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## General Information

Welcome to the University of Texas at El Paso (UTEP)! UTEP is a nationally recognized institution where the faculty and staff are wholly dedicated to your academic success. A broad range of academic programs are offered to encourage students to become involved in the discovery and creation of knowledge. UTEP is a friendly place—relationships are easy to develop with fellow students, staff members, and faculty. The following pages of this catalog introduce you to our policies, our degrees, majors and minors, and curricula. As you review them, we hope you know that our commitment to you is to offer the highest quality education in a supportive community of faculty and staff.

### OUR HISTORY

The University of Texas at El Paso (UTEP) has created a foundation of academic excellence as strong as the rugged Rocky Mountain foothills that are the University's home. Located on the U.S.-Mexico border in El Paso-Juárez, a binational metropolitan area of more than two million people, UTEP is the largest Mexican-American-majority university in the United States. In this unique multicultural setting, the University offers a wide scope of academic programs and outstanding support services, providing academic excellence for students.

UTEP, the second oldest academic institution of The University of Texas System, was established in 1914 as the Texas State School of Mines and Metallurgy to prepare professionals for the mining industry of the southwestern U.S. and Mexico. From its inception, the campus has featured architecture derived from the Himalayan kingdom of Bhutan. UTEP's unique buildings are the only examples of this ancient architecture in the Western Hemisphere. The motif, characterized by thick, sloped outer walls accented with a band of elaborate brickwork, was suggested by Kathleen Worrell, the wife of the college's first dean, after she saw photographs of Bhutanese monasteries in an issue of *National Geographic*. Noted El Paso architect Henry Trost designed the first buildings, and architects have continued the theme through more than 80 years of campus expansion.

The college's curriculum expanded in 1927 with the addition of liberal arts courses. The first Master of Arts degree was established in 1940. The institution was renamed Texas Western College in 1949 and the University of Texas at El Paso in 1967. Since then, enrollment has grown to over 20,000 students, and the scope of programs has expanded to include 81 Bachelor's, 78 Master's, 14 Doctoral degrees and 3 combined degrees (Bachelors/Masters or Masters/Masters) to meet the needs of an increasingly industrialized and more diverse West Texas.

The 367-acre UTEP campus consists of over 4 million square feet in 87 buildings with facilities to support academic and physical excellence. The 125,000 square foot Undergraduate Learning Center features multimedia computer and distance learning technology. The UTEP Library has over 1 million books, the new Collaborative Learning Center with 224 computers and a lobby café enriched with Bhutanese art. The 362,000 square foot Engineering Sciences Complex houses many research opportunities for students in facilities like the W.M. Keck Center for 3D Innovation with \$4 million of equipment, including 17 rapid prototyping machines and facilities for tissue engineering. Nearby the Biosciences Research Building provides state-of-the-art equipment to address biomedical and environmental problems. Well-equipped computer laboratories are located throughout the campus. The Fox Fine Arts complex has galleries, recital halls and studios for exploring art, theatre, music and dance. The Don Haskins Center, the 52,247-seat Sun Bowl Stadium and Larry K. Durham Sports Center provide student athletes a range of resources including a strength and conditioning center; a sports medicine center; a student-athlete lounge and computer center; locker rooms; coaches' offices; meeting rooms; and a "Hall of Champions."

With its pivotal setting on the U.S.-Mexico border, UTEP is a nationally recognized leader for creating excellent academic opportunities for a largely first-generation student population. Quality academic programs and a robust research agenda mark UTEP as an innovative force in American higher education for the 21st century.

### OUR VISION

The University of Texas at El Paso will be internationally recognized as a preeminent model for urban, public research universities in the 21<sup>st</sup> century.

UTEP will serve as a gateway to an improved quality of life for people of the Paso del Norte region, which includes far west Texas, northern Mexico and southern New Mexico. UTEP will offer a broad range of undergraduate, professional and doctoral programs that support the workforce needs of the region and the state, and will provide lifelong educational opportunities for area residents.

UTEP will be recognized nationally as the preeminent institution in fostering student participation and success, especially young people, working adults, returning students and lifelong learners from socioeconomic groups that have been traditionally under-represented in U.S. higher education.

UTEP graduates will be known for the high quality of their academic preparation and eagerly recruited by employers and the most selective graduate and professional schools in the country.

UTEP will be nationally and internationally recognized for its exemplary accomplishments in generating and applying knowledge about emergent global issues, with a special focus on those having a direct regional impact.

UTEP will continue to be the leading research university in the nation with a majority Mexican-American student body and through its excellent academic programs will help meet the demands of American enterprise for a diverse and highly educated workforce.

UTEP will be known for its commitment to diversity in its recruitment of faculty, staff and administrators who serve as role models and mentors for its largely first-generation, Mexican-American student population.

UTEP will build on the strength of its core disciplines, the promise of new and emerging areas of academic excellence, and the resources of its U.S.-Mexico border context to develop innovative and multidisciplinary strategies to address major issues that confront the Paso del Norte region.

UTEP's centers of excellence will be at the forefront of addressing emergent national challenges in such areas as Hispanic health disparities, the education of U.S. Hispanics, homeland security, and national defense.

UTEP will be acknowledged as the principal human and economic development engine for the Paso del Norte region and as a catalyst for technology transfer, commercialization, regional innovation and entrepreneurship.

UTEP's role in the El Paso Collaborative for Academic Excellence will be recognized as the preeminent national model for successfully raising aspirations and academic achievement of K-16 students through its development of a partnership among K-12 school districts, the community college, civic and philanthropic organizations, business leaders and researchers.

UTEP will be recognized for incorporating into both graduate and undergraduate curricula research that engages students, cultivates intellectual curiosity, and promotes innovation and creative thinking.

UTEP will be internationally recognized for its artistic and creative productions that are shaped by the confluence of cultures, values and aesthetics of the U.S.-Mexico border region.

UTEP will be known for its commitment to play a role in creating educational opportunities for residents of northern Mexico and fostering the cross-border economic development essential to the long-term resolution of border issues.

UTEP will be known for its success in integrating public service and civic engagement into its teaching, learning, research and creative activities, and its graduates will be prepared to engage in civic affairs and make meaningful contributions to society.

UTEP will be recognized as an engaged partner in sponsoring and enhancing cultural, artistic, athletic and entertainment activities and events in the Paso del Norte region.

UTEP's intercollegiate athletics program will build on the legacy of its transformative NCAA men's basketball championship to be recognized for its achievement of high performance standards in both men's and women's athletic competitions and in the classroom.

UTEP will be known for its effectiveness in containing costs and generating additional resources to ensure a high quality educational experience for its students and for its efficient and

prudent stewardship of the resources entrusted to it by students, the State of Texas, granting agencies and donors.

## OUR MISSION

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The University of Texas at El Paso is dedicated to the advancement of the El Paso region through education, creative and artistic production, and the generation, interpretation, application and dissemination of knowledge. UTEP embraces its role as an intellectual, cultural and socio-economic asset to the region, offering programs to meet human resource needs and contribute to the quality of life.

As a public university, UTEP is committed to providing access and opportunity to the people of the El Paso region and the State of Texas. UTEP's mission of ensuring access is coupled with a commitment to excellence, reflected in rigorous programs which prepare students to make significant contributions to their professions, their communities and the world.

As a research/doctoral institution, UTEP fosters a climate of scholarly inquiry, with a special focus on applying innovative interdisciplinary approaches to explore and address major issues that confront the United States and Mexico border region.

## OUR GOALS

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### Goal 1 - Learning and Teaching: To prepare UTEP students to meet lifelong intellectual, ethical and career challenges and to be the leaders of the 21<sup>st</sup> Century.

**Student Achievement:** To graduate students who have a command of communicative, mathematical, and computer skills; core knowledge in the natural and social sciences, humanities, and arts; knowledge, attitudes, and skills of their academic major or profession; and additional knowledge and skills to be gained from capitalizing on UTEP's special setting.

**Curriculum:** To maintain a core curriculum for all undergraduate students and major/professional curricula which provide students with the knowledge, attitudes, and skills to be productive citizens and to meet future intellectual, ethical, and career challenges.

**Educational Programs:** To provide a wide array of quality academic programs appropriate to a comprehensive university and the educational requirements of El Paso's binational metropolitan area and to develop new graduate degree programs based on needs and opportunities of our setting and institutional strengths.

**Faculty:** To recruit, orient, support, and retain a highly qualified, diverse faculty which is dedicated to teaching and which uses effective instructional practices, such as directed practical experiences and technological innovations, for the enhancement of student learning.

**Student Services:** To provide comprehensive programs and services which strengthen UTEP students' academic achievement and develop their leadership skills.

**Pre-College Preparation of Students:** To work collaboratively with schools, the community, and employers to ensure that young people and their families are informed about the necessity of higher levels of academic preparation for admission to and success in the University, and to support collaborative efforts to improve pre-college education.

**Student Recruitment:** To inform and assist qualified potential students in seeking admission to the University in order to fulfill their aspirations for higher education.

### Goal 2 - Research, Scholarship and Artistic Production: To create, interpret, evaluate, apply, and disseminate knowledge; to encourage the addition of perspectives based on UTEP's geographic and social setting; and to contribute to the formation of a broader intellectual and artistic foundation for the 21<sup>st</sup> Century.

**Generation of Knowledge:** To advance knowledge through research, scholarship, and artistic production.

**Application of Knowledge:** To develop research, scholarship, and artistic activities which apply UTEP's expertise and resources to the search for solutions to regional, national, and international problems.

**Integration with Teaching:** To expand the linkages between University instruction with research, scholarship, and artistic activities whenever appropriate and to expand opportunities for both graduate and undergraduate students to participate in these endeavors.

**Faculty:** To recruit, orient, support, and retain a highly qualified, diverse faculty dedicated to the advancement, dissemination, and application of knowledge.

### Goal 3 - Public Service: To work in partnership with public and private agencies, institutions and organizations, including business and industry, to improve the quality of life in our region and world by providing appropriate University expertise and leadership.

**Community Education:** To encourage lifelong learning and to provide educational courses and activities in response to local and regional needs.

**Preparation of Professionals in Critical Areas:** To educate and prepare for licensure and certification critically needed professionals, such as teachers and providers of health care and human services.

**Economic Development Analysis and Technical Assistance:** To provide needs assessment services, data collection and analyses, training, and technical assistance supportive of regional economic development.

**Culture:** To provide cultural activities consistent with the goals of the University and to work collaboratively with other groups supportive of regional cultural activities.

**Recreation:** To provide recreational activities consistent with the goals of the University and to work collaboratively with other groups in the support of regional recreational activities.

**Athletics:** To provide intercollegiate athletic activities consistent with the goals of the University and to work collaboratively with other groups in the support of regional athletic activities.

### Goal 4 - Administration: To support the achievement of UTEP's mission in learning, teaching, research, scholarship, artistic production and public service through responsive, effective and efficient administrative and staff services.

**Strategic Planning:** To contribute to the achievement of UTEP's mission and goals through the University's planning, institutional research, and evaluation system.

**Financial and Material Resources:** To plan, manage, and supervise the physical facilities and grounds, materials management, purchasing, and campus security in order to provide the necessary support services conducive to learning, teaching, research, artistic production, and public service.

**Institutional Advancement:** To advance academic and co-curricular programs through voluntary support of university initiatives, increase alumni participation in the life of their university, and enhance on-campus and public visibility of UTEP successes.

**Information and Telecommunications Services:** To expand and integrate state-of-the-art technology and telecommunications throughout the campus, emphasizing their application to instruction and student learning, and to improve information and telecommunication services for essential administrative functions (e.g., student and alumni records, purchasing, and facilities management).

**Staff:** To hire, train, support, and retain well-qualified staff members who work to ensure the achievement of the university's mission and goals.

## OUR COLLEGES

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UTEP has seven academic colleges: College of Business Administration, College of Education, College of Engineering, College of Health Sciences, College of Liberal Arts, College of Science, the School of Nursing, and University College, that work collaboratively to ensure students experience a positive college environment and have the opportunity to explore a myriad of academic disciplines. The colleges are comprised of some 38 academic departments and offer 79 Baccalaureate degrees. Graduate degrees offered by UTEP include 84 Master's degrees in disciplines from all six colleges. Doctoral degrees are offered in Biological Science, Chemistry, Civil Engineering, Computer Engineering, Computer Science, Educational Leadership and Administration, Environmental Science and Engineering, Geological Science, History, Interdisciplinary Health Sciences, International Business, Materials Science and Engineering, Psychology, and Rhetoric and Composition. The Graduate School serves and responds to the needs of graduate students.

Each of the six colleges and school contributes to UTEP's academic programs:

- The Association to Advance Collegiate Schools of Business International (AACSB) accredited programs of the **College of Business Administration** include a Bachelor of Business Administration with eight possible majors, a Master's in Business Administration, specialized Master's degrees in Accounting and Economics, and a Ph.D. in International Business. These programs provide students with a thorough understanding of the bi-national and global business community and the academic skills necessary to meet the intellectual and ethical challenges of 21<sup>st</sup> century international commerce.
- The **College of Education** plays an active role in several local, regional, and national projects to improve teacher education and public school administration, including the graduation of better-prepared science and math teachers.
- Beginning with the first degree program in Mining Engineering in 1914 when UTEP was established as the Texas College of Mines, the **College of Engineering** has played a significant role in the economic vitality of the region through engineering workforce and technology development. This influence has now expanded to the national level as the College has grown to include six undergraduate and 17 graduate degree programs producing graduates highly sought after by companies nationwide.
- The **College of Health Sciences** and several cooperative programs with other institutions provide the region with a broad spectrum of degree opportunities in Clinical Laboratory Sciences, Health Promotion, Kinesiology, Occupational Therapy, Pharmacy, Public Health, Speech-Language Pathology and Social Work. The College also collaborates with the School of Nursing to offer an Interdisciplinary Ph.D. in Health Sciences.
- The **School of Nursing** provides a variety of nursing programs including a traditional BSN; an articulation RN-BSN; an accelerated BSN for second degree students; MSN degrees with majors such as Family Nurse Practitioner, Nursing Systems Management; and a variety of certificate programs.
- The **College of Liberal Arts** UTEP's largest College offers a variety of programs in the humanities, social and behavioral sciences and arts. Built on a long tradition of excellence, the College has continued to develop new and innovative programming that capitalizes on the scholarly and creative strengths of its faculty and addresses the needs of its students.

## OUR STUDENT BODY

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Students who attend UTEP come from a varied mix of social, cultural, and economic backgrounds that closely mirror the population of the El Paso-Ciudad Juárez region. Approximately 73% of UTEP's students are Hispanic, almost 66% work while in college, and over half are first-generation college students. UTEP students typically represent more than 47 states and 74 countries, with about 8% coming from Mexico.

## ACCOMMODATION

**ACCREDITATION**

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The University of Texas at El Paso is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097/ telephone number: 404-679-4500) to award bachelor's, master's, and doctoral degrees. Information on accreditation by separate accrediting bodies for specific programs is shown in the specific college sections of this catalog.

**STATEMENT OF EQUAL EDUCATIONAL OPPORTUNITY**

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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 The University of Texas System, or any of its institutions on the basis of race, color, national origin, religion, sex, age, status as a disabled veteran or veteran of the Vietnam era, sexual orientation, or disability.

**DISCLAIMER**

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This catalog is a general information publication only. It is not intended to nor does it contain all regulations that relate to students. The provisions of this catalog do not constitute a contract, express or implied, between any applicant, student or faculty member and The University of Texas at El Paso or The University of Texas System. The University of Texas at El Paso reserves the right to withdraw courses at any time, to change fees or tuition, calendar, curriculum, degree requirements, graduation procedures, and any other requirements affecting students. Changes will become effective whenever the proper authorities so determine and will apply to both prospective students and those already enrolled.





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## THE GRADUATE SCHOOL

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### Graduate School Administration

Since the awarding of the first master's degree in History in 1942, the graduate program at UTEP has experienced significant growth. In 1967, a Graduate School was organized, and in 1974, the first doctoral-level degree program, the Doctor of Geological Sciences, was approved by the Coordinating Board of the Texas College and University System, with the first degree awarded in 1979. Today, the Graduate School offers Doctor of Philosophy degrees in Biological Sciences, Chemistry, Civil Engineering, Computational Science, Computer Science, Electrical and Computer Engineering, Environmental Science and Engineering, Geological Sciences, History/Borderlands History, Interdisciplinary Health Sciences, International Business, Materials Science and Engineering, Psychology, Rhetoric and Composition, Teaching, Learning and Culture and the Doctor of Education in Educational Leadership and Administration, and master's degrees in over 70 areas.

The Graduate School is comprised of professors and scholars designated as Members of the Graduate Faculty and of students duly admitted to pursue their studies beyond the baccalaureate degree. The Graduate School faculty and administration award all graduate degrees conferred by the University under authority delegated by the Board of Regents of The University of Texas System.

#### **PATRICIA D. WITHERSPOON**, *Dean of the Graduate School*

B.S., University of Texas at Austin; M.A., University of Wisconsin;; Ph.D., University of Texas at Austin

#### **YVONNE LOPEZ**, *Assistant Dean for Graduate Student Services*

B.A., The University of Texas at Pan-American; M.Ed., The University of Texas at

El Paso

#### THE GRADUATE COUNCIL

The Graduate Faculty of The University of Texas at El Paso exercises its legislative functions through a Graduate Assembly. The Graduate Assembly is the final faculty authority for recommending policies concerned with academic standards for admission and retention of students, for furthering the development of the graduate program, and other matters affecting graduate study. The Assembly accomplishes most of its responsibilities through its elected representatives to the Graduate Council. Terms expire on August 31 of the year indicated in parentheses.

#### **PATRICIA D. WITHERSPOON**

Dean of the Graduate School

Ex-Officio Member

#### **MARIA ALVAREZ-AMAYA** (2009)

Professor of Nursing

School of Nursing

Member-At-Large

#### **ARTURO BENSON** (2011)

Professor of Mechanical Engineering

College of Engineering

#### **MARION L. ELLZEY** (2010)

Professor of Chemistry

College of Science

Chair of the Graduate Council

#### **HELEN FOSTER** (2010)

Associate Professor of English

College of Liberal Arts

Member-At-Large

#### **JAMES HOLCOMB** (2011)

Associate Professor of Economics and Finance

College of Business Administration Representative

#### **JOSE HURTADO** (2011)

Associate Professor of Geological Sciences

College of Science Representative

#### **ELENA IZQUIERDO** (2010)

Associate Professor of Teacher Education

College of Education Representative

#### **CAROL KELLEY (Permanent Observer)**

Associate University Librarian

Library

**GEORGE A. KING (2010)**

Associate Professor of Kinesiology  
College of Health Sciences Representative

**MARK LUSK (2011)**

Professor of Social Work  
College of Health Sciences Representative

**OSCAR MACCHIONI (2009)**

Assistant Professor of Music  
College of Liberal Arts Representative

**CHERYL MARTIN (2010)**

Professor of History  
College of Liberal Arts Representative

**MEL MARTINEZ (Voting)**

Associate Professor of Nursing  
School of Nursing  
President of the Faculty Senate

**THOMPSON SARKODIE-GYAN (2009)**

Associate Professor of Electrical and Computer Engineering  
College of Engineering Representative

**MILAGROS SEDA (2009)**

Associate Professor of Teacher Education  
College of Education Representative

**LAURA SERPA (2011)**

Professor of Geological Sciences  
College of Science  
Member-at-Large

**BRYAN USEVITCH (2011)**

Associate Professor of Electrical and  
Computer Engineering  
College of Engineering Representative

**WILLIAM WEAVER (2011)**

Associate Professor  
Institute for Policy and Economic  
Development  
University College Representative

**EDDIE WEI (2010)**

Associate Professor of Economics and Finance  
College of Business Administration Representative

**PIOTR WOJCIECHOWSKI (2009)**

Associate Professor of Mathematical Sciences  
College of Science Representative





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## Graduate Programs

### DOCTORAL PROGRAMS

#### Doctor of Education (Ed.D.)

Educational Leadership and Administration

#### Doctor of Philosophy (Ph.D.)

Biological Sciences

Chemistry

Civil Engineering

Computational Science

Computer Science

Electrical and Computer Engineering

Environmental Science and Engineering

Geological Sciences

History

Interdisciplinary Health Sciences

International Business

Materials Science and Engineering

Psychology

Rhetoric and Composition

Teaching, Learning and Culture

### MASTER'S PROGRAMS

#### Master of Accountancy (MACY)

#### Master of Arts (MA)

Art

Art Education

Studio Art

Communication

Education

English

English and American Literature

Rhetoric and Writing Studies

History

History

U.S.-Mexico Border

Latin American and Border Studies

Leadership Studies

Linguistics

Political Science

Philosophy

Psychology

Clinical

General Experimental

Sociology

Spanish

**Master of Arts in Interdisciplinary Studies (MAIS)**

**Master of Arts in Teaching English (MAT)**

Master of Arts in Teaching English

Master of Arts in Teaching Mathematics

Master of Arts in Teaching Science

**Master of Business Administration (MBA)**

**Master of Education (MED)**

Educational Administration

Educational Diagnostician

Guidance and Counseling

Instructional Specialist

Reading Education

Special Education

**Master of Engineering in Environmental Engineering (MEENE)**

**Master of Fine Arts (MFA)**

Creative Writing

**Master of Information Technology (MIT)**

**Master of Music (MM)**

Music Education

Performance

**Master of Occupational Therapy (MOT)**

**Master in Public Administration (MPA)**

**Master of Public Health (MPH)**

**Master of Science (MS)**

Bioinformatics

Biological Sciences

Chemistry

Civil Engineering

Computational Science

Computer Engineering

Computer Science

Economics

Electrical Engineering

Engineering

Environmental Science

Geological Sciences

Geophysics

Health Promotion

Industrial Engineering

Intelligence and National Security

Kinesiology

Manufacturing Engineering

Mathematics

Mechanical Engineering

Metallurgical and Materials Engineering

Physics

Speech-Language Pathology

Statistics

**Master of Science in Environmental Engineering (MSENE)**

**Master of Science in Interdisciplinary Studies (MSIS)**

**Master of Science in Nursing (MSN)**

Nurse Practitioner  
Nursing Systems Management  
Nurse Clinical Specialist

Additional doctoral and master's degree programs are pending final approval. For information, students should contact the graduate advisor for a specific academic area or the Graduate School, (915) 747-5491.

#### COMBINED PROGRAMS

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**BBA/MAcc** Bachelor of Business Administration (Acct.)/Master of Accountancy  
**BBA/MBA** Bachelor of Business Administration (Acct.)/Master of Business Administration (Acct.)  
**MBA/MPA** Master of Business Administration/Master of Public Administration

#### ON-LINE PROGRAMS

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**Master of Business Administration**  
**Master of Fine Arts – Creative Writing**  
**Master of Science in Kinesiology/UT Telecampus**  
**CERTIFICATES AND NON-DEGREE PROGRAMS**

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#### College of Business Administration

MBA Plus Program

#### College of Engineering

**Construction Management Engineering**  
**International Manufacturing**  
**Systems Engineering**

#### College of Education

Alternative Certification

Mid Management Professional Certification  
Principal Certification  
Superintendent Certification  
Texas Initial Teaching Certificate

#### College of Health Sciences

Bilingual Speech Language Pathology  
Health Systems

#### School of Nursing

Evidence-Based Practice  
Health Care Leadership and Management  
Nursing Educator  
Post-Master's Nurse

#### College of Liberal Arts

Bilingual Professional Writing  
Latin American and Border Studies  
Teaching English to Speakers of Other Languages  
Women's and Gender Studies

#### Institute for Policy and Economic Development

Border Administration  
Economic Development  
Intelligence and National Security  
Leadership Studies  
Urban and Regional Planning

#### Non-Degree Option

Students selecting the non-degree option are placed in an unclassified status, indicating no particular major or program of study has been selected. Students often select the non-degree option to complete prerequisite work or to demonstrate their ability to do graduate level coursework. Students may enroll in graduate-level course work only with the permission of the graduate advisor for the department in which the courses belong. Should a non-degree student subsequently be admitted into a degree program, the departmental graduate advisor may recommend to the Graduate School that up to nine (9) hours completed prior to formal admission to the program be used toward the graduate degree.

Admission as a non-degree student does not constitute admission into a graduate degree program of the Graduate School. Non-degree admission is not available to international students who need a visa (I-20) to attend school in the United States unless approved by the Office of International Programs. Non-degree students are ineligible to receive any type of federal or institutional financial aid, including VA benefits.

All non-degree students are required to maintain a minimum cumulative grade point average of 2.5. If the cumulative GPA drops below 2.5 the non-degree student will be placed on academic probation and must return the CGPA to 2.5 within one semester. Failure to do so will result in dismissal. Non-degree students must declare a major and pursue admission to a graduate program after the completion of 9 semester hours.

#### COOPERATIVE PROGRAMS

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UTEP enthusiastically participates in cooperative degree programs with the University of Texas at Austin and the UT Health Sciences Center in Houston. Applicants to such programs are required to submit separate applications to the degree-granting institution and are classified as post-baccalaureate students for any UTEP enrollment. Students are asked to be aware

are required to submit separate applications to the degree-granting institution and are classified as post-baccalaureate students for any UTEP enrollment. Students are asked to be aware that admission to UTEP as a post-baccalaureate student neither offers nor implies admission to the degree-granting institution.

#### **Doctor of Pharmacy/UT Austin**

The University of Texas at Austin (UT Austin) in cooperation with the University of Texas at El Paso grants the degree of Doctor of Pharmacy. The first two years of the pre-pharmacy curriculum is available on the UTEP campus. Students then apply for admission to the College of Pharmacy at UT Austin. At least the first two years, of the approximate four years, of course work in pharmacy school must be taken on the UT Austin campus. It is anticipated that about 1.5-2.0 of the final years of the professional curriculum should be available at UTEP.

#### **Ph.D. in Nursing (Formerly Doctor of Science in Nursing)/UT Health Science Center, Houston**

Students should contact the School of Nursing for information about this cooperative program.

#### **Master of Public Health/UT Health Science Center, Houston**

The University of Texas Health Science Center at Houston offers the Master of Public Health degree (MPH) at UTEP. This program was developed to provide students with a basic foundation in public health and an understanding of the unique health problems of the US-Mexico border through course work and applied research. Courses are provided by the University of Texas - Houston School of Public Health faculty in residence at the El Paso campus, as well as through interactive television courses taught by faculty at both the Houston and San Antonio campuses. In addition, some upper-division and graduate courses offered by UTEP academic departments may be taken concurrently and be considered in fulfillment of degree requirements. The program is fully accredited by the Council on Education for Public Health.

This El Paso satellite program provides students with the opportunity to study and conduct research in a binational and multicultural region. Students are expected to gain a competency in the five basic disciplines of public health (administration, behavioral sciences, biometry, environmental health, and epidemiology) with a focus on border health. Degree requirements include the completion of a minimum of 36 credit hours, including a master's thesis in which students examine a specific health issue in depth. The University of Texas - Houston Health Science Center School of Public Health is the degree-granting institution. For additional information, students can call (915) 747-8500.





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## ACADEMIC REGULATIONS

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- Family Educational Rights and Privacy Act (FERPA)
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## Admission

Qualified graduate applicants may apply for admission to The University of Texas at El Paso as either **degree-seeking** (master's or doctoral degree) or for **non-degree study** (certification or endorsement, completing prerequisite course work for later graduate study, or taking courses for personal or educational enrichment). All applications of students, who hold a four year baccalaureate degree, or its equivalent, must be submitted through the Graduate School except for applicants pursuing a second or subsequent undergraduate degree. Degree programs differ in the specific requirements and guidelines for admission. The Graduate School makes determinations regarding admissions on the basis of recommendations from the relevant master's or doctoral program.

### GENERAL ADMISSION REQUIREMENTS

The following documents must be submitted to the Graduate School for consideration for admission into a graduate degree program:

1. Completed application for admission.
2. Application/processing fee (\$45 US citizens or Permanent residents/Mexican nationals, \$80 International applicants).

**Note: Application fees are subject to change due to legislative and/or institution action and become effective when enacted.**

3. An official transcript, with the four year baccalaureate degree posted, from the degree-granting institution and copies of transcripts for all other relevant upper-division and graduate work at accredited U.S. institutions or equivalent work and degrees at foreign institutions. The application process can begin with copies of transcripts. Individual programs may have additional requirements.

Students who apply to receive educational benefits through the Department of Veterans Affairs should, in addition to the above requirements, submit copies of transcripts from all other colleges and universities previously attended.

4. For graduates of institutions outside of the United States where English is not the first language, a minimum score of 213 (550 paper based exam) on the Test of English as a Foreign Language (TOEFL). Particular programs may have different minimum score requirements and in some cases alternative assessments of English language competency may be considered. Applicants should note that appointment to a graduate assistantship usually requires a score of 250 (600 paper based). Official test scores must be sent directly from the testing agency to the Graduate School.
5. Evidence of satisfactory academic achievement and potential. This will usually be assessed by review of performance in upper division (junior and senior level) courses as well as any graduate-level courses completed. In addition, many programs consider results on standardized tests, including the GRE, GMAT, and Miller Analogies Test, in making recommendations for admission. Official test scores must be sent directly from the testing agency to the Graduate School. Specific programs may require other evidence of academic performance and promise including interviews, personal statements, and letters of recommendation. Programs that consider results on standardized tests will also consider other information regarding the applicant's background where that is available.
6. Evidence of adequate subject preparation for the proposed graduate major.

The Graduate Studies Committee of the proposed graduate major will recommend to the Graduate School acceptance, conditional acceptance, or rejection of the application after all required documents have been received and reviewed by the Graduate School. The Graduate School approves these recommendations and notifies the applicant of the final decision.

### Graduate Entrance Examinations

As part of graduate admission requirements, students may be required to take one or more standardized tests:

#### Graduate Record Examination General Test

The General Test of the Graduate Record Examination (GRE) is designed to test preparation and aptitude for graduate study. Many degree programs require the GRE for admission. The GRE is taken at the applicant's expense at licensed sites. The exam is not offered on campus.

#### Graduate Management Admission Test

The Graduate Management Admissions Test (GMAT) is an aptitude test designed to measure certain mental abilities important in the study of management at the graduate level. The GMAT is taken at the applicant's expense at licensed sites. The exam is not offered on campus.

#### Miller Analogies Test

The Miller Analogies Test (MAT) is a high-level mental ability test designed to reflect analytical thinking skills, an ability that is critical for success in graduate school. The MAT is taken at the applicant's expense at licensed sites. The exam is offered on campus. [Test of English as a Foreign Language](#)

The TOEFL is designed to measure proficiency in understanding the English language. For graduates of institutions outside of the United States where English is not the first language, a minimum score of 213 is required (550 paper based exam) on the TOEFL. Particular programs may have higher minimum score requirements and in some cases alternative assessments of English language competency may be considered. Applicants should note that appointment to a graduate assistantship usually requires a score of 250 (600 paper based). Official test scores must be sent directly from the testing agency to the Graduate School.

### Student Assessment and Testing Office

The Student Assessment and Testing Office provides a wide array of testing services for admissions, professional certification, course placement, and credit by examination purposes. Institutional administrations of the TOEFL are offered throughout the year; TOEFL tests taken at UTEP are only valid at UTEP.

### Transfer of Credit

Except for shared/co-operative programs, most work done for a graduate degree must be done at the University. For a master's degree, usually 6 semester hours of graduate work may be transferred from another accredited institution. Doctoral students are advised to consult their respective doctoral program for information on transfer of credit. All course work transferred from other accredited institutions requires both the approval of the committee on graduate studies in the student's major area and the Dean of the Graduate School. In cases where such transfer is approved, the student must still meet the residence requirements of two full semesters or the equivalent and coursework must fall within the six-year time period.

- Only graduate level courses may be transferred for credit.
- Courses used to fulfill other degree requirements may not be transferred.
- Courses for which a grade of "C" or lower was earned may not be transferred.
- Correspondence courses are not accepted for graduate credit.

All documents submitted to the University for Transfer Work purposes become part of the official files of the University and cannot be released or returned to the student or another institution.

### Academic Fresh Start Program

### Undergraduate Programs

An applicant for undergraduate admission who is a Texas resident may elect to enter this institution pursuant to the Academic Fresh Start statute, *Texas Education Code*, §51.931. When the applicant informs the Admissions Office in writing of the election, the institution will not consider in the admissions decision any academic course credits or grades earned by the applicant 10 or more years prior to the starting date of the semester in which the applicant seeks to enroll. An applicant who elects to apply under this statute may not receive any course credit for courses taken 10 or more years prior to enrollment under Academic Fresh Start.

### Non-degree/Professional Programs

An applicant who has earned a baccalaureate degree under the Academic Fresh Start statute, *Texas Education Code*, §51.931, and applies for admission to a non-degree or professional program, will be evaluated on only the grade point average of the course work completed for that baccalaureate degree and the other criteria stated herein for admission to the non-degree or professional program.

## **ACCEPTANCE INTO A GRADUATE PROGRAM**

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### **Acceptance**

Applicants who are judged to meet the requirements for admission into a graduate degree program may be accepted into the program without conditions.

### **Conditional Acceptance**

Conditional acceptance is offered to students who do not meet all of the specific criteria for admission but who show promise of success in graduate study. Applicants who lack sufficient foundation in the proposed area of study may be required to successfully complete designated courses before qualifying for unconditional admission. Other applicants may be required, on the recommendation of the graduate advisor, to meet particular conditions during the first semester of study. Among the factors that programs may take into account in recommending conditional admission to the Graduate School are the applicant's academic record, the socio-economic background of the applicant, the native language of the applicant, the applicant's involvement in relevant community or extracurricular activities, a personal interview, and other material that the candidate may submit that provides evidence that the candidate would make an important contribution to the program or university's objectives and mission. An applicant, who is accepted conditionally, must remove conditions within one semester.

### **Rejection**

An applicant who fails to meet the minimum requirements for admission to a degree program will usually be denied admission into that program. An applicant meeting the requirements for admission may be denied by the Graduate Studies Committee of the proposed major if the number of qualified applicants exceeds the number of students that can be accommodated in the available facilities or that can be adequately instructed by the available faculty. A student who has been rejected may reapply at a later time, may apply to another program, or may apply as a non-degree student.

## **RE-ADMISSION INTO GRADUATE SCHOOL**

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An application for readmission is required for a student who

- has not enrolled for one year or more,
- was not accepted at an earlier date and wants to pursue admission into the same or a different field based on revised criteria or more current documentation, or
- was eligible to enroll, and failed to do so.

A student already accepted into a program and interested in changing the major field of study must reapply for admission. Accepted students must be enrolled for one full semester in their current program before they can reapply for admission to a new program. Application fees are assessed. If extenuating circumstances exist, a student may request a Leave of Absence. Requests are made by the graduate advisor to the Graduate School for final approval.

## **READMISSION OF STUDENT WHO WITHDRAWS TO PERFORM ACTIVE MILITARY SERVICE**

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- (a) This section applies only to a student who withdraws from an institution of higher education to perform active military service as a member of the United States armed forces or the Texas National Guard. This section does not apply to a student who withdraws from an institution solely to perform one or more training exercises as a member of the Texas National Guard.
- (b) For any academic term that begins after the date a student described by Subsection (a) is released from active military service but not later than the first anniversary of that date, the institution of higher education from which the student withdrew shall readmit the student, without requiring reapplication or charging a fee for readmission, if the student is otherwise eligible to register for classes at the institution. On readmission of the student under this subsection, the institution shall:
  - (1) provide to the student any financial assistance previously provided by the institution to the student before the student's withdrawal if the student meets current eligibility requirements for the assistance, other than any requirement directly affected by the student's service, such as continuous enrollment or another similar timing requirement; and
  - (2) allow the student the same academic status that the student had before the student's withdrawal, including any course credit awarded to the student by the institution.
- (c) An institution of higher education may adopt rules requiring reasonable proof from a student of the fact and duration of the student's active military service.

## **NON-DEGREE ADMISSION**

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An individual who has received a baccalaureate degree but who does not wish to apply for admission into a graduate degree program may apply for admission as a non-degree student. This type of admission is available to individuals who wish to obtain teacher certification or endorsement, graduate certificates, post-master's endorsement or to complete prerequisite work to demonstrate their ability to do graduate level coursework.

Interested individuals must complete an application for admission and must submit to the Graduate School an official transcript with the baccalaureate degree posted. If several institutions were attended, copies of those transcripts are required from each institution from which relevant junior/senior level credit and any graduate level credit were earned. UTEP transcripts are not required of students who received their baccalaureate degree from UTEP.

Initial teacher certification and professional certification for classroom teachers can also be earned. Eligibility for these programs includes a minimum 2.5 cumulative grade point average from an accredited college or university, successful completion of THEA (Texas Higher Education Assessment), and development of an approved plan of study. Eligible applicants for certification and endorsement programs will be notified that they may enroll but will need to contact the Certification Office in the College of Education immediately for eligibility into one of several certification or endorsement programs. The Certification Office and the College of Education are responsible for course scheduling and may require a minimum enrollment per term for admitted students. This Office additionally will develop a plan of study for each student in keeping with the requirements set forth by the Texas Education Agency (TEA). The certification or endorsement will be earned upon successful completion of all requirements.

Graduate-level course work completed during the certification or endorsement program that has not been used to meet other degree requirements may be recommended by the departmental graduate advisor to the Graduate School to count toward an advanced degree under certain circumstances. These courses are limited to a maximum of nine (9) semester hours in which the grade of "B" or higher has been earned within the time limits and other restrictions detailed in this catalog. Additional information on certification and endorsement programs is available from the Certification Office within the College of Education and the Graduate School.

Non-degree admission is not available to international students who need a visa (I-20) to attend school in the United States unless approved by the Office of International Programs. Non-degree students are ineligible to receive any type of federal or institutional financial aid, including VA benefits. Non-degree students are not eligible to be teaching assistants, assistant instructors, graduate research assistants, academic assistants or graduate assistants. Enrollment as a non-degree student is limited to nine hours.



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## Registration and Records

123 Academic Services Building

Phone: (915) 747-5544

Fax: (915) 747-8764

[registrar@utep.edu](mailto:registrar@utep.edu)[www.utep.edu/register](http://www.utep.edu/register)

REGISTRAR: Miguel Sifuentes

The Registration and Records Office houses several functions: 1) **Scheduling** coordinates faculty and classroom assignments; 2) the **Registration and Records Office** is responsible for the maintenance of student records and all registration transactions. Including enrollment verifications, transcript requests, graduation applications, and diplomas; and 3) the **Veterans Affairs Office** serves the needs of students who are veterans or dependents of veterans. This office is also responsible for creating and maintaining records that support certification of a student's status with the Veterans Administration. The office is located in the Academic Services Building, Room 123. The office telephone number is (915) 747-5342; the office e-mail is [veterans@utep.edu](mailto:veterans@utep.edu).

### REGISTRATION

Registration is a process every student must successfully complete each semester. Although every effort is made to advise students academically, final responsibility for registration rests with the student. Students can attend only those classes for which they are officially enrolled. A student is not enrolled in a course and will not receive a grade for it unless the proper tuition and fees are paid by the deadlines published in the *Class Schedule* or unless arrangements have been made for deferral of payment with the Student Business Services Office. After registration, class enrollments can be verified by the Registration and Records Office.

#### LATE REGISTRATION

Any student who, with proper permission, registers after the scheduled days for regular registration will be required to pay a special charge of \$20.00 for the late telephone/Web registration process, \$30.00 for in-person late registration, and \$50.00 on or after the first official school day of class. A new student will have the late registration fee waived as long as registration is made prior to the first official school day of class. Late registrants are subject to the same regulations and course requirements as students who enroll on time. Classes missed because of late registration will be counted as an absence, and class or laboratory work missed will be counted as a zero unless the instructor grants permission to make up the work.

Any student who has been withdrawn and has his schedule reinstated after census day will be assessed a \$200 reinstatement fee.

#### AUDIT REGISTRATION

Courses may be audited under the following provisions:

1. Students should complete an Audit Registration form for each course to be audited after classes have begin and prior to the 'Census Day' of the long semester. This form must be signed by the instructor teaching the course and by the department chair and then taken to Student Business Services in the Academic Services Building for payment.
2. No grades will be assigned, and no credit will be awarded for audited courses. The extent of class participation is at the discretion of the instructor.
3. Credit by examination for audited courses will not be permitted unless tuition and all appropriate fees are paid before the exam is taken.
4. The following courses cannot be audited: clinical, laboratory, studio activity, any physical activity class (such as PE or Dance), individual instruction, private lessons, or courses specified in the degree plan. It is the student's responsibility to verify that the course being audited is not within the excluded categories. Audit Registration fees will not be refunded for a class in an excluded category.
5. Audit-only students must purchase a Library community user card and a parking decal to park on UTEP property. Other student benefits such as tickets to events, student health services, access to the Swimming and Fitness Center, or a student ID are not available to audit-only students. Existing student IDs will not be activated for any semester in which a student is in an audit-only status.
6. Audit fees:
  - a. \$10.00 per course for students concurrently enrolled at UTEP.
  - b. \$30.00 per course for students not concurrently enrolled at UTEP.
  - c. No charge for students over 65 years of age.
7. Students should not register for courses they plan to audit. Course registration does not guarantee a seat as an auditor. Registering for the course will result in assessment of regular tuition and fees, in addition to the audit fees noted above.

#### DROPPING COURSES AND COMPLETE WITHDRAWALS

Students may drop individual courses or completely withdraw from the University as described below. Refer to the on-line Academic Calendar at [www.utep.edu/Calendar](http://www.utep.edu/Calendar) or to the *Class Schedule* to identify the dates during which adds, drops, withdrawals, and pass/fail registration changes may occur.

#### DROPPING COURSES

##### Student-initiated Drops

It is the student's responsibility to officially drop a course that s/he no longer wishes to take. Failure to do so may result in a grade of "F" on the student's academic record. Athletes must receive permission from the Miner Athletic Advising Center before dropping a course. International students with F or J visas must receive permission from the Office of International Programs before dropping a course.

##### Administrative Drops

During registration periods for upcoming semesters, students will be dropped from registered courses for failure to meet prerequisites or corequisites after final grades have been posted for the current semester and before the beginning of late registration for next semester. A student may petition the department chair of the course in question for a prerequisite or corequisite waiver.

At the discretion of the instructor, a student may be dropped from a course because of excessive absences or lack of effort. Students may also be administratively withdrawn from a

course during the semester for other reasons, with the concurrence of the academic dean or department chair. A grade of "W" will be assigned before the course drop deadline and a grade of "F" after the course drop deadline. A grade of "F" received due to disciplinary action imposed by the University overrides a grade of "W" received through a student-initiated or faculty drop. Students will be notified of their drop through their UTEP e-mail account.

#### **Complete Withdrawal from All Courses for the Semester**

Students who withdraw from all courses for the semester must do so in person through the Registration and Records Office. Students who cannot drop in person may submit a fax with signature or an e-mail using their UTEP e-mail account. Athletes must receive permission from the Miner Athletic Advising Center before dropping all classes. International students with F or J visas must receive permission from the Office of International Programs before dropping all classes.

Students who drop all courses for the semester re-enroll based on their last academic standing as described in the Standards of Academic Performance section of this catalog. Students who were enrolled in professional programs such as Social Work, Clinical Laboratory Science, Nursing, Occupational Therapy, Physical Therapy, and Speech-Language Pathology should check with their major department to determine their eligibility for re-enrollment in the program.

A student who withdraws from all classes for the semester immediately loses access to services and privileges available to enrolled students.

#### **Complete Withdrawal Due to Academic Performance**

After final grades have been posted for the current semester, and before late registration begins for the next semester, students whose academic standing makes them ineligible to re-enroll will be withdrawn from all their classes for the next semester. For further details, refer to the Standards of Academic Performance section in this catalog.

#### **Complete Withdrawal Due to Medical Reasons**

A student who must withdraw completely due to medical reasons must submit a letter to the Student Business Services Office from the attending physician, clinical psychologist, or licensed clinical practitioner on official letterhead with an original signature, stating the date(s) within the semester that the student was under medical care and that the student must withdraw due to the medical condition. This letter must be submitted within the semester, or no later than 90 days after the end of the term for which the withdrawal is being requested. If the student is unable to act on his or her own behalf, a representative may do this for the student.

#### **Complete Withdrawal Due to Medical Conditions of a Family Member**

A student who must withdraw completely due to a medical condition of an immediate family member must submit a letter to the Student Business Services Office from the family member's attending physician, clinical psychologist, or licensed clinical practitioner. The letter must be submitted on official letterhead with an original signature, state the date(s) within the semester that the student's immediate family member was under medical care, and confirm that the student must withdraw to attend to the immediate family member's medical condition. This letter must be submitted within the semester (or no later than 90 days after the end of the term for which the withdrawal is being requested). If the student is unable to act on his or her own behalf, a representative may do this for the student. "Immediate family member" may be defined as a husband, wife, parent, sibling, child, legal guardian, or grandparent; other relationships may be considered on a case by case basis.

#### **Complete Withdrawal Due to Death of a Family Member**

A student who must withdraw because of the death of an immediate family member must submit an official death certificate to the Student Business Services Office during the semester (or no later than 90 days after the end of the term for which the withdrawal is being requested). "Immediate family member" is defined as a husband, wife, parent, brother, sister, son, daughter, legal guardian, or grandparent. Once documentation has been received, the student will be withdrawn and grades assigned.

#### **Complete Withdrawal Due to Death of Student**

Upon the death of a student, the student's parent, spouse or legal guardian must submit an official death certificate to the Student Business Services Office within the semester (or no later than 90 days after the end of the term), so that the student can be withdrawn from all classes and grades assigned. Information concerning a refund can be found in the **Refund of Tuition and Fees** section of this catalog.

#### **Complete Withdrawal Due to Active Military Service**

Students who have to withdraw because they have been called to active military service must provide a copy of their military orders covering the affected semester to the Student Business Services Office. Grades will be assigned as described below. Military personnel may select one of the withdrawal options below according to the Texas Education Code, Chapter 54, Subchapter A, Sec. 54.006:

1. receive a refund of the tuition and fees paid for the withdrawn semester (see NOTE below);
2. if eligible, receive grades of Incomplete (I) from instructors, with the notation "Withdrawn – Military" appearing on the academic transcript (see section on *Incomplete or In-progress Work* in this catalog); or
3. receive an appropriate final grade or credit if the instructor determines that a substantial amount of coursework has been satisfactorily completed and sufficient mastery of the course material has been demonstrated.

#### **Grade Assignment for Drops and Withdrawals**

Grades will be assigned as follows when a student drops a course or completely withdraws from the University:

1. If a student drops a course before the official census date of a semester, neither the course nor a grade will appear on the student's academic record.
2. If a student drops from a course after the census date but before the student-initiated course drop deadline listed in the Class Schedule, a grade of "W" will be assigned.
3. If the student drops after the student-initiated course drop deadline, instructors will determine a grade of "W" or "F" for each course. A grade of "W" is considered only under exceptional circumstances and must be approved by the instructor and department chair for the course. A student may petition for a grade of "W" in writing with the necessary supporting documentation.

Financial information concerning drops and withdrawals can be found in the **Refund of Tuition and Fees** section of this catalog.





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## Curriculum and Classroom Policies

### COURSE INFORMATION

#### Course Numbering System

Each course offered by The University of Texas at El Paso is identified by a four-digit course number. The first number indicates the level: 0 = developmental, 1 = freshman, 2 = sophomore, 3 = junior, 4 = senior, 5 or 6 = graduate. The second number indicates the semester hour value of the course. The last two numbers identify the course within its particular department.

- **Lower-Division Courses** are designated by a 1 or 2 as the first digit of the course number.
- **Upper-Division/Advanced Courses** are designated by a 3 or 4 as the first digit of the course number. The student should refer to the departmental and college requirements for specific conditions, if any, imposed on registration in advanced courses.
- **Graduate Courses** are designated by a 5 or 6 as the first digit of the course number.

#### Courses Taken on a Pass/Fail Basis

A student may elect to take an S or U (Pass/Fail) grade in a course, but this course cannot count as deficiency work or as a part of the minimum requirements for a degree except for internships and practica when designated by the department. The Pass/Fail option must be requested by or before the date listed in the *Class Schedule* and is not available for all courses. Check with the appropriate academic department for a listing of these courses.

#### Courses Counted for Another Degree

No course counted toward another degree may be counted toward a graduate degree, either directly or by substitution.

#### Reserving Courses for Graduate Credit

Undergraduate students are not eligible to enroll in graduate level courses but under certain conditions, may request permission from the Graduate School to enroll in the graduate level courses. The undergraduate student must submit a graduate advisor and college dean approved Reservation for Graduate Credit form to the Graduate School. If approved, registration is processed by the Graduate School. Credit for graduate courses cannot be counted toward a baccalaureate degree; it can only be reserved for credit toward a graduate degree. A student who has a baccalaureate degree is not eligible to reserve courses for graduate credit unless enrolled at the undergraduate level working toward a second baccalaureate degree. The form for reserving courses is available at the Graduate School website. Approval to reserve work for graduate credit neither constitutes nor implies admission to any graduate program.

1. The undergraduate must not lack more than 12 semester hours (or six semester hours in summer session) of work to complete all requirements for the baccalaureate degree and must have a grade point average of at least 3.0 in junior and senior-level courses.
2. These 12 hours (or less) must be completed in the same semester or summer session in which the graduate course(s) are taken.
3. Total enrollment for all work must not exceed 15 semester hours (or 9 hours in a summer session).
4. All requests for enrollment in graduate courses must be approved by the departmental graduate advisor, college dean and the Graduate School.
5. Graduate Research, Individual Studies or Seminar courses cannot be reserved for graduate credit.
6. This option is limited to one term.

#### Class Attendance

The student is expected to attend all classes and laboratory sessions. It is the responsibility of the student to inform each instructor of extended absences. When in the judgment of the instructor, a student has been absent to such a degree as to impair his or her status relative to credit for the course, the instructor may drop the student from the class with a grade of "W" before the course drop deadline and with a grade of "F" after the course drop deadline.

#### Excused Absences for University-Recognized Activities

Students who will be absent while representing the University in officially recognized University activities (sports, band, professional conferences, etc.) must notify the Dean of Students not less than ten days prior to the absence. The Dean of Students will provide the student with a letter of excuse for the professors. It is the student's responsibility to give the letter to the professors prior to the official recognized activity. Students following these procedures will be permitted to make up both assignments and examinations in consultation with faculty.

#### Absence for Religious Holy Days

"Religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20, *Tax Code*. Section 51.925 of the *Texas Education Code* related to absences by students for observance of religious holy days states that the institution shall excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. The student must provide written notice to the instructor of each course that he/she will be absent for a religious holy day not less than 10 days prior to the absence. If a student and an instructor disagree about the nature of the absence being for the observance of a religious holy day as defined therein, or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the Provost or his or her designee. The student and instructor shall abide by the decision of the Provost or his/her designee.

#### Military Leave

Section 51.9111, *Texas Education Code*, provides that students be excused from scheduled classes or other required activities if the student is called to and participates in active military service for a reasonably brief period and that the student shall be allowed to complete an assignment or exam within a reasonable time after the absence.

Students called to active military service must provide a copy of their military orders to the instructor of each course.

Further information is available under Complete Withdrawal Due to Active Military Service.

#### Absence from Examinations

A student absent from a test during the semester is graded zero unless another policy is set by the instructor.

#### Dead Day

This specific day will be scheduled one day after the last day of classes only during the fall and spring semesters. The Following policy will be observed:

1. No classes will be held on this day, except classes which meet once a week on that day.

2. Make-up exams should be left to the discretion of each individual instructor;
3. All student work (i.e., research papers, lab reports, term paper, etc.) should be due prior to this day.
4. If a comprehensive final is given, no new material, quizzes, or exams should be given two calendar days prior to Dead Day, and attention should be given to reviewing of semester material. Implementation of this recommendation is to be left to the discretion of the individual instructor.

#### Academic Integrity

The University of Texas at El Paso prides itself on its standards of academic excellence. In all matters of intellectual pursuit, UTEP faculty and students must strive to achieve excellence based on the quality of work produced by the individual. In the classroom and in all other academic activities, students are expected to uphold the highest standards of academic integrity. Any form of scholastic dishonesty is an affront to the pursuit of knowledge and jeopardizes the quality of the degree awarded to all graduates of UTEP. It is imperative, therefore, that the members of this academic community understand the regulations pertaining to academic integrity and that all faculty insist on adherence to these standards.

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, and any act designed to give unfair advantage to a student or the attempt to commit such acts. Proven violations of the detailed regulations, as printed in the *Handbook of Operating Procedures (HOP)* and available in the Office of the Dean of Students and the homepage of The Dean of Students at [www.utep.edu/dos](http://www.utep.edu/dos), may result in sanctions ranging from disciplinary probation, to failing a grade on the work in question, to a failing grade in the course, to suspension or dismissal, among others.

#### GRADES AND GRADE POINT AVERAGES

Graduate students must maintain a 3.0 or higher cumulative GPA in both their major field and in any and all upper-division undergraduate and graduate-level work. Credit is given in the Graduate School for the grades "A," "B," and "C" only.

In some courses, the standard grading system is not practical; such grades are not used to compute the GPA. These grades include "I" (incomplete), "P" (in progress), "W" (withdrawal), and "S" or "U" (pass/fail).

For information on the grade appeal process, students should refer to the *Student Grievance Procedures* in the Student Life Policies and Procedures section of this catalog.

#### Incomplete or In-Progress Work

Assignment of the grade "I" (Incomplete) is made only in exceptional circumstances. The time span allowed for the work's completion cannot exceed one calendar year. In no case may repetition of the course be assigned as work to be completed. If the work has not been completed at the end of the specified time, the "I" will be changed to an "F."

A student will not be cleared for graduation until all Incompletes, regardless of whether or not the courses are required for the degree, have been eliminated from the record. The student will be cleared for graduation at the end of the term that the Incomplete is removed from the academic record which may be different from the intended term of graduation as indicated on the Application for Graduate Degree.

The grade of "P" (in progress) is limited to specific courses in which re-enrollment is required. This includes all thesis/dissertation courses (5398-5399, 6320-6321, 6398-6399), graduate internships, and a few specified graduate courses. In appropriate courses, a standard grade may be assigned in graduate internship courses instead of a "P".

#### Grade Changes

Graduate students must submit a written request for a grade change to the faculty of record as soon as possible after the receipt of the grade but not later than one year after the semester in which the course in question was taken. A graduating student must request a grade change within **three months** after the last day of final examinations of the last semester enrolled. After this time, all grades become part of the student's official academic history and cannot be altered. A grade change must be approved by the faculty of record, the department Chair and the college Dean. Additional approval is required from the Graduate School for thesis/dissertation and project courses (5396-5397, 5398-5399, 6320-6321, 6398-6399). Students will receive notification of approved changes.

Grades may be changed as a result of (1) grade changes initiated by the instructor and approved by the appropriate department Chair and the college Dean, (2) grade change initiated by the department chair for cases where the instructor cannot be contacted and there exists clear and convincing evidence for a grade change, (3) grade change due to disciplinary action imposed by the Dean of Students or Hearing Officer for violation of University rules, or (4) action taken by the Student Welfare and Grievance Committee in grade appeal procedures.

Grades determined as a result of actions taken in items (3) or (4) above are final and not subject to change. No other grade change shall occur without the consent of the instructor. The Registrar shall notify the student and the instructor of any change of grade.

#### Academic Standing

Students admitted into graduate programs must remove all admissions conditions within one semester. Failure to meet conditions within one semester may result in dismissal from the Graduate School.

Students admitted into a graduate program must maintain a 3.0 or better cumulative grade point average in all courses. This includes any undergraduate courses taken for leveling purposes.

Non-degree, Teacher and Professional certification and/or endorsement students must maintain a cumulative grade point average of 2.5 or higher.

Individual departments may impose more rigorous grading standards.

#### Academic Probation and Dismissal

A student admitted into a graduate program whose cumulative grade point average drops below 3.0 will be placed on academic probation. The student must return the cumulative grade point average to a 3.0 by the next nine hours of study. Failure to meet the 3.0 grade point average requirement during the probationary period will result in dismissal from the Graduate School.

A dismissed student will remain on suspension for one full semester before appealing for reinstatement. Appeals for reinstatement are submitted by the respective Graduate Studies Program Committee to the Dean of the Graduate School. Only the Dean of the Graduate School can approve reinstatement of dismissed students.

Appeals must include a plan of action describing intervention to ensure student success. If readmitted, the student must raise the cumulative grade point average to a 3.0 by the end of the first semester of reinstatement or face permanent dismissal from the Graduate School.

Non-degree, Teacher and Professional certification and/or endorsement students whose cumulative grade point averages drop below 2.5 will be placed on academic probation. The cumulative grade point averages must be raised to at least a 2.5 by the end of the next nine hours of study. Failure to meet the 2.5 grade point average requirement during the probationary period will result in dismissal from the Graduate School.

Dismissed non-degree, teacher and professional certification and/or endorsement students will remain on suspension for one full semester before appealing for reinstatement. Appeals for reinstatement are submitted by the respective college dean to the Dean of the Graduate School. Only the Dean of the Graduate School can approve reinstatement of dismissed students.



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## Student Educational Records

### FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The *Family Educational Rights and Privacy Act (FERPA)*, 20 U.S.C. §1232g and the *Texas Public Information Act, Texas Government Code*, § 552.001 et seq. are federal and state laws that provide students with the following rights with respect to their student educational records:

- to inspect and review the student's education records
- to consent to disclosure of the student's education records to third parties, except to the extent that FERPA authorizes disclosure without consent
- to request amendment of the student's education records to ensure that they are not inaccurate or misleading
- to be notified of the student's privacy rights under FERPA
- to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.

The University of Texas System and The University of Texas at El Paso have implemented a student records policy that adheres to these laws.

#### Annual Notification

The University will notify its students annually of their rights according to FERPA and of the procedures for exercising their rights.

#### Definitions

A "student" is an individual who is or who is attending or has attended The University of Texas at El Paso. It does not include individuals who have been admitted but have not attended. "Attendance" includes attendance in person, by correspondence, online, and during periods when the student is working on an internship program.

"Education Records" include records directly related to a student that are maintained by the University. Education records do not include:

- Records of instructional, administrative, and educational personnel that are in the sole possession of the maker (i.e. file notes of conversations), are used only as a personal memory aid, and are not accessible or revealed to any individual except a temporary substitute
- Records of the University campus police
- Student medical and counseling records created, maintained, and used only in connection with provision of medical treatment or counseling to the student, that are not disclosed to anyone other than the individuals providing the treatment. (While a student may not inspect his or her medical records, these records may be reviewed by a physician of the student's choice)
- Employment records unrelated to the student's status as a student
- Alumni records.

"Directory Information" means information in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed. UTEP designates the following minimum information as directory information: student's name; local and permanent address; e-mail address; telephone number; date and place of birth; field of study; dates of attendance; enrollment status; student classification; degrees, certificates and awards (including scholarships) received; photographs; participation in officially recognized activities and sports; weight and height of members of athletic teams; and the most recent previous educational agency or institution attended.

"University official with a legitimate educational interest" is a person employed by the University in an administrative, supervisory, academic, or support staff position (including law enforcement unit and health staff); a person or company with whom the University has contracted or affiliation (such as an attorney, auditor, collection agent or clinical facility); a member of Board of Trustees; or a person assisting another university official in performing his or her tasks; who needs to review an education record in order to fulfill his or her professional responsibility.

#### Disclosure of Education Records

##### Disclosure without Prior Consent of the Student

The University will not disclose personally identifiable information from a student's education records without prior written consent of the student, except as authorized by FERPA. FERPA's authorizations for release without consent include the following:

**Directory Information.** Directory information (as defined above) may appear in public documents and may otherwise be disclosed without student consent unless a student submits a written request to the registrar during the first 12 days of class of a long semester, or the first day of the minimester, or the first four class days of a summer session, to withhold such information from disclosure. Requests to withhold directory information will be honored by the University for only the current enrollment period; therefore, a request to withhold Directory

Information must be filed each semester or term in the Registration and Records Office.

**University Officials.** University officials with legitimate educational interests in the student's education records are allowed access to student education records. Inter-institutional disclosures may be made between institutions that administer or participate in joint programs or activities, in accordance with legitimate educational interest criteria. For example, if a student is concurrently enrolled in one component of the University of Texas and in another institution, or in two components of the University, or receives services from one component of the University and from another institution, or from two components of the University (or UT System), information from the student records of that individual may be disclosed by one University component to the other, or by the University component to the other institution, without obtaining the written consent of the student in accordance with legitimate educational interest criteria. This provision includes institutions participating in UT TeleCampus Programs.

**Other Institutions.** The University may release a student's education records to officials of other educational institutions in which that student seeks or intends to enroll or is enrolled.

**Audit or Evaluation of Federal or State Education Programs.** Authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the Secretary of Education and state and local educational authorities may have access to student records in connection with the audit and evaluation of federal or state supported education programs, or in connection with the enforcement of Federal law which relates to such programs.

**Financial Aid.** The University may release a student's education records to persons or organizations in connection with that student's application for, or receipt of, financial aid, but only to the extent necessary for such purposes as determining eligibility, amount, conditions, and enforcement of terms or conditions of such financial aid.

**State and Local Officials Pursuant to Statute Concerning Juvenile Justice** The University may release education records to state and local officials that are authorized by statute to access student education records to efficiently serve the student.

**Organizations Conducting Studies.** The University may release a student's education records to organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction, if such studies are conducted in a manner which will not permit the personal identification of students and/or their parents by individuals other than representatives of the organization, and the information will be destroyed

when no longer needed for the purposes for which the study was conducted. The term "organizations" includes, but is not limited to, federal, state, and local agencies, and independent organizations.

**Accrediting Organizations.** The University may release a student's education records to accrediting organizations in order to carry out their accrediting functions.

**Parents of Dependents.** Parents of a student who is a dependent for federal tax purposes, as defined by Section 152 of the Internal Revenue Code of 1954, may have access to that student's education records without prior consent of the student. Parents may demonstrate the tax dependency of a student only by submitting to the University a copy of their most recently filed federal income tax return. Alternatively, a student may demonstrate tax dependency, and thus allow parental access to the student's records without prior consent of the student, by submitting to the University a signed statement of his or her tax dependency. If a dependent student's parents are divorced, both parents may have access to the student's records, so long as at least one parent claims the student as a dependent.

**Judicial Order or Subpoena.** Information concerning a student shall be released in response to a judicial order or lawfully issued subpoena. The University will make reasonable efforts to notify the student of an order or subpoena before complying with it. However, the University shall not notify a student of a subpoena if it is from a federal grand jury or is for law enforcement purposes, and it provides that the University shall not disclose to any person the existence or contents of the subpoena or any information furnished in response to the subpoena. Education records may be disclosed to the U. S. Attorney General or his or her designee in response to an *ex parte* order concerning an authorized investigation or prosecution of domestic or international terrorism, without prior notice to the student.

**Health and Safety.** The University may disclose student information to persons in an emergency in order to protect the health and safety of the student or others in the University community.

#### **Disciplinary Hearing Results**

**Disclosure to Victims:** The University may disclose to an alleged victim of any crime of violence (as that term is defined in Chapter 1, Section 16 of Title 18, United States Code), or a non-forcible sex offense, the final results of any disciplinary proceeding conducted by the University against the alleged perpetrator of such crime or offense, regardless of whether the alleged perpetrator was found responsible for violating the University's rules or policies with respect to such crime or offense.

**Disclosure to Third Parties:** The University may disclose the final results of any disciplinary proceeding against a student who is an alleged perpetrator of any crime of violence or non-forcible sex offense (as those terms are defined in 34 C.F.R. 99.39), if the student is found responsible on or after October 7, 1998, for violating the University's rules or policies with respect to such crime or offense. Such disclosure shall include only the name of the student, the violation committed, and any sanction imposed by the University on that student. Such disclosure may include the name of any other student, such as a victim or witness, only with the written consent of that other student.

**Alcohol and Drug Violations.** The University may disclose to a parent or legal guardian of a student, information regarding any violation of any federal, state, or local law, or of any rule or policy of the University, governing the use or possession of alcohol or a controlled substance, regardless of whether that information is contained in the student's education records, if the student is under the age of 21 at the time of disclosure to the parent, and the University determines that the student is responsible for a disciplinary violation with respect to such use or possession.

#### **Disclosure to the Student**

The student has the right, on request to the appropriate University official, to review all materials that are in the student's education records, except:

- Financial information submitted by the student's parents
- Confidential letters and recommendations associated with admissions, employment or job placement, or honors, to which the student has waived rights of inspection and review (the University is not required to permit students to inspect and review confidential letters and recommendations placed in their files prior to January 1, 1975, provided those letters were collected under established policies of confidentiality and were used only for the purposes for which they were collected)
- Education records containing information about more than one student, in which case the University will permit access only to that part of the record that pertains to the inquiring student.

The Vice President for Business Affairs is the official custodian of UTEP records, and that office maintains a list of those individuals responsible for education records, which are maintained at the campus locations listed below. Requests for access to specific student records should be made in writing to the University official responsible for the particular record. Records covered by FERPA will be made available within forty-five days of the request.

##### 1. Academic Records

Admissions Office: Director

Graduate School: Dean

Registration and Records: Registrar

College, Division, Department, and Faculty Offices

##### 2. Student Services Records

University Counseling Services: Director

Student Activities Center: Director

Student Services: Dean of Students

##### 3. Financial Records

Business Office: Vice President for Financial and Administration

Financial Aid Office: Director

Scholarships Office: Director

Students may request copies of their educational records and this policy. These copies will be made at the student's expense at rates authorized in the Texas Public Information Act except that official transcripts will cost \$ 5.00. Official copies of academic transcripts will not be released for students who have a delinquent financial obligation or financial "hold" at the University.

#### **Disclosure with Prior Consent of the Student**

With the student's prior consent, the University will release personally identifiable student information in education records or allow access to those records. Such consent must be written, signed and dated, and must specify the records to be disclosed, the party to whom the records are to be disclosed, and the purpose of the disclosure. Research papers and theses authorized by the student will be available to interested members of the public.

#### **Record of Disclosures**

The University will maintain with the student's education records a record for each disclosure request and each disclosure, except disclosures:

- to the student himself or herself
- pursuant to the written consent of the student
- to University officials with legitimate educational interests
- pursuant to a law enforcement subpoena and the issuing court or other issuing agency has ordered that the existence or the contents of the subpoena or the information furnished in response to the subpoena not be disclosed or the order is concerning an authorized investigation or prosecution of domestic or international terrorism
- of directory information.

#### **Requests to Amend Records**

A student who believes that his or her education records are inaccurate or misleading, or that the records violate his or her privacy rights, may informally discuss amendment of the record with the University office concerned with the particular record. If agreement is reached with respect to the student's request, the appropriate records will be amended. [Note: The substantive judgment of a faculty member about a student's work, expressed in grades and/or evaluations, is not within the purview of this right to seek amendment of education records.] If the record is not amended pursuant to the student's request, the University will inform the student of its decision and of the student's right to request a formal hearing.

The request must be made in writing to the UTEP Vice President for Business Affairs who, within a reasonable period of time after receiving such request, will inform the student of the date, place, and time of the hearing. A student may present evidence relevant to the issues raised and may be assisted or represented at the hearing by one or more persons of the student's choice, including attorneys, at the student's expense. The hearing officer that will adjudicate such challenges will be appointed by the President. The decision of the hearing officer will be final, will be based solely on the evidence presented at the hearing, and will consist of a written statement summarizing the evidence and stating the reasons for the decision, and will be delivered to all parties concerned. If the decision is in favor of the student, the education records will be corrected or amended in accordance with the decision of the hearing officer. If the decision is unsatisfactory to the student, the student may place with the education records a statement commenting on the information in the records or a statement setting forth any reasons for disagreeing with the decisions of the hearing officer, or both. The statement 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 adjudication of their challenges was unfair or not in keeping with the provisions of

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.

**Disclosure for Directory Information to the Texas Higher Education Coordinating Board (the State of Texas Educational Governing Entity)**

FERPA allows, with the student's consent, for the Texas Higher Education Coordinating Board to disclose the number of semester credit hours that the student has taken at The University of Texas at El Paso to other institutions of higher education for the purpose of confirming these hours for transfer and related issues. Students may have all Directory Information withheld by notifying the Registrar and Records Office in writing each semester during the first 12 days of class of a long semester, or the first day of the trimester, or the first four class days of a summer session. Requests to withhold directory information will be honored by the University for only the current enrollment period; therefore, a request to withhold directory information to THECB must be filed each semester or session in the Registration and Records Office.

**Collection of Personal Information**

With few exceptions, under Sections 552.021 and 552.023 of the Texas Government Code, students are entitled at their request to receive and review the information UTEP collects about them. Under Section 559.004 of the Texas Government Code, they are entitled to have The University of Texas at El Paso correct information about them that has been collected and is incorrect, in accordance with the procedures set forth in the University of Texas System Business Procedures Memorandum 32. The information that The University of Texas at El Paso collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of The Texas Government Code) and rules. Different types of information are kept for different periods of time.



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#### FINANCIAL INFORMATION

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##### Financial Assistance

- Merit-Based Awards
- Need-Based Awards
- Financial Support

##### Tuition and Fees

##### On-Campus Housing Expenses

##### Residency for Tuition Purposes

- Residency
- Student Responsibilities







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## Financial Assistance

UTEP's graduate students can finance their education by working and/or by taking advantage of the University's financial assistance awards and programs. Financial aid is divided into the following types: merit-based and need-based. Merit-based awards are granted on the basis of the student's previous academic performance. Need-based aid is awarded according to the level of the student's financial need, with some consideration of the student's past academic performance.

Students subject to selective service registration will be required to file a statement that the student has registered or is exempt from selective service registration in order to be eligible to receive financial assistance funded by State revenue – in accordance with Texas Education Code Sect. 51.9095.

### MERIT-BASED AWARDS

Merit-based awards consist of scholarships and fellowships. Scholarships are primarily awarded on the basis of the student's previous academic work but may consider any required test scores. Fellowships are generally awarded according to a student's exceptional academic work and/or previous or proposed research in the student's field of study. For further information, students should contact the Graduate School.

### NEED-BASED AWARDS

The Financial Aid Office processes need-based awards. The amount and type of financial assistance provided will be by means of educational loans, grants, need-based scholarships, and student employment (Federal College Work-Study). Certain emergency loan funds or fee exemptions may also be available. Students admitted into graduate programs are eligible if they have documented need, meet academic eligibility criteria, enroll at least half-time basis, and meet the March 15<sup>th</sup> financial aid application priority date. Financial aid recipients must make satisfactory academic progress in order to maintain award eligibility. Information about financial aid application procedures and standards for academic progress may be obtained from the Financial Aid Office.

### FINANCIAL SUPPORT

Limited financial support is also available through research fellowships to participants in sponsored research or other research projects. Fellowship support may qualify for a waiver of non-resident status for tuition purposes. For fellowship and assistantship eligibility, students should contact the academic departments.

The publication *Graduate Assistantships Guide*, available from the Graduate School, provides additional information.

### Graduate Assistantships

Teaching and Research Assistantships may be available based on merit qualifications. Teaching assistants perform assigned instructional duties under the supervision of a faculty member. Research assistantships are highly variable and usually involve assisting a faculty member in the accomplishment of certain research projects. The total of all on-campus student employment is limited to 20 hours per week or less. The application form is available at academic departments, colleges, and the Graduate School and should be completed by the student and submitted to the academic department of the student's major. The *Graduate Assistantships Guide* provides detailed information on eligibility, benefits, and procedures for appointments and is available at the Graduate School.

### CRIMINAL BACKGROUND CHECKS

This policy applies to all University or contracted employment positions, whether full-time, part-time or temporary, faculty, staff or student positions, determined to be security sensitive by the University in accordance with *Texas Education Code* § 51.215(c) and *Texas Government Code* § 411.094(a)(2), as those sections may be amended from time to time.

### Additional Employment Opportunities

Information about other forms of employment which may include the Cooperative Education Program, Internships, summer employment, or part-time employment may be obtained from the Career Services Office, Union West Building.







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**Tuition and Fees**

The University of Texas at El Paso  
Summary of Tuition and Fee Charges\*\*  
2009-2010

Name of Charge	Classification	Residency	Amount	Notes
<b>Tuition:</b>				
	Graduate in Engineering, MASE, ESE Majors	Resident	\$200.20/SCH*	
		Non-Resident	\$178.2/SCH*	
	Graduate in Business	Resident	\$210.20/SCH*	
		Non-Resident	\$488.20/SCH*	
	Graduate in Health Sciences	Resident	\$208.20/SCH*	
		Non-Resident	\$486.20/SCH*	
	Graduate in Nursing	Resident	\$218.20/SCH*	
		Non-Resident	\$496.20/SCH*	
	Graduate in Liberal Arts, Education, or Science	Resident	\$198.20/SCH*	
		Non-Resident	\$476.20/SCH*	
<b>Required Fees:</b>				
Student Services Fee	All Students	All Students	\$15.00/SCH up to a maximum of \$180.00	A compulsory fee to fund student-related services such as intramural activities, student government, disabled student organizations, career services, cheerleaders, student publications, health services, intercollegiate athletics, others.
Library Fee	Graduate Students	All Students	\$11.75/SCH	A fee to purchase library materials, to replace maintain and acquire new equipment, and to provide technical support for personal computers and terminals.
Energy Fee	Graduate Students	All Students	\$2.50/SCH	Fee for supporting utility expenses
Student Union Fee	All Students	All Students	\$30.00/semester	Fee may be used for finance, construction, operation, and maintenance of a student union building and its programs.
International Education Fee	All Students	All Students	\$4.00/semester	For funding an international education financial aid fund for University students.
Recreation Fee	All Students	All Students	\$20.00/semester	Fee for financing, constructing, maintaining, and operating new and existing recreational facilities and programs.
Registration Fee	All Students	All Students	\$5.00/semester	To defray the costs associated with technology services for telephone registration.

Technology Fee	All Students	All Students	\$17.25/SCH, up to a maximum of \$258.25	An incidental fee that provides for development of campus computers and network facilities for students.
Health Center Fee	All Students	All Students	\$12.00/semester	Fee to provide support and medical services to the student population.
<b>Incidental Fees:</b>				
Variety (See below)	All Students	All Students	Variable	For specific services such as late registration, library fines, add/drop fees, bad check charges, application processing fees, and others as approved by the governing board.
<b>Laboratory Fees:</b>				
Variety (See below)	All Students (depending on courses taken)	All Students	Variable	Mandatory charges for certain laboratory courses; may not be less than \$2/semester nor more than \$30/semester and must not exceed the cost of actual materials and supplies used by a

				student.
<b>Course Fees:</b>				
Variety (See below)	All Students (depending on courses taken)	All Students	\$10-\$50	Charges in addition to regular tuition for certain course-related materials and/or for individual instruction.
<b>Supplemental Fees:</b>				
Variety (See below)	Students desiring the specific service	All Students	Variable	To defray the costs of providing certain services to students. May include such items as parking fees, orientation fees, and installment tuition fees.

\* Tuition and fees are subject to change due to legislative and/or institution action and become effective when enacted.

\*\*Non-resident/international students will be assessed the actual cost of education per semester hour as determined by the Texas Higher Education Coordinating Board.

The university of Texas at El Paso

Estimated Summary of Tuition and Fee Charges for One Semester

2009-2010 Academic Year

Name of Charge	Engineering, MASE, ESE 9 SCH	Business 9 SCH	Health Science 9 SCH	Nursing 9 SCH	Education, Liberal Arts, Science 9 SCH
Resident Tuition <sup>1</sup>	1,801.80	1,891.80	1,873.80	1963.80	1783.80
<b>Add: Required Fees <sup>2</sup></b>					
Student Services Fee	135.00	135.00	135.00	135.00	135.00
Library Fee	105.75	105.75	105.75	105.75	105.75
Student Union Fee	30.00	30.00	30.00	30.00	30.00
Registration Fee	5.00	5.00	5.00	5.00	5.00
Energy Fee	22.50	22.50	22.50	22.50	22.50
International Education Fee	4.00	4.00	4.00	4.00	4.00
Recreational Fee	20.00	20.00	20.00	20.00	20.00
Technology Fee	155.25	155.25	155.25	155.25	155.25
Health Center Fee	12.00	12.00	12.00	12.00	12.00
Major Fee	60.00	25.00		107.00	
<b>Subtotal-Required Fees</b>	<b>2,351.30</b>	<b>2,406.30</b>	<b>2,363.30</b>	<b>2560.30</b>	<b>2273.30</b>
<b>Add:</b> Average for college and course related laboratory, incidental, and supplemental fees, and/or optional student services fees	75.00	75.00	75.00	75.00	75.00
<b>Total Charges:</b> Tuition plus subtotal-required fees plus averages for college and course related fees and/or optional student services fees	2,426.30	2,481.30	2,438.30	2635.30	2348.30
<b>AVERAGE COST PER SEMESTER CREDIT HOUR</b>	269.59	275.70	270.92	292.81	260.92

<sup>1</sup> Graduate tuition might be twice the statutory rates for undergraduate students. For graduate rates, consult the University *Graduate Catalog* or the most current *Class Schedule*.

<sup>2</sup> Required fees, those charged to all students, may be based on semester credit hours or may be per semester. Descriptions of these fees may be found on the following page or in the University catalog.

<sup>3</sup> Averages are given for course-related, laboratory, incidental, and voluntary fees since changes vary according to courses and services chosen. Actual fees are published in the University catalogs and in the *Class Schedules*.

**Note:** Although unlikely, changes in tuition and fee charges may occur after the information is first published; updated information may be obtained from the Student Business Services Office at (915) 747-5116.

**Note:** The Texas Legislature does not set the specific amount for any particular student fee. The student fees are authorized by state statute; however, the specific amounts and the determination to increase fees are made by the University administration and the University of Texas System Board of Regents.

**Tuition and Fees Increase**

Tuition and fees provided herein represent the figures at the time of publication, are subject to change by regental or legislative action and become effective on the date enacted. The Texas Legislature does not set the specific amount for any particular student fee. The student fees assessed above are authorized by state statute; however, the specific fee amounts and the determination to increase fees are made by the university administration and The University of Texas System Board of Regents. Policies governing the payment or refund of tuition, fees and other charges are approved by the Board of Regents of The University of Texas System and comply with applicable state statutes.

**TUITION AND REQUIRED FEES 2008-2009**

Hrs	Resident in Engineering, MASE, ESE	Resident in Business	Resident in Health Science	Resident in Nursing	Resident in Education, Liberal Arts, Science
1	317.70	327.70	325.70	335.70	315.70
2	564.40	584.40	580.40	600.40	560.40
3	811.10	841.10	835.10	865.10	805.10
4	1,057.80	1,097.80	1,089.80	1,129.80	1,049.80
5	1,304.50	1,354.50	1,344.50	1,394.50	1,294.50
6	1,551.20	1,611.20	1,599.20	1,659.20	1,539.20
7	1,797.90	1,867.90	1,853.90	1,923.90	1,783.90
8	2,044.60	2,124.60	2,108.60	2,188.60	2,028.60
9	2,291.30	2,381.30	2,363.30	2,453.30	2,273.30
10	2,538.00	2,638.00	2,618.00	2,718.00	2,518.00
11	2,784.70	2,894.70	2,872.70	2,982.70	2,762.70
12	3,031.40	3,151.40	3,127.40	3,247.40	3,007.40
13	3,263.10	3,393.10	3,367.10	3,497.10	3,237.10
14	3,494.80	3,634.80	3,606.80	3,746.80	3,466.80
15	3,726.50	3,876.50	3,846.50	3,996.50	3,696.50
16	3,940.95	4,100.95	4,068.95	4,228.95	3,908.95
17	4,155.40	4,325.40	4,291.40	4,461.40	4,121.40
18	4,369.85	4,549.85	4,513.85	4,693.85	4,333.85
19	4,584.30	4,774.30	4,736.30	4,926.30	4,546.30
20	4,798.75	4,998.75	4,958.75	5,158.75	4,758.75
21	5,013.20	5,223.20	5,181.20	5,912.20	4,971.20
Hrs	Non-Resident in Engineering, MASE, ESE	Non-Resident in Business	Non-Resident in Health Sciences	Non-Resident in Nursing	Non-Resident in Education, Liberal Arts, Science
1	620.70	630.70	628.70	638.70	618.70
2	1,145.40	1,165.40	1,161.40	1,181.40	1,141.40
3	1,670.10	1,700.10	1,694.10	1,724.10	1,664.10

4	2,194.80	2,234.80	2,226.80	2,266.80	2,186.80
5	2,719.50	2,769.50	2,759.50	2,809.50	2,709.50
6	3,244.20	3,304.20	3,292.20	3,352.20	3,232.20
7	3,768.90	3,838.90	3,824.90	3,894.90	3,754.90
8	4,293.60	4,373.60	4,357.60	4,437.60	4,277.60
9	4,818.30	4,908.30	4,890.30	4,980.30	4,800.30
10	5,343.00	5,443.00	5,423.00	5,523.00	5,323.00
11	5,867.70	5,977.70	5,955.70	6,065.70	5,845.70
12	6,392.40	6,512.40	6,488.40	6,608.40	6,368.40
13	6,902.10	7,032.10	7,006.10	7,136.10	6,876.10
14	7,411.80	7,551.80	7,523.80	7,663.80	7,383.80
15	7,921.50	8,071.50	8,041.50	8,191.50	7,891.50
16	8,431.95	8,573.95	8,541.95	8,701.95	8,381.95
17	8,906.40	9,076.40	9,042.40	9,212.40	8,872.40
18	9,398.85	9,578.85	9,542.85	9,722.85	9,362.85
19	9,891.30	10,081.30	10,043.30	10,233.30	9,853.30
20	10,383.75	10,583.75	10,543.75	10,743.75	10,343.75
21	10,876.20	11,086.20	11,044.20	11,254.20	10,834.20

\* This table of Tuition and Mandatory Fees does not include incidental fees, course-related fees, or individual major fees. Please refer to other sections in this catalog.

\*\*Tuition and fees are subject to change due to legislative and/or institution action and become effective when enacted.

In addition to the above quoted tuition and fees, the following must be added as appropriate:

#### SUPPLEMENTAL FEES

##### New Student

Student ID Fee - \$6.00 one time issuance fee

Student ID Replacement Fee - \$20.00

Student General Property Deposit - \$10.00 per student (one time deposit) fee assessed at the time of the student's initial registration at the University. This fee is refundable to the student at the end of his or her University enrollment less any loss, damage, or breakage caused by the student. A property deposit which remains without call for refund for a period of four years from the date of last attendance at the University will be forfeited and will become the property of the Student General Property Deposit Endowment Fund. Such funds will be invested and the income will be used for scholarship purposes.

##### Certain Declared Majors

Alternative Teacher Certification - \$3,000 per student with a declared Alternative Teacher Certification major.

Business Graduate Major Fee - \$25.00 per semester with a declared major in business

Career and Technical Education Certification - \$2,500 per student with a declared CATE major.

Clinical Laboratory Science Major Fee - \$180.00 per semester with a declared major in Clinical Laboratory Science.

College of Engineering Major Fee - \$60.00 per semester with a declared major within the College of Engineering.

Executive MBA Major Fee - \$35,000.00 per 24-month program to cover all program costs including tuition, fees, books, related international travel expenses, and off-campus facilities.

Nursing Major Fee - \$107.00 per semester with a declared major in Nursing.

Occupational Therapy Major Fee - \$75.00 per semester with a declared major in Occupational Therapy.

Physical Therapy Major Fee - \$50.00 per semester with a declared major in Physical Therapy

#### ADDITIONAL REQUIRED FEE

Graduate Student Service Fee for the Accelerated MBA Program - \$75.00 per semester credit hour.

International Student Services Fee - \$25.00 per student per term\*

\*Applied only to International Students.

#### LABORATORY FEES

ARTG	5350	\$ 20.00
BIOL	5302, 5502	\$ 30.00
BIOL	5305, 5318, 5324	\$ 8.00
BIOL	5351, 5352, 5354, 5355	\$ 30.00
CERM	5350	\$ 18.00
CHEM	5341	\$ 30.00
GEOL	5343, 5344, 5367, 5375, 5376, 5405	\$ 20.00
GEOP	5357	\$ 20.00
GEOP	5362	\$ 25.00
MTLS	5350	\$ 30.00
PNTG	5350	\$ 12.00
PRNT	5350	\$ 30.00
PT	5317, 5319, 5320, 5407, 5408, 5411, 5412, 5418, 5521	\$ 4.00
PT	5311, 5409	\$ 5.00
PT	5406	\$ 30.00
SCUL	5302, 5350	\$ 30.00

#### COURSE FEES

ART	5393	\$ 10.00
ARTE	5399	\$ 10.00
ARTG	5350	\$ 10.00
ARTH	5329	\$ 5.00
CERM	5350	\$ 10.00
DRAW	5350	\$ 10.00
KIN	5361, 5371, 5372, 5374	\$ 25.00
MTLS	5350	\$ 10.00
MUSA	5281	\$ 35.00
MUSA	5381, 5391	\$ 50.00
PNTG	5350	\$ 10.00
PRNT	5350	\$ 10.00
PSYC	5301	\$ 20.00
PSYC	5333	\$ 25.00
PSYC	5398, 5399, 6320, 6321	\$ 30.00
SCUL	5302, 5350	\$ 10.00
SPLP	5369, 5373	\$ 20.00

\*All University College courses offered off-campus \$25.00-100.00

#### INCIDENTAL FEES

ADD/DROP FEE - A fee of \$5.00 is assessed per transaction each time a change is made to the initial registration.

AUDIT FEE - A fee of \$10.00 per audited course will be assessed to a student who is currently enrolled at the University. For a person who is not enrolled at the University, a fee of 30.00 per course will be assessed.

CATALOG FEE - A fee of \$3.00 will be assessed to students who pick up the University Catalog. A fee of \$4.50 will be assessed to students that request a University Catalog be mailed. A fee of \$1.00 per catalog on CD.

CERTIFICATION DEFICIENCY PLAN PREPARATION FEE - A fee of \$20.00 is assessed to defray administrative costs of processing certification deficiency plans for those pursuing teacher certification.

CLINICAL TRACKING & EVALUATION FEE – A fee of \$50.00 will be assessed to defray costs.

COLLEGE OF BUSINESS PhD SERVICES FEE – A fee of \$100 per semester to support cost of College of Business PhD program(s).

DIPLOMA FEE - A fee of \$30.00 is required of candidates for graduation. Under no circumstance is this fee subject to refund. Veterans attending the University under an exemption as defined elsewhere in this section are not exempt from payment of this fee.

DIPLOMA LATE FEE - A fee of \$15.00 will be assessed to all graduation candidates who apply for graduation after the regular processing period has been completed. Under no circumstances is this fee subject to refund. Veterans attending the University under an exemption defined elsewhere in this section are not exempt from payment of this fee.

DIPLOMA REPLACEMENT FEE - Diplomas are replaced at student's request, if the student has lost the diploma or if the student's name has changed. A fee of \$30.00 will be assessed to a student requesting a replacement after one year. A fee of \$10.00 is requested within one year of order.

DISSERTATION FEE - A fee of \$55.00 will be assessed for on-line submission and publication of the dissertation.

DISTANCE EDUCATION FEE - A \$50.00 per semester credit hour will be assessed to defray costs associated with providing distance learning facilities and support for students enrolling in distance learning classes or other off-campus course(s).

EMERGENCY LOAN PROCESSING FEE - A fee of \$15.00 will be assessed to defray administrative costs incurred in processing and collecting emergency loan payments.

EQUIPMENT SUPPORT FOR ELECTRICAL AND COMPUTER ENGINEERING - A fee of \$25.00 per semester to support cost of open laboratory operations for Electrical and Computer Engineering and Computer Science.

GRADUATE SCHOOL ADMISSION APPLICATION FEE - A fee will be assessed for all students who apply for graduate admission; \$30.00 for U.S. citizens and permanent residents/Mexican nationals or \$65.00 for all international applicants.

GRADUATE SCHOOL ADMISSION APPLICATION LATE FEE - A fee of \$15.00 will be assessed to cover costs of processing late applications.

**Note:** Application fees are subject to change due to legislative and/or institution action and become effective when enacted.

GRADUATE STUDENT SERVICES FEE for AMBA Program– A fee of \$75.00 per semester credit hour assessed to students enrolled in the Accelerated MBA program.

HEALTH INSURANCE FEE - (A mandatory insurance required of international students holding nonimmigrant visas and living in the United States.) The amount assessed will match the University Texas System Student Insurance Plan premium.

INSTALLMENT TUITION HANDLING FEE - A fee of \$17.00 per academic term will be assessed to cover costs related to providing the installment payment option.

INSTALLMENT TUITION DELINQUENCY FEE - A fee of \$15.00 per delinquent payment will be assessed to defray costs of handling delinquent installment tuition payment.

INSTRUMENT USERS FEE - Music - A fee of \$15.00 will be assessed to students per semester who wish to use musical instruments that are available through the Music Department.

INTERNATIONAL STUDENT SERVICE FEE - \$25.00 per long semester and \$12.50 per summer session. This fee is assessed to international students to defray the costs of operating the Office of International Programs and supporting the programs that are unique to international students.

LATE REGISTRATION FEE - Any student who, with proper permission, registers after the appointed days for registering will be required to pay a special charge of \$20.00 for the late telephone registration process, \$30.00 for in-person late registration, and \$50.00 on or after the first class day. The fee is to defray the cost of the extra services required to effect the late registration.

LIBRARY FEES - To cover costs associated with handling special items, damaged, and/or overdue books, the library charges the following fees:

**Overdue Charges**

Regular Checkouts	\$0.25/day (\$25.00 max)
Reserve Items	\$1.00/day-\$1.00/hr (\$25.00 max)
Inter-Library Loans	\$1/request plus any charges from the lending library
Lost Books	Cost of book plus \$10.00 processing fee and any fines accrued
Inter-Library Loans	All costs charged by suppliers plus \$0.50/request (or \$2.00 per request for rush fee)
Computer Searches	115% of connect time plus any off-line print charges
Damaged Book Fee	\$10.00
Recall Fee	\$1.00/day (\$25.00 max)
Media-Charges	Varies depending on type of equipment/service
Photocopier	\$0.05 to \$0.50/copy, \$0.15/microfilm or fiche
Architectural Drawings and Blueprint Reprographic Fee	\$5.00 per item plus actual costs
Special Collection Photographic Reproduction Preservation Fee	\$5.00 plus actual costs
Student Fee	\$5.00 per semester credit hour/graduate

PROFESSIONAL LIABILITY INSURANCE FEE - A fee of \$10.00-\$80.00 will be assessed to defray costs of insurance for students working in clinical settings in courses in health science, nursing, speech-language pathology, and social work.

REINSTATEMENT FEE - A \$200.00 fee will be assessed to cover costs related to reinstating an enrollment after students have been disenrolled for failure to meet University obligations.

REPEATED COURSE FEE – A \$100.00 per credit hour fee will be assessed to all students attempting to complete a course for the third time and thereafter.

RETURNED CHECK FEE - A fee of \$30.00 per check will be assessed to students that issue payment to the University with a check that is returned to the University for insufficient funds.

SCIENCE AND ENGINEERING ENRICHMENT EXPERIENCE - A fee of \$50.00 will be assessed to all incoming freshman and transfer students attending the enrichment experience in the College of Science and College of Engineering to defray costs associated with the enrichment program.

SOCIAL WORK HANDBOOK FEE - A \$2.00 fee will be assessed to students in Social Work for a handbook required by the Council of Social Work Education.

SPECIAL EXAMINATION FEE - A fee of \$5.00 per examination is required of persons who wish to take an advanced standing examination, an examination to remove a condition, or an examination to be given at a time other than that for which it is regularly scheduled. Permission of the academic dean must be secured before payment is made.

STUDENT HOUSING DEPOSIT - A \$200.00 deposit will be assessed to all students applying for Residence Hall housing. A Student Housing Deposit will be forfeited under any of the following conditions.

- A Housing Deposit which remains without call for refund for a period of two (2) years from the date of last attendance at the University;
- For any reason of non-payment of rent and will be applied to the outstanding balance owed to the University and/or applied for repairs and damages (except for reasonable wear and tear) to the unit leased; or
- Failure of a student to abide by the Terms and Conditions of Occupancy and/or the University Regulations or Residence Hall Regulations resulting in the University terminating a Residence Hall Agreement.

STUDENT IDENTIFICATION CARD ISSUANCE FEE – A fee of \$6.00 per student will be assessed for the new Miner Gold I.D. card. The fee is a one-time fee that is assessed only on initial issuance.

STUDENT IDENTIFICATION CARD REPLACEMENT FEE - A fee of \$20.00 per card will be assessed students for reissuing a Student I.D. Card due to loss or destruction. Malfunctioning cards or cards that fail to operate will be replaced at no charge.

STUDENT TEACHING FEE - A fee of \$50.00 will be assessed to students approved for Student Teaching during the Fall and Spring semesters.

TEACHER CERTIFICATION CREDENTIALS FEE - A fee of \$10.00 will be assessed to students enrolled in the Teacher Education Program who are having their academic credentials evaluated for meeting certification requirements set by the Texas Education Agency.

TEST FEE - Students requesting administration of graduate or undergraduate admission testing, professional certification testing, GED testing, or placement and credit testing will be assessed a fee ranging from \$5.00 to \$42.00 per test based on the test subscription costs.

THESIS FEE - A fee of \$45.00 will be assessed for on-line submission and publication of the thesis.

TRANSCRIPT FEE - A fee of \$2.00 will be assessed to students for an unofficial copy of their transcript. A fee of \$5.00 will be assessed for an official copy. A fee of \$7.00 will be assessed for an official copy with immediate processing.

#### **DISTANCE LEARNING (RESIDENT) TUITION AND FEES\***

**(May be applicable to M.B.A., M.Ed., and Other UT TeleCampus Offerings)**

Tuition	\$ 160.20 SCH
Differential Tuition	\$ 58.00 SCH
Distance Learning Fee	\$ 50.00 SCH
Energy Fee	\$ 2.50 SCH
Technology Fee	\$ 17.25 SCH
Library Fee	\$ 11.75 SCH
Institutional Fees (estimate)	\$ 9.00 Per Semester

Assessments based on 3 semester credit hours

Tuition	\$ 480.60
Differential Tuition	\$ 174.00
Distance Learning Fee	\$ 150.00
Energy Fee	\$ 7.50
Technology Fee	\$ 51.75
Library Fee	\$ 35.25
Institutional Fees	\$ 9.00
<b>Total</b>	<b>\$ 908.10</b>

**If enrolled only in Distance Learning courses, the following fees are waived under this program:**

Activity Fee, Health Center Fee, Recreation Fee, and Union Fee

\* Distance Learning Tuition and Fees subject to change by action of the Texas Legislation and Texas Higher Education Coordinating Board. Changes will be effective as determined by the governing body.

#### **Tuition for Resident Doctoral Student in Excess of 100 or More Credit Hours**

Beginning Fall 1999 semester, a resident doctoral student who has a total of 100 or more semester credit hours of doctoral work at an institution of higher education may be required to pay nonresident doctoral tuition rates. Students should contact the Graduate School for more information at (915) 747-5491.

#### **MINER GOLD CARD**

The Miner Gold card is the official identification card of the University of Texas at El Paso (University). The Miner Gold card is the property of the University and is non-transferable. All students must carry their Miner Gold card at all times while on University property in order to obtain services.

The Miner Gold card is issued to all students upon enrollment in at least one credit hour. A current photo ID (e.g. license, state ID, passport) must be presented before a Miner Gold card is issued. The Miner Gold card remains active as long as the student is enrolled in courses at UTEP. No article of clothing, hats or sunglasses on the head will be allowed when the photograph is taken.

All first time enrolled students will be assessed a one-time, non-refundable \$6.00 fee. Any card rendered unusable, damaged, lost, or stolen will be assessed a \$20.00 fee. A new photo will be taken every time a card is re-issued.

Various debit declining balance plans can be utilized by Miner Gold card holders. Enrollment in these plans is automatic. Participation is optional.

The University reserves the right to modify or change any or all parts of the Miner Gold card at any time. The Miner Gold card must be surrendered to University officials upon request.

For more information: Miner Gold card Office

Academic Services Building room 116

915.747.7334

[www.utep.edu/minergold](http://www.utep.edu/minergold)

#### **PARKING FEES**

The Board of Regents has approved parking fees as follows for those students desiring to park on the campus:

##### **Classes of Permits and Annual Fees**

##### **Sun Bowl Parking Garage**

Allows the holder to park in any Garage parking space designated for their particular class of permit.

<b>Class PG-1 (Covered)</b>	\$250.00	All Students (including Graduates)
	\$154.30	If purchased during the Spring Semester
	\$ 75.52	If purchased during the Summer Session
<b>Class PG-1 (Deck)</b>	\$200.00	All Students (including Graduates)
	\$123.44	If purchased during the Spring Semester
	\$ 60.42	If purchased during the Summer Session

##### **Silver Parking Lots**

Allows the holder to park in any Silver parking area designated for their particular class of permit.

<b>Class S</b>	\$175.00	All Students (including Graduates)
	\$108.01	If purchased during the Spring Semester
	\$ 52.86	If purchased during the Summer Session

##### **Perimeter Parking Lots**

Allows the holder to park in any perimeter area designated for their particular class of permit.

<b>Class P (Automobile)</b>	\$125.00	All Students (including Graduates)
	\$ 77.15	If purchased during the Spring Semester
	\$ 37.76	If purchased during the Summer Session
<b>Class P (Motorcycle)</b>	\$ 75.00	All Students (including Graduates)
	\$ 46.29	If purchased during the Spring Semester
	\$ 22.86	If purchased during the Summer Session

#### **Remote Parking Lots**

Allows the holder to park in any remote area designated for their particular class of permit.

<b>Class R</b>	\$ 75.00	All Students (including Graduates)
<b>(Automobile/Motorcycle)</b>	\$ 46.29	If purchased during the Spring Semester
	\$ 22.86	If purchased during the Summer Session

#### **Other Class Permits**

<b>Class H</b>	\$125.00	All Students (including Graduates)
<b>(Inner Campus Disabled)</b>	\$ 77.15	If purchased during the Spring Semester
	\$ 37.76	If purchased during the Summer Session
<b>Class M</b>	\$ 50.00	All Miner Village Residents
	\$ 30.86	If purchased during the Spring Semester
	\$ 15.10	If purchased during the Summer Session
<b>Replacement Decal</b>	With remnants of decal (Fee of \$5.00)	
	Without remnants of decal (Fee is \$20.00)	

#### **METHODS OF PAYMENT**

Cash, Checks, Master Card, Visa, American Express, and Discover will be accepted for payment of tuition and fees. The University offers the following two payment methods during long semesters (Fall and Spring) only.

1. Full payment of tuition, mandatory and incidental fees at the time of registration.
2. 20% payment of tuition, mandatory and incidental fees at the time of registration, with the remaining balance due in 4 equal installments by the 15<sup>th</sup> of each month.

Items for which payment CAN be deferred under Method 2 include the following:

- Tuition
- Mandatory Fees (Library Fee, Student Services Fee, Student Union Fee, Health Center Fee, International Studies Fee, Technology Fee, Recreational Fee)
- Incidental Fees (Laboratory, Course-related Fees (such as Equipment Fees, Supplemental Fee for Fine Arts, Major Fees)

Items for which payment MAY NOT be deferred include the following:

- Student General Property Deposit
- Discretionary Fees (Liability Insurance, Health Insurance)
- Optional Fees (such as Parking Decal Fees)
- Amounts due for financial holds or from prior periods
- Optional Incidental Fees (such as Late Registration, Add/Drop, Installment Tuition Handling Fees, etc.)

The following additional policies will apply to deferral of payments:

1. All student account balances due from prior semesters, including items associated with payment deferred, must be paid in full before a student may begin registration for a subsequent semester.
2. A payment plan selected at the time of registration will be binding and will be applied in any subsequent add/drop activities; however, pre-payment of outstanding balances will be accepted. The University shall assess the Installment Tuition Handling Fee of \$17.00 for those students choosing payment Method 2; this charge is payable at the time of registration. An Installment Tuition Delinquency Fee of \$15.00 will be assessed at the end of the sixth and eleventh week of classes if the payment due for that period is not paid in full.
3. The Office of Student Business Services will send e-mail notifications as appropriate to students paying tuition and fees under Method 2.
4. The courses for which a student is enrolled on the official census date-12th class day in a long semester-will be the basis for the student's tuition and fees assessment. Except for students who officially withdraw up to the end of the refund period as indicated in the Class Schedule, no reduction in amounts due will be made after this date; further, the student is obligated to pay the assessed amounts whether or not class attendance is subsequently interrupted or terminated.
5. A student who fails to provide full payment of tuition and fees, including any late fees assessed, to the University when the payments are due is subject to one or more of the following:
  - a. Bar against registration at the institution;
  - b. Withholding of grades, degree, and official transcript; and
  - c. All penalties and actions authorized by law.

#### **REFUND OF TUITION AND FEES**

Refund policies are established by, and are subject to change by, the Legislature of the State of Texas and are applicable to withdrawals and dropped courses. Refunds of tuition, laboratory fees, general fees, and student services fees will be made under the following conditions.

#### **Withdrawals**

Students withdrawing during a long semester will be refunded applicable tuition and fees as follows:

Prior to the first class day	100%	less \$15.00
During first five class days	80%	
During second five class days	70%	
During third five class days	50%	
During fourth five class days	25%	
After fourth five class days	No Refund	

Students withdrawing during a summer term will be refunded applicable tuition and fees as follows:

Prior to the first class day	100%	less \$15.00
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During the first, second, or third class day	80%
During the fourth, fifth, or sixth class day	50%
Seventh day of class and thereafter	No Refund

Students withdrawing from a term of more than five weeks but less than ten weeks will be refunded applicable tuition and fees as follows:

Prior to the first class day	100%	less \$15.00
During the first, second, or third class day	80%	
During the fourth, fifth, or sixth class day	50%	
Seventh day of class and thereafter	No Refund	

Students withdrawing from a session or term of five weeks or less will be refunded applicable tuition and fees as follows:

Prior to the first class day	100%	less \$15.00
During the first, second, or third class day	80%	
During the fourth, fifth, or sixth class day	50%	
Seventh day of class and thereafter	No Refund	

**Note:** Percentage of refund is based on total tuition, mandatory and incidental fees assessed, not on amount paid. Unless students do a complete withdrawal from school prior to the first official class day, the student is responsible for a percentage of total tuition, mandatory and incidental fees assessed. Students should contact the Student Business Services Office at 747-5116 or (915) 747-5105 to address any questions.

#### Dropped Courses

Refunds of applicable tuition and fees will be made for courses from which students drop within the first twelve class days of a long session semester or an appropriately shorter period for a summer session term, provided the student remains enrolled for that semester or term. Refund of tuition for dropped courses will be made only if the original payment exceeds the established minimum amount.

Refunds of tuition and fees paid in the student's behalf by a sponsor, donor, or scholarship will be made to the source rather than directly to the student who has withdrawn or dropped courses, if the funds were made available through the University. Students who withdraw or drop courses must, in order to qualify for a refund, surrender all applicable privileges,

including identification cards and athletic and cultural entertainment tickets. Refunds provided for above will be granted if applied for by the end of the semester in which the withdrawal or drop was appropriately completed. Refunds for students who owe balances on deferred payment of tuition/fees will be credited to the student's account, reduced by the amount of any unpaid charges and a reasonable administrative fee not to exceed the lesser of 5% of the tuition, fees, room and board, and other charges that were assessed for the enrollment period, or one hundred dollars.

#### Refunding for Student in Title IV Programs

As an institution participating in programs under Title IV of the Higher Education Act of 1965 as amended ("Act"), The University of Texas at El Paso is required to refund unearned tuition, fees, room and board, 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. Section 1087-2. The 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 sixty percent of the period of enrollment for which the charges were assessed. A refund of tuition, fees, room and board, and other charges will be determined for students who withdraw prior to this time. The refund is the larger of the amount provided for in Section 54.006, Texas Education Code or a pro rata refund calculated pursuant to Section 484B of the Act. If the student charges were paid by Title IV funds, a portion or all of the refund will be returned to these programs.

#### TUITION AND FEES EXEMPTION SUMMARY

DESCRIPTION	ELIGIBILITY	EXEMPTED CHARGES***
Children of Texas veterans, <a href="#">Texas Education Code §54.203</a>	<ul style="list-style-type: none"> <li>For children of members of the US armed forces who were killed in action, who die or died while in service, are MIA, whose death is documented to be directly caused by illness or injury related to service in the US armed forces or who become totally disabled for purpose of employability according to the Department of Veterans Affairs' disability rating as a result of a service-related injury.</li> <li>For orphans or children of members of the Texas National Guard who after January 1, 1946, were killed while on active duty or become totally disabled for purpose of employability according to the Department of Veterans Affairs' disability rating as a result of a service-related injury.</li> <li>Texas resident and resided in the state at least 12 months immediately preceding date of registration</li> </ul>	Tuition Laboratory fees General fee <b>NOT TO EXCEED 150 CREDIT HOURS</b>
Texas ex-servicemen, <a href="#">Texas Education Code §54.203</a>	<ul style="list-style-type: none"> <li>Resided in Texas for 12 months prior to registration</li> <li>A bona fide legal resident of Texas at time entered service</li> <li>Served in armed forces in World War II, Korean Conflict, the Cold War, Vietnam, Grenada era, Lebanon, Panama, Persian Gulf</li> <li>Honorably discharged</li> <li>Not eligible for federal education benefits</li> </ul>	Tuition Laboratory fees General fee <b>NOT TO EXCEED 150 CREDIT HOURS</b>
**Disabled Peace Officers (permissive), <a href="#">Texas Education Code §54.2041</a>	<ul style="list-style-type: none"> <li>Texas resident who has resided in Texas for 12 months immediately preceding registration</li> <li>Permanently disabled as a result of injury sustained in performance of duties as Texas peace officer</li> <li>Unable to continue duties as peace officer</li> </ul>	Tuition Fees excluding class and laboratory fees <b>NOT TO EXCEED 12 SEMESTERS IN UNDERGRADUATE PROGRAM</b>
Blind and deaf students, <a href="#">Texas Education Code §54.205</a>	<ul style="list-style-type: none"> <li>A blind disabled person, or a person whose sense of hearing is nonfunctional</li> <li>Texas resident</li> </ul>	Tuition Required fees General property deposit
**Good Neighbor Scholarship (permissive), <a href="#">Texas Education Code §54.207</a>	<ul style="list-style-type: none"> <li>A limited number (as prescribed by the Coordinating Board) of native-born citizens and residents from nations of the Western Hemisphere other than the United States</li> </ul>	Tuition
Firefighters enrolled in fire science courses, <a href="#">Texas Education Code §54.208</a>	<ul style="list-style-type: none"> <li>Firefighters enrolled in course offered as a part of fire science curriculum</li> </ul>	Tuition Laboratory fees

Children of prisoners of war or persons missing in action, <i>Texas Education Code §54.209</i>	<ul style="list-style-type: none"> <li>Dependent person</li> <li>Under 25 years of age who receives majority of support from parent</li> <li>Parent is a resident of Texas on active duty military and classified by Department of Defense as a Prisoner of War or Missing in Action at time of the student's registration</li> </ul>	Tuition Required Fees
**Senior citizen (permissive), <i>Texas Education Code §54.210</i>	<ul style="list-style-type: none"> <li>Individuals 65 years of age or older on space available basis</li> </ul>	Tuition <b>NOT TO EXCEED 6 CREDIT HOURS PER SEMESTER</b>
	<ul style="list-style-type: none"> <li>Individuals 65 years of age or older on space available basis may audit</li> </ul>	Tuition
Foster Children, <i>Texas Education Code §54.211</i>	<ul style="list-style-type: none"> <li>For individuals who were in foster care or other residential care under the conservatorship of the Department of Protective and Regulatory Services on or after the day preceding the individual's 18th birthday, the day of the student's 14th birthday if the student was eligible for adoption on or after that day, or the day the student received a high school diploma or equivalent</li> <li>Enrolls not later than the 3rd anniversary of date of discharge from that care or the 21st birthday</li> </ul>	Tuition Required fees
Adopted Children formerly in Foster or other Residential Care, <i>Texas Education Code § 54.2111</i>	<ul style="list-style-type: none"> <li>For individuals who were adopted; and</li> <li>Were subject of an adoption assistance agreement under <i>Subchapter D, Chapter 162, Family Code</i>, that provided monthly payments and medical assistance benefits and was not limited to providing only for the reimbursement of nonrecurring expenses</li> </ul>	Tuition and Fees
TANF Students, <i>Texas Education Code §54.212</i>	<ul style="list-style-type: none"> <li>For students who during the student's last year of public high school in this state, was a dependent child receiving financial assistance under Chapter 31, Human Resources Code, for not less than six months</li> <li>Successfully completed the attendance requirements under Section 25.085</li> <li>Younger than 22 years of age on the date of enrollment</li> <li>Enrolls at the institution as an undergraduate student not later than the second anniversary of the date of graduation from a public high school in this state</li> <li>Has met the entrance examination requirements of the institution before the date of enrollment</li> <li>Texas resident</li> </ul>	Tuition Fees <b>NOT TO EXCEED FIRST ACADEMIC YEAR</b>
Educational Aides, <i>Texas Education Code §54.214</i>	<ul style="list-style-type: none"> <li>School employee who worked as an educational aide for at least one year during the 5 years preceding the semester of the exemption</li> <li>Establish financial need</li> <li>Pursuing teacher certification</li> <li>Maintain acceptable GPA</li> <li>Texas Resident</li> </ul>	Tuition Fees excluding class and laboratory fees
** Concurrent enrollment-high school/university credit (permissive). <i>Texas Education Code §54.216</i>	<ul style="list-style-type: none"> <li>Individuals enrolled in a course that provides simultaneously course credit towards (1) high school academic requirements; and (2) a degree offered by the institution.</li> </ul>	All or part of tuition and fees
**Fully Funded Courses (permissive), <i>Texas Education Code §54.217</i>	<ul style="list-style-type: none"> <li>Individuals enrolled in courses that are fully funded by federal or other sources</li> </ul>	Tuition and fees for particular course
Distance/Off-Campus Learning (permissive), <i>Texas Education Code §54.218</i>	<ul style="list-style-type: none"> <li>Student enrolled only in distance learning courses or other off-campus courses</li> </ul>	Fees for activities, services or facilities that the student cannot reasonably be expected to use
Prisoners of War, Texas Education Code <i>§54.219</i>	<ul style="list-style-type: none"> <li>Is a resident of Texas and was a resident of Texas at the time of original entry into the armed forces</li> <li>Was first classified as a POW on or after January 1, 1999</li> <li>Is enrolled for at least 12 semester credit hours</li> </ul>	Tuition and Required Fees Student Housing and Food Contract Cost Textbook costs <b>NOT TO EXCEED 120 HOURS</b>

Nursing Preceptors, <i>Texas Education Code §54.222</i>	<ul style="list-style-type: none"> <li>▪ Texas resident</li> <li>▪ Registered nurse</li> <li>▪ Serving under contract as a clinical preceptor</li> </ul>	\$500 off tuition per semester
Economic Hardship, <i>Texas Education Code §54.503(e)</i>	<ul style="list-style-type: none"> <li>▪ When payment of fee causes undue economic hardship -- number of exceptions limited to 5 percent of total enrollment</li> </ul>	General fee
Early High School Graduates, <i>Texas Education Code §56.201-209</i>	<ul style="list-style-type: none"> <li>▪ Graduated from high school in not more than 41 consecutive months and successfully completed the recommended or advanced high school program under Section 28.025; if the person graduated on or after 9/01/2005; <ul style="list-style-type: none"> <li>- in not more than 46 consecutive months, with at least 30 college credit hours, and successfully completed the recommended or advanced high school program under Section 28.025, if the person graduated on or after 9/01/2005; or</li> <li>- in not more than 36 consecutive months after successfully completing the requirements for a high school diploma, if the person graduated before 9/01/2005.</li> </ul> </li> <li>▪ Attended for the majority of time a Texas public high school</li> <li>▪ Be a US citizen or otherwise lawfully authorized to be present in the US.</li> </ul>	<ul style="list-style-type: none"> <li>▪ If completed the recommended or advanced high school program: <ul style="list-style-type: none"> <li>- \$2000 for tuition and mandatory fees if graduated from high school on or after 9/01/05 in 36 consecutive months or less (an additional \$1,000 if graduated with at least 15 college credit hours)</li> <li>- \$500 for tuition and mandatory fees if graduated from high school in 37-41 consecutive months on or after 9/01/05 (an additional \$1,000 if graduated with a least 30 college credit hours)</li> <li>- \$1,000 for tuition and mandatory fees if graduated from high school in 42-45 consecutive months on or after 9/01/05 with at least 30 college credit hours</li> </ul> </li> <li>▪ If completed the requirements for a high school diploma: <ul style="list-style-type: none"> <li>- \$1,000 for tuition only if graduate before 9/01/05, and if graduated from high school in not more than 36 consecutive months.</li> </ul> </li> </ul>

\* This information is provided in summary form. For more information, students should contact the Admissions Office and/or refer to *Texas Education Code Section 54.201, et seq.*

\*\* Must have Regental approval.

\*\*\* Required fees are those required as a condition of enrollment. They do not include room, board, books, transportation, lab fees, or other course specific fees or optional fees. **Last updated May 17, 2006.**

#### GENERAL DEBTS OF STUDENTS OR ORGANIZATIONS

The University is not responsible for any debts contracted by individual students or by student organizations. The University will not assume the role of collection agency for any organization, firm, or individual to which students may owe money, nor will the University adjudicate disputes between students and creditors over the existence or amounts of debts.

#### DEBTS OWED TO THE UNIVERSITY

In the event of non-payment of debts owed to the University, one or more of the following actions may be taken by the University:

- Bar against registration
- Withhold the student's grades and official transcripts
- Withhold a degree to which the student might otherwise be entitled
- Delinquent accounts will be referred to a Collection Agency and Credit Bureau
- Other penalties and actions authorized by law

#### RETURNED CHECKS

A student who pays the University a check, draft, or money order for services or goods that is not subsequently honored by payor's bank and the fault is not that of the bank, and who does not pay the University the amount due within ten class days after the receipt of written notice that the bank has refused payment, may be subject to disciplinary action. A student who pays tuition and fees with a check, draft, or money order that is not subsequently honored by payor's bank, the fault not being that of the bank, may be withdrawn from the University for non-payment of tuition and fees if the student fails to pay the University the amount due plus a \$30.00 returned check fee within ten class days after receiving written notice, student's check will be referred to the County Attorney for collection. Additional collection fees will be assessed by the County Attorney's Office. All check writers whose check is returned will be assessed a \$30 fee for each check not honored by payor's bank. This assessment is subject to change without prior notice.



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### On-Campus Housing Expenses

Department of Residence Life

Miner Village

2401 North Oregon Street

El Paso, TX 79902

(915) 747-5352

[housing@utep.edu](mailto:housing@utep.edu)

UTEP offers some of the finest and most affordable on-campus housing facilities available. Opened in Fall of 2001, Miner Village provides a state of the art living environment designed to help students succeed academically. Located a brief 5 minute walk from the UTEP Library, most academic buildings and the Sun Bowl Stadium, Miner Village offers many opportunities for students to get involved on-campus.

Students may choose from four different styles of apartments: efficiencies for one or two students or two bedroom and four bedroom units. Each bedroom is a private room and all apartments feature high speed internet, cable television connections and have private telephone lines. They are fully furnished (Living room: couch, chair, coffee table, end table, kitchen table and chairs. Bedroom: bed, dresser, desk and desk chair).

One low monthly payment includes all utilities (electricity, refrigerated air, gas, water, sewer and trash removal), high speed internet, basic cable television and a parking permit.

To reserve a space, students must submit a Miner Village application and a \$200 deposit. A \$30, once a year telephone maintenance fee is required upon check-in. Variable lease options are available which enable students to live at Miner Village during the academic year only or on a year round basis if they choose.

For information on current rates or to take a tour please give us a call or come by.







## Academics Domain Parent Page

You are now viewing the DNN Academics domain index parent page, which also links to the other DNN domains. For any questions, please contact the Help Desk at 747-HELP (4357).

[Other Domains](#)[Administration](#)[Faculty](#)[Research](#)





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**STUDENT LIFE POLICIES AND PROCEDURES**

**General Regulations**

- Student Conduct
- Prohibited Conduct
- Illegal Substances Policy
- Disruptive Acts Policy
- Hazing Policy
- Solicitation
- Student Travel Policy
- Compulsory Inspection of Vehicle
- Immunization Requirement
- AIDS, HIV, and Hepatitis B Infection Policy
- Bacterial Meningitis
- Student Right-to-Know and Campus Security Act
- Student Grievance Procedures
- Equal Educational Opportunity







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## General Regulations

Detailed policies and procedures affecting student life are printed in the *Handbook of Operating Procedures (HOP)* student section and are available on the Internet at <http://hoop.utep.edu>. The handbook supplements the rules and regulations of the Board of Regents and covers student conduct and discipline, use of University facilities, student organizations, educational records, and student publications. The *Rules and Regulations* of the Board of Regents of The University of Texas System are at [www.utsystem.edu/bor/rules](http://www.utsystem.edu/bor/rules). The President has delegated responsibility for the administration of student discipline (academic dishonesty and general misconduct) to the Office of Student Life.

### STUDENT CONDUCT

While enrolled at the University, a student neither loses the rights nor escapes the responsibilities of citizenship. Any student who engages in conduct that is prohibited by the Board of Regents' *Rules and Regulations* or University rules, or by federal, state, or local law is subject to discipline whether such conduct takes place on or off campus or whether civil or criminal penalties are also imposed for such conduct. All students are expected and required to obey the law, to show respect for properly constituted authority, and to observe correct standards of conduct.

The University of Texas at El Paso administers student discipline according to established procedures of due process. Procedures are defined and described in the *Rules and Regulations* of the Board of Regents, Rule 50101, and in the *Handbook of Operating Procedures (HOP)*.

Students should check with appropriate departments whose policy or regulation is of concern. If necessary, students need to refer to the rules in the Regents' Rules (<http://www.utsystem.edu/bor/rules>) and the HOP. The Office of Student Life can assist on this matter. This set of rules is available at <http://hoop.utep.edu>.

### OTHER PROHIBITED CONDUCT

Computer usage violations, use of alcoholic beverages, dishonesty, gambling, defacing of property, endangering the health or safety of others, use of obscene and threatening language, altering of records, possession or use of firearms, failure to respond promptly to official notices, etc. will subject the student to disciplinary action.

Penalties, which may be imposed in conjunction with the approved disciplinary procedures, include the following: written warning, disciplinary probation, withholding of grades, withholding of official transcript or degree, restitution, failing grade, denial of degree, suspension and expulsion, revocation of degree and withdrawal of diploma, or other penalty as deemed appropriate under the circumstances. In addition, certain privileges may be withdrawn consistent with the severity of the offense and the rehabilitation of the student. These penalties may be imposed singularly or in any combination upon individuals, groups, or organizations.

### ILLEGAL SUBSTANCES POLICY

The use, possession, or sale of any illegal drugs or narcotics including any amount of marijuana on the campus of the University is a violation of Regents' *Rules and Regulations* and of University policies governing student conduct, as well as a violation of State Law. In addition to possible criminal prosecution, student offenders will be subject to disciplinary action by the University. The minimum disciplinary penalty that will be imposed is suspension from the University for a specified period of time and/or suspension of rights and privileges.

### DISRUPTIVE ACTS POLICY

The obstruction or disruption of any teaching, research, administrative, disciplinary, public service, or other authorized activity on campus or under the authority of the University or on property owned or controlled by the University is prohibited and will subject the student or group of students to disciplinary action.

### HAZING POLICY

Hazing in state educational institutions is prohibited by both state law [Sections 51.936 and 37.151 et seq., Texas Education Code](#) and by the Regents' *Rules and Regulations* (Series 50101, sec. 2.8). 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.

The law defines hazing as 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 or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include students at an educational institution. Hazing includes but is not limited to:

1. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity;
2. 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 or harm or that adversely affects the mental or physical health or safety of the student;
3. Any activity involving consumption of food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects the student to an unreasonable risk or harm or which adversely affects the mental or physical health of the student;
4. 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 subsection;
5. Any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Penal Code.

Activities which under certain conditions constitute acts that are dangerous, harmful, or degrading, in violation of Rules include but are not limited to:

- calisthenics, such as sit-ups, push-ups, or any other form of physical exercise;
- total or partial nudity at any time;
- the eating or ingesting of unwanted substance;
- the wearing or carrying of any obscene or physically burdensome article;
- paddle swats, including the trading of swats;
- pushing, shoving, tackling, or any other physical contact;
- throwing oil; syrup, flour, or any other individual interrogation;
- forced consumption of alcoholic beverages either by threats or peer pressure;
- lineups intended to demean or intimidate;
- transportation and abandonment (road trips, kidnaps, walks, rides, drops);
- confining individuals in an area that is uncomfortable or dangerous (hot box effect, high temperature, too small);

any type of personal servitude that is demeaning or of personal benefit to the individual members;

- wearing of embarrassing or uncomfortable clothing;
- assigning pranks such as stealing, painting objects, harassing other organizations;
- intentionally messing up the house or room for clean up;
- demeaning names;
- yelling and screaming; and
- requiring boxing matches or fights for entertainment.

The University regards any form of hazing as a major violation, and any individual and/or registered student organization participating in such activities will be held responsible for those actions. According to the law, a person can commit a hazing offense not only by engaging in a hazing activity, but also by soliciting, directing, encouraging, aiding, or attempting to aid another engaging in hazing; by intentionally, knowingly, or recklessly allowing hazing to occur; or by failing to report first-hand knowledge that a hazing incident is planned or has occurred in writing to the Office of Student Life or other appropriate University officials. The fact that a person consented to or acquiesced in a hazing activity is *not* a defense to prosecution for hazing under this law.

An organization can commit a hazing offense if the organization condones or encourages hazing or if an officer or any combination of members, pledges, or alumni of the organization commits or assists in the commission of hazing.

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 Office of Student Life or other appropriate University Officials, and it immunizes a person from participation in any judicial proceeding resulting from that report.

#### SOLICITATION

In general, solicitation is prohibited in any building, structure, or facility of the UTEP campus. Certain university activities are permitted as defined in the Handbook of Operating Procedures. This handbook is available for review in the Office of Student Life and on the following website: <https://studentaffairs.utep.edu/dos>.

#### STUDENT TRAVEL POLICY

##### Purpose

It is the policy of the University to promote safe travel by students who participate in certain university organized and sponsored activities or events.

##### Policy and Procedure

1. This Policy is applicable to student travel undertaken by one or more currently enrolled students to reach an activity or event that meets all of the following criteria:

a. **An activity or event organized and sponsored by the university.** An activity or event is considered to be organized and sponsored if it has been planned and funded by the University and approved in writing by the designated administrator. The types of activities and events covered by this policy include course related field trips, recreational sports club trips, departmental sponsored trips, the activities of sponsored student organizations, and meetings of academic organizations where a student is officially representing the university; **and**

b. **The activity or event is located more than 25 miles from the University; and**

c. (i) **Travel to the activity or event is funded and undertaken using a vehicle owned or leased by the University; or**

(ii) **Attendance at the activity or event is required by a registered student organization and approved in accordance with this Policy.**

2. Registered student organizations that require their members to travel 25 miles or more from the university to attend an activity or event covered by this Policy must obtain prior written approval for the proposed travel by the designated administrator.

3. The following provisions will apply to all travel covered by this Policy.

a. All Motor Vehicle Travel.

Seat Belts:

Occupants of motor vehicles shall use seat belts or other approved safety restraint devices required by law or regulation at all times when the vehicle is in operation.

Alcohol and Illegal Substances Prohibited:

Occupants of motor vehicles shall not consume, possess, or transport any alcoholic beverages or illegal substances.

Passenger Capacity:

The total number of passengers in any vehicle at any time it is in operation shall not exceed the manufacturer's recommended capacity or the number specified in applicable federal or State law or regulations, whichever is lower. Where applicable, all travel participants are required to comply with The University of Texas System Business Procedure Memorandum 16-05-02, including, but not limited to, provisions concerning vehicle passenger capacity.

License and Training:

Each operator of a motor vehicle shall have a valid operator's license and be trained as required by law to drive the vehicle that will be used.

Proof of Insurance, Inspection, and Safety Devices:

Each motor vehicle must have a current proof of liability insurance card and State inspection certification, be equipped with all safety devices or equipment required by federal or State law or regulation, and comply with all other applicable requirements of federal or State law or regulations.

Legal Operation of Vehicle and Driving Schedule:

Operators of motor vehicles shall comply with all laws, regulations, and posted signs regarding speed and traffic control and shall not operate the vehicle for a continuous period that is longer than the maximum provided by federal or State law or regulations or guidelines promulgated by the University, whichever is lower, without scheduled rest stops or overnight stops.

b. Travel Using a Vehicle Owned or Leased by the University.

Service and Maintenance:

In addition to those provisions in Item 3.a., each vehicle owned or leased by the University must be subject to scheduled periodic service and maintenance by qualified persons and comply with all applicable requirements of The University of Texas System Business Procedure Memorandum 16-05-02.

Operators of Vehicles:

All operators of vehicles owned or leased by the University shall be employees of the university and shall have a valid operator's license for the operation of the particular vehicle. In addition, operators shall have a current Motor Vehicle Record on file with the designated office of the university.

c. Travel Using Rented Vehicles.

In addition to those provisions specified in Item 3.a., the rental, use, and operation of all rented vehicles shall comply, where applicable, with the State contracts for rental cars and all applicable requirements of The University of Texas System Business Procedure Memorandum 16-05-02.

d. Travel by Common Carrier.

When a common carrier (bus, airline, etc.) is used for student travel covered by this Policy, all reasonable steps will be taken to assure the travel is undertaken in conformance with this Policy and all applicable federal, State, local, and university regulations.

4. Students are responsible for abiding by the rules and regulations contained in the UTEP Handbook of Operating Procedures while they are traveling. The sponsoring department may promulgate additional rules concerning expectations of students while on the trip.

5. As part of the approval process, all participants must sign an appropriate Release and Indemnification Agreement. All persons driving personal vehicles for travel covered by this policy must agree to comply with the requirements of 3.a. and produce some evidence of a valid operator's license for the vehicle to be used, current proof of liability insurance and Texas State inspection certificate.

#### COMPULSORY INSPECTION OF VEHICLE

It is mandatory for all students enrolled in public institutions of higher education in the State of Texas to be in compliance with Vehicle Emissions Testing Laws before privileges may

be granted to park or drive a motor vehicle that is not registered in this state on institutional property.

For further details, please consult the Transportation Code, Chapter 548, Subchapter F: Motor Vehicle Emissions Inspection and Maintenance. A full copy of the legislation is available in the University's Parking Rules and regulations.

#### IMMUNIZATION REQUIREMENT

The health and safety of students is paramount to the University. Although certain immunizations are required only of students enrolled in specific health-related courses and programs, all students are strongly encouraged to obtain them for their own protection. Students may obtain information regarding the consequences of outdated immunizations for certain diseases, the age groups most vulnerable to these vaccine preventable diseases, and local providers of immunization services from the Student Health Center located on campus. Immunizations are available at the Student Health Center. To obtain information call (915) 747-5624. Students are responsible for the full cost of any immunizations for which a fee is charged.

In accordance with State law, the following immunizations are required for all students enrolled in health-related courses which will involve direct patient contact in medical or dental care facilities or who come in contact with human biological fluids or tissue. Students enrolled at UTEP will assume the cost of all vaccinations.

- **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. Students will be required to present required to present a letter or other suitable written certification.

**Note:** Some colleges or academic departments may require additional immunizations. Certain exemptions are allowed from the immunization requirements. For further information, students should contact the Student Health Center or the academic department responsible for the courses or programs requiring immunizations.

A form on which the required immunizations can be documented is available from the Admissions Office or the Student Health Center. Since most secondary schools are required by law to maintain similar records, a copy of the high school immunization record may be submitted.

The Student Health Center is responsible for maintaining a record of those students who comply with these requirements and may recommend the placement of an administrative hold on records if they have not been met. The Student Health Center provides the required immunizations for all academic programs; however no X-ray screening is available. The HB vaccine is also available for a nominal charge for students enrolled in medical-related programs.

#### AIDS, HIV, AND HEPATITIS B INFECTION POLICY

The University of Texas at El Paso recognizes 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. To demonstrate its commitment, UTEP has 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 UTEP, 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 (HOP)* available in the Office of Student Life, the Library, and the Student Health Center. This policy is applicable to all students of UTEP as they pursue their academic (and clinical) endeavors. An educational pamphlet on HIV infection developed by the U.S. Department of Health and Human Services and the Public Health Service will be made available to all students from the Student Health Center.

#### BACTERIAL MENINGITIS

This information is being provided to all new college students in the state of Texas. Bacterial Meningitis is a serious, potentially deadly disease that can progress extremely fast-so take utmost caution. It is an inflammation of the membranes that surround the brain and spinal cord. The bacterium that causes meningitis can also infect the blood. This disease strikes about 3,000 Americans each year, including 100-125 on college campuses, leading to 5-15 deaths among college students every year. There is a treatment, but those who survive may develop severe health problems or disabilities.

##### What are the symptoms?

- High fever
- Rash or purple patches on skin
- Light sensitivity
- Confusion and sleepiness
- Lethargy
- Severe headache
- Vomiting
- Stiff neck
- Nausea
- Seizures

There may be a rash of tiny, red-purple spots caused by bleeding under the skin. These can occur anywhere on the body.

The more symptoms, the higher the risk, so when these symptoms appear, seek immediate medical attention.

##### How is Bacterial Meningitis diagnosed?

- Diagnosis is made by a medical provider and is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood tests.
- **Early diagnosis and treatment can greatly improve the likelihood of recovery.**

##### How is the disease transmitted?

- The disease is transmitted when people exchange saliva (such as by kissing, or by sharing drinking containers, utensils, cigarettes, toothbrushes, etc.) or come in contact with respiratory or throat secretions.

##### How do you increase your risk of getting Bacterial Meningitis?

- Exposure to saliva by sharing cigarettes, water bottles, eating utensils, food, kissing, etc.
- Living in close conditions (such as sharing a room/suite in a dorm or group home).

##### What are the possible consequences of the disease?

- Death (*in 8 to 24 hours from perfectly well to dead*)
- Permanent brain damage
- Kidney failure
- Learning Disability
- Hearing loss, blindness
- Limb damage (fingers, toes, arms, legs) that requires amputation

- Gangrene
- Coma
- Convulsions

**Can the disease be treated?**

- Antibiotic treatment, if received early, can save lives and chances of recovery are increased. However, permanent disability or death can still occur.
- Vaccinations are available and should be considered for:
  - Those living in close quarters
  - College students 25 years old or younger
- Vaccinations are effective against 4 of the 5 most common bacterial types that cause 70% of the disease in the U.S. (but does not protect against all types of meningitis).
- Vaccinations take 7-10 days to become effective, with protections lasting a minimum of 8 years.
- The cost of the vaccine varies, so check with your health care provider.
- Vaccination is very safe-most common side effects are redness and minor pain at injection site for up to two days.
- Vaccination is available at UTEP Student Health Center, on a walk-in basis.
- The City County Health Department, Immunization Outreach at (915) 591-2050
- Pro Action-Tillman Health Center at (915) 533-3414

**How can I find out more information?**

- Contact your own health care provider.
- Contact your Student Health Center at (915) 747-5624
- Contact your local or regional Texas Department of Health Office at (915) 834-7853.
- Contact websites: <http://www.dcd.gov/ncidod/dbmd/diseaseinfo>; <http://www.acha.org>

**Requirement to obtain information on Bacterial Meningitis**

- All incoming undergraduate and graduate students are required to obtain information about Bacterial Meningitis and sign an acknowledgement form with the Records Office, located in the Academic Services Building.

**STUDENT RIGHT-TO-KNOW AND CAMPUS SECURITY ACT**

In compliance with the Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act of 1998. The University of Texas at El Paso 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 the results of campus student disciplinary proceedings concerning the alleged perpetrators.

UTEP makes timely reports to the campus community on crimes considered to be a threat to students and employees, and crimes are reported to campus police or local police agencies.

Every October, UTEP publishes and distributes an annual report of campus security policies and crime statistics to all current students and employees, provides copies of the report to applicants for enrollment or employment upon request, and submits a copy of the report to the Secretary of Education upon request. The annual campus crime statistics report references crimes which occur on the campus property owned or controlled by UTEP or within a contiguous geographic area of the institution. Statistics for off-campus buildings or property owned by student organizations that are registered by the institution are also reported when such statistics are available from local police departments.

In addition, UTEP publishes in the annual security report its policy regarding sex-related offenses, including sexual assault prevention programs, education programs to promote awareness of sex offenses, administrative disciplinary procedures and sanctions for offenders, and counseling and student services for victims.

UTEP annually calculates and discloses institutional completion or graduation rates for undergraduate students to all prospective and current students. (The federal requirement for calculation of a completion or graduation rate applies only to institutions of higher education that admit undergraduate students who are enrolling for the first time at an institution of higher education and have not enrolled previously at any other institution of higher education.) Prior to the offer of athletically-related student aid to a potential student athlete, UTEP provides certain information on graduation rates specified by the Act to the prospective student and to the student's parents, guidance counselor, and coach.

Further information concerning Student Right-To-Know and Campus Security can be found at the following web site [www.campusafety.org](http://www.campusafety.org) and at <https://admin.utep.edu/police>.

**STUDENT GRIEVANCE PROCEDURES**

**Grade Appeals**

A student may challenge his/her grade as determined by a member of the faculty of the University during or within one year after the end of any credit course, qualifying or comprehensive examination, for which the student has been enrolled or three months following the term the graduate degree was awarded. A challenge to a grade may be pursued only on the basis of malice, bias, arbitrary, or capricious grade determination, or impermissible discrimination. In no event shall a challenge be pursued on the basis of the standards employed in setting grades, so long as those standards are employed impartially.

The student should first attempt to resolve the question through consultation with the faculty member who assigned the grade. The student should then attempt to resolve the question through consultation with the administrator(s) to whom the faculty member reports. Having failed to resolve the matter after consultation with both the faculty member and her/his supervisors, the student may consult with and/or file a challenge with the Chairperson of the Student Welfare and Grievance Committee. Students should contact the Office of Student Life for specific information or download a copy of the grievance form and instructions on the Office of Student Life web page at <http://studentaffairs.utep.edu/dos> and click on Student Conduct.

**Non-Academic Grievances**

Non-academic grievances of policies and procedures of University departments related to matters other than discrimination, such as the application or interpretation of student policies, must be initiated by making an effort to resolve the matter with the individual involved in the interpretation or decision. If the matter is not resolved, it must be submitted in writing to Provost or his/her designee within 10 working days of the questioned decision or interpretation.

**EQUAL EDUCATIONAL OPPORTUNITY**

To the extent provided by applicable law, no person shall be excluded from participation in, denied benefits of, or be subject to discrimination under any program or activity sponsored or conducted by the University of Texas at El Paso on the basis of race, color, national origin, religion, sex, age, veteran status, disability, or sexual orientation.

Complaints regarding discrimination should be reported to the University's Equal Opportunity Office. The University's full policies, including complaint resolution procedures, on equal opportunity, sexual harassment and misconduct and accommodations for individuals with disabilities are available in *Handbook of Operating Procedures and on the webpage of UTEP's Equal Opportunity Office*. Inquiries regarding applicable policies should be addressed to the University's Equal Opportunity/Affirmative Action Office, Kelly Hall, 3<sup>rd</sup> Floor, or at (915) 747-5662 or [eoaa@utep.edu](mailto:eoaa@utep.edu).



## FACILITIES AND STUDENT SERVICES

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### Academic and Research Facilities

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- Career Services
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- Special Events
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- Student Health Center
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- Student Support Services Program (SSSP)
- Union
- University Bookstore
- University Counseling Center
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### UNIVERSITY LIBRARY

Housing over one million books and government publications, as well as close to two million microforms, the University Library strives to support the curriculum and research needs of the campus. The collection also includes access to over 24,000 journals and newspapers, and more than 445 databases providing bibliographic information, as well as selected abstracts, full text research articles and reports. The Library is classified as a Federal Depository, meaning it collects over 65% of all materials published by the Federal Government.

Housed in a six-story Bhutanesse style building, with a coffee shop and both formal and casual seating for over 1,500 users, the Library is open on a daily basis to serve students, faculty, and the community. The Collaborative Learning Center, located on the 2<sup>nd</sup> floor of the Library, has 250 PC's/ Macintosh desktops and 35 Laptops available for student use. Various software packages are available, and the computers have complete internet access. Group study rooms and individual graduate study carrels are conveniently located throughout the library.

Books, journals, and audio-visual materials are easily found in "Nugget" the Library's computerized catalog. The catalog is easily searched by author, title, subject, and key word, and is accessible from computers located in the library, any computer on campus, or from a users home computer. Most materials are available for loan to University students, faculty, and staff.

The professional staff of the Reference Department provides classroom instruction on Information Literacy, both in the Library's three computer classrooms, or in campus classrooms as requested by faculty. The Reference staff also provides assistance in locating and using the electronic resources of the Library, as well as the traditional hard copy resources. Librarians are available to provide assistance with specialized collections in all subject matters.

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Research Center in Molecular Structure, Toxicology, and Neurological and Metabolic Disorders. The mission of the BBRC is to enhance the capacity for biomedical research at the University of Texas at El Paso relevant to the Border region and to promote the progress of minority scientists in biomedical research. The BBRC's Core Facilities in Analytical Cytology, Cell Culture, Biomolecule Characterization and DNA Sequencing and Analysis all have state-of-the-art instrumentation. The BBRC also has an active **Statistical Consulting Laboratory**, and a modern Bioinformatics Laboratory. The BBRC will soon move to new facilities following completion of the new Biosciences Research Building. For more information visit the BBRC Web site at <https://www.utep.edu/bbrc>.

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CETaL is a resource for those who understand that teaching is a complex and interactive process among many parties in a variety of environments, and that it can be taught, improved, and evaluated.

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#### **CENTER FOR RESEARCH ON EDUCATIONAL REFORM**

Established in 2002, the Center for Research on Educational Reform (CRER) conducts broad-based and multidisciplinary research on issues of educational reform in the public schools and in higher education. The university-wide Center builds on more than a decade of K-16 educational reform efforts at the University of Texas at El Paso. A significant element of the Center's initial work is research that addresses critically important questions about the impact of these and similar reform efforts. Major initiatives of the Center include the NSF-funded Mathematics and Science Partnership, Teaching Gender Equity in Mathematics and Science, and Math Education Reform. The Center also provides opportunities for faculty and graduate students to do significant research.

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#### **CENTER FOR TRANSPORTATION INFRASTRUCTURE SYSTEMS (CTIS)**

The Center for Transportation Infrastructure Systems (CTIS), addresses the need for basic and applied research related to transportation infrastructure. CTIS is an internationally known center of excellence in nondestructive testing of transportation facilities; it is extensively involved in research dealing with the use of advanced field and laboratory techniques in transportation infrastructure, geo-technical earthquake engineering, and environmental engineering. At any given time, CTIS is engaged in about 20 projects dealing with the planning, design, evaluation, and construction of transportation infrastructure. CTIS has also expanded its research activities to include transportation planning and infrastructure management-with current projects dealing with risk assessment of transporting hazardous materials along the U.S.-Mexico border and the impact of increased traffic flow on the safety of people and the environment. A technology transfer sub-center for Spanish-speakers is located at CTIS with a large collection of Spanish-language technical reports and training videotapes. For more information visit the CTIS web site at <http://ctis.utep.edu>.

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#### **HISPANIC HEALTH DISPARITIES RESEARCH CENTER (HHDR)**

The Hispanic Health Disparities Research Center (HHDR) provides leadership to research-based innovations that will reduce Hispanic health disparities. Funded by the National Institutes of Health's National Center on Minority Health and Health Disparities, the HHDR is a collaborative venture between UTEP's College of Health Sciences and School of Nursing and the University of Texas at Houston School of Public Health. The aims of the Center are to (a) build capacity for researchers in health disparities; (b) create a program of excellence to investigate and eliminate Hispanic health disparities in the Texas-Mexico border region; (c) establish the University of Texas System as a leader in Hispanic health disparities; and (d) promote knowledge transfer to both practice and policy.

The mission of the HHDR is guided by a conceptual framework that makes explicit and serves as a catalyst for research on the variables of interest that influence Hispanic health disparities. Activities of the Center include research, research training and education, and community engagement and dissemination. A recently awarded NIH P20 grant funds two full studies, including (1) a population-based assessment of health disparities among Hispanics in El Paso and (2) research focused on cultural and institutional factors affecting adherence to HIV/AIDS treatment in border clinics. In years 3-5 of this grant, new pilot studies based on this research will be funded.

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#### **INSTITUTE FOR MANUFACTURING AND MATERIALS MANAGEMENT (IM<sup>2</sup>)**

The Institute for Manufacturing and Materials Management (IM<sup>2</sup>) serves as both a focal point for UTEP's diverse manufacturing efforts and as a conduit for University resources to

The Institute for Manufacturing and Materials Management (IM<sup>3</sup>) serves as both a local point for UTEP's diverse manufacturing efforts and as a conduit for University resources to area manufacturers. IM<sup>3</sup> offers a range of programs and services in the following areas: (1) The Texas Manufacturing Assistance Center (TMAC) provides technical solutions to industrial problems ranging from design-for-manufacturing to supply-chain qualification to pollution prevention; (2) IM<sup>3</sup> assists manufacturers in filling both long and short-term workforce development gaps through a number of programs including K-12 and university student outreach programs; industrial arts program development; and student internship programs in regional industry settings; (3) the Institute assists area Economic development agencies by identifying industry sector gaps and facilitating strategic planning; and (4) IM<sup>3</sup> provides support for the manufacturing education program funded by the Society of Manufacturing Engineers.

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#### **INSTITUTE FOR POLICY AND ECONOMIC DEVELOPMENT (IPED)**

The mission of the Institute for Policy and Economic Development (IPED), located at The University of Texas at El Paso, is to provide leadership and coordination in providing objective analysis and interpretation of public and private policy research, to address issues of importance to the people of the Paso del Norte and Camino Real, and to ensure that economic development proceeds in a rational and sustainable fashion. The Institute's interdisciplinary approach to research design, data collection, and analysis provides the Institute's clientele with objective, timely information that forms the framework needed for public policy investigation in areas such as economic development, technology and business development, and trade and transportation. IPED administers three key academic programs (1) the Master of Public Administration; (2) the Master of Leadership Studies, which provides opportunities both for soldiers at Ft. Bliss and for civilians interested in professional and career advancement; and (3) the Intelligence Community Center of Academic Excellence, which was funded by the Office of the Director of National Intelligence to prepare future professionals in the study of national security, intelligence, foreign area studies, language proficiency, geographical expertise, and related competencies.

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#### **MATERIALS RESEARCH AND TECHNOLOGY INSTITUTE (MRTI)**

The Materials Research and Technology Institute (MRTI) administers the University's multi-disciplinary Ph.D. program in Materials Science and Engineering (MASE); fosters interdisciplinary research across the Colleges of Science, Engineering, Business and Liberal Arts; and supports the Ph.D. programs in Environmental Science and Engineering, Chemistry, and Biology. MRTI also fosters the development of intellectual property by UTEP faculty, staff, and students and helps develop industrial partnerships and new businesses based on UTEP intellectual property. Key MRTI activities include the Department of Energy-funded UTEP/Stanford Gateway Program, which gives UTEP faculty and students access to the Stanford Synchrotron Radiation Laboratory; Mayan Pigments, Inc., which is commercializing complex organic/inorganic materials developed by UTEP researchers; and Refinery Science Corporation, which is working to convert heavy petroleum feed stocks to useful transportation fuels, among other projects.

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#### **W.M. KECK CENTER FOR 3D INNOVATION**

The W.M. Keck Center for 3D Innovation (Keck Center) is an advanced engineering, manufacturing, and biomedical laboratory focused on multi-disciplinary research. Originally funded through a \$1 million grant from the W.M. Keck Foundation, the newly renovated 6,100-square-foot facility is the only one of its kind in the world. The facilities house more than \$4 million in research infrastructure, including 17 rapid prototyping machines with combined infrastructure for advanced manufacturing, cardiovascular hemodynamics (experimental fluid mechanics), and tissue engineering (including scaffold fabrication, polymer synthesis, and cell culture capabilities). The lab uses rapid prototyping technologies to fabricate functional end-use products and patient-specific anatomical shapes for use in pre-surgical planning, surgery, medical device development, cardiovascular flow research, tissue engineering and more.



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**Study Abroad and Exchange Programs**







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**CENTER FOR RESEARCH ON EDUCATIONAL REFORM**

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Established in 2002, the Center for Research on Educational Reform (CRER) conducts broad-based and multidisciplinary research on issues of educational reform in the public schools and in higher education. The university-wide Center builds on more than a decade of K-16 educational reform efforts at the University of Texas at El Paso. A significant element of the Center's initial work is research that addresses critically important questions about the impact of these and similar reform efforts. Major initiatives of the Center include the NSF-funded Mathematics and Science Partnership, Teaching Gender Equity in Mathematics and Science, and Math Education Reform. The Center also provides opportunities for faculty and graduate students to do significant research.

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**CENTER FOR TRANSPORTATION INFRASTRUCTURE SYSTEMS (CTIS)**

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The Center for Transportation Infrastructure Systems (CTIS), addresses the need for basic and applied research related to transportation infrastructure. CTIS is an internationally known center of excellence in nondestructive testing of transportation facilities; it is extensively involved in research dealing with the use of advanced field and laboratory techniques in transportation infrastructure, geo-technical earthquake engineering, and environmental engineering. At any given time, CTIS is engaged in about 20 projects dealing with the planning, design, evaluation, and construction of transportation infrastructure. CTIS has also expanded its research activities to include transportation planning and infrastructure management-with current projects dealing with risk assessment of transporting hazardous materials along the U.S.-Mexico border and the impact of increased traffic flow on the safety of people and the environment. A technology transfer sub-center for Spanish-speakers is located at CTIS with a large collection of Spanish-language technical reports and training videotapes. For more information visit the CTIS web site at <http://ctis.utep.edu>.

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**HISPANIC HEALTH DISPARITIES RESEARCH CENTER (HHDR)**

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The Hispanic Health Disparities Research Center (HHDR) provides leadership to research-based innovations that will reduce Hispanic health disparities. Funded by the National Institutes of Health's National Center on Minority Health and Health Disparities, the HHDR is a collaborative venture between UTEP's College of Health Sciences and School of Nursing and the University of Texas at Houston School of Public Health. The aims of the Center are to (a) build capacity for researchers in health disparities; (b) create a program of excellence to investigate and eliminate Hispanic health disparities in the Texas-Mexico border region; (c) establish the University of Texas System as a leader in Hispanic health disparities; and (d) promote knowledge transfer to both practice and policy.

The mission of the HHDR is guided by a conceptual framework that makes explicit and serves as a catalyst for research on the variables of interest that influence Hispanic health disparities. Activities of the Center include research, research training and education, and community engagement and dissemination. A recently awarded NIH P20 grant funds two full studies, including (1) a population-based assessment of health disparities among Hispanics in El Paso and (2) research focused on cultural and institutional factors affecting adherence to HIV/AIDS treatment in border clinics. In years 3-5 of this grant, new pilot studies based on this research will be funded.

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**INSTITUTE FOR MANUFACTURING AND MATERIALS MANAGEMENT (IM<sup>3</sup>)**

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The Institute for Manufacturing and Materials Management (IM<sup>3</sup>) serves as both a focal point for UTEP's diverse manufacturing efforts and as a conduit for University resources to area manufacturers. IM<sup>3</sup> offers a range of programs and services in the following areas: (1) The Texas Manufacturing Assistance Center (TMAC) provides technical solutions to industrial problems ranging from design-for-manufacturing to supply-chain qualification to pollution prevention; (2) IM<sup>3</sup> assists manufacturers in filling both long and short-term workforce development gaps through a number of programs including K-12 and university student outreach programs; industrial arts program development; and student internship programs in regional industry settings; (3) the Institute assists area Economic development agencies by identifying industry sector gaps and facilitating strategic planning; and (4) IM<sup>3</sup> provides support for the manufacturing education program funded by the Society of Manufacturing Engineers.

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**INSTITUTE FOR POLICY AND ECONOMIC DEVELOPMENT (IPED)**

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The mission of the Institute for Policy and Economic Development (IPED), located at The University of Texas at El Paso, is to provide leadership and coordination in providing objective analysis and interpretation of public and private policy research, to address issues of importance to the people of the Paso del Norte and Camino Real, and to ensure that economic development proceeds in a rational and sustainable fashion. The Institute's interdisciplinary approach to research design, data collection, and analysis provides the Institute's clientele with objective, timely information that forms the framework needed for public policy investigation in areas such as economic development, technology and business development, and trade and transportation.

IPED administers three key academic programs (1) the Master of Public Administration; (2) the Master of Leadership Studies, which provides opportunities both for soldiers at Ft. Bliss and for civilians interested in professional and career advancement; and (3) the Intelligence Community Center of Academic Excellence, which was funded by the Office of the Director of National Intelligence to prepare future professionals in the study of national security, intelligence, foreign area studies, language proficiency, geographical expertise, and related competencies.

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**MATERIALS RESEARCH AND TECHNOLOGY INSTITUTE (MRTI)**

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The Materials Research and Technology Institute (MRTI) administers the University's multi-disciplinary Ph.D. program in Materials Science and Engineering (MASE); fosters interdisciplinary research across the Colleges of Science, Engineering, Business and Liberal Arts; and supports the Ph.D. programs in Environmental Science and Engineering, Chemistry, and Biology. MRTI also fosters the development of intellectual property by UTEP faculty, staff, and students and helps develop industrial partnerships and new businesses based on UTEP intellectual property. Key MRTI activities include the Department of Energy-funded UTEP/Stanford Gateway Program, which gives UTEP faculty and students access to the Stanford

Synchrotron Radiation Laboratory; Mayan Pigments, Inc., which is commercializing complex organic/inorganic materials developed by UTEP researchers; and Refinery Science Corporation, which is working to convert heavy petroleum feed stocks to useful transportation fuels, among other projects.

#### **W.M. KECK CENTER FOR 3D INNOVATION**

The W.M. Keck Center for 3D Innovation (Keck Center) is an advanced engineering, manufacturing, and biomedical laboratory focused on multi-disciplinary research. Originally funded through a \$1 million grant from the W.M. Keck Foundation, the newly renovated 6,100-square-foot facility is the only one of its kind in the world. The facilities house more than \$4 million in research infrastructure, including 17 rapid prototyping machines with combined infrastructure for advanced manufacturing, cardiovascular hemodynamics (experimental fluid mechanics), and tissue engineering (including scaffold fabrication, polymer synthesis, and cell culture capabilities). The lab uses rapid prototyping technologies to fabricate functional end-use products and patient-specific anatomical shapes for use in pre-surgical planning, surgery, medical device development, cardiovascular flow research, tissue engineering and more.





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## Student Services

The University of Texas at El Paso offers a wide array of services for students to ensure that student needs, concerns, and interests are addressed.

### Adelante Child Development Center

**Phone Number: (915) 747-5270**

**Website: <https://studentaffairs.utep.edu/childcare>**

Child care is available for children of all students, staff, and faculty of the University. The Adelante Child Development Center is managed and operated by Adelante Childcare, Inc. Children aged three months to 12 years are accepted, depending on space availability (hourly, daily, weekly care available; Summer Camp for school age children). Age appropriate early childhood developmental programs are offered in the curriculum. The Adelante Child Development Center is licensed by the Texas Department of Protective and Regulatory Services. Financial assistance is available for qualifying parents through Child Care Services.

### Campus Cultural Programs

**Website: [www.utep.edu](http://www.utep.edu)**

Each year departments across campus sponsor hundreds of cultural events including concerts, music theatre productions, plays, art exhibits, ballet and dance performances, films, and lectures.

Theatre and dance productions are performed in the Wise Family Theatre, the Studio Theatre in the Fox Fine Arts Center, and the Magoffin Auditorium. University Dinner Theatre productions are presented in the Student Union West Building. Music activities such as the University's Symphony Orchestra, Symphonic Band, Opera, Jazz Bands, Pandemonium Steel Drums, Choral and Chorus, Jazz Singers, and chamber groups are held in the Fox Fine Arts Center's Recital Hall or the Magoffin Auditorium. Faculty, student, and touring art shows are exhibited in the Stanlee and Gerald Ruben Center for Contemporary Art, the Glass Gallery in the Fox Fine Arts Center, and the Student Union Gallery in the Union East Building. A film series is also presented annually in the Student Union East Building.

Lectures and a variety of other public programs are part of the yearly schedules of all UTEP Colleges, Academic Departments and Centers as well as the University Centennial Museum and Chihuahuan Desert Gardens. The Student Development Center provides a wide-variety of student programming ranging from lectures to artistic performances.

### University Career Center

**Phone Number: (915) 747-5640**

**Website: [www.utep.edu/careers](http://www.utep.edu/careers)**

The University Career Center, as part of the Division of Student Affairs, provides programs and services designed to foster the career development of UTEP students and alumni from all academic disciplines. Toward this end, the Department provides the following services:

- Career Advising
- Resource Center (career development literature, employer information, and on-line resources)
- Career Development Activities and Workshops (resume writing, interviewing, job search correspondence, etc.)
- Resume Reviews
- Job Listings and Referrals (part-time student employment, cooperative education and internship opportunities, and professional employment)
- Cooperative Education/Internship Program (career-related experience for college students)
- On-Campus Interviews
- Career Fairs

Students are encouraged to visit the University Career Center early in their university career to develop a personalized career-development action plan. Career counseling services are offered by the University Counseling Center.

### Disabled Student Services Office (DSSO)

**Phone Number: (915) 747-5148 Voice/TTY**

**Website: [www.utep.edu/dsso](http://www.utep.edu/dsso)**

The Disabled Student Services Office (DSSO) provides a program of support to students with physical, or mental impairments, as well as those who become temporarily disabled due to an injury or recent surgery, and to women with "at risk" pregnancies.

DSSO provides the following services as accommodations: note taking, sign language interpreters, reader services, priority registration, use of adaptive technology, alternative test formats, testing accommodations and advocacy.

Students requiring accommodations must schedule an intake interview with the Director of DSSO and provide medical and/or diagnostic documentation verifying a disability. The documentation must clearly state symptoms and limitations that adversely affect academic performance. All information provided to DSSO is treated as confidential. Students should be aware that faculty members are not obligated to provide accommodations without proper notification from DSSO.

If a student has, or suspects they have, a disability that is adversely affecting academic performance, he/she should contact the Disabled Student Services Office immediately to discuss available options.

### El Paso Centennial Museum/Chihuahuan Desert Gardens

**Phone Number: (915) 747-5565**

**Website: [www.utep.edu/museum](http://www.utep.edu/museum)**

The El Paso Centennial Museum was built in 1936 with funds allocated by the Commission for the Texas Centennial Celebration. As the University's museum, it serves students and the El Paso/Juarez communities. The mission of this natural and cultural history museum is to preserve, document, exhibit, and educate about the Southwest and Mexico. Noteworthy collections pertaining to Geology, Anthropology, Archaeology, Paleontology, Ornithology, and Mammalogy include rocks, crystals, minerals, pottery, stone tools, shell jewelry, and baskets. The Chihuahuan Desert Gardens, dedicated in 1999, are located on the west side of the museum. They contain plants of the region in settings that can be adapted for area businesses and homes. Basic museum and special project classes are offered to UTEP students. Temporary exhibits, lectures, gallery talks, youth classes, adult workshops, and volunteer activities are educational offerings. The Museum is free and open to the public.

## Food Services

**Phone Number: (915) 747-5628**

**Website: [www.admin.utep.edu/sodexho](http://www.admin.utep.edu/sodexho)**

UTEP Food Services strives to provide the best quality food at the most convenient locations. Students, staff and faculty members are encouraged to visit one of the many food venues located throughout campus.

\*B\*-Breakfast available

\*E\*-Open during evening hours

UTEP Union East Building 2<sup>nd</sup> Floor (Food Court)

\*B\* Chick-Fil-A (deli)

Firehouse Grill (grill and tortas)

\*B\* El Cazo (comida Mexicana),

Garden Gourmet (hand tossed salads, soups, and display cooking featuring international cuisine)

UTEP Union East Building 2<sup>nd</sup> Floor

Pizza Hut Express (pizza and wings)

\*E\* Mine Shaft (pizza, wings, grab and go)

Chopsticks (Asian cuisine)

UTEP Union East Building 1st Floor

\*B\* \*E\* Freshens/Starbucks (Starbucks coffees, smoothies, frozen yogurt, grab and go)

The El Paso Natural Gas Conference Center

\*E\* Quiznos (deli)

\*B\* Delicious Mexican Express (comida Mexicana)

Miner Grill (grill)

\*B\* Pete's Arena (pizza and pasta)

Library

\*E\* Jazzman's Café (upscale coffee and pastry shop)

College of Business Administration 3<sup>rd</sup> Floor

\*B\* \*E\* Miner Stop (grab and go)

College of Education 2<sup>nd</sup> Floor

\*B\* \*E\* Café a la Cart (grab and go)

College of Health Sciences

\*B\* Healthy Corner (grab and go)

Swimming and Fitness Center

\*E\* Gold rush (energy stop, smoothies, grab and go)

Academic Services Building

\*B\* Jazzman's Café (upscale coffee, sandwiches, salads, and pastries)

Miner Meals are dollars placed on the Miner Gold card that are held in reserve exclusively for food purchases. With Miner Meals, students, faculty, and staff can receive an automatic 10% discount on all food purchases. Miner Meals can be purchased in \$50 increments at Student Business Services, located on the first floor of the Academic Services Building.

UTEP Catering Services offers a full range of services for banquets, receptions, meetings, conferences, and private functions. A dynamic menu is designed to meet the diverse needs of any group and function.

UTEP Concessions provides a variety of tasty options at sporting and special events. From traditional hot dogs to local favorites, your cravings are sure to be satisfied.

## Intercollegiate Athletics

**Phone Number: (915) 747-5347**

**Website: [www.utepathletics.com](http://www.utepathletics.com)**

UTEP is an NCAA Division IA school and is a member of Conference USA. Sponsored sports are football, men's and women's basketball, men's and women's cross country, men's and women's golf, men's and women's indoor track and field, men's and women's outdoor track and field, women's tennis, women's rifle, women's soccer, women's softball, and women's volleyball.

Football is played in the 52,247-seat Sun Bowl Stadium, which is located on campus and nestled in the southern tip of the Rocky Mountains; men's and women's basketball plays in the 11,767-seat Don Haskins Center; and women's volleyball plays at Memorial Gymnasium, which seats 3,000 people. Soccer plays at the University Soccer Field with the Rocky Mountains as a backdrop. The track program runs at Kidd Field, which seats 15,000 people. Teams nationally ranked in recent years include men's basketball, football, men's golf, cross country, indoor and outdoor track and field and women's rifle.

## International Programs

**Phone Number: (915) 747-5664**

**Website: <https://studentaffairs.utep.edu/oip>**

The Office of International Programs (OIP) is the primary source of information and assistance for the international community at UTEP. Services include:

- Advising for international students and scholars, on immigration, financial cross-cultural and personal issues;
- PASE (Programa de Asistencia Estudiantil) program administration: a Texas initiative for a waiver of out-of-state tuition for Mexican nationals who can prove financial need;
- International and multicultural activities on campus, highlighting the multicultural nature of El Paso and UTEP through cultural events, and presentations, involving the University's diverse nationalities;
- Administration of the Good Neighbor Scholarship, and the Frank and Polly Ann Morrow Awards for Outstanding International Students.

The Office is located at 203 Union East, and can be contacted at (915) 747-5664 (fax: 915-747-5794), at [oip@utep.edu](mailto:oip@utep.edu), or [ahttps://studentaffairs.utep.edu/oip](https://studentaffairs.utep.edu/oip).

## KTEP Public Radio

**Phone Number: (915) 747-5152**

**Website: [www.ktep.org](http://www.ktep.org)**

KTEP 88.5 FM broadcasts news, information, and cultural programming 24 hours per day for the University as well as El Paso, Southern New Mexico, and Juarez. KTEP is a member of National Public Radio and Public Radio International. The station trains UTEP students in broadcasting, and students can work at the station either as interns or volunteers. KTEP is equipped with the latest in digital broadcast technology. KTEP began broadcasting in 1950 and was the first FM station in El Paso and one of the first in the Southwest. A quarterly programming guide is available by calling (915) 747-5152.

## Miner Village

**Phone Number: (915) 747-5352**

**Website: [www.utep.edu/housing](http://www.utep.edu/housing)**

While there are several offices and departments on campus that are devoted to student success, there is only one that welcomes students home! Since 2001, the dedicated Housing and Residence Life staff of Miner Village has served the students of UTEP in one of the most modern facilities in the state of Texas. All apartments are fully furnished, with local telephone service, basic cable, refrigerated air, and internet connections. There are laundry facilities, a sand volleyball court, and off-campus restaurants and stores in walking distance.

Whether you are a student-athlete with a busy season ahead, an international student visiting the United States for the first time, or an El Paso native looking for a new experience away from home, Miner Village offers its residents a unique on-campus environment...and the skills needed to be a responsible student, roommate, and citizen.

### Professional and Public Programs

**Phone Number: (915) 747-5142**

**Website: [www.utep.edu/pace](http://www.utep.edu/pace)**

The role of the PACE is to offer a variety of continuing education and professional development opportunities, along with credit course offerings. Professional and Continuing Education consists of ten major program areas:

1. **Credit Courses** are designed to meet the needs of students at various stages of their careers and education attainment levels. All credit courses are accredited and are transferable to degree programs at UTEP.
2. **Community Programs** offer short courses quarterly for personal and professional enrichment for adults and youth.
3. **Career Development Programs** offer courses that provide individual professional growth.
4. **Business, Manufacturing, and Professional Programs** offer opportunities for individuals of varying levels of experience from both the public and private sectors to develop new skills, meet license or certification renewal requirements, and update knowledge.
5. **Technology Education Programs** provide critical training for a broad range of computer software and user levels to the general public and business community.
6. The **English Language Institute (ELI)** conducts intensive English training on a full-time basis for the TOEFL to enter UTEP.
7. **Faculty and Staff Training and Development** provides training offerings to University employees through the One-Stop Training Shop offered in collaboration with the University's Human Resource Services office.
8. **Summer Athletic Camps:** PACE oversees the athletic camps offered by the various UTEP NCAA Athletic programs.
9. **Advanced Placement Summer Institute** trains area teachers and administrators to prepare students for the AP exam.
10. The **Center for Lifelong Learning (CLL)** is an educational program planned and operated by and for individuals fifty years of age or older. The CLL provides learning opportunities for those eager and willing to learn and take an active role in renewing or expanding their education and enriching their lives.

For more information contact PACE at (915) 747-5142 or visit the office at Miners' Hall, Room 108.

### Recreational Sports

**Phone Number: (915) 747-5103**

**Website: [www.utep.edu/rsd](http://www.utep.edu/rsd)**

The Recreational Sports department provides an opportunity for each member of the University community to voluntarily participate in a wide variety of sports and leisure activities.

- **Intramural Sports Program** offers approximately 40 activities for men and women with a valid UTEP ID
- **Outdoor Adventure Program** offers equipment rental and outdoor trips to UTEP students, staff and faculty
- **Challenge Course** is a half day or full day team development program
- **Fitness Programs** are non-credit exercise classes offered to UTEP students, staff and faculty at a minimal fee
- **Sports Clubs** are available for registered UTEP students who may want to participate in extramural competition
- **Open Recreation** provides the use of sport facilities for leisure play. Equipment is provided with a valid UTEP ID
- **Swimming and Fitness Center** consists of an exercise room with cardio machines, weight machines, free weights and two swimming pools.

For further information visit the Recreational Sports website or call Memorial Gym at (915) 747-5103 or the Swimming and Fitness Center at (915) 747-8100.

### Special Events

**Phone Number: (915) 747-5481**

**Website: [www.utep.edu/events](http://www.utep.edu/events)**

There is no business like show business! For over a decade the Office of Special Events has been dedicated to bringing quality entertainment to the UTEP and El Paso communities.

The office operates as a full production house in the booking of the following UTEP special event facilities: Sun Bowl Stadium, Don Haskins Center, and Magoffin Auditorium. A variety of events are presented each year. Past events include *Juanes*, *Aerosmith*, *Linkin Park*, *Fleetwood Mac*, *Cher*, *Shakira*, *The Eagles*, *Ricky Martin*, *NSYNC*, *The Rolling Stones*, *HBO's Oscar de la Hoya Fight*, *WWE*, and international soccer *Pumas vs. Tigres* among many, many others.

The Office of Special Events is also responsible for the programming of the Wednesday Music Café FREE Concert Series, the Union Exhibition Gallery and the Art and Foreign Film series, host of the Cinema Novo Film Society of El Paso, the only art film society in the city.

### Student Development Center

**Phone Number: (915) 747-5670**

**Website: <https://studentaffairs.utep.edu/sdc>**

The Student Development Center (SDC) is a one-stop clearinghouse of information and resources for UTEP students involved, or who want to become involved, in campus life. The SDC provides students with opportunities to get involved in leadership activities, campus activities, health awareness, diversity initiatives, student organizations and/or Greek Life.

The Student Development Center works with over 180 student organizations on campus. These organizations are categorized as follows: Academic/Professional, Advocacy, Graduate, Greek, Governing, Honorary, International, Professional, Recreational, Religious/Spiritual, Service, Special Interest, Social, and School/Community Spirit. The SDC provides a variety of programs to enhance student organizations through personal consultations, publications and workshops. Please visit the SDC website for more information on how to start an organization and view helpful links for student organizations.

### Student Government Association

**Phone Number: (915) 747-5584**

**Website: <https://studentaffairs.utep.edu/sga>**

The Student Government Association (SGA) is the official voice of the student body. The SGA maintains an open channel of communication between the student(s) and university administration by voicing to the University administration the concerns of the student body and informing students about changes in policy that will affect campus life and student activities. SGA's goal is to make every student's college experience a complete one – developing them both academically and personally.

SGA takes pride in the diversity of the student body and is dedicated to providing assistance to and support for all student organizations and campus activities whenever possible. Recognizing the campus' unique diversity, SGA works to assure that every student or group of students is treated with respect and dignity in order to maintain an atmosphere of tolerance and understanding among all members of the campus community.

### Student Health Center

**Phone Number: (915) 747-5624**

**Website: [www.utep.edu/dsso](http://www.utep.edu/dsso)**

The Student Health Center (SHC) is located directly across from the Library and offers confidential health care services to all University students presenting a valid UTEP ID. FREE services include: office visits, nutritional counseling and HIV/AIDS testing (which is done every Wednesday from 11:00 a.m. - noon). Laboratory tests, pap smears, vaccinations and many other services are provided at reduced rates.

Referrals outside the Student Health Center for stitches, x-rays, specialists, etc. are at the student's own expense. All emergencies are referred to local hospitals. Minor illness, injury or health concerns are treated by the SHC's professional staff.

Student insurance is available and recommended for every student without insurance coverage. Information on student health insurance may be obtained by calling: (888) 344-6105.

#### **Student Publications**

**Phone Number: (915) 747-5161**

**Website: [www.utep.edu/studentpublications](http://www.utep.edu/studentpublications)**

Student Publications offers motivated students the opportunity to gain hands-on, professional experience in a variety of facets of publishing through *The Prospector*, a semi-weekly student newspaper, and *Minero Magazine*, a bilingual, bicultural publication produced once each fall and spring semester.

Students who work within the department receive training to become reporters, photographers, graphic designers, editors or advertising sales representatives in a professional environment using the latest computer-based publishing technology. Students must maintain a GPA of at least 2.0 and be enrolled for at least 9 undergraduate hours or 6 graduate level hours.

To ensure freedom of expression, a Student Publications Committee, composed of UTEP faculty, staff and students, oversees the student-produced publications. Student Publications' mission is to produce talented, ethical and well-qualified journalists, photographers, designers and advertising professionals through experiential training that will lead them to successfully pursue and thrive in their chosen careers.

#### **Student Support Services Program (SSSP)**

**Phone Number: (915) 747-5349/8602**

**Website: <https://studentaffairs.utep.edu/sssp>**

This federally funded TRIO program provides intensive academic and personal support for first-generation, economically disadvantaged students with academic need from their freshman year through graduation. First year participants are enrolled in learning communities for two semesters to help them adjust to the demands of college. Students meeting the above criteria may apply to the program in Room 300 of the UTEP Library.

#### **Union**

**Phone Number: (915) 747-5711**

**Website: [www.utep.edu/union](http://www.utep.edu/union)**

The Union Building is the community center for the University of Texas at El Paso. Its primary goal is to provide services and facilities for the university community in support of the academic and student development mission of the University.

As the "epicenter" of the campus, the Union Building not only serves as a gathering place but also provides an atmosphere that fosters the exchange of ideas representing the diverse backgrounds of members of the university community.

The Union Services office is located in the Union Building, Room 307.

#### **University Bookstore**

**Phone Number: (915) 747-5594**

**Website: [www.utepbookstore.com](http://www.utepbookstore.com)**

The University Bookstore is responsible for having required academic textbooks and supplies for students. The Bookstore also provides the University community a large variety of reference books, school and office supplies, computer software and accessories, calculators, UTEP apparel and gift items, commencement apparel and invitations, magazines, book buy backs, special book and software orders, specialty plaques, and computer hardware orders. The University Bookstore is managed and operated by Follett Higher Education Group.

#### **University Counseling Center**

**Phone Number: (915) 747-5302**

**Website: [www.utep.edu/counsel](http://www.utep.edu/counsel)**

The University Counseling Center provides free and confidential services in Spanish and English to currently enrolled UTEP students. Services include career counseling to help students clarify their academic or career goals and overcome obstacles to learning and decision making. The Center also provides personal counseling to address issues that can affect a student's ability to perform optimally in his or her academic and professional endeavors. Lastly, the University Counseling Center provides educational workshops, outreach programs, and self-help resources on everything from stress and time management to self-esteem and relationship issues. Hours of operations are 8:00 a.m. – 5:00 p.m., Monday through Friday with extended hours (open until 7:00 p.m.) during the fall and spring semesters on Mondays and Tuesdays.

#### **Women's Resource Center**

**Phone Number: (915) 747-5291**

**Website: <https://studentaffairs.utep.edu/wrc>**

The Women's Resource Center (WRC) empowers women to achieve their holistic (personal, academic, professional and spiritual) goals, promote social justice through education programs, support groups, and a safe environment to foster health and wholeness in all people. The WRC provides students with a library of books, magazines, videotapes, and health-related brochures as well as access to a computer lab. There is also a microwave, refrigerator, and telephone designated for student use. The WRC's knowledgeable staff offers community resource information and networking opportunities. These services are available to women and men who identify as allies, including staff, faculty, and families.

The WRC is a welcoming space for Lesbian, Gay, Transgender, Queer and Intersex (LGBTQI) community members. It is committed to promoting an environment free from hatred and discrimination based on sexual orientation, gender identity, or gender expression. The WRC empowers everyone to be authentic and share their experiences. Students will find understanding and acceptance here.





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## Study Abroad and Exchange Programs

UTEP's study abroad and exchange programs enable students to gain global experience through several types of international study. UTEP offers summer, semester or yearlong exchange opportunities in a great variety of countries. For details, please refer to the web page: <https://studentaffairs.utep.edu/oip>. Students may participate in several ways:

- UTEP class abroad, led by a UTEP faculty member;
- Exchange program with a partner university; or
- Affiliated international school.

The programs are generally open to all UTEP students, including international, but eligibility requirements vary by program. Most are designed for undergraduate students, but some will accept graduate students. Many require a minimum 3.0 GPA or higher. For programs with courses taught in a foreign language, students need to have either a minimum of two years of college-level study in that language, or the equivalent verbal and writing skills. Some programs in countries where English is not the native language do offer courses in English; for these programs, the language requirement will be waived.

Applications for study abroad are accepted every fall and spring semester for the next academic period. The deadlines are October 1 for spring, and February 15 for summer or fall.

### Credit

Students participating in faculty-led or exchange programs are able to receive UTEP credit for the courses taken at the partner university, if approved prior to departure. Depending upon the course(s) chosen and departmental approval, the credit received while abroad may fulfill university core or major degree requirements. If not, the courses will be considered elective credit. Affiliate programs receive only transfer credit.

While abroad, students register for the appropriate class (for faculty-led programs), hours of EXCH courses (for exchange courses), or AFIL (for affiliate programs), and pay tuition to UTEP. Upon return, students receive the UTEP course equivalents for the classes taken abroad, which appear on the student's transcript. Prior approval for the courses taken abroad and their equivalents at UTEP is obtained from the student's major department, the Dean's office, and the Office of International Programs. Important: our partner institutions will not release a student's transcripts if the participant still owes money to them for any reason. Without the transcript, no credit can be given at UTEP.

### Exchange Courses (EXCH)

Approved undergraduate study at a foreign university for UTEP credit. Course subjects determined by program selected and course availability. These courses may be repeated for credit. *Prerequisite:* Approval by Dean of College, Department and Office of International Programs.

**5100 Student Exchange Program (1-0)**

**5200 Student Exchange Program (2-0)**

**5300 Student Exchange Program (3-0)**

**5400 Student Exchange Program (4-0)**

### Costs and Financial Aid

Students participating in faculty-led and exchange programs sponsored by UTEP pay the same or equivalent tuition they would if they were spending the same period on campus. In addition, students are responsible for room and board, personal expenses, books and supplies, travel to the program site, and any miscellaneous expenses. Students participating in affiliate programs must pay the tuition and additional costs as indicated by the institution they have chosen.

In some cases, additional costs of studying abroad can qualify a student for increased financial aid. Most additional aid available for study abroad is in the form of loans. The Financial Aid Office can provide more information on these sources of aid.

In addition to UTEP financial aid, there is a Study Abroad Scholarship. Four dollars of every UTEP student's fees go to support study abroad for UTEP students. The Study Abroad Scholarship is available for any kind of academic program abroad, including short-term summer programs, yearlong exchanges, and independent study or research. Both undergraduate and graduate students are eligible to apply. Scholarship amounts depend upon the cost of the program and the student's financial resources, including aid through UTEP's Financial Aid Office. The awards are based on both merit and financial need. To be eligible for the scholarship, a graduate student must meet the following requirements:

- Have an overall minimum GPA of 3.0
- Have completed at least 18 credit hours at UTEP prior to the Study Abroad Program







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COLLEGES AND DEGREE PROGRAMS

- [College of Business Administration](#)
- [College of Education](#)
- [College of Engineering](#)
- [College of Health Sciences](#)
- [College of Liberal Arts](#)
- [College of Science](#)
- [School of Nursing](#)
- [University College](#)
- [Interdisciplinary Programs](#)







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COLLEGE OF BUSINESS ADMINISTRATION

- [College of Business Administration](#)
- [Accounting](#)
- [Economics and Finance](#)
- [Information and Decision Sciences](#)
- [Marketing and Management](#)







## Academics Domain Parent Page

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## Accounting

260 Business Administration Building

(915) 747-5192

[cobacct@utep.edu](mailto:cobacct@utep.edu)

INTERIM CHAIRPERSON: Raymond Zimmerman

PROFESSOR EMERITUS: Gary J. Mann

ASSOCIATE PROFESSOR EMERITUS: Walter G. Austin, Jr.

GRADUATE FACULTY: Braun, Eason, S. Glandon, T. Glandon, Howell, Huerta, Mayne, Putnam, Salter, Zimmermann

The Department of Accounting, University of Texas at El Paso shares with the University its fundamental mission to provide the highest quality education to citizens of El Paso and the West Texas Region, commensurate with AACSB International standards for business and accounting accreditation.

The objectives of the Master of Accountancy (MAcc) program are to: provide students with the necessary background for placement into, and advancement in, the public accounting profession; enhance the skills necessary for success in the public accounting profession; explore issues relevant to the professional accounting environment; and provide the educational requirements necessary to sit for the Uniform CPA Examination in the State of Texas.

All students wishing to study for a MAcc degree must meet the Pre-Master of Accountancy (Pre-MAcc) requirements and complete thirty credit hours of Course of Study for the Master of Accountancy (MAcc). The MAcc program consists of a three-hour business core, an eighteen-hour accounting option, a three-hour communications requirement, and six-hours of approved graduate business electives. The MAcc has a specialization in the financial/auditing area as well as in taxation.

Accounting (ACCT) courses and Business Law (BLAW) courses are included under the Accounting course section.

### Master of Accountancy Program (MAcc)

The MAcc program consists of a three-hour business core, an eighteen hour accounting option, a three-hour communications requirement, and six-hours of approved graduate business electives.

### Requirements for Admission to the Master of Accountancy Program

Students should refer to the Introduction to the College of Business Administration section for information on admission.

### Specific Requirements for the Master of Accountancy Degree

All students must meet the **Pre-Master of Accountancy (Pre-MAcc) Requirements** and complete thirty-three credit hours of **Course of Study for the Master of Accountancy (MAcc)**.

Courses in **Pre-MAcc Requirements**, as described below, **may be waived** if, according to the Accounting Graduate Studies Committee, the student has the equivalent courses in previous undergraduate or graduate course work or the appropriate work experience. Waivers may also be given if the student can demonstrate proficiency through challenge examinations approved by the Committee.

Students earning a "B" or better in MGMT 5325 or MGMT 5335 will satisfy the comprehensive exam requirement. Students who earn a "C" will be required to pass a comprehensive exam.

### Degree Plan

For a complete degree plan, please click [here](#) and select "Master of Accountancy."

### Course Information

For course descriptions, please click [here](#) and select Accounting (ACCT).







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### Economics and Finance

236 Business Administration Building

(915) 747-5245

[econfin@utep.edu](mailto:econfin@utep.edu)

CHAIRPERSON: Timothy P. Roth

GRADUATE FACULTY: Ashby, Devos, Elliott, Fullerton, Holcomb, Johnson, Roth, Schauer, Smith, Sprinkle, Varela, Wei, Xie

#### Master of Science Degree in Economics (MS)

The Department of Economics and Finance offers a Master of Science degree in economics with the opportunity for specialization in areas within economics and for course work in areas outside economics. Some suggested areas for specialization within economics are regulation, international economics, applied business economics, and border economics. Some suggested areas for the minor or for interdisciplinary work are border studies, finance, and computer information. All proposed degree plans must be approved by the Graduate Advisor and the Graduate School.

Thesis and non-thesis programs are available. Students enrolled in the thesis program must take 24 hours of course work in addition to completion of the thesis for which six hours of credit are given. The non-thesis option requires a total of 36 hours of course work.

The ability to take course work in areas outside economics is available either through completion of a minor, with as many as 12 hours and a minimum of 6, or through the interdisciplinary program. The interdisciplinary program is a 36-hour program with a minimum of 18 hours in economics.

#### Requirements for Admission to the MS Degree in Economics

Students should see the Introduction to the College of Business Administration. However, in addition to the requirements listed in the Introduction, students should complete the following courses or their equivalents:

[The course in parentheses indicates the equivalent undergraduate course.]

ECON	5304 (2303, 2304)	Business Economics
ECON	5312 (3302)	The Economic Environment
ECON	5311 (3303)	Managerial Economics
QMB	5311 (QMB 3201, QMB 3301, and MATH 2301)	Quantitative Methods

The Department of Economics and Finance also participates in the Master of Business Administration and the Master of Accountancy degrees, the requirements for which are found under the College of Business Administration and Accounting sections in this catalog.

#### Degree Plan

For complete degree plans, please click [here](#) and select "MS in Economics."

#### Course Information

For course descriptions, please click [here](#) and select Economics (ECON) or Finance (FIN).







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## Information and Decision Sciences

205 Business Administration Building

(915) 747-5496

[cobids@utep.edu](mailto:cobids@utep.edu)

CHAIRPERSON: Leo A Gemoets

PROFESSOR EMERITUS: Edward Y. George

GRADUATE FACULTY: Bagchi, Gemoets, Hall, Joseph, Kirs, Mahmood, Mukhopadhyay, Ruiz-Torres, Udo

The Information and Decision Sciences Department participates in the Master of Business Administration, the Master of Accountancy, and the Master of Science in Economics degrees. The requirements of these degrees are found under the College of Business Administration, Accounting, and Finance and Economics sections in this catalog.

The following courses are included under the Information and Decision Sciences department section: Computer Information Systems (CIS) courses, Production/Operations Management (POM) courses, and Quantitative Methods (QMB) courses. **For course descriptions, please [click here](#) and select a desired subject.**







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**Marketing and Management**

230 Business Administration Building

(915) 747-5185

[mandm@utep.edu](mailto:mandm@utep.edu)

CHAIRPERSON: John Hadjimarcou

GRADUATE FACULTY: Brouters, Garcia, Hadjimarcou, Hoy, Ibarreche, Mendoza, Marsh, Michie, O'Connor, O'Donnell, Posthuma

The Department of Marketing and Management participates in the Master of Business Administration and the Master of Accountancy degrees. The requirements of these degrees are found under the College of Business Administration, Accounting, and Finance and Economics sections in this catalog.

For graduate course descriptions offered by the Department of Marketing and Management, please click [here](#) and select Management (MGMT) or Marketing (MKT).







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COLLEGE OF EDUCATION

- [College of Education](#)
- [Educational Leadership and Foundations](#)
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- [Teacher Education](#)







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## College of Education

The mission of the College of Education is to prepare education professionals to provide excellent service to schools and other youth serving agencies, to demonstrate by example the highest quality of teaching and professional service, and to engage in scholarly activity that will generate new knowledge about key educational issues, especially those impacting multicultural communities. All programs of study in the College of Education are based on established educational research and essential knowledge of sound professional practice. All programs in the College are approved by the Texas Higher Education Coordinating Board.

A doctoral degree in Education (Ed.D.) degree is offered in Educational Leadership and a Ph.D. degree in Teaching, Learning and Culture is offered in Teacher Education. Graduate degree programs offered by the College of Education include a Master of Arts degree in Education and the Master of Education degree. The Master of Education degree option is a non-thesis program that offers students an opportunity to gain an increased depth and breadth in education through graduate level coursework, a scholarly paper, and a comprehensive exam. The Master of Arts option (A thesis-based degree) is designed for students interested in performing an independent research project in addition to coursework. Students may major in Education, Educational Administration, Educational Diagnostician, Guidance and Counseling, Special Education, Instructional Specialist, and Reading. Students should see the Graduate Advisor in the appropriate department. Graduate courses are offered through three departments: Educational Leadership and Foundations, Educational Psychology and Special Services, and Teacher Education. In addition to the aforementioned graduate programs

It is also possible for students to take post-baccalaureate coursework leading to certification by the State Board for Educator Certification as Professional School Supervisor, Professional Principal, Professional School Superintendent, Professional School Counselor, all-levels Reading Specialist, and Master Reading Teacher, Master Mathematics Teacher, Master Science Teacher, and Master Technology Teacher. Professional certification for classroom teachers can also be earned.

In addition, the College of Education, in partnership with local area school districts, offers an Alternative Teacher Certification Program. In this program, candidates teach full-time in an elementary or secondary public school and complete summer and evening course work toward initial (provisional) teacher certification in Texas. Certification in Career and Technology Education is also available. For more information, contact the Alternative Teacher Certification Program Office, Education 210. For students separately admitted to the Master of Education degree, some course work may apply toward the graduate degrees in Teacher Education or Educational Psychology. For more information, students should contact the Director of Alternative Teacher Certification, or the Director of Career and Technology Education, Education 601, and the Graduate Advisors in the Teacher Education and Educational Psychology Departments.

Individuals seeking information about teacher certification in Texas should contact the College of Education Advising, Recruitment, and Career (ARC) Center, Education 412.

### Master of Arts in Education

The Master of Arts degree with a major in Education is designed for students who wish to pursue research and who wish to continue studies beyond the master's degree level. Students may pursue the MA in Education in any of three academic departments in Education:

- Educational Leadership and Foundations
- Educational Psychology and Special Services
- Teacher Education

### Admission Requirements

- At least 12 semester hours of upper-division course work in Professional Education.
- A satisfactory undergraduate grade point average (GPA).
- International students whose first language is not English must score 213 (550 paper based) or higher on the TOEFL (Test of English as a Foreign Language).

### Plan of Study

Applicants must additionally submit an acceptable plan of study to the Graduate Advisor, representing the Graduate Studies Committee of the selected department. The plan must be submitted and approved by the academic department and by the Graduate School during the student's first term of enrollment.

### Program of Studies

The program consists of thirty semester hours of course work, including at least 21 semester hours at the 5000 level and a thesis (with oral defense).

### Thesis

A thesis and an oral defense, both satisfactory to the Graduate Studies Committee of the academic department, must be completed to meet degree requirements.

### Final Comprehensive Examination and Scholarly Paper

During the final semester of taking courses, graduate students will submit an Application for Comprehensive Examination to the Graduate Advisor. This written comprehensive examination, satisfactory to the Graduate Faculty of Teacher Education, must be completed before the degree will be awarded. All M. Ed. degree candidates will be expected to write several scholarly papers, one of which must be presented to the Graduate Advisor for inclusion in the student's file.

### Degree Plan

For a complete degree plan, please click [here](#) and select "MA in Education."

### Certification for Candidates Who Have Completed a Bachelor's Degree

#### Certification for Post-Baccalaureate Students

Initial teacher certification can be earned by candidates who possess an undergraduate or advanced degree. Eligibility for these programs includes a minimum 2.50 cumulative GPA in the last 60 hours from an accredited college or university, successful completion of the THEA (Texas Higher Education Assessment), and development of an approved plan of study. Eligible applicants for certification programs must apply to the Graduate School into the teacher certification program.

Professional certification is available in the following areas: Principal, Superintendent and Supervisor (Educational Leadership and Foundations Department), Educational Diagnostician, School Counselor, and Special Education Counselor (Educational Psychology and Special Services Department) and all-levels Reading Specialist and Master Reading Teacher (Teacher Education Department).

All post-baccalaureate students are required to maintain a minimum cumulative GPA of 2.50. Students whose cumulative GPA drops below a 2.50 are placed on academic probation and have nine semester hours in which to return the GPA to 2.50 or higher. Failure to do so will result in dismissal from the University.

Graduate-level coursework completed during the certification program that has not been used to meet other degree requirements may be recommended by the departmental

Graduate Advisor to the Graduate School to count toward an advanced degree under certain circumstances. These courses are limited to a maximum of 9 semester hours in which the grade of "B" or higher has been earned within the time limits and other restrictions detailed in this *Graduate Catalog*.

Additional information on certification programs is available from the Certification Office within the College of Education and the Graduate School.

#### **Alternative Teacher Certification Program (ATCP)**

An Alternative Certification Program, conducted in partnership with local public school districts and private schools, is available to candidates who have completed a bachelor's degree with a 2.5 (or higher) overall grade point average (GPA). Candidates are required to have passed all three portions of the THEA (Math: 230, Reading: 250, Writing: 220), or have appropriate GRE scores (Verbal: 400, Quantitative: 400) or GMAT scores (Verbal: 28, Quantitative: 35). Candidates are encouraged to apply for the following teaching fields:

#### **Grades EC-4**

Elementary Grades Generalist

Bilingual Education Generalist

#### **Grades 4-8**

Middle Grades Generalist

Middle Grades Bilingual Generalist

Middle Grades English-Reading

Middle Grades Mathematics

Middle Grades Science

Middle Grades Social Studies

#### **Grades EC-6**

Elementary Grades Generalist

Bilingual Education Generalist

#### **Grades 6-12**

Business Education

French

German

Spanish

#### **English as a Second Language (ESL) Supplemental**

#### **Grades 8-12**

Dance

English Language Arts-Reading

History

Journalism

Life Sciences

Mathematics

Physical Sciences

Science Composite

Social Studies Composite

Speech

#### **Grades EC-12**

Art

Health

Music

Physical Education

Special Education

Theatre Arts

In this program, candidates teach full-time in an elementary, middle, or secondary school, while employed by a public school district or private school, and complete a one-year internship. To meet certification criteria, they must also complete **15/18** graduate credit hours while completing their internship. Although the University is approved to offer alternative teacher certifications in the areas listed, the availability of positions for these fields depends on the staffing needs of the local public and private schools. Additionally, **15 hours maybe applied to a graduate degree in Teacher Education**. The student must apply with the Graduate School concurrently to applying to the Alternative Teacher Certification Program.

In agreement with the Colleges of Engineering, Math and Science have articulated approval on courses that would equip ATCP teachers to deliver Math and Science instruction in 4-12<sup>th</sup> classrooms. These equivalencies are used to facilitate student's acceptance to the Alternative Teacher Certification Program.

The following engineering courses count for ATCP candidates as Mathematics credits:

BED 3373; CS 2401(COSC 1418); CS 2402 (COSC 2418); CS 3350; CS 3370; CS 4342; CS 4365; EE 1305; EE 3438; EE 3353; EE 3384; EE 4341; EE 4364; EE 4365; EE 4386; EE 4388; ME 4111; ME 4311; IE 4353; IE 4385; IE 4492; BE 1101; BE 1301; BE 2326; BE 3341

The following engineering courses count for ATCP candidates as Physics/Chemistry credits:

BE 2434; CE 3325; CE 3343; CE 4153; CE 4348; CE 4456; EE 1305; EE 2351; EE 3321; EE 3329; EE 3340; EE 3438; EE 3385; BE 2377; EE 4142; EE 4347; EE 4350; EE 4356; EE 4361; EE 4380; EE 4381; EE 4383; EE 4385; EE 4386; EE 4389; BE 2338 (ENGR 2302); ME 3363; ME 3365; BE 2375; ME 3376; ME 4111; ME 4355; ME 4364; ME 4351; BE 2303; MME 3306; MME 3308; MME 4404

**Note:** The State of Texas is in the process of changing areas and prerequisite testing requirements. Commensurate with these state requirements, ATCP certification areas may be subject to change

#### **College of Education Graduate Programs Office**

Students who are interested in pursuing a graduate degree or certificate, or want to take courses for professional development visit the College of Education Graduate Programs Office to learn more about programs of study. Staff and advisors provide assistance and advise students as they develop plans to reach their academic/career goals. The graduate programs office helps students take the necessary steps towards becoming a counselor, diagnostician, principal, superintendent or entering a specialized education field. Students who are exploring diverse career paths can gather information about the various graduate degrees and certification programs offered at the College of Education, including the application and admissions process.

For more information please contact College of Education Graduate Programs Office, Education 207, (915) 747-8431 or 747-5515.





## Educational Leadership and Foundations

501 Education Building

(915) 747-5300

CHAIR: Jorge Descamps

PROFESSORS EMERITI: Herbert K. Heger, John B. Peper

GRADUATE FACULTY: Brooks, Daresh, Espinoza, Johnston, Mendez, Navarro, Pacheco, Rincones, Schulte, Sorenson

DOCTORAL FACULTY: Brooks, Daresh, Espinoza, Johnston, Mendez, Navarro, Pacheco, Rincones, Schulte, Sorenson, Staudt

LECTURER: Cortez

The Department of Educational Leadership and Foundations offers three graduate degrees: I) a *M.Ed. in Educational Administration* with focus on K-12 administration or leadership in higher education; II) a *M.A. in Education* with focus on educational leadership in higher education which includes writing a thesis; and III) a *Ed.D. in Educational Leadership and Administration*. In addition to these degrees the department offers course work leading to Texas certification in the areas of: 1) School Principal, and 2) School Superintendent. For additional information, see our website: <https://academics.utep.edu/edleadership>.

### I. M.Ed. in Educational Administration

Students who wish to pursue graduate study directed toward developing leadership knowledge and skills may pursue a master's in educational administration with focus on: A) K-12 school administration or B) leadership in higher education.

#### A. Focus on K-12 Administration

The 36 credit hour Master's of Education (M.Ed.) degree program in Educational Administration with emphasis on K-12 administration is designed to meet the needs of students seeking to develop the knowledge, skills, and dispositions essential to becoming effective K-12 educational leaders. The program requires completion of a set of Foundation courses, General Administration courses, and Specialized Preparation courses.

**Foundation Courses:** All Foundation Courses must be taken prior to completing courses at the next level. All four courses will be offered every term throughout the academic year: EDAD 5310 *Administrative Leadership*; EDAD 5312 *Instructional Leadership*; EDAD 5340 *School-Community Leadership*; EDRS 5307 *Data-Based Decision Making*

**Advanced Administration Courses:** The Advanced Administration Courses will be completed by all students admitted into the program. Prerequisites for registration will be successful completion of at least three of the four Foundation Courses. The fourth Foundation Course may be in progress while the student registers for Advanced Administration courses.

**Specialized Preparation Courses:** The Specialized Preparation Courses may be completed while the student is also enrolled in one or more of the Advanced Administration Courses. The purpose of these course offerings is to enable students without sufficient background and/or experiences to better understand major issues, trends, and practices associated with school administration in the areas of Special Education and Bilingual Education.

**Exit Portfolio:** Students will present a portfolio containing relevant and practical administrative-based material which includes a current resume, the Administrative Skills Assessment results (completed during EDAD 5310), an Educational Platform (completed during EDAD 5312), a community analysis paper (completed during EDAD 5340), along with other coursework activities as associated with the Learner-Centered Standards for Principals in Texas. The portfolio will be reviewed by faculty members and local expert school administrators to determine whether the individual student has demonstrated sufficient academic growth to warrant the granting of a Master's of Education (M.Ed.) degree in Educational Administration.

Students enrolled in the M.Ed. program may additionally seek admission into the Principal Preparation Program which culminates with principal certification in the state of Texas. (See section on Principal Certification.)

#### Degree Plan

For a complete degree plan, please click [here](#) and select "MEd in Educational Administration."

#### B. Focus on Higher Education Leadership

The M.Ed. degree program in Educational Administration with focus on leadership in higher education is designed to meet the needs of students seeking to develop the knowledge, skills, and dispositions essential to becoming effective educational leaders in higher education institutions. The program requires the following courses:

**Foundation Courses:** All three Foundation Courses must be taken prior to completing courses at the next level and will be offered every term throughout the academic year: EDAD 5310 *Administrative Leadership*; EDAD 5312 *Instructional Leadership*; and

EDAD 5340 *School-Community Leadership*

**Higher Education Courses:** All students enrolled in the M.Ed. program with focus on higher education will complete 21 semester hours in higher education. Prerequisites for registration will be successful completion of the three Foundation Courses.

**Research Courses:** Research Courses may be completed while the student is also enrolled in one or more of the Advanced Higher Education Courses

**Exit Portfolio.** Students will present a portfolio containing relevant and practical administrative-based material which includes a current resume, the Administrative Skills Assessment results (completed during EDAD 5310), an Educational Platform (completed during EDAD 5312), a community analysis paper (completed during EDAD 5340), along with other coursework activities. The portfolio will be reviewed by faculty members to determine whether the individual student has demonstrated sufficient academic growth to warrant the granting of a Master's of Education (M.Ed.) degree in Educational Administration.

#### Degree Plan

For a complete degree plan, please click [here](#) and select "MEd in Educational Administration."

### II. Master of Arts in Education

The Master of Arts degree in Education is a college-wide degree designed for students specializing in education who wish to pursue research and to continue studies beyond the master's degree. The department offers a M.A. in Education with focus on educational administration and leadership in higher education.

#### Focus on Educational Administration and Higher Education Leadership

The M.A. in Education with focus on educational administration and leadership in higher education requires the following courses which are taken in the same order as in the M.Ed. with focus on leadership in higher education:

**Foundation Courses:** Students complete nine hours of foundational coursework.

**Higher Education Courses** – All students enrolled in the M.A. in Education program with focus on higher education will complete 15 semester hours in higher education.

**Research Courses:** Students must complete six hours of research courses.

**Thesis Courses:** A thesis and oral defense must be satisfactorily completed to meet the M.A. in Education degree requirements.

#### Degree Plan

For a complete degree plan, please click [here](#) and select "MA in Education."

#### Admission Requirements for the M.Ed. and M.A. in Education Degrees

Students seeking admission to the M.Ed. and the M.A. in Education must complete the following prior to the semester in which they first plan to enroll. Application deadlines for the department may differ from those of the Graduate School.

- **Unconditional** admission into the M.Ed. and M.A. in Education degree programs requires the following:
  - a. Application for admission to the Graduate School;

- b. Completion of a bachelor's degree from an accredited university;
  - c. Attainment of an undergraduate cumulative Grade Point Average (GPA) of at least 3.00; or
  - d. Attainment of an undergraduate GPA of no less than 3.00 in all upper division undergraduate coursework;
  - e. Evidence of successful completion of at least 12 semester hours of coursework in upper division undergraduate coursework in professional education;
  - f. A written statement by the applicant describing personal and professional goals as related to the focus of the M.Ed. and M.A. programs in Educational Administration.
- *Conditional* admission may be granted to applicants who have been denied unconditional admission to the program. The Admissions Review Committee of each program will consider and make recommendations to admit applicants conditionally. Terms of any conditional admittance will be determined on an individual basis, and will be specified in writing to the Graduate School and to the applicant.

#### Non-Degree Programs

In addition to the M.Ed. and M.A. in Education degree programs, the department offers coursework leading to Texas certification in the areas of: 1) School Principal, and 2) School Superintendent. The Principal Certification Program is available to students who have completed the M.Ed. in Educational Administration in the department as well as to students with a master's degree from another related field.

#### Principal Certification Program for Students with M.Ed. in Ed. Administration

A separate application and review process will be completed by those, who after completing a M.Ed. in Educational Administration in the department seek admission into the program. When applying to the Principal Certification Program students must submit three professional letters of recommendation and have 1) a valid Texas teaching certificate, 2) a minimum of two years teaching experience, and 3) a passing score (80% or greater) in the TExES Qualifying Examination. The application and review process will occur during the final semester of coursework as listed in the student's approved Plan of Study. The review is based on the standards-based Exit Portfolio presentation which serves as a culmination of learning experiences during the Master's of Education (M.Ed.) degree program.

The Principal Certification Program requires two additional internship courses and culminates with certification as a school principal in the state of Texas. The internship courses are: EDAD 5375 *School Management Internship I* and EDAD 5376 *School Management Internship II*.

#### Principal Certification Program for Students without M.Ed. in Ed. Administration

Students who do not have a M.Ed. in Educational Administration from the department and who wish to pursue principal certification must apply to Graduate School for admission to Principal Certification Program and then submit to the Department of Educational Leadership and Foundations (EDLF): 1) Documentation of Master's degree in Education or related field; 2) Documentation of two years of classroom teaching experience in an accredited school; 3) Three letters of recommendation from school or central office supervisors; 4) A statement of vision and personal belief about the Principalship. A review process and admission recommendation by the Principal Preparation Program Committee will be completed prior to admission into the program (Conditional Admission).

**Foundation Courses:** The Principal Certification Program requires that all students complete the four Foundation Courses: EDAD 5310 *Administrative Leadership*; EDAD 5312 *Instructional Leadership*; EDAD 5340 *School-Community Leadership*; EDRS 5307 *Data-Based Decision Making*. Upon completion of the Foundation Courses, students must score at least 80% in the TExES Qualifying Exam in order to be classified as Unconditionally Admitted. If not successful in the Qualifying Exam students may continue taking courses as Conditionally Admitted.

Students are expected to complete the following program courses, or show evidence of competence in the required standards for principal certification through previous coursework and/or professional experiences consistent with the specifications established in the Texas State Board for Educator Certification (SBEC 21.046) policy:

#### Degree Plan

For a complete degree plan, please click [here](#) and select "Certification-Principalship."

#### Superintendent Certification Program

The Department of Educational Leadership and Foundations offers a Superintendent Preparation/Certification Program. Students who wish to pursue superintendent certification must apply to the Graduate School for admission and then submit to the Department of Educational Leadership and Foundations: 1) Documentation of master's degree, 2) Documentation of Texas principal certification (prior to 1996 or mid-management administrator 1973 program), and 3) Three letters of recommendation from school or central office personnel. A review process and admission recommendation by the Superintendent Preparation Program Committee will be completed prior to admission into the program.

The program is designed as a follow-through educational leadership experience to the principal preparation program to prepare students for 1) executive level positions in school districts, and 2) for the TExES Superintendent Exam (064).

#### Degree Plan

For a complete degree plan, please click [here](#) and select "Certification-Superintendent."

### III. Ed.D. in Educational Leadership and Administration

The Doctor of Education (Ed.D.) degree program in Educational Leadership and Administration offers students opportunities to develop the added knowledge, skills, and experiences necessary for leadership roles in educational settings. Typically, graduates of the doctoral program prepare for positions in three general career areas: 1) Central office and school site leadership, 2) Leadership in higher education and other educational settings, and 3) Leadership in educational policy and evaluation. Unique program features are: emphasis on educational leadership issues in the U.S.-Mexico border with opportunities for research in this cultural and linguistically diverse region, and a cohort program which provides a sense of community and mutual support during students' doctoral experiences.

#### Requirements for Admission

Admission to the program is based on a variety of factors, including academic achievement, the probability of success in performing doctoral level work, and perceived fit with the cohort experience. The following criteria are considered: a) Written Letter of Intent, b) Curriculum Vitae/Resume, c) Letters of Recommendation, d) Statement of Personal Beliefs, e) Transcripts, f) Graduate Record Exam (GRE), g) Completion of a Master's Degree, h) Faculty Interview.

**Completion of a Master's Degree:** Students entering the doctoral program should have completed a master's degree in educational administration or leadership, or an equivalent field. In cases where the degree was not in the field of educational administration or leadership, students may be required to enroll in master's level courses and other learning experiences as determined by the program faculty advisor. Courses required to remove deficiencies or meet prerequisites will not count toward meeting doctoral degree credit-hour requirements. These requirements must be met before permission will be granted to enroll in the doctoral core courses.

**Selection of Doctoral Students:** Applicants who consistently demonstrate potential for success throughout the application process may be accepted to the Ed.D. program. Admission to the program is competitive. The number of applicants commonly exceeds the faculty resources available to provide an appropriate level of academic support for each new and continuing student. As a result, it is often necessary to deny admission to otherwise qualified applicants.

**Pre-Admission Course-Taking:** Students are discouraged from taking courses prior to admission to the program and are cautioned that doing so will not be a factor in doctoral program admission decisions. If students, nevertheless, wish to take courses, they may not take core courses or research methods courses. No more than six semester credit hours of work may be transferred from other universities or from UTEP for credit toward the doctoral degree.

**Application Process:** The admission application deadline is March 15. The selection of cohort members is completed by April 15. Application materials should be sent to two different offices: the Graduate School, and the Department of Educational Leadership and Foundations.

**Graduate School** (Application Evaluator; Academics Services Bldg. Room 223; 915-747-5491):

- Graduate School Admissions Application (You may apply on-line at [www.utep.edu/graduate/](http://www.utep.edu/graduate/))
- Official transcripts of all undergraduate and graduate coursework completed
- Graduate Record Examination (GRE) – Verbal, Quantitative, and Analytic Writing scores. To schedule the GRE, call the GRE Center at (800) 473-2255 or the Prometric Center in El Paso at (915) 842-7500.
- Application fee
- TOEFL exam required for international students

**Department of Educational Leadership and Foundations** (Education Bldg. Room 501; Phone: 915-747-5300) / Fax: (915-747-5838):

- Letter of intent
- Curriculum vitae/resume

- Typed, double-spaced statement of personal beliefs regarding educational leadership, which includes short and long-term career goals and aspirations (maximum 1,500 words)
- Three letters of reference that focus on applicant's achievements, leadership ability and aptitude for graduate study
- Any additional information (publications, papers submitted in graduate courses, etc.) that may enhance the application

For further information about the program, see the Department of Educational Leadership and Foundations website, <http://edleadership.education.utep.edu/>

## Degree Program Requirements

**Credit Hour Requirements:** The minimum credit hour requirement is 60 semester credit hours beyond the Master's degree. Students may be required to take additional courses to address particular specialization interests. Minimum credit hours shall be distributed in the following way:

- Doctoral Core Courses (18 credit hours)
- Specialization Area Courses (12 credit hours) and
- Electives (6 credit hours)
- Research Design and Methodology Courses (12 credit hours)
- Field-Based Learning (3 credit hours)
- Capstone Course (3 credit hours)
- Dissertation (6 credit hours)

**Doctoral Core** (18 credit hours): The doctoral program core consists of six courses. These courses are offered as follows: one in the summer session of the year of admission, two courses in the fall and spring semesters respectively, and one in the summer session of the following year. Students are required to take the six core courses during the first year of academic studies. First year students may not take an additional course during a semester in which they drop a core course.

**Transfer of Credits:** No more than six semester credit hours of work may be transferred from other universities or from UTEP for credit toward the doctoral degree. Transfer of credit is subject to approval by the Doctoral Program Committee. Transfer courses must be post-master's, not for a specialist's degree, and must fit well with the program, as determined by the Committee.

**Specialization Area Courses** (12 credit hours): After the completion of the core, students -with guidance and approval from their Faculty Advisor and the Director of the Doctoral Program Committee- will identify a program area of specialization in their doctoral work and select courses related to this area.

**Electives** (6 credit hours): Additionally, students select two courses within the department or from other academic units of the university, which will add to their specialization area. Educational Leadership and Foundations courses must be at the level of 5380 or higher. Other UTEP courses must be at the 5300 level or higher. Courses taken to attain prior academic degrees are not accepted as electives.

**Research Design and Methodology Courses** (12 credit hours): Students enroll in twelve hours of course work in the areas of quantitative and qualitative research design and methodology. These courses help students develop the skills and knowledge needed to carry out effective independent research during the dissertation phase of the doctoral program.

**Field-Based Learning** (3 credit hours): Students enrolled in the program are expected to complete three semester credits in field-based learning activities which are designed to provide opportunities for practical application of the theoretical concepts acquired in core and elective courses. Take note that EDAD courses completed as part of an earlier master's or certification program cannot be transferred into the doctoral program. The two courses which may satisfy this requirement are: 1) EDAD 6350 *Internship in Leadership* or 2) EDAD 5389 *School Superintendent Internship*.

**Capstone Doctoral Course** (3 credit hours): All doctoral students, prior to developing a formal proposal or beginning work on the dissertation, will be required to take EDAD 6380 *Capstone Doctoral Seminar*. This culminating course must be taken in the last semester of doctoral coursework and prior to EDAD 6398 *Dissertation Research*. The Capstone Doctoral Course takes the place of the Qualifying/Comprehensive Examination. Successful completion of the course advances students to doctoral candidacy. The course is aimed at ensuring that students are fully prepared to begin work on the dissertation and are able to demonstrate a range of skills and abilities, including an ability to frame a dissertation research question; undertake a thorough, focused literature review; make a decision regarding the type of research design that makes sense given the question; and define the type of data analyses that make possible the reaching of certain conclusions.

**Dissertation:** After successful completion of EDAD 6380 *Capstone Doctoral Seminar* and advancement to candidacy, students take EDAD 6398 *Dissertation Research* and EDAD 6399 *Dissertation Writing*.

### Advising and Assessment of Students

The Doctoral Program Committee is vested with the responsibility of making key decisions regarding the doctoral program and related issues. Among the issues to be decided by the Doctoral Program Committee are: assignment of first year Faculty Mentors and Program Advisors, review of requests to transfer up to six semester hours upon entry into the doctoral program, and approval of dissertation committees. Doctoral faculty support students in three different roles as:

**Faculty Mentor:** A Faculty Mentor will be assigned to each doctoral student after admission to the program to provide her/him with guidance and support during the first year of study.

**Program Advisor:** A Program Advisor who will assist each student in preparing and carrying out a doctoral plan of study will be identified during the Fall Semester of the second year. The Program Advisor may be the same person as the Faculty Mentor, but does not need to be.

**Dissertation Committee Member:** A student's dissertation committee will be officially formalized after successful completion of all coursework and of the Capstone Doctoral Seminar and advancement to candidacy. The committee will include at least four faculty members (usually three members of the Doctoral Program faculty and one from outside the department).

### Degree Plan

**For a complete degree plan, please click [here](#) and select "EdD in Educational Leadership and Administration."** A draft of the Preliminary Degree Plan will be prepared by the Faculty Mentor in consultation with the student before the completion of the first year. By the end of the first year of study, a final version of the Preliminary Degree Plan will be prepared and forwarded to the Doctoral Program Committee for review and approval. The Preliminary Degree Plan will then be forwarded to the Graduate School for approval. Once approved, a copy will be sent to the student and the Doctoral Program Committee. Any proposed modification to the approved Preliminary Degree Plan must be approved by the Program Advisor and the Doctoral Program Committee.

**Interim Review:** At the end of the second summer of the program all students, irrespective of whether they have completed all core courses, will be reviewed by the faculty members who taught the Core Courses. This Interim Review will address issues including: progress in the program; course work to date; writing and clarity of conceptual thinking; commitment to the doctoral program; and potential research interests. The review is designed to reveal the doctoral nominee's academic strengths and weaknesses and the probability of the nominee's successful completion of the program through the doctoral dissertation.

**Capstone Course:** All doctoral students, prior to developing a proposal or beginning work on the dissertation, will be required to take a Capstone Doctoral Seminar which takes the place of the Qualifying or Comprehensive Examination. Successful completion of the course will advance students to doctoral candidacy. The Doctoral Program Committee will be responsible for the design of the Capstone Seminar and criteria for evaluating student performance in the course. Course design and evaluation criteria will be reviewed and approved by the full faculty.

### Dissertation

Students may not register for dissertation courses until they have successfully completed the Capstone Doctoral Seminar (EDAD 6380) and advanced to candidacy. The dissertation research course (EDAD 6398) must precede the dissertation writing course (EDAD 6399) and the student cannot enroll in these courses simultaneously. A dissertation is required of every candidate. It must address a topic of educational significance, contribute to scholarship, derive from independent investigation in the major area, and be approved by the Dissertation Committee.

**Dissertation Committee:** The Doctoral Program Committee in consultation with the student will appoint a Dissertation Committee. Committee appointments will take into consideration faculty academic expertise in the student's specialization area and the Department's interest in maintaining workload balance among faculty. The Dissertation Committee shall include at least four faculty members (three members of the Doctoral Program faculty and one from outside the department). The Dissertation Committee approves the dissertation proposal, advises the student on the research and writing of the dissertation, and conducts the final dissertation oral examination.

**Dissertation Proposal:** Students work with their Dissertation Committee in planning, designing, and implementing independent scholarly research. They enroll in EDAD 6398 *Dissertation Research* during this period, and develop a dissertation proposal with their Doctoral Dissertation Committee. Students continue to enroll in EDAD 6398 until the proposal is approved by the Dissertation Committee. Once the dissertation proposal has been approved, the doctoral candidate will enroll in EDAD 6399 *Dissertation Writing* until the dissertation is completed.

**Dissertation Defense:** A satisfactory final oral defense of the dissertation is required. The Department of Educational Leadership and Foundations will publish the time and place of this examination. College of Education faculty members are encouraged to attend, and the exam is open to all members of the University community and the public. Dissertation Committee members indicate their approval by signing the Dissertation Defense form that is then submitted to the Graduate School. A majority of the Dissertation Committee members must approve the dissertation. The results of the review are then communicated to the student.

**Graduation:** At the beginning of a student's last semester, she/he must complete a Graduation Application form, have it signed by the Doctoral Dissertation Committee, and submit this form to the Graduate School along with the appropriate diploma fee. Students are strongly encouraged to visit the Graduate School at the beginning of the semester in order to ensure compliance with all required deadlines. Once all program requirements are met, the candidate will be awarded the degree of Doctor of Education.

Course Information

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For course descriptions, please click [here](#) and select Educational Administration (EDAD) or Educational Research and Statistics (EDRS).



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## Educational Psychology and Special Services

701 Education Building

(915) 747-5221

edpsych@utep.edu

INTERIM CHAIR: Don Combs

GRADUATE FACULTY: Argus-Calvo, Combs, Cortez-Gonzalez, Guo, Haley, Hammond, Ingalls, Johnson, Trussell

### Graduate Programs and Plans

The Educational Psychology and Special Services Department offers two graduate degrees. The Master of Arts in Education degree is designed for students wishing to pursue research and to continue studies beyond the master's degree level. The Master of Education degree is directed toward the professional who wishes to prepare for specialized professional practice as a school or community counselor, educational diagnostician, or special educator. Students pursuing this degree choose the Educational Diagnostician major, Guidance and Counseling major, or Special Education major.

In addition to these degree programs, the Department offers coursework leading to School Counselor and Educational Diagnostician certification by the State Board for Educator Certification. Additionally, completion of the Master of Education in Guidance and Counseling (School Counseling Emphasis or Community Counseling Emphasis) prepares the student with the academic coursework necessary for licensure as a Professional Counselor (LPC) in Texas. Guidance and Counseling majors can also complete coursework necessary for licensure as a Marriage and Family Therapist (LMFT) in Texas.

### Master of Arts in Education

The Master of Arts degree is designed for students who wish to pursue research and to continue studies beyond the master's degree level. Students may work with the Department of Educational Psychology and Special Services, specifically in the areas of Educational Diagnostician, Guidance and Counseling, and Special Education, to develop a plan of study. This thirty-semester hour thesis program is described under the College of Education Introductory section.

### Master of Education

The Educational Psychology and Special Services Department offers the M.Ed. degree with the following majors:

- Educational Diagnostician
- Guidance and Counseling (School or Community)
- Special Education

### Admission Requirements

Students seeking admission to a graduate program in the Department must:

1. Submit an application to the Graduate School.
2. Have a grade point average (GPA) of: 3.0 (cumulative or in student's major or in all upper division coursework).

Note: A 3.25 GPA is required in order to be interviewed for admission to the Guidance and Counseling Program.

3. Submit a resume and three letters of reference to the Department.
4. Guidance and Counseling applicants only: Have an interview with program faculty.
5. Guidance and Counseling applicants only: Complete a writing sample on site at the time of the interview.

Applicants' grade point average, references, interview and writing sample will be deciding factors in the admission process.

Note: Guidance and Counseling students accepted for admission will be fully admitted. Special Education and Educational Diagnostician students accepted for admission will be conditionally admitted for their first semester. Additional admission requirements are specified below.

### Educational Diagnostician

This program is intended for graduate students who possess a Texas Provisional Teaching Certificate and are interested in working with the Special Education system in the public schools. The applicant should confer with the Graduate Advisor to determine additional requirements for State Board of Educator Certification as a Professional Educational Diagnostician.

**Basic Requirements:** Completion of a minimum of twelve semester hours of advanced professional special education with a grade of "B" or better.

**For a complete degree plan, please click [here](#) and select "BA in English" or "BA in English and American Literature."**

### Guidance and Counseling

Applicants must have completed at least a bachelor's degree prior to applying to the Graduate School for admission.

### School Counseling Emphasis

**This plan is intended primarily for those wishing to be public school counselors.**

Additional Admission Requirements Necessary for an Interview: Completion of a minimum of nine semester hours of undergraduate upper-division coursework in Professional Education, Behavioral Science (Psychology, Sociology, Social Work and/or Criminal Justice) or Nursing with grades of "B" or better (must be completed prior to admission to the program). SPED 5320, Special Education: Historical and Legal Basis, is an additional prerequisite requirement but may be taken after admission to the program. Successful completion of an Alternative Certification Program also meets prerequisite requirements although SPED 5320 is still required. Students applying as Professional Educators should have completed the teacher certification process prior to applying. Teaching experience is not required prior to applying.

#### Degree Plan

For a complete degree plan, please click [here](#) and select "MEd in Guidance and Counseling."

Note: Students with prior master's degrees in Community or Mental Health Counseling wishing to become school counselors, may apply through the Graduate School as Certification Only students and must take specified coursework in school counseling, including an internship through UTEP in a school setting, in order to be recommended to take the School Counselor TExES exam.

School Counselor Certification: In addition to the completion of the 48 hours master's degree program, a student must also have:

1. Valid Texas Teaching Certificate.
2. Two years of classroom teaching experience in an accredited public, private, or parochial school.
3. Satisfactory completion of the Texas Examination of Educator Standards (TExES) for School Counselors.

Licensure: For licensure as a Professional Counselor in Texas, in addition to the 48 hours Master's Program, a student must have:

1. 3,000 clock hours of supervised experience and
2. Satisfactory completion of the Texas State Board Examination of Professional Counselors.

#### Community Counseling Emphasis

This plan is intended primarily for those pursuing employment as community counselors in a public or private agency or hospital settings.

Additional Admission Requirements Necessary for an Interview: Completion of twelve semester hours of undergraduate upper-division course work in Professional Education or Behavioral Science (Psychology, Sociology, Social Work, and/or Criminal Justice) and/or Nursing with grades of "B" or better (must be completed prior to admission to the program). Any combination of courses in the above areas is permitted.

#### Degree Plan

For a complete degree plan, please click [here](#) and select "MEd in Guidance and Counseling."

Licensure: For licensure as a Professional Counselor (LPC) in Texas, in addition to the 48 hours Master's Program, a student must have:

1. Satisfactorily completed the National Counselor Exam as administered by the Texas State Board Examiners of Professional Counselors
2. 3,000 clock hours of supervised experience by an Approved Supervisor.
3. Satisfactorily completed a jurisprudence examination administered by the Texas State Board of Examiners of Professional Counselors.

#### Special Education

This plan is intended primarily for students who have concentrated their previous academic work in any area of education. The applicant should confer with the Graduate Advisor to determine which specialization he or she will pursue.

Additional Admission Requirements: Valid Texas Teaching Certificate or equivalent; three years of teaching experience by time of program completion. All options require a valid Texas Teaching Certificate in Generic Special Education.

#### Degree Plan

For a complete degree plan, please click [here](#) and select "MEd in Special Education."

Comprehensive Examination: Written comprehensive examination. *Prerequisite:* Completion of all required courses or permission of the department.

Total: 36 semester hours

#### Course Information

For course descriptions, please click [here](#) and select Educational Psychology and Counseling (EDPC) or Special Education (SPED).



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## Teacher Education

601 Education Building

(915) 747-5426

[tedgrad@utep.edu](mailto:tedgrad@utep.edu)

<https://academics.utep.edu/tedgrad>

CHAIR: Elaine Hampton

PROFESSORS EMERITI: Lou Ella Burmeister, Norma G. Hernandez, Joe Lars Klingstedt, James Milson

ASSOCIATE PROFESSORS EMERITI: Mary Louise Zanders Aho, John Paul Scarborough

GRADUATE FACULTY:

PROFESSORS: Ainsa, Bixler-Márquez, Descamps, González, Huerta-Macias, Hurley, Tchoshanov, Tinajero

ASSOCIATE PROFESSORS: Casas, Cashman, Dworin, Giza, Godina, González, Hampton, Izquierdo, Luykx, Munter, Rossatto, Seda, Soto Mas

ASSISTANT PROFESSORS: Awalt, Araujo, Carrejo, De La Piedra, Esquinca, Kephart, Kosheleva, Mein, Noboa, Peregrino, Reyes, Robertson, Ullman, Wagler

The Teacher Education Department offers graduate programs that provide advanced professional education knowledge and skills for application in school and non-school settings. Students who wish to pursue master's degrees in Teacher Education may select from two programs: the Master of Arts in Education and the Master of Education. The Master of Arts is designed for students wishing to pursue research and/or continue studies beyond the master's degree level. The Master of Education degree is directed toward mastery of professional education practice. Students pursuing the Master of Education may major in Instructional Specialist or Reading Education. The department also offers a doctoral program of study, the Ph.D. in Teaching, Learning and Culture.

## Admission Requirements

Before admission to the Teacher Education Graduate Program, applicants must comply with the **General Admission Requirements** section of the University's Graduate Catalog. Those applicants whose bachelor degree is in a field other than education will be assigned educational practicum and/or undergraduate course work to serve as leveling experiences in preparation for the master's level educational programs. These leveling experiences will be assigned by the department advisors. Letters of recommendation must be provided. Additional information:

- No more than 6 semester hours of graduate work (with a grade of "B" or better required) may be transferred from another institution.
- Courses taken prior to formal admission into a graduate program cannot be counted toward a graduate degree without the specific recommendation of the departmental committee on graduate studies and approval of the Graduate School.
- Applicants may also be invited to an interview.

For more information about admission, please visit the Department's Graduate Program website at <https://academics.utep.edu/tedgrad> and read the College of Education and Graduate School sections of the Graduate Catalog.

## Program Advising

- Students are advised to view the information on the Department website at <https://academics.utep.edu/tedgrad> or contact the Department for more specific information regarding admission, advising, degree options and requirements, and comprehensive exams.
- Students will be assigned a graduate faculty advisor at the time of admission to the program.
- Students should maintain a continuing advising relationship with the faculty advisor which includes preparing and updating their degree plan, making course selections, and requesting a comprehensive examination or thesis defense.

## Degree Programs

### Ph. D in Teaching, Learning, and Culture

Please see the website for more information about the program: [www.utep.edu/education/tedphd](http://www.utep.edu/education/tedphd)

The Department of Teacher Education's Ph.D. in Teaching, Learning, and Culture is designed to prepare professionals to conduct research that can inform the national debate about aims

in education, standards, and equity. The program seeks to develop knowledge in important need areas with particular relevance for urban education, the southwest border region, Texas, and beyond. Graduates will also be prepared to:

- Conduct research using appropriate methodologies to study curriculum and instruction;
- Design innovative instructional strategies to promote the cognitive and social development of all learners;
- Expand on the existing pedagogical knowledge base about learners from linguistically and culturally diverse backgrounds;
- Utilize effective and innovative educational research and evaluation designs and processes;
- Provide significant contributions to the research literature on educational reform.

#### Admission Processes and Requirements

All students must be first admitted by the Graduate School. For more information regarding the Graduate School's policies, please reference the Graduate School section of this catalog or the Graduate School website.

The Teacher Education Department application materials should be submitted as a single package directly to the department. Applicants may mail the materials to Education Building, Room 601, El Paso, Texas, 79968. Students may also email all materials with the exception of letters of recommendation, which must either be mailed or emailed directly by the individual providing the recommendation. All emailed materials should be provided in Word (doc.) or PDF format. Each mailed recommendation letter should be sealed, and the person providing the recommendation should sign his or her name across the sealed portion of the envelope.

1. **Graduate School Application:**  
Online applications only at <https://apply.embark.com/grad/UTEP/17/>
2. **Departmental Application Form:** Complete and return the form (available at [www.utep.edu/education/tedphd](http://www.utep.edu/education/tedphd)) to the Department.
3. **Three Letters of Recommendation:** Submit three letters of recommendation from individuals able to comment on our potential to succeed in a doctoral program. Have the three letters sent directly to the Teacher Education office. It is strongly recommended that the letters are from individuals with some knowledge or connection to academia, and preferably to Education.
4. **Two Official Transcripts:** Transcripts from each college or university you have attended should be sent to the Graduate School. That office will keep one copy and forward the other copy to the Teacher Education office for your admission file.
5. **Graduate Record Examination (GRE):** An official GRE report must be sent to the Graduate School and that office then will forward the official copy to our department.
6. **Test of English as a Foreign Language (TOEFL):** An official TOEFL report (for international students only) should be sent to the Graduate School.
7. **Professional Goals and Resume:** A vita or resume plus two-to three-page (single spaced) personal statement outlining your experiences, skills, and training must be sent to Teacher Education Department. In addition, please state your career goals and how this specific program will benefit your professional development.
8. **Evidence of your writing abilities:** Submit two pieces demonstrating your academic writing ability. They should be research or professional reports written at a graduate level OR a master's thesis. Qualified applicants will, additionally, be asked to complete an academic writing exercise that will be done online. You will be notified by the department office about this procedure.
9. **Education and experience:** Applicants must have completed a master's degree before entering the program. A minimum of three years teaching experience or equivalent is also required, including evidence of personal or professional experiences.

**Interview:** Selected applicants will be invited to an interview with members of the doctoral committee prior to the determination of final admission status. The purpose of the interview is to establish compatibility between the applicant's goals and the interest and goals of the doctoral program. We expect that the interviews will take place in November 2008 for the first cohort.

**Letter of Admission to Doctoral Program:** The office of the Graduate School will advise doctoral applicants in writing whether they have been admitted or not admitted to the doctoral program.

**Program Advisement:** The Doctoral Advisement Committee is vested with the responsibility of making key decision regarding the doctoral program and related issues. Among the issues to be decided by the Doctoral Program Committee are: requests from transfer students, distribution of first year faculty advisors and approval of dissertation committees.

**Financial Aid Eligibility and Credit Hour Requirements:** Master's and doctoral students in their final semester of thesis or dissertation must enroll for a minimum of four hours to maintain financial aid eligibility. <https://academics.utep.edu/finaid>

**Program of Studies for the Ph. D.:** The program includes prescribed courses for the core, research, and the professional focus area components. The electives allow doctoral students to concentrate their additional coursework in an area related to their planned dissertation research. The doctoral seminar provides an opportunity for students to meet with faculty and other professionals for the purpose of sharing professional interests, networking, and brainstorming in their designated research areas.

Core 9 credits: TED 6300, TED 6301, TED 6302

Research Component 12 credits: TED 6303, TED 6304, TED 6307, and one elective

Professional Focus Area 30 credits: TED 6305, TED 6196, TED 6310, plus 21 elective hours related to the area with advisor's approval. Professional focus will be in areas related to Literacy/Literacy or Mathematics/Science/Technology.

Dissertation 9 credits: TED 6397, TED 6398, TED 6399

**Dissertation Requirements:** All students must complete a doctoral dissertation (a minimum of 9 semester hours) that presents original research at an advanced level on a significant problem in an area addressing teaching, learning, and educational culture. Dissertation hours may be repeated. The dissertation must be prepared according to the Graduate School's thesis and dissertation guidelines available at the Graduate School website.

**Graduation Requirements:** Degree will be conferred to students upon successful completion of course work, successful defense of dissertation, and dissertation document accepted by the Graduate School. A copy of the dissertation in PDF or Word electronic format must be approved by the Graduate School. A hard copy of the signature page with original signatures of the dissertation committee members must also be submitted to the Graduate School.

**Elective courses** are selected to support the area of focus. Faculty advisors will guide students in selecting elective courses. Recommended electives include, but are not limited to, the following. Students may select up to 12 hours master's level courses as electives.

#### **Professional Focus Electives for Literacy/Biliteracy**

BED 5330 Current Topics in Bilingual/ESL  
BED 5332 Literacy Development in Spanish  
BED 5334 Teaching Content in Spanish  
BED 5343 Sheltered English Instruction for Educators  
BED 6300 Research Trends in Bilingual/ESL  
BED6314 The Ethnography of Language and Literacies  
BED 6331 Survey of Issues in Bilingual and Second Language Education  
EDT 5374 Pedagogy in the Technology-rich Classroom  
EDT 5375 Technology, Assistive Tools and Issues of Access  
EDT 5376 Assessing, Planning, and Implementing Tech Programs  
HIST 5312 Studies in Borderlands  
HIST 5374 Seminar in Borderlands History

POLS 6303 Political, Cultural, and Linguistic Borders  
 RED 5342 Content Literacy  
 RED 5352 Supervision and Improvement of Reading Programs  
 RED 5343/6343 Psychology of Reading  
 RED 6300 Issues in Literacy Acquisition and Development  
 RED 6344 Seminar in Reading  
 SCFE 5322 Economics in U.S. Schooling  
 SCFE 5323 Paulo Freire and Social Justice  
 SCFE 6300 Current Topics and Issues in Social Studies Education  
 SCFE 6313 Critical Multiculturalism  
 SCFE 6320 Sociocultural Foundations  
 SCFE 6321 Critical Pedagogy  
 SOCI 5355 U.S.-Mexico Borderlands in Change  
 SOCI 5365 Seminar in Sociology of Education  
 TED 6312 Advanced Quantitative Research and Statistics in Education  
 WS 5300 Interdisciplinary Feminist Theory and Methodology

**Professional Focus Area Electives for Math Science, Technology**

CHEM 5301 Modern General Chemistry  
 CHEM 5329 Contemporary Topics in Organic Chemistry  
 CHEM 5339 Biochemistry  
 PHYS 5396 Physics/Astronomy Education  
 EDT 5373 Advanced Productivity Technologies for the Classroom  
 EDT 5374 Pedagogy in the Technology-rich Classroom  
 EDT 5375 Technology, Assistive Tools and Issues of Access  
 EDT 5376 Assessing, Planning, and Implementing Tech Programs  
 EDT 6370 Integration of Curriculum and Educational Technology  
 EDT 6380 Transformative uses of Technology in Multicultural Settings  
 HIST 5312 Studies in Borderlands  
 HIST 5374 Seminar in Borderlands History  
 MATH 5365 Technology in the Mathematics Classroom  
 MTEd 5318 Current Topics in Mathematics Education  
 MTEd 5320 Research-Based Practices in Mathematics Classroom  
 MTEd 5322 Pedagogical Content Knowledge in Teaching Mathematics  
 MTEd 6310 Research Trends in Math/Science Education  
 MTEd 6320 Cultural-Historical Epistemology and Didactics of Mathematics  
 POLS 6303 Political, Cultural, and Linguistic Borders  
 SCFE 5322 Economics of U.S. Schooling  
 SCFE 5323 Paulo Freire and Social Justice  
 SCFE 6300 Current Topics and Issues in Social Studies Education  
 SCFE 6313 Critical Multiculturalism  
 SCFE 6320 Sociocultural Foundations  
 SCFE 6321 Critical Pedagogy  
 SOCI 5355 U.S.-Mexico Borderlands in Change  
 SOCI 5365 Seminar in Sociology of Education  
 SIED 5321 Science Tools, Standards, Technology, Safety, and Ethics  
 SIED 5323 Societal Context of Science Education  
 SEID 6310 Instructional Trends in Science Education  
 SEID 6311 Dialogues and Controversies in Science Education  
 TED 6312 Advanced Quantitative Research and Statistics in Education

**Grade Point Average Requirements:** The student must maintain at least a 3.00 grade point average over all graduate course work attempted, excluding dissertation credit. Failure to maintain this average constitutes unsatisfactory progress and will result in the student's dismissal from this program.

For a complete degree plan, please click [here](#) and select "PhD in Teaching, Learning, and Culture."

**Master of Arts in Education**

The Master of Arts in Education is a college-wide degree. It is designed to prepare students to pursue research and to continue studies beyond the master's degree. Students in the Master of Arts in Education submit a thesis and do not take a comprehensive exam. The Master of Arts involves:

- A plan of study with 24 semester hours of course work
- Thesis proposal describing research and approved by the committee
- Thesis research for 6 semester hours
- Successful defense of the thesis to faculty committee

Students work with their Graduate Advisor to develop the plan of study. They select a committee of at least three professors (one of whom is outside the department) to guide the thesis study. The 30 semester hours of course work and thesis described above must be completed within 6 years.

**Master of Education Instructional Specialist**

This program requires 36 semester hours, including at least 27 semester hours at the graduate level. Each student will have a Graduate Faculty Advisor to assist in developing the degree plan. All upper-division undergraduate course work proposed for inclusion in this graduate degree must be recommended for approval by the Graduate Faculty Advisor.

Students may choose to concentrate course work in the areas of bilingual education, early childhood education, educational technology, math education, science education or reading education. Students who wish to focus in other subject areas may select courses from other UTEP departments with Graduate Faculty approval.

For a complete degree plan, please click [here](#) and select "MEd, Instructional Specialist."

**Master of Education Reading Education**

This program requires 36 semester hours, including at least 27 semester hours at the graduate level. Each student will have a Graduate Faculty Advisor to assist in developing the degree plan. All upper-division undergraduate course work proposed for inclusion in this graduate degree must be recommended for approval by the Graduate Faculty Advisor.

This program major follows State Board of Educator Certification guidelines and leads to the Professional All-Levels Reading Specialist Certificate. For a complete degree plan, please click [here](#) and select "BA in English" or "MEd, Reading Education."

Students holding a Secondary Certificate/License will need six semester hours of graduate-level courses with Early Childhood or Middle Grades Education focus. Students holding an Early Childhood Certificate/License will also need six semester hours of graduate-level courses with Secondary or Middle Grades Education focus.

More specific information on all Teacher Education Graduate Programs is available at <https://academics.utep.edu/tedgrad>.

### Master of Education Program Requirements

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Students pursuing the Master of Education Instructional Specialist and Master of Education Reading Specialist must submit a scholarly paper and pass a comprehensive written exam in addition to successful completion of their coursework.

#### Scholarly Paper

All Master of Education degree candidates will be expected to write scholarly papers in their graduate courses. The student selects one of these course papers which, upon approval by the professor, will be presented to the Teacher Education Graduate program for inclusion in the student file. The scholarly paper reviews relevant research and cites and references the pertinent scholars using the APA recommended format.

#### Final Comprehensive Examination

During the final semester course work in the TED master's program (Instructional Specialist or Reading Education degrees), the student will take a written comprehensive examination. The purpose is to synthesize the coursework showing an understanding of a master level teacher educator. Early in this final semester, the graduate faculty facilitates an orientation to the comprehensive exam to provide more specific information about the examination content and process. The following provides important details about the comprehensive exam.

- During the final semester of coursework, graduate students will submit an Application for Comprehensive Examination to the TED Graduate Advising Office and will apply for graduation with the University Graduate School office.
- The exam is given on a Saturday near the end of the semester in which the student is enrolled in her/his final courses.
- The questions for this examination are prepared by graduate faculty. Students respond to one question from the professional development core courses and one question from the area of specialization.
- Comprehensive Exams are not offered in the summer. However, a student may take courses in the summer after taking the exam in the spring. It is recommended that students take no more than one course in the same semester as the comprehensive exam. It is also recommended that students take no more than two courses in the summer after the comprehensive exam.

### Master Teacher Certifications

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The Teacher Education Department provides preparation course work for Texas Master Teacher Certification programs. These certification programs were developed as part of the Texas Master Teacher Initiatives (TEXMAT), which offer educators assistance to improve student performance in the discipline. The certificates were designed to prepare teachers to teach in critical areas at the elementary, middle, or high school level and to mentor, coach, and consult with other teachers in these areas as well. The Master Certification programs are:

- Master Mathematics Teacher (MMT)
- Master Reading Teacher (MRT)
- Master Science Teacher (MST)
- Master Technology Teacher (MTT)

The Teacher Education Department offers the coursework to prepare teachers for Texas Master Teacher certification. This course work ranges from 15-24 hours of graduate level courses designed specifically to meet the state standards. The courses taken for the MMT, MRT, MST, or MTT certification may, if all graduate school requirements are met, be applied toward one of the Master's degrees in Education. Students may enroll in the Master Teacher certification programs at UTEP at any time. *State certification* for one of the master teacher programs requires three years teaching experience, successful completion of the master teacher program, and a passing score on the appropriate Texas Master Teacher exam.

More specific information on all Teacher Education Graduate Programs is available at <https://academics.utep.edu/tedgrad>.

### Teacher Certification

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Please note that a degree program is not the same as a certificate program. This catalog does not include information on teacher certification requirements. The College of Education Certification Office and the Graduate Advisor of the department can provide more information in this area.

Courses included in a program for a first teaching certificate typically are not applied toward a graduate degree. Courses included in a program for advanced certificates may be applied toward a graduate degree, and most can be combined with a graduate degree program.

### Course Information

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For course descriptions, please click [here](#) and select Bilingual Education (BED), Early Childhood Education (ECED), Education Career and Technology (EDCT), Educational Technology (EDT), Gifted Teacher Education (GTED), Mathematics Education (MTED), Reading Education (RED), Secondary Education (SCED), Socio Cultural Foundations of Education (SCFE), Science Education (SIED), Social Science Education (SOSC), or Teacher Education (TED).





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COLLEGE OF ENGINEERING

- [College of Engineering](#)
- [Civil Engineering](#)
- [Computer Science](#)
- [Electrical and Computer Engineering](#)
- [Industrial Engineering](#)
- [Mechanical Engineering](#)
- [Metallurgical and Materials Engineering](#)
- [Addendum: Master of Science in Systems Engineering](#)





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## College of Engineering

The University of Texas at El Paso has a long-standing commitment to quality engineering education. Today the College of Engineering strives to educate engineers to formulate and solve the technical problems of today and tomorrow.

At the graduate level, the College fulfills its mission by offering graduate degree programs in all of its departments. Master of Science degrees are available in Civil Engineering, Computer Engineering, Computer Science, Electrical Engineering, Environmental Engineering, Industrial Engineering, Manufacturing Engineering, Mechanical Engineering, and Metallurgical and Materials Engineering. In addition to these programs, students may pursue an undesignated Master of Science in Engineering, with concentrations in a number of areas, a Master of Engineering degree in Environmental Engineering, or a Master of Information Technology. The College offers a Ph.D. degree in Civil Engineering, a Ph.D. degree in Electrical and Computer Engineering, and a Ph.D. degree in Computer Science. Multi-disciplinary Ph.D. degrees are also awarded in Materials Science and Engineering and Environmental Science and Engineering and their program descriptions are provided under Interdisciplinary Doctoral Programs.

### Doctor of Philosophy Degree in Electrical and Computer Engineering

The Ph.D. in Electrical and Computer Engineering is a program designed to prepare electrical and computer engineers for a meaningful and successful research career in academia, government or industry. The program emphasizes the advancement of knowledge in theoretical and applied electrical and computing engineering computing that leads to innovation in this and related fields.

### Doctor of Philosophy in Computer Science

The Ph.D. in Computer Science is a program designed to prepare scientists and engineers to advance the rapidly growing fields of hardware, software, and systems integration, and also to develop the underlying theories and models to underpin further advances. The program emphasizes a thorough grounding in the fundamental principles and practices of computer science, together with the skills necessary to apply them effectively and professionally in a wide range of disciplinary and social contexts.

### Doctor of Philosophy in Environmental Science and Engineering

The Ph.D. in Environmental Science and Engineering is an interdisciplinary doctoral program, coordinated by the Center for Environmental Resource Management (CERM), to prepare scientists and engineers to address the environmental issues facing this region, the nation, and the world. The program emphasizes a cross-disciplinary perspective to the understanding, management, and remediation of human impacts on the environment, with a particular focus on problems of the Southwest Border region. For information regarding admission and degree requirements, students should consult the section for Interdisciplinary Studies.

### Doctor of Philosophy in Materials Science and Engineering

The Ph.D. in Materials Science and Engineering is an interdisciplinary doctoral program, coordinated by the Materials Research and Technology Institute (MRTI), to prepare scientists and engineers to address the rapidly expanding opportunities and problems created by emerging materials-related industries. The program emphasizes a cross-disciplinary perspective of this vital field with a range of skills linking materials, structure, properties, synthesis and processing, and performance. For information regarding admission and degree requirements, students should consult the section for Interdisciplinary Studies.

### Requirements for Admission into all Master's Degree Programs in Engineering

1. Bachelor's degree from an accredited institution in the United States or proof of equivalent education in a foreign institution
2. Undergraduate degree in the same or a related field or a minimum of 15 semester hours of upper-division course work in engineering
3. Submission of official Graduate Record Examination (GRE) scores
4. TOEFL score of 213/550 or higher for international applicants whose first language is not English or who have not completed a university degree in the U.S. or other English speaking institution
5. Depending upon selected areas of concentration, students may need to complete deficiencies in undergraduate course work

### Master of Science in Engineering

The College of Engineering offers an interdisciplinary Master of Science degree. The program is administered by the Office of the Dean of Engineering.

#### Requirements for Admission

Applicants are expected to have a Bachelor of Science in an engineering or related physical sciences field or the equivalent. Depending upon selected area of concentration, students may need to complete deficiency undergraduate course work.

#### Requirements for the MS in Engineering

**For a complete degree plan, please click [here](#) and select "MS in Engineering."**

No more than 6 hours of upper-division undergraduate course work may be counted toward the degree requirements. Course work, direction of the project, and administration of a final exam are coordinated by a committee of no less than three graduate faculty members. The chair of the committee would normally be a member of the graduate engineering faculty.

Major areas include Biomedical, Civil, Computer, Electrical, Environmental, Industrial, Manufacturing, Mechanical, Metallurgical, and Materials Engineering, and Systems Engineering.

Other possible areas of concentration include Business Management, Computer Science, Economics, Information Technology, Mathematics, Physics, Chemistry, Biology, Geology, or others approved by the student's committee.







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## Civil Engineering

201B Engineering Science

(915) 747-5464

[civilengineering@utep.edu](mailto:civilengineering@utep.edu)

PROGRAM CHAIRPERSON: Wen-Whai Li

GRADUATE FACULTY: Carrasco, Cheu, Ferregut, Li, Nazarian, Oey, Osegueda, Shokouhi, Tandon, Tarquin, Turner, Walton

Civil Engineering offers the degrees of Ph.D. in Civil Engineering, Master of Science in Civil Engineering (MS), Master of Science in Environmental Engineering (MSEnE), Master of Engineering in Environmental Engineering (MEEnE), and an undesignated Master of Science with a major in Engineering.

### Requirements for Admission

Students should consult the Introduction to the College of Engineering section for information on general admission requirements.

### Doctor of Philosophy Degree in Civil Engineering

#### Educational Objectives

The objectives of the program are (1) to educate engineers, researchers, and scholar/teachers who will address the needs of 21<sup>st</sup>-century engineering infrastructure research and teaching, especially for the border region and the state of Texas; (2) to educate professionals who will not only be technically competent in emerging technologies, but also trained to address the long-term challenges to the transportation, environmental and urban infrastructure from global and systemic points of view. Graduates will have the ability to make meaningful decisions considering technical feasibility, monetary constraints, public policy issues, and a myriad of potential environmental consequences; and (3) to educate future educators, scholars, and professionals who are sensitive to the complex implications for infrastructure development and education of international boundaries, bi-national relationships, and shifting demographics.

Graduates from the program will have the technical background to contribute to improvements in the reliability, maintenance, and management of infrastructure systems. Graduates will be able to undertake integrated programs of research, education and technology transfer to produce new knowledge that will enhance the performance of transportation, environmental, and urban infrastructures.

### Requirements for Admission

Applicants must have completed a bachelor's or master's degree in civil engineering or a closely related discipline. The admissions committee evaluates the preparation of non-civil engineering applicants and recommends leveling courses as appropriate. These courses are not part of the Ph.D. degree plan. Applicants who do not have degrees from English medium universities are required to submit scores on the Test of English as a Foreign Language (TOEFL). A score of 213/550 is required for admission and 250/600 for appointment to a teaching assistantship.

Recommendations for admission are made on the basis of the following:

- Grade point average in upper division or graduate work as appropriate.
- Scores on the verbal and quantitative section of the GRE
- Research and professional commitment and interest as demonstrated by a personal statement, letters of recommendation, and other materials as available
- Letters of recommendation.

Students admitted at the bachelor's level may elect to complete a master's degree in Civil Engineering, but will be required to complete all of the requirements of the degree as indicated in this catalog.

Students admitted with a master's degree or master's course work may request to the admissions committee that up to 24 semester credit hours (taken at the graduate level with a grade of "B" or better) be applied to the Ph.D. degree plan. Credit hours earned in research, thesis, and independent study courses may not be applied.

### Requirements for Degree

Each student must complete at least 72 credit hours beyond the bachelor's degree or at least 48 hours beyond the master's degree. Each student is expected to have a core knowledge in the key areas in the field. The program is designed so that degree plans will be developed individually beyond that core to reflect a student's background and research interests. Other courses may be elected to fulfill this requirement as recommended by the advisor and program director. **For a complete degree plan, please click [here](#) and select "PhD in Civil Engineering."**

### Examinations

During the first semester new students will take an assessment test (set by three members of the doctoral program committee appointed by the director) to assess the student's technical background and her or his ability to integrate and apply that background to the solution of engineering problems. Based on the results of the test, the committee may recommend specific coursework for students to undertake. This coursework may or may not be applied to the degree plan depending on the area and level of the courses proposed.

Students in the Ph.D. program must be admitted to candidacy prior to the start of work on their doctoral dissertations. To be admitted to candidacy, a student will be required to take a comprehensive examination administered by his/her Doctoral Advisory Committee. The Program Director, in consultation with the student, will appoint a Preliminary Dissertation Committee of five members of the Doctoral Program Committee. The student will not be allowed to register in dissertation courses until this requirement is satisfied. The comprehensive exam will examine both the candidate's breadth of knowledge and understanding of basic principles related to the field of research and knowledge and understanding of the topic that the candidate intends to develop into a dissertation.

#### **Doctoral Research**

Students must complete 21 hours of independent research (CE 6396) under the direction of a faculty mentor. The work will involve research on topics in civil and infrastructure engineering related to the dissertation or conducted as a component of the student's overall graduate program.

#### **Dissertation**

Students must complete a dissertation in some area of infrastructure engineering systems that is an original work of scholarship of a quality that provides the basis for one or more technical publications. It should demonstrate both the ability to conduct original independent research and competence in scholarly exposition (6 semester credit hours, CE 6398 and 6399).

#### **Final Oral Examination**

Upon completion of the dissertation, as approved by the dissertation committee, the student must defend, in public, his or her dissertation research. The dissertation committee will be responsible for administering the final oral defense, which will be open to the public.

#### **Requirements for the Master of Science in Civil Engineering Degree**

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For the Master of Science in Civil Engineering, thesis and non-thesis programs are available. Students enrolled in the thesis program normally take a minimum of 24 hours of course work plus six hours of CE 5398-CE 5399, Thesis. Non-thesis students follow a 33-hour program which includes credit for CE 5396-CE 5397, Graduate Design Projects.

#### **Requirements for the Master of Science and Master of Engineering in Environmental Engineering Degrees**

The Master of Science in Environmental Engineering requires 25 hours of course work, plus six hours of CE 5398-CE 5399, Thesis. The Master of Engineering in Environmental Engineering requires 31 hours of course work, plus the completion of a professional report as part of six hours of CE 5396-CE 5397, for a total of 37 credit hours.

Applicants wishing to pursue the Environmental program with a non-Civil Engineering background are welcome to apply and should request specific detailed information regarding admission policy.

**For a complete degree plan, please click [here](#) and select "MS in Environmental Engineering" or "Master of Engineering in Environmental Engineering."**

#### **Course Information**

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For course descriptions, please click [here](#) and select Civil Engineering (CE).



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## Computer Science

234 Computer Science Building

(915) 747-5480

Fax: (915) 747-5030

<http://www.cs.utep.edu>

INTERIM CHAIRPERSON: David Novick

GRADUATE FACULTY: Ceberio, Cheon, Freudenthal, Fuentes, Gates, Kreinovich, Longpré, Modave, Novick, Pinheiro da Silva, Roach, Romero, Sassenfeld, Teller, Ward

Computer Science offers a Master of Science in Computer Science, a Ph.D. in Computer Science, and a Master of Information Technology in collaboration with Information and Decision Sciences. Information about the Master of Information Technology program is in a separate section of the catalog. The M.S. and Ph.D. programs emphasize active student involvement in research groups. Our goal is to produce graduates who possess an education of sufficient breadth and depth to qualify them as leaders in both the industrial and academic environments of Computer Science. Computer Science faculty members have particular expertise in the following areas: Applications of Theory, High Performance Computing, Interactive Systems, and Software Engineering.

## Doctor of Philosophy Degree in Computer Science

### Educational Objectives

The Computer Science Ph.D. program seeks to provide students with:

- a thorough grounding in the fundamental principles and practices of computer science;
- the ability to advance the state of the art of computer science;
- the skills to become researchers and teachers who can excel in both the academic and professional spheres of computer science;
- a clear understanding of the professional, ethical, and societal implications of computer science research; and
- the ability to work across disciplinary boundaries, both within and beyond computer science.

### Requirements for Admission

Applicants will apply through the Graduate School at the University of Texas at El Paso. The applicant must meet the requirements set forth by the Graduate School. The application packet must include:

- Official scores on the Graduate Record Exam
- Official scores on the Test of English as a Foreign Language (TOEFL) for international applicants whose first language is not English, or who have not completed a university degree at an English-speaking institution.
- Statement of Purpose
- Two letters of recommendation, and any other material that supports the application, for example, published papers, conference presentations, or patents.

The Graduate School will forward the application packet to the Computer Science Graduate Admissions Committee which will assess the packet and make admission recommendations to the Graduate School. Applicants must have completed a bachelor's or master's degree in Computer Science or a closely related discipline. Exceptional students with non-computer science backgrounds may be conditionally admitted to the program.

### Requirements for Degree

The Ph.D. program requires a minimum of 48 semester-credit hours of coursework beyond a Bachelor's degree and 24 semester-credit hours of research and dissertation. Coursework includes a set of core courses and general technical and interdisciplinary electives. If the student enters the program with a Master's degree in Computer Science, he or she

Students must complete a set of core courses and general, technical, and interdisciplinary electives. If the student enters the program with a master's degree in Computer Science, he or she will be required to take a minimum of 27 semester-credit hours of coursework. In order to ensure that the student is able to apply principles and techniques of computer science to software development, clearly communicate technical ideas in writing, and synthesize, organize and communicate technical material to an audience, the student must meet programming, written communication, seminar, and teaching requirements. The student also must pass a Qualifying Examination, a Comprehensive Examination, and defend his or her dissertation. Consult the Computer Science Graduate Program Handbook or program website for more detailed information about the program requirements.

Table 1 summarizes the degree requirements. The descriptions follow.

**Table 1: Degree Requirements Summary**

Description	credit hours
Core Courses	15
General Electives	12
Technical Electives	15
Interdisciplinary Electives	6
Doctoral Research	18
Dissertation	6
Competency Requirements	0
<b>Total</b>	<b>72</b>

**Core Courses (15 credit hours):** The following five core courses are required:

CS	5392	Graduate Research Methods
CS	5303	Logical Foundations of Computer Science
CS	5315	Theory of Computation
CS	5341	Advanced Computer Architecture
CS	5350	Advanced Algorithms

**General Electives (12 credit hours):** The purpose of the general elective requirement is to provide the student with a broad foundation of computer science. Courses are categorized according to major areas and students are required to take four courses that are outside their major area of study.

**Technical Electives (15 hours):** The technical electives are used to provide the student with depth in an area. The student must take courses in his or her specific area of study as approved by the Graduate Advisor.

**Interdisciplinary Electives (6 hours):** The interdisciplinary requirement enables the student to acquire a more detailed understanding of a field related to his or her research. The student is required to take senior-level or graduate-level courses outside of Computer Science.

**Doctoral Research (18 hours):** The student must take 18 hours of doctoral research after passing the Qualifying Examination.

**Dissertation (6 hours):** The student will be able to register for dissertation hours only after passing the Comprehensive Examination. The dissertation must demonstrate competence in scholarly exposition and the ability to do independent research. It should present original investigations at an advanced level on a significant problem in computer science and should provide the basis for a publishable contribution to the research literature in the field. The rules for the dissertation and dissertation defense will follow the guidelines set forth by the Graduate School at UTEP.

#### Degree Plan

For a complete degree plan, please [click here](#) and select "PhD in Computer Science."

#### Examinations

The Qualifying Examination is designed to ensure that students have graduate-level mastery of the basic Computer Science undergraduate material. Although the only knowledge required is that learned in undergraduate courses, the examination tests the ability to synthesize, integrate, and apply that knowledge at an advanced level.

The Comprehensive Examination is given to ensure that the student has identified a research topic and has acquired a sufficient depth of knowledge in the topic area to perform new and significant research and that the proposed research is feasible. The Comprehensive Examination will be taken after completion of the Qualifying Examination, typically within two years from that time. The student will prepare a written research proposal. The Comprehensive Examination will be an oral examination before the student's Doctoral Advisory Committee, covering the student's research proposal and other topics in his or her general area of study. Upon successful completion of the examination, the chair of the student's Doctoral Advisory Committee will inform the Graduate School that the student is ready to begin work on his or her final dissertation, and the student will be admitted to candidacy.

A copy of the dissertation in PDF or Word electronic format must be submitted to the Graduate School for format check prior to the scheduled defense date. The dissertation, including an abstract not to exceed 350 words, must be prepared according to the Graduate School's thesis and dissertation guidelines available at the Graduate School website. The student will receive email confirmation from the Graduate School after the format has been approved. The final Graduate School approved dissertation must be submitted to the Graduate School in PDF electronic format on a CD in a case by the deadline as published in the Class Schedule along with a hard copy of the signature page with original signatures of the dissertation committee members. The signature page must be included in the PDF file but it should not be signed.

Doctoral candidates are also required to submit the Graduate School approved dissertation at the University Microfilms International website for on-line publication, <http://dissertations.umi.com/utep>. Dissertations are regarded as publications and will be made public once they are approved and submitted. On-line publication does not preclude subsequent publication of the dissertation, in whole or in part, as a monograph or in a journal. Copyright at the author's expense may be arranged through University Microfilms International. In order to protect patent or any other rights, the Graduate School may be requested to delay publication for a period of one year. This request must be supported by a written recommendation of the supervising professor.

#### Master of Science in Computer Science

##### Requirements for Admission to the M.S. Program

See the introduction to the College of Engineering for information about general requirements. Additionally, to be admitted, applicants must submit evidence of successful completion of the following undergraduate courses or their equivalent:

MATH	1411	Calculus I
MATH	2300	Discrete Mathematics
CS	2402	Data Structures
CS	3350	Automata, Computability and Formal Languages
CS	3320	Computer Architecture II: Advanced Computer Design and Implementation
CS	3360	Design and Implementation of Programming Languages

Exceptional students who have taken Math 2300 and CS 2402, or equivalent courses, may be conditionally admitted to the program. In such cases, students will be required to complete the undergraduate leveling courses specified by the department with a grade of "B" or better in each course. After one year, students who fail to meet this requirement will not be allowed to register for graduate courses.

##### Requirements for M.S. Degree

Thesis and non-thesis programs are available under this degree. Students enrolled in a thesis program must take 27 semester hours of course work plus 6 semester hours of CS 5398-CS 5399 Thesis. Non-thesis students follow a 30 semester-hour program plus six semester hours of CS 5396-CS 5397 Graduate Projects.

All students are required to complete the following four core courses with a "B" average or better and with no more than one "C".

Students who have not taken CS 4375 Theory of Operating Systems (or its equivalent) are required to include this course or CS 5340 Advanced Operating Systems in their program of study. In addition, those who have not taken CS 4342 Database Management (or its equivalent) are required to include this course or CS 5322 Topics in Advanced Database Systems in their program of study.

For a complete degree plan, please [click here](#) and select "MS in Computer Science."

#### Course Information

For course descriptions, please [click here](#) and select Computer Science (CS).





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## Electrical and Computer Engineering

A-325 Engineering Annex

(915) 747-5470

ece@ece.utep.edu

CHAIR: Patricia A. Nava

GRADUATE FACULTY: Cabrera, Flores, Gonzalez, Liu, Lush, MacDonald, Moya, Nava, Nazeran, Pineda, Pierluissi, Quiñones, Riter, Rosiles, Sarkodie-Gyan, Schroder, Starks, Usevitch, von Borries, Williams, Yao, Zubia

Electrical and Computer Engineering offers a Master of Science Degree with a major in Electrical Engineering or Computer Engineering, an undesignated Master of Science with a major in Engineering, and a Ph.D. degree in Computer Engineering.

### Doctor of Philosophy Degree in Electrical and Computer Engineering

#### Requirements for Admission

1. Bachelor's or Master's degree from an accredited institution in the United States or proof of equivalent education in an international institution
2. Undergraduate or graduate degree in Electrical and/or Computer Engineering, or a related field
3. Demonstration of academic achievement and potential as indicated by the results of the Graduate Record Examination (GRE) and upper level undergraduate and graduate coursework (normally 3.5/4.0 GPA) from all Master's work or, if applying without a completed MS, a 3.6 GPA from an ABET accredited program)
4. A TOEFL score of 213/550 or higher for international applicants whose first language is not English or who have not completed a university degree in the U.S.
5. Other evidence of background, knowledge, research or work experience in Electrical and Computer Engineering that may be available.

While some exceptional students may enter the Ph.D. program immediately upon completion of the bachelor's degree, more typically students enter the program after the conclusion of the MS degree.

#### Requirements for Degree

The specific course work required of each student will be determined by his/her Advisory Committee. However, each student must complete at least 84 semester credit hours beyond the bachelor's degree or at least 54 hours beyond the master's degree. The latter includes 24 hours of graduate course work and 30 credit hours of dissertation and research, the primary requirement of the degree.

For a complete degree plan, please click [here](#) and select "PhD in Electrical and Computer Engineering."

#### Foreign Language Requirement

Under exceptional circumstances, the candidate may be required to demonstrate reading proficiency in a foreign language if the Doctoral Advisory Committee considers it necessary for his/her dissertation research.

#### Committees

For each degree candidate, a Doctoral Advisory Committee will be formed consisting of a dissertation advisor and at least three additional faculty with expertise in areas related to his/her program of study and research. At least one committee member must be from a department other than Electrical and Computer Engineering. The Doctoral Advisory Committee will be appointed in consultation with the candidate after completion of 9-12 hours of course work applicable to the doctoral degree. The appointment must be approved by the Graduate School and the Graduate Advisor of the Department of Electrical and Computer. The Doctoral Advisory Committee will administer the candidate's Comprehensive Examination and, together with an additional faculty member from outside the College of Engineering, approved by and representing the Dean of the Graduate School, will conduct the Final Dissertation Examination.

#### Examinations

Upon entering the program, each student will be required to complete a Qualifying Examination. To pass this examination, a student must demonstrate competency in the fundamentals of computer engineering. Upon completion of all course work, each student will take a Comprehensive Examination administered by his/her Doctoral Advisory Committee. Upon completion of the dissertation research, each student will be examined with regard to the outcome of the research project.

#### Dissertation

The dissertation must demonstrate both the ability to do independent research and competence in scholarly exposition. It should present original investigations at an advanced level of a significant problem in electrical and computer engineering and should provide the basis for a publishable contribution to the research literature in the field.

Draft copies of the dissertation must be submitted to the Doctoral Committee at least six days before the defense and any suggested corrections must be made. Two copies of the final bound dissertation, and the unbound original, must be submitted to the Graduate School by the posted deadlines. Two bound copies must also be submitted to the Graduate Advisor.

#### Microfilming of the Dissertation

The doctoral candidate who has successfully completed all requirements for the degree is required to pay the cost of microfilm reproduction of the complete dissertation. The signed original copy (unbound) of the doctoral dissertation is sent from the Graduate School to University Microfilms, Ann Arbor, Michigan, for reproduction.

Along with the dissertation, the student must also submit to the Graduate School two copies of an abstract, not to exceed 350 words in length (double-spaced) which has been approved in final form by the supervising committee. This will be published in "Dissertation Abstracts International."

Publication by microfilm does not preclude subsequent publication of the dissertation, in whole or in part, as a monograph or in a journal. Copyright at the author's expense may be arranged, if desired, by completing a special form to be secured in the Graduate School. In order to protect patent or any other rights, the Graduate School may be requested to delay publication by microfilm for a period of one year. This request must be supported by a written recommendation of the supervising professor.

#### Time Limits and Catalog Changes

All requirements for the degree must be completed within one eight-year period preceding the awarding of the doctoral degree. Work more than eight years old is lost and can be reinstated only by special permission of the Graduate School upon recommendation of the Departmental Committee on Graduate Studies. Further, all requirements for the doctorate must be completed within five years after passing the Comprehensive Examination.

be completed within five years after passing the Comprehensive Examination.

General and specific requirements for degrees in the Graduate School may be altered in successive catalogs. Provided the requisite course continues to be offered, the student is bound only by the course requirements of the catalog in force at the time of admission or readmission within an eight-year limit, unless, with the approval of the Dean of the Graduate School, the student elects to be bound by the course requirements of a subsequent catalog. This regulation applies to course requirements only.

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#### Master of Science Degree in Computer Engineering or Electrical Engineering

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##### Requirements for Master of Science Admission

Students should consult the Introduction to the College of Engineering and Graduate School sections for information on general admission requirements.

##### Requirements for Master of Science Degrees

Three options are available for students: thesis, project, or "coursework-only." Master's students are normally admitted into the coursework-only option, but may transfer (or may be required to transfer depending upon source of support) to the thesis or project option. Such transfer must be approved by the student's advisor, and the graduate advisor. All students must take at least 18 hours of graduate course work in Electrical or Computer Engineering, including EE 5300, EE 5301, or EE 5302, and the Graduate Seminar (EE 5195) once. No more than six hours of approved senior – level undergraduate course work, and at most three hours of Individual Studies (EE 5391 or EE 5191) may be used to satisfy degree requirements.

##### Specific Requirements for the Master of Science with a Major in Electrical Engineering Degree

Students enrolled in the thesis option are required to take at least twenty-four (24) hours of course work plus thesis (EE 5398 and EE 5399) and the Research Methods I and II sequence (EE 5205 and EE 5106). Students in the project option are required to take 36 hours of course work including Project I (EE5396) and, if desired, Project II (EE5397). Thesis and project students must defend their thesis or project orally. Students in the coursework-only option must take 36 hours of course work.

##### Specific Requirements for the Master of Science with a Major in Computer Engineering Degree

A Master's in Computer Engineering with thesis option requires the completion of twenty-four (24) hours of course work, the Research Methods I and II sequence, plus six (6) hours of thesis (EE 5398 and EE 5399). At least fifteen (15) hours of the required coursework must be in topics related to Computer Engineering and must include EE 5370 (Operating Systems) and EE 5376 (Computer Architecture I). Lists of courses suitable for specialization within Computer Engineering are available. If a non-thesis option degree is sought, the above thesis hours are replaced with twelve (12) hours of courses and it is required that at least twenty-four (24) hours be in Computer Engineering.

##### Degree Plan

For complete degree plans, please click [here](#) and select "MS in Electrical Engineering."

##### Course Information

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For course descriptions, please click [here](#) and select Electrical and Computer Engineering (EE).



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## Industrial Engineering

101 Engineering Science Complex

(915) 747-5450

[ie@utep.edu](mailto:ie@utep.edu)

PROGRAM CHAIRPERSON: Rafael S. Gutierrez

GRADUATE FACULTY: Contreras, Espiritu, Gutierrez, Pennathur, Taboada, Tseng, Zhang

The Industrial Engineering Department offers a Master of Science with majors in Industrial Engineering and Manufacturing Engineering, and an undesignated Master of Science with a major in Engineering. Courses of study in the Industrial Engineering major include quality engineering, computer simulation, industrial ergonomics, safety engineering, production and inventory control, and operations research. Areas of study in the Manufacturing Engineering major include design of manufacturing processes, analysis of discrete production systems, precision engineering, and automation.

The Industrial Engineering Department also offers a graduate certificate in International Manufacturing. Please contact the department for information on the program.

### Requirements for Admission

Students should consult the Introduction to the College of Engineering section for information on general admission requirements.

### General Requirements for Degrees

Both thesis and non-thesis options are available under these degree programs. Students enrolled in a thesis option follow a 31-hour program that is composed of 24 hours of course work plus 6 hours of thesis (IE or MFG 5398 and IE or MFG 5399) and 1 hour of graduate seminar. Industrial and Manufacturing Engineering students pursuing the thesis option must have approval from the corresponding program's Graduate Advisor.

Non-thesis students follow a 36-hour program. All students enrolled in the Industrial Engineering program must take at least 15 semester hours of course work within their major if they are following the thesis option or 18 if they are following the non-thesis option. Students enrolled in the Manufacturing Engineering program must take at least 15 semester hours of course work offered within the Mechanical and Industrial Engineering programs if they are following the thesis option or 18 for the non-thesis option.

No more than 6 semester hours of approved upper-level undergraduate course work may be used to satisfy the degree requirements in the Industrial and Manufacturing Engineering programs. All course work must be approved by the student's academic advisor and by the Graduate School. Specific requirements for each Master's program are available from the Industrial Engineering Program.

### Degree Plan

For complete degree plans, please click [here](#) and select "MS in Industrial Engineering" or "MS in Manufacturing Engineering."

### International Manufacturing Certificate

An applied internship in a local manufacturing plant that promotes learning, hands-on experience and industrial practice by applying international manufacturing management and engineering fundamentals from IMS 4360 and 4361. The student will intern in a manufacturing facility and work on problems ranging from testing and inspection, design, quality, production and inventory control, maintenance, purchasing, planning and scheduling, safety and ergonomics, tooling, to accounting, etc. Students will have an industry mentor, a faculty mentor, and a field engineer helping them in the manufacturing problems. The mid-term and final examinations will consist of a written report and presentation based on the research/design/analysis performed in a manufacturing department to the faculty mentor and industrial partner.

### Course Information

For course descriptions, please click [here](#) and select Industrial Engineering (IE) or Manufacturing Engineering (MFG).







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## Mechanical Engineering

101 Engineering Science Complex

(915) 747-5450

[meandie@utep.edu](mailto:meandie@utep.edu)

PROGRAM CHAIRPERSON: Jack Dowdy

GRADUATE FACULTY: Bronson, Chessa, Choudhuri, Cooke, Craver, Dowdy, Everett, Kim, Wicker

Mechanical Engineering offers a Master of Science in Mechanical Engineering and an undesignated Master of Science with a major in Engineering. Specific courses of study in the Mechanical Engineering major include fluid and thermal systems, and solid mechanics and machine design.

### Requirements for Admission

Students should consult the Introduction to the College of Engineering section for information on general admission requirements.

### General Requirements for Degree

Both thesis and non-thesis options are available under these two degree programs. Students enrolled in a thesis option follow a 31-hour program that is composed of 24 hours of course work plus 6 hours of thesis (MECH 5398, and MECH, 5399) and 1 hour of graduate seminar.

Non-thesis students follow a 36-hour program. For the Mechanical Engineering degree, the non-thesis option may include up to 6 credit hours for Graduate Projects (MECH 5396 and MECH 5397). All students enrolled in the Mechanical Engineering program must take at least 18 semester hours of course work within their major if they are following the thesis option or 24 if they are following the non-thesis option.

No more than 6 semester hours of approved upper-level undergraduate course work may be used to satisfy the degree requirements in the Mechanical Engineering programs. All course work must be approved by the student's academic advisor and by the Graduate School. Specific requirements for each Master's program are available from the Program.

### Degree Plan

For complete degree plans, please click [here](#) and select "MS in Mechanical Engineering" or "MS in Engineering."

### Course Information

For course descriptions, please click [here](#) and select Mechanical Engineering (MECH).







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## Metallurgical and Materials Engineering

M201 Engineering Science Complex

(915) 747-5468

[metal@utep.edu](mailto:metal@utep.edu)

PROGRAM CHAIRPERSON: Lawrence E. Murr

GRADUATE FACULTY: Arrowood, Fisher, Golding, McClure, Murr, Ramana, Stafford, Trueba, Varma

Graduate students in Metallurgical and Materials Engineering are involved with academic studies and research programs that focus on understanding the structure, properties, processing, and performance of materials, including the development of new or improved materials and advanced processing methods. These are the critical links between the design and the realization of new materials systems. Materials and materials limitations pervade all of the engineering and high technology fields that are an integral part of our society and its economic infrastructure. The challenges and opportunities for graduates in metallurgical and materials engineering are certainly exciting and exceptional.

The Metallurgical and Materials Engineering Department offers a Master of Science with a major in Metallurgical and Materials Engineering and an undesignated Master of Science with a major in Engineering.

### Requirements for Admission

Students should consult the Introduction to the College of Engineering section for information on general admission requirements.

Applicants whose undergraduate degrees are not in metallurgical or materials engineering (i.e., related engineering or physical sciences field) may need to successfully complete specific undergraduate deficiency work as recommended by the department's Academic Advisory Committee.

Additionally, applicants must submit evidence of successful completion (or equivalent) of course work that includes:

MME	3306	Rate Processes in Materials Systems
MME	3308	Applied Chemical Thermodynamics
MME	3309	Introduction to Electronic Materials Science
MME	3406	Physical Metallurgy

### Requirements for the Degree

For a complete degree plan, please click [here](#) and select "MS in Metallurgical and Materials Engineering" or "MS in Engineering."

Students may apply a maximum of 9 semester hours of approved undergraduate courses toward the MS degree with the approval of the Graduate Advisor and the Graduate School.

Thesis work should clearly demonstrate the ability to execute independent, innovative research. The research should be original and make a contribution to the state of the art. Thesis work is the substance of the MS degree. It must be written, in whole or in part, as a technical paper and submitted for publication prior to the awarding of the degree. The student should be the senior (first) author. The required sequence of courses below are designed to apply the principles of thermodynamics, transport, reaction kinetics, crystal defects, and other materials fundamentals in contemporary materials engineering areas involving and reinforcing issues of structure, properties, processing, and performance. All students must successfully complete these courses with a 3.0 GPA:

MME	5302	Materials Extraction, Synthesis, and Processing
MME	5401	Microstructural and Microchemical Characterization of Materials
MME	5403	Advanced Concepts in Materials Science and Engineering
MME	5304	Phase Transformations and Microstructures

### Advisory Committees

The Academic Advisory Committee, as well as the Graduate School, will normally approve all academic program proposals and monitor academic progress of all graduate students until a thesis or research program advisor is chosen and a Research Advisory Committee developed. This can be done at any time after the student matriculates into the MS program. The Research Advisory Committee normally consists of the research advisor (who serves as chair) and at least one additional member of the department faculty and one faculty member from another academic department. An additional member of the committee from another academic department is often desirable if a concentration is involved, bringing the committee size to four members. All members must be members of the Graduate Faculty. Students are required to meet with their Research Committee at least once per year, usually in the Spring semester.

### Undesignated Degrees

A student holding a Bachelor of Science with a major in Metallurgical and Materials Engineering or a related materials area may work toward a 33 semester hour undesignated MS in Engineering degree without a thesis, leading to a concentration in an area outside of the major. The course work includes 18 hours in the major field and at least 12 hours in the particular area of concentration. The work in the major field includes credit for MME 5396 (Graduate Project). Possible areas of concentration are indicated below.

### Concentrations

Possible concentrations for an undesignated degree or to complement a research area or to achieve a broader materials background may involve Business Management, Operations Research, Structural Mechanics, Electronic Device Design and Development, Experimental Design, Manufacturing Engineering emphasizing advanced manufacturing and Materials Processes, Waste Materials Management, and the like. Some examples of other engineering courses which might contribute to developing these areas include the following:

#### Civil Engineering

CE	5305	Advanced Structural Analysis
CE	5312	Environmental Processes
CE	5317	Similitude and Statistical Methods

### Electrical Engineering and Computer Science

CS	5310	Computer Graphics
EE	5311	Semiconductor Devices
EE	5312	Advanced Optoelectronic Devices

### Mechanical/Industrial/Manufacturing Engineering

IE/

MECH	5351	Linear and Combinatorial Optimization Methods
IE	5352	Design and Analysis of Industrial Experiments
IE	5359	Computer-Aided Manufacturing
IE	5362	Graphical Elements of Computer-Aided Design and Manufacturing

MECH/

IE/MFG	5390	Special Topics in Mechanical, Industrial, and Manufacturing Engineering
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Students from other science or engineering disciplines may wish to develop a concentration in Metallurgical and Materials Engineering or Materials Engineering. In general, a concentration could be developed by considering the core program:

MME	5302	Materials Extraction, Synthesis, and Processing
MME	5304	Phase Transformations and Microstructures
MME	5401	Microstructural and Microchemical Characterization of Materials
MME	5403	Advanced Concepts in Materials Science and Engineering

Other concentrations could be developed by other groupings of courses or areas represented by course groupings. The first three core courses shown above from the MS program are also articulated with the Ph.D. program core in materials science and engineering. Students completing the MS degree in Metallurgical and Materials Engineering and pursuing the Ph.D. degree in Materials Science and Engineering may waive MASE 5302, 6400, and 6402, substituting work as recommended by the Graduate Advisor.

### Ph.D. in Materials Science and Engineering

The Department of Metallurgical and Materials Engineering is a participant in a multidisciplinary program leading to the Ph.D. degree in Materials Science and Engineering. For information regarding admission and degree requirements, students should consult the Interdisciplinary Studies section.

### Course Information

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For course descriptions, please click [here](#) and select Metallurgical and Materials Engineering (MME).





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### Master of Science in Systems Engineering

The Master of Science in System Engineering requires 27 hours of coursework plus a 3 hours "Project Practicum" with industry.

#### Requirements for Admission

Students should consult the College of Engineering section in the Graduate Catalog for information on general admission requirements. Applicants are expected to have a Bachelor of Science in an engineering or computing field or related physical science or the equivalent. Depending on selected areas of concentration, students may need to complete leveling coursework at the undergraduate level. These courses will not be counted towards the MSSE degree.

Applicants will apply through the Graduate School, submitting an application form and the following supporting materials:

- Official transcripts of all previous academic work
  
- Official scores on the Test Of English as a Foreign Language (TOEFL) if appropriate
  
- Personal statement
  
- Letters of recommendation, including one from the company sponsoring the student (if appropriate)
  
- Other evidence of relevant personal or professional experience.

Recommendations for admissions will be made on the basis of the following:

- Grade point average on the upper division or graduate work as appropriate
  
- Professional commitment and interest as demonstrated by the personal statement and other supporting materials as available
  
- Letters of recommendation

#### Leveling Courses

The admissions committee will review the records of applicants admitted without degrees in engineering, computing or physical science fields and will determine any deficiencies. The committee will then make specific recommendations for leveling courses or for testing to determine the adequacy of preparation. Leveling courses will not be applied toward the MSSE degree requirements.

#### Degree Requirements

The MSSE is a 30 Semester Credit Hour (SCH) non-thesis program. Course work includes:

1. 15 SCH in the Systems Engineering field (Required Courses)
2. 9 SCH Prescribed Electives in a concentration
3. 6 SCH Free electives

#### Required Course Work

Each student is expected to have core knowledge in key areas of Systems Engineering. All students are required to complete the following five core courses (15 Semester Credit Hour, SCH) with a "B" average or better and with no more than one "C".

#### Prescribed Electives

Major concentration areas include: Systems Engineering, Electrical Engineering, Industrial and Manufacturing Engineering, and Computer Science, or others approved by the College of Engineering (COE).

**Free Electives:**

No more than 6 SCH of advanced undergraduate course work may be used as free electives to satisfy MSSE degree requirements. General electives require approval by the program advisor to be credited toward the MSSE.

**Degree Plan**

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For a complete degree plan, please click [here](#), select "MS in Systems Engineering," and enter your desired concentration area.

**Course Information**

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For course descriptions, please click [here](#) and select Systems Engineering (SE).





## COLLEGE OF HEALTH SCIENCES

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- [College of Health Sciences](#)
- [Health Sciences](#)
- [Health Promotion](#)
- [Kinesiology](#)
- [Rehabilitation Sciences-OT, PT, SPLP](#)
- [Pharmacy](#)
- [Public Health](#)







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## College of Health Sciences

The College of Health Sciences offers a Ph.D. in Interdisciplinary Health Sciences, masters programs in Public Health, Kinesiology, Occupational Therapy, Physical Therapy, and Speech-Language Pathology and a certification program in Speech Language Pathology.

The Ph.D. in Interdisciplinary Health Sciences is designed to respond to the growing national shortage of doctorally-trained professionals in health-related fields and to address significant health research needs related to communities in the United States-Mexico border region.

The Master of Public Health (MPH) is a professional degree that prepares students for careers in public health. The MPH Program has a concentration in Hispanic and Border Health. The program provides students with a competitive edge by providing them with the knowledge and analytical and technical skills needed to be an effective leader in the public health field.

The Master of Science in Kinesiology is directed toward students who wish to: (a) increase their knowledge and competency as professional physical educators, (b) complete a master's degree in preparation for continuing their education in a doctoral program, (c) enhance their knowledge in the various exercise science areas, or (d) prepare for higher level jobs in the many professions that deal with human movement and physical activity.

The Master of Science in Occupational Therapy is dedicated to preparing occupational therapists to serve as interdisciplinary health professionals in rural and urban settings in a variety of health care areas.

The Master of Physical Therapy will qualify students to take the Texas (and other State) licensure examination in Physical Therapy. Successful completion of the examination allows the graduate to practice Physical Therapy.

The Master of Science degree in Speech-Language Pathology will qualify students for Texas License and certification by the American Speech, Language, Hearing Association in Speech-Language Pathology. A Certificate Program is provided in Bilingual Speech Language Pathology (English/Spanish)

The College of Health Sciences also participates in cooperative degree programs with the University of Texas at Austin and the University of Texas Health Science Center, Houston. In cooperation with The University of Texas at Austin, College of Pharmacy, UTEP offers a doctoral program in Pharmacy. Students may also attend classes offered on the UTEP campus to obtain a Master's in Public Health from The University of Texas Health Science Center, Houston. And finally, in cooperation with the University of Texas Health Science Center, Houston, School of Nursing, a Doctor of Science in Nursing is available. For more information on these cooperative programs, students should consult the Graduate School section, under the Cooperative Programs heading.







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#### Ph.D. in Interdisciplinary Health Sciences

1101 N. Campbell

(915) 747-7256

ihsphd@utep.edu

PROGRAM DIRECTOR: Joao B. Ferreira-Pinto

The Ph.D. in Interdisciplinary Health Sciences is designed to respond to the growing national shortage of doctorally-educated professionals in health-related fields and to address significant health research needs related to communities in the U.S.-Mexico border region. The program embraces an interdisciplinary model of teaching and learning that seeks holistic perspectives on health-related issues. Thus, this degree will encompass classes taught by faculty from the various disciplines within the College of Health Sciences and the School of Nursing. Disciplines include Nursing, Physical Therapy, Health Promotion, Occupational Therapy, Speech-Language Pathology, Kinesiology, as well as Public Health. Courses included from programs outside the College of Health Sciences and the School of Nursing include those in Psychology and Biology.

Graduates from this program will have research skills, core knowledge in health sciences, and knowledge in their areas of specialization. The areas of core knowledge include background, concepts, and literature in the health disciplines, methods of scholarly inquiry in applied and clinical health topics; cultural and ethnic diversity and their effects on health care and research; ethical issues in health care and research; and skills to enhance success in academia and other leadership roles. Individuals will be prepared to educate future health professionals, conduct needed research, and fulfill leadership roles.

#### Requirements for Admission

Admission to the Ph.D. program in Health Sciences requires completion of a Master's degree in a health-related profession. The program admissions committee will make recommendations to the Graduate School based on an assessment of each applicant's academic achievement and potential. Applicants must apply through the Graduate School, submitting an application form and supporting materials:

- Transcripts according to the requirements of the Graduate School
- Official scores on the Graduate Record Exam
- Official scores on the TOEFL (if appropriate)
- Three letters of recommendation from individuals qualified to assess the applicant's potential for doctoral work
- Personal statement describing career aspirations, potential research interests and faculty mentors, and research experiences
- Other evidence of relevant personal or professional experience

#### Requirements for the Degree

Degree requirements consist of 60 credit hours beyond the master's degree.

#### Semester Hour Requirements

Core Courses	21
Professional Preparation	6
Individualized Program	12
Research	21

For a complete degree plan, please click [here](#) and select "PhD in Interdisciplinary Health Sciences."

All graduate courses in the College of Health Sciences, the School of Nursing, or graduate courses at the UTHSC-Houston School of Public Health available through the El Paso Regional campus may be used to meet program requirements as approved by the student's supervisory committee.

Non CHSC course descriptions can be found under the corresponding departments. Public Health El Paso (PHEP) courses can be found on-line. Program course descriptions are listed below.

A copy of the dissertation in PDF or Word electronic format must be submitted to the Graduate School for format check prior to the scheduled defense date. The dissertation, including an abstract not to exceed 350 words, must be prepared according to the Graduate School's thesis and dissertation guidelines available at the Graduate School website. The student will receive email confirmation from the Graduate School after the format has been approved. The final Graduate School approved dissertation must be submitted to the Graduate

School in PDF electronic format on a CD in a case by the deadline as published in the Class Schedule along with a hard copy of the signature page with original signatures of the dissertation committee members. The signature page must be included in the PDF file but it should not be signed.

Doctoral candidates are also required to submit the Graduate School approved dissertation at the University Microfilms International website for on-line publication, <http://dissertations.umi.com/utep>. Dissertations are regarded as publications and will be made public once they are approved and submitted. On-line publication does not preclude subsequent publication of the dissertation, in whole or in part, as a monograph or in a journal. Copyright at the author's expense may be arranged through University Microfilms International. In order to protect patent or any other rights, the Graduate School may be requested to delay publication for a period of one year. This request must be supported by a written recommendation of the supervising professor.

#### Course Information

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For course descriptions, please click [here](#) and select College of Health Sciences (CHSC).





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## Health Promotion

1101 N. Campbell, Room 717

(915) 747-8214

hsci@utep.edu

INTERIM CO-CHAIRS: Maria O. Duarte-Gardea and Mary-Margaret Weigel

GRADUATE ADVISOR: Cruz

PROFESSORS: Shedlin, Weigel

ASSOCIATE PROFESSORS: Armijos, Cruz, Duarte-Gardea, Smith, Thompson, Tomaka

ASSISTANT PROFESSORS: Rosenthal

Prospective graduate students in the Department of Health Promotion may select either the Master of Public Health (MPH), the MA in Education with a Health Education emphasis, or the MEd (Instructional Specialist major) with a concentration in Health Education. The department is no longer accepting new students for the MS in Health Promotion degree. Graduate course offerings in health education, health promotion, community and school health are open to students in the MPH program and graduate programs across campus. The department welcomes student inquiries to facilitate planning a course of study.

The MPH degree is the most widely recognized and highly regarded credential for public health professionals. The MPH program at UTEP prepares students for public health careers in the public, non-profit, and private sectors. The program is directed toward individuals with prior health experience or who have a strong commitment to public health. The Hispanic and Border Health concentration prepares students for public health practice in Hispanic and border communities.

Students in the MPH program take core courses designed to develop knowledge, analytical and technical skills in five fundamental public health competencies: social and behavioral sciences, health services administration and policy, epidemiology, environmental health and biostatistics. The required practicum provides MPH students with an opportunity to apply the public health theory and skills they have learned in a practice setting. Students also learn through the completion of a "culminating experience." This requires a student to synthesize, integrate, and apply knowledge and skills gained through coursework and other learning experiences. The culminating project for the MPH Program at UTEP consists of a thesis or graduate research project.

The Master's Education emphasis and the MEd with a Health Education emphasis are designed for individuals teaching or employed in schools.

Graduate students must maintain a CGPA of 3.0 in order to remain in good academic standing. Grades of "C" or below are not considered acceptable graduate level work. Students who receive a "D", "F" or more than two "C" grades in their courses will be dismissed from the graduate program.

## Master of Public Health (MPH)

### Admission Requirements

To be considered for admission into the MPH Program, prospective applicants must submit an application and the following documents to the UTEP Graduate School.

- Completed baccalaureate degree from an accredited U.S. institution or recognized foreign institution
- Minimum 3.0 cumulative GPA on 4.0 scale for prior degree(s)
- GRE or MCAT scores in accordance with UTEP graduate admissions requirements
- Minimum TOEFL exam score of 213/550 (foreign applicants)
- Three letters of recommendation from professional references. At least one of these should be from an academic reference (e.g., former professor)
- A 500-word essay describing any prior health experience and reasons for pursuing the MPH

### Program

The Master of Public Health (MPH) is an interdisciplinary program that requires students to complete 42 credit hours of course work: 15 credit hours of core courses, 9 credit hours in the Hispanic and Border Health Concentration, 6 hours of practicum, and the remaining credit hours from a combination of course electives and a culminating experience (thesis or graduate project). Selective courses are chosen in conjunction with the faculty mentor with Graduate Advisor approval.

For a complete degree plan, please click [here](#) and select "Master of Public Health."

**Master of Arts in Education** (with a Health Education emphasis)

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Students should refer to the appropriate section under the College of Education in the *Graduate Catalog*.

**Master of Education – Instructional Specialist Major** (with a Health Education emphasis)

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Students should refer to the appropriate section under the College of Education in the *Graduate Catalog*.

Students seeking the MS in Health Promotion should be advised by the Graduate Advisor for the Department of Health Promotion in the College of Health Sciences. Students seeking the Master of Arts in Education or the Master of Education - Instructional Specialist degree should be advised by the Graduate Advisors in both the College of Education and the College of Health Sciences.

**Course Information**

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For course descriptions, please click [here](#) and select Public Health (PUBH).





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## Kinesiology

1101 N. Campbell, Room 502

(915) 747-7245

[rmdiaz@utep.edu](mailto:rmdiaz@utep.edu)

CHAIR: Darla Smith

PROFESSOR: Meeuwssen

ASSOCIATE PROFESSOR EMERITUS: Garland O'Quinn

ASSOCIATE PROFESSORS: King, Smith

ASSISTANT PROFESSORS: Dorgo, Riskowski, Vella

CLINICAL ASSISTANT PROFESSOR: Pederson

The Master of Science degree with a major in Kinesiology is directed toward students who wish to: (a) increase their knowledge and competency as professional physical educators, (b) complete a master's degree in preparation for continuing their education in a doctoral program, (c) enhance their knowledge in the various exercise science areas, or (d) prepare for higher level jobs in the many professions that deal with human movement and physical activity.

### Admission Requirements

For **admission** into the master's program in Kinesiology, students must present:

1. An undergraduate degree in Kinesiology or a related field from an accredited institution with an overall GPA of at least 3.0 on a 4.0 scale.
2. Demonstration of academic achievement and potential as indicated by the results of the Graduate Record Examination (GRE) and upper level undergraduate and graduate coursework.
3. TOEFL score of at least 550 (paper based; 213 computer based; 80 internet based) for those students for whom English is a foreign language. Score of at least 600/250/100 required for TA positions.
4. Written Statement of Purpose for pursuing graduate degree
5. Other evidence of background and experience that may be available.

For **conditional admission** into the master's program in Kinesiology, students must present:

1. An undergraduate degree from an accredited institution with an overall GPA of at least 2.8 on a 4.0 scale.
2. At least 12 hours of undergraduate Kinesiology core courses approved by the program graduate advisor.
3. Demonstration of academic achievement and potential as indicated by the results of the Graduate Record Examination (GRE) and upper level undergraduate and graduate coursework.
4. TOEFL score of at least 550 (paper based; 213 computer based; 80 internet based) for those students for whom English is a foreign language. Score of at least 600/250/100 required for TA positions.
5. Written Statement of Purpose for pursuing graduate degree
6. Other evidence of background and experience that may be available.

### Grade Requirements for the MS in Kinesiology

The following applies to fully admitted students. Any grade of "D" or "F" will result in a referral to the full Kinesiology Graduate Faculty for review. Barring extenuating circumstances, this will result in a recommendation to the Graduate School for dismissal from the Kinesiology Graduate Program. A grade of "C" is not considered acceptable graduate level work. One grade of "C" is permitted so long as the overall GPA does not fall below 3.0. A second "C" will result in a referral to the full Kinesiology Graduate Faculty for review. Barring extenuating circumstances, this will result in a recommendation to the Graduate School for dismissal from the Kinesiology Graduate Program.

### Degree Requirements

For a complete degree plan, please click [here](#) and select "MS in Kinesiology" and enter your desired concentration. Students will choose to concentrate in either Exercise Science or Pedagogy of Physical Activities.

#### Exercise Science Concentration

The Exercise Science concentration will supplement students' knowledge about laboratory practice and prepare them for careers in fitness, clinical and research settings. Although taking online courses can satisfy some of the requirements, a student must take the required traditional laboratory courses to complete this concentration.

#### Pedagogy of Physical Activity Concentration

The Pedagogy of Physical Activity concentration will supplement students' knowledge about teaching and/or coaching settings. A student can fulfill the requirements for this option completely online or by combining traditional and online courses.

#### Online Master's Degree

UTEP collaborates with five other UT System universities to offer the courses necessary to earn the Master's Degree in Kinesiology with an emphasis in Pedagogy of Physical Activities completely online through the UT System TeleCampus. Although this degree was designed to meet the needs of students who are unable to attend traditional classes, the courses can also be used to supplement the course work taken by traditional students enrolled in the graduate program at UTEP.

The online program has the same admission and the degree requirements as the traditional program. Online courses offered by the other UT System universities can count toward the UTEP degree.

For more information regarding the Online Degree, students can visit the UT TeleCampus Kinesiology web page <http://www.telecampus.utsystem.edu/catalog/programs/programinfo/kinesiology.aspx> or contact Dr. Darla R. Smith ([darsmith@utep.edu](mailto:darsmith@utep.edu)) or Dr. George A. King, Graduate Coordinator ([gking@utep.edu](mailto:gking@utep.edu))

### Course Information

For course descriptions, please click [here](#) and select Kinesiology (KIN) or Kinesiology Online Courses (KINO).



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## Cooperative Programs

### UTEP-UT Austin Cooperative Pharmacy Program

1100 N. Stanton, Suite 301

(915) 747-8519

PROGRAM DIRECTOR: José O. Rivera

REGIONAL DIRECTOR, EL PASO INTERNSHIP PROGRAM: William A. Klein III

PROFESSOR: José O. Rivera

CLINICAL ASSOCIATE PROFESSOR: Rivera

CLINICAL ASSISTANT PROFESSORS: Anaya, Loya, Salcido, Sias

COORDINATORS: Ho, Reilly, Rudder

The University of Texas at Austin College of Pharmacy, in cooperation with The University of Texas at El Paso, offers a six-year curriculum leading to the Doctor of Pharmacy (Pharm.D.) degree. This program offers a course of study in the pharmaceutical and clinical sciences designed to provide the community with pharmacists who are scientifically trained and clinically competent to deliver a full spectrum of pharmaceutical services in all areas of practice.

The Pharm.D. degree is designed to prepare men and women whose abilities and career aspirations suggest significant potential for innovative leadership in pharmacy practice. In addition, this degree will prepare students to practice pharmacy in contemporary settings, such as community or hospital pharmacy, long-term care facilities, or in the pharmaceutical industry. This objective is met through a balanced program of study in pharmaceuticals, pharmaceutical and natural products chemistry, pharmacology, therapeutics, pharmacy administration, natural and social sciences, and the humanities, as well as a structured clinical and professional practice experiential program. In addition, the curriculum is aimed at inculcating an understanding of the basic sciences sufficient to prepare the student for graduate study in the pharmaceutical sciences.

The Cooperative Pharmacy Program is designed to facilitate access to the UT College of Pharmacy in Austin by providing opportunities to fulfill pre-pharmacy requirements in El Paso.

The Cooperative Pharmacy Program Students program provides highly qualified high school seniors conditional admission to The University of Texas College of Pharmacy and supplements the usual application process for admission to the UT College of Pharmacy. A select number of students will be chosen to enroll in the program each year. In addition to exceptional academic potential, these students should also have been exposed to or have good knowledge of the pharmacy profession. Students selected for this program attend UTEP for approximately two years to complete their pre-pharmacy curriculum (e.g., organic chemistry, calculus, and physics) and, after obtaining required criteria, will move to Austin to attend the College of Pharmacy for approximately two years. The final two years of the six-year curriculum will be completed in El Paso, and successful candidates will receive their degrees from The University of Texas at Austin College of Pharmacy, in cooperation with the Cooperative Pharmacy Program at UTEP.

Applications by Early College High School students will be considered in the same manner as other high school students with the exception that their pre-pharmacy curriculum may include additional upper-division science courses tailored to individual student needs.

Further information about the program can be obtained by calling (915) 747-8519. The program office is located at 1100 N. Stanton, Suite 301, El Paso, TX 79902. Web Site: <http://chs.utep.edu/pharmacy/home.html>.







## Cooperative Programs

### UTEP-UT Austin Cooperative Pharmacy Program

1100 N. Stanton, Suite 301  
(915) 747-8519

DIRECTOR: José O. Rivera  
REGIONAL DIRECTOR, EL PASO INTERNSHIP PROGRAM: William A. Klein III  
PROFESSOR: José O. Rivera  
CLINICAL ASSOCIATE PROFESSOR: Rivera  
CLINICAL ASSISTANT PROFESSORS: Anaya, Loya, Salcido, Sias  
COORDINATORS: Ho, Reilly, Rudder

The University of Texas at Austin College of Pharmacy, in cooperation with The University of Texas at El Paso, offers a six-year curriculum leading to the Doctor of Pharmacy (Pharm.D.) degree. This program offers a course of study in the pharmaceutical and clinical sciences designed to provide the community with pharmacists who are scientifically trained and clinically competent to deliver a full spectrum of pharmaceutical services in all areas of practice.

The Pharm.D. degree is designed to prepare men and women whose abilities and career aspirations suggest significant potential for innovative leadership in professional practice. In addition, this degree will prepare students to practice pharmacy in a contemporary setting, whether in a community or hospital pharmacy, in a long-term care facility, or in the pharmaceutical industry. This objective is met through a balanced program of study in pharmaceuticals, pharmaceutical and natural products chemistry, pharmacology, therapeutics, pharmacy administration, natural and social sciences, and the humanities, as well as a structured clinical and professional practice experience program. In addition, the curriculum is aimed at inculcating an understanding of the basic sciences sufficient to prepare the student for graduate study in the pharmaceutical sciences.

The Cooperative Pharmacy Program is designed to facilitate access to the College of Pharmacy at Austin by providing opportunities to fulfill pre-pharmacy requirements in El Paso.

The Pharmacy Scholars Program (PSP), which is an integral part of the Cooperative Pharmacy Program, provides highly qualified high school seniors conditional admission to The University of Texas College of Pharmacy and supplements the usual application process for admission to UT College of Pharmacy. A select number of students will be chosen to enroll into the program each year. These undergraduates will select the pre-pharmacy major and are encouraged to take advantage of the diversity and many opportunities at UTEP. Students selected for this program attend UTEP for approximately two years to complete their pre-pharmacy curriculum (e.g., organic chemistry, calculus, and physics) and, after obtaining required criteria, will move to Austin to attend the College of Pharmacy for approximately two years. The final approximate two years of the six-year curriculum will be completed in El Paso, and successful candidates will receive their degree from The University of Texas at Austin College of Pharmacy, in cooperation with the Cooperative Pharmacy Program at UTEP.

Further information about the program can be obtained by calling (915) 747-8519. The program office is located at 1100 N. Stanton, Suite 301, El Paso, TX 79902 Web Site: <http://chs.utep.edu/pharmacy/home.html>.





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**Cooperative Master of Public Health**

1101 N. Stanton, Suite 110

(915) 747-8500

[sph@utep.edu](mailto:sph@utep.edu)

The Master of Public Health Program (MPH) offered by The University of Texas Health Science Center at Houston School of Public Health (UTSPH) is housed at the Stanton Building close to the UTEP campus. This program was started in 1992 in response to the high demand for public health professionals along the U.S.-Mexico border. Courses are provided by the University of Texas-Houston School of Public Health faculty in residency at the Stanton Building, via interactive television courses taught by the Houston, San Antonio, Dallas, and UT Austin campuses as well as web based courses. In addition, some upper-division and graduate courses offered by UTEP academic departments may be taken concurrently and be considered in fulfillment of degree requirements. Students may also be enrolled in the MPH program and as post-baccalaureate students at UTEP concurrently.

Admission, registration, grading, and other policies are the same as at the Houston campus. Students are expected to gain a competency in the five basic disciplines of Public Health (Management, Policy and Community Health, Health Promotion and Behavioral Sciences, Biostatistics, Environmental and Occupational Health, and Epidemiology and Disease Control). Degree requirements include the completion of a minimum of 45 semester credit hours through which each student must demonstrate competency in the five basic sciences of public health, complete a practicum, and a thesis. No more than 6 of the 45 credit hours may be in thesis research and practicum. Additional courses may be required depending on the student's previous background, area of interest, and academic preparation. The thesis provides an opportunity for the student to synthesize the knowledge and skills gained through coursework by focusing on a specific public health problem. The UTSPH MPH Program is fully accredited by the Council on Education for Public Health. Internships and opportunities for students to gain some hands-on experience in public health issues affecting the border area are available. Additionally, UTSPH MPH students may be eligible for Teaching or Research Assistantships at the School of Public Health and UTEP. Most of the research that is being done at the El Paso campus focuses on assessing local health issues, evaluating the effectiveness of local health programs, or developing new approaches to solve local problems. Faculty is directly involved in assisting local public health agencies and brings these experiences into the classroom. Many of the projects are multidisciplinary in nature and include collaborators from international, national, and local agencies and universities such as the Centers for Disease Control and Prevention (CDC), Pan American Health Organization (PAHO), Texas A & M Agricultural Extension Center, the Universidad Autonoma de Ciudad Juarez, Paso Del Norte Health Foundation, El Paso Diabetes Association, Centro San Vicente, El Paso Community College, Canutillo Independent School District and the Texas Tech University Medical School.

**List of Courses**

Introduction to Epidemiology (3 semester credit hours)

Introduction to Epidemiology Lab (1 semester credit hour)

Field Epidemiology (4 semester credit hours)

Special Topic: Chronic Disease and Injury Epidemiology (3 semester credit hours)

Advanced Epidemiological Methods I (4 semester credit hours)

Epidemiology Proposal Development (3 semester credit hours)

Introduction to Biostatistics (4 semester credit hours)

Statistical Applications of Public Health Research (4 semester credit hours)

Statistical Methods in Epidemiology (4 semester credit hours)

Overview of Environmental Health (4 semester credit hours)

Toxicology I: Principals of Toxicology (4 semester credit hours)

Fundamentals of Industrial Hygiene (4 semester credit hours)

Topics in Infectious Diseases (3 semester credit hours)

Science and Law (3 semester credit hours)

Special Topic: Environmental Health Risk Assessment (3 semester credit hours)

Special Topic: Site Visits in Environmental Health (3 semester credit hours)

Introduction to Management and Policy Sciences (3 semester credit hours)

Administration and Public Health (4 semester credit hours)

Health and Development (3 semester credit hours)

Principles and Practices of Public Health (3 semester credit hours)

Health and Safety Program Management (4 semester credit hours)

Community Based Health Assessment (4 semester credit hours)

Special Topic: Critical Cinema (1 semester credit hour)

Social and Behavioral Aspects of Community Health (3 semester credit hours)

Health Promotion, Theory and Methods I (3 semester credit hours)

Health Promotion, Theory and Methods II (3 semester credit hours)

Addictive Behavior (3 semester credit hours)

Special Topics: Chicano Health: Exploring It's Social Dimensions (3 semester credit hours)

Current Topics Seminar in Obesity, Nutrition and Physical Activity (1 semester credit hour)

Public Health and Nutrition (3 semester credit hours)

Precede Health Promotion and Planning (3 semester credit hours)

Thesis Workshop (1 semester credit hour)

#### Faculty Members

Hector G. Balcazar, Ph.D., Behavioral Scientist

Theresa Byrd, Ph.D., Behavioral Scientist

Victor Cardenas, M.D., Ph.D., Epidemiologist

Shawn Gibbs, Ph.D., Environmental Scientist

Nuria Homedes, M.D., Dr. P.H., Health Policy and Management

Kristina Mena, Ph.D., MSPH, Environmental Scientist

Melchor Ortiz, Ph.D., Biostatistician

Patrick Tarwater, Ph.D., Biostatistician

For more information concerning the Master's of Public Health degree, students should call (915) 747-8500, visit the web page <http://sph.uth.tmc.edu/el Paso/> or write The University of Texas Health Science Center, 1100 N. Stanton, Suite 110, El Paso, TX, 79902.





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COLLEGE OF LIBERAL ARTS

- College of Liberal Arts
- Art
- Communication
- Creative Writing
- English
- History
- Languages and Linguistics
- Interdisciplinary Studies
- Music
- Philosophy
- Political Science
- Psychology
- Sociology and Anthropology
- Theatre, Dance, and Film
- Women's Studies





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### College of Liberal Arts

In 1942, the History Department, a component of today's College of Liberal Arts, awarded UTEP's first master's degree. Since then, most of the departments in the College have developed graduate programs. MA programs are available in Art with options in Art Education and Studio Art, Communication, English, History, Linguistics, Political Science, Psychology, Sociology, Spanish, Teaching, and Theatre Arts. The Department of Music offers the Master of Music (MM) degree with options in Performance and Music Education. The Master of Fine Arts (MFA) is the degree offered by the Department of Creative Writing. In September 1993, the first students began course work in the Ph.D. program in Psychology-- the first doctoral degree program in Liberal Arts. In September 1999, the first students entered the Ph.D. in History, and in August 2004 a Ph.D. in English with an emphasis in Rhetoric and Composition began.

Students wishing to expand their knowledge in areas outside their previous training or present profession may pursue the Master of Arts in Interdisciplinary Studies. Students in this program take MAIS courses that emphasize cross-disciplinary approaches, and are encouraged to pursue an individualized course of study designed to further their particular interdisciplinary interests.

Also offered is a joint UTEP-UT Austin doctorate with a concentration in Border Studies. Students in this program can complete much of their course work in residence at UTEP with the doctoral degree awarded by UT Austin. For more information on this program, students should consult the Graduate School section, under Cooperative Programs.







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## Art

350 Fox Fine Arts

(915) 747-5181

Fax: (915) 747-6749

artdept@utep.edu

INTERIM CHAIRPERSON: Jim Quinnan

PROFESSOR EMERITUS: Clark H. Gamsey

GRADUATE FACULTY: K. Bauer, T. Bauer, Burke, Castro, Giangiulio, Grossman, McIntyre,  
Parish, Quinnan, Schultz, Thiewes, Wong

### Graduate Degrees Offered

The Department of Art offers opportunities for advanced study at the graduate level with MA degrees in the fields of Art Education and Studio Arts. In both cases interested students must apply to both the Graduate School and the Art Department. Refer to on-line resources for the UTEP Graduate School and the UTEP Art Department for additional information. It is strongly recommended that those considering an application make an appointment to see the Art Department Graduate Advisor several months prior to their application.

#### Master of Arts in Art Education (MA)

The MA in Art Education offers two avenues: a major in Art Education with a minor in Education (a research-based thesis program) or a major in Art Education with a minor in Studio Art (a practice-based studio program with a final exhibition). The MA in Art Education with an education minor is designed for those students who wish to pursue professional research in art education with a goal toward future continued art education/teacher education related studies beyond the master's degree. The MA in Art Education with a studio minor is designed for students who wish to continue their professional development in art education and at the same time develop stronger artistic practice and growth that will supplement and refine their art education and teaching abilities.

#### Requirements for Admission to the Department

To qualify for the Art Education program, the applicant must have completed:

1. A bachelor's degree or the equivalent from an accredited U.S. institution or proof of equivalent education in a foreign institution
2. TOEFL scores of 213/550 or higher for international applicants.
3. 51 semester hours within the combined areas of Studio Art, Art History, and Art Education

#### MA Art Education Application Procedures

Applicants apply to both the UTEP Graduate School and the UTEP Art Department.

Application to the Art Department consists of the following:

1. A completed Department of Art MA application form available from the Art Department office.
2. A letter of application stating how this degree program fits into the applicant's long-term goals.
3. Image portfolio (Required for Practice Option applicants only):

A portfolio of 10 images of the applicant's recent artwork submitted on a Mac OS-formatted standard size CD-ROM. Submit your files as JPEG's at 300 dpi, with the longest dimension of the image sized 8 inches. Please label each image file 1 through 10 as necessary. Make sure that all CD's and files are Mac compatible and are labeled with your name and contact information.

Video or performance art examples may be submitted on QuickTime or DVD-formatted disks with a total running time not longer than 15 minutes.

Please make sure that all CD's or DVD's are Mac compatible and are labeled with your name and contact information.

Submit a printed list of your images that corresponds to your digital JPEG or video list. Include in this order, the number, name, media, date, title and size on this printed list.

4. A copy of your transcripts.
5. Two sealed confidential letters of recommendation from educators / professionals within the field.
6. A written philosophical and theoretical statement regarding the applicant's views of art and art education.

These materials should all be delivered, in one complete packet, to the Department of Art Graduate Advisor. Completed application deadlines are: October 1<sup>st</sup> for the following Spring Semester and April 15<sup>th</sup> for the following Fall Semester. These materials will not be returned.

When considering an application for the MA program in Art Education it is strongly suggested that the applicant first contact an Art Education faculty member by email and schedule an appointment to meet with them and discuss the program. A personal interview will be considered part of the admission process.

#### Degree Requirements

For a complete degree plan, please click [here](#) and select "MA in Art Education."

#### In-Progress Evaluation

All MA Art Education candidates will participate in a progress review upon the completion of 12 credit hours. This 12 credit hour review will be undertaken by a Committee of three UTEP Graduate Faculty members one of whom will be the Art Education Committee Chairperson. The Chairperson will select the two additional UTEP Graduate Faculty members to serve on the committee. A week prior to the review the candidate should submit to each committee member a typed statement (and any related background information) of his or her work within the graduate program. The review will consist of a candidate's summary presentation of his/her research or studio based activities to the committee. The presentation will be followed by review committee questions and dialogue with the candidate. The committee will come to a timely decision concerning the status of the student's progress. The status evaluation will result in a satisfactory or unsatisfactory progress report. In cases where a student's progress is seen as unsatisfactory, the Committee will request that the student be reviewed after the completion of 18 credit hours. The program expectation at 18 hours would be satisfactory student progress or removal from the MA Art Education program.

## **Master of Arts in Studio Art (MA)**

The Masters of Art in Studio Art is a 33 hour 2 year program which offers the advanced studio artist the opportunity to concentrate in one of the following: Ceramics, Drawing, Graphic Design, Metals, Painting, Printmaking, or Sculpture.

### **Requirements for Admission to the Department**

1. A bachelor's degree from an accredited U.S. institution or proof of equivalent education in a foreign institution.
2. Undergraduate or preparation of not less than 30 hours in Studio Art and not less than 12 hours in Art History.
3. Applicants must apply both to the Graduate School and to the Art
4. Department.
5. Satisfactory portfolio, applicant's written statement, and letters of
6. recommendation.
7. TOEFL scores of 213/550 or higher for international applicants.

### **MA Studio Art Application Procedures**

#### **Applicants must make an application to both the UTEP Graduate School and the UTEP Art Department**

Application to the Art Department consists of the following:

1. A completed Department of Art MA Application form available from the Department.
2. A letter of application.
3. Image portfolio:

A portfolio of 10 images of the applicant's recent artwork submitted on a Mac OS-formatted standard size CD-ROM. Submit your files as JPEG's at 300 dpi, with the longest dimension of the image sized 8 inches. Please label each image file 1 through 10 as necessary. Make sure that all CDs and files are Mac compatible and are labeled with your name and contact information.

Video or performance art examples may be submitted on QuickTime or DVD-formatted disks with a total running time not longer than 15 minutes.

Please make sure that all CD's or DVD's are Mac compatible and are labeled with your name and contact information.

Submit a printed list of your images that corresponds to your digital JPEG or video list. Include in this order, the number, name, media, date, title and size on this printed list.

4. Two sealed confidential letters of recommendation from educators / professionals within the field.
5. A written statement by the applicant about his/her art.

These materials should all be delivered, in one complete packet, to the Department of Art Graduate Advisor. Completed application deadlines are: October 1<sup>st</sup> for the following Spring Semester and April 15<sup>th</sup> for the following Fall Semester. These materials will not be returned.

When considering an application for the MA program in Studio Art it is strongly suggested that the applicant first contact a faculty member in the area to which they are applying by email and schedule an appointment to meet with them to discuss the program and its facilities.

### **Degree Requirements**

**For a complete degree plan, please click [here](#) and select "MA in Studio Art."**

### **In-Progress Evaluation**

All MA Studio Art candidates will participate in a progress review upon the completion of 12 credit hours. A week prior to the review the candidate should submit to each committee member a typed statement of his or her work within the graduate program. The 12 credit hour review format will consist of a Committee of all available Art Department Graduate Faculty members being presented with the student's work and a brief oral presentation by the student. The presentation will be followed by review committee questions and dialogue with the candidate. The committee will come to a timely decision concerning the status of the student's progress. The status evaluation will result in a satisfactory or unsatisfactory progress report. In cases where a student's progress is seen as unsatisfactory, the Committee will request that the student be reviewed after the completion of 18 credit hours. The program expectation at 18 hours would be satisfactory student progress or removal from the MA program.

### **Course Information**

**For course descriptions, please click [here](#) and select General Art Courses (ART), Art Education (ARTE), Art History (ARTH), Whole Arts (ARTS), Ceramics (CERM), Drawing (DRAW), Graphic Design (ARTG), Metals (MTLS), Painting (PNTG), Printmaking (PRNT), or Sculpture (SCUL).**



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## Communication

202 Cotton Memorial

(915) 747-5129

[communications@utep.edu](mailto:communications@utep.edu)

CHAIRPERSON: Patricia D. Witherspoon

PROFESSOR EMERITUS: Ray Small

GRADUATE FACULTY: Barrera, Byrd, Erbert, Pineda, Perez, Riccillo, Ruggiero, Sowards, Trejo, Witherspoon, Yang

The department offers a Master of Arts degree in Communication.

### Requirements for Admission

1. Bachelor's degree in communication from an accredited institution or proof of equivalent education in a foreign institution.
2. Twelve semester hours of advanced course work in communication or related discipline as determined by the graduate advisor, along with names, e-mail addresses and phone numbers of two academic references who can comment about the student's ability to do graduate work.
3. Demonstration of academic achievement and potential as indicated by the results of the Graduate Record Examination (GRE) and upper level undergraduate and graduate coursework. Applicants are generally expected to have achieved a GPA of 3.0 or higher in upper level course work.
4. A letter of application to the graduate advisor addressing the rationale for advanced study in communication, along with letters of recommendation sent to the graduate advisor from two academic references who can comment about the student's ability to do graduate course work.
5. TOEFL score of at least 550 (paper) or 213 (Computer based) for international students whose first language is not English or who have not completed a university degree in the U.S.

### Department of Academic Standards

In addition to the graduate school requirements of maintaining a 3.0 GPA in all courses counting towards a degree, the department requires students to earn a grade of "B" or better in all core research methods courses (5100, 5310, 5311). Students receiving a "C" or lower will be required to retake the course a second time. If, after repeating a core research methods course a second time and a grade of "B" is not achieved, the student will be dismissed from the program.

### MA Degree Requirements

#### Course Work

**Thesis Option:** A minimum of 30 semester hours in communication are required. 24 hours of course work numbered 5100-5399 and 6 hours of these (5398, 5399) credit, and the submission of a graduate school approved electronic copy of a thesis approved by the graduate faculty.

**Non-thesis Option:** A minimum of 36 semester hours in communication are required. 36 hours of graduate course work numbered 5100-5390. In addition, a graduate school approved electronic copy of a project report approved by the graduate faculty is required.

#### Research Core Courses

The core research courses are required for both the thesis and non-thesis options: 5100, 5310 and 5311.

#### Oral Examination

An oral examination by the graduate faculty will be required for both the thesis and non-thesis options.

For a complete degree plan, please click [here](#) and select "MA in Communication."

#### Undergraduate Courses for Graduate Credit

With approval of the graduate advisor, up to 6 hours of credit may be selected from other departments who have designated undergraduate course work for graduate credit to enrich the graduate offering.

#### Course Information

For course descriptions, please click [here](#) and select Communication (COMM).







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## Creative Writing

415 Liberal Arts

(915) 747-5713

[www.utep.edu/cw](http://www.utep.edu/cw)

CHAIR: Johnny Payne

The Department of Creative Writing is designed to provide the highest professional preparation and training to individuals who wish to pursue careers in writing or the teaching of writing. Students may choose to take creative writing and literature courses in English, Spanish, or a combination of the two languages. Each year a variety of fully bilingual courses is offered. The MFA curriculum culminates in the writing of a book length manuscript of original creative work (thesis).

### Minimum Admission Requirements

1. A Bachelor's degree or its equivalent
2. Transcripts according to the requirements of the Graduate School
3. Three letters of recommendation
4. A writing sample in the genre of emphasis
  - 8-10 poems
  - 20 pages of prose, playwriting, essay or screenplay
5. A statement of purpose

### Degree Plan

For a complete degree plan, please click [here](#) and select "MFA in Creative Writing."

In addition, ENGL 5345 English Teaching Methods must be taken by students whose teaching assistantship falls within the English Department. Students teaching in Languages and Linguistics must take LING 5370 Study in Language

The thesis will consist of a book length manuscript of original fiction or poetry, play, group of essays, or screenplay, accompanied by a preface. Each candidate is required during the first semester of thesis hours to submit a thesis proposal and a sample of the thesis-in-progress to the thesis committee. The thesis will be prepared under the direction of a three-member supervising committee and will be defended orally.

### Course Information

For course descriptions, please click [here](#) and select Creative Writing (CRW).







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## English

113 Hudspeth Hall

(915) 747-5731

[english@utep.edu](mailto:english@utep.edu)

CHAIRPERSON: David Ruiter

GRADUATE FACULTY: Abarca, Armitage, Baca, Brunk-Chavez, Carter, Cappell, Clark, Dick, Foster, Fredericksen, Gladstein, Gunn, Jayasuriya, Johnson, Lawson, Mangelsdorf, Mansfield-Kelley, Marchino, Meyers, Minnick, Perrillo, Polette, Posey, Rohreitner, Ruiter, Salinas, Scenters-Zapico, Schmid, Smith, Stafford, Yothers

### MA, MAT, and PhD Degrees

The English Department offers a Master of Arts in English degree with two concentrations available: 1) English and American Literature and 2) Rhetoric and Writing Studies; and a Master of Arts in Teaching in English. The department also offers a Doctor of Philosophy degree in Rhetoric and Composition.

#### MA Degree - English and American Literature Concentration

The primary objective of the Literature concentration is to develop skill in reading and interpreting literature. The course work is designed to provide both a comprehensive knowledge of literature in its historical and intellectual contexts and the opportunity to explore competing theories of critical interpretation. The Literature concentration offers the opportunity for students to prepare for teaching in secondary schools and at junior colleges. It also offers the opportunity for students to prepare for admission to PhD programs in British and American Literature.

#### Requirements for Admission

1. A Bachelor's degree from an accredited U.S. institution or proof of equivalent education in a foreign institution
2. Submission of official Graduate Record Examination (GRE) scores
3. 18 hours of advanced level English courses
4. A writing sample
5. A Statement of Purpose
6. Three letters of recommendation
7. Optional: a resume or other supporting materials to give a full picture of the applicant's potential.

#### Requirements for Degree

1. 36 semester hours including 33 semester hours of course work and ENGL 5391pr
2. 36 semester hours, to include 33 semester hours of course work, ENGL 5392, and an oral examinationpr
3. 36 semester hours to include 30 hours of course work, ENGL 5398-5399 and an oral examination.

#### Degree Plans

For a complete degree plan, please click [here](#) and select "MA in English" and select an English and American Literature concentration.

#### MA Degree - Rhetoric and Writing Studies Concentration

The Rhetoric and Writing Studies (ENWR) concentration includes courses in rhetoric and writing studies, as well as an introduction to graduate studies in the field. There is sufficient flexibility through electives to allow students to fashion degree plans suitable to their individual interests. The ENWR concentration offers students the opportunity to prepare for careers as professional/technical writers and community college teachers, as well as for academic study at the doctoral level.

#### Requirements for Admission

1. A Bachelor's degree from an accredited U.S. institution or proof of equivalent education at a foreign institution
2. Submission of official Graduate Record Examination (GRE) scores
3. Evidence of adequate preparation for graduate course work in Rhetoric and Writing Studies
4. A writing sample
5. A Statement of Purpose
6. Three letters of recommendation
7. Optional: a resume or other supporting materials to give a full picture of the applicant's potential

#### Requirements for the Degree

Thirty-six (36) semester hours consisting of

1. 33 semester hours of course work, plus a 3-hour practicum (ENGL 5397), and an oral examination;or
2. 30 hours of course work, plus a 6-hour practicum (ENGL 5395 and ENGL 5396), and an oral examination;or
3. 30 hours of course work, plus a 6-hour thesis (ENGL 5398 and ENGL 5399), and an oral examination.

## Degree Plans

For a complete degree plan, please click [here](#) and select “MA in English” and select a Rhetoric and Writing Studies concentration.

### Master of Arts in Teaching – English

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The Master of Arts in Teaching degree with a major in English is designed to deepen teachers' knowledge of rhetoric, writing, literature, and language in ways that are professionally relevant to them as teachers in secondary schools, community colleges, and universities. Course work includes specialized English teaching methods, rhetoric and writing, literature, reading, and teacher education, with a thesis in an area related to the teaching of English.

#### Requirements for Admission

1. A Bachelor's degree from an accredited U.S. institution or proof of equivalent education at a foreign institution
2. Submission of official Graduate Record Examination (GRE) scores
3. A Bachelor's degree in English OR 12 hours of advanced-level English courses plus English 4355 or the equivalent
4. A writing sample
5. A Statement of Purpose
6. Three letters of recommendation
7. Optional: a resume or other supporting materials to give a full picture of the applicant's potential

#### Requirements for the Degree

Thirty-six (36) semester hours consisting of

1. Thirty semester hours of course work, a six-hour thesis (ENGL 5398-5399), and an oral examination
2. 15 hours of field experience in ENGL 5344

## Degree Plans

For a complete degree plan, please click [here](#) and select “MAT in English.”

### Online Graduate Certificate in Technical and Professional Writing

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The Graduate Certificate in Technical and Professional Writing is designed for early and mid-career professionals (or those switching careers) who already hold a baccalaureate or graduate degree and are interested in further education, as well as current UTEP graduate students of any discipline who seek to strengthen their skills. This entire program will be online, to better meet the needs of working professionals and graduate students who need flexible schedules.

#### Requirements

For a complete degree plan, please click [here](#) and select “Certificate in Technical and Professional Writing.”

#### Admissions Requirements

Applicants to the Graduate Certificate in technical and professional Writing must:

- Already hold a baccalaureate or graduate degree with a minimum 3.0 GPA
- Complete the graduate school application and supply an official transcript
- Submit a two-page statement of purpose and a 15 page writing sample

Students may be classified as non-degree seeking students or have the certificate program incorporated into the degree requirements for admission. Students who complete the Graduate Certificate in technical and Professional Writing and decide to pursue a graduate degree at a later date may apply to the rhetoric and Writing Studies graduate program and request that the units become part of their program at admission.

## PhD in Rhetoric and Composition

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### Overview of Program

The PhD program in Rhetoric and Composition prepares graduates for careers as writing specialists in higher education, business, industry, and government. In higher education they conduct research into theories of writing development, use, and pedagogy. In business, industry, and government they apply higher-level research, thinking, and writing skills to enhance communication. The focus of the program is on intercultural rhetoric, computer-mediated writing, and community application.

Students can enter the program with a Bachelor's degree in English, a Master's degree in Rhetoric and Composition, or a related field. They will complete a minimum of 45-51 credit hours beyond the MA, including core courses that will cover rhetorical history, writing pedagogy, writing in cultural contexts, and computer-mediated writing; concentration courses in topics such as workplace writing, the teaching of writing, or literary studies; and an internship course in a community setting. A dissertation involving extended research is required. Students have opportunities to extend their knowledge of Rhetoric and Composition by taking courses in other disciplines such as Communications, Languages and Linguistics, and Teacher Education.

#### Requirements for Admission

Students will be considered for admission after completion of a BA in English or an MA in English with a focus in Rhetoric and Composition; Rhetoric and Writing Studies; or Professional Writing and Rhetoric. Students with an MA, in Literature, an MAT in English, an MFA in Creative Writing, or an MA in a related field (such as Communication or Linguistics) also will be considered.

Students entering the program with a BA will enroll in the Master's program in Rhetoric and Writing Studies offered by the English Department. They will be required to complete the 6-hour thesis requirement for the MA degree. Upon finishing this degree, they will complete the additional work required in the PhD program.

To be considered for admission, all applicants to the PhD program must meet the minimum requirements for admission described in the University of Texas at El Paso Graduate Studies Catalog. Students (including UTEP graduates) will be required to submit:

1. Official transcripts of all prior academic work,
2. Scores from the Graduate Record Examination (GRE)
3. Letters of recommendation from at least three faculty members and/or members of the professional community with whom they have worked,
4. A description of their educational objectives,
5. A description of their theoretical and pedagogical approaches to teaching writing, and
6. Two writing samples: a research paper, and another of their choice, such as a digital project.

Applicants will be evaluated according to their previous academic record, scores on the analytical and verbal sections of the Graduate Record Examination, the strength of their letters of recommendation, and the quality and appropriateness of their writing samples. Another key criterion will be the compatibility between students' interests and expectations and the objectives of the PhD program.

#### Requirements for the Degree

For a complete degree plan, please click [here](#) and select “PhD in Rhetoric and Composition.”

#### Maximum Time to Completion

Students accepted into the PhD program in Rhetoric and Composition must complete all requirements for the degree within eight years.

#### Language Requirement

All students must demonstrate a reading knowledge of a language other than English sufficient to conduct research using primary and secondary sources. The PhD program's emphasis on intercultural writing on the U.S./Mexican border will lead many students to elect Spanish to satisfy this requirement.

#### Qualifying Exams

Students will take qualifying exams after successful completion of the language requirement and all courses with the exception of ENGL 6395 and the dissertation.

A copy of the dissertation in PDF or Word electronic format must be submitted to the Graduate School for format check prior to the scheduled defense date. The dissertation, including an abstract not to exceed 350 words, must be prepared according to the Graduate School's thesis and dissertation guidelines available at the Graduate School website. The student will receive email confirmation from the Graduate School after the format has been approved. The final Graduate School approved dissertation must be submitted to the Graduate School in PDF electronic format on a CD in a case by the deadline as published in the Class Schedule along with a hard copy of the signature page with original signatures of the dissertation committee members. The signature page must be included in the PDF file but it should not be signed.

Doctoral candidates are also required to submit the Graduate School approved dissertation at the University Microfilms International website for on-line publication, <http://dissertations.umi.com/utep>. Dissertations are regarded as publications and will be made public once they are approved and submitted. On-line publication does not preclude subsequent publication of the dissertation, in whole or in part, as a monograph or in a journal. Copyright at the author's expense may be arranged through University Microfilms International. In order to protect patent or any other rights, the Graduate School may be requested to delay publication for a period of one year. This request must be supported by a written recommendation of the supervising professor.

#### Information for All Degrees/Concentrations

1. **Undergraduate Credit Hours:** Generally, undergraduate credit hours may not be used to satisfy graduate requirements. Exceptions must be approved by the Graduate Advisor in the English department and the Graduate School and in no cases are to exceed 6 hours. With the prior approval of the Graduate Advisor and the Graduate School, the following undergraduate course may be taken for graduate credit: ENGL 4390.
2. **Foreign Students:** Foreign students must supply a satisfactory grade in a special proficiency test in the English language before being allowed to register (students should write to Graduate Advisor, Department of English, for details).
3. **Graduate Advising:** All students upon entering the graduate program will outline a tentative degree plan with their Graduate Advisor. Students who have deficiencies in their undergraduate preparation are encouraged to supplement their graduate courses with undergraduate courses (no graduate credit).
4. **Programs of Study:** During the first semester of graduate study, all students must submit to the Graduate School for approval of a Preliminary Program of Study signed by their Graduate Advisor. The Preliminary Program of Study should show the courses required by the department that the student must complete prior to graduation. During the final semester of graduate study, each student must submit to the Graduate School for approval a Final Program of Study signed by their Graduate Advisor. The Final Program of Study should show the courses taken and the courses required by the department that the student will complete during his or her last semester of graduate study. Programs that show an incomplete grade or a GPA below 3.0 cannot be approved.

#### Course Information

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For course descriptions, please click [here](#) and select English (ENGL).





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## History

320 Liberal Arts

(915) 747-5508

[history@utep.edu](mailto:history@utep.edu)

CHAIRPERSON: Paul Edison

PROFESSORS EMERITI: Kenneth K. Bailey, , Robert W. Righter, Kenneth B. Shover

GRADUATE FACULTY: Ambler, Arenson, Brunk, Chavez, Dailey, Edison, Erekson, Fan, Hackett, Jackson, Kawashima, Leyva, Lightfoot, C.E. Martin, C.H. Martin, McGee Deutsch, Schiavone-Camacho, Shepherd, Topp, Weber

### Requirements for Admission

1. Bachelor's degree from an accredited institution in the U.S. or proof of equivalent education in a foreign institution
2. Satisfactory subject preparation and grade point average (GPA)
3. Submission of official Graduate Record Examination (GRE) scores
4. TOEFL score of 213/550 or higher for international applicants whose first language is not English or who have not completed a university degree in the U.S.

### M.A. Degree Concentrations

Students working toward the Master of Arts degree in History may choose either the standard concentration or a specialized concentration in the history of the United States-Mexico Border. Both concentrations provide degree plans with or without a thesis.

### Degree Requirements

#### Standard Degree Plans (I and II)

**Prerequisite:** Admission to the Graduate Program in History

**Plan I** requires the completion of 30 hours, including an acceptable thesis. A Plan I student must complete 9 hours of graduate seminars in history, 9 hours of graduate studies courses in history, and HIST 5398-HIST 5399. The remaining 6 hours may be selected in any combination, from among graduate studies courses, graduate seminars, and upper-division undergraduate courses available for graduate credit. With the permission of the Graduate Advisor, a Minor field in a related discipline may be taken. At least three of the six hours in the Minor must be at the graduate level.

**Plan II** requires the completion of 36 hours, including the submission of one acceptable seminar paper in lieu of a thesis. A Plan II student must complete 12 hours of graduate studies courses in history, 6 hours of graduate seminars in history, and, in the final semester of work, HIST 5393.

The remaining 15 hours may be selected from among graduate studies courses, graduate seminars, and upper-division undergraduate courses available for graduate credit. In keeping with Graduate School regulations, no more than 9 hours of approved undergraduate courses may be counted for graduate credit and only 6 of these hours may be taken in history; 3 additional hours may be included in a Minor field if a Minor field is selected and approved.

Plan II students must submit the completed seminar paper to the departmental committee that conducts the final examination for the MA degree, as prescribed by the Graduate School.

As a part of the total 36 hours, a student may choose a Minor in a related field, provided the department's Graduate Advisor approves. The Minor requires 6 hours, of which at least 3 must be at the graduate level.

#### Minor in Public History

Whether choosing Plan I or II, a student may complete a minor in Public History. For the minor, a student must successfully complete HIST 5302, Introduction to Public History, and HIST 5390, Internship in Public History (HIST 5390 may be replaced with HIST 5370, Seminar in U.S. History: Public History). In addition, the student must complete 9 hours of Department of History offerings or selected courses outside the department. These courses must be approved by the Department of History Graduate Advisor. The Minor in Public History will be awarded only in conjunction with the completion of the MA in History degree.

#### Border History Degree Plans (III and IV)

**Prerequisite:** Admission to the Graduate Program in History and the completion of the fourth semester of Spanish language instruction with a grade of "B" or better, or successful completion of a department-approved Spanish language competency examination.

**Plan III** requires the completion of 30 hours, including an acceptable thesis. Specific requirements are as follows:

**Seminars:** Nine hours required, including the core course in border history and two other courses directly related to the U.S.-Mexico borderlands which must be approved by the Graduate Program Committee.

**Studies Courses:** Nine hours required. Of the 9 hours, 6 must be related to the U.S.-Mexico Border and must be approved by the Graduate Program Committee.

**Other Courses:** Six hours of courses related to the U.S.-Mexico Borderlands selected in any combination from seminars, studies courses, upper division undergraduate courses taken for graduate credit, or (with the approval of the graduate advisor) a Minor field in a related discipline. If a minor field is selected, at least one of the courses must be at the graduate level.

**Thesis:** HIST 5398-HIST 5399.

**Plan IV** requires the completion of 36 hours; in lieu of a thesis, one revised seminar paper must be submitted to the committee conducting the final examination. Specific requirements are as follows:

**Seminars:** Six hours required of courses related to the U.S.-Mexico border and which must be approved by the Graduate Program Committee.

**Studies Courses:** Twelve hours required, of which at least 9 must be related to the U.S.-Mexico Border and must be approved by the Graduate Program Committee.

**Other Border Courses:** Six hours of graduate history courses or undergraduate history courses taken for graduate credit that relate to the U.S. Mexico Borderlands.

**Other Courses:** Nine hours from among graduate history courses and upper division undergraduate history courses taken for graduate credit. With the approval of the graduate advisor, a Minor field of six hours in a related discipline may also be selected. (Of the six hours for the Minor, at least three must be at the graduate level.)

**Independent Research:** HIST 5393, to be taken in the final semester of work.

**Limitations on undergraduate courses taken for graduate credit** No more than six hours of undergraduate history courses may be taken for graduate credit. No more than three hours of undergraduate courses may be taken for graduate credit in a Minor field.

#### Degree Plans

For complete degree plans, please click [here](#) and select "MA in History."

#### Ph.D. Program

The Ph.D. program in History focuses on the history of the Borderlands. The program is rooted in the premise that the Border unites as much as it divides and that the people of the southwestern United States and northern Mexico share many common historical experiences. Students at UTEP experience first-hand the complex political and social realities of a border community and take advantage of the rich opportunities for research in both El Paso and Ciudad Juárez. The degree is intended to prepare students for professional careers as college and university faculty, or as public historians working in such fields as museum administration, historic preservation, archival management, and public policy.

All students in the program complete a field of concentration in U.S.- Mexico Borderlands history, Transnational/World history, and either United States history or Mexican and Latin American history. Students must demonstrate a reading knowledge of Spanish, except in unusual circumstances where another language may be more appropriate.

#### **Admissions Requirements**

In addition to the general requirements for admission to the Graduate School and the graduate program in History listed above, students should meet the following qualifications:

1. Completion of a BA or MA degree in History. Students whose degree was in a field other than history should submit evidence of preparation equal to an undergraduate minor in History (survey courses in US History and World History or Western Civilization; and 12 upper-division hours). Applicants with less than the required preparation may be required to do predoctoral work.
2. Submission of official Graduate Record Examination (GRE) scores
3. Evidence of potential for scholarly work in history (from references and a written personal statement as well as the academic record).
4. TOEFL score of 213/550 or higher for international applicants whose first language is not English or who have not completed a university degree in the U.S. or another English-speaking country.

#### **Application Procedures**

Application forms can be obtained from and should be submitted to the Graduate School of The University of Texas at El Paso. Applications may be submitted at any time, but will be acted upon only once a year. The deadline for the submission of applications for the following academic year is February 1.

The documents to be submitted to the Graduate School are as follows:

1. Official Graduate School application form
2. Transcripts according to the requirements of the Graduate School
3. Official test results on the GRE (and TOEFL if applicable)
4. A two to three-page personal statement outlining the applicant's personal experience, educational background, research interests, career goals, and how the program will benefit the applicant's professional development
5. Three letters of reference from individuals who can evaluate the applicant's potential for graduate academic work and future professional contributions
6. A sample of the student's academic work in the form of a term paper or chapter about 25 pages in length

#### **Course Requirements**

All Ph.D. students will be required to take courses at the graduate level (5300 and above) totaling at least 63 semester credit hours. This requirement is composed of core courses (15 hours), seminar courses (9 hours), elective courses (30 hours), and required doctoral dissertation courses (9 hours). Dissertation preparation courses (HIST 6398 and HIST 6399) may be repeated, but counted for credit only once in the above total.

The **core courses** (15 hours)

The **seminar courses** (9 hours) may be selected from any of the research seminars HIST 5370-5382. Seminars may be repeated for credit if the topic varies.

The **free electives** (30 hours)

The required **doctoral dissertation** courses (9 hours)

Dissertation courses may be repeated, but count for only 6 credit hours in the total of 63 semester credit hours.

For a complete degree plan, please click [here](#) and select "PhD in History."

#### **Two Cs**

Ph.D. students who receive two or more grades of "C" will be formally reviewed, and the Graduate Program Committee will make a recommendation as to whether the student should be allowed to continue in the program.

#### **Language Requirement**

Students must demonstrate reading proficiency in the Spanish language by the time they complete 36 semester credit hours. Students are required to have a reading knowledge of Spanish sufficient to conduct research in primary and secondary sources in that language. Alternate languages may be accepted by the Graduate Program Committee where appropriate to the student's research. Course work taken to meet the language requirement will not be counted in the 63 hours required for the Ph.D. degree.

#### **Transfer with Graduate Credit**

Students accepted into the Ph.D. program with graduate credit (from UTEP or another institution) will be required to meet the specific degree requirements stated above. The student may petition the Graduate Program Committee to accept up to 30 hours of credit toward the degree. If titles of the transferred courses differ substantially from the history courses listed in this catalog, the student will be requested to provide documentation to the Committee that the courses transferred are equivalent in content. The required core courses (HIST 5351-54 and HIST 6320) cannot be met by transferred credit.

#### **Maximum Time for Completion of the Ph.D. Degree**

Students in the Ph.D. program in History must complete all requirements for the Ph.D. within eight years of their admission to the program. The eight-year period begins with the semester in which the first courses are taken after receiving formal acceptance into the program. Extensions of the period can be granted by the Graduate Program Committee in response to written petitions from the candidate if, in their judgment, final completion of the degree requirements by the candidate is considered likely.

#### **Portfolio and Qualifying Examination**

An oral qualifying examination, in which students will be examined in their three fields of concentration, must be taken upon completion of all course work except the nine hours of dissertation courses. To prepare for the qualifying exam, students will assemble a portfolio that demonstrates their mastery of their fields and critical historical skills. As part of that portfolio, they will also prepare a formal Dissertation Proposal, which must be approved by the dissertation committee and the Graduate Advisor. Students will enroll in HIST 6300

(Advanced Topics in Historiography) and HIST 6301 (Dissertation Preparation) while they prepare their portfolio.

#### **Failing Qualifying Examination Twice**

Ph.D. students who fail the same qualifying exam more than once will be formally reviewed, and the Graduate Program Committee will make a recommendation as to whether the student should be allowed to continue in the program.

#### **Dissertation**

Students must complete a doctoral dissertation containing substantial original research using primary documents, under the supervision of a dissertation advisor. A committee of three department faculty and one outside faculty member will be selected.

#### **Ph.D. Oral Examination**

On completion of the dissertation, the candidate will be required to make an oral defense of the dissertation before the dissertation committee, the faculty, and the general public.

#### **Microfilming of Dissertations**

The doctoral candidate who has successfully completed the above requirements will be required to pay the cost of a microfilm copy of the dissertation. The signed original copy (unbound) of the dissertation will be sent by the Graduate School to University Microfilms in Ann Arbor, Michigan, for reproduction.

Along with the original copy of the dissertation, the student must submit to the Graduate School two copies of an abstract, not to exceed 350 words in length (double-spaced), which has been approved in final form by the dissertation committee. This will be published in *Dissertation Abstracts International*.

#### **Prerequisite**

Completion of the fourth semester of Spanish language instruction with a grade of "B" or better, or successful completion of a department-approved Spanish language competency examination.

#### **M.A. for students enrolled in the Ph.D. Program**

Students who enter the Ph.D. program directly upon completion of the bachelor's degree will be reviewed formally at an early stage of their graduate careers (normally at the completing of 18 semester credit hours of graduate work) to determine whether they should be encouraged to continue their work for the degree. Those who are cleared for continuation toward the doctorate will be awarded an M.A. after completing thirty-six hours of approved coursework, including twelve hours of research seminars; these students will not be required to complete an M.A. thesis or to submit a revised seminar paper in lieu of a thesis.

#### **Border History M.A. for students enrolled in the Ph.D. Program**

Those Ph.D. students who are cleared for continuation toward the doctorate may receive an M.A. with a Border History concentration by completing 36 hours of approved coursework, which must include 12 hours of graduate research seminars (nine of which must relate to the U.S.-Mexico Border), nine hours of graduate studies courses (of which six must relate to the U.S.-Mexico Border), six hours of undergraduate courses taken for graduate credit (selected from History 3309, 3312, 3316, 3322, 3328, 3342, and 3390 [when the topic is related to the U.S.-Mexico Border]), and nine additional hours of graduate courses. With the approval of the Graduate Advisor, graduate seminars or studies course that relate to the U.S.-Mexico Border may be substituted for the required undergraduate courses. Students will not be required to complete an M.A. thesis or to submit a revised seminar paper in lieu of a thesis.

#### **Students who voluntarily withdraw from the Ph.D. program or who are denied permission to continue in the Ph.D. Program**

Students who have been reviewed and who are denied permission to continued work toward the doctorate, or those who voluntarily withdraw from the doctoral program, will be permitted to complete the M.A. degree (Plans 1, 2, 3 or 4) according to existing departmental requirements.

#### **Course Information**

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For course descriptions, please click [here](#) and select History (HIST).





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## Languages and Linguistics

137 Liberal Arts

(915) 747-5767

[lgsling@utep.edu](mailto:lgsling@utep.edu)

CHAIR: Kirsten F. Nigro

PROFESSORS EMERITI: Richard Ford, Arturo Perez

ASSOCIATE PROFESSORS EMERITI: Sandra Beyer, Eleanor Cotton, Frederick Kluck

GRADUATE FACULTY: Amastae, Armengol, Blansitt, Blume, Courtney, Elerick, Ford, Garabano, García, Louden, Nigro, Perez de Solar, Sobin, Teschner

The department offers two graduate degrees: (1) the MA in Linguistics with available additional concentrations in Applied Linguistics and in Hispanic Linguistics, (2) the MA in Spanish.

## Linguistics

### Requirements for Admission

1. Bachelor's degree from an accredited institution in the U.S. or proof of equivalent education in a foreign institution
2. Undergraduate degree or satisfactory subject preparation in linguistics, a language, or a related field resulting in a satisfactory grade point average (GPA) (Where there is a question of sufficient background, a program of leveling courses not to exceed 12 hours will be arrived at in consultation with the graduate advisor.)
3. (For Hispanic linguistics only) Competency in both Spanish and English
4. Submission of official Graduate Record Examination (GRE) scores
5. TOEFL score of 213/550 or higher for international applicants whose first language is not English or who have not completed a university degree in the U.S.
6. Three letters of recommendation
7. A brief (2-3 page) personal statement of purpose

### Degree Requirements (36 hours)

#### Thesis and Non-thesis options and hours

There are one thesis and two non-thesis options. Each student must choose one of these options. The thesis option requires LING 5398 and LING 5399, in addition to the requirements of 9 core hours and 21 elective hours. The thesis will be presented in an open defense. One non-thesis option involves an extended research paper, which will be presented in an open defense. This option requires LING 5397, in addition to the requirements of 9 core hours and 24 elective hours. The second non-thesis option involves extended course work, requiring 9 core hours and 27 elective hours. With this option, there will be a final open oral and/or written examination in the candidate's chosen primary area of study. In more detail, the requirements for each degree option, including the concentration possibilities mentioned above, are as follows:

### Degree Plans

For a complete degree plan, please click [here](#) and select "MA in Linguistics."

## Spanish

### Admission to the Program

1. Fulfillment of all general requirements for admission to the Graduate School
2. Completion of four upper-division undergraduate survey courses in Spanish and Spanish American literature with a grade of "C" or better (SPAN 3301, 3302, 3303, 3304 at UTEP or their equivalent at other institutions). Applicants who have not taken all such courses or who have not completed one or more of them with a grade of "C" or better may be granted conditional admission but will be required to make up any deficiency by enrolling in the appropriate course(s) during their first semester. Such courses will not count toward the degree.

### Degree Requirements

#### MA in Spanish

1. Complete 36 hours of work, including the appropriate options chosen from "Required Courses and Subject Areas" listed below. With the approval of the Committee on Graduate Studies, a student may present a minor consisting of 6 to 12 hours in a related field.
2. Complete course 2302 (fourth semester) in a second foreign language with a grade of at least "B", or demonstrate equivalent proficiency.

#### Must select Plan I or Plan II below

**Plan I (Non-Thesis Option):** Complete SPAN 5397 Seminar in Hispanic Literary Research, which counts for 3 of the required 36 hours of work.

**Plan II (Thesis Option):** Complete SPAN 5398-SPAN 5399, Thesis, which counts for 6 of the required 36 hours of work. The Committee on Graduate Studies must approve a prospectus outlining the proposed thesis. The thesis will be defended orally.

### Degree Plans

For a complete degree plan, please click [here](#) and select "MA in Spanish."

### Course Information

For course descriptions, please click [here](#) and select Linguistics (LING) or Spanish (SPAN).





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### Liberal Arts Interdisciplinary Studies

The College of Liberal Arts offers three interdisciplinary studies programs leading toward the master's degree. These programs are the Master of Arts in Interdisciplinary Studies (MAIS), Master of Arts in Latin American and Border Studies and the Master of Fine Arts in Creative Writing (MFA).

### Master of Arts in Interdisciplinary Studies

307 Hudspeth Hall

(915) 747-5647

[mais@utep.edu](mailto:mais@utep.edu)

PROGRAM DIRECTOR: Robert Bledsoe

The MAIS program is designed for individuals who, having completed a baccalaureate program or professional degree program at an accredited college or university, wish to expand their knowledge in areas outside of their previous training or present profession. To this end, each student will participate in the design of a plan of study consisting of courses offered by a variety of departments.

### Basic Requirements for Admission

1. A bachelor's degree from an accredited institution in the United States (or proof of equivalent training in a foreign institution)
2. A satisfactory grade point average (GPA) in upper-division (junior and senior level) work and in any graduate work already completed
3. Submission of official Graduate Record Examination (GRE) scores
4. Submission to the MAIS Advisory Committee of an acceptable Admission Essay and Plan of Study
5. Acceptance by the MAIS Advisory Committee and by the Graduate School

### Specific Requirements for the MAIS Degree

1. Thirty-six semester hours of course work, no more than nine of which may be in a single disciplinary area, and of which no more than nine may be outside of the College of Liberal Arts. Exceptions to the nine-hour limitations may be made under unusual circumstances. Exceptions must be approved by the MAIS Advisory Committee and by the Graduate School.
2. A minimum of 27 semester hours of graduate-level courses; the remaining nine hours may be selected from among graduate-level courses and/or upper-division undergraduate courses. (Any undergraduate course taken for MAIS credit must be specifically designated in the catalog as "For Undergraduate and Graduate Students.")
3. A minimum of six semester hours of course work from among the MAIS core seminars.
4. Successful completion of MAIS 5393 Final Project. The Final Project will be submitted to the committee conducting the student's final oral examination. Upon successful completion of the final examination, a copy of the Final Project will be bound and submitted to the MAIS Program archives.
5. Successful completion of the final oral examination and approval of the Graduate School.

### Degree Plans

For a complete degree plan, please click [here](#) and select "MA in Interdisciplinary Studies."

### Course Information

For course descriptions, please click [here](#) and select MA in Interdisciplinary Studies (MAIS).

### Master of Arts in Latin American and Border Studies

Physical Address:

1514 Hawthorne Street

(915) 747-5196/5157  
[cibs@utep.edu](mailto:cibs@utep.edu)

Mailing Address:

500 W. University Boulevard

El Paso, Texas 79968

Website: [www.utep.edu/cibs](http://www.utep.edu/cibs)

EXECUTIVE DIRECTOR: Ricardo Blázquez

The College of Liberal Arts offers an interdisciplinary Master of Arts degree with a major in Latin American and Border Studies.

### Requirements for Admission

Admission to the MA program in Latin American and Border Studies will follow the general admissions requirements of the UTEP Graduate School. In addition, it will require a 3.0 minimum upper division undergraduate GPA. Because the program is interdisciplinary, no specific undergraduate major is required. However, admission requires the completion of an essay that addresses the student's specific interest in participating in the program. Students without any undergraduate credits in any area related to Latin America or Border studies may be required to complete up to 9 hours of undergraduate work in the area of Latin American and Border Studies.

## Requirements for the Degree

	Thesis	Non-Thesis
Core Courses	9	9
Prescribed Electives	9	12
Free Electives	6	9
Thesis	6	0
<b>Total Credit Hours:</b>	<b>30</b>	<b>30</b>

- a. Foundation Courses: Prerequisite/leveling courses;  
b. Courses required of all students in the proposed program;  
All students must complete the following core courses:

LABS	5301	Issues in Border Studies
LABS	5302	Issues in Latin American Studies
LABS	5390	Research Seminar in Latin American and Border Studies

LABS 5301 and 5302 should be taken early in the student's program of study. They will introduce students to the main questions and the critical literature in the respective field. As a requirement for each course, students will be expected to write a paper reviewing the literature that focuses on their intended area of concentration.

In LABS 5390, students will formulate and discuss their research ideas, cross-fertilizing the study of the border and of Latin America. It will help launch the thesis and serve as a forum for non-thesis students. A capstone course, it should be taken near the end of the student's program of study.

- c. Elective courses prescribed for those students;

Each student will take 9-12 hours of courses in a single area to provide disciplinary depth and expertise to complement the breadth of knowledge in the core course concerning the border area and Latin America. These courses will be chosen in consultation with the academic advisor. Field experience under a supervising professor is required when appropriate to the student's needs.

- d. Courses freely elected by students

Each student will choose, in consultation with the academic advisor, 6-9 hours of courses to complete the program.

- e. Other, specify.

### Degree Plan

For a complete degree plan, please click [here](#) and select "MA in Latin American and Border Studies."

### Language Requirement

All students must demonstrate oral, reading, and writing proficiency in Spanish. Substitutions may be made. If proficiency is not adequately demonstrated by sufficient coursework at the undergraduate level, including undergraduate education conducted in Spanish, a proficiency examination in Spanish is required the first semester of enrollment. Students who do not satisfy the proficiency requirements through this test must register for Spanish instruction until they pass the test.

Students may select up to 6 credit hours from upper-division undergraduate courses, as approved by the graduate committee. The instructor is expected to assign the student appropriate work for graduate level credit.

Students may elect either the thesis or non-thesis option. In the capstone course, LABS 5390, students will be encouraged to incorporate field experience. Students will also be encouraged to undertake other field experiences that may be part of the program in consultation with the program advisor.

Transfer students will be admitted based on the graduate school guidelines. No more than 9 hours of transfer credit will be accepted.

### Course Information

For course descriptions, please click [here](#) and select Latin American and Border Studies (LABS).



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## Music

301M Fox Fine Arts

(915) 747-5606

[music@utep.edu](mailto:music@utep.edu)

CHAIRPERSON: Lowell Graham

PROFESSOR EMERITUS: Arryl Paul

GRADUATE FACULTY: Dousa, Eylon, Fountain, Gibson, Graham, Haddad, Hufstader, Jones, Leinberger, Macchioni, McMillan, Ross, Schweigart, Siqueiros, Tredway, Trimble, White, Wilkinson, E. Wilson, S. Wilson

### Master of Music

The Master of Music degree is offered in two majors: Performance (instrumental, vocal, conducting, theory or composition), which specializes in the study of a performing medium; and Music Education, which is designed for advanced training in the teaching profession.

#### Requirements for the Master of Music in Performance

1. A Bachelor's degree in Music or its equivalent
2. Acceptance into the performance program via
  - a. audition with a three-person panel of area faculty
  - b. vocal majors must demonstrate knowledge of Italian, French, German, Latin, and English diction
  - c. submission of undergraduate official transcript
  - d. two letters of recommendation
  - e. written statement of intent
3. Completion of all degree requirements. **For a complete degree plan, please click [here](#) and select "MM in Performance Music."**

The performance sequence requires either 1) a Master's recital and written thesis documenting that recital; 2) two performance recitals; or 3) a full theoretical thesis of composition plus analysis. A final examination is also required. All graduate recitals must be attended by three graduate music faculty members, two of whom must be from the student's applied area. The attending graduate faculty members will judge the recitals as pass/fail as part of the degree requirements.

#### Specific Requirements for the Master of Music in Music Education: Thesis Track

1. A Bachelor's degree in Music or its equivalent with certification to teach music in the public schools or significant and equivalent professional teaching experience.
2. Acceptance into the music education program via
  - a. the approval of a three-person panel of area faculty after appropriate interviews and/or teaching demonstration
  - b. submission of undergraduate official transcript
  - c. two letters of recommendation
  - d. written philosophy of teaching
3. Completion of all degree requirements. **For a complete degree plan, please click [here](#) and select "MM in Music Education."**

No recital is required in this particular Music Education program. This thesis sequence includes the submission of a research thesis on a pedagogical topic. A final oral examination on the thesis is also required.

#### Non-Thesis Track

1. A Bachelor's degree in Music or its equivalent with certification to teach music in the public schools or significant and equivalent professional teaching experience.
2. Acceptance into the music education program via
  - a. the approval of a three-person panel of area faculty after appropriate interviews and/or teaching demonstration
  - b. submission of undergraduate official transcript
  - c. two letters of recommendation
  - d. written philosophy of teaching
3. Completion of all degree requirements. **For a complete degree plan, please click [here](#) and select "MM in Music Education."**

No thesis is required in this particular Music Education track. This sequence of classes may be completed in two regular semesters plus two summer semesters of study (2+2). A comprehensive written exam may be required at the conclusion of all coursework.

#### Course Information

For course descriptions, please click [here](#) and select Applied Music (MUSA), Music, General (MUSG), Music Literature and History (MUSL), or Music Theory (MUST).





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**Philosophy**

113 Hudspeth Hall

(915) 747-6617

[philos@utep.edu](mailto:philos@utep.edu)

CHAIRPERSON: Jules Simon

GRADUATE FACULTY: Best, Ferret, Garbayo, Haddox, Simon, Springer, Symons

The Philosophy Department offers a graduate-level degree MA and it regularly offers graduate courses that may be used towards graduate degrees in other disciplines.

**M.A. in Philosophy****Overview of the Program**

The program focuses on the core strengths of the department in philosophy of science and ethics while providing students with the opportunity to become competent as generalists in the history of philosophy and as teachers of introductory logic. In doing so, the program primarily prepares students for entry into Ph.D. programs in Philosophy and related disciplines. It also meets the ongoing demand for qualified philosophy teachers from area community colleges as well as training students to teach in Mexican universities and secondary schools. With the flexibility of the Philosophy Project option, students are able to meet a variety of local and regional needs as well, serving the needs of local secondary school systems, pre-law preparation, and community administration and activism.

**Requirements for Admission**

1. A Bachelor's degree from an accredited U.S. institution or proof of equivalent education at a foreign institution.
2. Submission of official Graduate Record Examination (GRE) scores
3. A writing sample.
4. A statement of purpose.
5. Two letters of recommendation.
6. Optional: a resume or other supporting materials to give a full picture of the applicant's potential.

**Degree Requirements**

For a complete degree plan, please click [here](#) and select "MA in Philosophy."

**Electives**

Electives may include any graduate philosophy courses not being counted as part of the Required Courses. With the approval of the Director of Graduate Studies, one graduate level course from outside of the Department of Philosophy may be counted towards the degree requirements. With the guidance of their faculty advisor and the approval of the Director of Graduate Studies, students will choose from an array of prescribed electives in order to fashion their particular course of study that will result in the composition of an original M.A. thesis. The choice of courses will be relative to how each student structures their degree plan and could entail taking some of the prescribed electives more than once depending on the instructor and content of the course.

**Thesis (6 hours) or Project (6 hours)**

(1) The thesis option requires the completion of a substantial work of writing in the scholarship of philosophy. The student submits a thesis proposal and the names of a thesis director, Philosophy Department reader, and an outside reader to the Graduate Advisor for approval, and then follows the Graduate School guidelines for preparing and submitting a thesis.

(2) The project option requires the completion of a supervised experience addressing a professional or academic philosophical issue through the preparation of an appropriate written document. The student submits a project proposal and the names of a project director, Philosophy Department reader, and an outside reader to the Graduate Advisor for approval, and then follows the Graduate School guidelines for preparing and submitting the project paper.

**Oral Examination**

A defense of the thesis or project document before the student's committee is required. In all cases, a majority vote of the committee will determine acceptance or rejection.

**Course Information**

For course descriptions, please click [here](#) and select Philosophy (PHIL).







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## Political Science

111 Benedict Hall

(915) 747-5277

[rsegura@utep.edu](mailto:rsegura@utep.edu)

CHAIRPERSON: Gregory Schmidt

PROFESSORS EMERITI: C. Richard Bath, Howard D. Neighbor, Roberto E. Villarreal

ASSOCIATE PROFESSOR EMERITUS: Thomas J. Price

GRADUATE FACULTY: Boehmer, Coronado, Genna, Graves, Hiroi, Kruszewski, Payan, Rocha, Schmidt, Staudt, Weaver, Webking

### Master of Arts in Political Science

UTEP's location at the intersection of political systems, nationalities, and cultures provides many fascinating and unique opportunities to study American Politics, Border Politics, Comparative Politics, and International relations. Our master's degree is useful for many different career paths. Our UTEP graduates have gone on to jobs in government service, teaching, business, and non-profit organizations. Some of our M.A. graduates have subsequently completed doctoral programs. We offer two degree plans in our M.A. program. Degree Plan I consists of thirty credit hours, including six thesis credit hours, and is designed for those students planning to pursue a doctoral degree or otherwise would like to develop an area of research expertise. Degree Plan II requires 36 credit hours, including a final paper project. Students in our M.A. program may apply for teaching and research assistantships. The deadline to apply for funding is March 31.

#### Requirements for Admission to the M.A. Program

Admission is based on the entire record of the applicant and not a single criterion.

1. Completed application available online for the Graduate School.
2. Bachelor's degree from an accredited college or university in the U.S. or proof of equivalent education at a foreign institution in Political Science, or a related area. Please submit transcripts from your bachelor's degree and any other graduate or professional degree programs, including law school.
3. Three letters of recommendation, preferably from former professors in either your bachelor's degree program or previous graduate programs.
4. A statement of purpose outlining your interest in our program and career objectives. If your undergraduate GPA is below 3.0, please also explain any extenuating circumstances.
5. The results of the Graduate Record Examination (GRE). For graduates of institutions outside of the United States where English is not the first language, the Test of English as a Foreign Language (TOEFL) is also required. Official test scores from both GRE and TOEFL should be sent directly from the testing agency to the Graduate School.
6. Other evidence of background and experience that may be available.

#### Degree Plan I

1. Research Methods Preparation (6 hours)
2. At least one graduate course from three of four subfields: American Institutions and Processes, Border Politics, Comparative Politics, and International Relations (9 hours)
3. Electives, which may include one three-credit course taken at the graduate level in a related field with the advice of the Director of Graduate Studies (9 hours)
4. Two Thesis Courses (6 hours)

#### Total Hours: 30

For a complete degree plan, please [click here](#) and select "MA in Political Science."

#### Degree Plan II

1. Research Methods Preparation (6 hours)
2. At least one graduate course from each of the four subfields: American Institutions and Processes, Border Politics, Comparative Politics, and International Relations (12 hours)
3. Electives, which may include one three-credit course taken at the graduate level in a related field with the advice of the Director of Graduate Studies (15 hours)
4. POLS 5393: Final Paper Project and satisfactory defense of paper in last semester of study before a committee comprised of graduate faculty (3 hours)

#### Total Hours: 36

For a complete degree plan, please [click here](#) and select "MA in Political Science."

#### Additional Policies

1. Independent studies are limited to three hours of graduate coursework, taken with the permission of the instructor and the Director of Graduate Studies and justified with a proposal from the student outlining the objectives of the project by the end of the drop/add period.
2. No more than six credit hours of upper-division undergraduate classes may count toward our graduate degree. To use an undergraduate course for graduate credit, the following additional work is required: reading of original scholarly books and articles above and beyond textbooks; and additional written work, such as research on specific theories, literature reviews, or identification of issues in specific areas. Undergraduate courses may only count for graduate credit with the permission of the instructor and the Director of Graduate Studies.
3. No student may register for a graduate course in the Department of Political Science without the advice and signed approval of the Director of Graduate studies. This applies not only to the initial registration, but also to all subsequent enrollments.
4. Satisfactory performance in the M.A. program is defined as maintaining a 3.0 GPA. A grade of B or better must be earned in all the mandatory courses required in both degree plans, including POLS 5300, POLS 5301, and POLS 5302.

#### Course Information

For course descriptions, please [click here](#) and select Political Science (POLS).



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## Psychology

112 Psychology Building

(915) 747-5551

psychology@utep.edu

CHAIRPERSON: Edward Castañeda

PROFESSORS EMERITI: Edmund Coleman, James V. Devine, Judith P. Goggin, Philip Himelstein, Randolph H. Whitworth

ASSOCIATE PROFESSOR EMERITUS: Guido A. Barrientos

GRADUATE FACULTY: Castañeda, Cohn, Cooper, Crites, Francis, Hosch, Lucker, Malpass, Meissner, Morera, Moss, O'Dell, Schwartz, Wiebe, Wood, Zárate

The University of Texas at El Paso's location on the U.S./Mexico border provides a unique opportunity to investigate how an intersection of nationalities, cultures, and languages affects cognitive processes and behaviors. These issues permeate nearly all of our academic and scholarly activities including classroom instruction, research, and community placements. The psychology department offers a variety of graduate programs and concentrations so students can tailor their graduate studies in preparation for their future career goals. We offer a Ph.D. in general psychology and provide three areas of concentration for students: Health; Legal; and Social, Cognitive and Neurosciences. The objective of the Ph.D. program is to prepare students for research careers in either academic or applied settings. We also offer two M.A. programs: one in Clinical Psychology that prepares students to either work in applied settings as a psychological associate or continue on to a Clinical Ph.D. program and one in General Experimental Psychology that prepares students to continue on to a Ph.D. program.

### General Requirements for Graduate Programs in Psychology

#### Admissions Requirements

Because all of our graduate programs focus on research and require extensive one-on-one contact between faculty and students, we can accept only a limited number of students each year. Admission is competitive, and admission recommendations are made by a committee that carefully reviews each applicant's academic history, performance, and interests. To be admitted, one must have a bachelor's degree (or the equivalent for non-U.S. students) from an accredited university. Students who are still working on their bachelor's degree and who will complete it before starting graduate work are given full consideration. Individuals who do not have a degree in psychology are also given full consideration, but admission may be conditional on satisfactorily completing a few undergraduate psychology courses.

We accept students once a year. New students are admitted to begin during the fall semester only. Applications for admission are due January 15. If you are interested in applying, please send the materials indicated below to the graduate school (UTEP Graduate School; Administration Building Room 223, 601 W. Schuster; El Paso, TX 79968).

- A UTEP graduate school application (an on-line application can be found at the graduate school's page)
- Transcripts according to the requirements of the Graduate School.
- Official GRE General Test scores from ETS (GRE scores taken within the last five years are required of all applicants, regardless of whether or not they have a graduate degree in another discipline)
- A two- to three-page personal statement outlining experiences, skill, and training. In addition, please state your career goals and how this specific program will benefit your professional development
- Three letters of recommendation
- Official TOEFL scores for international students who do not have a degree at an accredited U.S., institution

Before being admitted into any graduate program, either M.A. or Ph.D., the applicant's undergraduate preparation must include a course in psychological statistics and 12 hours of upper-division courses in psychology including a course in experimental psychology.

### Ph.D. Program

The Ph.D. Program is designed to train all students in the fundamental areas of psychology. The department extends this training with three concentrations in (1) Health, (2) Legal, and (3) Social, Cognitive and Neurosciences. Students with a health concentration have an opportunity to conduct research in areas such as adaptation to chronic illness; food and fluid intake; judgment and decision making; risk taking; smoking prevention and cessation; and underage drinking and driving. Students with a legal concentration have an opportunity to conduct research in areas such as detection of deception; facial recognition and eyewitness identification/memory; interviewing and interrogation; jury decision making; and suggestibility in legal cases. Students with a social, cognitive, and neuroscience concentration have an opportunity to conduct research in areas such as addiction and drugs of abuse; behavioral regulation; bilingual memory; multilingual language processing; social neuroscience; and social perception, prejudice and stereotyping. Ph.D. candidates are required to complete 78 semester hours.

#### Degree Plan

For a complete degree plan, please click [here](#) and select "PhD in Psychology."

#### Yearly Evaluations and Satisfactory Progress

## Early Evaluations and Satisfactory Progress

Students are expected to make satisfactory progress toward their degree. Faculty will provide all students with annual, written evaluations and feedback. Failure to make satisfactory progress toward one's degree may result in dismissal from the program.

## Advancement to Candidacy

Students must apply for advancement to candidacy. This can be done once students complete (1) statistics and research method courses, (2) breadth courses, (3) first year research, and (4) thesis research requirements.

## Maximum Time for Completion of the Ph.D. Degree

Students in the Ph.D. program in Psychology must complete all requirements for a Ph.D. within one eight-year period. The eight-year period begins with the term of the first course listed on the student's degree plan. Use of advanced standing will proportionately decrease this time.

## Ph.D. Oral Examinations

A dissertation proposal must be defended orally before the student's committee prior to collecting data. In addition, students must make a public presentation of their dissertation and successfully defend their dissertation during a final oral examination conducted by the dissertation committee. The final oral examination may include committee examination on any appropriate material.

A copy of the dissertation in PDF or Word electronic format must be submitted to the Graduate School for format check prior to the scheduled defense date. The dissertation, including an abstract not to exceed 350 words, must be prepared according to the Graduate School's thesis and dissertation guidelines available at the Graduate School website. The student will receive email confirmation from the Graduate School after the format has been approved. The final Graduate School approved dissertation must be submitted to the Graduate School in PDF electronic format on a CD in a case by the deadline as published in the Class Schedule along with a hard copy of the signature page with original signatures of the dissertation committee members. The signature page must be included in the PDF file but it should not be signed.

Doctoral candidates are also required to submit the Graduate School approved dissertation at the University Microfilms International website for on-line publication, <http://dissertations.umi.com/utep>. Dissertations are regarded as publications and will be made public once they are approved and submitted. On-line publication does not preclude subsequent publication of the dissertation, in whole or in part, as a monograph or in a journal. Copyright at the author's expense may be arranged through University Microfilms International. In order to protect patent or any other rights, the Graduate School may be requested to delay publication for a period of one year. This request must be supported by a written recommendation of the supervising professor.

## M.A. Programs

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The department offers two programs leading to terminal MA Degree: Clinical Psychology and General Experimental Psychology. Both M.A. degrees are research-focused and require theses. The Clinical M.A. program is designed to prepare students to either work in applied settings as a psychological associate or continue on to a Clinical Ph.D. Program. The General Experimental M.A. program is designed to prepare students to continue on to a Ph.D. program.

In both the Clinical and General Experimental M.A. programs,

- 1) students must orally defend their thesis before a thesis committee
- 2) all requirements must be completed within six years of entering the program
- 3) no more than 6 credit hours of approved upper-division undergraduate courses may count for graduate credit.

The M.A. in Clinical Psychology requires the completion of 45 credit hours; including 21 hours of required course work, 15 hours of elective coursework, 3 hours of internship, and 6 hours of thesis. **For a complete degree plan, please click [here](#) and select "MA in Clinical Psychology."**

The MA in General Experimental Psychology requires the completion of 30 credit hours, including 12 hours of required course work, 12 hours of elective coursework, and 6 hours of thesis. **For a complete degree plan, please click [here](#) and select "MA in Experimental Psychology."**

## Departmental Academic Standards

In addition to the University requirement that all students admitted into graduate programs must maintain an overall cumulative GPA of 3.0 or better in all upper-division and graduate courses, the Department of Psychology requires in all graduate programs students who attempt a course or courses and receive two grades of "C" or lower in Psychology courses be dismissed from the program. Students who earn a grade of "C" or lower in a course must retake the course the next time it is offered and earn a grade of "B" or better.

## Language

The University of Texas at El Paso's location on the U.S./Mexico border provides a nearly unique opportunity to investigate how language use, specifically proficiency in English and/or Spanish, affects cognitive processes. To investigate the importance of English/Spanish proficiency, it is essential that people comprehend and speak both languages. The psychology faculty, therefore, view language as an important and often necessary, methodological tool for conducting research and strongly encourages and promotes proficiency in both languages.

## Transfer Students with Graduate Credit

Students accepted into the Ph.D. program with graduate credit from The University of Texas at El Paso (including the Psychology Department) or from another university must satisfy the same requirements as those beginning their Ph.D. graduate training in Psychology at UTEP without previously earned graduate credits. The student may petition the Graduate Program Committee to accept a maximum of 24 hours of graduate credit (excluding thesis hours) completed at UTEP or another institution. Approved credits will appear as Advanced Standing Credit on the Preliminary Plan of Study. Students who have taken PSYC 5301 (Research Applications) from UTEP prior to admission to the Ph.D. program may request that a maximum of 3 credit hours for this course be included in the 24 hours that may be counted toward their Ph.D. degree as long as those hours were not used to meet requirements for a previous or separate degree.

The student must make a written request for Advanced Standing Credit to the Graduate Program Director. It is the student's responsibility to provide all evidence and material necessary for the Graduate Program Director to review the request. Advanced Standing Credits are subject to final approval from the Graduate School. Transfer students can only be considered for advancement to candidacy after they complete 2 academic semesters and all relevant requirements.

## Course Information

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For course descriptions, please click [here](#) and select Psychology (PSYC).



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## Sociology and Anthropology

109 Old Main

(915) 747-5740

soci@utep.edu

CHAIRPERSON: Josiah Heyman

PROFESSORS EMERITI: Julius Rivera, Ellwyn Stoddard

GRADUATE FACULTY: Campbell, Carmichael, Collins, Curry, Daudistel, Grineski, Heyman, Howard, Lee, Luykx, Morales, Núñez, Rodríguez

The Department offers a Master of Arts degree in Sociology.

### Requirements for Admission

1. Admission is based on the entire record of the applicant and availability of departmental resources.
2. Students must submit a completed admissions form to the UTEP graduate school, including references and statement of purpose, as well as transcripts and GRE scores.
3. A bachelor's degree from an accredited U.S. university or proof of equivalent education at a foreign institution. Generally, students should have a 3.0 (B) grade point average, or equivalent, particularly in sociology courses and over the last sixty hours of undergraduate work.
4. Students must submit scores from the graduate record examination (GRE). However, pursuant to Admission and Scholarship Policies for Graduate and Professional Programs, an applicant's performance on a standardized test may not be used in the admission or competitive scholarship process for a graduate or professional program as the sole criterion for consideration of an applicant or as the primary criterion to end consideration.
5. The department also grants a limited number of teaching and research assistantships to selected graduate students. Other forms of financial assistance are also available. For further information please contact the graduate advisor.

Official Graduate Record Examination (GRE) scores should be sent directly to Graduate Student Services.

### Requirements for the Degree

The following are the requirements of the 33-hour MA in Sociology degree program:

1. For a complete degree plan, please [click here](#) and select "MA in Sociology."
2. Each candidate must enroll in at least one semester in SOCI 5398 (Thesis I) and SOCI 5399 (Thesis II) and successfully propose and defend the thesis before a committee while enrolled in SOCI 5399. Each thesis course can only count once toward the total number of hours needed for the degree. Thesis committees consist of at least two departmental representatives and one member from outside the department.
3. Candidates may pursue a minor in anthropology. Candidates taking this option must obtain the consent of the graduate advisor and his/her thesis director, and may take up to 9 hours of anthropology courses from the list of advanced undergraduate courses approved for graduate credit. The plan of anthropology courses must be approved by the graduate advisor and thesis advisor, once assigned. Additional requirements are listed in item 4 below.
4. Undergraduate courses and independent studies approved for graduate credit will count toward the degree only by permission of the graduate advisor and thesis advisor, once assigned. To use an undergraduate course for graduate credit, the following additional work is required: additional reading of original scholarly books and articles above and beyond textbooks; additional written work such as research on specific topics or hypotheses, literature reviews, or identifying research problems in specific areas; and at least five additional meetings with the professor to discuss the added requirements and their completion.
5. Each candidate will submit a suitably bound thesis that must be approved by the candidate's committee and placed on file in the Department and two additional bound copies in the Graduate Student Services.
6. Candidates will be allowed only one grade lower than a "B" in coursework taken for graduate credit. No grade lower than a "B" will be accepted in a required course. Candidates must maintain a minimum 3.0 GPA.

Undergraduate courses that can be taken for graduate credit with extra work to reach graduate level, and with permission of the instructor:

### Anthropology (ANTH)

3303 Ecological Anthropology

3304 Biological Anthropology

3306 Cultural Diversity

3308 Anthropology of Law and Political Systems

3309 Mesoamerican Cultures

3310 Southwestern Archaeology

3313 Historical Archaeology of the El Paso-Cuidad Juárez Area

3314 Economic Anthropology

3315 Urban Anthropology

3319 Indigenous Cultures of Latin America

3320 Indigenous Cultures of North America

3321 Indians of the Southwest

3347 Archaeological Field Methods

3357 Sociolinguistics

3358 Ethnographic Methods

- 3360 Lab Methods in Archaeology
- 3361 Contemporary Mexican Culture
- 3380 Environmental Policy and Applied Anthropology
- 3647 Archaeological Field Studies
- 4304 Environmental Justice and Minority Communities in the U.S.
- 4306 Colonias on the U.S.-Mexico Border
- 4346 Health and Illness in Cross-Cultural Perspective
- 4365 Museum Fundamentals
- 4370 Studies in Anthropology
- 4380 Theory in Anthropology

**Sociology (SOC)**

- 3306 Cultural Diversity
- 3311 Methods of Research
- 3327 Majority/Minority Relations in the United States
- 3333 Juvenile Delinquency
- 3341 Special Undergraduate Topics
- 3348 Criminology
- 3361 Contemporary Mexican Culture
- 3362 Medical Sociology
- 3370 Sociology of Sex Roles
- 3381 Complex Organizations
- 4301 General Sociological Theory
- 4347 Population Analysis and Problems
- 4390 Independent Study

**Degree Plan**

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For a complete degree plan, please click [here](#) and select "MA in Sociology."

**Course Information**

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For course descriptions, please click [here](#) and select Sociology (SOC).



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## Theatre and Dance

371 Fox Fine Arts

(915) 747-5146

[theatrearts@utep.edu](mailto:theatrearts@utep.edu)

CHAIR: Joel Murray

PROFESSORS EMERITI: R. Milton Leech

GRADUATE FACULTY: Baker, Gorden, Gladstein, Haines, Murray, Nadel, Redman, Stoughton

The Theatre and Dance Department offers a Master of Arts in Theatre Arts.

### Requirements for Admission

1. Bachelor's degree from an accredited college or university
2. A minimum of 18 approved undergraduate credit hours in Theatre Arts, 12 of which must be approved advanced semester hours (3300, 4300).
3. Submission of official Graduate Record Examination (GRE) scores
4. The following must be submitted to the department: three letters of recommendation, resume, scholarly writing sample, and a letter of application.

### Requirements for Degree

1. Each candidate for the MA degree will be required to make a satisfactory score on a comprehensive examination; at the discretion of the department chairperson, a portion of the examination may be a performance or a laboratory demonstration.
2. Majors in Theatre Arts must take a minimum of 24 semester hours in Theatre Arts included in a total of 30 semester hours, of which at least 21 hours must be in courses numbered 5300-5399. Students in Theatre Arts must do either a research thesis or a research/production thesis (available on a limited basis) for which they will receive 6 hours of credit (THEA 5398-THEA 5399: Thesis) toward these minimum requirements.

### Degree Plan

For a complete degree plan, please click [here](#) and select "MA in Theatre Arts."

### Course Information

For course descriptions, please click [here](#) and select Theatre (THEA).

### Theatre Arts (THEA)

For Undergraduate and Graduate Students

These are courses, which may be taken for graduate credit with approval of the graduate advisor. They are to be used to strengthen areas in which the student may be deficient and to enrich the graduate offerings.

- 3325 Directing I
- 3335 Chicano Theatre and Drama
- 3336 Theatre in Spanish
- 3340 A History of Costume Design
- 3351 History of the Theatre I
- 3352 History of the Theatre II
- 3355 The Musical Theatre
- 3356 Women in Drama
- 3313 Acting III or
- 4313 Acting IV
- 4318 Playwriting
- 4340 Selected Topics in Drama and Theatre







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## Women's Studies

233 Liberal Arts

(915) 747-5200

womenstudies@utep.edu

[www.utep.edu/womens/](http://www.utep.edu/womens/)

DIRECTOR: Brenda Risch

PROFESSORS: Amaya, Armitage, Dailey, Dick, Fitzgerald, Gates, Gladstein, Martin, McGee Deutsch, Mansfield, Nigro, Staudt

ASSOCIATE PROFESSORS: Baker, Byrd, Clark, Coronado, Farah, Hatchett, Howard, Marchino, Rippberger, Smithey, Topp

ASSISTANT PROFESSORS: Abarca, Binggeli, Cohoon, Fernández, Garabano, Haines, Henderson, Leyva, Ramos, Romero, Smith, Sowards, Simon, Tafoya, Weaver, Wiebe

LECTURERS: Baker, Hibbert, Risch

Women and men are invited to participate in this interdisciplinary program that studies women, gender relations, and sexuality. Since its inception in the 1970's, women's studies scholarship has significantly revised every major discipline in the liberal arts curriculum, from history and literature, to art and political science. Feminist scholarship has also been the catalyst for new directions in research within other established academic fields such as science and business.

Women's and gender studies courses offer students a rigorous education in feminist theory, diverse gender roles and sexual identities, the history of gender relations, economic and social policies affecting women, and in the creative work of women. Courses offered in the Certificate Program focus on issues of equality between women and men either nationally or globally, with particular emphasis on the U.S./Mexico border. The Women's Studies Program understands that knowledge is created both in and outside of the university; therefore, many courses integrate the insights and experiences of community activists, community organizations, and people in the El Paso/Juárez and greater border region.

While the Women's Studies Program was created in 1981, UTEP has offered undergraduate courses in women's studies since the early 1970's. The Graduate Certificate in Women's and Gender Studies, created in 2002, is available both to degree-seeking UTEP graduate students and to non-degree seeking professionals in the surrounding border area. To date, the program offers one interdisciplinary graduate course in women's studies; other courses applicable for the Certificate are cross-listed with other departments and deal with the impact of gender within specific disciplines, such as History, Public Administration, and Sociology, to name a few. Because of its interdisciplinary nature, the Certificate complements any field of study or profession, and it fosters the development of gender equality in scholarship and in the workplace.

### Graduate Certificate in Women's and Gender Studies

#### Admission Requirements

The admission requirements for the graduate certificate are as follows:

1. Bachelor's degree with a minimum 3.0 GPA\*
2. Acceptance by the Graduate School
3. Completed application form for the Certificate Program from the Women's Studies Program
4. An appointment with the advisor of the Certificate Program

**Note:** The advisor may extend conditional admission to students with less than a 3.0 GPA.

To complete a certificate in Women's or Gender Studies, students must complete at least 12 hours of courses from at least two different disciplines. One core course must be taken as part of the total 12 hours: WS 5300 Interdisciplinary Feminist Theory and Methodology.

The following list of courses has been approved for Women's and Gender Studies credit. The Women's Studies Director may approve courses for the Certificate that are not listed but contain a substantial women's and gender studies component.

#### English

ENGL	5320	Literary Criticism: Feminist and Queer Theory
ENGL	5325	Genre, Theory and Practice: Genre and Gender
ENGL	5327	Variable Topics in Contemporary Literature: Contemporary British Women Writers
ENGL	5327	Variable Topics in Contemporary Literature: Literature of Women of Color
ENGL	5350	Seminar, Special Topics: Women and Nature Writing
ENGL	5356	Seminar, Studies in American Literature Since 1860: American Women Writers

#### History

HIST	5305	Studies in U.S. History: Gender and Labor Movements
HIST	5309	Studies in Latin American History: Gender in Colonial Mexico
HIST	5374	Seminar in Borderlands History: Gender and Sexuality in the Borderlands
HIST	5377	Seminar in Latin American History: Women in Argentina

#### Liberal Arts Interdisciplinary Studies

(These courses may be tailored by women's studies faculty to fulfill the certificate)

MAIS	5350	History of an Idea
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MAIS 5360 Contemporary Issues

Political Science

POLS 5311 Seminar in Racial, Ethnic, and Gender Politics in America

POLS 5357 Women and Men in Management

Sociology

SOCI 5330 Social Inequality

**Degree Plan**

For a complete degree plan, please click [here](#) and select "Certificate-Women's and Gender Studies."

**Course Information**

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For course descriptions, please click [here](#) and select Women's Studies (WS).



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COLLEGE OF SCIENCE

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## College of Science

The College of Science is the home of the University's first doctoral degree program, the Doctor of Geological Sciences, which was approved in 1974. In 1991, the designation of the degree was changed to Ph.D. in Geological Sciences. The College now offers the Ph.D. in Biological Sciences and also participates in two multidisciplinary Ph.D. programs. The Departments of Chemistry and Physics are participants in a program leading to the Ph.D. degree in Materials Science and Engineering and the Departments of Biological Sciences, Chemistry, Geological Sciences, and Physics are participants in a program leading to the Ph.D. degree in Environmental Science and Engineering. Information about admission to these programs and degree requirements is found in the Interdisciplinary Programs section of this catalog.

### Doctor of Philosophy in Environmental Science and Engineering

The Ph.D. in Environmental Science and Engineering is an interdisciplinary doctoral program, coordinated by the Center for Environmental Resource Management (CERM) to prepare scientists and engineers to address the environmental issues facing this region, the nation, and the world. The program emphasizes a cross-disciplinary perspective to the understanding, management, and remediation of human impacts on the environment, with a particular focus on problems of the Southwest Border region. For information regarding admission and degree requirements, students should refer to the Interdisciplinary Programs section.

### Doctor of Philosophy in Materials Science and Engineering

The Ph.D. in Materials Science and Engineering is an interdisciplinary doctoral program, coordinated by the Materials Research and Technology Institute (MRTI) to prepare scientists and engineers to address the rapidly expanding opportunities and problems created by emerging materials-related industries. The program emphasizes a cross-disciplinary perspective of this vital field with a range of skills linking materials, structure, properties, synthesis and processing, and performance. For information regarding admission and degree requirements, students should refer to the Interdisciplinary Programs section.

### Master's Degrees

The College of Science offers eleven graduate degrees at the master's level. These include Master of Science (MS) degrees in Bioinformatics, Biological Sciences, Chemistry, Environmental Science, Geological Sciences, Geophysics, Mathematics, Physics, and Statistics. Five-year BS-MS programs are offered in Chemistry and Physics. The Department of Mathematical Sciences offers a Master of Arts in Teaching with a major in Mathematics (MAT). For information regarding admission and degree requirements for these degrees, students should refer to the individual Department sections.

A Master of Science in Interdisciplinary Studies (MSIS) degree is available to students who wish to undertake interdisciplinary studies, which cannot be accommodated within the normal programs of the College's academic departments. Curricula in this program are individualized to meet the needs of students.

### Computational Science

Bell Hall 322

(915) 747-6768

leti@utep.edu

PROGRAM DIRECTOR: Leticia Velazquez

GRADUATE FACULTY: Aley, Argaez, Baruah, Cabrera, Ceberio, Chessa, Choudhuri, Doser, Durandurdu, Fitzgerald, Fuentes, Kreinovich, Leung, Lopez, Miller, Modave, Nava, Novick, Pownuk, Ravelo, Sewell, Sha, Solin, Staniswalis, Teller, Velasco, Velazquez, Williams

The University of Texas at El Paso offers studies leading to degrees of Doctor of Philosophy (Ph.D.) and Master of Science (M.S.) in Computational Science (CPS), operating under the direction of the College of Science. The program combines computer science, applied and computational mathematics, and science and engineering disciplines. CPS is an interdisciplinary program, crossing departmental and college boundaries, that yields an integrated knowledge-base for the effective solution of complex systems where computer usage plays a fundamental role. A CPS student is to acquire an integrated understanding of techniques such as mathematical modeling, algorithmic design, computer simulation, scientific visualization, statistical processing of large data sets, and high-performance computing on parallel and distributed systems.

#### Requirements for Admission

1. Bachelor's or master's degree in any field of mathematics, science, or engineering from an accredited institution in the United States, or proof of equivalent education in a foreign institution;
2. Demonstration of academic achievement and potential as indicated by the results of the Graduate Record Examination (GRE) and upper level undergraduate and/or graduate course work;
3. TOEFL score of at least 550 (paper-based), 213 (computer-based) for international applicants whose first language is not English or who have not completed a degree at a university in the U.S. or at another English-speaking institution;
4. A statement of academic and professional interests and goals from the applicant; and
5. Three letters of recommendation from people knowledgeable of the field.

Prospective students who have insufficient skills in mathematics, natural sciences, computers, and programming should contact the Program Director to discuss procedures leading to acceptance into the program. Students who will not be fully prepared for the Ph.D. program may be admitted to the M.S. program.

All entering students will be assigned one Core Faculty Advisor who will help them prepare a study plan and submit it to the CPS Program Committee for approval. A CPS student is expected to maintain an overall cumulative grade point average of 3.0 or better, and in order to complete the program must take at least 6 hours in each of the following areas: computer science, mathematics, and science/engineering classes.

#### Degree Requirements

The following chart describes the program credit hours required for each degree.

Program Credits	Ph.D.	MS Thesis	Master (Professional, Non-Thesis)
Core	7	7	7
Prescribed Electives	12	12	12
Free Electives	21	3	12
Research	24	3	3
Dissertation/Thesis	6	6	0
Total	70	31	34
Requirements	Dissertation, Defense & CPS 5396	Thesis, Defense	Internship & CPS 5330

Each degree includes completion of Core courses CPS 5401 and CPS 5310, and four Prescribed Electives. Courses taken and not used to satisfy the Prescribed Electives requirement can be used to satisfy the Free Electives requirement. A doctoral student entering with a M.S. degree must take only 6 to 15 credit hours of free electives, at the discretion of the CPS Core Advisor.

The final exams in the Core and Prescribed Electives may be used as qualifying exams. A doctoral student failing any of the qualifying exams will be required by the CPS Program Committee to do one of the following: (1) leave the program; (2) repeat that particular qualifying exam(s) the following year; (3) take a make-up exam(s) within 4 weeks; or (4) opt for continuing with an academic or professional master's degree. A student qualifying to continue work towards the Ph.D. will choose a dissertation topic and advisor(s) chosen from the CPS Core Faculty.

#### Degree Plan

For a complete degree plan, please click [here](#) and select "PhD in Computational Science."

#### Course Information

For course descriptions, please click [here](#) and select Computational Science (CPS).

Additional courses are available for selected graduate programs in the College of Science. For course descriptions, please click [here](#) and select Science (SCI).





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## Master of Science in Bioinformatics

138 Bell Hall

(915) 747-8484

bioinformatics@utep.edu

PROGRAM DIRECTOR: Ming-Ying Leung

The Master of Science in Bioinformatics is a Professional Science Master's (PSM) degree designed with the concept of training science professionals as part of the national effort in developing PSM degrees to enhance our future economy through promoting innovations in science and technology. Bioinformatics is an interdisciplinary science that offers unique opportunities for individuals with diverse backgrounds to learn and collaborate with others. There is an increasing demand for well-trained bioinformatics professionals capable of developing computational tools integrated with experimentation for solving complex biological problems. In addition to required coursework, students attend the weekly bioinformatics colloquium series, with research seminars and professional training workshops, and complete an internship at a bioinformatics company or research institution. Training areas include genomics data analysis, molecular modeling, and online database development, preparing graduates for various technical fields in agriculture, biodiversity and environmental science, cancer research, drug design, genetic and infectious diseases, and health data management.

### Requirements for Admission

In addition to the general requirements for admission into a graduate program as specified by the Graduate School, applicants must separately submit to the Bioinformatics Admissions Committee via the Program Director: 1) a completed Bioinformatics Program Application, 2) unofficial copies of transcripts, GRE/TOEFL scores, 3) a brief statement summarizing professional goals, and 4) at least two letters of recommendation.

Prior to making a recommendation on acceptance to the Graduate School, the Bioinformatics Admissions Committee will review the academic preparation of applicants. Unconditional admission requires a completed bachelor's degree that includes satisfactory undergraduate coursework experiences in biology, chemistry, computer science, mathematics, and statistics. This foundation is represented by the following UTEP courses and their several underlying prerequisites (or by the equivalent experience at other institutions):

BIOL	3414	Molecular Cell Biology
CHEM	4330	Biochemistry: Structure and Function
CS	2402	Data Structures
MATH	2300	Discrete Mathematics
STAT	2380-2182	Statistical Methods and its laboratory

Course descriptions and prerequisites of these courses are provided in the UTEP Undergraduate Catalog. Because this suite of foundation courses is seldom met by traditional undergraduate curricula, potential applicants should make early inquiry of the Program Director for consultation on its expeditious completion.

### Degree Requirements

The Master of Science degree in Bioinformatics consists of 40-41 graduate hours comprised of required courses and electives drawn from a restricted menu. The program of study is intended to be a course-intensive experience requiring two years of full-time academic work, including a summer internship in the public or private sector between the first and second years. The internship is required of all students in the program and it may be counted as a 3 credit hour elective course. Thesis is an option but not a requirement for this degree.

#### I. Internship

The student is responsible for securing an internship offer from an academic, industry, or government institution which is a current or potential employer of bioinformatics professionals. For the internship to count towards the Master of Science degree in Bioinformatics, the student must obtain pre-approval from the Bioinformatics Program Committee before the start of the internship. An evaluation form will be sent to the employer at the end of the internship and the student must receive a grade of "Satisfactory" or better in order to fulfill the internship requirement of this degree.

#### II. Courses

- Required courses and seminars (28 semester hours):
- In addition, students will take a total of 12 or 13 semester hours of coursework and/or project work.
  - Thesis courses. Six hours of thesis courses BINF 5398 and BINF 5399 may be taken in place of regular elective course in list a) above to count towards the M.S. in Bioinformatics degree. All University requirements for Master's theses apply.
  - A maximum of up to six credit hours of approved advanced undergraduate courses in biology, chemistry, computer science, mathematics, or statistics. Only undergraduate courses which are listed as applicable towards graduate degrees by the Graduate School can be counted towards the M.S. in Bioinformatics degree (see Graduate Catalog listings under individual Departments). Approval from the Graduate Advisor is required.
- With the approval of the Bioinformatics Program Committee and the Graduate School, up to 6 semester hours of graduate work may be transferred from another accredited institution to replace equivalent courses listed in 1 and 2 a) above. Only credit hours that have not been counted towards a previously awarded degree are allowed to be transferred.

### Degree Plans

For a complete degree plan, please [click here](#) and select "MS in Bioinformatics."

### Course Information

For course descriptions, please [click here](#) and select Bioinformatics (BINF).







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**Master of Science in Environmental Science**

207-A Geology Building

(915) 747-5554

[esci@utep.edu](mailto:esci@utep.edu)

PROGRAM DIRECTOR: Carl Lieb

PROGRAM COORDINATOR: Joel Gilbert

**Requirements for Admission**

The admission requirements include: (1) a bachelors degree in a science or engineering discipline, (2) a statement of purpose outlining the prospective student's area of interest within environmental science, (3) three letters of recommendation, and (4) GRE scores. Foreign students who have not completed a degree at an English speaking university are required to take the TOEFL exam and must obtain the minimal score specified by the Graduate School for admission into graduate programs.

**Degree Requirements**

Each student must complete at least 30 hours including 24 hours in organized courses, and a thesis (6 hours). The curriculum must include the ES core courses. However these can be replaced with electives depending on the student's prior experience and B.S. coursework. Specific courses will be established by each student's Advisory Committee. A maximum of 6 hours may be taken in independent studies classes and 6 hours may be taken in upper division undergraduate classes after approval from the program. No more than 6 semester hours of elective courses can be taken from departments outside the Colleges of Science and Engineering. Up to six semester hours of graduate work may be transferred from another accredited institution. All course work transferred from other institutions requires approval of both the graduate studies committee and the Graduate School. Courses for which a grade of "C" or lower was earned may not be transferred. Correspondence courses are also not accepted for graduate credit.

All students must register for ESCI 5101 each semester they are in residence. All candidates are required to pass an oral defense of their thesis in an open forum. Candidates must submit a draft of the thesis at least 7 days prior to the defense date.

**Semester Hour Requirements**

Semester Credit Hour Requirements	
Environmental Science Core	13
Electives	11
Thesis research	6
Total (SCH)	30

**Degree Plans**

For a complete degree plan, please click [here](#) and select "MS in Environmental Science."

**Course Information**

For course descriptions, please click [here](#) and select Environmental Science (ESCI).







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#### Master of Science in Interdisciplinary Studies

207-A Geology Building

(915) 747-5554

[esci@utep.edu](mailto:esci@utep.edu)

PROGRAM DIRECTOR: Carl Lieb

PROGRAM COORDINATOR: Joel Gilbert

The Master of Science in Interdisciplinary Studies (MSIS) program is designed to satisfy the need for interdisciplinary graduate programs of study, which cannot be accommodated within the confines of the normal graduate programs of the University's academic departments. Typical interdisciplinary courses of study include Arid Region Studies, Environmental Science, Resource Management, Engineering Management, Materials Science, curricula in Computer Applications, and others. All such interdisciplinary programs require courses from the offerings of several different departments. The curricula under the MSIS program are individually tailored to the needs of each student.

#### Requirements for Admission

In addition to the other Graduate School entrance requirements, including a satisfactory score on the GRE, applicants for the MSIS program must submit a letter outlining their proposed areas of study and their graduate education goal. Upon the receipt of the application documents and letter, an evaluation is made to determine the Program's ability to satisfy the needs of the applicants. Upon acceptance of the applicant into the program, a Guidance Committee, made up of at least three graduate faculty members from different departments, is selected by the Program Director and approved by the Graduate School to guide the student in his or her program. Faculty selected will normally have interests and expertise in the student's proposed field of study. The committee, in consultation with the student, determines courses for the individual study plan. This committee normally also acts as the student's examination committee.

#### Special Requirements for the MSIS Degree

The MSIS degree requires 36 hours of course work; at least 27 of these hours must be selected from graduate-level courses. The individually designed curriculum must include courses from the offerings of at least three different departments with no more than 15 hours in the department of highest course concentration and no more than 12 hours of credit from any other single department. At least half of all semester hours credited toward the degree must be selected from graduate credit courses offered by science and/or engineering departments.

Up to 6 hours of graduate-level individual instruction problem-solving courses may be used to satisfy degree requirements. Students enrolled in such courses are expected to submit a report of the work accomplished. If the student desires and the Guidance Committee concurs, this report may be bound and presented in the form of a thesis.

The individualized curricula are composed of courses listed under the various individual departmental offerings in this catalog.

#### Degree Plan

For a complete degree plan, please click [here](#) and select "MS in Interdisciplinary Studies."







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## Biological Sciences

2.120 Biosciences Bldg.

(915) 747-5844

[biology@utep.edu](mailto:biology@utep.edu)

CHAIRPERSON: Robert A. Kirken

GRADUATE FACULTY: Aguilera, Aley, Almeida, Arenaz, Cox, Das, Ellzey, Freeman, Garza, Goldstein, Gosselink, Harris, J. Johnson, K. Johnson, Kirken, Kan-Mitchell, Lieb, Llano, Loughheed, MacKay, Maldonado, Miller, Miranda, Shpak, Tweedie, Walsh, Worthington, Zhang

The Department of Biological Sciences offers a Master of Science degree and a Doctor of Philosophy degree in Biological Sciences.

### Master of Science in Biological Sciences

#### Requirements for Admission

1. Bachelor's degree from an accredited institution in the United States or proof of equivalent education at a foreign institution
2. Undergraduate degree in biology or a related field and at least eight semester hours of general chemistry
3. Competitive scores in the Verbal, Quantitative and Analytical Writing components of the Graduate Record Examination (GRE)
4. Competitive TOEFL score for international applicants whose first language is not English or who have not completed a university degree in the U.S. or other English-speaking institution

#### Requirements for the Master's Degree in Biological Sciences

A minimum of 30 semester hours to include:

1. Completion of 6 semester hours of Thesis (BIOL 5398-BIOL 5399)
2. A minimum of 21 semester hours of graduate-level work (may include thesis)
3. A minimum of 3 semester hours of Seminar (Biology 5130) or equivalent Special Topics Seminar courses
4. A maximum of 9 semester hours of approved upper-division undergraduate work
5. A maximum of 6 semester hours of BIOL 5302 or BIOL 5502 (Research in the Biological Sciences) to count toward degree
6. A maximum of 6 semester hours in an area of concentration

A thesis based on original work is required and must be defended orally. The student should decide on an area of specialization and select a supervising professor within the first semester or 12 semester hours of admission. The supervising professor will act as chairperson of the thesis committee, which will be comprised of a minimum of three graduate faculty members, including one from outside the Department of Biological Sciences.

#### Degree Plans

For a complete degree plan, please [click here](#) and select "MS in Biology."

### Ph.D. in Biological Sciences

The educational objective of the doctoral program in Biological Sciences is to prepare students for research on the pressing pathobiological problems of the region, with an emphasis on (1) the pathogenesis of infectious diseases, (2) the toxic and carcinogenic effects of environmental pollutants, and (3) neurological and metabolic disorders.

#### Requirements for Admission

1. Bachelor's degree from an accredited institution in the United States or proof of equivalent education in a foreign institution
2. Undergraduate degree in biology or a related field and successful completion of:
  - a. two semesters of organic chemistry with lab
  - b. one semester of calculus
  - c. course work in physiology, ecology, evolutionary theory, microbiology, cell biology, biochemistry, and genetics
3. Competitive scores in the Verbal, Quantitative, and Analytical Writing components of the Graduate Record Examination (GRE)
4. Personal statement of research and professional interests
5. Three letters of recommendation indicating endorsement of the applicant for doctoral study
6. Competitive TOEFL score for international applicants whose first language is not English or who have not completed a university degree in the U.S. or other English-speaking institution. Successful candidates typically have scores above 550/computerized TOEFL 213.

#### Requirements for the Ph.D. Degree in Biological Sciences

A minimum of 72 semester hours beyond the Bachelor's degree to include:

1. 36 semester hours of course work and seminars
2. 30 semester hours of dissertation research

2. 30 semester hours of dissertation research

3. 6 semester hours of dissertation (BIOL 6398 and BIOL 6399)

With Department approval, students entering the program with a Master's degree may count up to 24 semester hours of graduate course work as advanced standing toward the Ph.D. degree. Students with deficiencies in biochemistry, cell biology, microbiology, physiology, genetics, ecology, or evolutionary theory will be required to take additional course work to remove the deficiencies.

#### **Degree Plan**

For a complete degree plan, please click [here](#) and select "PhD in Biological Sciences."

#### **Admission to Candidacy**

The student must pass a qualifying oral examination in order to advance to candidacy for the doctorate. This exam will be designed to assess the candidate's knowledge and understanding of the material covered in the core courses as well as the candidate's ability to rationally discuss the design, implementation, and analysis of a research problem of the student's and the committee's choosing. The Preliminary Examination Committee will determine whether the student displays sufficient breadth of knowledge and understanding of basic principles to undertake original research.

#### **Dissertation**

A dissertation demonstrating both the ability to do original independent research and competence in scholarly exposition will be required of all students. The dissertation must present original research and should provide the basis for one or more publishable contributions to the research literature. The dissertation will be supervised by the Dissertation Advisor, in consultation with a Dissertation Committee consisting of at least three additional members, at least one of whom must be a graduate faculty member from outside the Department of Biological Sciences. The candidate will present a dissertation proposal for approval by the Dissertation Committee.

#### **Final Oral Examination**

Upon completion of the dissertation, the student must defend, in public, his or her work. The Dissertation Committee will be responsible for administering the final public oral defense and will have the responsibility of determining whether the written dissertation and its oral presentation and defense are acceptable.

#### **Course Information**

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For course descriptions, please click [here](#) and select **Biology (BIOL)** or **Interdisciplinary Science Courses (SCI)**.





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## Chemistry

201A Physical Science Building

(915) 747-5701 (ph)

(915) 747-5748 (fax)

chemistry@utep.edu

[www.chemistry.utep.edu](http://www.chemistry.utep.edu)

CHAIRPERSON: Jorge Gardea-Torresdey

GRADUATE FACULTY: Becvar, Bernal, Chianelli, Davis, Dirk, Eastman, Ellzey, Gardea-Torresdey, Lee, Michael, Mito, Narayan, Noveron, Nunez, Pannell, Salvador, Saupe, Xiao

### Doctor of Philosophy in Chemistry

The Chemistry department administers the Doctor of Philosophy in Chemistry which consists of 72 credit hours beyond the bachelor's level (or at least 42 hours beyond the master's level). The program will provide opportunities for education and research in areas consistent with the strengths of department faculty and established research initiatives. The program is designed to prepare professional chemists for careers in teaching and research in academic, industrial and public sector settings. It will contribute to meeting an anticipated need for doctorally-trained chemists, particularly Hispanics, in industry and in academe. The border region location also places the UTEP program to collaborate with locally-based industry to exploit the opportunities for commercialization of research results.

#### Requirements for Admission to the Ph.D. Program

Admissions recommendations will be based upon review of an applicant's academic record and other relevant performance indicators, set out in the following list, as to the potential for academic success.

1. Bachelor's degree in chemistry or in a related science discipline from an accredited institution in the United States or proof of equivalent education in a foreign institution
2. Official transcripts of all previous academic work.
3. Official scores on the Graduate Record Examination (GRE).
4. Official TOEFL scores of 550 or higher for international applicants whose first language is not English or who have not completed a university degree in the U.S. or other English-speaking institutions.
5. Three letters of recommendation from individuals who are qualified to assess the applicant's potential for doctoral work.
6. A personal statement setting out the applicant's reasons for wishing to pursue a Ph.D. in Chemistry at UTEP and future career plans
7. Curriculum Vitae

#### Requirements for the Ph.D. Degree

A total of 72 semester credit hours beyond the Bachelor's degree will be required for this degree. Students who previously earned a Master's degree in Chemistry may, at the discretion of the admissions committee, be awarded up to 30 hours of credit toward the doctoral degree. Each student's case will be individually evaluated to determine whether additional courses may be required. In order to qualify for Ph.D. candidacy students have to pass cumulative exams by the end of their second year in graduate school. In their third year of graduate studies Ph.D. students will take the comprehensive exam, which consists of two parts: Part A, presentation of the student's research project; and Part B, presentation of an original research idea, which should be distinct from the student's research project but may be in the same area of chemistry.

#### Credit Hour Requirements

Core Chemistry Graduate Courses	15 hours
Elective Graduate Courses in Chemistry or Allied Fields-as approved by the student's Dissertation committee	9 hours
Graduate Seminar	4 hours
Departmental Seminar	6 hours
Teaching Practicum	2 hours
Doctoral Research	30 hours
Dissertation	6 hours

#### Required Doctoral Courses

1. **Core Chemistry Graduate Courses: (15 credit hours)** For a complete degree plan, please click [here](#) and select "PhD in Chemistry."
2. **Elective Graduate Courses in Chemistry or Allied Fields-as approved by the student's dissertation committee: (9 credit hours)**

Each student in accordance with the overall program requirements will develop a degree plan in consultation with her/his supervisor and the program director appropriate to her/his specific interests and academic needs. A minimum of nine hours must be in courses that are directly related to the student's research field, as approved by the student's research director.

The required nine hours of elective courses may be selected from the graduate offerings of the Chemistry department and other UTEP departments and programs. With the approval of the student's advisor and the program Director, a student may take undergraduate courses in science fields (that have been approved for graduate credit) to fulfill this requirement. Graduate students in such courses will be expected to do additional work appropriate to graduate-level training.

3. **Graduate Seminar (4 credit hours)**

Doctoral student are expected to participate in the 1 hour Graduate Seminar Course. They must enroll in the course at least four times. This course will be designed to promote professional development. It will include a wide variety of topics in the areas of scientific information retrieval, laboratory safety, research ethics, oral and written presentation of

research results and writing grant proposals. Attention will also be given to providing the students with current information and advice on career opportunities, writing job applications and how to conduct themselves at interviews.

#### 4. Department Seminar (6 credit hours)

All graduate students, in residence, are required to enroll in and attend the weekly seminars that feature accounts of current research by outstanding investigators in chemistry and related scientific areas.

#### 5. Teaching Practicum (2 credit hours)

All doctoral candidates will be required to earn two hours of credit, team-teaching undergraduate (or graduate) courses with an experienced faculty member. Students will also be encouraged to participate in the professional development programs focusing on preparing future faculty and professionals offered through the Graduate School and the Center for Effective Teaching and Learning.

#### 6. Doctoral Research (30 credit hours)

Candidates for a Ph.D., must earn credit for at least 30 semester credit hour of original research in some recognized branch of chemistry. The candidate must work under the guidance of a faculty supervisor. The purpose of the program is to enable the candidates to develop the skills and knowledge to enable them to carry out an independent program of research.

**Career Practicum:** Credit may, with concurrence of their research director, be given for students to spend a semester in another academic, an industrial or governmental environment to permit them to explore possible career options.

#### 7. Doctoral Dissertation (6 credit hours)

All graduates must complete a dissertation that is a substantial work of original scholarship. The dissertation shall contain an introduction that describes the general area of chemical scholarship and clearly identifies the purpose of the investigation. The research shall have led to new knowledge of a standard worthy of publication in a major refereed journal. If previously published articles are to be included in the dissertation, it must be made clear how much the candidate has contributed. Sufficient detail of the nature of the work performed should be provided such that it should be possible for a qualified reader to repeat each step. In cases involving potential patents, all or part of the dissertation may be embargoed for specified periods of time, following accepted university policies. Candidates must defend their dissertations successfully. Part of the defense proceeding will be open to the public.

CHEM 6398 Dissertation

CHEM 6399 Dissertation

A copy of the dissertation in PDF or Word electronic format must be submitted to the Graduate School for format check prior to the scheduled defense date. The dissertation, including an abstract not to exceed 350 words, must be prepared according to the Graduate School's thesis and dissertation guidelines available at the Graduate School website. The student will receive email confirmation from the Graduate School after the format has been approved. The final Graduate School approved dissertation must be submitted to the Graduate School in PDF electronic format on a CD in a case by the deadline as published in the Class Schedule along with a hard copy of the signature page with original signatures of the dissertation committee members. The signature page must be included in the PDF file but it should not be signed.

Doctoral candidates are also required to submit the Graduate School approved dissertation at the University Microfilms International website for on-line publication, <http://dissertations.umi.com/utep>. Dissertations are regarded as publications and will be made public once they are approved and submitted. On-line publication does not preclude subsequent publication of the dissertation, in whole or in part, as a monograph or in a journal. Copyright at the author's expense may be arranged through University Microfilms International. In order to protect patent or any other rights, the Graduate School may be requested to delay publication for a period of one year. This request must be supported by a written recommendation of the supervising professor.

#### Degree Plans

For a complete degree plan, please click [here](#) and select "PhD in Chemistry."

#### Course Information

For course descriptions, please click [here](#) and select Chemistry (CHEM).

#### Master of Science in Chemistry

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The Department of Chemistry offers studies leading to the degree of Master of Science in Chemistry with experimental and/or theoretical research in the following fields of specialization: analytical, biochemistry, environmental, inorganic, organic, organometallic, physical, chemical physics, and materials science.

#### Requirements for Admission to the Master's Program

1. Bachelor's degree in chemistry or in a related science discipline from an accredited institution in the United States or proof of equivalent education in a foreign institution
2. Official transcripts of all previous academic work.
3. Official scores on the Graduate Record Examination (GRE).
4. Official TOEFL scores of 550 or higher for international applicants whose first language is not English or who have not completed a university degree in the U.S. or other English-speaking institutions.
5. Three letters of recommendation from individuals who are qualified to assess the applicant's potential for doctoral work.
6. A personal statement setting out the applicant's reasons for wishing to pursue a Ph.D. in Chemistry at UTEP and future career plans
7. Curriculum Vitae

#### Requirements for Master's Degree in Chemistry

In addition to the institutional requirements for a Master of Science degree, the candidate must also meet the following stipulations: a minimum of 21 of the required 30 hours of credits must be in courses at the graduate level. Credits must include at least one graduate-level course in three of the five areas of organic chemistry, physical chemistry, inorganic chemistry, analytical chemistry, or biochemistry. The candidate must also enroll in CHEM 5195 during each semester of residence. Not more than one hour of CHEM 5195 may be counted toward the 30 credit hour requirement. The normal program for the MS degree in Chemistry may include 6 hours of supporting work from approved fields. A program of specialization in chemical physics may be elected with the permission of the graduate advisor. Such a program may include, within the required 30 hours of credits, up to 12 hours in the related fields (e.g., Physics, Mathematics). Courses of study are designed for each student in consultation with the advisor. Each student must confer with the graduate advisor prior to each registration. The thesis presented for this degree must describe original work related to a research problem of some importance. The thesis must be defended orally.

#### Five-Year BS-MS Program

The curriculum for the BS degree in Chemistry can be completed in three and one-half years. After admission to the Graduate School of the University, it is possible to obtain the MS degree at the end of the fifth year of study in Chemistry. Qualified students should consult their academic advisor about the course of study and about the various forms of financial assistance obtainable through this program.

#### Degree Plan

For a complete degree plan, please click [here](#) and select "MS in Chemistry."

#### Course Information

For course descriptions, please click [here](#) and select Chemistry (CHEM).



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## Geological Sciences

101 Geological Sciences

(915) 747-5501

mail@geo.utep.edu

CHAIRPERSON: Diane I. Doser

PROFESSORS EMERITUS: Kenneth F. Clark, G. Randy Keller, Jr., David V. LeMone, Robert Schmidt

GRADUATE FACULTY: Anthony, Borrok, Doser, Ellis, Gill, Goodell, Hurtado, Langford, Miller, Pavlis, Pingitore, Serpa, Velasco

The Department of Geological Sciences offers a Doctor of Philosophy (PhD) degree in Geological Sciences and the Master of Science (MS) degree in Geological Sciences and in Geophysics (in collaboration with the Department of Physics).

### MS Degree in Geological Sciences

#### Requirements for Admission

1. Bachelor's degree from an accredited institution in the United States or proof of equivalent education in a foreign institution
2. Undergraduate degree in geology, with no deficiencies in science courses required for the BS degree in Geological Sciences at UTEP; prospective MS students whose BS degree was not in the geological sciences should contact the Graduate Advisor to discuss procedures leading to acceptance into the program
3. Submission of official Graduate Record Examination (GRE) scores
4. TOEFL score of at least 550 (paper-based), 213 (computer-based) for international applicants whose first language is not English or who have not completed a university degree in the U.S. or at other English-speaking institutions

#### Requirements for Degree

Students must complete 30 semester hours including a thesis (six hours). At least 21 hours must be in graduate-level courses (a maximum of 6 hours may be in Directed Study course work and a maximum of 9 semester hours may be in approved upper-division undergraduate course work). Work in supporting fields (a minor) is not specifically required. However, course work in supporting fields will often be included in a student's program of study with the approval of the Graduate Advisor and the Graduate School. All candidates are required to enroll in GEOL 5101 every semester they are in residence. All candidates are required to pass an oral defense of their thesis investigation in an open meeting. Draft copies of the thesis must be submitted to the thesis committee no less than 14 days prior to the defense. Two complete copies of the thesis in PDF electronic format, turned in on floppy disk, zip disk, or CD, must be turned into the Graduate School for the semester in which the student intends to graduate. See "Thesis Requirements" in General Degree Requirements in this catalog. One unbound copy and a PDF or Word electronic copy also must be submitted to the student's departmental Graduate Advisor.

#### Degree Plans

For a complete degree plan, please click [here](#) and select "MS in Geological Sciences."

### MS Degree in Geophysics

#### Requirements for Admission

1. Bachelor's degree from an accredited institution in the United States or proof of equivalent education in a foreign institution
2. Undergraduate degree in geology or geophysics, with no deficiencies in science courses required for the BS degree in Geophysics at UTEP; prospective MS students whose BS degree was not in the geological sciences should contact the Graduate Advisor to discuss procedures leading to acceptance into the program
3. Submission of official Graduate Record Examination (GRE) scores
4. TOEFL score of at least 550 (paper-based), 213 (computer-based) for international applicants whose first language is not English or who have not completed a university degree in the U.S. or at other English-speaking institutions

#### Requirements for Degree

Students must complete 30 semester hours including a thesis (6 hours). At least 21 hours must be in graduate-level courses (a maximum of 6 hours may be in Directed Study course work and a maximum of 9 semester hours may be in approved upper-division undergraduate course work). Work in supporting fields (a minor) is not specifically required. However, course work in supporting fields will often be included in a student's program of study with the approval of the Graduate Advisor and the Graduate School. All candidates are required to enroll in GEOL 5101 every semester they are in residence. Students should also consult the Department of Physics section for additional requirements.

All candidates are required to pass an oral defense of their thesis investigation in an open meeting. Draft copies of the thesis must be submitted to the thesis committee no less than 14 days prior to the defense. Two complete copies of the thesis in PDF electronic format, turned in on floppy disk, zip disk, or CD, must be turned into the Graduate School for the semester in which the student intends to graduate. See "Thesis Requirements" in General Degree Requirements in this catalog. One unbound copy and a PDF or Word electronic copy also must be submitted to the student's departmental Graduate Advisor.

#### Degree Plans

For a complete degree plan, please click [here](#) and select "MS in Geological Sciences."

#### Time Limits and Catalog Changes

All requirements for an MS in Geological Sciences or Geophysics must be completed within one six-year period. Work more than 6 years old is lost and can be reinstated only by special permission of the Graduate School upon recommendation of the Departmental Committee on Graduate Studies.

General and specific requirements for degrees in the Graduate School may be altered in successive catalogs. Provided the requisite course continues to be offered, the student is bound only by the course requirements of the catalog in force at the time of admission, unless, with the approval of the Graduate School, he or she elects to be bound by the course requirements of a subsequent catalog. This regulation applies to course requirements only.

### Ph.D. in Geological Sciences

### Requirements for Admission into the Doctoral Program

1. Master's degree in the Geological Sciences, or Bachelor's degree in the Geological Sciences plus 30 hours of post-bachelor's study in the geological sciences from an accredited institution in the United States or proof of equivalent education in a foreign institution; students who hold a master's or bachelor's degree from an accredited, or engineering, institution and intend to make up all deficiencies in their geological background are encouraged to contact the Graduate Advisor to discuss procedures leading to acceptance into the program
2. Submission of official Graduate Record Examination (GRE) scores
3. Three letters of reference
4. TOEFL score of at least 550 (paper-based)/213 (computer-based) for international applicants whose first language is not English or who have not completed a university degree in the U.S. or at other English-speaking institutions

### Requirements for Doctoral Candidacy

1. Removal of all academic deficiencies
2. Completion of at least three-fourths of the required credit hours in Geological Sciences and supporting fields
3. Successful completion of the prescribed Comprehensive Examination (Parts I and II)
4. Approval for Candidacy by the Graduate School upon the recommendation of the Comprehensive Examination Committee

### Requirements for Degree

1. Minimum of 60 semester hours of graduate study beyond the baccalaureate degree or minimum of 30 semester hours of graduate study beyond the Master's degree
2. Maximum of 12 semester hours of Directed Study course work in the 60-hour program, 6 semester hours in the 30-hour program
3. Enrollment in GEOL 5101 (Graduate Seminar) each term of residence
4. Maximum of 9 semester hours of approved upper-division undergraduate course work; successful completion of the Comprehensive Examination (Parts I and II)
5. Dissertation of 6 semester hours including successful oral defense (GEOL 6320, GEOL 6321)

### Degree Plan

For a complete degree plan, please click [here](#) and select "PhD in Geological Sciences."

### Foreign Language/Computer Programming Language

Proficiency in a foreign language and/or computer programming language will be required by a student's dissertation committee when it is necessary for the successful completion of the student's dissertation.

### Committees

For each master's candidate, the committee will consist of three members of the graduate faculty, two from the Department of Geological Sciences and one from outside the department. For each doctoral candidate, a Doctoral Committee will consist of the dissertation advisor, at least three professors in the Department of Geological Sciences, and at least one scientist or engineer from outside the Department of Geological Sciences—all of whom are members of the graduate faculty and are approved by the Graduate School. The total committee shall consist of at least five individuals.

### Examinations

The Graduate Advisor will appoint a Comprehensive Examination Committee to administer the Comprehensive Examination. The Comprehensive Examination will normally be taken after removal of all deficiencies and completion of most of the course work. Any student who fails the Comprehensive Examination twice shall be barred from further consideration for Doctoral Candidacy.

### Dissertation

A doctoral dissertation is required. This dissertation must demonstrate the candidate's capacity for originality and independence in recognizing a significant geological problem, in carrying out an effective investigation, and in interpreting and reporting the results. The subject of the dissertation is to be selected in consultation with the dissertation advisor, and it must be approved by the student's Doctoral Committee and by the Graduate School. The dissertation advisor is to supervise the research work and to consult with other members of the Doctoral Committee on the progress of the work. The candidate is required to defend the dissertation before the faculty of the University in an open meeting under the supervision of his Doctoral Committee.

Draft copies of the dissertation must be submitted to the Doctoral Committee 14 days before the defense and any suggested corrections must be made. A copy of the dissertation in PDF or Word electronic format must be submitted to the Graduate School via the University Microfilms International website ([umni.bepress.com](http://umni.bepress.com)), for a format check. This must be submitted prior to the deadline date published in the *Class Schedule* for the semester in which the student intends to graduate. See "Dissertation Requirements" in General Degree Requirements of this catalog. One unbound copy and a PDF or Word electronic copy also must be submitted to the student's departmental Graduate Advisor.

### Microfilming of Dissertation

The doctoral candidate who has successfully completed all requirements for the degree is required to pay the cost of microfilm reproduction of the complete dissertation. The signed original copy (unbound) of the doctoral dissertation is sent from the Graduate School to University Microfilms, Ann Arbor, Michigan, for reproduction.

With the dissertation, the student must also submit to the Graduate School two copies of an abstract, not to exceed two pages in length (double-spaced), which has been approved in final form by the Doctoral Committee. This will be published in *Dissertation Abstracts International*.

Publication by microfilm does not preclude subsequent publication of the dissertation, in whole or in part, as a monograph or in a journal. Copyright at the author's expense may be arranged, if desired, by completing a special form to be secured in the Graduate School. In order to protect patent or any other rights, the Graduate School may be requested to delay publication by microfilm for a period of one year. This request must be supported by a written recommendation of the supervising professor.

### Time Limits and Catalog Changes

All requirements for a Ph.D. in Geological Sciences must be completed within one eight-year period. Work more than eight years old is lost and can be reinstated only by special permission of the Graduate School upon recommendation of the Departmental Committee on Graduate Studies. Furthermore, all requirements for the doctorate must be completed within five years after passing the comprehensive examination.

General and specific requirements for degrees in the Graduate School may be altered in successive catalogs. Provided the requisite course continues to be offered, the student is bound only by the course requirements of the catalog in force at the time of admission or re-admission within an eight-year limit, unless, with the approval of the Graduate School, he or she elects to be bound by the course requirements of a subsequent catalog. This regulation applies to course requirements only.

### Course Information

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For course descriptions, please click [here](#) and select Geological Sciences (GEOL).





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## Mathematical Sciences

124 Bell Hall

(915) 747-5761

[mathdept@math.utep.edu](mailto:mathdept@math.utep.edu)

CHAIRPERSON: Helmut Knaust

GRADUATE FACULTY: Argaez, Dogan-Dunlap, Duval, Foged, Guthrie, Khamsi, Knaust, Lesser, Leung, Lim, Mendez, Moschopoulos, Pownuk, Rosen, Rouhani, Schwab, Sha, Sewell, Solin, Staniswalis, Tchoshanov, Valdez-Sanchez, Velazquez, Winsor, Wojciechowski

The Department of Mathematical Sciences offers the Master of Science (MS) degree in Mathematics or Statistics and the Master of Arts in Teaching (MAT) with a major in Mathematics.

### Requirements for Admission

1. Bachelor's degree from an accredited institution in the United States or proof of equivalent education in a foreign institution
2. Undergraduate degree in mathematics
3. TOEFL score of 550 or higher for international applicants whose first language is not English or who have not completed a university degree in the U.S. or other English-Speaking institution

### Departmental Requirements for MS Degree

For the MS degree, both thesis and non-thesis options are available. The thesis option requires 24 semester hours of course work plus the completion of the six-semester hour thesis. The non-thesis option requires 36 semester hours of course work including MATH 5396 or STAT 5396. In either case, a maximum of nine semester hours of approved upper-division undergraduate courses are acceptable. Particular courses of study for the MS must be approved by the departmental committee on graduate studies. The passing of a comprehensive examination is required. All full-time MS students must enroll in MATH 5195 or STAT 5195 each semester in residence.

### Specific Requirements for the Master's Degree in Mathematics

Specific course requirements for the MS in Mathematics are MATH 5331, MATH 5351, and STAT 5380. **For a complete degree plan, please click [here](#) and select "MS in Mathematics."**

### Specific Requirements for the Master's Degree in Statistics

Specific course requirements for the MS in Statistics are STAT 5380, STAT 5381, STAT 5388, MATH 5321, and MATH 4326. Comprehensive examinations must be passed in Mathematical Statistics (STAT 5380-81) and Applied Statistics (STAT 5385-88). **For a complete degree plan, please click [here](#) and select "MS in Statistics."**

### Departmental Requirements for the MAT Degree

Prior to admission, students must have completed the calculus sequence together with 12 semester hours of advanced courses in Mathematics (3300 or 4300-level). The student's GPA for these 12 hours must be at least 3.0. (Students with a bachelor's degree, who do not satisfy these requirements, must first enroll in the post-baccalaureate program at UTEP.) Since the degree is intended for current and future high school teachers of Mathematics, it is desirable that the student will have obtained a teaching certificate in Mathematics upon completion of the program. (Teaching certification courses are not part of the MAT program; students should consult the College of Education section for such information.)

The Master of Arts in Teaching degree with a major in Mathematics is available in both a thesis (recommended) and a non-thesis option. The thesis option requires 24 hours of course work plus the completion of a six-semester hour thesis in Mathematics Education, while the non-thesis option requires 36 hours of course work. A maximum of nine of these hours may be taken from the 3300 and 4300-level courses listed below. Each student must have his or her courses approved by the Graduate Advisor in order to ensure adequate breadth of courses in the mathematical sciences. A comprehensive examination is required. **For a complete degree plan, please click [here](#) and select "MA in English" and select an English and American Literature concentration.**

### Course Information

For course descriptions, please click [here](#) and select Mathematics (MATH) or Statistics (STAT).







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**Physics**

210 Physical Science

(915) 747-5715

[physics@utep.edu](mailto:physics@utep.edu)

CHAIRPERSON: Vivian Incera

GRADUATE FACULTY: Baruah, Botez, Castro-Colin, Durandurdu, Ferrer, Fitzgerald, Incera, Hagedorn, López, F. Manciu, M. Manciu, Ravelo, Saez, Suskavcevic

The Department of Physics offers studies leading to the degree of Master of Science in Physics with experimental and/or theoretical physics research in atmospheric physics, biophysics, computational physics, material science, geophysics, medical physics, nuclear, and physics education, and surface physics. Through a cooperative program with the Geological Sciences Department, the Master of Science in Geophysics is offered. For details, students should contact the Graduate Advisor of the Physics Department.

**General Departmental Requirements**

The normal prerequisite to graduate studies in the Department of Physics is the bachelor's degree in physics with a "B" average in physics courses taken at the undergraduate level. The bachelor's degree course work should include advanced undergraduate courses in Mechanics, Electromagnetics, Modern Physics, Quantum Mechanics, Thermal Physics, and advanced laboratory practice. Any deficiency must be removed before the petition is made for candidacy for the MS degree.

**Master of Science in Physics**

The department offers a program of courses and research leading to the MS degree in physics. Two routes are available. Plan 1 requires 30 semester hours of credit: 24 hours of course work plus a 6-hour thesis (PHYS 5398 and PHYS 5399). Plan 2 requires the favorable recommendation of the Physics Department Graduate Studies Committee and 36 hours of course work including the successful completion of a research problem (PHYS 5391) with a written report submitted to the department.

Requirements for Plan 1 are a minimum of 21 semester hours of graduate work including thesis. Specific courses required are PHYS 5321, PHYS 5325, PHYS 5341, PHYS 5361, PHYS 5365, PHYS 5371, PHYS 5398, and PHYS 5399.

Requirements for Plan 2 are a petition stating the reason for the alternate route and a minimum of 27 semester hours of graduate work. Specific courses required are PHYS 5321, PHYS 5325, PHYS 5341, PHYS 5361, and PHYS 5391.

Students must have their course program approved by the graduate advisor each semester. The student will choose, in consultation with the graduate advisor, a chairperson of the research committee and at least two additional committee members, who will supervise the thesis or research problem. One member of this committee must be from outside the Physics Department. These choices should be made and approved by the department Graduate Advisor and by the Graduate School before the student has completed two semesters of graduate work.

The candidate for the MS degree in Physics may have no more than two grades of "C" for courses used to fulfill the requirements of the degree and must pass a final examination, which will include an oral defense of the thesis or research problem.

**Degree Plans**

For complete degree plans, please click [here](#) and select "MS in Physics."

**Course Information**

For course descriptions, please click [here](#) and select Physics (PHYS).

**Physics (PHYS)**

For Undergraduate and Graduate Students

A maximum of 6 semester hours of the following undergraduate courses in physics may, with the approval of the graduate advisor, be counted toward an MS in Physics. (An asterisk indicates that the course will only be approved in exceptional cases.)

**3243 Advanced Laboratory Practice****3323 Physical Optics****\*3325 Survey of Modern Physics****\*3331 Thermal Physics****\*3351 Analytical Mechanics I****3352 Analytical Mechanics II****\*4341 Electromagnetics I****4342 Electromagnetics II****\*4348 Fundamentals of Acoustics****4355 Introduction to Quantum Mechanics****4356 Atoms, Molecules, and Solids****4357 Relativity, Nuclei, and Particles**





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SCHOOL OF NURSING

- SCHOOL OF NURSING







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## School of Nursing

The School of Nursing offers a Master of Science in Nursing (MSN) graduate degree and various certificate programs.

Students enrolling in the Master of Science in Nursing degree program may elect options in family nurse practitioner, nursing systems management, women's health care/nurse practitioner or nurse clinician: educator. Registered Nurses may apply for an accelerated RN to MSN program. These nursing degree programs are accredited and qualify students for national certification in their specialty. A Health Care concentration is available with the Master's of Business Administration (MBA) degree offered by the College of Business Administration. Certificate Programs include a nurse educator certificate, an evidence-based practice certificate, a health care leadership and management certificate and a post-masters family nurse practitioner certificate.

Students may also attend classes offered on the UTEP campus to obtain a Master's in Public Health from The University of Texas Health Science Center, Houston.

### School of Nursing

1101 N. Campbell, Room 711

(915) 747-8217

son@utep.edu

DEAN: Robert L. Anders

PROFESSORS: Amaya, Anders, Olson,

PROFESSOR EMERITUS: Reynolds

ASSOCIATE PROFESSOR: Fooladi, Martinez, Robinson

ASSOCIATE PROFESSOR EMERITUS: Lantican

CLINICAL ASSOCIATE PROFESSORS: Pierson,

ASSISTANT PROFESSORS: Edmonds, McKee

CLINICAL ASSISTANT PROFESSORS: Farnsworth

The Graduate Program in Nursing is designed to permit students to earn the degree of Master of Science in Nursing. The mission of the School of Nursing is to prepare caring professional nurses to address multiple complex human needs in a binational and multicultural community. The curriculum of the Graduate Program in Nursing prepares professional nurses for advanced leadership through enhanced practice, research, and role expansion. Enhancement of practice occurs through expansion, refinement, and application of knowledge and theory. Research skills are enhanced through opportunities to carry out supervised research projects. Role expansion occurs through advanced practice, education, and management functions relating to health care delivery and increasing professional responsibilities to society.

Graduates have increased autonomy and independence in their practice. They are eligible to apply for certification as advanced practice nurses in a variety of roles and settings.

The degree of Master of Science in Nursing provides the graduate the opportunity to:

1. synthesize theory and concepts from nursing and other disciplines for applications in the care of clients;
2. provide advanced nursing care based upon in-depth client assessment in an area of specialization;
3. evaluate ethical, moral, and legal precepts in client care;
4. design culturally competent interventions based on current, valid evidence;
5. apply research methods to investigate problems that influence advanced nursing care;
6. analyze public policy and issues that affect advanced nursing practice and health care delivery systems;
7. collaborate with other disciplines to provide care in a variety of settings;
8. integrate peer review and/or peer guidance in advanced practice;
9. participate in leadership and development of the profession; and
10. enhance the basis for life-long learning and/or doctoral study.

### Master of Science in Nursing (MSN)

Graduates from the University of Texas School of Nursing Master of Science in Nursing (MSN) are eligible to apply for national certification in a variety of advanced nursing roles as nurse administrators, educators, and practitioners. The MSN degree prepares graduates to:

1. synthesize theory and concepts from nursing and other disciplines for applications in the care of clients;
2. provide advanced nursing care based upon in-depth client assessment in an area of specialization;
3. evaluate ethical, moral, and legal precepts in client care;
4. design culturally competent interventions based on current, valid evidence;
5. apply research methods to investigate problems that influence advanced nursing care;
6. analyze public policy and issues that affect advanced nursing practice and health care delivery systems;
7. collaborate with other disciplines to provide care in a variety of settings;
8. integrate peer review and/or peer guidance in advanced practice;
9. participate in leadership and development of the profession; and

10. enhance the basis for life-long learning and/or doctoral study.

MSN Applicants have the choice of three majors: a) Nurse Clinical Specialist with concentration in education; b) Nurse Practitioner with concentrations in family health care; and c) Nursing Systems Management. Total required semester hours vary from 33 to 48.

Interested nurses apply online through the Graduate School website (<https://academics.utep.edu/graduate>) and send official transcripts directly to the Graduate School. After individual evaluation, the Dean of the Graduate School upon recommendation of the Graduate Studies Committee, makes the final decision regarding admission.

#### Requirements for Admission

1. a. Bachelor's degree from an accredited baccalaureate nursing program in the United States or equivalent education at a foreign institution and completed graduate school application **-OR-**
  - b. Associate's degree in nursing from an accredited nursing program, a bachelor or higher degree in another field and completed **graduate school application**. If accepted, these students **must** complete NURS 3314 and 4 RN-only courses with a grade of "B" or better for full admission/ acceptance into a graduate nursing major **-OR-**
  - c. Associate's degree in nursing from an accredited nursing program without a bachelor or higher degree in another field. These applicants **must** first complete **undergraduate school application**. After completion of University bachelor's core courses, pre-professional nursing courses, NURS 3314 and 4 RN-only courses with a grade of "B" or better, students apply to **graduate school** and request acceptance into a nursing graduate major (Bachelor's degree not awarded)
2. Documentation of competency in undergraduate statistics
3. Current Texas licensure, or in a compact state, as a registered nurse; international applicants must be authorized to practice in their own country and have the CGFNS certification.
4. Evidence of current provider CPR, liability insurance, and health clearance
5. Satisfactory score on TOEFL; score of 213/550 or higher for international applicants whose first language is not English or who have not completed a university degree in the U.S.
6. Demonstration of academic achievement and potential as indicated by upper level undergraduate or graduate coursework.
7. Other evidence of background and experience that may be available. Some concentrations may have additional requirements. Students should contact the Assistant Dean of Graduate Nursing for further information ([gradnursing@utep.edu](mailto:gradnursing@utep.edu)).

#### Compliance Requirements for MSN Program

**\*\*Note: Failure to comply with these requirements will result in students having holds placed on registration or being dropped from courses.**

Provide documentation of **administrative compliance requirements, such as background check, copy of current license and CPR, liability coverage**, directly to the Compliance Officer and health records, such as immunizations and annual TB testing, to the Student Health Center. Compliance **must** remain current throughout the semester in which the student enrolls or the student risks being dropped from courses. Locate link to compliance requirements on School of Nursing website (<https://academics.utep.edu/nursing>).

**Health Clearance** Students who do not have a health clearance will have a hold placed on registration until such time as the clearance is completed. Students who are newly admitted and are to register for the first time should take documentation of the health items directly to the Student Health Center. The Student Health Center will create a file for them so that they may have permission to register and pay fees. No other services may be provided until the student has paid appropriate Student Health Center fees at time of registration.

#### A. Administrative Clearance:

1. Current Texas RN License

Please submit a copy. Students whose license expires during a clinical semester must present documentation of renewal as soon as received from the BNES. **Students will not be allowed to continue in any graduate courses if the license has expired.**

#### B. Clinical Requirements:

Students accepted into the Graduate Nursing Program must have in their record proofs of health clearance and other requirements for all graduate courses.

**Note: Failure to comply with these requirements will result in students having holds placed on registration or being dropped from courses.**

#### 1. Health Clearance: Includes physical exam, lab work and immunizations.

- Up to date health clearance must be documented prior to enrolling in any Nursing classes. Health clearance is done by the **Student Health Center (SHC)**.
- For ongoing students the physical exam, immunizations, and lab work may be done at SHC at reduced rates; check for the fee schedule (747-5624). Students who have had their physical exam, lab work and/or immunizations done by a private physician or through their employers may submit copies to the Student Health Center for review and clearance. The physical examination should be comprehensive and include appropriate age and gender specific screening tests. The name and address of the Health Care Professional who completed the exam should be printed clearly or typed on whatever form is presented.
- Physical Exam
- Immunizations/Tests:
  1. Tetanus/Diphtheria (Td)-within 10 years
  2. MMR (Measles, Mumps, Rubella) Vaccine (at least one dose since 1980 if born after 1956)
  3. Titers Documenting Immunity to:
    - Hepatitis B
    - Rubella
    - Rubeola (Measles)
    - Varicella
  4. If needed, based on titer, the following must be completed with a follow up titer documenting immunity:
    - Booster MMR
    - Varicella series
    - Hepatitis series
  5. CBC
  6. Urinalysis
  7. Tuberculosis Screening: PPD yearly (or biannually as required for clinical clearance). For positive PPD or BCG received in the past, the policy of the Center for Disease Control will be followed, which includes a yearly (or biannually as required) TB questionnaire, exam by a Health Care Provider, and, chest x-ray every 5 years, or as indicated.
- **Note: The Student Health Center (SHC) is the only repository for health clearance information.**
- Clearances must be valid through the entire semester for which the student is registering and must be on file 10-14 days PRIOR to the start of the semester. (See Compliance Web Page for deadline dates). Students who are newly admitted and are to register for the first time should take documentation of the health items directly to the **Student Health Center**. The **SHC** will create a file for them so that they may have permission to register and pay fees. No other services may be provided until the student has paid appropriate **SHC** fees at the time of registration.

#### 2. Clinical Clearance: The following items are required to be turned into the Compliance Office in the Student Support Center.

- **Cardio Pulmonary Resuscitation (CPR)** certification is required and must be current as indicated by the certifying body. The certification is required and must be current until the end of the semester for which the student is registering. It must be American Heart Association Healthcare Provider or its recognized equivalent. **Students must submit a copy of both sides of the CPR card.** If the CPR expires during a semester, students must renew immediately to avoid being dropped from clinical courses.
- **Professional liability insurance** must be purchased annually during Fall registration. Students beginning in the Spring or Summer semesters must purchase prorated liability insurance. All graduate students enrolling in nursing courses will be required to show evidence of professional liability insurance coverage of at least a minimum amount of \$2,000,000 limit each claim and \$4,000,000 limit aggregate.
- All students are encouraged to maintain an acceptable **health insurance** policy since students are responsible for their own health care costs. A Student Accident and Sickness Insurance Plan is available upon request through the Dean of Students' Office, 102 W. Union.

- **Community-Wide Orientation:** All nursing students must complete the on-line Community-Wide Orientation once each year. The on-line Community-Wide Orientation is at <http://www.epcc.edu/nursing/cwo/O/php>. Certificate of completion must be submitted to the Compliance Office in the Student Support Center. **Graduate students enrolled in the distance education program for Certificates only are exempted from the CWO requirement.**

### 3. Background Check

- Students accepted to the School of Nursing are required to pass **background check** prior to matriculation. This is required by the area agencies in which clinical rotations take place and is also a licensure requirement by the Texas Board of Nursing. Application forms are available through the College of Health Sciences student Support Office.

### 4. Drug Screening

- Students accepted to the School of Nursing are required to pass a drug screen prior to matriculation. This is required by the area agencies in which clinical rotations take place. Application forms are available through the College of Health Sciences Student Support Office.

### Degree Requirements for the Master of Science in Nursing

The School of Nursing attempts to accommodate flexibility in course offerings with respect to weekend, evening, and summer classes. Courses with enrollment of less than five individuals are subject to cancellation.

Graduate students must maintain a GPA of 3.0 ("B" average) in order to remain in good academic standing. Additionally, any graduate nursing student achieving less than a B in any of the Graduate Core or Advanced Practice Core courses must repeat the course and earn a grade of B or better. *Students earning two "C" grades in any graduate nursing course will be dismissed from the Graduate Nursing Program. Students earning a grade of "D" or "F" in any graduate nursing course will be dismissed from the Graduate Nursing Program.* Both thesis and non-thesis options are available in some concentrations, see degree plan for selected concentrations within the MSN degree.

Those students who elect the thesis option must complete an oral defense. The research proposal and pilot study completed in previous courses may be used as the basis for the thesis project. Students electing the non-thesis option must successfully complete an oral comprehensive examination at the end of their coursework.

All degree requirements for the MSN must be completed within six years.

### Degree Plans

The MSN program offers three majors: Nurse Clinical Specialist major with an optional concentration in nursing education; Nurse Practitioner Major with family nurse practitioner, pediatric nurse practitioner, and acute care geriatric nurse practitioner concentrations; and Nursing Systems Management.

**For a complete degree plans, please click [here](#), select "Master of Science in Nursing" and select your desired major and concentration.**

### Certificate Programs

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#### Evidence-based Practice Certificate

This post-baccalaureate certificate series is designed for nurses or other health care professionals who desire to increase skills and knowledge in evidence-based practice. Focus is on developing and implementing the evidence-based practice skills necessary to translate research into practice for the overall purpose of safe and effective health care. Nurses completing this certificate program will be eligible to apply for the Nurse Clinician Educator (NCE) Concentration leading to a Master of Science degree in nursing.

**Admission Requirements:** Admission to the graduate school as a non-degree nursing (NDNU) graduate student and baccalaureate preparation as a registered nurse; non-nursing majors may enroll with the approval of the Assistant Dean for Graduate Education in Nursing.

**For a complete degree plan, please click [here](#) and select "Evidence-Based Practice Certificate."**

#### Health Care Leadership and Management Certificate

This post-baccalaureate certificate series is designed for nurses or others in healthcare administration or planning to move into an administrative role. Focus is on the development or enhancement of leadership and management skills, especially those related to finance, such as development and managing a budget or identifying critical benchmarks and measuring outcomes. Nurses completing this certificate program will be eligible to apply for the Nursing Systems Management (NSM) Concentration leading to a Master of Science degree in nursing.

**Admission Requirements:** Admission to the graduate school as a non-degree nursing (NDNU) graduate student and baccalaureate preparation as a registered nurse; non-nursing majors may enroll with the approval of the Assistant Dean for Graduate Education in Nursing.

**For a complete degree plan, please click [here](#) and select "Healthcare Leadership Management Certificate."**

#### Nurse Educator Certificate

This certificate program consists of 3 on-line graduate nursing courses and is designed to address the shortage of nursing faculty in nursing programs and to enhance the skills of practicing nurses as preceptors and facilitators of staff development or providers of patient education. Nurses completing this certificate program will be eligible to apply for the Nurse Clinician Educator (NCE) Concentration leading to a Master of Science degree in nursing.

**Admission Requirements:** Admission to the graduate school as a non-degree nursing (NDNU) graduate student or a non-degree graduate student (NDEG) and approval of the Assistant Dean for Graduate Education in the School of Nursing.

**For a complete degree plan, please click [here](#) and select "Nurse Educator Certificate."**

#### Post-Master's Family Nurse Practitioner Certificate

For information related to the Post-Masters Nursing Certificate, students should consult the Graduate School section, under Certificates and Non-Degree Programs.

Post-Master's Nursing Certification is available for persons with a Master's degree in nursing who wish to be eligible to take the certification examinations in an advanced practice area for which they were not prepared in their original program. The plan of study will be individualized after review of official transcripts. No degree is awarded; however, awarding of the certificate will be noted on the official transcripts from UTEP. Contact the Assistant Dean for Graduate Education for more information.

**For a complete degree plan, please click [here](#) and select "Post Master's in Nursing Certificate."**

#### Grade Requirement

Students must earn a "B" or better in each of the 3 courses (2 courses in the Evidence-Based Practice Certificate) in order to earn the Graduate Certificate. Single courses may be taken for elective credit; however, the certificate would be granted only on completion of the 9 hour sequence.

#### Student Employment

Student employment is a personal decision; however, it is up to the student to arrange the work schedule so as not to interfere with classes and clinical practica requirements. Classes are offered in a variety of time periods throughout the year to assist the students in minimizing conflicts.

#### Course Information

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**For course descriptions, please click [here](#) and select Nursing (NURS).**



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UNIVERSITY COLLEGE

- [Intelligence and National Security Studies](#)
- [Leadership Studies](#)
- [Public Administration](#)







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## Intelligence and National Security Studies

University College

Kelly Hall 414

(915) 747-7974

COORDINATOR: Larry Valero

GRADUATE FACULTY: Aldouri, Gorman, McCune, Schauer, Soden, Telless,

Valero

## Master of Science in Intelligence and National Security Studies

The Master of Science in Intelligence and National Security Studies provides professional graduate education in an interdisciplinary program intended for students seeking employment or career advancement in federal and private organizations delivering services in the growing fields of intelligence, national and homeland security, international relations and business. The curriculum focuses on the application of specific intelligence and security competencies to virtually all of the academic disciplines offered at UTEP.

### Requirements for Admission

1. Submission of official transcripts according to the requirements of the Graduate School.
2. Bachelor's degree from an accredited college or university.
3. Demonstration of academic achievement and potential as indicated by the results of the Miller Analogies Test or the Graduate Record Examination (GRE).
4. A one- to two-page statement of purpose that addresses educational and career goals and reasons for pursuing a MS degree.
5. Three letters of recommendation from instructors, job supervisors or others in a position to evaluate your ability to succeed in the MS program.
6. (International students only) A score of 550 on the TOEFL and an in-person or telephone interview.

### Requirements for the MS Degree

For the MS degree, both thesis and non-thesis options are available. The thesis option requires an additional three (3) hours of course work for a total of 42 semester hours. The non-thesis (capstone) option requires completion of at least 39 semester hours of course work consisting of the following:

1. Twenty one (21) semester hours of required courses emphasizing geopolitics, national security strategies, intelligence bureaucracy and history, political science, foreign policy, international economics, risk analysis and decision making, intercultural awareness and research methodology.
2. Nine hours of prescribed and free elective courses.
3. Completion of an additional nine hours of approved courses in an area of concentration developed by the student and advisor. This may consist of approved course work from a variety of areas (generally a cohesive concentration within a discipline, i.e. international finance, international economics, and comparative economics, or across disciplines by topic, i.e. international health issues, epidemiology, and health economics)
4. The final program requirement is completion of the capstone course, INSS 5390 (3 semester hours) or thesis courses INSS 5398 and INSS 5399 (6 semester hours) with successful defense of a thesis.

For a complete degree plan, please click [here](#) and select "MS in Intelligence and National Security Studies."

## Graduate Certificate in Intelligence and National Security

This certificate program is designed to familiarize students with issues in national security law, intelligence and security needs, problems of security risk confronted by private and governmental organizations, and how governments and other organization communicate with each other and work jointly on security matters. Inter-jurisdictional and inter-governmental aspects of security issues concerning infrastructure, travel and transport, immigration and other similar matters will be emphasized. The program is valuable for students interested in understanding the complex world of security bureaucracy, intelligence, and organizational cooperation in security matters, and for those students seeking careers in governmental and private agencies employing security technology, methodology, and services. Students are required to complete fifteen hours of required courses. Any UTEP graduate student in good academic standing is eligible for enrollment in the Graduate Certificate in intelligence and National Security Studies.

### Certificate Admission Requirements

The Graduate Certificate in Intelligence and National Security is designed for working and mid-career professionals who already hold a baccalaureate or graduate degree and are interested in further professional education. Applicants must complete the graduate school application and provide an official transcript. Students may be classified as non-degree seeking students or have the certificate program incorporated into the degree requirements appropriate to their department and after meeting all program requirements for admission. Students who complete the Graduate Certificate in Intelligence and National Security and decide to pursue a graduate degree at a later date may apply to the appropriate graduate program and request that the units become part of their program at admission.

For a complete degree plan, please click [here](#) and select "Intelligence and National Security Studies Certificate."

### Course Information

For course descriptions, please click [here](#) and select Intelligence and National Security Studies (INSS).







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**Leadership Studies**

University College

Kelly Hall, Rm. 414

(915) 747-7974

DIRECTOR: Dennis Soden

GRADUATE FACULTY: McDonald, Posthuma, Soden, Weaver, Witherspoon

CONTRIBUTING FACULTY: Cuadrado, Dalton

ADJUNCT FACULTY: Conary, Little, McElroy, Olmedo

**Master of Arts in Leadership Studies**

The Master in Leadership Studies (MLS) is a program preparing its graduates for positions of responsibility in education, military, private industry, government and the not-for-profit sectors dedicated to the improvement of both the substance and processes of leadership in a variety of roles. The Master in Leadership Studies degree provides professional education for students interested in leadership careers. The interdisciplinary program is designed to stress the knowledge, skills, values, and behaviors essential to the successful organizational leader. Some flexibility in curriculum is permitted to meet the diverse educational needs of students at different points of time in their careers and in need of specialization in light of their career goals. The curriculum components are designed to produce professionals capable of intelligent and creative analysis, communication, and action in leadership functions.

**Requirements for Admission**

1. Submission of transcripts according to the requirements of the Graduate School.
2. Bachelor's degree from an accredited college or university.
3. Demonstration of academic achievement and potential as indicated by the results of the Miller Analogies Test or the Graduate Record Examination (GRE) and upper level undergraduate and graduate coursework.
4. A one- to two-page statement of purpose that addresses educational and career goals and reasons for pursuing a MLS degree.
5. Three letters of recommendation from instructors, job supervisors or others in a position to evaluate your ability to succeed in a MLS program.
6. For international students, a score of 600 on the TOEFL and an in-person or telephone interview.

**Requirements for the MLS Degree**

Completion of at least 33 semester hours of course work consisting of the following:

1. At least 24 hours of courses in the theoretical, methodological, and technical aspects of Leadership studies.
2. Completion of an additional 9 hours of approved courses in an area of concentration developed by the student. Areas of concentration may be chosen from any area of the curriculum, to include, but not limited to, Financial Management, Human Resource Management, Public Administration, Economic Development, Communication, Health Administration, Border and International Administration, Not-for-Profit Administration, and Urban and Regional Planning. No more than 3 hours of electives can be at the undergraduate level in courses approved for graduate-level credit.
3. The final program requirement is completion of the capstone course, MLS 5350 Leadership Studio- Capstone (3 semester hours).

**For a complete degree plan, please click [here](#), select "MA in Leadership Studies," and select your desired concentration area.**

**Graduate Certificate in Leadership Studies**

The certificate in Leadership Studies is an interdisciplinary non-degree program that builds upon leadership courses and research in order to provide relevant practice for contemporary work environments. The program of study for the certificate in Leadership Studies has a research/practice format. All students take core leadership courses covering the topics of contemporary leadership theories/concepts, principles, and practices. Ethics is prominent in this core, not only as an individual topic or as a stand-alone topic, but also woven throughout the course of study, reflecting its pervasiveness in the demands and needs of today's societies and organizations.

The certificate program is designed for those employed in leadership positions and students interested in career development utilizing core knowledge related to leadership skills, theory, management, communication, and organizational theory. Government employees and professionals in the military, private, non-profits, and public organizations, especially for those in community and economic development agencies will find value in this program.

For the certificate, five courses (15 semester hours) are required of all students. Each non-degree seeking student will undertake a capstone course that will involve demonstrating leadership competency in a professional format.

**Certificate Admission Requirements**

The certificate program is designed for students holding an undergraduate degree. Prospective students must apply through the Graduate School and provide transcripts according to the requirements of the Graduate School. Students may be classified as non-degree seeking students or have the certificate program incorporated into departmental degree requirements after meeting all program requirements for admission. Admission into the program will be based on the applicant's undergraduate record and statement of interest. Students who enroll in the certificate program and decide at a later date to pursue a graduate degree may apply to the appropriate graduate program and request that the units be incorporated in the degree program at admission.

**For a complete degree plan, please click [here](#) and select "Leadership Studies Certificate."**

**Course Information**

**For course descriptions, please click [here](#) and select Leadership Studies (MLS).**







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## Public Administration

University College

Kelly Hall, Rm. 414

(915) 747-7974

DIRECTOR: Dennis Soden

COORDINATOR: Jana Renner

GRADUATE FACULTY: Bretting, Cuadrado, Dalton, Faria, McDonald, Soden

CONTRIBUTING FACULTY: AlDouri, Lieberman, Posthuma, Schauer, Valero, Weaver,

ADJUNCT FACULTY: Almanzan, Calderon, Flores, Lieman, Little, McCune, McElroy,

Olmedo, Paez, Renner, Rosales, Telless, Wells

## Master of Public Administration

The Master of Public Administration (MPA) degree provides professional education for students interested in public service careers. The interdisciplinary program is designed to stress the knowledge, skills, values, and behaviors essential to the successful public servant. Some flexibility in curriculum is permitted to meet the diverse educational needs of pre-entry and in-career students, changing-career students, and students in different career specialties in public administration. The curriculum components are designed to produce professionals capable of intelligent and creative analysis, communication, and action in the public sector context.

### Basic Requirements for Admission to the MPA Program

1. Bachelor's degree from an accredited college or university
2. Demonstration of academic achievement and potential as indicated by the results of the Graduate Record Examination (GRE) and upper level undergraduate and graduate coursework.
3. A one- to two-page statement of purpose that addresses educational and career goals and reasons for pursuing a MPA degree.
4. Three letters of recommendation from instructors, job supervisors or others in a position to evaluate your ability to succeed in a MPA program.
5. For international students, a score of 600 on the TOEFL and an in-person or telephone interview.

### Specific Requirements for the MPA Degree

Completion of at least 43 semester hours of course work consisting of the following:

1. At least 28 hours of courses in the theoretical, methodological, and technical aspects of public management.
2. Completion of an additional 12 hours of approved courses in an area of concentration. Areas of concentration are offered in: Border and International Administration, Communications, Health Administration, Leadership, and Urban and Regional Planning. No more than 6 hours of electives can be at the undergraduate level in courses approved for graduate-level credit.
3. The final program requirement is completion of the capstone course, PAD 5367 Comprehensive Integration of Public Administration (3 semester hours) or a thesis (six semester hours). (PAD 5367 is not included in either the 28 hours of requirements or the 12 hours of courses in an area of concentration.)
4. Three semester hours of PAD 5366 Internship in Public Administration are required for students who do not possess significant administrative experience as part of the 12 hours of courses in the area of concentration.

For a complete degree plan, please click [here](#), select "Master of Public Administration," and select your desired concentration.

## Two Degree Option – MPA/MBA

Students may also enroll in a two-degree option: MPA-MBA program. The objective of this program is to permit students with broad interest in both the public and private sectors to double register in both the MPA and MBA programs. With the increasing interdependence of the public and private sectors, this option is attractive to those students wishing to pursue careers in positions responsible for working with their counterparts in private or public organizations. In order to be admitted into the two-degree option, the applicant must specify the option at the time of application to the Graduate School. Students who wish to enter either the MPA or MPA-MBA programs should consult with the Director of the MPA program with regard to admission, required courses, approved electives, and petition for candidacy.

The program consists of 70 semester credit hours (SCH) of graduate study, of which 39 SCH are in areas of Business Administration and 31 SCH are in areas of Public Administration.

### Specific Requirements for the MBA/MPA Two-Degree Option

1. Students must meet all requirements for admission to both programs.
2. Students must choose one Programs of Study.
3. Electives must be approved by the academic advisors of both programs.
4. Admission to and continuance in the program are administered separately by the MBA and MPA graduate committees and by the Graduate School.

For a complete degree plan, please click [here](#) and select "Combined MBA/MPA."

## Graduate Certificate Programs

### Certificate in Border Administration

The Certificate in Border Administration is a 15 semester hour interdisciplinary program in border administration at the graduate level. The program is designed for persons employed in regional governments and non-profits and students interested in careers in border administration. The certificate program provides core knowledge in border theory and border issues: the geography, globalization, economics, security, foreign policy, regional planning, and social, political and multi-cultural dynamics of borders.

The Certificate in Border Administration is available to students in the Master of Public Administration and the Master of Arts or Science in Economics, Political Science, Environmental Science and Sociology. It is also designed for government employees and professionals in military, private and non-profit organizations, especially those working for agencies that are charged with the administration of border-related and bi-national programs.

#### **Certificate Requirements**

Five courses (15 semester hours) are required of all students. Non-degree seeking students will take a capstone course (PAD 5367, Comprehensive Integration of Public Administration) that calls for demonstration of competency on border issues in a professional format. Each student will design and complete a research project that demonstrates the ability to synthesize and apply border administration knowledge and skills to a public service problem. For degree seeking students, the capstone course may be aligned to degree requirements.

**For a complete degree plan, please click [here](#) and select "Border Administration Certificate."**

#### **Certificate Admission Requirements**

Prospective students must apply through the Graduate School. Students may be classified as non-degree seeking students or have the certificate program incorporated into departmental degree requirements after meeting all program requirements for admission. Admission into the program will be based on the applicant's undergraduate record and statement of interest. Students who enroll in the certificate program and decide at a later date to pursue a graduate degree may apply to the appropriate graduate program and request that the units be incorporated in the degree program at admission.

#### **Certificate in Economic Development**

The Graduate Certificate Program in Economic Development is a 15 semester hour interdisciplinary program designed for persons either employed or interested in careers with economic development agencies and seeking core knowledge in economic development theory and practice. The Certificate in Economic Development is available to students in the Master of Public Administration and the Master of Arts or Science in Economics, Political Science, Environmental Science and Sociology. It is also designed for government employees and professionals in military, private and non-profit organizations, especially those working for community service and economic development agencies.

#### **Certificate Requirements**

Five courses (15 semester hours) are required of all students. Non-degree seeking students will take a capstone course (PAD 5367 Comprehensive Integration of Public Administration) that calls for the demonstration of competency on economic development issues in a professional format. Each student will design and complete a research project that demonstrates the ability to synthesize and apply economic development knowledge and skills to a current problem in the field. For degree seeking students, the capstone course may be aligned to degree requirements. Students enrolled in the Certificate in Economic Development program must also complete any prerequisite coursework in micro/macro-economics and undergraduate statistics.

**For a complete degree plan, please click [here](#) and select "Economic Development Certificate."**

#### **Certificate Admission Requirements**

The certificate program is designed for students holding an undergraduate degree. Prospective students must apply through the Graduate School and provide transcripts according to the requirements of the Graduate School. Students may be classified as non-degree seeking students or have the certificate program incorporated into departmental degree requirements after meeting all program requirements for admission. Admission into the program will be based on the applicant's undergraduate record and statement of interest. Students who enroll in the certificate program and decide at a later date to pursue a graduate degree may apply to the appropriate graduate program and request that the units be incorporated in the degree program at admission.

#### **Certificate in Homeland Security**

The Graduate Certificate in Homeland Security is designed for working and mid-career professionals who already hold a baccalaureate or graduate degree and are interested in further professional education in this field. It will consist of 15 semester hours of study and includes two existing courses in the MPA curriculum and three new ones.

#### **Certificate Admission Requirements**

The Graduate Certificate in Homeland Security is designed for working and mid-career professionals who already hold a baccalaureate or graduate degree and are interested in further professional education. Applicants must complete the graduate school application and provide an official transcript. A one-to two-page statement of purpose is also required. Students may be classified as non-degree seeking students or have the certificate program incorporated into the degree requirements appropriate to their department and after meeting all program requirements for admission. Students who complete the Graduate Certificate in Homeland Security and decide to pursue a graduate degree at a later date may apply to the appropriate graduate program and request that the units become part of their program at admission.

#### **Curriculum**

Each course in the certificate program will also include four components: 1) *Writing* in a variety of genres; 2) development of audience-specific *oral communication skills* through individual and group presentations; 3) *team building skills* via group project assignments; and 4) an *ethics component* that will draw on case studies to develop skills in critical assessment of ethical dilemmas.

**For a complete degree plan, please click [here](#) and select "Homeland Security Certificate."**

#### **Certificate in Urban and Regional Planning**

The UTEP Graduate School offers a Graduate Certificate Program in Planning which is a 15 semester hour interdisciplinary program based in the Institute for Policy and Economic Development and associated with the Master of Public Administration Program. The certificate program is aimed at professionals with bachelor's or master's degrees who wish to enhance their knowledge and skills in the area of planning and at students in the MPA, or other master's or doctoral programs (in fields such as economics, political science, environmental science, and engineering) who wish to incorporate a certificate in planning in their graduate degree program. The certificate is designed for those employed as planners and students interested in a career in planning to provide them with core knowledge in economics, demography, law and administration and the technology (such as GIS) necessary for planning activities.

#### **Certificate Requirements**

The certificate program is a 15 semester hour program, including a required seminar (PAD 5359) and a required capstone course (PAD 5367). Where appropriate, courses that meet the requirements for the Certificate may also be applied to degree programs. Students who are not enrolled in degree programs who later decide to pursue a degree program may request that these courses be applied to their degree upon admission.

**For a complete degree plan, please click [here](#) and select "Urban and Regional Planning Certificate."**

#### **Certificate Admission Requirements**

Prospective students must apply through the Graduate School. Applicants should complete the Graduate School application and indicate the certificate area. The application fee will be waived for students already enrolled in a degree program. Applicants must provide transcripts according to the requirements of the Graduate School if these are not already on file in the Graduate School.

Students enrolled in the MPA program may select Urban and Regional Planning as an area of concentration. Courses taken to meet core curriculum requirements in the MPA program (PAD 5310 Public Policy Process and Institutions, PAD 5367 Comprehensive Integration of Public Administration) may not be included in the 12 semester hours of area concentration even though they are included in the Graduate Certificate Program in Planning

#### **Course Information**

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**For course descriptions, please click [here](#) and select Public Administration (PAD).**





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**INTERDISCIPLINARY PROGRAMS**

- [Ph.D. in Environmental Science and Engineering](#)
- [Ph.D. in Materials Science and Engineering](#)
- [Master of Science in Information Technology \(MSIT\)](#)
- [Graduate School Courses](#)







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## Interdisciplinary Programs

### Ph.D. in Environmental Science and Engineering

Center for Environmental Resource Management

(915) 747-5433

babenedict@utep.edu

PROGRAM DIRECTOR: Barry Benedict

PROGRAM COORDINATOR: Cindy Conroy

The University of Texas at El Paso presents both an extraordinary setting and excellent capabilities for the multi-disciplinary doctoral program in Environmental Science and Engineering. Located on the U.S.-Mexico border and one of the most environmentally-impacted areas of North America, UTEP has established itself as a center of environmental research and development activity, with support from the EPA, the NSF, the Department of Energy, private foundations, and state agencies. With support and coordination from the Center for Environmental Resource Management (CERM), faculty and students from several departments conduct research often in collaboration with local agencies and national laboratories. With the implementation of the North American Free Trade Agreement (NAFTA), the establishment of a new EPA regional office in El Paso and of the joint U.S. and Mexico Border Environmental Cooperation Commission (BECC) in Ciudad Juárez, Mexico, and UTEP's already established base of collaborations with Mexico on environmental problems, UTEP and El Paso have become an internationally recognized source of cutting-edge research, technology, and education. The newly established Center for Inland Desalination Systems also works closely with this program.

#### Requirements for Admission

In addition to Graduate School requirements, students entering the program must have a Master of Science degree or equivalent study in an environmentally related scientific or engineering field. Such fields include but are not limited to chemistry, physics, biology, geology, civil engineering, industrial engineering, electrical engineering, mechanical engineering, and metallurgical engineering. Students are expected to have superior graduate records (GPA > 3.5/4.0) and, for students from countries where English is not the principal language, a minimum TOEFL score of 550. Students must submit at least two letters of reference from individuals qualified to judge their capability to do doctoral-level work. Applicants will be notified of their admission status by the Graduate School.

#### Degree Requirements

Specific course requirements for each student will be determined by the student's Doctoral Advisory Committee; however, each student must complete at least 60 hours beyond the Master's degree. At least 30 hours are organized course work, which must include certain ESE core courses, including ESE 6306, Principles of Experimental and Engineering Design and ESE 6307, Interdisciplinary Environmental Problem Solving. The balance of the required 30 semester hours of organized course work will be fulfilled by a selection of elective courses. Enrollment of the candidate in research and dissertation courses will complete the remainder of the 60 semester hours.

Prior to taking ESE core courses, all students are generally expected to have had the equivalent of basic courses in biology, chemistry, physical geology, and calculus, including differential equations. All full time students are required to enroll in ESE 6107 during the fall and spring semesters. All students must complete a minimum of 2 hours of ESE 6107. A maximum of six hours of ESE 6107 will count towards fulfilling the requirements of the degree.

**Note:** All degree requirements must be completed within eight years.

#### Semester Hour Requirements

Foundation/Leveling Courses.....	As needed
ESE Core Course.....	18
Environmental Project.....	6
Elective Courses* .....	6-12
Research.....	18-24
Dissertation.....	6

\* May include six hours of ESE 6107 and additional core courses, if approved by the student's Doctoral Advisory Committee.

**For a complete degree plan, please click [here](#) and select "PhD in Environmental Science and Engineering (ESE)."**

Students are required to pass a qualifying examination based on material from the ESE core courses and any leveling courses they may have taken during the first two semesters of residence. Students are eligible to sit for the qualifying examination a maximum of two times.

All of the core classes are required and the student must obtain a grade of "B" or better in each of the core courses.

Students are encouraged to begin a research germane to their dissertation topic early in the course of study. The student must identify a dissertation supervisor during the first two semesters of full-time or part-time participation in the ESE program. Within this same period, a Doctoral Committee must be formed, a dissertation proposal prepared for review and approval by the student's committee, and an abstract of the proposal distributed to the ESE faculty for comment. Students will not be allowed to register for additional course work until these requirements have been met.

Prior to enrolling in the dissertation courses, each student will take a comprehensive examination administered by the student's Doctoral Advisory Committee. The examination may be written, oral or both. Students are eligible to sit for the comprehensive exam a maximum of two times.

The dissertation must demonstrate the ability to perform independent research and the competence for scholarly exposition. It should present original investigation at an advanced level of a significant problem in environmental science and engineering and should provide the basis for a publishable contribution to the research literature in the field. Students should enroll in ESE 6398 during the first term of dissertation work and ESE 6399 each term thereafter. Each doctoral candidate must successfully defend the dissertation before the Doctoral Advisory Committee.

A copy of the dissertation in PDF or Word electronic format must be submitted to the Graduate School for format check prior to the scheduled defense date. The dissertation, including an abstract not to exceed 350 words, must be prepared according to the Graduate School's thesis and dissertation guidelines available at the Graduate School website. The student will receive email confirmation from the Graduate School after the format has been approved. The final Graduate School approved dissertation must be submitted to the Graduate School in PDF electronic format on a CD in a case by the deadline as published in the Class Schedule along with a hard copy of the signature page with original signatures of the dissertation committee members. The signature page must be included in the PDF file but it should not be signed.

Doctoral candidates are also required to submit the Graduate School approved dissertation at the University Microfilms International website for on-line publication, <http://dissertations.umi.com/utep>. Dissertations are regarded as publications and will be made public once they are approved and submitted. On-line publication does not preclude subsequent publication of the dissertation, in whole or in part, as a monograph or in a journal. Copyright at the author's expense may be arranged through University Microfilms International. In order to protect patent or any other rights, the Graduate School may be requested to delay publication for a period of one year. This request must be supported by a written recommendation of the supervising professor.

#### Course Information

**For course descriptions, please click [here](#) and select Environmental Science and Engineering (ESE).**



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## Ph.D. in Materials Science and Engineering

Materials Research and  
Technology Institute (MRTI)

M-201 Engineering

(915) 747-5468

[fekberg@utep.edu](mailto:fekberg@utep.edu)

PROGRAM DIRECTOR: Lawrence Murr

The field of materials sciences and engineering is central to the technological, industrial, and economic development of Texas, the United States, Mexico, and other industrialized countries. The UTEP Ph.D. program is a multi-disciplinary program to prepare scientists and engineers to contribute to this vital field, with a range of skills linking structure, properties, synthesis and processing, and performance of materials. Students develop a research focus in a specialized area using one or more of these skills to study some class or classes of materials, including metals, polymers, ceramics, semiconductors, superconductors, composites, and other materials systems.

Students in the program take a common core:

- Advanced Concepts in Materials Sciences and Engineering
- Materials Applications and Engineering
- Microchemical and Microstructural Characterization of Materials
- Instrumentation and Modeling Short Courses
- Doctoral Research Symposium I & II

### Requirements for Admission

Admission to the Ph.D. program in materials science and engineering with a BS or MS degree in a related field (Physics, Chemistry, Electrical and/or Electronic Engineering, etc.) requires a minimum 3.0 GPA and a minimum TOEFL score of 550 for applicants from countries where English is not the principal language. GRE scores will also be considered for all applicants.

### Requirements for Degree

All students who enter the program are required to take 4 core courses and three hours of research symposia for a total of 17 credit hours. Students who enter with an M.S. degree may receive credit for up to 30 credit hours. The core and elective courses (discussed below) are traditional lecture or seminar courses. The student will take a minimum of 6 credit hours of Doctoral Dissertation, and additional credit hours of Advanced Study, Graduate Research, Independent Study, or Dissertation. A minimum of seventy-four (74) credit hours are required.

The number and subject area of elective courses in advanced topics are determined by the student and his/her research advisor in consultation with the student's Dissertation Committee; although generally 12 hours of advanced topics (beyond the core) will be required. Depending on the background and preparation of the student, and/or the nature of the student's research, the student's mentor and/or the Dissertation Committee, acting together with the student, may suggest additional courses not chosen from the list of electives.

The UTEP MASE program currently does not offer a terminal Masters degree. However, MASE Ph.D. students may choose to complete a Masters degree in an appropriate science or engineering department, or in MSIS, Masters Degree in Interdisciplinary Studies. Requirements for these M.S. degrees can be found elsewhere in the catalog.

Students are required to pass an oral Qualifying Examination administered by their Research Committee. This examination consists of defending a written Dissertation Proposal and answering questions of either a broad or specific nature in relationship to preparation to conduct dissertation research. This examination is usually administered after a minimum of 2 semesters of work. Students may not register for dissertation credits until after the Qualifier Examination has been passed. Research undertaken prior to passing the examination can use appropriate graduate research projects or independent study courses.

At the conclusion of the research program, the student will make a public presentation of the dissertation. This will also constitute a Final Oral Examination or Dissertation Defense with questions from both the Research (Dissertation) Committee and the general public.

A copy of the dissertation in PDF or Word electronic format must be submitted to the Graduate School for format check prior to the scheduled defense date. The dissertation, including an abstract not to exceed 350 words, must be prepared according to the Graduate School's thesis and dissertation guidelines available at the Graduate School website. The student will receive email confirmation from the Graduate School after the format has been approved. The final Graduate School approved dissertation must be submitted to the Graduate School in PDF electronic format on a CD in a case by the deadline as published in the Class Schedule along with a hard copy of the signature page with original signatures of the dissertation committee members. The signature page must be included in the PDF file but it should not be signed.

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**LONNIE LEE ABERNETHY**, Professor Emeritus of Metallurgical and Materials Engineering, 1963

B.Cer.E., North Carolina State University; M.Sc., Ph.D., Ohio State University

**CAROLYN E. ADAMS**, Professor of Nursing, 2001

B.A., Franklin and Marshall College; M.S., Villanova University; M.S.N., University of Delaware; Ed.D., University of San Francisco

**RENATO J. AGUILERA**, Professor of Biological Sciences, 2002

B.S., M.S., University of Texas at El Paso; Ph.D., University of California, Berkeley

**MARY LOUISE ZANDER AHO**, Associate Professor Emerita of Teacher Education, 1963

M.S.E., University of Florida; M.A., University of Texas at El Paso; Ph.D., Florida State University

**PATRICIA ADKINS AINSA**, Professor of Teacher Education, 1977

B.A., University of Texas at El Paso; M.S., Eastern New Mexico University;

Ph.D., University of Colorado, Boulder

**ROSA ALCALA**, Assistant Professor of Creative Writing, 2004

B.A., William Paterson University; M.F.A., Brown University; Ph.D., State University at Buffalo

**RAED ALDOURI**, Assistant Professor of Public Administration for the Institute for Policy and Economic Development, 1997

M.S., University of Colorado at Boulder; Ph.D., University of Texas at El Paso

**STEPHEN B. ALEY**, Associate Professor of Biological Sciences, 1995

B.S., California Institute of Technology; Ph.D., Rockefeller University

**IGOR C. ALMEIDA**, Associate Professor of Biological Sciences, 2004

M.Sc., D.Sc., Escola Paulista de Medicina, Brazil; Pharmacy Degree, Universidade Estadual Da Paraiba, Brazil

**JON AMASTAE**, Professor of Languages and Linguistics, 1980

B.A., University of New Mexico; Ph.D., University of Oregon

**MARIA ALVAREZ AMAYA, R.N.**, Professor of Nursing, 1986

B.S.N., University of Texas at El Paso; M.S.N., Texas Woman's University;

Ph.D., New Mexico State University

**CHARLES H. AMBLER**, Professor of History, 1984

B.A., Middlebury College; M.A., Ph.D., Yale University

**JAIME P. ANAYA**, Clinical Assistant Professor of Pharmacy, 2000

B.S., Pharm.D., University of New Mexico

**ROBERT L. ANDERS**, Professor of Nursing, 2002

B.S., Union College, Lincoln, Nebraska; M.S., Dr.P.H., University of Hawaii

**ELIZABETH YOUNGBLOOD ANTHONY**, Professor of Geological Sciences, 1988

B.A., Carleton College; M.S., Ph.D., University of Arizona

**HOWARD GEORGE APPLGATE**, Professor Emeritus of Civil Engineering, 1970

B.S., M.S., Colorado State University; Ph.D., Michigan State University

**BLANCA ARAUJO**, Assistant Professor of Teacher Education, 2006

B.A., University of Central Florida; M.A., Ph.D., New Mexico State University

**PABLO ARENAZ**, Professor of Biological Sciences, 1984

B.S., M.S., University of Nevada, Reno; Ph.D., Washington State University

**MIGUEL ARGAEZ**, Assistant Professor of Mathematical Sciences, 2002

B.S., Universidad del Valle, Columbia; M.S., Universidad Nacional, Columbia;

M.A., Ph.D., Rice University

**BEVERLY ARGUS-CALVO**, Associate Professor of Educational Psychology and Special Services, 2000

B.A., Mercer University; M.A., The George Washington University; Ph.D., New Mexico State University

**RODRIGO ARMIJOS**, Associate Professor of Health Promotion, 2004

Sc.D., M.Sc., Instituto Politecnico Nacional; M.D., Central University of Ecuador

**SHELLEY S. ARMITAGE**, Professor of English, 1996

B.A., M.A., Texas Tech University; Ph.D., University of New Mexico

**JOHN C. ARNOLD**, Associate Professor Emeritus of Art, 1965

B.A., University of Minnesota; M.F.A., Arizona State University

**ROY M. ARROWOOD, JR.**, Professor of Metallurgical and Materials Engineering, 1989

B.S., North Carolina State University; M.S., Ph.D., University of California, Davis

**BLANCA ARAUJO**, Assistant Professor of Teacher Education, 2006  
B.A., University of Central Florida; M.A., Ph.D., New Mexico State University

**NATHAN J. ASHBY**, Assistant Professor of Economics and Finance, 2007  
B.A., Utah State University; M.A., Ph.D., West Virginia University

**MICHAEL EVAN AUSTIN, P.E.**, Professor Emeritus of Electrical Engineering, 1963  
B.S.E.E., M.S.E.E., Ph.D., University of Texas at Austin

**WALTER G. AUSTIN, JR., CPA**, Associate Professor Emeritus of Accounting, 1995  
B.B.A., M.B.A., Texas Tech University; Ph.D., University of Texas at Austin

**CAROLYN AWALT**, Assistant Professor of Teacher Education, 2003  
B.A., M.A.T., Antioch University; M.A., Ph.D., University of Texas at Austin

**ISABEL BACA**, Assistant Professor of English, 2005  
B.A., M.A., University of Texas at El Paso; Ph.D., New Mexico State University

**KALLOL K. BAGCHI**, Associate Professor of Information and Decision Sciences, 2002  
B.S., M.S., Calcutta University (India); P.G. Diploma, Ph.D., Jadavpur University, India; Ph.D., Florida Atlantic University

**KENNETH KYLE BAILEY**, Professor Emeritus of History, 1960  
B.A., M.A., Ph.D., Vanderbilt University

**STELLA BAKARICH**, Clinical Instructor of Physical Therapy, 2000  
B.A., Texas Tech University; B.S., M.S., Texas Woman's University

**SAMUEL M. BAKER**, Assistant Professor of Theatre, Dance, and Film, 2001  
B.F.A., M.A., Southwest Texas State University; M.F.A., University of Cincinnati

**PHILLIP W. BARBEE**, Assistant Professor of Educational Psychology and Special Services, 2001  
B.S., New Mexico State University; M.S., Troy State University; Ph.D., University of New Mexico

**EDUARDO BARRERA**, Associate Professor of Communication, 1992  
B.A., Instituto Tecnológico y de Estudios Superiores de Monterrey, Mexico;  
M.A., Ph.D., University of Texas at Austin

**GUIDO ALAN BARRIENTOS**, Associate Professor Emeritus of Psychology, 1963  
B.A., Universidad de San Carlos (Guatemala); M.A., Ph.D., University of Kansas

**HERBERT H. BARTEL, P.E.**, Professor Emeritus of Civil Engineering, 1972  
B.S.C.E., Southern Methodist University; M.S.C.E., University of Texas at Austin; Ph.D., Texas A&M University

**LINDA BASS**, Clinical Assistant Professor of Nursing, 1994  
B.S.N., M.S.N., University of Texas at El Paso

**CHARLES RICHARD BATH**, Professor Emeritus of Political Science, 1966  
B.A., University of Nevada; M.A., Ph.D., Tulane University

**KIM B. BAUER**, Associate Professor of Art, 1989  
B.F.A., Michigan State University; M.F.A., Eastern Michigan University

**KENNETH E. BEASLEY, P.E.**, Professor Emeritus of Political Science, 1967  
B.A., M.A., Ph.D., University of Kansas

**JAMES E. BECVAR**, Associate Professor of Chemistry, 1978  
A.B., College of Wooster; Ph.D., University of Michigan

**STEVEN BEST**, Associate Professor of Philosophy, 1993  
B.A., University of Illinois; M.A., University of Chicago; Ph.D., University of Texas at Austin

**AMITAVA BISWAS**, Assistant Professor of Speech Language Pathology, 2000  
B.S., India Institute of Technology, M.S., Indiana University

**DENNIS J. BIXLER-MARQUEZ**, Professor of Teacher Education and Chicano Studies, 1978  
B.A., M.Ed., University of Texas at El Paso; M.A., Ph.D., Stanford University

**MICHAEL HENRY BLUE**, Associate Professor Emeritus of Physics, 1964  
B.S., Colorado State University; Ph.D., University of Washington

**MARIA BLUME**, Assistant Professor of Languages and Linguistics, 2005  
B.A., Pontificia Universidad Católica del Perú; Ph.D., Cornell University

**CHARLES R. BOEHMER**, Assistant Professor of Political Science, 2002  
Ph.D., Pennsylvania State University

**MAX CARLTON BOLEN**, Professor Emeritus of Physics, 1965  
B.S., Wabash College; M.S., Purdue University; Ph.D., Texas A&M University

**KATE BONANSINGA**, Assistant Professor and Director of the Stanlee and Gerald Rubin Center for the Visual Arts, 2001  
M.A., University of Illinois at Urbana-Champaign

**DAVID BORROK**, Assistant Professor of Geological Sciences, 2007  
B.S., University of Missouri-Rolla; M.S., University of Michigan; Ph.D., University of Notre Dame

**CRISTIAN E. BOTEZ**, Assistant Professor of Physics, 2005  
B.S., University of Bucharest, Romania; M.S., Ph.D., University of Missouri, Columbia

**GARY P. BRAUN**, Associate Professor of Accounting, 1994  
B.S., University of Nevada, Reno; Ph.D., University of Arizona

**JOHN G. BRETTING**, Associate Professor of Public Administration for the Institute for Policy and Economic Development, 2004

B.U.S., University of New Mexico; M.P.A., Ph.D., University of Houston

**SAMUEL JOHN BRIENT, JR.**, Professor Emeritus of Physics, 1962

B.S., Ph.D., University of Texas at Austin

**JOHN RICHARD BRISTOL**, Professor Emeritus of Biological Sciences, 1970

B.A., Cornell College; M.A., Ph.D., Kent State University

**ARTURO BRONSON**, Professor of Mechanical Engineering, 1983

B.S.Met.E., M.S., University of Texas at El Paso; Ph.D., Ohio State University

**GARY D. BROOKS**, Associate Professor of Educational Leadership and Foundations, 1968

B.M.E., Millikin University; M.S.Ed., Ed.D., Indiana University

**LANCE E. BROUHERS**, Professor of Marketing and Management, 2003

B.S., Ohio State University; M.A., Memphis State University; Ph.D., Florida State University; Ph.D., University of Florida

**RUFUS E. BRUCE**, Professor Emeritus of Physics, 1966

B.S., Louisiana State University; M.S., Ph.D., Oklahoma State University

**SAMUEL BRUNK**, Associate Professor of History, 1998

B.A., Washington University; M.A., Ph.D., University of New Mexico

**BETH BRUNK-CHAVEZ**, Assistant Professor of English, 2002

B.A., New Mexico State University; M.A., University of Texas at El Paso;

Ph.D., University of Texas at Arlington

**MELANIE M. BULLOCK**, Assistant Professor of Educational Psychology and Special Services, 2004

M.Ed., Ph.D., University of North Texas

**VINCENT BURKE**, Associate Professor of Art, 1999

B.A., Carleton College; M.F.A., Louisiana State University

**ROBERT NORTH CUTT BURLINGAME**, Professor Emeritus of English, 1954

B.A., M.A., University of New Mexico; Ph.D., Brown University

**LOU ELLA BURMEISTER**, Professor Emeritus of Teacher Education, 1968

B.A., M.A., Ph.D., University of Wisconsin

**BARTHY BYRD**, Associate Professor of Communication, 1984

B.A., M.A., New Mexico State University; Ph.D., University of New Mexico

**SERGIO D. CABRERA**, Associate Professor of Electrical and Computer Engineering, 1992

B.S., Massachusetts Institute of Technology; M.S., University of Arizona;

Ph.D., Rice University

**HOWARD CAMPBELL**, Professor of Sociology and Anthropology, 1991

B.A., University of Idaho; M.A., Ph.D., University of Wisconsin

**ALBERT GEORGE CANARIS**, Professor Emeritus of Biological Sciences, 1970

B.S., M.A., Washington State University; Ph.D., Oregon State University

**ERZA CAPPELL**, Assistant Professor of English, 2002

B.A., Queens College; M.A., New York City College; Ph.D., New York University

**STEPHANIE CAPSHAW**, Clinical Assistant Professor of Occupational Therapy, 2004

B.S.O.T., M.A., Texas Woman's University

**MARY E. CARLSON**, Associate Professor of Physical Therapy, 1999

B.S., Indiana University; M.S., Ph.D., Texas Woman's University

**DAVID L. CARMICHAEL**, Associate Professor of Sociology and Anthropology, 1991

B.A., University of New Mexico; M.A., Ph.D., University of Illinois

**DAVID J. CARREJO**, Assistant Professor of Mathematical Sciences, 2005

B.S., M.A.T., University of Texas at El Paso; Ph.D., University of Texas at Austin

**MARTHA CASAS**, Associate Professor of Teacher Education, 2001

B.S., M.A., University of Texas at El Paso; Ed.D., Harvard University

**TIMOTHY G. CASHMAN**, Assistant Professor of Teacher Education, 2002

B.A., University of Northern Iowa; M.A., University of New Mexico; Ph.D., Washington State University

**PATRICIA T. CASTIGLIA, R.N.**, Professor Emerita of Nursing, 1990

B.S., University of Buffalo; M.S., Ph.D., State University of New York at Buffalo

**EDWARD CASTAÑEDA**, Professor of Psychology, 2007

B.A., M.A., The University of Texas at El Paso; Ph.D., The University of Michigan

**MIGUEL CASTRO-COLÍN**, Assistant Professor of Physics, 2005

B.S., Universidad Autónoma del Estado de México; M.S., University of Texas at

El Paso; Ph.D., University of Houston

**MARTINE CEBERIO**, Assistant Professor of Computer Science, 2004

B.S., M.S., Ph.D., University of Nantes, France

**DANIEL CHACÓN**, Assistant Professor of Creative Writing, 2000

B.A. M.A. California State University; M.F.A. University of Oregon

**ERNESTO CHÁVEZ**, Associate Professor of History, 1993

B.A., M.A., Ph.D., University of California, Los Angeles

**YOONSIK CHEON**, Assistant Professor of Computer Science, 2003

B.S. Korea University, Seoul, Korea; M.S., Ph.D., Iowa State University

**JACK F. CHESSA**, Associate Professor of Mechanical Engineering, 2003

B.S., Union College; M.S., Rensselaer Polytechnic Institute; Ph.D., Northwestern University

**RUEY L. CHEU**, Associate Professor of Civil Engineering, 2006

B.Eng. M.Eng., National University of Singapore; Ph.D., University of California, Irvine

**RUSSELL R. CHIANELLI**, Professor of Chemistry, 1996

B.S., Ph.D., Polytechnic Institute of Brooklyn

**AHSAN R. CHOUDHURI**, Research Associate Professor of Mechanical Engineering, 2001

B.S., Bangladesh Institute of Technology, Khulna; M.S., Ph.D., University of Oklahoma

**PETER STANLEY CHRAPLIWY**, Associate Professor Emeritus of Biological Sciences, 1960

B.A., M.A., University of Kansas; Ph.D., University of Illinois

**WINGYAN CHUNG**, Assistant Professor of Information and Decision Sciences, 2004

B.B.A., M.Sc., The Chinese University of Hong Kong; Ph.D., The University of Arizona

**FRANK CIRIZA**, Lecturer of Teacher Education, 2002

B.S., M.Ed., University of Texas at El Paso; Ed.D., New Mexico State University

**CAROL CLARK**, Associate Professor of English, 1993

B.A., Rice University; M.Ed., University of Houston; M.A., California State University, San Bernardino; Ph.D., Texas Christian University

**KENNETH FREDRICH CLARK**, Professor Emeritus of Geological Sciences, 1980

B.S., University of Durham; M.S., Ph.D., University of New Mexico

**LAWRENCE DAVID COHN**, Professor of Psychology, 1989

B.A., Boston University; Ph.D., Washington University

**EDMUND BENEDICT COLEMAN**, Professor Emeritus of Psychology, 1965

B.S., University of South Carolina; M.A., Ph.D., Johns Hopkins University

**MARY LILLIAN COLLINGWOOD**, Associate Professor Emerita of English, 1947

B.A., University of Texas at El Paso; M.A., University of Michigan

**BENNY WESLEY COLLINS**, Associate Professor Emeritus of Health Promotion, 1950

B.A., University of Texas at El Paso; M.S., University of Utah

**DON C. COMBS**, Associate Professor of Educational Psychology and Special Services, 1989

B.A., M.A., North Texas State University; Ed.D., New Mexico State University

**JANET S. CONARY**, Adjunct Professor of Leadership for the Institute for Policy and Economic Development, 1998

B.A., M.P.A., University of West Florida; M.A., University of Nevada, Las Vegas

**LUIS R. CONTRERAS**, Associate Professor of Industrial Engineering, 1999

B.S., Instituto Tecnológico de Chihuahua, Mexico; M.S., Instituto Tecnológico y de Estudios Superiores de Monterrey, Mexico; M.S., Ph.D., Kansas State University

**MALCOLM N. COOKE**, Assistant Professor of Mechanical Engineering, 2005

B.Eng., Coventry Polytechnic; M.Sc., Warwick University; Ph.D., Case Western Reserve University

**THEODORE V. COOPER**, Assistant Professor of Psychology, 2004

B.S., New York University; M.S., Ph.D., The University of Memphis

**WILLIAM C. CORNELL**, Associate Professor of Geological Sciences, 1971

B.S., M.S., University of Rhode Island; Ph.D., University of California, Los Angeles

**IRASEMA CORONADO**, Associate Provost, 1999

B.A., University of South Florida; M.A., Ph.D., University of Arizona

**M. TERESA CORTEZ**, Visiting Assistant Professor of Educational Leadership and Foundations, 2006

BBA, M.Ed., Ed.D., The University of Texas at El Paso

**ELEANOR GREET COTTON**, Associate Professor Emerita of Languages and Linguistics, 1960

B.A., M.A., University of Texas at El Paso; Ph.D., University of New Mexico

**ELLEN COURTNEY**, Assistant Professor of Languages and Linguistics, 2003

B.A., Wellesley College; M.A., Ph.D., University of Arizona

**MARC COX**, Assistant Professor of Biological Sciences, 2006

B.A., University of Missouri; M.S., Ph.D., Tulane University

**WILLIAM L. CRAVER, JR., P.E.**, Professor of Mechanical Engineering, 1970

B.S.M.E., University of Texas at Austin; M.S.M.E., University of New Mexico;

Ph.D., University of Oklahoma

**STEPHEN L. CRITES, JR.**, Associate Professor of Psychology, 1994

B.S., M.A., Ph.D., Ohio State University

**MARY CUADRADO**, Associate Professor of Public Administration for the Institute of Policy and Economic Development, 2007

B.A., M.P.A., John Jay College of Criminal Justice; M.A., Ph.D., City University of New York

**THEODORE CURRY**, Associate Professor of Sociology and Anthropology, 2000

B.A., University of Tulsa; M.A., University of Oklahoma; Ph.D., Washington State University

**KATHLEEN A CURTIS**, Professor of Health and Rehabilitation Sciences, 2007

B.S., Northeastern University; M.S., San Jose State University; Ph.D., The University of California, Los Angeles

**ELIZABETH H.DALTON**, Adjunct Professor of Public Administration for the Institute for Policy and Economic Development, 1998

B.A., M.P.A., Ph.D., Syracuse University

**JOHN C. DARESH**, Professor of Educational Leadership and Foundations, 1996

B.A., Loras College; M.A., DePaul University; Ph.D., University of Wisconsin

**SIDDHARTHA DAS**, Associate Professor of Biological Sciences, 1993

B.S., M.S., Ph.D., University of Calcutta

**HOWARD C. DAUDISTEL**, Professor of Sociology and Criminal Justice, 1974

B.A., M.A., Ph.D., University of California, Santa Barbara

**MICHAEL IAN DAVIS**, Professor of Chemistry, 1968

B.Sc., Ph.D., University of London

**LOLA B. DAWKINS**, Professor Emerita of Business, 1965

B.B.A., University of Texas at El Paso; M.B.A., Ph.D., University of Texas at Austin

**EUGENE ALAN DEAN**, Professor Emeritus of Physics, 1958

B.S., University of Texas at El Paso; M.S., New Mexico State University;  
Ph.D., Texas A&M University

**MARIA T. de la PIEDRA**, Assistant Professor of Teacher Education, 2004

B.A., Pontificia Universidad Católica del Perú; M.A., Ph.D., The University of Texas at Austin

**JORGE A. DESCAMPS**, Professor of Teacher Education, 1975

B.A., Noviciado San Estanislao, Havana, Cuba; B.A., M.A., University of Puerto Rico; Ed.D., University of Florida

**JAMES VINCENT DEVINE**, Professor Emeritus of Psychology, 1967

B.S., M.S., University of New Mexico; Ph.D., Kansas State University

**ERIK DEVOS**, Assistant Professor of Economics and Finance, 2007

M.S., Erasmus University, Rotterdam; Ph.D., Binghamton University (SUNY)

**JOHN ALEXANDER R. DICK**, Associate Professor of English, 1971

A.B., Harvard University; M.A., Ph.D., Yale University

**GINGER DICKSON**, Assistant Professor of Educational Psychology and Special Services, 2004

M.A., Truman State University; Ph.D., University of Iowa

**LORETTA DILLON**, Clinical Associate Professor of Physical Therapy, 1997

B.S., University of Texas Southwestern; B.S., M.S., University of Texas at El Paso

**CARL W. DIRK**, Professor of Chemistry, 1990

B.A., Montclair State College; M.S., Ph.D., Northwestern University

**BEHZAD DJAFARI-ROUHANI**, Associate Professor of Mathematical Sciences, 2005

B.S., M.Sc., University of Paris VI; M.Sc., School of Mines of Paris; Ph.D., Yale University

**HAMIDE DOGAN-DUNLAP**, Associate Professor of Mathematics, 2001

B.S., Middle East Technical University, Turkey; M.A., Ph.D., University of Oklahoma

**SANDOR DORGO**, Assistant Professor of Kinesiology, 2004

B.S., Semmelweis University of Budapest; M.Ed., Hungarian University of Physical Education; Ph.D., University of Georgia

**DIANE I. DOSER**, Professor of Geological Sciences, 1986

B.S., Michigan Technological University; M.S., Ph.D., University of Utah

**JACK A. DOWDY, P.E.**, Professor of Mechanical Engineering, 1964

B.S.M.E., Southern Methodist University; M.S.M.E., Oklahoma State University;  
Ph.D., University of Texas at Austin

**MARIA O. DUARTE-GARDEA**, Associate Professor of Health Sciences, 2001

B.S., M.S., Autonomous University of Chihuahua; M.S., Ph.D., New Mexico State University

**MARY ELEANOR DUKE**, Professor Emerita of Biological Sciences, 1947

B.A., University of Texas at El Paso; M.A., Ph.D., University of Texas at Austin

**MURAT DURANDURDU**, Assistant Professor of Physics, 2004

B.Sc., Karadeniz Teknik Universitesi; M.Sc., Rutgers University; M.Sc., Virginia Tech; Ph.D., Ohio University

**ART DUVAL**, Associate Professor of Mathematics, 1991

B.S., California Institute of Technology; Ph.D., Massachusetts Institute of Technology

**JOEL E. DWORIN**, Associate Professor of Teacher Education, 2007

B.A., M.Ed., Ph.D., University of Arizona

**PATRICIA EASON, CPA**, Associate Professor of Accounting, 1995

B.A., M.S., University of Texas at Arlington; Ph.D., Texas Tech University

**PAUL EDISON**, Associate Professor of History, 1998

B.A., M.A., Ph.D., Columbia University

**VELMA EDMONDS**, Assistant Professor of Nursing, 2003

B.S.N., Medical College of Georgia, Augusta, Georgia; M.S.N., University of Alabama, Birmingham, Alabama; D.N.S., Louisiana State University, Health Science Center, New

Orleans, Louisiana

**CHARLES G. ELERICK**, Professor of Languages and Linguistics, 1968

B.A., University of New Mexico; M.A., University of Texas at El Paso;

Ph.D., University of Texas at Austin

**GREGORY M. ELLIOTT**, Professor of Art, 2003

B.F.A., M.A., Stephen F. Austin State University; M.F.A., Southern Methodist University

**WILLIAM B. ELLIOTT**, Associate Professor of Economics and Finance, 2007

B.S., Texas A & M University; M.B.A., University of North Carolina at Wilmington; Ph.D., University of Arizona

**ANDRE S. ELLIS**, Assistant Professor of Geological Sciences, 2005

B.S., University of Bombay-St. Xavier College; M.S., Indian Institute of Technology-Bombay; Ph.D., University of Illinois at Urbana-Champaign

**JOANNE TONTZ ELLZEY**, Professor of Biological Sciences, 1969

B.A., Randolph-Macon Woman's College; M.A., University of North Carolina;

Ph.D., University of Texas at Austin

**MARION L. ELLZEY, JR.**, Professor of Chemistry, 1968

B.A., Rice University; Ph.D., University of Texas at Austin

**LARRY A. ERBERT**, Adjunct Professor of Leadership Studies for the Institute for Policy and Economic Development, 2007

B.A., M.A., Fort Hays State University; Ph.D., University of Iowa

**JOSE F. ESPIRITU**, Assistant Professor of Industrial Engineering, 2007

B.S., Instituto Tecnológico de Zacatepec; M.S., Instituto Tecnológico de Celaya; M.S., Ph.D., Rutgers University

**ALBERTO ESQUINCA**, Assistant Professor of Teacher Education, 2006

M.A., The University of Texas at El Paso; M.A., Ph.D., University of Southern California

**LOUIS J. EVERETT**, Professor of Mechanical Engineering, 2001

BSME, The University of Texas at El Paso; M.S.M.E., Stanford University; Ph.D., Texas A&M

**CHARLES FENSCH**, Professor of Art, 1982

B.S., Kent State University; M.A.E., Wayne State University; M.A., University of Michigan

**CARLOS M. FERREGUT**, Professor of Civil Engineering, 1990

B.S., National Polytechnic Institute of Mexico; M.Eng., National Autonomous University of Mexico; Ph.D., University of Waterloo

**WALTER W. FISHER, P.E.**, Professor of Metallurgical and Materials Engineering, 1978

B.S.Met.E., University of Utah; M.S., Ph.D., New Mexico Institute of Mining and Technology

**ROSA M. FITZGERALD**, Assistant Professor of Physics, 1995

B.S., National University of Engineering, Peru; M.S., Ph.D., University of California, Riverside

**BENJAMIN C. FLORES**, Professor of Electrical and Computer Engineering, 1990

B.S.E.E., M.S.E.E., University of Texas at El Paso; Ph.D., Arizona State University

**LESLIE O. FOGED**, Associate Professor of Mathematical Sciences, 1979

B.A., Midland Lutheran College; Ph.D., Washington University, St. Louis

**MARJANEH FOOLADI**, Clinical Associate Professor of Nursing, 2005

B.S.N., University of Isfahan, Iran; M.S.N., The University of Texas at El Paso; Ph.D., University of Southern Mississippi

**RICHARD R. FORD**, Professor Emeritus of Languages and Linguistics, 1975

B.A., Northwestern University; M.A., New York University; Ph.D., University of Chicago

**MARCIA T. FOUNTAIN**, Professor of Music, 1970

B.M., University of North Carolina, Greensboro; M.M., Northwestern University; D.M.A., University of Iowa

**WENDY S. FRANCIS**, Associate Professor of Psychology, 1999

B.A., University of Texas at Austin; M.A., Ph.D., University of California, Los Angeles

**ELAINE F. FREDERICKSEN**, Associate Professor of English, 1996

B.A., University of California, Los Angeles; M.A., University of Alabama, Birmingham; Ph.D., University of Alabama, Tuscaloosa

**CHARLES EDWARD FREEMAN, JR.**, Professor Emeritus of Biological Sciences, 1968

B.S., Abilene Christian College; M.S., Ph.D., New Mexico State University

**ERIC A. FREUDENTHAL**, Assistant Professor of Computer Science, 2004

B.S., M.S., Ph.D., New York University

**OLAC FUENTES**, Associate Professor of Computer Science, 2005

B.S., Instituto Tecnológico de Chihuahua, Mexico; M.S., University of Texas at El Paso; Ph.D., University of Rochester

**THOMAS M. FULLERTON**, Professor of Economics and Finance, 1996

B.B.A., University of Texas at El Paso; M.S., Iowa State University; M.A., Wharton School of Finance; Ph.D., University of Florida

**KAREN P. FUNK**, Clinical Assistant Professor of Occupational Therapy, 1997

B.S., M.A., Texas Woman's University; O.T.D., Nova Southeastern University

**CONCHA DELGADO GAITAN**, Visiting Professor of Teacher Education, 2007

B.A., University of Pacific; Ph.D., Stanford University

**SANDRA GARABANO**, Associate Professor of Languages and Linguistics, 1999

B.A., Universidad Nacional de Cordoba, Argentina; M.A., Ph.D., University of Colorado, Boulder

**FERNANDO N. GARCÍA**, Professor of Languages and Linguistics, 1974

B.A., Roger Bacon College; M.A., University of Texas at El Paso; Ph.D., University of New Mexico

**MARIA FERNANDA GARCIA**, Assistant Professor of Marketing and Management, 2005

**MARIA FERNANDA GARCIA**, Assistant Professor of Marketing and Management, 2003

B.S., Universidad de Buenos Aires; Ph.D., Texas A & M University

**JORGE GARDEA-TORRESDEY**, Professor of Chemistry, 1994

B.Sc., Autonomous University of Chihuahua; M.Sc., Ph.D., New Mexico State University

**CLARKE HENDERSON GARNSEY**, Professor Emeritus of Art, 1966

B.S., M.S., Ph.D., Western Reserve University; Dip., Cleveland School of Art

**KRISTINE M. GARZA**, Associate Professor of Biological Sciences, 2000

B.S., St. Mary's University; Ph.D., University of Virginia

**ANN C. GATES**, Professor of Computer Science, 1988

B.S., M.S., University of Texas at El Paso; Ph.D., New Mexico State University

**LEOPOLDO A. GEMOETS**, Associate Professor of Information and Decision Sciences, 1984

B.S., M.S., University of Texas at El Paso; Ph.D., Santa Lucia Health Sciences University

**GASPARE GENNA**, Assistant Professor of Political Science, 2005

B.S., University of California at San Diego, M.A., San Diego State University; Ph.D., Claremont Graduate School

**EDWARD YOUSSEF GEORGE**, Professor Emeritus of Management, 1969

B.A., American University at Cairo; B.S., M.A., Cairo University; Ph.D., New School of Social Research

**NASIR GHARAIBEH**, Assistant Professor of Civil Engineering, 2004

B.Sc., M.Sc., Jordan University of Science and Technology; Ph.D., University of Illinois at Urbana-Champaign

**ANNE GIANGIULIO**, Assistant Professor of Art, 2004

B.A., Villanova University; M.F.A., Temple University

**GLENN ALLEN GIBSON**, Professor Emeritus of Electrical and Computer Engineering, 1966

B.S.E.E., University of Kansas; M.S.E.E., M.A., Ph.D., Arizona State University

**THOMAS E. GILL**, Associate Professor of Geological Sciences, 2004

B.S., Ph.D., University of California, Davis

**BRIAN H. GIZA**, Assistant Professor of Teacher Education, 2002

B.F.A., M.A.I.S., M.S., University of Texas at El Paso; Ph.D., University of Texas at Austin

**MIMI R. GLADSTEIN**, Professor of English and Women's Studies, 1966

B.A., M.A., University of Texas at El Paso; Ph.D., University of New Mexico

**SID P. GLANDON, CPA**, Associate Professor of Accounting, 2000

B.A., B.B.A., Western Washington University, M.B.A., Eastern New Mexico University; D.B.A., Louisiana Tech

**TERRY A. GLANDON, CPA**, Associate Professor of Accounting, 2000

B.A., Western Washington University; M.B.A., Eastern New Mexico University, Ph.D., University of Texas at Arlington

**HERIBERTO GODINA**, Associate Professor of Teacher Education, 2007

B.F.A., M.A., The University of Texas at El Paso; Ph.D., University of Illinois, Urbana Champaign

**JUDITH PAGE GOGGIN**, Professor Emerita of Psychology, 1969

B.A., Bryn Mawr; Ph.D., University of California, Berkeley

**PETER GOLDING, CPE**, Associate Professor of Metallurgical and Materials Engineering, 1987

B.S., Ph.D., Monash University

**PAUL GOLDSTEIN**, Professor of Biological Sciences, 1984

B.S., State University of New York, Albany; M.S., Ohio University; Ph.D., York University

**CONNIE GOMEZ**, Assistant Professor of Mechanical Engineering, 2007

B.S., Ph.D., Drexel University

**L. ANTONIO GONZÁLEZ**, Associate Professor of Teacher Education, 1987

B.A., M.A., New Mexico Highlands University; Ph.D., University of Illinois, Urbana-Champaign

**ROBERTO CORTEZ GONZÁLEZ**, Associate Professor of Educational Psychology and Special Services, 1995

B.S., Northwestern University; M.A., New Mexico State University; Ph.D., Stanford University

**VIRGILIO GONZALEZ**, Assistant Professor of Electrical and Computer Engineering, 2001

B.S., M.S., Tecnológico de Monterrey (ITESM); Ph.D., University of Texas at El Paso

**PHILIP C. GOODELL**, Associate Professor of Geological Sciences, 1975

B.S., Yale University; M.S., Ph.D., Harvard University

**CHARLES G. GORDEN**, Associate Professor of Theatre, Dance, and Film, 2004

B.A., Park College; M.F.A., University of Oklahoma

**MARK K. GORMAN**, Visiting Assistant Professor of Public Administration for the Institute for Policy and Economic Development, 2007

B.A., M.A., The University of Texas at El Paso; M.A., Naval War College

**KRISTIN GOSSELINK**, Assistant Professor of Biological Sciences, 2005

B.A., Luther College; M.S., Ph.D., University of California, Los Angeles

**LOWELL E. GRAHAM**, Professor of Music, 2002

B.A., M.A., University of Northern Colorado; D.M.A., Catholic University of America

**JOSEPH B. GRAVES**, Professor of Political Science and Criminal Justice, 1964

B.A., J.D., Vanderbilt University; M.P.A., Harvard University

**JAMES MICHAEL GRAY**, Associate Professor Emeritus of Mathematical Sciences, 1970

B.S., M.S., Ph.D., Texas Christian University

**ROBERT GUNN**, Assistant Professor of English, 2005

B.A., Oberlin College; M.A., Ph.D., New York University

**JOE A. GUTHRIE**, Professor of Mathematical Sciences, 1974

B.A., University of Texas at Austin; M.A., Ph.D., Texas Christian University

**RAFAEL S. GUTIERREZ**, Associate Professor of Industrial Engineering, 1998

B.S.I.E., Instituto Tecnológico de Laguna; M.S.O.R., Instituto Tecnológico y de Estudios Superiores de Monterrey; M.S.I.E., Georgia Institute of Technology; Ph.D., University of Arkansas

**RUBEN GUTIERREZ**, Lecturer of Music, 1999

B.M., M.M., University of Texas at El Paso

**DAVID A. HACKETT**, Associate Professor of History, 1971

B.A., Earlham College; M.A., Ph.D., University of Wisconsin

**JOHN H. HADDOX**, Professor of Philosophy, 1958

B.A., M.A., Ph.D., University of Notre Dame

**JOHN HADJIMARCOU**, Associate Professor of Marketing, 1994

B.S., M.B.A., West Virginia University; Ph.D., Kent State University

**ERIC A. HAGEDORN**, Associate Professor of Physics, 2003

B.S., Pennsylvania State University; M.S., Ph.D., University of Wisconsin

**LAURA L. HALL**, Associate Professor of Information and Decision Sciences, 1996

B.S., M.B.A., University of Southern Mississippi; Ph.D., Florida State University

**EMILY HALTIWANGER**, Assistant Professor of Occupational Therapy, 2001

B.S.O.T., Virginia Commonwealth University; M.H.E., Medical College of Georgia; O.T.D., Creighton University

**KASTRO M. HAMED**, Assistant Professor of Physics, 2002

B.S., Brigham Young University; M.S., University of Utah; Ph.D., Kansas State University

**PENELOPE A. HAMLIN, R.N., F.N.P.**, Instructor of Nursing, 1997

Fairview Hospital School of Nursing; B.A., Mount Union College; M.A., Western New Mexico University; M.S., University of New Mexico

**HELEN M. HAMMOND**, Associate Professor of Educational Psychology and Special Services, 1995

B.S., University of Idaho; M.A., University of Northern Colorado; Ph.D., University of New Mexico

**ELAINE M. HAMPTON**, Associate Professor of Teacher Education, 1999

B.S., M.A.T., Ph.D., New Mexico State University

**DONALD R. HARDIN**, Professor Emeritus of Health Promotion, 1962

B.A., M.A., University of Northern Iowa; Ph.D., State University of Iowa

**ARTHUR H. HARRIS**, Professor of Biological Sciences, 1965

B.S., M.A., Ph.D., University of New Mexico

**WILLIAM HAROLD HARRIS**, Professor Emeritus of Kinesiology, 1963

B.S., M.Ed., University of Missouri, Columbia; M.A., Columbia University; Ed.D., University of Kentucky

**WILTZ ANTHONY HARRISON**, Professor Emeritus of Art, 1948

B.A., University of Texas at El Paso; M.A., Denver University

**GARRY O. HAWKINS**, Assistant Professor of Mechanical Engineering, 1974

B.S., M.S., Ph.D., Texas A&M University

**HERBERT K. HEGER**, Professor Emeritus of Educational Leadership and Foundations, 1982

B.S.Ed., M.Ed., Miami University; Ph.D., Ohio State University

**RICHARD EUGENE HENDERSON**, Professor Emeritus of Music, 1973

B.A., University of Puget Sound; M.M., Florida State University; D.M.A., University of Oregon

**NORMA GONZÁLEZ HERNÁNDEZ**, Professor Emeritus of Educational Psychology and Special Services, 1969

B.A., University of Texas at El Paso; M.A., Ph.D., University of Texas at Austin

**WILLIAM C. HERNDON**, Professor Emeritus of Chemistry, 1972

B.S., University of Texas at El Paso; Ph.D., Rice University

**JUAN MANUEL HERRERA, P.E.**, Professor Emeritus of Metallurgical and Materials Engineering, 1977

B.S.M.E., B.S.Met.E., M.S.Met.E., University of Texas at El Paso; Ph.D., University of Houston

**JOSIAH M. HEYMAN**, Professor of Sociology and Anthropology, 2002

B.A., Johns Hopkins University; Ph.D., The City University of New York

**PHILIP HIMELSTEIN**, Professor Emeritus of Psychology, 1965

B.A., M.A., New York University; Ph.D., University of Texas at Austin

**TAEKO HIROI**, Assistant Professor of Political Science, 2005

B.A., University of Montana; M.A., Claremont Graduate School

**JERRY MARTIN HOFFER**, Professor Emeritus of Geological Sciences, 1965

B.A., M.A., State University of Iowa; Ph.D., Washington State University

**JAMES H. HOI COMB, JR.** Associate Professor of Economics and Finance, 1985

**JAMES H. HOLCOMB, III**, Associate Professor of Economics and Finance, 1999

B.A., University of Texas at El Paso; M.A., Texas Tech University; Ph.D., Texas A&M University

**MICHELLE S. HONG**, Assistant Clinical Professor of Pharmacy, 2003

Pharm. D., University of Texas at Austin

**HARMON M. HOSCH**, Professor of Psychology, 1975

B.A., University of Northern Iowa; M.A., Pepperdine University; Ph.D., New School for Social Research

**SHARON K. HOWELL**, Assistant Professor of Accounting, 2005

B.S.B.A., M.A., University of Alabama; Ph.D., University of Central Florida

**CHERYL A. HOWARD**, Associate Professor of Sociology and Anthropology, 1989

B.A., Ph.D., University of New Mexico

**FRANK HOY**, Professor of Marketing and Management, 1991

B.B.A., University of Texas at El Paso; M.B.A., University of North Texas;

Ph.D., Texas A&M University

**ESPERANZA E. HUERTA**, Assistant Professor of Accounting, 2007

M.S., Ph.D., Claremont Graduate University

**ANA GRACIELA HUERTA-MACIAS**, Professor of Teacher Education, 2003

B.A., University of Texas at El Paso; M.A., Ph.D., University of Texas at Austin

**RONALD A. HUFSTADER**, Professor of Music, 1976

B.M., East Carolina University; M.M., University of North Carolina at Greensboro; M.F.A., Ph.D., University of Iowa

**SANDRA R. HURLEY**, Professor of Teacher Education, 1994

B.S., M.A., Ph.D., New Mexico State University

**SANTIAGO IBARRECHE**, Associate Professor of Marketing and Management, 1983

B.B.A., Universidad Nacional Autonoma de Mexico; M.B.A., Instituto Tecnológico y de Estudios Superiores de Monterrey; D.B.A., University of Colorado

**LAWRENCE C. INGALLS**, Associate Professor of Educational Psychology and Special Services, 1994

B.S., University of Idaho; M.A., University of Northern Colorado; Ph.D., University of New Mexico

**LOUIS N. IRWIN**, Professor of Biology, 1991

B.A., Texas Tech University; Ph.D., University of Kansas

**ELENA IZQUIERDO**, Associate Professor of Teacher Education, 1995

B.A., M.A., University of Texas at El Paso; Ph.D., Georgetown University

**CARL T. JACKSON**, Professor of History, 1962

A.B., University of New Mexico; Ph.D., University of California, Los Angeles

**DILMUS DELANO JAMES**, Professor Emeritus of Economics and Finance, 1958

B.A., M.A., University of Texas at Austin; Ph.D., Michigan State University

**RICHARD JARVIS**, Professor of Geological Sciences, 2005

B.A., Ph.D., Cambridge University, England

**JERRY D. JOHNSON**, Professor of Biological Sciences, 2000

B.S., Fort Hayes State University; M.S., University of Texas at El Paso; Ph.D., Texas A&M University

**KYLE L. JOHNSON**, Assistant Professor of Biological Sciences, 2004

B.S., University of Washington, Seattle; Ph.D., University of Colorado Health Sciences Center, Denver

**LAWRENCE J. JOHNSON**, Associate Professor of English, 1981

B.A., University of Wisconsin; M.A., Ph.D., Johns Hopkins University

**STEPHEN W. JOHNSON**, Associate Professor of Educational Psychology and Special Services, 1995

B.A., M.F.T., Abilene Christian University; Ph.D., University of Nebraska

**STEVE A. JOHNSON**, Associate Professor of Economics and Finance, 1987

B.S., Troy State University; M.A., Ph.D., University of Alabama

**WILLIAM J. JOHNSTON**, Professor of Educational Leadership and Foundations, 2004

B.S., Midwestern University; M.S., Memphis State University; Ph.D., University of North Carolina

**LARRY P. JONES**, Professor of Biological Sciences, 1972

B.A., Augustana College; M.S., Iowa State University; Ph.D., Oregon State University

**VIOLET R. JOHNSON JONES**, Assistant Professor of Teacher Education, 2004

B.A., The University of Texas at San Antonio; M.Ed., Georgia College and State University; Ph.D., The University of Georgia

**WILLIAM DANIEL KAIGH, JR.**, Professor Emeritus of Mathematical Sciences, 1974

B.S., M.A., Ph.D., University of Arizona

**JUNE KAN-MITCHELL**, Professor of Biological Sciences, 2007

B.A., Smith College; Ph.D., Yale University

**YASUhide KAWASHIMA**, Professor of History, 1966

LL.B., LL.M., Keio University; B.A., M.A., Ph.D., University of California,  
Santa Barbara

**DG. RANDY KELLER, JR.**, Professor Emeritus of Geological Sciences, 1978

B.S., M.S., Ph.D., Texas Tech University

**KERRIE L. KEPHART**, Assistant Professor of Teacher Education, 2004

B.S., Pennsylvania State University; M.A., Ph.D., University of Wisconsin-Madison

**MOHAMED AMINE KHAMSI**, Professor of Mathematical Sciences, 1989  
Dip.d'Ing., Ecole Polytechnique (Paris); Dip. de Doctorate, Universite Paris VI

**SIGRID WESTPHAL KHORRAM**, Assistant Professor of Marketing and Management, 2003  
B.A., M.B.A., University of Texas at El Paso; Ph.D., University of South Carolina

**MYOUNGJIN KIM**, Assistant Professor of Mechanical Engineering, 2005  
B.S., Seoul National University; M.Sc., Korea Advanced Institute of Science and Technology; Ph.D., University of Texas at Austin

**GEORGE A. KING**, Associate Professor of Kinesiology, 2001  
B.S., M.S., Colorado State University; Ph.D., University of Tennessee

**BETTY JANE KINSINGER, R.N.**, Associate Professor Emerita of Nursing, 1979  
B.S., M.S., University of Minnesota; M.A., Ph.D., University of Washington

**ROBERT A. KIRKEN**, Professor of Biological Sciences, 2005  
B.A., Olivet College; Ph.D., Wright State University

**PEETER KIRS**, Associate Professor of Information and Decision Sciences, 1994  
B.S., B.A., M.B.A., State University of New York; M.A., Seton Hall University;  
Ph.D., State University of New York

**JOE LARS KLINGSTEDT**, Professor Emeritus of Teacher Education, 1970  
B.M.Ed., University of Oklahoma; M.M.Ed., Ed.D., Texas Tech University

**HELMUT KNAUST**, Associate Professor of Mathematical Sciences, 1991  
Dipl.-Math, University of Bonn, Germany; Ph.D., University of Texas at Austin

**PUI WAH KONG**, Assistant Professor of Kinesiology, 2005  
B.Ed., University of Hong Kong; M.Sc., Ph.D., Loughborough University

**BRIDGE R. SMITH KONTER**, Assistant Professor of Geological Sciences, 2008  
B.S., Northern Arizona University; Ph.D., University of California, San Diego

**JASPER G. KONTER**, Assistant Professor of Geological Sciences, 2008  
B.S., M.S., Vrije Universiteit Amsterdam; Ph.D., University of California, San Diego

**VLADIK Y. KREINOVICH**, Professor of Computer Science, 1990  
M.S., Leningrad University; Ph.D., Institute of Mathematics, Novosibirsk, USSR

**ZBIGNIEW ANTHONY KRUSZEWSKI**, Professor of Political Science, 1968  
Baccalaureate, Lycee, Cawthorne, England; Ph.D., University of Chicago

**RICHARD P. LANGFORD**, Associate Professor of Geological Sciences, 1997  
B.A., Colorado College; M.A., Indiana University; Ph.D., University of Utah

**LETICIA LANTICAN**, Associate Professor Emerita of Nursing, 1986  
B.S.N., M.A., Ph.D., University of the Philippines; M.S.N., University of California, San Francisco

**JESUSA B. LARA**, Associate Professor Emerita of Nursing, 1988  
B.S.N., University of the Philippines; M.S., University of California; Ed.D., St. Louis University, Philippines

**BRUCE LAWSON**, Associate Professor of English, 1988  
B.A., Bethel College; M.A., San Diego State University; Ph.D., University of Southern California

**JUAN OTTO LAWSON**, Professor Emeritus of Physics, 1967  
B.S., Virginia State College; M.S., Ph.D., Howard University

**JOSEPH LEE LEACH**, Professor Emeritus of English, 1947  
B.A., Southern Methodist University; Ph.D., Yale University

**GANG LEE**, Assistant Professor of Sociology and Anthropology, 2000  
M.P.A., Chung-Ang University; M.S., Iowa State; Ph.D., University of Florida

**WEN-YEE LEE**, Assistant Professor of Chemistry, 2003  
B.S., National Taiwan Normal University, Taipei, Taiwan; M.S., Ph.D., University of Texas at El Paso

**ROBERT MILTON LEECH**, Professor Emeritus of Theatre, Dance, and Film, 1949  
B.F.A., M.F.A., Ph.D., University of Texas at Austin

**SUSAN LEECH**, Assistant Professor of Occupational Therapy, 2004  
B.S., University of Colorado; M.O.T., Texas Woman's University

**CHARLES F. LEINBERGER**, Associate Professor of Music, 1999  
B.M., Northern Arizona University; M.M., University of Miami; Ph.D., University of Arizona

**DAVID VONDENBERG LEMONE**, Professor Emeritus of Geological Sciences, 1964  
B.S., New Mexico Institute of Mining and Technology; M.S., University of Arizona;  
Ph.D., Michigan State University

**LAWRENCE M. LESSER**, Associate Professor of Mathematical Sciences, 2004  
B.A., Rice University; M.S., Ph.D., University of Texas at Austin

**MING-YING LEUNG**, Professor of Mathematical Sciences, 2003  
B.Sc., M.Phil., University of Hong Kong; M.S., Ph.D., Stanford University

**JOHN MELVIN LEVOSKY, P.E.**, Professor Emeritus of Mechanical Engineering, 1967  
B.S.M.E., B.S.I.E., Lamar State College; M.S., Ph.D., Oklahoma State University

**WEN-WHAI LI, P.E., Q.E.P.**, Professor of Civil Engineering, 1997

B.S., National Taiwan University; M.S., Ph.D., Colorado State University

**CARL S. LIEB**, Professor of Biological Sciences, 1981

B.S., M.S., Texas A&M University; Ph.D., University of California, Los Angeles

**LOUIS LIEBERMAN**, Adjunct Professor of Public Administration for the Institute for Policy and Economic Development, 2007

B.A., Reed College; M.A., New School for Social Research; Ph.D., New York University

**KIEN H. LIM**, Assistant Professor of Mathematical Sciences, 2006

B.E., National University of Singapore, M.S., University of Wyoming, Ph.D., University of California, San Diego and San Diego State University

**DEBRA J. LITTLE**, Adjunct Professor of Leadership Studies Program for the Institute for Policy and Economic Development, 2004

B.A., M.P.A., The University of Texas at El Paso

**YU-CHENG LIU, P.E.**, Professor of Electrical and Computer Engineering, 1971

B.S., National Taiwan University; M.S., Ph.D., Northwestern University

**MANUEL LLANO**, Assistant Professor of Biological Sciences, 2006

M.D., Universidad de La Habana; Ph.D., Universidad Autónoma de Madrid

**SANDRA R. LLOYD**, Associate Professor of Educational Psychology and Special Services, 1990

B.A., Bethany College; M.Div., Union Theological Seminary; M.Ed., Kent State University; Ph.D., University of Illinois, Urbana-Champaign

**WINSTON DALE LLOYD**, Associate Professor Emeritus of Chemistry, 1962

B.S., Florida State University; Ph.D., University of Washington

**MIKE S. LONGORIA**, Visiting Professor of Teacher Education, 2005

B.A., University of Texas at El Paso; M.Ed., Sul Ross State University; Ph.D., New Mexico State University

**LUC LONGPRÉ**, Associate Professor of Computer Science, 1994

B.S., M.S., University of Montreal; M.S., Ph.D., Cornell University

**JORGE A. LÓPEZ**, Professor of Physics, 1990

B.S., M.S., University of Texas at El Paso; Ph.D., Texas A&M University

**BRUCE LOUDEN**, Professor of Languages and Linguistics, 1991

B.A., University of California, Santa Cruz; M.A., San Francisco State University;

Ph.D., University of California, Berkeley

**VANESSA LOUGHEED**, Assistant Professor of Biological Sciences, 2005

B.Sc., Ph.D., McMaster University, Ontario, Canada

**G. WILLIAM LUCKER**, Associate Professor of Psychology, 1981

A.B., University of California, Berkeley; Ph.D., University of Texas at Austin

**JOSEFINA LUJAN**, Assistant Professor of Nursing, 2002

B.S.N., M.S.N., University of Texas at El Paso; D.S.N., UT Health Science Center, Houston

**GREGORY B. LUSH, P.E.**, Associate Professor of Electrical and Computer Engineering, 1993

B.S.E.E., University of Notre Dame; M.S.E.E., Ph.D., Purdue University

**MARK W. LUSK**, Director and Professor of Social Work, 2007

B.A., New Mexico State University; M.S.W., University of Kentucky; Ed.D. University of Kentucky

**AUROLYN LUYKX**, Associate Professor of Sociology and Anthropology, 2005

B.A., M.A., University of Florida; Ph.D., University of Texas at Austin

**KAREN LYON**, Clinical Associate Professor of Nursing, 2004

B.S.N., M.S.N., The University of Texas at El Paso; M.B.A., Ph.D., New Mexico State University, Las Cruces

**OSCAR MACCHIONI**, Assistant Professor of Music, 2003

D.M.A., University of Arizona

**ERIC MacDONALD, P.E.**, Assistant Professor of Electrical and Computer Engineering, 2003

B.S.E.E., M.S.E.E., Ph.D., University of Texas at Austin

**WILLIAM P. MacKAY**, Professor of Biological Sciences, 1990

B.A., M.A., California State University, Fullerton; Ph.D., University of California, Riverside

**MO ADAM MAHMOOD**, Professor of Information and Decision Sciences, 1987

B.S., University of California; M.B.A., California State University; Ph.D., Texas Tech University

**ROSA MALDONADO-MEDINA**, Assistant Professor of Biological Sciences, 2004

B.S., Universidad Central de Venezuela; Ph.D., Universidade Federal de Rio de Janeiro

**ROY S. MALPASS**, Professor of Psychology, 1992

B.S., Union College; M.A., New School for Social Research; Ph.D., Syracuse University

**FELICIA S. MANCIU**, Assistant Professor of Physics, 2004

B.S., University of Bucharest, Romania; M.S., Ph.D., The State University of New York at Buffalo

**MARIAN M. MANCIU**, Assistant Professor of Physics, 2004

B.S., M.Sc., University of Bucharest, Romania; Ph.D., State University of New York at Buffalo

**KATE W. MANGELSDORF**, Professor of English, 1990

B.A., Arizona State University; M.A., Ph.D., University of Arizona

**GARY JOHN MANN, CPA**, Professor Emeritus of Accounting, 1986

B.B.A., M.B.A., University of Texas at El Paso; Ph.D., Texas Tech University

**SAMIR H. MANOLI**, Associate Professor Emeritus of Electrical and Computer Engineering, 1980  
B.S., University of Cairo; M.S., Ph.D., Aachen University

**DEANE MANSFIELD-KELLEY**, Assistant Professor of English, 1970  
B.A., Texas Western College; M.A., University of Texas at El Paso; Ph.D., The University of Texas at Austin

**LOIS A. MARCHINO**, Associate Professor of English and Women's Studies, 1974  
B.A., M.A., Purdue University; Ph.D., University of New Mexico

**LAURENCE MARSH**, Assistant Professor of Marketing and Management, 2005  
B.A., U.S. Naval Academy; M.B.A., University of Hawaii; Ph.D., University of Utah

**CHARLES H. MARTIN**, Associate Professor of History, 1983  
B.A., Texas A&I University; M.A., Ph.D., Tulane University

**CHERYL E. MARTIN**, Professor of History, 1978  
B.S.F.S., Georgetown University School of Foreign Service; M.A., Ph.D., Tulane University

**NELDA MARTINEZ**, Associate Professor of Nursing, 2004  
B.S.N., M.S., Wright State University; Ph.D., Ohio State University

**FRANCISCO SOTO MAS**, Associate Professor of Teacher Education, 2006  
M.S., University of Arizona; Graduate Degree, University of Seville Spain; M.D., University of Granada Spain; Ph.D., University of New Mexico

**LILLIAN MAYBERRY**, Research Professor of Biological Sciences, 1979  
B.S., California State University, San Jose; M.S., University of Nevada, Reno;  
Ph.D., Colorado State University

**FRANK A. MAYNE, CPA**, Assistant Professor of Accounting, 1978  
B.S., M.B.A., Ph.D., University of Arizona

**JOHN C. McCLURE, JR.**, Professor of Metallurgical and Materials Engineering, 1985  
B.S., University of Illinois; M.S., Ph.D., Syracuse University

**BRENT G. McCUNE**, Adjunct Professor of Public Administration for the Institute for Policy and Economic Development, 2007  
B.S., M.S., The University of Texas at El Paso; J.D., University of Utah

**SCOTT McDONALD**, Professor of Leadership Studies for the Institute for Policy and Economic Development, 2007  
B.S., M.S., Ph.D., Northern Illinois University

**MATHEW S. McELROY**, Adjunct Professor of Leadership Studies for the Institute for Policy and Economic Development, 1999  
B.A., M.P.A., The University of Texas at El Paso

**SANDRA F. McGEE DEUTSCH**, Professor of History, 1984  
B.A., Beloit College; M.A., Ph.D., University of Florida

**GLORIA McKEE**, Assistant Professor of Nursing, 2002  
B.S.N., M.S.N., The University of Texas at El Paso; D.S.N., UT Health Science Center, Houston

**THOMAS J. McLEAN, P.E.**, Professor Emeritus of Industrial Engineering, 1976  
B.S., U.S. Naval Academy; M.B.A., M.S., U.S. Air Force Institute of Technology;  
Ph.D., Arizona State University

**WILLIAM McMILLAN**, Associate Professor of Music, 1996  
B.M., Chapman University; M.A., Redlands University, D.A., University of Northern Colorado

**JOHN HAMILTON McNEELY**, Professor Emeritus of History, 1946  
B.A., American University; M.A., George Washington University; Ph.D., University of Texas at Austin

**HARRY MEEUWSEN**, Professor of Kinesiology, 2000  
B.S., Catholic Academy of Physical Education, Tilbury, Netherlands; M.S., University of New Hampshire; Ph.D., Louisiana State University

**OSVALDO DAVID MENDEZ**, Associate Professor of Mathematical Sciences, 2000  
Lic. Mat., Universidad Nacional de Rosario, Argentina; M.S., Ph.D., University of Minnesota

**ZULMA MENDEZ**, Assistant Professor of Educational Leadership and Foundations, 2003  
B.A., M.A., University of Texas at El Paso; Ph.D., University of California, Riverside

**ARTIE LOU METCALF**, Professor Emeritus of Biological Sciences, 1962  
B.S., Kansas State University; M.A., Ph.D., University of Kansas

**GEORGE DOUGLAS MEYERS**, Professor of English, 1982  
B.S., New York University; M.A., Columbia University; Ed.D., University of Maryland

**DONALD A. MICHIE**, Professor of Marketing and Management, 1984  
B.B.A., University of Wisconsin, Madison; M.B.A., Marquette University;  
Ph.D., University of Wisconsin, Madison

**JEAN HEININGER MICULKA**, Associate Professor Emerita of Communication, 1961  
B.A., University of Texas at El Paso; M.A., Northwestern University

**GRACE FREDERICK MIDDLETON**, Professor Emerita of Speech-Language Pathology, 1970  
B.S., Oklahoma State University; M.C.D., Oklahoma University; Ed.D., Texas Tech University

**KATE C. MILLER**, Professor of Geological Sciences, 1991  
A.B., Princeton University; M.S., Ph.D., Stanford University

**R. TIMOTHY MILLER**, Assistant Professor of Biological Sciences, 2005

B.S., The University of Texas at El Paso; Ph.D., University of Texas at Austin

**JAMES MILSON**, Professor Emeritus of Teacher Education, 1970

B.S., M.Ed., Texas Wesleyan College; Ph.D., University of Texas at Austin

**MANUEL MIRANDA-ARANGO**, Assistant Professor of Biological Sciences, 2007

B.S., M.S., Ph.D., Universidad Autónoma de México

**FRANÇOIS MODAVE**, Assistant Professor of Computer Science, 2001

B.S., M.S., University of Dauphine, France; Ph.D., University of Toulouse III-Paul Sabatire, Toulouse, France

**OSVALDO F. MORERA**, Associate Professor of Psychology, 1999

B.S., The Ohio State University; M.A., Ph.D., University of Illinois, Urbana-Champaign

**JAMES KENNETH MORTENSEN**, Associate Professor Emeritus of English, 1966

B.A., M.A., University of Minnesota; Ph.D., University of New Mexico

**GAIL LINDA MORTIMER**, Professor Emerita of English, 1976

B.A., University of Tulsa; Ph. D., State University of New York, Buffalo

**PANAGIS G. MOSCHOPOULOS**, Professor of Mathematical Sciences, 1989

B.A., University of Athens, Greece; M.Sc., McGill University; M.A., Ph.D., University of Rochester

**DONALD E. MOSS**, Professor of Psychology, 1975

B.S., M.S., Ph.D., Colorado State University

**JOHN A. MOYA**, Associate Professor of Electrical and Computer Engineering, 2000

B.S.E.E., M.S.E.E., New Mexico State University; Ph.D., University of New Mexico

**SOMNATH MUKHOPADHYAY**, Assistant Professor of Information and Decision Sciences, 2002

B.S., Jadavpur University, (India); M.S., Ph.D., Arizona State University

**JUDITH H. MUNTER**, Associate Professor of Teacher Education, 2000

B.S., University of Wisconsin; M.S., Florida International University; Ph.D., Florida State University

**LAWRENCE E. MURR, P.E.**, Professor of Metallurgical and Materials Engineering, 1989

B.Sc., Albright College; B.S., M.S., Ph.D., Pennsylvania State University

**JOEL K. MURRAY**, Associate Professor of Theatre, Dance, and Film, 1999

B.A., University of New Hampshire; M.A., Ph.D., Bowling Green State University

**MYRON H. NADEL**, Professor of Theatre, Dance and Film, 1998

B.S., The Julliard School of Performing Arts; M.S., Columbia University

**MAHESH NARAYAN**, Assistant Professor of Chemistry, 2005

B.Sc., Bombay University; Ph.D., Ohio State University

**PATRICIA NAVA, P.E.**, Associate Professor of Electrical and Computer Engineering, 1996

B.S.E.E., M.S.E.E., Ph.D., New Mexico State University

**M. SUSANA NAVARRO**, Associate Professor of Educational Leadership and Foundations, 1991

B.A., University of Texas at El Paso, Ph.D., Stanford University

**HOMER NAZERAN**, Associate Professor of Electrical and Computer Engineering, 2002

B.S., University of Texas at Austin; M.S., Case Western Reserve University, Cleveland; Ph.D., The University of Texas Southwestern Medical Center, Dallas and The University of Texas at Arlington

**SOHEIL NAZARIAN, P.E.**, Professor of Civil Engineering, 1988

B.S., University of Tehran, Iran; M.S., Tufts University; Ph.D., University of Texas at Austin

**HOWARD DUNCAN NEIGHBOR**, Professor Emeritus of Political Science, 1968

B.S., M.S., Kansas State University; Ph.D., University of Kansas

**RYAN L. NELSON**, Assistant Professor of Speech Language Pathology, 2004

B.A., M.S., Northern Arizona University; Ph.D., University of Louisiana at Lafayette

**KIRSTEN F. NIGRO**, Professor of Languages and Linguistics, 2004

B.A., University of Delaware; M.A., Middlebury College; Ph.D., University of Illinois

**JUAN NOVERON**, Assistant Professor of Chemistry, 2003

B.A., California State University, Long Beach; Ph.D., University of California, Santa Cruz

**DAVID G. NOVICK**, Professor of Computer Science, 1999

B.A., University of Oregon; J.D., Harvard University; M.S., Ph.D., University of Oregon

**JAMES EUGENE NYMANN**, Professor Emeritus of Mathematical Sciences, 1967

B.A., University of Northern Iowa; M.S., Ph.D., University of Arizona

**HONG-SIOE OEY, P.E.**, Professor of Civil Engineering, 1967

B.C.E., Bandung Institute of Technology; M.C.E., Ph.D., University of Oklahoma

**JOSEPH P. O'CONNOR**, Assistant Professor of Marketing and Management, 2005

B.S., U.S. Military Academy; M.A., University of Texas at El Paso; Ph.D., University of Wisconsin

**LAURA E. O'DELL**, Assistant Professor of Psychology, 2005

B.S., Texas A & M University; M.S., Ph.D., Arizona State University

**EDWARD A. O'DONNELL**, Assistant Professor of Marketing and Management, 2005

B.S., M.S., University of Akron; Ph.D., Kent State University

**GARLAND D. O'QUINN, JR.**, Associate Professor Emeritus of Kinesiology, 1992

B.S., United States Military Academy; M.S., Southern Illinois University;

Ph.D., Pennsylvania State University

**CARLOS OLMEDO**, Adjunct Faculty of the Public Administration Program, 2001  
B.B.A., University of Texas at Austin; M.S., University of Texas at El Paso

**TOM C. OLSON**, Professor of Nursing, 2004  
B.S., University of Minnesota; M.N., Rochester Community College; M.S., Ph.D., University of Minnesota

**ROBERTO A. OSEGUEDA**, Professor of Civil Engineering, 1987  
B.S., M.S., Ph.D., Texas A&M University

**ARTURO PACHECO**, Professor of Educational Leadership and Foundations, 1991  
B.A., San Jose State University; M.A., San Francisco State University;  
Ph.D., Stanford University

**KEITH H. PANNELL**, Professor of Chemistry, 1970  
B.Sc., M.Sc., University College, Durham University; Ph.D., University of Toronto

**W. RAY PARISH**, Professor of Art, 1984  
B.F.A., University of Mississippi; M.F.A., Otis Art Institute

**JULIE PATTEN**, Associate Professor Emerita of Health Promotion, 1988  
B.S., Ph.D., Iowa State University

**ARRYL STANTON PAUL, JR.**, Professor Emeritus of Music, 1966  
B.M., Drury College; M.M., Wichita University; D.M.A., University of Arizona

**TERRY L. PAVLIS**, Professor of Geological Sciences, 2006  
B.S., University of South Dakota; M.S., Ph.D., University of Utah

**LUIS A. PAYAN**, Assistant Professor of Political Science, 2001  
B.A., M.B.A., University of Dallas; Ph.D., Georgetown University

**JOHNNY H. PAYNE**, Professor of Creative Writing, 2002  
B.A., Indiana University; M.F.A., University of Alabama; Ph.D., Stanford University

**ROCKIE PEDERSON**, Clinical Assistant Professor of Kinesiology, 2001  
B.S., M.S., Henderson State University; A.B.D., Texas Woman's University

**SERGIO PEÑA**, Associate Professor of Public Administration, 2000  
B.A., Universidad Nacional Autonoma de Mexico; M.A., Ph.D., Florida State University

**ARUNKUMAR PENNATHUR**, Associate Professor of Industrial Engineering, 1999  
Ph.D., University of Cincinnati

**JOHN B. PEPPER**, Professor Emeritus of Educational Leadership and Foundations, 1990  
B.A., Baylor University; M.Ed., Ed.D., Temple University

**SYLVIA PEREGRINO**, Assistant Professor of Teacher Education, 2003  
B.A., University of Texas at El Paso; M.S., New School University; Ph.D., Arizona State University

**ARTURO P. PÉREZ**, Professor Emeritus of Languages and Linguistics, 1970  
B.A., Our Lady of the Lake College; Ph.D., University of Oklahoma

**JOSEPH ANTHONY PEROZZI**, Professor Emeritus of Speech-Language Pathology, 1971  
B.A., University of Nevada; M.A., Ph.D., University of Washington

**JONNA PERRILLO**, Assistant Professor of English, 2005  
B.A., M.A., University of Maryland; Ph.D., New York University

**JOHN D. PETTIT**, Visiting Professor of Marketing and Management, 2005  
B.B.A., M.B.A., University of North Texas; Ph.D., Louisiana State University

**JOSEPH H. PIERLUISSI, P.E.**, Professor of Electrical Engineering, 1969  
B.S.E.E., University of Puerto Rico; M.S.E.E., Cornell University; Ph.D., Texas A&M University

**CHARON PIERSON**, Clinical Associate Professor of Nursing, 2006  
B.A., Central Connecticut State College; M.S.N., California State University, Long Beach; M.A., Ph.D., University of Hawaii, Manoa

**RICHARD O. PINEDA**, Assistant Professor of Communication, 2004  
B.A., Baylor University; M.A., University of Texas at El Paso; Ph.D., Wayne State University

**PAULO PINHEIRO DA SILVA**, Assistant Professor of Computer Science, 2006  
M.S., Universidade Feralde Minas Gerais; Ph.D., Manchester University; Post Doctorate, Stanford University

**KEITH POLETTE**, Professor of English, 1995  
B.A., Central Methodist College; M.A., Idaho State University; Ph.D., St. Louis University

**EVELYN J. POSEY**, Professor of English, 1990  
B.A., M.A., University of Texas at El Paso; Ph.D., New Mexico State University

**JANE POSS**, Professor of Nursing, 1998  
B.A., University of Wisconsin, Madison; M.A., University of Wisconsin, Milwaukee;  
B.S.N., St. Louis University; M.S.N., University of Pittsburgh; D.N.S., University of SUNY, Buffalo

**RICHARD POSTHUMA**, Associate Professor of Marketing and Management, 1999  
B.A., Calvin College; M.L.I.R., Michigan State University; J.D., Thomas M. Cooley Law School; Ph.D., Purdue University

**ANDRZEJ POWNUK**, Assistant Professor of Mathematical Sciences, 2006  
M.S., Ph.D., Silesian Technical University, Gliwice, Poland

**THOMAS JOSEPH PRICE**, Associate Professor Emeritus of Political Science, 1970

B.S., College of Charleston; M.A., University of Chicago; Ph.D., Florida State University

**KARL B. PUTNAM**, Associate Professor of Accounting, 1986

B.B.A., M.P.A., University of Texas at Austin; Ph.D., Oklahoma State University

**JOAN PHELAN QUARM**, Associate Professor Emerita of English, 1957

B.A., Reading University, England; M.A., San Francisco State College

**JAMES G. QUINNAN**, Associate Professor of Art, 1988

B.F.A., Pennsylvania State University; M.F.A., Carnegie Mellon University

**STELLA A. QUIÑONES**, Assistant Professor of Electrical and Computer Engineering, 1997

B.S., M.S., Ph.D., University of Texas at El Paso

**EPPIE D. RAEL**, Professor Emeritus of Biological Sciences, 1975

B.S., University of Albuquerque; M.S., New Mexico Highlands University;

Ph.D., University of Arizona

**LUIS A. RAMOS**, Professor of Creative Writing, 1992

Licenciado en Letras Españolas, Universidad Veracruzana

**RAMON RAVELO**, Associate Professor of Physics, 1992

B.A., University of California, Santa Barbara; M.S., Ph.D., Boston University

**JUDY REINHARTZ**, Professor of Teacher Education, 2005

A.B., Rutgers University; M.A., Seton Hall University; Ph.D., University of New Mexico

**REYNALDO REYES III**, Assistant Professor of Teacher Education, 2004

B.A., Texas Tech University; M.A., University of New Mexico; Ph.D., University of Colorado, Boulder

**AUDREE J. REYNOLDS, R.N.**, Professor Emerita of Nursing, 1980

B.S.N., M.S.N., Ohio State University; Ph.D., New Mexico State University

**SAMUEL C. RICCILLO**, Associate Professor of Communication, 1989

B.A., University of Southern Colorado; Ph.D., University of Denver

**RODOLFO RINCONES**, Associate Professor of Educational Leadership and Foundations, 2001

B.S., M.A., New Mexico State University; Ph.D., Escuela Superior de Agricultura

**STEPHEN RITER, P.E.**, Professor of Electrical Engineering, 1980

B.A., B.S.E.E., Rice University; M.S., Ph.D., University of Houston

**JOSÉ O. RIVERA**, Clinical Associate Professor of Pharmacy, 1996

B.S., University of Puerto Rico; Pharm. D., University of Kentucky

**JULIUS RIVERA**, Professor Emeritus of Sociology and Anthropology, 1973

M.A., University of Detroit; Ph.D., Michigan State University

**STEVEN ROACH**, Associate Professor of Computer Science, 2001

B.S., Ohio University; M.S., Ph.D., University of Wyoming

**WILLIAM H. ROBERTSON**, Assistant Professor of Teacher Education, 2004

B.A., Duke University; B.S., Northern Arizona University; M.A., University of Colorado; Ph.D., University of New Mexico

**GORDON WESLEY ROBERTSTAD**, Professor Emeritus of Biological Sciences, 1968

B.S., M.S., University of Wisconsin; Ph.D., Colorado State University

**KRISTYNIA ROBINSON**, Clinical Associate Professor of Nursing, 2004

A.D.N., Chaffey College, B.S.N., South Dakota State University, Brookings; M.S.N., Ph.D., University of Utah, Salt Lake City

**PETER ROBINSON**, Associate Professor Emeritus of Philosophy, 1970

B.A., University of Massachusetts; M.A., Ph.D., Boston University

**GREGORY G. ROCHA**, Associate Professor of Political Science, 1990

B.A., University of Iowa; M.A., University of Texas at El Paso; Ph.D., University of Texas at Austin

**SALVADOR F. RODRÍGUEZ**, Associate Professor of Sociology and Anthropology, 1990

B.S., M.A., Ph.D., University of Texas at Austin

**MARION ROHRLEITNER**, Assistant Professor of English, 2007

Meg.phil., Leopold-Franzens-Universität Innsbruck; Ph.D., University of Notre Dame

**RODRIGO ANTONIO ROMERO**, Lecturer of Computer Science, 2004

B.S., M.S., Institute of Technology of Chihuahua, Mexico; M.S., Ph.D., University of Texas at El Paso

**GERMAN ROSAS-ACOSTA**, Assistant Professor of Biological Sciences, 2007

B.S., Universidad de los Andes; M.S., Ph.D., New York University

**ORI ROSEN**, Associate Professor of Mathematical Sciences, 2005

B.Sc., M.Sc., D.Sc., Technion, Israel

**E. LEE ROSENTHAL**, Assistant Professor of Health Promotion, 2004

B.A., University of Arizona; M.P.H., University of California, Berkeley; M.S., Ph.D., University of Massachusetts

**J. GERARDO ROSILES**, Assistant Professor of Electrical and Computer Engineering, 2004

B.S.E.E., M.S.E.E., University of Texas at El Paso; M.S.E.E., Ph.D., Georgia Institute of Technology

**DAVID E. ROSS**, Professor of Music, 1981

B.M. Oberlin College Conservatory; M.M. D.M.A. University of Iowa

**CESAR A. ROSSATTO**, Associate Professor of Teacher Education, 2001

B.A., College of Philosophy, Science and Liberal Arts, Sao Paulo, Brazil;  
M.A., California State University, Los Angeles; Ph.D., University of California, Los Angeles

**TIMOTHY P. ROTH**, Professor of Economics and Finance, 1970

B.S., Albright College; M.A., State University of New York, Binghamton;  
Ph.D., Texas A&M University

**ROBERT F. ROY**, Professor Emeritus of Geological Sciences, 1977

B.A., M.A., Ph.D., Harvard University

**SUKLA ROYCHOWDHURY**, Assistant Research Professor of Biological Sciences, 2002

Ph.D., University of Calcutta, India

**DAVID BERNARD ROZENDAL, P.E.**, Associate Professor Emeritus of Civil Engineering, 1960

B.S., South Dakota School of Mines and Technology; M.S., University of Minnesota;  
Ph.D., Purdue University

**THOMAS E. RUGGIERO**, Associate Professor of Communication, 1999

B.A., University of Oregon School of Journalism, M.S., Shippensburg University;  
Ph.D., Bowling Green State University

**DAVID RUITER**, Associate Professor of English, 1998

B.A., Dordt College; M.A., Ph.D., Baylor University

**BENJAMIN ALIRE SÁENZ**, Professor of Creative Writing, 1992

B.A., St. Thomas Seminary; M.A., University of Louvain, Belgium; M.A., University of Texas at El Paso

**LUIS F. SAEZ**, Associate Professor of Physics, 2004

B.S., Universidad de Chile; M.A., Ph.D., City University of the City of New York

**STEPHEN B. SALTER**, Professor of Accounting, 2007

B.S., University of Manchester, UK; M.B.A., University of Windsor, Ontario; Ph.D., University of North Carolina

**JAMES M. SALVADOR**, Associate Professor of Chemistry, 1992

B.S., University of Texas at El Paso; Ph.D., New Mexico State University

**ANTHONY P. SALVATORE**, Professor of Speech-Language Pathology, 1998

B.S., M.S., Emerson College; Ph.D., University of Pittsburgh

**THOMPSON SARKODIE-GYAN, CEng, Eur., FirstMC**, Associate Professor of Electrical and Computer Engineering, 2005

B.S., M.S., Technical University Otto-Von-Guericke, Magdeburg;  
M.S., Ph.D., Technical University, Berlin

**ROLFE SASSENFELD**, Lecturer of Computer Science, 2000

B.S., M.S., Ph.D., University of Texas at El Paso

**GEOFFREY B. SAUPE**, Associate Professor of Chemistry, 2001

B.A., Austin College, Sherman, Texas; Ph.D., University of Texas at Austin

**JOHN PAUL SCARBROUGH**, Associate Professor Emeritus Teacher Education, 1964

B.A., New Mexico Highlands University; Ed.D., University of New Mexico

**DAVID A. SCHAUER**, Associate Professor of Economics and Finance, 1975

B.S., Jamestown College; M.A., Ph.D., University of Notre Dame

**JULIA MARÍA SCHIAVONE-CAMACHO**, Assistant Professor of History, 2005

B.A., University of Arizona; A.B.D., M.A., University of Texas at El Paso

**THOMAS H. SCHMID**, Associate Professor of English, 1990

B.S., Utah State University; M.A., Ph.D., University of Utah

**ROBERT HOWARD SCHMIDT, JR.**, Professor Emeritus of Geological Sciences, 1969

B.S., M.S., Oregon State University; Ph.D., University of California, Los Angeles

**RICHARD T. SCHOEPHOERSTER**, Professor of Mechanical Engineering, 2007

B.S., M.S., Ph.D., The University of Iowa

**DARRELL CHARLES SCHRODER, P.E.**, Professor of Electrical Engineering, 1971

B.S., M.S., Ph.D., Iowa State University

**DON P. SCHULTE**, Assistant Professor of Educational Leadership and Foundations, 2006

B.S., M.Ed., Ed.D., The University of Texas at El Paso

**LESLIE O. SCHULZ**, Professor of Health Promotion, 2004

B.A., University of North Dakota; M.S., North Dakota State University; Ph.D., Cornell University

**EUGENE FRANCIS SCHUSTER**, Professor Emeritus of Mathematical Sciences, 1970

B.A., St. John's University; M.A., Ph.D., University of Arizona

**EMIL D. SCHWAB**, Associate Professor of Mathematical Sciences, 2001

B.S., M.S., University of Timisoara, Romania; Ph.D., University "Babes Bolyai", Romania

**ANA I. SCHWARTZ**, Assistant Professor of Psychology, 2004

B.A., Rutgers University; M.S., Ph.D., Pennsylvania State University

**STEPHANIE SCHWEIGART**, Associate Professor of Music, 2001

B.M., University of Houston; M.M., D.M.A., New England Conservatory of Music

**JOSEPH WALLACE SCRUGGS**, Associate Professor Emeritus of Chemistry, 1946  
B.S., Texas A&M University; M.A., University of Texas at Austin

**MILAGROS M. SEDA**, Associate Professor of Teacher Education, 1985  
B.S.Ed., University of Hawaii; M.Ed., University of Texas at El Paso;  
Ed.D., University of Houston

**SALLY M. SEGAL**, Associate Professor Emerita of Art, 1967  
B.F.A., M.F.A., Wichita State University

**LAURA F. SERPA**, Professor of Geological Sciences, 2006  
B.S., M.S., University of Utah; Ph.D., Cornell University

**NAIJUN SHA**, Assistant Professor of Mathematical Sciences, 2002  
B.S., Fudan University, China; M.S., University of Texas at El Paso; Ph.D., Texas A&M University

**MICHELE SHEDLIN**, Professor of Health Promotion, 2005  
B.S., M.A., M. Phil., Ph.D., Columbia University

**PARISA SHOKOUHI**, Assistant Professor of Civil Engineering, 2005  
B.S., Sharif University of Technology; M.S., Ph.D., Rutgers University

**KENNETH BRUCE SHOVER**, Professor Emeritus of History, 1962  
B.A., M.A., University of Missouri, Kansas City; Ph.D., University of California, Berkeley

**MAX SHPAK**, Assistant Professor of Biological Sciences, 2006  
B.A., Cornell University; M.S., Ph.D., Yale University

**JERI J. SIAS**, Clinical Associate Professor of Cooperative Pharmacy, 2000  
B.A., Texas Christian University; Pharm.D., University of Kansas

**JULIUS J. SIMON**, Associate Professor of Philosophy, 1994  
B.A., Northwestern University; M.A., Ph.D., Temple University

**BRENDA A. SMITH**, Associate Professor of Health Promotion, 1987  
B.S., M.A., Austin Peay State; Ph.D., Ohio State University

**DARLA R. SMITH**, Associate Professor of Kinesiology, 1996  
B.S.Ed., Abilene Christian University; M.S., West Texas A&M University;  
Ph.D., Texas Woman's University

**JACK SMITH, P.E.**, Professor Emeritus of Electrical Engineering, 1989  
B.S., M.S., Ph.D., University of Arizona

**MAGGY A. SMITH**, Professor of English, 1987  
B.A., M.A., State University of New York, Fredonia; Ph.D., Rensselaer Polytechnic Institute

**WILLIAM D. SMITH**, Associate Professor of Economics, 1981  
B.A., M.A., University of Texas at El Paso; Ph.D., Texas Tech University

**NICHOLAS J. SOBIN**, Professor of Linguistics, 2003  
A.B., A.M., University of Missouri; Ph.D., University of Texas at El Paso

**DENNIS L. SODEN**, Professor of Public Administration, 1996  
B.S., University of California, Riverside; M.A., University of Southern California;  
Ph.D., Washington State University

**PAVEL ŠOLIN**, Associate Professor of Mathematical Sciences, 2004  
M.D., Ph.D., Charles University, Prague, Czech Republic; Post-doc, Rice University

**RICHARD SORENSON**, Assistant Professor of Education Leadership and Foundations, 2002  
B.S., M.S., Corpus Christi State University; Ed.D., Texas A & M University at Corpus Christi

**STACEY K. SOWARDS**, Assistant Professor of Communication, 2004  
B.A., The Colorado College; M.A., University of Texas at El Paso; Ph.D., University of Kansas

**WILLIAM C. SPRINGER**, Associate Professor of Philosophy, 1968  
B.A., Loyola University of Los Angeles; M.A., Gregorianum, Rome; Ph.D., Rice University

**RICHARD L. SPRINKLE**, Professor of Economics and Finance, 1982  
B.S., M.A., Central Missouri State University; Ph.D., University of Arkansas

**VILAPPAKKAM K. SRINIVASAN**, Professor Emeritus of Mathematical Sciences, 1970  
B.S., M.A., M.Sc., Ph.D., Madras University, India

**STEPHEN W. STAFFORD, P.E.**, Professor of Metallurgical and Materials Engineering, 1976  
B.S.Met.E., University of Texas at El Paso; Ph.D., Rice University

**TONY J. STAFFORD**, Professor of English, 1960  
B.A., Wake Forest University; M.A., University of Texas at El Paso; Ph.D., Louisiana State University

**JOAN G. STANISWALIS**, Professor of Mathematical Sciences, 1990  
B.A., California State University, Fullerton; Ph.D., University of California, San Diego

**SCOTT A. STARKS, P.E.**, Professor of Electrical and Computer Engineering, 1989  
B.S.E.E., University of Houston; Ph.D., Rice University

**KATHLEEN A. STAUDT**, Professor of Political Science, 1977  
B.A., University of Wisconsin, Milwaukee; M.A., Ph.D., University of Wisconsin, Madison

B.A., University of Wisconsin, Milwaukee; M.A., Ph.D., University of Wisconsin, Madison

**ELLWYN REED STODDARD**, Professor Emeritus of Sociology and Anthropology, 1965

B.S., Utah State University; M.S., Brigham Young University; Ph.D., Michigan State University

**HEIDI A. TABOADA**, Assistant Professor of Industrial Engineering, 2007

B.S., Instituto Tecnológico de Zacatepec; M.S., Instituto Tecnológico de Celaya; M.S., Ph.D., Rutgers University

**NANCY GARCIA TAFOYA**, Assistant Professor of Educational Psychology and Special Services, 2001

B.S., University of Texas at El Paso; M.A., Ed.D., New Mexico State University

**VIVEK TANDON**, Associate Professor of Civil Engineering, 1999

B.Tech., Govind Ballabh Pant University of Agriculture and Technology, India;

M.S., University of Texas at El Paso; Ph.D., Penn State University

**ANTHONY J. TARQUIN, P.E.**, Professor of Civil Engineering, 1969

B.S.I.E., M.S.E., Ph.D., University of West Virginia

**MOURAT A. TCHOSHANOV**, Professor of Teacher Education, 1999

B.A., Turkmen State Pedagogical Institute, Turkmenistan; M.A., Ph.D., Kazan State Pedagogical University, Russia

**PATRICIA J. TELLER**, Professor of Computer Science, 1997

B.A., M.S., Ph.D., New York University

**RICHARD V. TESCHNER**, Professor of Languages and Linguistics, 1976

A.B., Stanford University; M.A., Middlebury College; Ph.D., University of Wisconsin

**RACHELLE R. THIEWES**, Professor of Art, 1976

B.A., Southern Illinois University; M.F.A., Kent State University

**SHARON E. THOMPSON**, Assistant Professor of Health Promotion, 1999

B.S., University of Texas at El Paso; M.P.H., University of Texas Health Science Center at Houston School of Public Health; Ph.D., University of New Mexico

**WILBERT HELDE TIMMONS**, Professor Emeritus of History, 1949

B.A., Park College; M.A., University of Chicago; Ph.D., University of Texas at Austin

**JOSEFINA V. TINAJERO**, Professor of Teacher Education, 1981

B.S., M.Ed., University of Texas at El Paso; Ed.D., Texas A&I University

**ROBERTO TINAJERO**, Adjunct Professor of Public Administration for Institute for Policy and Economic Development, 2007

B.S., M.S., The University of Texas at El Paso

**ROBERT DOLF TOLLEN**, Associate Professor Emeritus of Economics and Finance, 1972

B.A., M.A., West Texas State University; Ph.D., University of Texas at Austin

**JOSEPH W. TOMAKA**, Associate Professor of Health Promotion, 1994

B.A., State University of New York College, Geneseo; M.A., Ph.D., State University of New York, Buffalo

**MICHAEL M. TOPP**, Associate Professor of History, 1993

B.A., Trinity College; M.A., Ph.D., Brown University

**CURTIS B. TREDWAY**, Associate Professor of Music, 1993

B.M.E., Florida State University; M.M.E., Ph.D., University of Southern Mississippi

**MARY CORN TREJO**, Assistant Professor of Communication, 1967

A.B., Southwest Missouri State College; M.A., University of Missouri, Columbia;

Ph.D., University of Tulsa

**SAM TRIMBLE**, Associate Professor of Music, 1982

B.M., University of South Florida; M.M., North Texas State University

**LUIS TRUEBA**, Assistant Professor of Metallurgical and Materials Engineering, 2005

B.S., University of Texas at El Paso; Ph.D., University of Missouri-Rolla

**TZU-LIANG TSENG**, Assistant Professor of Industrial Engineering, 2004

B.S., Tung Hai University; M.S., Ph.D., University of Wisconsin

**CHARLES D. TURNER, P.E.**, Professor of Civil Engineering, 1990

B.S., M.S., University of Nebraska at Lincoln; Ph.D., Colorado State University

**CRAIG E. TWEEDIE**, Assistant Professor of Biological Sciences, 2005

B.Sc., B.Sc., Ph.D., University of Queensland; Postdoc, Michigan State University

**GODWIN J. UDO**, Professor of Information and Decision Sciences, 2001

H.N.D., Institute of Management and Technology; M.S., University of Missouri;

Ph.D., Clemson University

**CHAR ULLMAN**, Assistant Professor of Teacher Education, 2005

B.A., University of Wisconsin-Madison; M.A., Northeastern Illinois University; Ph.D., University of Arizona

**LESLIE ULLMAN**, Professor Emerita of Creative Writing, 1979

B.A., Skidmore College; M.F.A., University of Iowa

**BRYAN E. USEVITCH, P.E.**, Associate Professor of Electrical and Computer Engineering, 1995

B.S., Brigham Young University; M.S., Ph.D., University of Illinois, Urbana-Champaign

**LUIS VALDEZ-SANCHEZ**, Associate Professor of Mathematical Sciences, 1995

B.S., University of Texas at El Paso; M.A., Ph.D., University of California, Berkeley

**OSCAR VARELA**, Professor of Economics and Finance, 2007

B.S., M.A., University of New Orleans; M.A., Ph.D., University of Alabama

D.S., M.A., University of New Orleans; M.A., Ph.D., University of Alabama

**NOE VARGAS**, Assistant Professor of Mechanical Engineering, 2007  
B.S., CETYS Universidad, Mexico; M.S., University of Leeds, UK; Ph.D., Arizona State University

**SHAILENDRA K. VARMA**, Professor of Metallurgical and Materials Engineering, 1984  
B.E.Met.E., University of Roorkee, India; M.S., University of Denver; Ph.D., Georgia Institute of Technology

**AARON A. VELASCO**, Associate Professor of Geological Sciences, 2002  
B.S., University of California, Los Angeles; Ph.D., University of California, Santa Cruz

**LETICIA VELAZQUEZ**, Associate Professor of Mathematics, 2000  
B.S., University of Texas at El Paso; M.S., M.A., Ph.D., Rice University

**CHANTAL VELLA**, Assistant Professor of Kinesiology, 2005  
B.S., M.S., California Polytechnic State University; Ph.D., University of New Mexico

**ROBERTO ESCAMILLA VILLARREAL**, Professor Emeritus of Political Science, 1976  
B.S., M.S., Texas A&I University; Ph.D., University of Oklahoma

**RICARDO F. VON BORRIES**, Assistant Professor of Electrical and Computer Engineering, 2004  
B.S., Universidade de Brasilia, Brazil; M.S., Universidade Federal do Rio de Janeiro, Brazil; Ph.D., Rice University

**ELIZABETH J. WALSH**, Associate Professor of Biological Sciences, 1994  
B.S., Ph.D., University of Nevada, Las Vegas

**JOHN WALTON**, Professor of Civil Engineering, 1993  
B.S., Western Illinois University; M.S., University of Virginia; M.S., University of Washington; Ph.D., University of Idaho

**NIGEL WARD**, Associate Professor of Computer Science, 2002  
B.S., University of Michigan; Ph.D., University of California, Berkeley

**WILLIAM G. WEAVER, III**, Associate Professor of Political Science, 1994  
B.A., California State University; M.A., J.D., Ph.D., University of Virginia

**ROBERT GRAVEM WEBB**, Professor Emeritus of Biological Sciences, 1962  
B.S., M.S., University of Oklahoma; Ph.D., University of Kansas

**RONALD J. WEBER**, Associate Professor of History, 1986  
B.A., Fort Hays Kansas State University; M.A., Ph.D., University of Wisconsin

**ROBERT H. WEBKING**, Professor of Political Science, 1978  
B.A., University of Dallas; M.A., Ph.D., University of Virginia

**ZUOBAO "EDDIE" WEI**, Assistant Professor of Economics and Finance, 2002  
B.S., Guangxi University (China); M.E.M., Marriott School of Business, Brigham Young University; M.A., Ph.D., University of New Orleans

**MARY-MARGARET WEIGEL**, Professor of Health Promotion, 2002  
B.A., M.A., Florida Atlantic University; Ph.D., University of California, Los Angeles

**JOHN AUBREY WHITACRE, JR.**, Professor Emeritus of Mechanical and Industrial Engineering, 1959  
B.S., M.S., Texas A&M University

**JAMES L. WHITE**, Professor of Music, 1980  
B.M., East Carolina University; M.M., Baylor University

**RANDOLPH HOWARD WHITWORTH**, Professor Emeritus of Psychology and Criminal Justice, 1960  
B.S., Ph.D., University of Texas at Austin

**RYAN B. WICKER**, Professor of Mechanical Engineering, 1994  
B.S.M.E., University of Texas at Austin; M.S.M.E., Ph.D., Stanford University

**JOHN S. WIEBE**, Associate Professor of Psychology, 1998  
B.A., Ohio Wesleyan University; M.A., Ph.D., University of Iowa

**ELISA WILSON**, Assistant Professor of Music 1998  
D.M.A., University of Illinois

**DAVID H. WILLIAMS**, Professor of Electrical and Computer Engineering, 1978  
B.S.E.E., New Mexico State University; M.S., University of New Mexico; Ph.D., University of Texas at Austin

**LEX WILLIFORD**, Assistant Professor of Creative Writing, 2000  
B.A., M.A., Stephen F. Austin State University; M.F.A., University of Arkansas

**MATTHEW WINSOR**, Assistant Professor of Mathematical Sciences, 2003  
B.A., Brigham Young University; M.A., University of California, San Diego; M.S., Ph.D., University of Iowa

**PATRICIA D. WITHERSPOON**, Professor of Communication, 2000  
B.S., University of Texas at Austin; M.A., University of Wisconsin; Ph.D., University of Texas at Austin

**PIOTR WOJCIECHOWSKI**, Associate Professor of Mathematical Sciences, 1991  
M.A., Warsaw University, Poland; Ph.D., Bowling Green State University

**ALBERT Y. WONG**, Associate Professor of Art, 1986  
B.F.A., Columbus College of Art and Design; M.F.A., Kent State University

**JAMES M. WOOD**, Professor of Psychology, 1993  
B.A., Harvard University; M.Div., Yale Divinity School; M.A., Ph.D., University of Arizona

**RICHARD D. WORTHINGTON**, Associate Professor of Biological Sciences, 1969

B.A., University of Texas at Austin; M.S., Ph.D., University of Maryland

**FEIXUE "FAITH" XIE**, Assistant Professor of Economics and Finance, 2004

B.A., Nanjing University, P.R. China; M.A., Ph.D., University of Pittsburgh

**CHUNG-CHUAN YANG**, Associate Professor of Communication, 2002

B.A., National Kaohsiung Normal University, Kaohsiung, Taiwan; M.A., Ph.D. Ohio State University

**TIM SHEE YAO**, Assistant Professor of Electrical and Computer Engineering, 2002

B.S., National Chiao-Tung University, Taiwan, ROC; M.S., National Taiwan University, Taiwan, ROC; M.S., University of Maryland, College Park;  
Ph.D., University of Maryland, College Park

**MICHAEL A. ZÁRATE**, Professor of Psychology, 1990

B.A., University of California, Santa Barbara; M.A., Ph.D., Purdue University

**JIANMEI ZHANG**, Assistant Professor of Industrial Engineering, 2006

B.S., M.S., Beijing University of Posts & Telecom, China; Ph.D., Kansas Tate University

**JIANYING ZHANG**, Assistant Professor of Biological Sciences, 2002

M.S., Henan Medical University [PRC]; M.P.H., Xi'an Medical University [PRC];  
Ph.D., Xiamen University [PRC]

**RAYMOND A. ZIMMERMANN, JR.**, Professor of Accounting, 1992

B.A., M.A., J.D., St. Mary's University; LL.M., University of Denver, School of Law;  
Ph.D., Texas Tech University

**DAVID ZUBIA**, Associate Professor of Electrical and Computer Engineering, 2001

B.S.E.E., M.S.E.E., University of Texas at El Paso; Ph.D., University of New Mexico



**PROFESSIONAL LIBRARY STAFF**

---

**JOSEFA ALVAREZ**, Head, Media and Microforms, 1997

B.S., New Mexico State University; M.L.I.S., University of Texas at Austin

**ROBERTA ARNEY**, Head, Documents, 1988

B.S., University of Texas at El Paso; M.S.L.S., North Texas State University

**LISA M. BORDEN**, Electronic Resources Reference Librarian, 1999

B.S., Michigan State University; M.L.I.S., Wayne State University

**HARVEY CASTELLANO**, Humanities Reference Librarian, 1998

B.A., University of Texas at El Paso; M.S.L.S., University of North Texas

**SEBASTIAN DIAZ, JR.**, Head, Administrative Services-Library, 1992

B.B.A., M.L.I.S., University of Texas at El Paso; M.L.I.S., University of Texas at Austin

**MARY DUFFY**, Head of Library Information Resources Services, 1996

B.A., Loretto Heights College, Denver, Colorado; M.L.I.S., San Jose State University

**LILIA FERNANDEZ**, Business Reference Librarian, 1993

B.B.A., University of Texas at El Paso; M.L.S., University of Texas at Austin

**CHARLES GAUNCE**, Law Reference Librarian, 2002

B.A., University of Minnesota; J.S., University of Tulsa; M.L.I.S., University of Oklahoma, Norman

**NANCY HILL**, Head, Acquisitions and Cataloging, 2002

B.A., Michigan State University; M.L.S., University of Michigan

**LAURA HOLLINGSBED**, Librarian, Processing Archivist, 2001

B.A., M.A., University of Texas at El Paso; M.S.I.S., University of Texas at Austin

**LUKE JASTRZEBSKI**, Associate Director for Public Services and Reference/Documents, 1989

B.A., Queens College; M.L.S., Pratt Institute; M.A., New York University

**CAROL KELLEY**, Associate Director for Collections and Bibliographic Services, 1989

B.A., East Texas State University; M.L.S., University of Illinois

**ROBERT KLAPTHOR**, Science Reference Librarian, 1996

B.A., Hope College; M.S., Indiana University; M.L.S., Indiana University

**DEBJANI MUKHOPADHYAY**, Engineering Reference Librarian, 2002

B.A., M.A., B.Ed., University of Calcutta, India; M.L.S., Texas Woman's University

**KATHRYN POORMAN**, Cataloging Librarian, 2001

B.A., Milligan College-Tennessee; M.I.S., University of North Texas

**CLAUDIA RIVERS**, Head, Special Collections, 1991

B.A., M.L.S., University of Texas at Austin

**ANTONIO RODARTE**, Head, Access Services, 1976

B.A., University of Texas at El Paso; M.L.S., University of Arizona

**KRISTIN SANCHEZ**, Health Sciences Librarian, 2005

B.S., University of Texas at El Paso; M.L.I.S., University of Texas at Austin

**JUAN A. SANDOVAL II**, Art and Chicano Studies Reference Librarian, 1981

B.A., Adams State College; M.A.L.S., University of Denver

**ROBERT L. STAKES**, Interim Director of the University Library, 2005

B.B.A., M.B.A., Lamar University

**LISA WEBER**, Systems Librarian, 1992

B.A., Northern Arizona University; M.L.S., University of Arizona

**ABBIE WEISER**, Librarian, Processing Archivist, 2006

B.A., George Washington University; M.S.I.S., University of Texas at Austin







## ADMINISTRATIVE STAFF

---

**RICARDO ADAUTO III, J.D.**, Vice President for Institutional Advancement and Oversight, 1988

B.S., University of Texas at El Paso; J.D., University of California at Berkeley School of Law

**ROBERT L. ANDERS**, Dean, School of Nursing, 2002

B.S., Union College, Lincoln, Nebraska; M.S., Dr.P.H., University of Hawaii

**PABLO ARENAZ**, Vice Provost of Graduate Studies and Dean of the Graduate School, 1984

B.S., M.S., University of Nevada, Reno; Ph.D., Washington State University

**DANIEL AVITIA JR.**, Director, Purchasing and General Services, 1995

B.A., University of Texas at El Paso

**GEORGE BARTON**, Director, Career Services, 2007

B.A., Kutztown University of Pennsylvania; M.Ed., Pennsylvania State University; Ed.D., New Mexico State University

**KATHRYN BONANSINGA**, Director, University Art Galleries, 2000

B.A., University of Michigan; M.A., University of Illinois, Urbana-Champaign

**JULIETTE M. CAIRE**, Director, GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs), 2001

B.S.W., M.Ed., University of Texas at El Paso

**PATRICIA CARO**, Director, Academic Advising Center, 1987

B.S., University of Texas at El Paso

**NORMA CHACON**, Director, High School Equivalency Program, 1987

B.B.A., University of Texas at El Paso

**BEVERLEY CHAPMAN**, Assistant to the Vice President for Business Affairs, 1998

B.S.B., University of Phoenix

**IRASEMA CORONADO**, Associate Provost, 1999

B.A., University of South Florida; M.A., Ph.D., University of Arizona

**KATHLEEN A CURTIS**, Dean, College of Health Sciences, 2007

B.S., Northeastern University; M.S., San Jose State University; Ph.D., The University of California, Los Angeles

**HOWARD C. DAUDISTEL**, Dean, College of Liberal Arts, 1997

B.A., M.A., Ph.D., University of California, Santa Barbara

**OFELIA A. DOMINGUEZ**, Director, Union Services, 1998

B.A., M.A., University of Texas at El Paso

**AMALIA DUDZIENSKI**, Director, Student Health Center, 2004

B.S.N., M.S.N., University of Texas at El Paso

**GARY E. EDENS**, Dean of Students, 1989

B.B.A., M.P.A., University of Texas at El Paso

**DONNA EKAL**, Associate Provost

**ESTRELLA ESCOBAR**, Assistant to the President, 2001

B.A., M.A., University of Texas at El Paso

**EDITH FERNANDEZ**, Director, Student Development Center, 2006

B.A., University of Nevada, Reno; M.P.A., University of Nevada, Las Vegas; Ed. M., Harvard University; Ph.D., University of Michigan

**ELIZABETH FLORES, C.P.A.**, Associate Provost for Resource Management, 1992

B.B.A., University of Texas at El Paso

**KATHLEEN FLORES**, Director of Student Publications, 1978

B.F.A., Texas Tech University

**LILLIAN GALLEGOS-MARTINEZ**, Director, Miner Gold Card Office, 2005

B.Acc., University of Texas at San Antonio; M.B.A., Our Lady of the Lake University

**CHARLIE GIBBENS**, Director, Residence Life, 2004

B.A., University of Northern Colorado; M.A., University of Missouri, Kansas City

**JUAN GONZALEZ**, Director, Student Business Services, 1995

B.B.A., University of Texas at El Paso

**JUAN M. GUERRA, JR.**, Director, Facilities Services, 2003

B.S.C.E., Stanford University; M.S.C.E., University of California, Berkeley;

M.A., Webster University

**LUISA M. HAVENS**, Director, Admissions and Recruitment, 2007

B.S., M.S., Ph.D., University of Idaho

**JOSE CARLOS HERNANDEZ, CPA**, Associate Vice President for Business Affairs and Comptroller, 1988

B.B.A., M.Ed., University of Texas at El Paso

**CAROL B. HICKS**, Director, Educational Talent Search, 1990  
B.S., M.Ed., University of Texas at El Paso

**SANDRA R. HURLEY**, Associate Provost for Faculty and Academic Affairs, 1994  
B.S., M.A., Ph.D., New Mexico State University

**RICHARD JARVIS**, Provost and Vice President for Academic Affairs, 2005  
B.A., Ph.D., Cambridge University, England

**RAUL LERMA**, Director, Financial Aid, 1987  
B.A., University of Texas at El Paso

**ALBERTO LOPEZ**, Assistant Vice President for Institutional Advancement, 1983  
B.A., M.A., Austin College

**CARLOS MARTINEZ**, Director, Budget, 1999  
B.B.A., University of Texas at El Paso

**ROY MATHEW**, Director, Center for Institutional Evaluation, Research and Planning, 2004  
B.A., M.U.P.P, Ph.D., University of Illinois at Chicago

**GREGORY L. McNICOL**, Associate Vice President for Facilities Services, 2001  
B.A.R., Texas Tech University

**HARRY MEEUWSEN**, Associate Provost, 2000  
B.S., Catholic Academy of Physical Education, Tilbury Netherlands; M.S., University of New Hampshire; Ph.D., Louisiana State University

**RUBEN MORENO**, Director, College Assistant Migrant Program (CAMP), 2000  
B.S., The University of Texas at El Paso; M.A., Webster University

**ANNY MORROBEL-SOSA**, Dean, College of Science, 2007  
B.Sc., University of Puerto Rico; M.S., State University of New York at Stony Brook; Ph.D., University of Southern California

**ROBERT D. MOSS**, Director, Environment Health and Safety, 1992  
B.S.C.E., University of Texas at El Paso

**HECTOR MUÑOZ**, Director, Recreational Sports Department, 1987  
B.S., University of Chihuahua; M.S.E., University of Kansas

**ROBERT NACHTMANN**, Dean, College of Business Administration, 2005  
B.S., City College of New York, M.B.A., Long Island University; D.B.A., Indiana University

**DIANA S. NATALICIO**, President, 1971  
B.S., St. Louis University; M.A., Ph.D., University of Texas at Austin

**M. SUSANA NAVARRO**, Director, El Paso Collaborative for Academic Excellence 1991  
B.A., University of Texas at El Paso; Ph.D., Stanford University

**ROBERTO A. OSEGUEDA**, Vice President for Research, 1987  
B.S., M.S., Ph.D., Texas A & M University

**VICTOR PACHECO**, Assistant Vice President for Business Affairs, 2000  
B.Acc., M.B.A., Ph.D., New Mexico State University

**ANNABELLE PADILLA**, Director, University Bookstore, 1989  
A.A., El Paso Community College

**RICHARD PADILLA**, Vice President for Student Affairs, 1994  
B.A., Bellarmine College; M.Div., Catholic Theological Union; Ed.D., University of Houston

**ANDREW M. PEÑA SPHR**, Director, Human Resource Services, 2001  
B.B.A., Our Lady of the Lake University; M.B.A., St. Mary's University

**WILLIAM PETERS, CPA**, Director, Auditing and Consulting Services, 2001  
B.B.A., Texas Tech University

**AUDREY PRICE**, Assistant Vice President for Advancement Services, 1996  
B.B.A., University of Texas at El Paso

**SYLVIA "TESSY" RAPPÉ**, Director, Business Services, 1995  
B.B.A., University of Texas at El Paso

**JOSE RIOJAS**, Vice President for Strategic Initiatives, 2006  
B.S., U.S. Military Academy, West Point

**STEPHEN RITER, P.E.**, Vice President for Information Resources and Planning, 1980  
B.A., B.S.E.E., Rice University; M.S., Ph.D., University of Houston

**RICHARD T. SCHOEPHOERSTER**, Dean, College of Engineering, 2007  
B.S., M.S., Ph.D., The University of Iowa

**MIGUEL SIFUENTES**, Registrar, 1986  
B.A., M.Ed., University of Texas at El Paso

**MAGGY SMITH**, Vice Provost for Undergraduate Studies and Dean of University College, 1987  
B.A., M.A., State University of New York, Fredonia; Ph.D., Rensselaer Polytechnic Institute

**DENNIS L. SODEN**, Director, Institute for Policy and Economic Development and Western Hemispheric Trade Professor of Policy Studies, 1996  
B.S., University of California at Riverside; M.A., University of Southern California; Ph.D., Washington State University

**EDMUNDO SOLTERO**, Director, Facility Planning and Construction, 2006

B.Arch., University of Houston; M.B.A., University of Texas at El Paso

**MICHAEL L. SPENCE**, Director, Special Facilities Management, 1985

B.S., M.A., University of Texas at El Paso

**ROBERT L. STAKES**, Associate Vice President for Information Resources and Planning, 2005

B.B.A., M.B.A., Lamar University

**PAUL STRESOW**, Interim Director, Parking and Transportation Services, 2005

B.B.A., M.B.A., M.P.A., University of Texas at El Paso

**ROBERT W. STULL**, Director, Intercollegiate Athletics, 1998

B.A., M.A., Kansas State University

**SHERRI I. TERRELL**, Director, Counseling Center, 2002

B.S., M.A., Ed.D., Western Michigan University

**JOSEFINA V. TINAJERO**, Dean, College of Education, 1981

B.S., M.Ed., University of Texas at El Paso; Ed.D., Texas A & M University

**ANTHONY TURRIETTA, CPA**, Director, Accounting and Financial Reporting, 2005

B.B.A., B.Acc., New Mexico State University

**SANDRA VASQUEZ**, Director, Institutional Compliance, 1994

B.B.A., C.I.S., University of Texas at El Paso

**CYNTHIA VIZCAÍNO VILLA, CPA**, Vice President for Business Affairs, 1987

B.B.A., M.Ed., University of Texas at El Paso

**CLIFTON WALSH**, Chief of University Police, 2005

B.S., Park University; M.B.A., Webster University

**DOROTHY WARD**, Associate Dean of University College/ Director, University Studies, 1988

B.A., M.A., University of Texas at El Paso; Ph.D., University of North Texas

**CRAIG WESTMAN**, Associate Provost for Enrollment Management, University College, 2007

B.A., M.A., Florida Atlantic University; Ph.D., Florida State University