



THE UNIVERSITY OF TEXAS AT EL PASO
COLLEGE OF BUSINESS ADMINISTRATION

Spring 2022

HANDBOOK

MS in Economics with

Data Analytics

The University of Texas at El Paso

HANDBOOK

Master of Science in Economics

with Data Analytics

College of Business

Administration

The University of Texas at El

Paso

Spring 2022

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INTRODUCTION

Welcome to the MS in Economic with Data Analytics (MS Economics) Program. We hope that your time in the program will be challenging and gratifying. This handbook was developed as an information resource. You are responsible for knowing these policies and adhering to them. You will also find it to be a convenient reference to the services provided by the College of Business (COBA) and the University. If you would like additional information, please contact us Dr. John Gibson at jdgibson@utep.edu.

The purpose of this handbook is to acquaint applicants and students with the rules, policies, and procedures governing the MS Economics Program in the College of Business Administration at The University of Texas at El Paso.

The Graduate School of The University of Texas at El Paso grants the MS degree and establishes minimum standards for all graduate students in the University. These standards are described in the Student Handbook, which can be found at <http://catalog.utep.edu/grad/>.

Within these standards, individual academic units establish detailed requirements and procedures for completion of their graduate programs. Questions not addressed in this handbook should be directed to the Graduate School Office, Academic Services Building, Room 223, Phone: (915) 747-5491.

MS Economics Coordinator

Dr. John Gibson

College of Business Administration Room 226

Phone: (915) 747-5435

jdgibson@utep.edu

College of Business Administration Directory

The faculty profiles of the College of Business Administration can be found at:

<http://www.utep.edu/business/people/faculty-profiles.html>

Academic Calendar

The academic calendar can be found at: <http://www.utep.edu/Calendar>

The MS Economics Program's policies and University policy is subject to change at the University's discretion.

Title IX

The University of Texas at El Paso is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in any federally funded educational programs or activities.

Title IX protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination including sexual misconduct, sexual harassment, and acts of sexual violence. Sexual violence may include rape, sexual assault, sexual battery, sexual coercion, stalking, and relationship violence. Title IX prohibits institutions from excluding, separating, denying benefits, or otherwise treating individuals differently on the basis of sex. Sex based discrimination is prohibited at UTEP both by law and by University and UT System policies.

For additional information or questions, please contact the Title IX Coordinator, who can be reached by phone at (915) 747-8358, by email at titleix@utep.edu, or by mail at 500 W. University Ave., El Paso, TX 79968, Kelly Hall, Room 312. In addition to or in lieu of contacting the Title IX Coordinator, inquiries relating to Title IX may also be sent to the Assistant Secretary of the Office for Civil Rights.

OVERVIEW OF MASTER OF SCIENCE IN ECONOMICS PROGRAM

The program is designed to be completed in three semesters, including one course taken during a summer term. Upon successful completion of the program, students will receive both a Master's degree in Economics from the College of Business Administration and a Graduate Certificate in Big Data Analytics from the College of Science. Students in the MS Economics program are required to complete a minimum of 32 hours of coursework, including 12 hours in the common body of knowledge in Economics, 8 hours in Data Analytics, and 12 hours in electives.

MS ECONOMICS REQUIREMENTS

Common Body of Knowledge (12 semester hours)

Entering students must take Economics Foundation courses and demonstrate competency in the knowledge areas represented. The Economics Foundation courses are the following:

ECON 5305	Mathematical Economics (Counts to Data Analytics Certificate)
ECON 5305	Microeconomics Theory
ECON 5370	Applied Econometrics
ECON 5303	Macroeconomics Theory

Data Analytics (8 semester hours)

STAT 5329	Statistical Programming
STAT 5474	Intro to Data Mining
STAT 5195	Graduate seminar

Prescribed Electives (3 semester hours)

Students may select 3 credit hours from the list of courses below.

ECON 5371	Forecasting (Counts to Data Analytics Certificate)
ECON 5372	Panel Data (Counts to Data Analytics Certificate)

Elective courses (9 semester hours)

Students are required to complete 9 credit hours of coursework in courses that contribute to their career goals.

PROGRAM OVERVIEW

ACADEMIC LEARNING AND PROGRAM STRUCTURE

The Master of Science in Economics program provides students with a theoretical framework for understanding core economic concepts, such as microeconomics, macroeconomics, and econometrics, while also providing students with hands-on experience using large datasets and statistical software, such as STATA, R, and Python. Along with these core courses, students can also choose electives in areas such as public economics, urban economics, and border economics, among others (pending course availability).

CURRICULUM MAP

Typically, students will begin the program in a Fall semester, and complete the program the following Fall semester.

FALL

ECON 5305	Mathematical Economics	3 hours
ECON 5302	Microeconomic Theory	3 hours
ECON 5370	Econometrics	3 hours

SPRING

ECON 5303	Macroeconomic Theory	3 hours
ECON 5371 (or ECON 5372)	Forecasting or Panel Data	3 hours
ECON 5330	Public Sector Economics (or another elective)	3 hours
STAT 5195	Graduate Seminar	1 hour

SUMMER

STAT 5325 Statistical Programming 3 hours

FALL

STAT 5474 Data Mining 4 hours

ECON 5334 Urban Economics 3 hours
(or another elective)

ECON XXXX Final Elective 3 hours
(Economics or related area)

Time Limits

Students should complete all requirements for the master's program in two (2) years. This program is designed to be completed in three semesters, including one course taken during a summer term. If the student chooses, he or she may take a fourth semester to complete all coursework.

Academic Standards Letter Grades

Letter grades are assigned as follows:

Letter Grade	Grade Points
A	4.0
B	3.0
C	2.0
D	1.0
F	0.0
I	Incomplete
N	No grade
W	Withdrawal

"Incomplete" Grade

A grade of "Incomplete" (I) may be given only in those instances in which the student has not been able to complete all the assigned projects and/or examinations in a course due to illness or other unforeseeable and compelling circumstances. "Incompletes" are not available to students who have not satisfactorily completed the other academic requirements of the course. Assignment of a grade of "Incomplete"

requires the instructor to file with the MS Economics Program Coordinator an outline of the work to be completed and the time span (not to exceed one calendar year) allowable for completion. The current "Incomplete" grade policy allows a student one year to complete an "I" grade before it reverts to "F". The default "F" grade will become the grade of record if the "I" is not replaced by a permanent grade within twelve (12) months after the close of the term for which the "I" is assigned.

"F" Grade

Grades of "F" receive no credit (neither quality points nor hours earned). If a student receives an "F" in a required course, the student will be automatically dismissed from the program. "F" grades are computed in the overall GPA.

COURSEWORK STAGE

Full-Time Status

All students in coursework must be registered for a minimum of nine (9) credit hours during each Fall and Spring semester to be considered full time for loan agencies, immigration service, and tuition award purposes.

Changes in Grade

Graduate students must submit a written request for a grade change to the faculty of record as soon as possible after receipt of the grade but not later than one (1) year after the semester in which the course in question was taken. 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 MS Economics Program Coordinator, and the college Dean. Students will receive notification of approved changes.

Grades may be changed as a result of:

- a. Grade change initiated by the instructor and approved by the MS Economics Program Coordinator and the Dean of COBA;
- b. Disciplinary action imposed by the Dean of Students or Hearing Officer for violation of University rules; or
- c. Action taken by the Student Welfare and Grievance Committee in grade appeal procedures.

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

Grade changes from one letter grade to another (e.g., B to A) cannot be made if that grade change is a result of work completed by the student after the semester is over.

Leave of Absence

Since continuous, active, full-time participation in the MS Economics Program is essential for proper graduate training, a leave of absence will be granted only in extreme situations. Requests must be documented within the first month of the student's planned leave. Students are encouraged to communicate their needs with CASS who may then provide the program with documentation. Please keep in mind that "Personal reasons" are not sufficient for leave of absence.

Course Withdrawals

Students may drop individual courses or completely withdraw from the University. Refer to the on-line Academic Calendar at <http://www.utep.edu/Calendar> or to the Class Schedule to identify the dates during which adds, drops, and withdrawals may occur.

Academic Review

Each student's academic progress must be evaluated each semester by the course instructors. Students' performance in required courses will be used to for academic evaluation and standing within the program. Students who choose to appeal their assessment of academic progress should notify the Program Coordinator in writing. Such grievances will be considered by the Program Coordinator and the Department of Economics and Finance Graduate Curriculum Committee.

Probation & Academic Dismissal

At the end of a semester or at the end of the academic year, any student who has a cumulative GPA below 3.0 in the program will be placed on academic probation. Students not meeting the written terms of their academic probation will be academically dismissed from the University by the Graduate School. The Graduate School will be notified in writing of all such academic dismissals.

Reinstatement

A student who has been officially dismissed and seeks reinstatement must submit a formal request for reinstatement along with a supporting statement of explanation to the MS Economics Coordinator. The request will be reviewed by the COBA Graduate Curriculum Committee. Students who left the program for personal reasons are allowed to request reinstatement.

Assistantships

Students who are awarded graduate assistantships will be required to work for 20 hours per week under the supervision of a COBA Professor. Assignments may include research or teaching responsibilities, as well as other assignments that are needed to assist the Department. Assistantships are awarded on a yearly basis. Continuation of an assistantship is based on good academic standing, with a GPA equal to or greater than 3.0, satisfactory teaching evaluations, and satisfactory research performance. Assistantships are awarded for a period of nine months. Students holding assistantships must maintain full registration concurrent with their appointments (normally 9 credit hours per semester) during the Fall and Spring semesters.

Assistantship Review Procedures

All students admitted into the MS Economics program are given the opportunity to apply for Teaching Assistant positions. A call for applications will go out in early Summer and decisions will be made prior to the Fall semester. Applicants for these positions are reviewed based on their undergraduate performance (GPA and courses taken) as well as their personal statement.

DISCIPLINARY PROCEDURES FOR ACADEMIC INFRACTIONS

Preamble

The Board of Regents requires that all infractions relating to student conduct and academic dishonesty be adjudicated by the Dean of Students. This process is detailed in Section II: Student Affairs, Chapter 1: Student Conduct and Discipline, of the Handbook of Operating Procedures. The current electronic version is available at <https://www.utep.edu/hoop/>