New Mexico University

1973 C.P.A., State of Oklahoma

*Accounting*



**Joseph A. Zavaletta, Jr.** 1997

*Assistant Professor*

1979 B.S., University of Texas at Austin

1989 M.A., J.D., Regent University

*Business Law*

## *Business Administration Department*

**Charles Lackey, Ph.D., Chair**

**Gaurango Banerjee** 1997

*Assistant Professor*

1991 B.S., M.B.A., Southern Methodist University

1997 Ph.D., University of Arkansas

*Economics*

**Betsy V. Boze** 1994

*Professor*

1974 B.S., 1975 M.B.A., Southern Methodist University

1984 Ph.D., University of Arkansas

*Marketing*

**Douglas Cagwin** 1999

*Associate Professor*

1993 B.B.A. Iowa State University

1996 M.A.C.C., University of Arkansas

*Logistics*

**Anthony J. Daboub** 1997

*Assistant Professor*

1962 B.A., 1963 M.A., Ph.L., St. Louis University

1976 M.B.A., University of Dallas

1991 Ph.D., University of Texas at Arlington

*Management*

**Susan Hardebeck** 1994

*Associate Professor*

1965 B.S., 1967 M.S., Oklahoma State University

1980 Ph.D., North Texas State University

*Management*

**Karl F. Kampschroeder** 1997

*Assistant Professor*

1971 B.A., University of Missouri-Columbia

1991 M.B.A., Southwest Texas State University

1998 Ph.D., University of Houston

*Marketing*

**Charles Lackey** 1995

*Associate Professor*

1969 B.A., University of Texas at Arlington

1975 M.S., Baylor University

1984 Ph.D., University of South Carolina

*Economics*

**Pablo Rhi-Perez** 1995

*Assistant Professor*

L.L., Universidad de Nuevo Leon, Mexico

1970 M.B.A., Instituto Tecnológico de Estudios Superiores, Monterrey, México

1989 Ph.D., University of Texas at Austin

*Marketing*

**Maosen Zhong 1999**

*Associate Professor*

1995 B.A., Zhongshan University

1997 M.B.A., Louisiana Tech University

*Finance*

## School of Education

Sylvia C. Peña, Ed.D., Dean

### *Curriculum and Instruction Department*

Paula Parson, Ph.D., Interim Chair

**Javier Ayala 1991**

*Associate Professor*

1972 B.A., 1977 M.Ed., Pan American University

1984 Ph.D., University of Wisconsin-Madison

*Reading*

**Leo Coronado 1979**

*Associate Professor*

1969 B.S., Pan American University

1975 M.Ed., 1979 Ph.D., University of Texas at Austin

*Curriculum and Instruction*

**Jaime H. García 1998**

*Assistant Professor*

1980 B.A., San José State University

1990 M.Ed., University of Texas at Austin

1995 Ph.D., University of Georgia

*Education*

**Dianne Layton Johnson 1977**

*Professor*

1967 B.S., 1971 M.Ed., Sam Houston State University

1993 Ed.D., University of Houston

*Reading*

**Paula Parson 1985**

*Professor*

1966 B.A., Central Washington University

1982 M.Ed., Pan American University

1992 Ph.D., University of Texas at Austin

*Reading*

**Sylvia C. Peña 1996**

*Professor*

1963 B.A., Texas A&I University

1970 M.A., 1976 Ed.D., University of Houston

*Curriculum and Instruction*

**Reynaldo Ramirez 1996**

*Senior Lecturer*

1973 B.S., 1986 M.S., Pan American University

1996 Ed.D., University of Houston

*Education*

**Raymond J. Rodrigues**

*Professor*

1960 A.B., 1965 M.Ed. Rutgers University

1974 Ph.D., University of New Mexico

*English Education*

**James Telese 1995**

*Assistant Professor*

1982 B.S., Texas A&M University

1989 M.S., Corpus Christi State University

1994 Ph.D., Texas A&M University

*Secondary Education*

## *School Specialties Department*

**Charles Comeaux, Ed.D., Chair**

**Cynthia L. Bradford 1997**

*Associate Professor*

1972 B.A., Baylor University

1976 M.Ed., 1987 Ph.D., University of North Texas

*Educational Administration*

**Charles Comeaux 1988**

*Associate Professor*

1960 B.S., 1964 M.Ed., Louisiana State University

1969 Ed.D., University of Arizona

College Management Program, Carnegie Mellon University

*Counseling and Guidance*

**Mary G. Curtis 1994**

*Assistant Professor*

1979 B.S., 1980 M.A., Southern Illinois University

1993 Ph.D., University of Illinois

*Special Education*

**Georgianna Duarte 1994**

*Associate Professor*

1980 B.S., Georgia State University

1982 M.Ed., Edinboro State University

1986 Ph.D., Penn State University

*Early Childhood*

**Peter B. Gawenda 1983**

*Professor*

1960 Certificate Interpreter (II) FRG

1974 B.S., University of Maryland

1977 M.S., Troy State University

1978 Diploma, Fuehrungsakademie, Hamburg

1986 Ed.D., University of Houston

*Interdisciplinary Studies,  
Educ. Admin. and Research*

**Ralph M. Hausman 1997**

*Professor*

1962 B.A., 1963 M.A., University of Texas at Austin

1967 M.Ed., University of Hawaii-Manoa

1972 Ph.D., George Peabody College for Teachers

*Special Education*

- Walter R. Howard 1993**  
*Associate Professor* *Educational Administration*  
 1951 B.A., 1958 M.Ed., 1971 Ph.D., University of Texas at Austin
- Elva G. Laurel 1993**  
*Associate Professor* *Education*  
 1969 B.S., Pan American University  
 1973 M.A., Incarnate Word College  
 1986 Ph.D., University of Texas at Austin
- Alma G. Leal 1988**  
*Associate Professor* *Counseling and Guidance*  
 1973 B.S., 1974 M.Ed., Pan American University  
 1980 Ed.D., East Texas State University
- Elva C. Pérez 1993**  
*Assistant Professor* *Elementary Bilingual Education*  
 1976 B.S., Corpus Christi State University  
 1981 M.S., University of Houston  
 1990 Ed.D., Texas A & I University
- Olivia Rivas 1979**  
*Associate Professor* *Education*  
 1970 B.A., 1974 M.Ed., Pan American University  
 1978 Ed.D., East Texas State University
- Graciela P. Rosenberg 1981**  
*Professor* *Bilingual Education/Reading*  
 1970 B.A., Goddard College  
 1972 M.A., Middlebury College  
 1976 M.A., University of Vermont  
 1981 Ed.D., Texas A&I University
- Michael Sullivan 1996**  
*Assistant Professor* *Educational Technology*  
 1973 B.A., University of San Francisco  
 1975 M.Ed., University of Texas at El Paso  
 1993 Ph.D., University of Texas at Austin
- Andrés N. Vallado 1992**  
*Associate Professor* *Educational Administration*  
 1961 B.S., University of Corpus Christi  
 1964 M.A., Texas A&I University  
 1975 Ed.D., University of Houston

# *Kinesiology Department*

Zelma D. Mata, Ed.D., Chair

**Zelma D. Mata 1978**

*Professor*

1977 B.S., 1978 M.S., Pan American University  
1993 Ed.D., University of Houston

*Kinesiology*

**Judith D. Walton 1969**

*Professor*

1965 B.A., University of Northern Iowa  
1969 M.A., Texas Women's University  
1985 Ph.D., Michigan State University

*Kinesiology*

# School of Health Sciences

Marilyn Dyer, R.N., M.S.N., Dean

## *Nursing Department*

Edna Garza-Escobedo, R.N., Ph.D., Chair

**Katherine Dougherty, R.N., 1993**

*Associate Professor*

1957 B.S.N., College of Mount St. Vincent  
1978 M.S., University of Scranton  
1993 M.S.N., University of Texas Health Science Center-San Antonio  
1995 Ed.D., University of Houston

**Marilyn L. Dyer, R.N., 1987**

*Associate Professor*

1954 B.S.N., University of Cincinnati College of Nursing  
1959 M.S.N., Ohio State University School of Nursing

**Edna Garza-Escobedo, R.N., 1990**

*Associate Professor*

1961 B.S.N., 1973 M.S.N. Texas Woman's University  
1992 Ph.D., The Ohio State University

# APPENDIX – OFFICIAL POLICY STATEMENTS

## *AIDS, HIV and Hepatitis B Infection*

UTB and TSC recognize Acquired Immune Deficiency Syndrome (AIDS), Human Immunodeficiency Virus (HIV) and Hepatitis B Virus (HBV) as serious public health threats and is committed to encouraging an informed and educated response to issues and questions concerning AIDS, HIV and HBV. In furtherance to its commitment, UTB and TSC have adopted a policy and procedural steps to protect both the rights and well-being of those students, employees and patients who may be infected with HIV or HBV as well as to prevent the spread of infection. No individual with HIV or HBV infection will be discriminated against in employment, admission to academic programs, health benefits, or access to facilities. Students with HIV or HBV infection may attend all classes without restriction, as long as they are physically and mentally able to participate and perform assigned work and pose no health risks to others. All information regarding the medical status of UTB and TSC faculty, staff, and students is confidential.

A complete copy of the "AIDS, HIV and Hepatitis B Infection" policy can be found in the institutional Handbook of Operating Procedures available in the Dean's office of each school, college and division, the library and most UTB/TSC departments. This policy is applicable to all students of UTB and TSC as they pursue their academic and clinical endeavors. Several brochures are available to all students on request by calling Student Health Services at 544-8951.

## *Family Educational Rights and Privacy Act (FERPA)*

The Family Educational Rights and Privacy Act (FERPA), 20 U.S. §1232g, and the Texas Public Information Act, Texas Government Code §552.001 et. seq., are respectively a federal and state law that provide for the review and disclosure of student educational records. In accordance with these laws the University has adopted the following policy. Individuals are informed of their rights under these laws through this policy which is included in the University Handbook of Operating Procedures and Catalog. The catalog will be made available for inspection through the Vice President of Student Affairs office and HOOPs are available in the Library and most administrative offices.

UTB/TSC will not permit access to or the release of personally identifiable information contained in student education records without the written consent of the student to any party, excepts as follows:

1. To appropriate UTB/TSC officials who require access to educational records in order to perform their legitimate educational duties;
2. To officials of other schools in which the student seeks or intends to enroll, upon request of these officials, and upon the condition that the student be notified and receive a copy of the record if desired;
3. To federal, state, or local officials or agencies authorized by law;
4. In connection with a student's application for, or receipt of, financial aid;
5. To accrediting organizations or organizations conducting educational studies, provided that these organizations do not release personally identifiable data and destroy such data when it is no longer needed for the purpose it was obtained;
6. To the parents of a dependent student as defined in §152 of the Internal Revenue Code of 1954, provided a reasonable effort is made to notify the student in advance;

7. In compliance with a judicial order or subpoena, provided a reasonable effort is made to notify the student in advance unless such subpoena specifically directs the institution not to disclose the existence of a subpoena;
8. In an emergency situation if the information is necessary to protect the health or safety of the students of other persons; or
9. To an alleged victim of any crime of violence, the results of the alleged perpetrator's disciplinary proceeding may be released.

The University will release information in student education records to appropriate University officials as indicated in (1) above when such records are needed by administrators, faculty or staff in furtherance of the educational or business purposes of the student or University.

A record of requests for disclosure and such disclosure of personally identifiable information from student education records shall be maintained by the Enrollment Office for each student and will also be made available for inspection pursuant to this policy. If the institution discovers that a third party who has received student records from the institution has released or failed to destroy such records in violation of this policy, it will prohibit access to educational records for five years. Respective records no longer subject to audit nor presently under request for access may be purged according to regular schedules.

## **Directory Information**

At its discretion, UTB/TSC may release directory information which shall include:

1. name, address, telephone number
2. date and place of birth
3. major field of study
4. participation in officially recognized activities and sports
5. dates of attendance
6. most recent previous educational institutions attended
7. classification
8. degrees and awards received
9. date of graduation
10. physical factors (height and weight) of athletes
11. e-mail addresses
12. photographs

Students may withhold directory information by notifying the Office of Enrollment in writing each semester during the first 12 days of class of a fall or spring semester, the first four class days of a summer semester, or the first three days of any quarter. Request for nondisclosure will be honored by the institution for only the current enrollment period; therefore, a request to withhold directory information must be filed each semester or term in the Office of Enrollment.

## **Access to Files**

Upon written request, UTB/TSC shall provide a student with access to his/her educational records. The Vice President for Business Affairs at Tandy Hall has been designated by the institution to coordinate the inspection and review procedures for student education records, which include admissions files, academic files, and financial files. Students wishing to review their education records must make written requests to the Vice President for Business Affairs listing the item or items of interest. Education records covered by the Act will be made available within 45 days of the request.

A list of education records and those officials responsible for the records shall be maintained at the Enrollment Office. They include:

#### Academic Records

- Enrollment Office (Admissions/Registrar): Director of Enrollment
- Department and Faculty Offices

#### Student Service Records

- Counseling Office: Director of Counseling
- Student Activities Office: Director of Student Activities
- Student Affairs: Vice President for Student Affairs
- Testing: Director of Testing

#### Financial Records

- Business Office: Vice President of Business Affairs
- Financial Aid Office: Director of Financial Aid

Educational records do not include:

1. financial records of the student's parent or guardian;
2. confidential letters of recommendation which were placed in the educational records of a student prior to January 1, 1975;
3. records of instructional, administrative and educational personnel which are kept in the sole possession of the maker and are not accessible or revealed to any other individual except a temporary substitute for maker;
4. records of law enforcement units;
5. employment records related exclusively to an individual's employment capacity;
6. medical and psychological records;
7. thesis or research papers; or
8. records that only contain information about an individual after the individual is no longer a student at the institution.

## Challenge to Record

Students may challenge the accuracy of their educational records. Students who believe that their education records contain information that is inaccurate or misleading, or is otherwise in violation of their privacy or other rights may discuss their problems informally with the V.P. for Student Affairs. If the decisions are in agreement with the student's request, the appropriate records will be amended. If not, the student will be notified within a reasonable period of time that the records will not be amended, and they will be informed by the V.P. for Student Affairs of their right to a formal hearing.

Student requests for a formal hearing must be made in writing to the Vice President for Student Affairs who, within a reasonable period of time after receiving such requests, will inform students of the date, place and the time of the hearing. Students may present evidence relevant to the issues raised and may be assisted or represented at the hearings by one or more persons of their choice, including attorneys, at the student's expense. The hearing officer that will adjudicate such challenges will be appointed by the V.P. for Student Affairs in nonacademic matters and by the V.P. for Academic Affairs in academic matters.

Decisions of the hearing officer will be final, will be based solely on the evidence presented at the hearing, will consist of the written statements summarizing the evidence and stating the reasons for the decisions, and will be delivered to all parties concerned.



The education records will be corrected or amended in accordance with the decision of the hearing officer, if the decision is in favor of the student. If the decision is unsatisfactory to the student, the student may place with the education records statements commenting to the information in the records or statements setting forth any reasons for disagreeing with the decision of the hearing officer, or both.

The statements will be placed in the education records, maintained as part of the student's records, and released whenever the records in question are disclosed.

Students who believe that the adjudications of their challenges were unfair or not in keeping with the provisions of the act may request in writing, assistance from the President of the institution.

## **Change of Address and Change of Name**

Students are responsible for providing accurate and current mailing address information and legal name changes to the Graduate Office and the Enrollment Office.

## **Complaints**

Complaints regarding alleged failures to comply with the provisions of the FERPA may be submitted in writing to the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D 20202-4605.

## **Copies**

Students may have copies of their educational records and this policy. These copies will be made at the student's expense at rates authorized in the Texas Open Records Act except that official transcripts will be \$1.00. Official copies of academic records or transcripts will not be released for students who have a delinquent financial obligation or financial "hold" at UTB/TSC.

## ***Hazing Policy***

Hazing in state educational institutions is prohibited by both state law (§51.936 and 37.151 et seq, *Texas Education Code*) and by the Regent's Rules and Regulations (Part One, Chapter VI, Section 3.28). Individuals or organizations engaging in hazing could be subject to fines and charged with criminal offenses. Additionally, the law does not affect or in any way restrict the right of the University to enforce its own rules against hazing.

## **Individuals**

A person commits an offense if the person:

1. engages in hazing;
2. solicits, encourages, directs, aids or attempts to aid another engaging in hazing;
3. recklessly permits hazing to occur; or
4. has firsthand knowledge of the planning of a specific hazing incident involving a student in an educational institution, or has firsthand knowledge that a specific hazing incident has occurred, and knowingly fails to report that knowledge in writing to the Vice President for Student Affairs or other appropriate official of the institution.

## **Organizations**

An organization commits an offense if the organization condones or encourages hazing or if an officer of any combination of members, pledges, or alumni of the organization commits or assists in the commission of hazing.

## Definition

The term "hazing" is broadly defined by statute to mean any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health of safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in an organization. Hazing includes, but is not limited to:

- a. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity;
- b. any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
- c. any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects the student to an unreasonable risk of harm or which adversely affects the mental or physical health or safety of the student;
- d. any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subdivision; and
- e. Any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Penal Code. The fact that a person consented to or acquiesced in a hazing activity is not a defense to prosecution.

## Immunity

In an effort to encourage reporting of hazing incidents, the law grants immunity from civil or criminal liability to any person who reports a specific hazing event in good faith and without malice to the Vice President for Student Affairs or other appropriate official of the institution and immunizes that person for participation in any judicial proceeding resulting from that report. Additionally, a doctor or other medical practitioner who treats a student who may have been subjected to hazing may make a good faith report of the suspected hazing activities to police or other law enforcement officials and is immune from civil or other liability that might otherwise be imposed or incurred as a result of the report. The penalty for failure to report is a fine of up to \$1,000, up to 180 days in jail, or both. Penalties for other hazing offenses vary according to the severity of the injury which results and include fines from \$500 to \$10,000 and/or confinement for up to two years.

## *Immunization Requirements*

The following immunizations are required for all students enrolled in health related courses which will involve direct patient contact or who come in contact with human biological fluids or tissue. Students for whom these immunizations are not required by the institution are strongly urged to obtain these immunizations for their own protection.

- Measles: proof of two doses of measles vaccine administered on or after the first birthday and at least 30 days apart or proof of immunity.
- Mumps: proof of one dose of mumps vaccine administered on or after the first birthday or proof of immunity.
- Rubella: proof of one dose administered on or after the first birthday or proof of immunity.
- Tetanus/diphtheria: proof of one "booster" dose of tetanus/diphtheria (within 10 years).
- Hepatitis B virus (HBV): proof of serologic immunity to HBV or certification of immunization with a complete series of Hepatitis B vaccine.

Certain exemptions are allowed from immunization requirement; students should contact the Office of the Vice President for Student Affairs for information. Inquiries concerning supplemental immunization requirements should be directed to Student Health Services.

## *Illicit Drug Use and Alcohol Abuse Program and Policy*

In compliance with the Drug Free Schools and Communities Act Amendment of 1989, Part One, Chapter VI, §3.21 of the Regents' Rules and Regulations provides for disciplinary action against any student who engages in conduct that is prohibited by state, federal, or local law. This includes those laws prohibiting the use, possession, or distribution of drugs and alcohol.

UTB and TSC will impose at least a minimum disciplinary penalty of suspension for a specified period of time or suspension of rights and privileges, or both, for conduct related to the use, possession, or distribution of drugs that are prohibited by state, federal, or local law. Other penalties that may be imposed for conduct related to the unlawful use, possession, or distribution of drugs or alcohol include disciplinary probation, payment for damage to or misappropriation of property, suspension of rights and privileges, suspension for a specified period of time, expulsion, or such other penalty as may be deemed appropriate under the circumstances.

Information is distributed to each student annually concerning standards of conduct prohibiting unlawful possession, use, or distribution of illicit drugs and alcohol, health risks associated with their use and abuse, institutional penalties, state and federal criminal penalties, and counseling and rehabilitation programs available in the area. Additional information is also available in the Student Health Services Office.

## *Sexual Harassment Policy*

UTB/TSC is committed to provide a professional working and learning environment free from sexual harassment. Sexual harassment has been declared a form of sex discrimination under Title VII of the Civil Rights Act of 1964, and Title IX of the Civil Rights Act of 1972 and the Texas Commission on Human Rights Act. UTB/TSC maintains a strict policy prohibiting unlawful harassment of any kind including sexual harassment. Any person who engages in such conduct will be subject to disciplinary action, including termination.

## Sexual Harassment

The unwelcome sexual advances, requests for sexual favors, verbal and written comments, or physical conduct of a sexual nature that may constitute sexual harassment when such conduct:

- is made, either explicitly or implicitly, a term or condition of instruction, employment, participation in a university activity; or
- is used to be a basis for evaluation in making academic or personnel decisions affecting an individual; or
- creates an intimidating, hostile, or offensive university environment.

In addition to the above definition, sexual harassment may include and is not limited to the following:

- Unwelcome sexual flirtations, advances or propositions.
- Verbal remarks of a sexual nature (whether directed to an individual or a group, including sexually explicit or offensive jokes.
- Graphic or degrading verbal or written comments of a sexual nature about an individual or the individual's appearance.
- Suggestive or unwelcome physical contact.
- Physical assault.

Sexual harassment is not limited by gender of either party, nor by superior-subordinate relationships. This policy is applicable to all employees, faculty and students of UTB/TSC.

All sexual harassment complaints are filed with the Office of the Vice President for Business Affairs, located at Tandy Hall #109. The office will forward such complaint if it is of an informal nature to the appropriate person. Procedures for filing complaints are found in the *Handbook of Operating Procedures*, §3.3, page 2 of 6.

## Consensual Relationships

Consensual relationships that result in Sexual Harassment is found in the *HOOP*, §3.5, page 1 of 2, which prohibits such relationships between faculty or staff members in positions of authority with their subordinates or their students.

Reporting inappropriate consensual relationships that contain elements of sexual harassment are reported to the EEO Officer. Consensual relationships not resulting in sexual harassment involving students are reported to the Vice President of Student Affairs.

## Sexual Offense

Sexual offense is found in the *HOOP*, §3.6, page 1 of 5, and may be found at the Library. This section applies to complaints of sexual assault by any member of the UTB/TSC community against any other member, including students, staff members, and faculty. Complaints involving sexual assault that are not of a sexual harassment nature are reported to Campus Police, the Brownsville Police Department, or the Office of the Vice President for Student Affairs. Services such as pre-complaint counseling are available for students in the Counseling and Guidance Center.

## Review

This policy shall be reviewed annually by the Vice President for Business Affairs/EEO/AA.

## *Religious Holy Days*

The institution will allow a student who is absent from classes for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence if, not later than the 15th day after the first day of the semester, the student notifies the instructor of each class the student has scheduled on that date that the student will be absent for a religious holy day. "Religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under § 11.20, Tax Code.

The student's notification must be in writing and must be delivered by the student personally to the instructor of each class, with receipt of the notification acknowledged and dated by the instructor or by certified mail, return receipt requested, addressed to the instructor of each class.

## *Solicitation Policy*

Part One, Chapter VI, §6.6 of the *Regents' Rules and Regulations* states that no solicitation shall be conducted on the grounds, sidewalks, or streets of the UTB/TSC campus, except by the agents, servants, or employees of this institution acting in the course and scope of their employment, or by the Student Government Association, or by a registered student, faculty, or staff organization of UTB/TSC. Such solicitation must adhere to the following rules:

- Academic or institutional programs being carried on in the buildings shall not be disturbed or interfered with.
- The free and unimpeded flow of pedestrian or vehicular traffic on sidewalks and streets and at places of ingress and egress to and from campus buildings shall not be interrupted.
- The person(s) being solicited shall not be harassed, embarrassed or intimidated.

Non-University groups, individuals or associations are not permitted to solicit, distribute, or circulate any petition, handbill, or other literature in University buildings or on the grounds.

Newspaper vending is permitted only in the areas designated in advance by the President or his delegate. Any request for other newspapers or additional distribution areas should be directed in writing to the Vice President for Business Affairs.

Prior authorization to conduct solicitations or distribution of materials on campus by registered student organizations or by registered faculty or staff organizations must be obtained through the Office of the Vice President for Student Affairs (student organizations) or through the Office of the Vice President for Business Affairs (faculty or staff organizations). Persons desiring to conduct solicitations or to distribute materials strictly for personal reasons or for personal profit or gain will under no circumstances be granted permission to do so.

Any violation of the above policy should be reported to the Office of the Vice President for Business Affairs.

## *Student Right-to-Know Act and Campus Security Act*

In compliance with the Student Right-to-Know and Campus Security Act (the Act) 20 U.S. Sections 1092 (a), (e) and (f), as amended, the university collects specified information on campus crime statistics, campus security policies, and institutional completion or graduation rates. Pursuant to the federal law, alleged victims of violent crime are entitled to know results of campus student disciplinary proceedings concerning the alleged perpetrators.

The university will make timely reports to the campus community on crimes considered to be a threat to students and employees and those reported to campus police or local police agencies. Every September, UTB will publish and distribute an annual report of campus security policies and crime statistics to all current students and employees; provide copies of the report to applicants for enrollment or employment upon request; and submit a copy of the report to the Secretary of Education upon request. This report will reference crimes which occur on property owned or controlled by the university and may be supplemented by listing crimes which occur off of campus in buildings or on property owned or controlled by student organizations that are registered by the institution when such statistics are available from local police departments.

The university will annually calculate and disclose institutional completion or graduation rates for undergraduate students to all prospective and current students.

UTB will also publish the annual security report which includes its policy regarding sex-related offenses, sexual assault prevention programs, education programs to promote awareness of sex offenses, administrative disciplinary procedures and sanctions for offenders, and counseling and student affairs for victims.

Prior to the offer of athletically-related student aid to a potential student athlete, the university will provide certain information on graduation rates specified by the Act to the prospective student and to the student's parents, guidance counselor, and coach.

## A

Academic Advising	23
Academic Calendar	4
Academic Computer Laboratory	27
Academic Information	28-35
Accounting (ACCT)	62
Accounting Department Faculty	109
Accreditation and Memberships	2
Administration UTB/TSC	102
Administrative Officers	100-101
Admission to Degree Candidacy	28
Admission	8, 41, 58, 66
Admissions Application	9
Admissions Information	8-13
AIDS, HIV and Hepatitis B Infection	115
All-Level Professional Reading Specialist Certification	76
Appendix	124

## B

Behavioral Sciences Department Faculty	103
Biological Sciences Department Faculty	107
Biology (BIOL)	56
Board of Regents	100
Board of Trustees	100
Business (BUSI)	66
Business, School of	58-65
Business Administration Department Faculty	110-111
Business Law (BLAW)	62

## C

Calendar	4
Career Services and Placement	23
Catalog Applicability and Time Limits	28
Categories of Admission	9
Classification of Students	12
College of Liberal Arts	41-54
College of Liberal Arts Faculty	103
College of Science, Mathematics & Technology	55-57
College of Science, Mathematics and Technology Faculty	107-109
Comprehensive Examination, School of Education	67

Comprehensive Examinations	28
Comprehensive Written Examination, Liberal Arts	44
Computer Sciences Department Faculty	108
Conflict Resolution Center	23
Cooperative Degree Programs	95
Counseling and Guidance Center	23
Course Load	29
Course Numbers	29
Criminal Justice (CRIJ)	46
Curriculum and Instruction (EDCI)	84
Curriculum and Instruction Department Faculty	111

## D

Deans	101
Degree and Graduation Requirements, School of Business	59
Degree Requirements, Master of Arts - English Major	43
Degree Requirements, Master of Arts - Spanish Major	44
Degree Requirements, Master of Education	68
Degrees and Majors	38-40
Departmental Admission Requirements	10
Disability Services	25
Doctor of Education (Ed.D.)	95
Doctor of Philosophy (Ph.D.) and Master of Science (M.S.)	96

## E

Early Childhood Center	26
Early Childhood Education (EDEC)	87
Economics (ECON)	64
Education, School of	66-97
Educational Administration (EDAD)	82
Educational Psychology/Counseling (EPSY)	89
Educational Supervision (EDSU)	92
Educational Technology (EDTC)	92
Engineering Technology Department Faculty	108
English (ENGL)	48
English and Speech Department Faculty	104
Equal Opportunity, Statement	2
Examinations, Comprehensive	28

## F

Family Educational Rights and Privacy Act (FERPA)	115
Fees & Deposits	16
Finance (FINA)	64
Financial Aid	23
Financial Responsibility	14
Fine Arts Department Faculty	105
Fresh Start	30

## G

Goals of the Graduate Program	8
Government (GOVT)	49
Grades, Grade Changes, Grading System	30
Graduate Committee Members	102
Graduate Courses in Biology	56
Graduate Courses in Business	63
Graduate Courses in Education	82
Graduate Courses in Liberal Arts	46
Graduate Credit for Seniors	30
Graduate Faculty	103-114
Graduate Requirements	31
Grievances – Grade Appeals, Other than Grade Appeals	31
Graduate Tuition	24

## H

Hazing Policy	118
Health Insurance for International Students	12
History (HIST)	50

## I

Identification Cards	24
Illicit Drug Use and Alcohol Abuse Program and Policy	120
Immunization Requirements	120
Interdisciplinary Studies (INDS)	51
International Students	26
Interpreter Certificate	44
Interpreting (INTG)	51

## K

Kinesiology Department Faculty	114
KMBH Radio Station	27

## L

Liberal Arts, College of	41-54
Library	24

## M

M.B.A. Breadth, Issues and Capstone Courses	61
M.B.A. Elective Courses	61
M.B.A. Foundations	60
M.B.A. Prerequisite Competencies	60
M.Ed. – Counseling & Guidance	70
M.Ed. – Special Education	77
M.Ed. – Curriculum & Instruction	73
M.Ed. – Early Childhood Education	75
M.Ed. – Educational Administration	72
M.Ed. – Educational Technology	75
M.Ed. – Elementary Education	68-70
M.Ed. – English as a Second Language	76
M.Ed. – Reading Specialist	76
M.Ed. – Supervision	78
Management (MANA)	64
Marketing (MARK)	65
Master of Arts (M.A.) _ English Major	43
Master of Arts (M.A.) _ Spanish Major	44
Master of Arts in Interdisciplinary Studies (M.A.I.S.)	42
Master of Business Administration (M.B.A.)	58
Master of Education (M.Ed)	66
Master of Science in Criminal Justice (M.S.C.J.)	45
Master of Science in Interdisciplinary Studies (M.S.I.S.)	55
Master of Science in Library Science (M.S.L.S.)	97
Master of Science in Nursing (M.S.N.)	87
Mathematics (MATH)	57
Mathematics Department Faculty	108
Mini-Courses	20
Mission, The	3
Modern Languages Department Faculty	105



<b>N</b>	
Non-Certification Option (M.Ed.)	69

<b>O</b>	
Official Policy Statements	115
On-line & Distance Education Degree Programs	32
Other Fees and Deposits	16

<b>P</b>	
Partnership Administrative Officers	101
Patron of the Arts	27
Payment by Installment	15
Philosophy, The	3
Physical Sciences Department Faculty	109
Policy Statements	115-123
Professional Certification in Supervision	78
Professional Counselor Certification – Elementary or All-Level	70-71
Professional Elementary and Provisional Bilingual Certification	68
Professional Elementary Certification	70
Professional Middle Management Certification Program	80
Professional Superintendent Certificate Program	81
Program of Study	32
Program Organization & Administration	8
Psychology (PSYC)	51
Purpose and Limitation of the Graduate Catalog	8

<b>R</b>	
Rancho Del Cielo Biological Station	27
Reading (READ)	93
Reading Department Faculty	111
Reading Specialist Certification, All-Level Professional	76
Refund Policy	20
Reimbursement Priority	21
Religious Holy Days	122
Repetition of Courses	32
Requirements for Certification (M.Ed.)	63

Residence Requirement	33, 67
Residency Classifications	12
Residency Waiver for Mexican Residents	21

<b>S</b>	
Scholastic Probation and Suspension	33
School of Business	58-65
School of Business Faculty	109
School of Education Faculty	111
School of Education	66-97
School Specialties Department Faculty Science, Mathematics & Technology, College of	112 55-57
Second Master's Degree	33
Semester Credit Hour	33
Semester-Length Courses	20
Services	23-27
Sexual Harassment Policy	120
Social Sciences Department Faculty	106
Sociology (SOC1)	52
Solicitation Policy	122
Spanish/Hispanic Studies (SPAN)	53
Special Education (SPED)	94
Special Programs and Facilities	27
Special Services	25
Statement of Equal Opportunity	2
Student Center Services	26
Student Discipline	33
Student Guide	25
Student Health Services	26
Student Right-to-Know Act and Campus Security Act	122
Student Work and Class Attendance	34
Supporting Fields	42, 155

<b>T</b>	
Table of Contents	5
Temporary Administrator's Certificate	80
Temporary Superintendent Certificate	81
Texas Southmost College, Board of Trustees	100
The Mission	3
The Philosophy	3
The University of Texas at Brownsville & Texas Southmost College Partnership	3

The University of Texas System, Board of Regents	100
Thesis/Nonthesis Option for Master's Degrees	34-35
Title IV Program Refunds	20
Transfer Credit	66
Transfer of Credit Policy	35
Tuition & Fees – Nonresident	19
Tuition & Fees – Resident	18
Tuition and Fees Information	14-22
Tuition and Required Fees	16
Tuition Exemptions	21

## V

Veterans Benefits	25
Vice Presidents, UTB/TSC	101

## W

Withdrawing From Classes	35
--------------------------	----







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