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THE UNIVERSITY OF TEXAS
OF THE
PERMIAN BASIN
GRADUATE STUDIES

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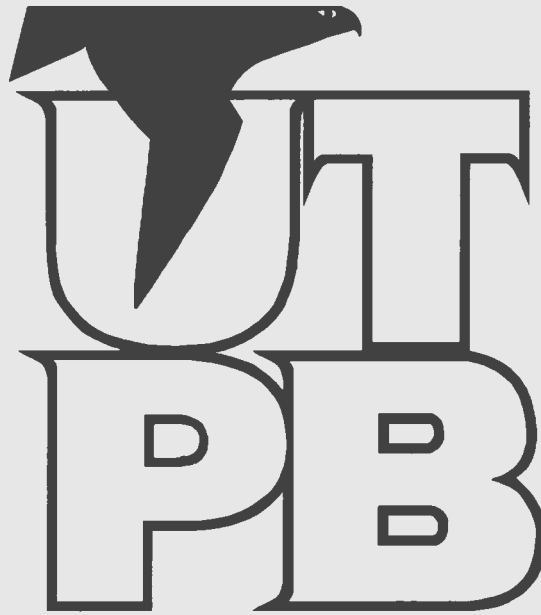


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Graduate Studies



THE UNIVERSITY OF TEXAS
OF THE PERMIAN BASIN

CATALOG 2000—2002

First Distributed in July 2000

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Graduate Areas of Study at The University of Texas of the Permian Basin

Subject	Masters Degree	Supporting Courses	Certification*/Preparation
Accounting & Info. Systems	MPA		CPA
Biology	MS		
Business Administration	MBA		
Chemistry		Yes	
Criminal Justice Administration	MS		
Education/Bilingual/ESL	MA		Endorsement
Education/Counseling	MA		LPC/Professional School Counseling
Education/Educational Leadership	MA		Mid-Management/Superintendent
Education/Early Childhood	MA		Endorsement
Education/Professional Education	MA		Elementary/Secondary/All Level
Education/Reading	MA		Reading Specialist
Education/Special Education	MA		Endorsement/Diagnostician
English	MA		
Geology	MS		
History	MA		
Kinesiology	MS		
Mathematics		Yes	
Psychology/Applied Research	MA		
Psychology/Clinical	MA		LPC
Sociology		Yes	
Spanish		Yes	

*Certification by the appropriate agency generally requires specific courses, experience, and tests. Consult the major area advisor for further information.

Table of Contents

The University	5
Role and Mission	5
Officers	6
Calendar	7
Learning Resources	8
University Centers and Institutes	10
Graduate Studies	13
Programs Available in Graduate Studies	14
Admissions	15
International Students	18
Acceptance and Status	20
Financial Assistance	22
Services For Graduate Students	24
Student Life	25
Activities and Organizations	25
PASS Center	26
Regulations Governing Student Conduct	27
Registration	31
Tuition, Fees and Deposits	33
Residency for Tuition	33
Regulations on Tuition and Fees	34
Payment of Tuition and Fees	35
Sample Total Tuition and Fees for a Semester	40
Graduate Academic Regulations	42
Student Responsibility.....	42
Transfer Credits.....	42
Self-Paced/Independent Study	43
Technology Assisted Study/Contract Study	43
Course Load	44
Attendance	44
Academic Honesty	45
Grading Policy and Academic Progress	45
Academic Appeals/Readmission	46
Drops/Adds/Withdrawals	47
Program Planning	48
Requirements for Completion of the Degree	48
College of Arts and Sciences	50
Department of Behavioral Science	50
Department of Humanities and Fine Arts	50
Department of Science and Mathematics	51
School of Business	52
School of Education	53
Graduate Programs	55
Accountancy (Professional)	55
Biology	60
Business Administration	62

Criminal Justice Administration	67
Education	70
Bilingual/ESL	72
Counseling	74
Early Childhood Education	75
Educational Leadership	77
Professional Education	79
Reading	81
Special Education	82
Teacher Certification/Endorsements (Non-degree)	84
Education Course Listings	85-90
English	91
Geology	95
History	98
Kinesiology	101
Psychology	106
Special Courses	110
Graduate Faculty	112-115
Appendix A: General Financial Aid Information	116
Index	122
Key Phone Numbers	125
Campus Map	126



This catalog is a general information publication only, and it is not intended to nor does it contain all regulations that relate to students.

The University

The University of Texas of the Permian Basin, a component of The University of Texas System, is a general academic teaching institution. During the 1997-1998 academic year, the University celebrated its twenty-fifth year of operation. The University was authorized by the 61st Legislature in 1969 as an upper-level campus to offer bachelor's and master's degree programs. The University received authority to add freshman and sophomore classes in May 1991.

Today, the University has approximately 2,200 students in the programs in Arts & Sciences, Business, and Education. The campus has the latest in teaching technologies in its classrooms, modern research facilities and a new student housing complex, which opened in 1996, Visual Arts Studios, which opened in 2000 and a new Library/Lecture Center, scheduled to open in 2001. The University also offers classes throughout the Permian Basin through the Regional Electronic Academic Communications Highway (REACH), which connects the University with area community colleges and schools.

The University is located in the heart of the Permian Basin, one of the richest mineral producing regions of the world. Its twin city locus places it in the commercial and financial center of the region, which encompasses 370,000 people. The Permian Basin is a diverse community of many cultures and peoples. It has a dynamic growing economy anchored in oil and gas production, retail and whole trade and technology. The University offers students an excellent environment for learning and personal growth.

Role and Mission

As a component of The University of Texas System, The University of Texas of the Permian Basin provides equal opportunities in higher education for all qualified students. The University has served a multicultural, student body of non-traditional commuting and traditional residential students. Undergraduate programs at the University balance a curriculum in the liberal arts and sciences with preparation for professional specializations. Graduate programs provide regionally appropriate professional and academic studies.

The mission of The University of Texas of the Permian Basin is to provide all students a quality education in a supportive academic environment; to promote excellence in teaching, research, creative production and scholarship; and to serve as a resource for the intellectual, social, economic and technological advancement of the Permian Basin.

The University seeks to achieve its mission as a regional institution by offering to both traditional and nontraditional students an environment of support and collegiality in which to pursue their educational goals. Students at the University will be well prepared for careers or continuing education in business, education, the natural and social sciences, and the humanities and fine arts. They will be expected to develop skills in written and oral communication, and to gain the historical and cultural perspective necessary for critically evaluating and solving problems arising in all areas of the human experience. The University believes that educated persons are articulate and informed citizens who remain active learners throughout life and are able to assume positions of responsibility in their professions and communities.

The University of Texas of the Permian Basin is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; Telephone number 404-679-4501) to award Bachelor's and Master's degrees.



Charles A. Sorber, PhD
President

As President of the University, Dr. Sorber has provided leadership to bring the first building activities on campus in 25 years. At the same time, he has worked to increase student scholarships, improve relationships between the University and the communities of the Permian Basin, expand educational opportunities to the Permian Basin through the REACH program (distance learning), and build strong relationships in the educational community to lead the University in the new century. Dr. Sorber is a registered professional engineer with professional and research interests in environmental engineering. He has strong ties to his academic discipline through professional affiliations.

A handwritten signature in dark ink, appearing to read "Charles A. Sorber", written over a light-colored rectangular background.

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Cathie H. Tinney Assistant Vice President for Graduate Studies

James N. Olson Dean, College of Arts & Sciences

G. Peter Ienatsch Dean, School of Education

Geralyn M. Franklin Dean, School of Business

University Calendar

The University

Fall 2000

Registration	Aug. 21, 22
Classes Begin	Aug. 24
Last Date of Late Registration	Aug. 30
Last Day to Add a Course	Aug. 30
Labor Day Holiday	Sept. 4
Last Day to Drop with 100% refund	Sept. 11
Last Day to file for Graduation	Sept. 11
Last Day to Drop without creating an Academic Record	Sept. 11
Last Day to Withdraw or Drop	Oct. 26
Last Day to Submit Master's Thesis and Reports to Committee	Oct. 27
Last Day to Add Self-Paced Courses	Nov. 13
Last Day to Take Oral Exam (Graduate Students)	Nov. 22
Thanksgiving Holiday Begins at 5 p.m.	Nov. 22
Thanksgiving Holiday	Nov. 23, 24
Last Regular Class Day	Dec. 5
Last Day to Submit Final Copies of Approved Thesis or Report to Graduate Studies Office	Dec. 8
Final Exams	Dec. 6 - 12
Semester Ends	Dec. 15
Commencement	Dec. 16

Spring 2001

Registration	Jan. 10, 11
Classes Begin	Jan. 16
Martin Luther King Day -- Classes Dismissed	Jan. 15
Last Date of Late Registration	Jan. 19
Last Day to Add a Course	Jan. 19
Last Day to drop with 100% refund	Jan. 31
Last Day to file for Graduation	Feb. 2
Last Day to drop without creating an Academic Record	Jan 31
SPRING BREAK	Mar. 12 - 16
Last Day to Withdraw or Drop	Mar. 30
Last Day to Submit Master's Thesis and Reports to Committee	Mar. 30
Last Day to Add Self-Paced Courses	Apr. 13
Last Day to Take Oral Exam (Graduate Students)	Apr. 20
Last Regular Class Day	May 1
Last Day to Submit Final Copies of Approved Thesis or Report to Graduate Studies Office	May 4
Final Exams	May 2-8
Semester Ends	May 11
Commencement	May 12

The University

Information Resource Access Policy.

The following policy will govern student access to state owned information resources at The University of Texas of the Permian Basin.

- a. Only individuals showing enrollment in the current semester will be provided access to UT Permian Basin information resources. For the sake of this policy, enrollment in any summer term will constitute acceptable enrollment for the entire summer.
- b. If a student is involved in research with a faculty member, the student **MUST** enroll in a research course, and pay the appropriate tuition and fees in order to have access to UT Permian Basin information resources.
- c. Students who have received a grade of "incomplete" in a prior semester and who require access to UT Permian Basin information resources as a legitimate requirement for completing the course will be required to pay the established computer processing fee, network fee, and any other information resource fees currently in effect prior to being provided information resource access. See pages 36-39 for details on information resource fees.

Learning Resources

Information Resources Division

The Information Resources Division (IRD) provides computer, networking, telecommunications, and videoconferencing support to the University community. Computer support is provided through the operation of local mini- and microcomputer facilities. These facilities include the computer classroom, the student computer lab and the campus fiber-optic data communications network.

Access is also provided to remote systems via the University's connection to the Texas Higher Education Network (THENet). This connection provides wide-area data connectivity. Telecommunications support is provided through the operation of the local private branch exchange. This system provides voice and data telecommunications services and voice mail services to students, faculty, and staff. Videoconferencing services are provided through the University's interactive videoconferencing facility. This facility is available for academic and administrative uses and provides global teleconferencing capabilities. Information Resources Division staff members are available to assist users in solving technical problems and in selecting appropriate technological tools.

The J. Conrad Dunagan Library

The J. Conrad Dunagan Library is a blend of traditional resources and new technology, pursuing a vision of becoming the learning nexus for the University community by promoting information literacy, offering innovative services and fostering lifelong learning behaviors. Ongoing workshops, classes and individual instruction promote command of the information technology skills needed to compete successfully in the coming century.

There is a core print collection of more than 700 of the most widely used academic journals, with another 4000 journals available full-text by means of online electronic data bases. The library holds 220,000 volumes, with another 600,000 titles available on microforms. By means of the public access catalog, students can track more than 10 million titles available in libraries across the nation, with many of these accessible through interlibrary loan. The video collection has grown in recent years to more than 1600 tapes. Cooperative agreements with other components of The University of Texas System and other regional groupings make locating and accessing materials a routine process. A modern computer lab within the library facilitates the connection between information gathering and information resources and supports independent learning as well as classroom innovation.

Other types of resources are available in Special Collections, particularly items relating to the history of the Permian Basin area and the western region of the United States. These materials include materials by and about J. Frank Dobie, the papers of regional leaders John Ben Shepperd and J. Conrad Dunagan, manuscripts of important Texas writers, a Texana history collection, Spanish language materials, unique collections of regional photographs, and The University Archives. The University is a Regional Historical Resource Depository.

The Writing Center

Assistance with all types of writing assignments is provided by the Writing Center. Style Manuals and documentation advice are also available.

Writing assistance is available to any student during the hours scheduled. Practice in teaching writing is available to English Graduate Students under the supervision of the graduate faculty.

Regional Electronic Academic Communications Highway (REACH) Program Center

The Regional Electronic Academic Communications Highway, or REACH for West Texas, is a collaboration among regional universities, community colleges, area school districts and The University of Texas of the Permian Basin to provide

students from grade school to graduate school the most advanced, efficient learning technologies available. The heart of the project is the REACH Program Center, located on the UT Permian Basin campus and governed by the partner institutions collectively. The Center is responsible for the coordination and deployment of resources in support of the entire program, including:

- Distance learning systems, utilizing two-way interactive video technology to enable the sharing of courses, as well as expert faculty and staff, among partner institutions.
- Development of courses and programs to be delivered over the World Wide Web.
- Exchange of courses and programs with other UT System component institutions through UT TeleCampus.
- Multimedia learning resource centers, including audio, video and data resources together with equipment appropriate for their delivery.
- Access to electronic library resources including full-text retrieval services, electronic abstract and indexing services and many national and international university card catalogs.



Learning Resources

University Centers and Institutes

Center for Energy and Economic Diversification

The Center for Energy and Economic Diversification (CEED) encompasses The University of Texas of the Permian Basin research and extension programs targeted at strengthening the economic development of the region. CEED is housed in a special use facility, which carries its name and which has become the focal point for economic development in West Texas. Programs housed in CEED include the Economic Development Administration University Center, the Small Business Development Center, and the Petroleum Industry Alliance.

Economic Development Administration University Center

Section 301(a) of the Public Works and Economic Development Act of 1965 states:

"The University Center program provides funding assistance to selected colleges and universities to mobilize the institutional resources in addressing economic development of distressed areas. Features of the program are as follows:

- Funded on an annual basis
- Matching fund requirement from the host institution
- Generally have designated service areas
- Serve as "windows" to the educational resources of the host institution

Capabilities of EDA funded university centers include the following:

- Feasibility studies
- Market analysis
- Economic development strategies
- Specific problem research on subjects involving engineering environmental issues, etc."

The EDA University Center at The University of Texas of the Permian Basin Center for Energy and Economic Diversification meets all of the above criteria.

The Economic Development Administration awarded UTPB its first University Center Grant in 1988. To the end of the 1999 fiscal year, EDA has awarded UTPB almost \$1.2 million for the EDA University Center. Over this period, UTPB's matching fund requirement has amounted to \$825,000. Thus, a total of more than \$2 million dollars has been available to help the service area meet the economic challenges of the 1990s.

Center for Behavioral Analysis

The Center for Behavioral Analysis and Psychological Services is located on the South Campus. Services are available at no charge to UTPB students. Psychological, counseling and life skills services are available.

The Center also provides supervised experiences for graduate students in psychology who wish to pursue the license in counseling.

Small Business Development Center

The Small Business Development Center (SBDC) program was initiated at UT Permian Basin in 1986 and moved to the CEED facility in 1990. The goals of the SBDC program are to:

- Provide free, in-depth, quality assistance to small businesses in promoting growth, expansion, innovation, increased productivity and management support;

- Act as an advocate for small business, actively supporting and promoting small business interests;
- Help economic growth of the communities served and create a broad-based delivery system;
- Serve as a liaison, linking resources of federal, state and local governments with those of colleges, universities and the private sector to meet the specialized and complex needs of the small business community; and
- Develop and expand unique resources of the educational system, the private sector and state and local governments to provide services to the small business community not available elsewhere.

The core objective for the SBDC program is focused on client counseling and training. This activity focuses on start-up, expansion and problem solving for small businesses in the sixteen county area. The SBDC program can maximize the usefulness of all available resources. One precept of the program is that all funding participants in the program will have their program development contributions highly leveraged. Each SBDC must identify and utilize non-federal resources at all levels.



John Ben Shepperd Public Leadership Institute

John Ben Shepperd Public Leadership Institute

The John Ben Shepperd Leadership Forum began in 1984 with private funding and brought leadership training to young people of Texas through an annual forum as well as through high school forums throughout the state. To expand on the Forum's vision, the John Ben Shepperd Public Leadership Institute became part of UT Permian Basin in the Fall of 1995 with funding from the 74th Session of the Texas Legislature.

The Mission of the John Ben Shepperd Public Leadership Institute is to provide young Texans an education for and about leadership, ethics and service.

Programs:

- **Academic Studies**

The Institute supports the College of Arts and Sciences offering of an undergraduate academic minor program in the field of leadership. A feature of the program is the opportunity for students to practice leadership skills through internships with established leaders in the community. In addition, the Institute sponsors scholarly research, publications and administration on issues regarding leadership, as well as an annual special summer program.

- **Distinguished Lecture Series**

Each year on campus distinguished lecturers are invited to conduct intensive seminars on selected topics of leadership.

- **Specialized Seminars**

The Institute holds a series of specialized seminars concerning various aspects of leadership that can be utilized by business, community and school leaders.

- **Student Forums**

Throughout Texas, local organizations such as Jaycee chapters, Chambers of Commerce and colleges and universities sponsor innovative forums patterned after the statewide annual forum. The participants learn the basics of leadership, exchange ideas with local leaders and develop a project to focus on local issues to continue their training and education.

- **Regional Forums**

Alumni of the annual forum conduct regional forums offering presentations and discussions on issues of particular interest to these communities. By inviting local leaders, the regional forums provide alumni the opportunity to further their understanding of public leadership and government issues, as well as give greater exposure to the annual forum.

- **Annual Forum.**

The Annual Forum is designed to bring together the experience and wisdom of today's established leaders with the energy and idealism of young emerging leaders. Selected members of student forums and regional forums and others are invited to attend the weekend conference.

- **Awards and Recognition.**

The Institute annually recognizes outstanding Texans with the Texas Leadership and Political Courage awards. Nominations come from the general public, business, academic and political entities. In addition, recognition is given to outstanding student, regional and annual forum attendees who have met the award criteria.

Graduate Studies

Introduction

Graduate students at UTPB make up about 30% of the student body. They have a variety of objectives in their studies and are often mature students who hold jobs concurrently with part time study. Graduate studies are often characterized by the faculty as more challenging and more enjoyable because students are studying in areas where they have particular interests. Both degree seeking and non-degree seeking students are goal directed.

The University's graduate programs are administered by the Assistant Vice President for Graduate Studies under the direction of the Vice President for Academic Affairs. The Graduate Council, composed of one elected member from each of the Schools, one from each of the departments in the College of Arts and Sciences, and the Assistant Vice President for Graduate Studies, is responsible for developing policies and procedures for graduate education. It also advises the University administration on the operation of graduate programs.



Change

Administrative Offices

Humanities & Fine Arts
MB 403, 552-2280

Science and Mathematics
MB 263, 552-2230

Behavioral Science
MB 379, 552-2325

School of Business
MB257, 552-2170

School of Education
MB 360, 552-2120

Programs in Graduate Studies

All Programs are administered through the Division of Graduate Studies and Research. For additional details regarding the specific degree of interest, students may also consult the following program heads:

<u>College of Arts and Sciences</u>	James Olson, Dean	552-2220
Master of Science in Biology	Department of Science and Mathematics Dr. Donald Allen	552-2268
Master of Science in Criminal Justice Administration	Department of Behavioral Sciences Dr. Richard Kiekbusch	552-2357
Master of Arts in English	Department of Humanities and Fine Arts Dr. Sophia Andres-Barnett	552-2293
Master of Arts in History	Department of Humanities and Fine Arts Dr. J. Tillapaugh	552-2317
Master of Science in Geology	Department of Science and Mathematics Dr. Donald Allen	552-2268
Master of Science in Kinesiology	Department of Behavioral Sciences Dr. Lois Hale	552-2334
Master of Arts in Psychology with options in : Clinical Psychology Applied Research Psychology	Department of Behavioral Sciences Dr. Linda Montgomery Dr. Robert Bartsch	552-2348 552-2346
<u>School of Business</u>	Dr. GERALYN FRANKLIN, Dean	552-2170
Master of Business Administration Master of Professional Accountancy	Coordinator for Graduate Business Programs Dr. Barbara Scofield	552-2183
<u>School of Education</u>	Dr. G. Peter Ienatsch, Dean	552-2120
Master of Arts in Education with options in : Bilingual/ESL Counseling Early Childhood Educational Leadership Professional Education Reading Special Education	Office of the Dean of the School of Education Dr. Al Milliren, Coordinator Dr. Susan Lara Dr. Cathleen Barrett-Kruse Dr. Rebecca Oekerman Dr. Philip Reiter Dr. Jose Ruiz-Escalante Dr. G. Peter Ienatsch Dr. Al Milliren	552-2136 552-2124 552-2140 552-2141 552-2142 552-2139 552-2120 552-2136

Admissions

There are five basic requirements for acceptance to a graduate program: (1) a bachelor's degree from an accredited institution in the United States or proof of equivalent training at a foreign institution; (2) a 3.0 average or better in upper level (junior and senior level) work and in any graduate work already completed or other evidence of ability to succeed in graduate study; (3) a satisfactory score on the Graduate Record Examination (or, for the MBA and MPA programs, the Graduate Management Admission Test); (4) adequate subject preparation for the proposed graduate program; and (5) acceptance by the Graduate Acceptance Committee of the School/Department in which the student expects to pursue graduate study. Individual degree programs may have additional requirements for acceptance to graduate study and advancement to candidacy for the degree.

All students who wish to apply should:

1. Secure an application from the Office of Admissions, complete it, return it to the Office of Admissions; and
2. Present an Official Transcript certifying completion of a bachelor's degree.

Students who intend to apply for a degree program or educational certification should also:

1. Supply Official Transcripts of all previous college level work from the school where the credit was originally granted.
2. Submit standardized test scores as follows:
 - for certification - TASP (Texas Academic Skills Program)
 - for Business - GMAT (Graduate Management Admission Test)
 - for other programs - GRE (Graduate Record Exam)
 - foreign students - TOEFL (Test of English as a Foreign Language).
3. Supply other materials required by the program. (See program descriptions.)

Test of English as a Foreign Language. All post-baccalaureate students wishing to enroll at the University to pursue a master's degree or take courses for another purpose are expected to demonstrate proficiency in the English language. International students must submit a score on the Test of English as a Foreign Language (TOEFL) of 550 or better in order to be admitted to graduate study.

The Graduate Record Examination (GRE) General (Aptitude) Test. The General (Aptitude) Test of the Graduate Record Examination is designed to test preparation and aptitude for graduate study. Students seeking acceptance in a graduate degree program except the MBA and MPA must achieve a satisfactory score on the GRE. (See page 20)

The Graduate Management Admission Test (GMAT). The GMAT is an aptitude test designed to measure certain mental capabilities important in the study of management at the graduate level, and it must be completed with a satisfactory score by all students seeking acceptance into the MBA and MPA program. Information is available from the Office of Graduate Studies. (See page 20)

Additional Admissions Information

Deadlines for Submission of Application. The application and all supporting documents should be received by the Admissions Office at least 60 days prior to the registration date. Special Status students can be registered for one semester with proof of a baccalaureate degree at the time of registration.

Senior-Graduate Concurrent Study. UT Permian Basin seniors needing fewer than 10 semester credits for graduation and meeting other admission requirements may be admitted to graduate study. They must be registered concurrently for all remaining courses required for the bachelor's degree and obtain written permission from the Assistant Vice President for Graduate Studies to take graduate courses. (The MPA program has provisions for concurrent study. See page 57)

Grade point calculations: The Office of Graduate Studies at UTPB uses the Uniform Grade Point Calculations as prescribed by the Texas Higher Education Coordinating Board, Rules and Regulations, Chapter 5, subchapter A, Section 5.3. The description of this method is shown below. For consistency, this method is also used for subsequent calculations by the Office of Graduate Studies.

Academic Fresh Start. An applicant who has earned a baccalaureate degree under the "academic fresh start" statute, Texas Education Code, 51.929 and applies for admission to a postgraduate or professional program will be evaluated on only the grade point average of the course of work completed for that baccalaureate degree and the other criteria stated herein for admission to the postgraduate or professional program.

5.3. Uniform Grade-Point Calculation for Admission to Graduate and Professional Schools.

Procedures for calculating the grade-point average for students seeking admission to a graduate or post-baccalaureate professional school of an institution of higher education will be as follows:

1. Only official transcripts from accredited institutions of higher education shall be accepted by the graduate and professional schools of an institution of higher education for evaluation and grade-point calculation.
2. All academic work undertaken and grades or symbols assigned at each institution shall be reflected on the student's official transcript(s). No student's grade may be expunged from his or her record.
3. All grades assigned for academic course work will be used in calculating the grade-point average, except that an institution may base the calculation on the last 60 semester credit hours (or equivalent) of undergraduate work and any previous work in a graduate or professional school.
4. A four-point scale will be used in computing the grade point average (e.g.: A, 4 points per semester hour; B, 3.0; C, 2.0; D, 1.0; F, 0.0).
5. A grade or symbol indicating failure (i.e.: F, WF, NC, or in a pass/fail system, FL equals F) will count as hours undertaken, but no grade points will be earned.
6. Excluded from the grade-point average will be any credit by examination (CR), Quit (Q); Withdrew (W); Withdrew Passing (WP); Incomplete (I or X); and a pass grade within a pass/fail system.
7. The grade point average will be computed by multiplying each grade point (see paragraphs (4) and (5) of this section) by the semester or quarter credit hours earned per course and totaling the products. The semester or quarter hours of courses undertaken will then be totaled. The total of the products will be divided by the total semester or quarter hours. The result is to be calculated to the hundredth place, giving the official cumulative grade-point average.

8. Academic work at foreign colleges, universities, or preparatory schools shall be excluded from the calculation. In such cases, the grade-point average and credit shall be evaluated and computed as determined by the graduate or professional school to which the student is applying.

Admissions



International Student - A person who enters the United States on a student visa, for the purpose of completing their education.

INTERNATIONAL STUDENTS

For purposes of admission, an international student is defined as "a student who is, or will be, in the United States on a nonimmigrant student visa." This specifically refers to the Student (F) and Exchange Visitor (J) Visas. International student admission requirements apply but are not limited to international students on F or J visas.

To comply with federal laws and immigration requirements international students must be degree-seeking students in order to enroll at the University.

Foreign-born students who are naturalized U.S. citizens or who have immigrant status in the United States should note the following:

1. Please allow ample time for receipt, verification and evaluation of any foreign credentials. Regulations for foreign credentials are the same as listed under international student requirements.
2. TOEFL scores or other evidence of communication skills sufficient for classroom work may be requested if the student's first language is not English or if academic preparation was not in English.
3. Financial arrangements required of international students do not apply to residents or naturalized U.S. citizens.

Applicants should apply for admission at least six months before the anticipated enrollment date and should arrange to have test scores and academic records received by the Office of Admission no later than 60 days before the enrollment date. Verification of credentials may also be required.

The University will issue immigration papers (I-20 or IAP660) for student visas after all admission credentials have been received and approved and admission to the graduate program has been approved. For more information contact the International Student Advisor at (915) 552-2605. There is no application fee (subject to change). All international students are considered nonresident students for tuition and other purposes.

In addition to the general admission requirements previously listed, the following regulations apply to all international students:

1. Yearly secondary school records and national examination results must be submitted.
2. Certified transcripts of student's academic record (mark sheets) from universities previously attended in the home country must be submitted. Both a copy of the official foreign academic record and an official English translation must be included. Moreover, where university level studies are to be considered for possible undergraduate transfer credit, a syllabus, catalog or similar bulletin must be submitted which describes the courses in sufficient detail for proper evaluation.
3. Signed statements guaranteeing the student's ability to pay expenses while at UT Permian Basin must be accompanied by supporting documentation such as a current letter from a bank or other reliable institution or from the sponsor's employer. (Photostatic copies of support statements furnished to meet another university's requirements are not acceptable.) **The University has no financial aid available for international students.**
4. In addition to the sponsor's letter guaranteeing support, a \$7,000 deposit, which demonstrates ability to pay for tuition, fees, and mandatory insurance for one academic year, is required for students from certain countries and must be placed on deposit at the University. Contact the Admissions Office for a list of these countries.
5. Test of English as a Foreign Language (TOEFL) scores must be submitted before admission will be granted. Minimum score for admission consideration is 550. Information concerning the TOEFL may be obtained by writing to: TOEFL, Box 899, Princeton, NJ 08540. (The University of Texas of the Permian Basin institution number: 6914.)

6. It is compulsory for international students on F-1 visas to have medical hospitalization and repatriation insurance for themselves. Insurance for dependents is optional. Students on J-1 visas are required to carry medical, hospitalization and repatriation insurance for themselves and their dependents.
7. Students on F-1 visas do not normally have employment privileges. Government regulations require international students to certify that they have finances deemed sufficient by the University to pursue a full course of study without employment. Thus, international students should not expect to support themselves through employment while attending the University. International students may request permission to seek employment while attending the University after they have completed one academic year of study. See the International Student Advisor.
8. Holders of F-1 student visas and J-1 sponsored Student Visas must enroll for a full load of study, for master's students nine (9) semester hours is the minimum load.
9. Students wishing admission to graduate programs must comply with all of the above requirements in addition to the graduate studies requirements listed.
10. Students transferring from a U. S. college or university must have the former international student advisor (or equivalent) complete Form FS2-73. This form is available at the Admissions Office.

TRANSFER ADMISSIONS - FOR INTERNATIONAL STUDENTS. Transfer admissions from universities within the United States can be processed. The Immigration and Naturalization Service (INS) must be notified when an international student transfers from one U.S. institution to another. (For information on transfer of credit in graduate programs, see page 42) With recent changes in INS regulations, a transferring international student must process the transfer with the institution to which the student is transferring, not with the previous institution. However, if a student is **out of status** with INS, that student must reinstate him/herself with INS prior to enrolling at UT Permian Basin. Questions regarding a student's immediate immigration status must be directed to the International Student Advisor.

It is the student's responsibility to obtain the correct visa and to maintain the appropriate immigration status while in the United States. International students should refer to, carefully read, and make sure the conditions of the visa, noted on the back of Form I-20 or IAP66, are understood **before** signing the form.



ACCEPTANCE PROCEDURES

Process:

Each program has a Graduate Acceptance Committee/Program Coordinator to evaluate applicants for acceptance to graduate programs. Upon receipt of all required documents, i.e., application form, official transcripts of all higher education course work, TOEFL scores for foreign students, and GRE/GMAT scores, the Assistant Vice President for Graduate Studies will certify that an applicant has met the University requirements for acceptance. The Office of Graduate Studies will then transmit each advising file to the appropriate Graduate Acceptance Committee/Program Coordinator. Included in the advising file are copies of all documentation plus an acceptance form with the applicant's eligibility status.

Notification:

Upon completion of its deliberations, the Graduate Acceptance Committee/Program Coordinator returns its decision and any conditions of acceptance to the Assistant Vice President for Graduate Studies, who notifies the student in writing. Acceptance of a student to graduate study is subject to review by the Assistant Vice President for Graduate Studies for consistency with graduate policies and procedures.

Acceptance of Degree Seeking Students

Students are accepted to a degree program with regular status, provisional status, or conditional status. Students accepted into programs with other than regular status will be assigned special conditions by which they may attain regular status. These conditions can include specific courses, the order in which they may be taken, the number of semester hours to be taken and the minimum grade requirements. If these conditions are not met in their entirety, the student will be denied permission to continue in the graduate program.

1. Regular Status

A student is eligible for regular status if he/she has earned a graduate degree from an accredited college or university and adequate preparation in the discipline; or
a grade-point average (GPA) of 3.0 or higher (on a 4.0 scale) in the last 60 hours and a total Quantitative-Verbal-Analytical Graduate Record Examination (GRE) score of 1500 (1000 if only the Quantitative-Verbal exam was taken) or higher and adequate preparation in the discipline. Acceptance to the MBA and MPA programs requires a satisfactory academic record and an Entrant Status Score of at least 1120. The Entrance Status Score = $(\text{GPA} \times 200) + \text{GMAT}$.

2. Provisional Status

A student whose GPA or GRE/GMAT scores are below the minimum for regular status but whose GPA is not less than 2.5 and GRE is not less than 1200 for Verbal-Quantitative-Analytical (800 if only the Quantitative-Verbal exam was taken) is eligible for provisional status acceptance to a graduate program. Acceptance to the MBA and MPA programs requires a satisfactory academic record and an Entrant Status Score of at least 1000. The Entrance Status Score = $(\text{GPA} \times 200) + \text{GMAT}$. All students accepted with provisional status shall be assigned specific requirements in terms of courses and performance, to include a minimum of nine semester credit hours of 6000-level course work, with a grade of B or better in each course taken.

3. Conditional Status

A student who meets the minimum GPA and GRE/GMAT requirements in 1 or 2 above but has deficiencies in undergraduate preparation in the discipline is eligible for conditional acceptance. A student so accepted shall be assigned specific requirements in terms of courses and performance. In some programs, these requirements must be met satisfactorily before the student may begin the graduate program.

Students who are not admitted may be given information and counseling regarding other programs or preparation for reapplication.

NOTE: Each program admission decision is made by the designated program Graduate Acceptance Committee/Program Coordinator and does not apply to any other program. A student changing degree programs must apply to and be admitted to the new program choice.

Acceptance of Non-degree Seeking Students

1. Certification Seeking Students

Students seeking teacher certification, an endorsement to their teaching certificate, or who wish to accrue credit toward career advancement.

These students may enroll in graduate or undergraduate education or content-area courses with approval of the Certification Officer of the School of Education, the content-area faculty adviser and the Assistant Vice President for Graduate Studies. No more than 6 credit hours may be taken before completion of admission to Certification.

2. Graduate Enrichment Students

Students who wish to take selected courses for their own intellectual or professional enhancement or to transfer those courses to another university.

These students should have no intention to apply courses to a degree program at The University of Texas of the Permian Basin. Graduate Enrichment students may enroll for graduate hours beyond six graduate hours taken at UTPB only with permission of a graduate program head to which the courses would apply.

NOTE: Students who wish to transfer credit to other programs are admissible, but should verify acceptance of the course to their home program prior to enrollment. The Assistant Vice President for Graduate Studies can help assemble information needed for evaluation of the course(s) by the accepting institution.

3. Special Status Students

Students in their first semester of graduate study who have applied to a graduate degree program and are pending acceptance to a graduate degree program.

Special status post-baccalaureate students who wish to request permission to count the course work taken during their first semester on campus toward a graduate degree must complete the acceptance process including GRE or GMAT testing and submission of all transcripts in the first semester of study. If the student does not complete the acceptance process in the first semester and later wishes to enter a degree program, a maximum of 6 semester credit hours of course work may be applied to the degree program. The application of courses taken as a special status student to a degree program is subject to the approval of the student's graduate committee and department chair or program coordinator. No 4000-level courses taken as a special status student are eligible for credit toward graduate degree requirements.

Financial Assistance

(General Catalog information on Financial Aid is reprinted in Appendix A, page 117.) Students accepted into a program of graduate study or into a post-baccalaureate certification program at UT Permian Basin are eligible to apply for financial assistance. For more detailed information, students should refer to *The Guide to Scholarships and other Financial Assistance at The University of Texas of the Permian Basin* or contact the Office of Financial Aid.

Satisfactory Academic Progress. Students enrolled in graduate degree programs or post-baccalaureate programs are expected to meet qualitative and quantitative standards similar to the undergraduate programs in order to be eligible to receive financial aid benefits (as outlined in Appendix A).

In addition, graduate students must maintain a minimum cumulative grade point average (CGPA) of 3.00 or higher. Post-baccalaureate students must maintain at least a CGPA equivalent to that which is required for successful completion of the student's certification or licensing program. Students who fail to maintain the minimum CGPA requirements will be placed on financial aid probation. Students placed on financial aid probation will have the equivalent of one full-time semester to attain the minimum required CGPA (9 hours for graduate study, 12 hours for post-baccalaureate). Failure to attain the minimum requirements within the probationary period will result in suspension of financial aid eligibility until the minimum requirements are met. The "Financial Aid" portion of this catalog contains information about student rights of appeal and procedures for reinstatement of aid eligibility.

Graduate and post-baccalaureate students are subject to the same regulations governing maximum time frames for completing a program of study one and one-half times the stated length of a program. For example, a graduate degree program which requires thirty-six semester credit hours of graduate study must be completed within 54 attempted hours (36 hrs. x 1.50). Other program lengths would be similarly calculated. Leveling work required for admission into a program of study will be added to the program's stated length to determine maximum time allowed for completion. Additionally, graduate and post-baccalaureate students must have successfully completed at least seventy-five percent (75%) of attempted enrollments at the end of the spring semester in order to be eligible for financial assistance during the following year.

Funding for Student Teaching. Students enrolled in student teaching are considered to be registered as full-time students. Financial Aid will be based on fifth year senior status.

Outside Funded Fellowships. Private foundations and research grant programs sometimes offer fellowship grants and stipends to graduate assistants within the various disciplines. Information on available fellowships may be obtained by contacting department chairs and program coordinators.

Funding for Practicums, Internships and Theses/Projects. Students enrolled in practicums, internships and theses/projects are considered less than halftime students for purposes of receiving financial aid. Less than halftime students are not eligible for Financial Aid.

Graduate Assistantships

A limited number of Graduate Assistantships are available for teaching and research. They are awarded to enable students to devote major efforts to study and professional development. Students who receive these awards are encouraged not to accept employment other than the Assistantship during the period of the award and will be required to enroll fulltime during the award period.

Students who accept Assistantships are University employees and thus are obligated in the same way as other employees. An explanation of duties and responsibilities will be provided to each assistant. As a University employee, any Graduate Assistant wishing to accept employment in an off-campus job, (or in any University appointment outside the assistantship) is required to file a written Request for Prior Approval of Outside Employment. The form is available in the office of the Vice President for Academic Affairs and online located on the UTPB Homepage, Administration, Academic Affairs, and University Forms.

A graduate student may not hold an Assistantship or a combination of Assistantships or other University positions in excess of one-half time employment (20 hours per week) without written approval of the department chair or program coordinator in which the student is enrolled and the Assistant Vice President for Graduate Studies.



Financial Aid

Services for Graduate Students

The following services are provided to meet the needs of graduate students at UT Permian Basin.

Graduate Student Orientation - Special sessions are available to help graduate students understand the details of graduate policies and procedures, to meet faculty and other graduate students, to review available resources, and answer questions from the students. These sessions are generally scheduled after the start of each fall and spring term. Multiple times are available to meet scheduling demands. The orientation is optional and interested students can contact the Office of Graduate Studies and Research for further information.

Library Research Training - Training sessions designed to address the needs of graduate students in research for class papers, projects, and theses are prepared by the reference staff of the Library. Particular attention is given to procedures for searching and accessing materials which are not actually located on this campus. The resources of other libraries with whom the University maintains cooperative arrangements are important to our graduate students. Contact the library or the Office of Graduate Studies and Research for additional information.

Graduate Student Advisory Board - The Graduate Student Advisory Board includes students from each graduate program. Meetings are held at monthly intervals throughout the year to keep the Assistant Vice President for Graduate Studies informed of student concerns. School and Department representatives can be contacted through the Office of Graduate Studies and Research.

Office of Graduate Studies and Research - In addition to records and policy administration, the Office of Graduate Studies is available to provide student assistance in preparation of degree plans, provide information on a wide variety of topics, advise students on the preparation of projects and theses for binding, and facilitate the process for students wherever possible. Requests should be made directly to the office staff.

Graduation - Graduate degree recipients are individually hooded at fall and spring graduation ceremonies. Students who complete the degree requirements during the summer term have the opportunity to be hooded at the fall term commencement.



Student Activities

Activities and Organizations

The Office of Student Activities coordinates the programs and events that complement learning experiences and provide diverse opportunities for students to grow academically, professionally and personally. These services are related specifically to the varied student population at UT Permian Basin. The programs and events address themselves to a broad range of interests and personal needs of the student body. Admission to events is not based on race, income, age, sex, disability, ethnicity or social barriers.

In addition to providing services and programs, Student Activities provides students with an opportunity to learn and apply leadership skills. These skills include decision-making, conflict resolution, delegation, time-management, creativity and sensitivity training. The Office of Student Activities events are planned and organized by students for clubs and organizations and the entire student body. Graduate students are encouraged to become involved.

Student Senate. The Student Senate is recognized by the administration of the University and by the Board of Regents of the UT System as the elected representative body for students at the University. The Student Senate makes recommendations to the administration on policies that affect the student body.

Officers are elected at the end of each spring semester and senators are elected at the end of September to serve through August. Candidate registration forms are available through the Student Senate Office. Students are encouraged to seek elected offices.

Program Board. The Program Board is responsible for identifying, budgeting and developing cultural, social and recreational programs for the student body. Students are encouraged to contact the Program Board to get involved.

Student Organizations. Students are encouraged to develop organizations that unite students for a common cause or interest. Such organizations allow students to pursue specialized interests and to have an opportunity to interact with classmates and professors in an atmosphere different from that of the classroom. Involvement in student organizations provides a means of learning leadership skills.

The Office of Student Activities is responsible for the registration of student organizations and publishes a guide for the development of organizations.

Publications. The dissemination of news and information of student interest and the publication of literary and artistic student work is supported by The Office of Student Activities.

The Sandstorm is an annual magazine-yearbook publication. *The Sandstorm* is a collection of poems, short stories and essays submitted by students and selected by a panel for publication. The magazine also prints photographs of student art that includes painting, sculpture, pottery and photography.

The Sandstorm is a student publication with its editor and staff being selected from the student body. Applications for editor are received from returning students and incoming students with publication experience.

The Mesa Journal is the student newspaper for UT Permian Basin. It publishes news and information regarding the University, its faculty and its students. *The Mesa Journal* provides an opportunity for students to gain newspaper journalism experience while attending the University. It serves the University as an academic tool through the Mass Communications discipline and as an information service to the students.

The editor and staff for *The Mesa Journal* are selected from the student body. The newspaper staff receives professional advice from the faculty of Mass Communications. *The Mesa Journal* receives financial support from the Student Services Fees and through advertising revenue.

The Gymnasium Complex. This complex is a three-story building designed for recreational use by students, faculty and staff and their families. Dependent family members of students may use the Gymnasium Complex for a nominal fee.

Housing. The University of Texas of the Permian Basin offers two options for students who desire on campus residence. Many single students prefer the apartment style units. These units are constructed as two and four bedroom fully furnished apartments for same sex occupancy. The two bedroom apartments are double occupancy; four students to an apartment. For a slightly higher rate, students may select the four bedroom apartment with single occupancy bedrooms. The laundry room and clubroom are easily accessible from the apartments. The University also offers single and married students options in its modular housing units. Students may select from efficiency, one bedroom or two bedroom units. Each unit is fully furnished and has central heating and air conditioning. The University's modular housing units are arranged around a centrally located laundry facility and clubroom.

The housing area is within easy walking distance of the University Mesa Building, the Visual Arts Studio, the new library and science laboratories. All student housing rates include the cost of electricity, water, sewer, garbage collection, maintenance and police security. Students must be enrolled full time. Housing is available on a first-come, first-served basis.

Contact the Student Housing Office for information.

PASS Center

The Office for Programs Assisting Student Study (PASS) is a multiple resources center for students. This office provides both direct and indirect services to all students.

Americans With Disabilities Assistance. The PASS office provides information about accommodations and provides services to students with disabilities.

Career Services. The UT Permian Basin Career Services Office serves as a liaison between students seeking employment and prospective employers. Services available include job listings, placement files, on-campus interviews, and resources pertaining to job-hunting skills. Credentials files contain a student's resume, transcripts, letters of recommendation, and other pertinent information.

Career services are available to all students and alumni. The Career Services Office is located in the PASS Office.

Career Guides. Resource books and handouts are available for students to use in obtaining career information. Resources are also available for assisting students who are preparing resumes and who are preparing for interviews.

Computer Support. Personal computers are available for use by students in the PASS office. (Word processing, tutorial, and standardized test preparation for the GRE, GMAT, and LSAT software are provided for student use.)

Counseling Services. Academic counseling in the areas of study skills, career counseling and career interest testing and short-term problem solving counseling services are available.

SUCCESS Program. Through the PASS Center, the University provides academic support to students in several ways.

In the Fall and Spring semesters several courses are identified in which previous students may have had some difficulty. To support students who are taking those courses, a class tutor/mentor attends the class sessions and conducts study sessions at another scheduled time for all the students in that class. There is no additional cost for this supplementary instruction service and students who take classes in which these tutor/mentors are available are encouraged to take full advantage of the opportunity. Research suggests that students participating in these study sessions make significant gains in their classes.

Reading, writing and mathematics review guides and computer assisted skill sessions are available in the PASS Office. Students are encouraged to use these tutorials as needed. In addition, review texts for teacher ExCET exams are available, as well as study guides for graduate examinations.

Study Skills Seminars. Study skills seminars are scheduled throughout the semester. The seminars are professionally presented by video and lecture and include topics such as: time management, speed reading, listening, study strategies, overcoming procrastination, stress reduction and TASP non-course skill development.

Tutoring Services. Tutors may be available at no cost through the PASS Office. The PASS office also maintains a list of tutors and will provide students with a list of available tutors who will tutor for a fee.

Testing. The PASS Office provides testing services for self-paced, correspondence courses and make-up exams. The office also administers the Institutional SAT and placement test in reading, math and writing.

Other Services. Car pooling information is available, as well as typewriters, part-time and full-time job posting.

Regulations Governing Student Conduct

This section is a general guide to rules and regulations governing student conduct at The University of Texas of the Permian Basin. More specific information about rules and student rights is available in the Student Guide which is available in the Office of Student Activities. The University considers all students to be adult; therefore, their behavior is subject to all applicable provisions of the Rules and Regulations of The University of Texas System Board of Regents and the Handbook of Operating Procedures of The University of Texas of the Permian Basin. The University reserves the right to restrict the enrollment of any student for disciplinary or academic reasons.

Hazing. The 70th Texas Legislature enacted a law concerning hazing which became effective on September 1, 1987. Under the law, individuals or organizations engaging in hazing could be subject to fines and charged with a criminal offense.

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 in hazing; by intentionally, knowingly or recklessly allowing hazing to occur; or by failing to report in writing to the Vice President for Student Services firsthand knowledge that a hazing incident is planned or has occurred. The fact that a person consented to or acquiesced in a hazing activity is not a defense to prosecution for hazing under this law. In an effort to encourage reporting of hazing incidents, the law grants immunity from civil or criminal liability to any persons who report a specific hazing event to the Vice President for Student Services; and immunizes that person from participation in any judicial proceeding resulting from that report. The penalty for failure to report is a fine of up to \$1,000.00, up to 180 days in jail, or both. Penalties for other hazing offenses vary according to the severity of the injury which results and range from \$500.00 to \$10,000.00 in fines and up to two years confinement.

The law does not affect or in any way restrict the right of the University to enforce its own rules against hazing. Hazing with or without the consent of the student is prohibited by The University of Texas System, and a violation of that prohibition renders both the person inflicting the hazing and the person submitting to the hazing subject to discipline.

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.

Student Activities

Note: Statements regarding academic honesty are on page 45.

Hazing includes but is not limited to:

- A. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity;
- B. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
- C. Any activity involving consumption of food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects the student to an unreasonable risk of harm or which adversely affects the mental or physical health of the student;
- D. Any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subsection; and
- E. Any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Penal Code.

Student Insurance. Information is available from the Office of Student Activities.

AIDS, HIV, and Hepatitis B Infection. The University of Texas Permian Basin recognizes its responsibility to protect the rights and privileges of students, employees, patients, and the general public against the contact with the spread of infectious diseases. In recognition of Human Immunodeficiency Virus (HIV) and Hepatitis B (HBV) as serious health threats, UTPB has adopted a policy and procedural steps to protect both the rights and well-being of those students 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 UTPB faculty, staff, and students is confidential.

A complete copy of the "AIDS, HIV and Hepatitis B Infection" policy can be found in the institutional Handbook of Operating Procedures available in the Office of each school or college, the Library, most UTPB departments and online on the UTPB Homepage under Administration, Operating Procedures. This policy is applicable to all students of UTPB as they pursue their academic (and clinical) endeavors. Brochures with information about AIDS/HIV will be made available to all students on request to the UTPB Student Activities Office.

Immunizations. Institutions of higher education may require persons applying for admission to be immunized against diphtheria, rubeola, rubella, mumps, tetanus, and poliomyelitis. The Texas Board of Health may require immunizations against these and additional diseases for registrants at any institution of higher education who are pursuing a course of study in any of the human or animal health professions, and the board may require such immunizations for any registrants in times of an emergency or epidemic in a county where such an emergency or epidemic has been declared by the Commissioner of Health.

Disciplinary Procedures. All students at The University of Texas of the Permian Basin are subject to all the Rules and Regulations of the Board of Regents of The University of Texas System and all institutional rules and regulations. Rules regarding student conduct and discipline are included in Part One, Chapter VI of the Regents' Rules and Regulations. The University of Texas of the Permian Basin Handbook of Operating Procedures, and the Student Guide.

According to the Regents' Rules and Regulations, the Vice President for Student Services has the authority to take interim disciplinary action when the continuing presence of the student poses a danger to persons or property or an ongoing threat of disrupting any authorized university activity.

Disciplinary action could include:

- Disciplinary probation.
- Withholding of grades, official transcript and/or degree.
- Bar against readmission.
- Restitution or reimbursement for damage to or misappropriation of institutional or System property.
- Suspension of rights and privileges, including participation in athletic or extracurricular activities.
- Failing grade for an examination or assignment or for a course and/or cancellation of all or any portion of prior course credit.
- Denial of degree.
- Suspension from the institution for a specified period of time.
- Expulsion (permanent separation from the institution)
- Revocation of degree and withdrawal of diploma.
- Other penalty as deemed appropriate under the circumstances.

Further information regarding the University's rules on conduct and due process procedures is provided in the Student Guide.

Intoxicating Beverages. The use of intoxicating beverages is prohibited in classroom buildings, laboratories, auditoriums, library buildings, museums, faculty and administrative offices, intercollegiate and intramural athletic facilities, housing and all other public campus areas. State law will be strictly enforced at all times on all property controlled by the System and its component institutions.

Drugs/Narcotics. Any student who is guilty of the illegal use, possession and/or sale of a drug or narcotic on the campus of UTPB or any other UT System component institution is subject to discipline. If a student is found guilty of the illegal use, possession, and/or sale of a drug or narcotic on campus, the minimum penalty shall be suspension from the institution for a specified period of time and/or suspension of rights and privileges.

Solicitation. No individual, organization, group, association, or corporation may use the grounds, buildings, or facilities owned or controlled by any component institution or by the System except as permitted by the provisions of the Regents' Rules and Regulations and approved institutional rules and regulations. Exceptions include collection of memberships dues by faculty, staff and student organizations and approved fund-raising performed by registered student organizations.

The term "solicitation" as used herein means the sale or offer for sale of any property or service, whether for immediate or future delivery; the distribution of material that is designed to encourage the purchase or rental of any property, product, or service; the oral or written appeal or request to support or join an organization other than a registered student, faculty, or staff organization; the receipt of or request for any gift or contribution; and the request that a vote be cast for or against a candidate, issue, or proposition appearing on the ballot at any election held pursuant to state or federal law.

Right to Know. In compliance with the Student Right-to-Know and Campus Security Act (the Act) 20 U.S.C. Sections 1092 (a), (e) and (f), as amended, The University of Texas at the Permian Basin 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 disciplinary proceedings concerning alleged perpetrators.

UTPB reports to the campus community on crimes considered to be a threat to students and employees and reported to campus police or local police agencies.

Student Activities

The Student Guide is available in the office of Student Activities.

Student Activities

The University 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 property owned or controlled by the University and may be supplemented by listing crimes which occur off the campus in buildings or on property owned or controlled by student organizations that are registered by the institution when such statistics are available from local police departments.

The University 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 of 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.)

The University 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.



Change

Registration

Students who are admitted to the University may register for courses. Prior to each semester and for each Summer session, a registration period is held. Dates of these registration periods and the dates of other transactions that affect student course schedules are printed in the Schedule of Classes.

New Students

Graduate students who have not previously attended the University will receive information by mail inviting them to participate in orientation sessions. Special meetings are conducted for graduate students in addition to the general information sessions. Registration information and advising is available at that time.

Early Registration for current students

Students who are currently enrolled (students who have attended the University within the last two semesters) are permitted to register in advance during the prior semester provided they are in good standing with the University. Dates of early registration are listed in the semester calendar of the Schedule of Classes and are otherwise advertised on campus via posters and signs. Students are encouraged to become knowledgeable of the rules governing early registration, consult their advisor prior to early registration and understand the arrangements for payment of tuition and fees. Students receiving financial aid are encouraged to consult with the Office of Financial Aid prior to the early registration period to permit proper handling of their financial aid (See the Financial Aid section of the catalog for details and contact the Office of Financial Aid regarding financial aid). Currently enrolled students may forego the early registration period and register during the open, or regular registration.

Transfer students and students reenrolling after one or more years absence

Students who are transferring to the University or who are reenrolling in the University after one year or more absence are permitted to register for classes during the registration days just prior to the commencement of classes if they have been admitted or readmitted. This registration period is provided to enable a student to complete the registration process including consulting advisors, signing up for classes and paying tuition and fees. Students who are seeking financial aid and who have not completed this process several months in advance of this registration will inevitably be delayed in receiving funds from federal grants and secured and unsecured loans. (See the Financial Aid section of the catalog for details regarding financial aid.) Dates of registration are listed in the semester calendar of the Schedule of Classes.

Texas Academic Skills Program (TASP)

Graduate students are exempt from TASP for registration purposes; however, those seeking education certificates will be required to submit scores.

Student Advisement

Students are encouraged to visit with faculty advisors during the Fall and Spring semesters for degree and class schedule planning. At announced times, all currently enrolled undergraduate students and currently enrolled graduate students who have been admitted to a graduate program or are seeking teacher certification will be permitted to advance register for the subsequent term. The Office of Admissions, Office of the Registrar and the Office of Graduate Studies can assist students in identifying and contacting their faculty advisor.

Students may not register for conventionally taught, partially self-paced or contract study courses after the last day of late registration. Students must be enrolled at UT Permian Basin in the semester in which they graduate.

Note on Course Numbers

1000-3000 - undergraduate or deficiency for graduates.

4000 - upper level undergraduate, limited number may be used on graduate degree plans.

6000 - graduate; requires special permission if student is an undergraduate.

Registration

Self-paced instruction

A number of courses are offered on a self-paced instruction basis. With permission of the instructor and the Dean, students may enroll in a self-paced course any time up to three weeks prior to the last day of classes during the semester. Please refer to the calendar in the class schedule for specific dates. (See page 43 for further description of instructional methods.)

Registration for self-paced instruction courses alone does not involve a late registration fee, unless it is the student's initial registration for that semester. Students must finish the self-paced course within the given semester or reregister for the same course in a subsequent semester. At the end of each semester, a grade is assigned. If work for a self-paced course has not been completed but satisfactory progress is underway, the student usually is assigned a grade of Z. The student must reregister for the course the next time it is offered to earn a letter grade and credit in the course. The initial Z grade will remain on the record.

Noncredit course registration (Auditing Classes)

UT Permian Basin allows a person who does not desire a degree or who does not desire course credit to register for classes on a noncredit basis. This is known as auditing a course. Students auditing classes are permitted to attend classes and participate in the course discussions, studio and laboratory work and other class activities. They are not required to complete work outside the classroom or sit for exams.

The fee for auditing a course is \$100 per course plus any applicable lab fee. This fee covers course participation, library use and computer use privileges similar to those of students. It does not cover parking or provide access to student services covered by the student service fee or the medical services fee.

No credit is earned through auditing the class and a student may not earn credit through examination for audited courses. One may not audit contract study, self-paced, thesis, research or practicum courses.

Students applying only for the purposes of auditing a course are not required to meet all admission requirements. However, students that have been denied admission are not eligible to enroll to audit. For further information on admissions for auditing purposes, contact the Admissions Office.

Registration for auditing courses can occur only during the late registration period. It is on a space available basis only and requires the instructor's permission. Students should contact the Registrar's Office for audit enrollment forms and procedures.

Special Registration

A candidate for a degree who has completed all the courses and other requirements for graduation and who must register in the University for the purpose of having a degree conferred, must register *in absentia*. This is the only purpose for which a student may register *in absentia*. After registration for credit during a semester or summer session, a student wishing to change to *in absentia* status must have the request approved by the student's academic Dean and processed through the add/drop procedure. All fees, less the *in absentia* fee, the computer processing fee and the advising fee, will be refunded if the change is made during the first 12 class days. After the 12th class day, no refunds will be made and no additional charge will be assessed for the *in absentia* fee. The University ID card and original paid fee receipt must be returned before a refund can be issued. No refund is made for the cancellation of an *in absentia* registration.

If the student requests a change from *in absentia* status to regular registration for courses, *in absentia* fees paid will apply toward the tuition due.

The Class Day

The class day begins at 8 a.m. and ends at 9:45 p.m. Unlike some universities in which courses offered after 5 p.m. are provided through an extension division, UT Permian Basin offers courses in the late afternoon and evening as part of the regular offerings. Students enrolling in these courses register in the same manner as students who are taking only daytime courses. Full-time students may have both day and evening classes.

Tuition, Fees and Deposits

Residency for Tuition

Under state statutes and Texas Higher Education Coordinating Board rules and regulations interpreting those statutes, a prospective student is classified as a resident of Texas, a nonresident, or an international student. A person who has resided in the state under circumstances specified in these rules is eligible for classification as a resident. A citizen, a national, or a permanent resident of the United States not eligible to be classified as a resident is classified as a nonresident. An alien who is not a permanent resident of the United States and has not been permitted by Congress to adopt the United States as a domicile while in this country is classified as an international student. An individual classified as a nonresident or as an international student may qualify, under certain exceptions specified in these rules, for resident tuition rates and other charges while continuing to be classified as a nonresident or an international student.

To be a Texas resident for tuition purposes, a student must have resided in Texas for the twelve month period immediately preceding registration in a state supported college or university. Students who are claimed as dependents on their parent's/guardian's income tax, will be considered residents of the state in which their parents/guardians reside.

A student entering The University of Texas of the Permian Basin for the first time, or a student reentering the University after an absence of more than one semester, should read carefully the rules governing the determination of residence in order to be prepared to pay the required tuition. Information and advice regarding residency status are available from the Office of the Registrar.

Section 54.0521, Texas Education Code, provides for an oath of residency. The student is responsible for registering under the proper residence classification and for providing documentation as required by the public institution of higher education. Acceptable documents must include at least one of the following:

- a. Texas high school or college transcript for the last 12 months; or
- b. Property tax statement or receipt with student's name/address; or
- c. Lease agreement which includes student's name/address; or
- d. Employer statement of date of employment; or
- e. Utility bill which includes the student's name/address; or
- f. Canceled check/bank statement; or
- g. Charge account statement/receipt, including student's name and address; or
- h. Texas voter registration (resuming students only); or
- i. Permanent driver's license (at least one year old; returning students only).

If there is any question as to residence status it is the student's obligation, prior to or at the time of registration, to raise the question with the administrative officials of the institution in which he or she is enrolling for official determination. Students classified as Texas residents must affirm the correctness of that classification as a part of the registration procedure. If the student's classification as a resident becomes inappropriate for any reason, it is the responsibility of the student to notify the proper administrative officials at the institution. Failure to notify the institution constitutes a violation of the oath of residency and may result in disciplinary action.

Students claiming residency by virtue of parental dependency must provide sufficient documentation to support the residency claim of the parent. Residency is determined by state statutes and in accordance with the guidelines promulgated by the Texas Higher Education Coordinating Board. The Registrar determines all residency classifications. To appeal the decision of the Registrar in residency matters, students may present their case to the Vice President for Student Services.

Tuition, Fees and Deposits

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If students wish to appeal that decision, they may address the President of the University whose decision is final.

Exceptions to Nonresident Tuition Status

1. Nonresident or international students who are recipients of a competitive academic scholarship in the amount of \$1,000 or more awarded for the academic year or the summer term by the University may pay the in-state tuition rate.
2. Nonresident students who hold appointments as graduate teaching assistants or graduate research assistants may pay the in-state tuition rate provided they are employed half time or more in positions which relate to their degree programs.
3. A nonresident exchange student participating in the National Student Exchange Program may be charged the resident tuition rate during the period of his or her participation in the program.

Regulations on Tuition and Fees

Exemptions From Tuition

1. The Texas Veterans Exemption (Hazlewood Act) Section 54.203 Texas Education Code, provides an exemption from tuition and some fees. A Texas veteran may qualify for this exemption provided he/she:
 - a. Was a Texas resident at the time he/she entered the service and is currently considered a Texas resident for tuition assessment.
 - b. Had active military duty (for purposes other than training) for more than 180 days beginning after February, 1955, or served on active duty any period of time between December 7, 1941 and January 31, 1955.
 - c. Is honorably discharged from active service; and
 - d. Has exhausted veterans educational benefits under federal legislation.Some types of discharges are excluded from eligibility. Application forms and instructions are available at the Office of Financial Aid.
2. Resident visually or hearing impaired students are entitled to tuition and fee exemptions as specified in Section 54.205 of the Texas Education Code provided that they present certification from the Texas Rehabilitation Commission that:
 - a. They are visually or hearing impaired and are clients of the Texas Rehabilitation Commission;
 - b. Have a high school diploma or its equivalent;
 - c. Are certified as having good moral character;
 - d. Have satisfied all other entrance requirements of the University.
3. A student is exempt from the payment of tuition and fees if he or she:
 - a. Was in foster care or other residential care under the conservatorship of the Department of Protective and Regulatory Services on or after:
 - i. the day preceding the student's 18th birthday;
 - ii. the day of the student's 14th birthday, if the student was also eligible for adoption on or after that day; or
 - iii. the day the student graduated from high school or received the equivalent of a high school diploma; and
 - b. Enrolls as an undergraduate student not later than three years after the date the student was discharged from the foster or other residential care.
 - i. the third anniversary of the date the student was discharged from the foster or other residential care, the date the student graduated from high school, or the date the student received the equivalent of a high school diploma, whichever date is earliest; or
 - ii. the student's 21st birthday

Refund of Tuition and Fees for Students Withdrawing from the University or Reducing Course Load

Upon completing a withdrawal form or a course drop form and submitting it to the Registrar, the percent of tuition refund will be determined. Refund amounts for withdrawals are based on the total number of hours in which a student is enrolled at the date of withdrawal. Students withdrawing during a long semester will be refunded appropriate tuition and fees as follows:

Long Semesters

1. Prior to first class day from which a \$15 matriculation fee shall be assessed 100%
2. During the first 5 class days 80%
3. During the second 5 class days 70%
4. During the third 5 class days 50%
5. During the fourth 5 class days 25%
6. After the fourth 5 class days NONE

Summer Session

1. Prior to first class day from which a \$15 matriculation fee shall be assessed 100%
2. During the first, second or third class day 80%
3. During the fourth, fifth or sixth class day 50%
4. After the sixth class day NONE

First time students receiving federal aid under Title IV of the Higher Education Act of 1965 will be entitled to a refund of the higher of: (1) the refund required by applicable state law; (2) the refund required by the [accrediting agency]; or (3) the pro rata refund as prescribed by federal law.

Students withdrawing before the first class day will receive a 100% refund minus a \$15 matriculation fee.

Payment of Tuition and Fees

Students are not entitled to enter a class or laboratory until their fees and deposits have been paid. Payment may be made by personal check for the exact amount due, provided the bank transit number is encoded thereon in compliance with revised Federal Reserve Bank regulations. Checks for larger amounts, the difference to be paid in cash to the student, cannot be accepted. All checks must be drawn on U. S. banks in U. S. dollars. When a check is returned to the University, a \$25 service charge is assessed. If the returned check was for tuition, the student's registration will be cancelled. In paying fees by check, students should exercise care. Fees may be paid and books purchased by credit card (VISA, Mastercard and Discover). Full payment of tuition and fees in advance of the beginning of the semester is required.

Students can also pay by using a tuition loan (emergency loan). The loan interest is 5% and is due within approximately 60 days.

All policies regarding the payment or refunding of tuition, fees and charges are approved by the Board of Regents of The University of Texas System and comply with and are subject to change by applicable state statutes. If a person desires clarification of any matter relating to payment or refund of such charges, or believes special circumstances warrant exceptions to the published policy, the Office of Accounting should be contacted. All fees are subject to change by the Legislature or Board of Regents without notice.

Tuition, Fees and Deposits

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UT TeleCampus Registration and Fees

Students taking UT TeleCampus graduate courses may have additional registration steps for classes, especially those offered by a non-UTPB component. Students should consult their advisor and the UT TeleCampus website at <http://www.uol.com/telecampus>.

The University of Texas of the Permian Basin Summary Descriptions of Required Tuition and Fees for Fall, 2000

Name of Charge	Classification	Residency	Amount	Notes
Tuition:	Undergraduate	Resident	\$69/sch	Texas Education Code 54.0512 and 54.0513
		New Mexico Resident	\$99/sch	Set by Coordinating Board per Statutory Requirement
		Nonresident	\$284/sch	Set by Coordinating Board per Statutory Requirement
	Graduate	Resident	\$87/sch	Governing board may set at twice statutory rates for undergraduate programs
		New Mexico Resident	\$288/sch	Set by Coordinating Board per Statutory Requirement
		Nonresident	\$288/sch	Set by Coordinating Board per Statutory Requirement
Required Fees:				
Matriculation Fee	All students	All students	\$15/sem	A nonrefundable fee will be withheld from tuition if a student withdraws before the first day of class
Student Services Fees	All students	All students	\$12.50/sch max. - \$150	A compulsory fee to fund student services and operations and use of facilities and activities; governing board may set at a rate up to the statutory tuition for resident undergraduate students
Library Service Fee	All students	All students	\$2.00/sch	A compulsory fee to fund an increase in direct services to students including on-line access to academic indexes and electronic library services
Advising Fee	All students	All students	\$5/sem	A compulsory fee to defray costs of student advising
Computer Processing Fee	All students	All students	\$25/sem	A compulsory fee to defray costs of registration and maintaining student records
Network Fee	All students	All students	\$10/sem	An incidental fee that provides for development of campus computer and network facilities for academic programs
Medical Service Fee	All students	All students	\$10/long semester \$5/ summer	A compulsory fee to provide medical services for students at any Permian Basin Physicians Group facility with an \$8 co-pay.
Incidental Fees: Variety (see catalog)	All students	All students	Variable	For specific services such as late registration, library fines, microfilming fees, bad check charges, application processing fees and others as approved by the governing board.
Laboratory Fees: Variety (see catalog)	All students (depending on courses taken)	All students	Variable	Mandatory charges for certain laboratory courses; may not be less than \$2/ nor more than \$30/ semester and must not exceed the cost of actual materials and supplies used by a student
Supplemental Fees: Variety (see catalog)	All students (depending on courses taken)	All students	Variable	Charges in addition to regular tuition for students registered in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction.
Voluntary Fees: Variety (see catalog)	Students desiring the specific service	All students	Variable	May include such items as parking fees, yearbooks, locker fees, intercollegiate athletics passes

Property deposit. A \$10 property deposit shall be collected from each student. The deposit shall be returned on the withdrawal or graduation of the student who so requests, less any loss, damage, or breakage caused by the student. Any deposit which remains without call for a refund for a period of four years from last attendance shall be forfeited.

Student Services fee. The Student Services fee is compulsory for all students. The amount charged is \$12.50 per semester credit hour for 1-11 credits. Students registered for 12 credits or more are charged a maximum of \$150.00. Students who register for the summer session are charged on the same basis as students registered during the regular academic year. The fee provides funding for extracurricular activities and events designed to augment student life at the University and reservation privileges at the gymnasium.

Students registered *in absentia* are not eligible to participate in student services and programs unless the regular fees are paid. The Student Guide publishes the available programs, activities and services that the fee provides. This Guide is available at registration or from the Office of Student Life.

Refund of the Student Services fee to students withdrawing is made on the same basis as refund of the registration and tuition fees.

Advising fee. To defray costs of student advising, a charge of \$5 per student per semester will be assessed. This is a nonrefundable fee.

Add/Drop fee. A student adding or dropping a course or courses will be assessed a \$5 per transaction fee.

Book locker fee. Students using book lockers will be charged a fee of \$20 per year, \$14 per semester, or \$11 for the summer session.

Book locker key replacement fee. To defray costs of key and lock replacement, a charge of \$15 will be assessed.

Computer processing fee. All enrolled students will be assessed a \$25.00 computer processing fee each semester to defray computer costs of registration and maintaining student records. This is a nonrefundable fee.

Computer network fee. All enrolled students will be assessed a \$10 network fee each semester to defray the costs of providing wide area connectivity.

Computer printing services fee. Students will be assessed \$1.00 for each additional page after the first 10 pages to defray the costs of duplicating letter quality documents produced by students served by the Programs Assisting Student Study (PASS) Office.

Geology field course fee. A \$650 fee will be charged for the GEOL 4600 field geology course.

Health Insurance Fee. International students holding nonimmigrant visas and living in the United States will be assessed this fee to defray costs of mandatory insurance. The rate will be variable to match the premium for the approved U.T. System student insurance plan.

Library fees. A fee of twenty-five cents (\$.25) an hour will be charged for overdue reserve books and one dollar (\$1) per day on overdue materials obtained through the interlibrary loan services. For circulating books, the fine will be \$.25 per day per item overdue. Fees for use of interlibrary loan services will be \$1.50 for computer charge plus handling costs and \$5 for rush. The charge for lost books will be \$50 plus \$15 processing fee if book volume cannot be replaced. \$25 per item for materials from the curriculum collection plus \$15 processing fee. \$125 per item for reference volumes plus \$15 processing fee. \$100 per microform volume equivalent plus \$15 replacement fee. The replacement fee will be credited automatically when an overdue item is returned in good condition. The late fee and processing fee is nonrefundable. A fee of \$7.50 per document will be charged for binding theses plus any additional costs required for special binding to a maximum of \$15. Additional fees include: (1) Recalled books - \$1 per day, (2) Videos, nonprint media - \$1 per day, (3) Library fax - \$1 plus \$.20 per page over three pages (Domestic), \$5 plus full

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cost of all telecommunication and other charges (international), (4) Printer cards - cards of various denominations starting at \$1 at a rate of .05 per page, (5) Transparency - \$.50 per black and white transparency, \$2 per color transparency, (6) Info Express (document delivery), internal - \$5 per item plus \$.15 per page over 50 pages and external - \$10/item plus \$.25 per page over 25 pages.

Library Service fee. An assessment for a student library fee is made on the basis of \$2 per semester credit hour to all enrolled students. This fee will defray costs of providing increased direct services to students including online access to academic indices and electronic library services.

Orientation fee. New students will be assessed a \$10 fee to cover the costs associated with providing a new student orientation prior to regular registration. This is a nonrefundable fee.

Medical Service fees. A compulsory fee to provide medical services for students at any Primary Medical facility with an \$8.00 co-pay. The assessment is \$10 for a semester and \$5 for summer session.

Parking permit fees. Students will register their vehicles in a single payment for the entire school year or the balance of the school year in which they register, whichever is applicable. The school year is September 1 through August 31. The following fees will be charged: passenger vehicles, trucks, motorcycles, motor scooters and motorbikes: \$30.00 per year; \$20.00 January 1 through August 31; \$10.00 June 1 through August 31. Contingent on Board of Regents' approval, this rate may be increased. Enforcement fees are as follows: Parking Violations: \$10.00 for category 1000 fines, \$30.00 for category 2000 fines and \$40.00 for category 3000 fines, per the UTPB Traffic and Parking Regulations page 10. Failure to pay an assessed fee within 10 calendar days of receiving the citation will result in a \$3.00 late charge.

The parking permit replacement fee is \$5.00. Temporary (monthly) permits may be issued for \$3 or any portion of a month in excess of 14 calendar days.

Placement services fees. Students will be charged \$20 for the establishment of each placement file and \$16 for the second set of 10 copies to defray the costs of compiling, maintaining and mailing student placement files.

Laboratory fees. For each laboratory course a fee is charged in an amount to cover, in general, the cost of laboratory materials and supplies used by a student; however, such charge per student shall be not less than \$2 nor more than \$30 for each laboratory course in any one semester or summer term. The course schedule will indicate the amount of the laboratory fee for each course.

Student teaching fee. Students enrolled in Student Teaching (EDUC 4099 and 4399) are assessed a fee of \$65 to defray the costs of providing cooperating teachers for supervision of student teachers.

Theatre appreciation course fee. A \$25 per student fee will be assessed to defray the costs of theatre attendance required for students enrolled in DRAM 2301.

Internship fee. Student interns are assessed a \$50 fee to cover administrative and travel expense associated with providing supervision for teaching internships (EDUC 4692).

Field-based instruction fee. A \$10 per course fee will be charged to recover travel costs in certain field-based educational courses.

Education seminar course fee. A \$25 fee will be charged to defray costs of diagnostic tests kits.

Internship: diagnostician course fee. A \$25 fee will be charged to defray costs of diagnostic tests kits.

Learning theory and assessment course fee. A \$25 fee will be charged to defray costs of diagnostic tests kits.

Practicum: reading course fee. A \$25 fee will be charged to defray costs of diagnostic tests kits.

Reading diagnostic/remediation course fee. A \$25 fee will be charged to defray costs of diagnostic tests kits.

Teacher certification credentials fee. A \$10 fee will be charged to cover costs of evaluating student credentials for state teacher certification.

Teacher certification deficiency plan fee. A \$30 fee per student will be charged to defray the cost of preparation of deficiency plans.

Test administration fee. A \$10/test fee will be charged to defray administrative costs in the Programs Assisting Student Studies (PASS) Office (Does not include cost of test). Cost of tests:

1. College level examination program fee - \$44
2. Quick Texas Academic Skills Program (TASP) fee - non-students - \$10
3. Scholastic Aptitude Test (SAT) institutional administration - \$30.

Supplementary fees for selected courses. Students taking selected courses (e.g., studio art, lifetime sports, or physical education) may be required to pay supplementary fees each semester. Supplementary fees, in the case of students withdrawing or dropping a course, are refunded according to the schedule provided for refunding of registration and tuition fees. Exception: A student who officially drops a course with a supplementary fee and at the same time officially adds another such course will receive a refund of the full supplementary fee paid on the course dropped and will pay the corresponding fee required for the course added.

Special charge for late registration. Any student who, with proper permission, registers after the scheduled registration in that semester, will be required to pay a special charge of \$15 to defray costs associated with keeping registration open after published times.

Bad checks. A service charge of \$25 will be assessed for each returned check.

Graduation fee. A graduation fee of \$15 is charged to graduating students at the beginning of the semester they plan to graduate. Students should notify the PASS Office and the Registrar as soon as they know they will not be graduating in the semester for which they applied. The graduation fee is a nonrefundable fee. If the student cancels the graduation application after the 12th class day of the semester (or equivalent date during Summer terms) the fee must be paid again when reapplying for graduation. If the student fails to complete any and all degree requirements by the end of the term in which graduation was planned, the fee must be paid again upon reapplication in a subsequent semester.

In Absentia fee. The fee for *in absentia* registration is \$25.00. The fee is assessed to those students who need to register in the University for the purpose of having a degree conferred, but not for courses. No refund is made for the cancellation of an *in absentia* registration. For more information regarding the *in absentia* fee, see page 32.

Transcript fee. There is a transcript charge of \$5 for each University transcript ordered to defray costs of retrieving, duplicating and mailing transcripts.

Fax fee. A charge of \$5 per page will be assessed to defray the administrative costs of FAXing student documents from the Registrar's Office.

Duplicate fee receipt. A \$1 charge for additional copies of Registration receipts will be charged to defray the costs of printing duplicate copies of fee receipts except for purposes of I.D. cards and parking permit verifications.

Student identification card replacement fee. All students who need a replacement student identification card will be charged a \$10 service fee as approved by The University of Texas System Board of Regents. This is not a purchase fee. The student I.D. card is the property of UT Permian Basin and return may be required upon the student's withdrawal from the University, when it has been put to fraudulent use, or at other times determined appropriate by administrative officers of the University.

Concurrent enrollment. Section 54.062 of the Texas Education Code provides for the following tuition procedure for students registering concurrently at two Texas public institutions of higher education:

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1. The student must register first at the institution with a lower minimum tuition and pay the full tuition charge.
2. Generally only the hourly rate is paid at the second institution. However, if the minimum amount is less at the first institution, then the student must pay the difference in the two minimums to the second institution, but not less than the hourly rate. All other required and optional fees are billed by each institution at its regularly authorized rates.

Sample of total tuition and fee charges for a semester Fall, 2000

Institution: The University of Texas of the Permian Basin

The table can be used to estimate the full costs of one semester for Texas resident students. For undergraduates, the amounts are shown for 12 and 15 semester credit hours (SCH). For graduate students, the table gives amounts for 3 and 9 SCHs. If a student enrolls for a different number of hours, he or she may use the extra column to calculate those costs using the per semester credit hour charges for tuition and fees that are based on the number of hours of credit (see class schedule for details). Since the table shows only *average charges* for college and course related fees, a more precise total would have to be calculated by determining the actual fees for the student's school or college and the courses for which the student has enrolled. Necessary information may be obtained from the Office of Accounting, the class schedule and/or UTPB's Home Page on the World Wide Web at <<http://www.utpb.edu>> on the tuition and fee tables.

Name of Charge	Undergraduate		Graduate	
	12 sch	15 sch	3 sch	9 sch
Resident Tuition (1)	828.00	1035.00	261.00	783.00
Add: Required Fees				
Student Services Fees	150.00	150.00	37.50	112.50
Library Service Fee	24.00	30.00	6.00	18.00
Advising Fee	5.00	5.00	5.00	5.00
Computer Processing Fee	25.00	25.00	25.00	25.00
Network Fee	10.00	10.00	10.00	10.00
Medical Service Fee	10.00	10.00	10.00	10.00
Subtotal - Required Fees	1052.00	1265.00	354.50	963.50
Add: Average for college and course related laboratory, incidental and supplemental fees and/or optional student services fees (3)				
	15.00	15.00	15.00	15.00
Total Charges (4) (Tuition plus subtotal-required average for college and course related fees and/or optional student services fees)	1067.00	1280.00	369.50	978.50

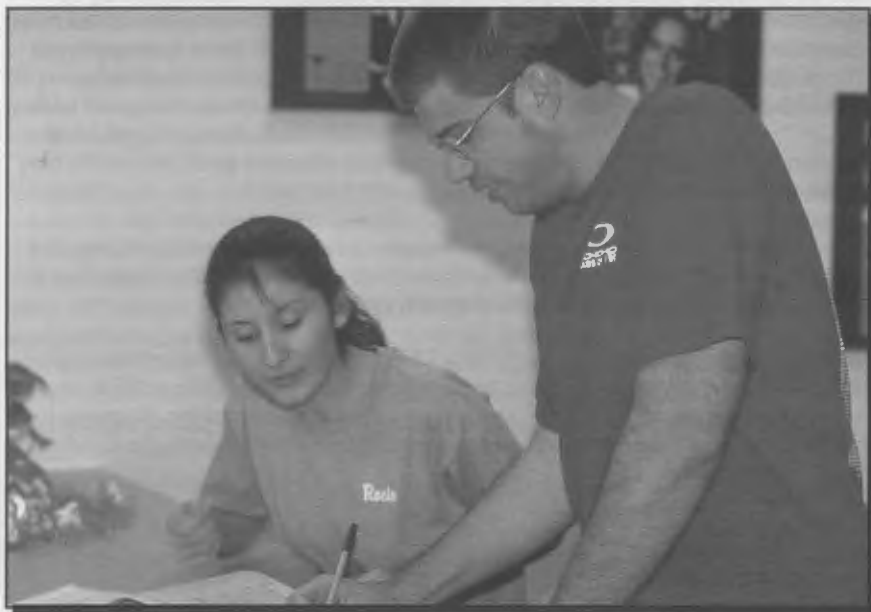
- (1) Resident undergraduate tuition as established by the Texas Legislature is \$69/sch; non resident undergraduate tuition is \$284/sch. Graduate tuition may be twice the statutory rates for undergraduate students. Effective with the fall semester, 1997, the former general use fee has become part of tuition charges per SB 1907.
- (2) Required fees, those charged to all students, may be based on semester credit hours or may be per semester.
- (3) Averages only are given for college and course related fee charges (laboratory, incidental, supplemental/individual instruction fees) since charges vary according to academic program and courses; actual fees are published in the institutional catalog and/or other publications. A summary description of these fees and the optional student services fees may be found in an attachment, the UTPB catalog and/or on UTPB's Home Page on the World Wide Web at <<http://www.utpb.edu>>
- (4) A one time, \$10.00 property deposit is charged to all first-time students. A one time, \$10.00 orientation fee is charged for providing a new student orientation prior to registration. These amounts are not included in the totals.

Note: Although unlikely, changes in tuition and fee charges may occur after the information is first published; updated information may be obtained from the Accounting office or from UTPB's Home Page on the World Wide Web at <<http://www.utpb.edu/>>

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Graduate Academic Regulations



Cathie H. Tinney, PhD
Assistant Vice
President for
Graduate Studies
Associate Professor
of Management/
Marketing

Dr. Tinney has served in this capacity since 1993, but continues to teach in the MBA program. Her teaching and research interests are in consumer behavior, particularly the influence of the extended family unit on purchase behavior. She teaches a Leadership for Women in Business course and Consumer Behavior.

Charged

Student Responsibility

Students are responsible for knowing degree requirements and for enrolling in courses that apply to their degree program. Knowing University regulations pertinent to the standard of work required for continuation in graduate study is also the student's responsibility.

Transfer Credits

Credit for graduate courses completed at another accredited institution may be applied toward a master's degree at UT Permian Basin. A maximum of six semester credits may be transferred if appropriate for the student's program and approved by the student's advisor. Three additional credits may be transferred upon approval of the Assistant Vice President for Graduate Studies. No course credit with a grade of C or lower may be transferred to UT Permian Basin. No undergraduate course work taken at another university, even when taken for graduate credit, may be transferred to UT Permian Basin.

All credit transfers must be approved after acceptance to a graduate program and prior to the student's completion of 12 semester credit hours at UT Permian Basin. It is the student's responsibility to initiate the approval process.

To receive more than a total of nine hours of transfer credit, the student must file a petition with the Assistant Vice President for Graduate Studies. The petition must include the recommendation of the student's advisor and committee. Requests for more than a total of nine semester hours of transfer credit must go to the Graduate Council for a decision.

Should the advisor and/or Assistant Vice President for Graduate Studies not approve the transfer of any credits, the student has the right to submit a petition to the Graduate Council, which will make the final decision. When submitted to the Graduate Council, the petition must include the recommendation of the student's advisor, committee, and the Assistant Vice President for Graduate Studies.

To insure acceptance of transfer credit toward the master's degree, the student must obtain prior written approval from the student's advisor for any courses taken at another institution after the student has matriculated at the University.

No correspondence study credits apply toward the minimum requirements for the master's degree, and no credit more than 8 years old at the time of graduation may be applied toward requirements for the degree. A maximum of 6 credits of approved extension course work, whether completed through the University or at another institution, may be applied toward meeting minimum requirements for the master's degree.

Web based courses offered through UT System Consortia agreements may be governed by specific program guidelines. Students should consult their program head for details.

Additional Course Credits

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

Students may apply a maximum of nine credit hours of 4000-level courses toward master's degree requirements. In order to be eligible to count toward the degree, these courses must be approved by the master's degree committee and taken after acceptance to a degree program.

A maximum of six credit hours of 6000-level course work taken prior to acceptance in a master's degree program may be applied to the degree, subject to the approval of the student's graduate committee.

Self-Paced Instruction (SPI)

Self-paced instruction (SPI) is often referred to as personalized instruction in master learning. Self paced courses are designed to permit students to complete courses as rapidly as they are capable, or to take more time if needed to master them. SPI usually requires no formal class meetings, although in many courses the instructor meets once a week with a group of students desiring additional interaction or discussion. Most student-instructor contact in SPI is on an individual basis. Students enrolled in SPI courses are expected to interact with the professor either individually or in a group situation at least once each week or as often as a given course requires.

Self-paced courses are offered in many fields or degree programs. Students in SPI courses are provided with a course outline including instructions for study, activities to complete, sources of information and other necessary instructions. Students may visit the instructor as often as needed to discuss and clarify the course material and to answer questions. When students believe they have mastered a unit within a SPI course, they may take the appropriate test. If students pass at the prescribed level, they proceed to the next unit. In some courses, if students do not pass the unit, they may restudy it until they pass the test. Each unit must be passed in sequential order, so when all units and tests are successfully completed, students should have mastered the course material.

Since students may not need to attend class in SPI courses, they may begin such courses at any time up to four weeks prior to the end of the semester. Established deadlines for adding or dropping courses published in the course schedule refer to courses taught only on a conventional basis and not to courses taught on an SPI basis. SPI courses may not be dropped during final examination week. Although students have the option of continuing an SPI course into a succeeding semester, they are encouraged to complete it during the same semester for which they register. Students who do not complete the course in one semester's time may receive a grade of Z (satisfactory work in progress) and must reregister during a subsequent semester when the course is offered and pay tuition for the course if completion is desired.

Partially self-paced courses are administered on the same basis as regular courses. The registration, drop-add, withdrawal, course completion and grading for partially self-paced courses are administered as all other conventional classes.

Technology Assisted Study

Students are encouraged to take advantage of the latest technological advances on the campus. Changes continue to facilitate the delivery of distance education classes to the far reaches of the Permian Basin. These same technologies bring expertise from across the state onto the UT Permian Basin campus.

Current technologies suggest primary techniques are web based, (course can be completed from an off campus computer access point) web assisted, (as one of the learning approaches included with other more traditional methods) and interactive video (multiple sites are connected in real time). The integration of technology as a tool in academic efforts will continue to change. Since UTPB is a leader in these efforts for students in the state of Texas, no current list can capture the options that may be available in the near future.

Course requirements will vary. They may include specific deadlines or could be partially self-paced. No conclusions about format can be made without communicating with the instructor for the course. In general, these technology assisted courses require a greater level of individual initiative on the part of the student while offering some flexibility over traditional methods.

Independent Study (see Contract Study)

Contract Study

Several types of independent study are available at UT Permian Basin. These are referred to as contract study courses, which include readings, special problems,

Graduate Academic Regulations



***Douglas F. Hale, PhD
Professor of
Mathematics and
Computer Science
Director of REACH***

Dr. Hale has served in many positions as the role of computers have evolved on campus. He is currently the Director for the REACH Program Center (see pg.8). In this capacity he is responsible for the development and implementation of much of the University's technology assisted study.

UT TeleCampus Registration and Fees

Students taking UT TeleCampus graduate courses may have additional registration steps for classes, especially those offered by a non-UTPB component. Students should consult their advisor and the UT TeleCampus website at <http://www.uol.com/telecampus>.

Graduate Academic Regulations

library research and certain other learning activities. Before students may register for these courses, plans for the proposed study showing the objectives, procedures to be used for evaluation, and other plans must be written and approved by the appropriate instructor, and by the Dean or Department Chair.

Contract studies are not intended to substitute, by content, for courses listed in the catalog.

Contract Study Courses require a contract study form to be filled out, signed and turned into the Registrar's Office

Contract Study is available only in disciplines in which the master's degree is offered. Contract study should not include course work which is offered in regular undergraduate or graduate courses. SPI enrollment would be the preferred mode for individual enrollment in such a course. All enrollment forms will be routed through the Assistant Vice President for Graduate Studies for approval prior to acceptance by the Registrar. A limit of six semester credit hours is established for the amount of contract study credit which will be accepted for a master's degree.

Course Load

Nine semester credit hours constitute a full-time semester load for graduate students. The maximum course load for graduate students is 15 semester credit hours in a fall or spring semester or 6 semester credit hours in a six week summer term.

Registration in excess of the maximum course load requires approval of the Assistant Vice President for Graduate Studies.

Since the maximum load is limited by the Texas Higher Education Coordinating Board Rules, permission could be given only under exceptional circumstances. Students employed by UT Permian Basin as student or teaching assistants must reduce their course loads accordingly. Part-time students employed full time may take no more than two courses per semester without the approval of the Assistant Vice President for Graduate Studies. Students on academic probation should reduce their course load until their GPA is improved and probationary status is removed. The maximum credits for which students may register in a semester or summer term apply to the combined credit for both conventionally taught courses and self-paced courses. If students finish a self-paced course before the end of the semester or summer term, they may register for another self-paced course immediately or at any time during that semester up to four weeks prior to the end of the semester.

Attendance and Religious Holidays

Students should consult with individual instructors concerning class attendance requirements. Policies of the faculty may vary since graduate classes are generally smaller and more interactive, attendance and participation may be major factors in evaluation of performance.

The University shall allow a student who is absent from classes for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence if, not later than the 15th class day after the first day of the semester, the student notifies the instructor of each class the student has scheduled on that religious date that the student would be absent for a religious holy day. The notification referred to above shall be in writing and the student shall deliver it personally to the instructor of each class, with receipt of the notification acknowledged and dated by the instructor or by certified mail, return receipt requested, addressed to the instructor of each class. Although a student who is excused under this policy may not be penalized for the absence, the instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination.

Students may be excused from attendance for reasonable personal and activity events, but cannot be excused from graduate level performance in the course. If the student is aware of conflicting events, it may be better to enroll at a later date rather than jeopardize performance.

Academic Honesty

Graduate students are expected to pursue their academic careers with honesty and integrity. The value of an academic degree is dependent on the integrity of the work done for the degree. Academic honesty is thus important to all students, as well as the faculty.

"Scholastic dishonesty" includes, but is not limited to, cheating on a test, plagiarism and collusion (Handbook of Operating Procedures, Part 5, Section 1).

"Cheating" on a test includes:

- a. Copying from another student's paper;
- b. Using during a test, materials not authorized by the person giving the test;
- c. Collaborating with or seeking aid from another student during a test, without authority;
- d. Knowingly using, buying, selling, stealing, transporting, or soliciting, in whole or part, the contents of a test;
- e. Substituting for another student or permitting another student to substitute for one's self to take a test; and
- f. Bribing another person to obtain a test or information about an unadministered test.

"Plagiarism" means the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work offered for credit.

"Collusion" means the unauthorized collaboration with another person in preparing written work offered for credit.

Further information on "Student Conduct and Discipline" is included in the Student Guide available in the Office of Student Activities.

Grading Policies and Academic Progress

Students in graduate programs receive credit only for courses in which a grade of A, B or C has been earned. No more than two C grades in 6000-level courses may be counted toward the degree. Credit toward the degree will not be granted for any 4300-level courses in which a C is earned. Occurrence of a D or F in a graduate program shall be grounds for dismissal from the graduate program. The master's project/thesis will be graded S for Satisfactory and U for Unsatisfactory. All practicum courses will be graded by S and U. The S does not calculate in the Grade Point Average (GPA). The U calculates as a failing grade in the GPA. Degree candidates are required to present an overall average of not less than B (3.0) at the end of their program of study. Pluses and minuses do not enter into the GPA calculation (refer to page 17 for grade point calculation procedures).

For project/thesis work in progress, the letters PR will be assigned in lieu of a final grade. Upon completion of the master's project/thesis and upon final evaluation by the committee and approval by the Assistant Vice President for Graduate Studies, grades for the most recent enrollments (not to exceed six credits for thesis and three credits for project) will be converted to S or U. All grades of PR in excess of 6 credit hours for thesis and three credit hours for project will be converted to NG (No Grade). Neither the PR nor the NG grade calculates in the GPA at any time.

A grade of I (for conventional, independent study and partially self paced courses) or Z (for self paced courses) is reported when students have not met all requirements of a course by the end of the semester and the instructor considers the allowance of additional time to complete course requirements justified. When reporting an I grade, the instructor must complete an 'Incomplete Report' specifying: (1) the deficiency or the additional work to be done; (2) the length of time allowed to complete the work (no later than the last class day of the subsequent semester, summer excluded). When filing an Incomplete Form, the graduate faculty must indicate a default grade of B, C, D, F, or NG to be applied in the absence of a grade form indicating completion of the course. Faculty may extend an incomplete for a second semester by filing a second Incomplete Form with the Registrar. A student who registers for a class and then fails to attend any class meetings or take any test, and who neither withdraws nor formally drops the course, will be assigned the grade of F.

Graduate Academic Regulations



***William R. Fannin,
PhD. Vice President
for Academic Affairs
Professor of
Management.***

An ongoing interest in strategic management in business, government, and academic institutions is well documented in Dr. Fannin's career. He has been at UTPB in his current position since 1996. He regularly teaches graduate classes in strategic management in addition to his administrative responsibilities.

Graduate Academic Regulations

In self-paced instruction (SPI) courses in which a student makes satisfactory progress, but does not complete all requirements by the end of the semester in which registered, the instructor may report a Z grade. Students desiring to complete the course must reregister in the semester when the course is next offered and complete all remaining requirements for the course during the semester. The grade of F may be awarded for failure to achieve minimal standards in self-paced courses.

While the Z grade carries no penalty, the presence of many on the transcript may reflect poor schedule management. Z grades remain part of the permanent student transcript.

The grades of S and U are final grades used for student teaching, certain seminars, courses for demonstration of proficiency in writing and conversation, certain nondegree courses, and in a limited number of other courses which, upon petition, may be approved by the Dean; otherwise, normal grading procedures apply. The intent of the faculty and administration at UT Permian Basin is to ensure that every student receives fair treatment in the academic process.

Any course in the Fall and Spring semesters dropped after the 10th day of the student's enrollment in the course requires the instructor's signature on the drop form. A grade of W will be assigned for the final grade in Fall and Spring semester courses dropped after the 12th class day (4th class day in the summer).

Continuation in a graduate degree program is dependent on satisfactory progress in resolving any acceptance conditions and maintenance of not less than a B average (3.0 GPA) in all course work taken according to the program plan. Special status students accruing graduate credit course work are bound by the same scholastic standards that apply to regularly enrolled degree-seeking students.

Graduate students taking undergraduate courses which are not part of their degree program and special status students taking undergraduate courses will be held to the same GPA requirements as regular undergraduate students taking the same courses, which is a GPA of at least 2.0. Teacher certification students must maintain a GPA of at least 2.75.

A student whose GPA falls below the GPA requirements stated above will be placed on probation for one semester or 6 semester credit hours. Failure to bring the cumulative GPA up within that period may result in dismissal.

Student Academic Appeal Procedures/Readmissions

In attempting to resolve any student grievance regarding grades or evaluations, it is the obligation of the student first to make a serious effort to resolve the matter with the faculty member with whom the grievance originated. Individual faculty members retain primary responsibility for assigning grades and evaluations. The faculty member's judgment is final unless compelling evidence shows discrimination, differential treatment, or factual mistake. If evidence warrants appeal, the student may pursue the matter further by directing a letter to the Dean. The letter should state the problem, state why the student concludes fair treatment was not received and provide a description of any evidence that would substantiate the claim. The President's Office shall constitute the final step in the appeal process.

After one semester, a student who has been dismissed may reapply for admission and must present evidence of reasonable expectation to succeed in graduate study. A student dismissed a second time may reapply after one full academic year. No student may reapply after three dismissals for academic deficiencies.

A former graduate student must notify the Admissions Office of the intention to return to study at the University. A student who has not attended the University for two or more terms or who wishes to pursue a different major upon returning must report to the Admissions Office and complete an application update. Notification of attendance at other institutions must be provided and transcripts from all other institutions must be submitted.

Any student who is not eligible to return immediately to a former institution is not eligible to enroll at the University. Any student who is dismissed from one program at the University is not eligible for admission to any other program except as allowed by the time constraints given above.

A student who is dismissed for disciplinary reasons from another institution will not be readmitted at the University.

Drops, Adds and Withdrawal

Dropping a course or courses should not be confused with withdrawing from all courses. In courses taught on a conventional basis, a student may drop the course any time up to the last day of the 10th week of classes. Students should consult the academic calendar for the last day to drop. School of Business students must have the permission of their academic advisor to drop or add a course. All other students may drop courses without permission of the instructor during the first ten class days in the Fall and Spring semesters (four class days in summer). Students must obtain the signature of the instructor whose course they are dropping if they drop the course between the 10th class day (4th class day in summer) and the last day to drop classes as given on the academic calendar for each Fall and Spring semester.

Once a student has registered and paid tuition and fees for a course section, the student is considered enrolled in that class until the student officially drops the class at the Registrar's Office. Enrollment is not complete until all tuition and fees have been paid. Students will not be admitted to classes for which tuition and fees have not been paid. The student must submit all requests to drop a course in writing to the Registrar's Office. **Neither faculty, relatives nor friends may drop or add courses for a student. Add/drop forms must be completed at the Registrar's Office prior to the end of the last day to drop. The student should note the academic calendar for the last date to drop. Failure to drop a class which is not being attended will result in a failing grade on the academic record.** Students may withdraw from all classes after the last date to drop with permission of their advisor and Dean or Department Chair. For refund dates, the student should note the Refund Policy in the section on Tuition, Fees, and Deposits in this catalog.

Adding a course is subject to the same advisement, course load, admission and prerequisite requirements as original registration. Consulting with the advisor in advance of registration can reduce the need for late adds.

Students enrolling late in a course should not expect special make-up assistance from the instructor.

In the case of courses taught on a self-paced instruction (SPI) basis, students are encouraged to enroll as early as possible. However, courses taught on a SPI basis may be added up to four weeks prior to the end of the fall or spring semesters. An equivalent date will be established for the summer term as announced in the summer class schedule. After the late registration period, SPI courses may be added only with the permission of the instructor and the Dean of the school or college in which the course is taught. Students not completing an SPI course by the end of the semester must reregister and pay all applicable fees to continue the course in the next semester in which it is offered. Students may drop an SPI course at any time up to the last date to drop, as shown in the academic calendar.

Withdrawing from the University should not be confused with dropping a course(s) while remaining enrolled in others. Students desiring to drop every course in which they are enrolled are considered to be withdrawing. Students should secure a withdrawal petition from the Registrar's Office, complete it and obtain the signature of the Business Office, the Library, Security, and the Financial Aid Office. In cases of illness, students may have someone notify the Registrar who will arrange for withdrawal.

If a student wishes to withdraw, a completed withdrawal form must be submitted to the Registrar's Office prior to the final date to withdraw. A withdrawal requested after the last date to drop must have the permission of the Dean or Department Chair. Failure to withdraw from a class which the student has never attended or has stopped attending will result in a failing grade on the academic record. A withdrawal request becomes effective the date the completed and signed form is received from the student by the Registrar's Office. Students who have withdrawn from the University need not apply for readmission unless they have been absent from the University for more than two semesters. See "Admissions."

Graduate Academic Regulations

Graduate Academic Regulations

Graduate Committee

Program Planning

Upon acceptance into a graduate program, each student will be assigned a faculty advisor by the department chair or coordinator of the program in the student's field of major interest. Prior to completion of one-half of the course credits required for the degree, the advisor and the student will nominate a committee of three or more members of which the initial advisor may or may not be the chair or a member. Each graduate student's committee will consist of graduate faculty members from the academic discipline(s) offering the degree, plus one member from outside the discipline(s) who will represent the graduate faculty. At the time the student's committee is formed, the graduate faculty representative will be appointed by the Assistant Vice President for Graduate Studies who will also approve the committee and the student's degree plan. Students in the MBA and MPA programs following an established non thesis plan of study may not be required to have a committee.

The committee is responsible for developing the student's program of study, for arranging and conducting examinations and for certifying the student's completion of all requirements for the degree. All recommendations by the committee are subject to review and approval by the Assistant Vice President for Graduate Studies.

Candidacy

Candidacy for the master's degree is established when, following acceptance into a degree program and completion of all acceptance requirements, the graduate student and the advisor plan a program of study recorded on the degree plan form which is approved by the student's committee, the department chair or program coordinator, and the Assistant Vice President for Graduate Studies.

Degree Plan

Filing of the degree plan with the Office of Graduate Studies and Research should be done upon or prior to completion of 12 semester credit hours of degree requirements and must be done prior to completion of 18 semester credit hours toward the degree. Students failing to submit a program or receive approval may be required to complete one-half of the required credits (exclusive of project/thesis) after approval is received. The planned program should list all courses, any special projects, and any other educational experiences that are to be a part of the master's program. It is not necessary to include the topic if the project/thesis option is chosen.

The degree plan is not official until:

1. it is signed by the student, committee members, program head, graduate faculty representative and Assistant Vice President for Graduate Studies and,
2. it is filed in the Office of Graduate Studies and Research.

All revisions to the degree plan, if necessary, are made on a separate form, "Graduate Academic Petition for Exception to Graduate Policy." Further information is available through the Office of Graduate Studies and Research.

Time Limitations

The master's degree must be completed within eight years. No course more than eight years old at the time of graduation may be applied toward requirements for the degree. This includes any transfer credit and project or thesis credit. For example, if the first course on the degree plan is dated Fall 1995, the student must graduate in or before Summer 2003.

Requirements for Completion of the Degree

Successful completion of all courses and research requirements does not assure receipt of the master's degree. After all requirements have been fulfilled, candidates may be required to sit for an oral examination by their committee, which includes a representative of the graduate faculty. The examination covers the subject matter of the candidate's field or discipline and research, if a project/thesis is part of the student's program. Candidates must demonstrate an appropriate level of knowledge and understanding of their field and research effort in the oral examination. Two negative votes on a committee of four or more members results in failure. Candidates failing the oral examination may sit for reexamination only twice more within five years of the initial failure. Candidates failing the examination will be given direction for study and rewriting of the project/thesis report in

Oral Examination

order to improve the chances of passing the examination on a subsequent attempt.

To determine if a program requires a written or oral examination, thesis, project or seminar consult the description for degree. Some programs have options available for student programs.

If the student prepares a thesis or project, final copies of the master's project/thesis must be prepared according to the regulations presented in the current edition of *INSTRUCTIONS FOR PREPARATION OF MASTERS THESIS AND RESEARCH PROJECT REPORTS* (available from the UT Permian Basin Bookstore). Students must submit not less than an original and three copies of the project/thesis.

The Assistant Vice President for Graduate Studies examines each project/thesis to determine whether or not it meets University requirements and format guidelines. In order to reduce the number of last minute corrections, the student is encouraged to consult with the Office of Graduate Studies and Research during preparation of the report and to submit the master copy of the final draft of the report for review before having additional required copies prepared. This copy should be submitted for review well in advance of the deadline to allow adequate time for the Office of Graduate Studies and Research review, time for the student to make necessary corrections and time to have the final required copies made.

Due to the part-time status of the majority of graduate students, no standard, continuous registration is required by policy of the Office of Graduate Studies. However, each student must register for the number of hours determined by his/her committee for the master's project/thesis. Students must register for 6398/6399 each semester in which they work under the supervision of their advisor toward the completion of the project/thesis and/or use the resources of the University. Although multiple registrations for these courses are common, a maximum of three hours for project or six hours of credit for thesis will be granted on the final academic record.

There may be financial aid or other requirements for continuous registration for individual students. Any student who is not enrolled for a two term period will be asked to update his or her file and may find that a newer version of degree requirements is applicable.

Enrollment for project or thesis is permitted only during the regular and late registration periods. Students away from campus may register by mail, providing arrangements are made with the Registrar's Office at least 30 days prior to the registration period for the semester. Under special circumstances, registration *in absentia* may be permitted if approved by the committee chair and the Assistant Vice President for Graduate Studies.

The prospective graduate must complete and file an application for graduation during the registration period of the semester graduation is planned. Students failing to graduate after paying the graduation fee will forfeit that fee and must reapply when they register for the semester in which they intend to graduate. Early in the semester of graduation, a degree check will be initiated for the student. The student must enroll for at least three semester credit hours in one of the standard numbered courses during the semester in which graduation actually occurs or, under special circumstances, register *in absentia*.

A candidate for a degree who has completed all the requirements for graduation and who needs to register for the purpose of having a degree conferred (not to take courses) must register *in absentia*. This is the only purpose for which a student may register *in absentia*. After registration for credit during a semester or summer session, a change to *in absentia* status must be approved by the Assistant Vice President for Graduate Studies and processed through the add/drop procedure; i.e., a student will drop the courses for which he/she has registered and add the *in absentia* registration. All fees, less the *in absentia* fee, will be refunded if the change is made during the first twelve class days. After the twelfth class day, no refunds are made and no additional charge will be assessed for the *in absentia* fee. The University ID card and original paid fee receipt must be returned before a refund can be issued. No refund is made for the cancellation of an *in absentia* registration.

Graduate Academic Regulations

Master's Thesis/Research Project Reports

Continuous Registration

Applying for Graduation

In absentia Registration



James N. Olson, PhD
Dean of the College of
Arts and Sciences
Professor of
Psychology

Stress reduction, drugs and crime, residential burglary, and a variety of clinical problems have been the subject of Dr. Olson's teaching, research, and community service during his career at UTPB. He was instrumental in the development of the Center for Behavioral Analysis, which provides student clinical experiences and helps to meet the need for assistance in the University and the community. He has received a grant from the U.S. Dept. of Justice for his research, and is published in the *Journal of Biological Psychology*, *Journal of Crime and Criminology*, and *The Behavior Analyst*.

College of Arts & Sciences

The mission of the College of Arts & Sciences is to interweave the arts and sciences with professional education which provides the student with the freedom to realize one's potential as an independent person with critical thinking, openness, adaptability, tolerance, integrity and a capacity for life-long learning.

Dean James N. Olson, Ph.D.
 Professor of Psychology

The College of Arts and Sciences consists of three departments: Behavioral Science, Humanities and Fine Arts, and Science and Mathematics.

The Master of Arts (MA) degree is offered in English, History, Psychology / Applied Research, or Clinical; and the Master of Science (MS) is offered in Biology, Criminal Justice Administration, Kinesiology and Geology.

The Master of Science in Kinesiology is also offered On-line through the University of Texas TeleCampus.

The Master of Science in Criminal Justice Administration is offered by Inter-Active Video through the REACH program to students on the campus of Angelo State University.

Department of Behavioral Science Graduate Faculty

Department Chair
 Lois S. Hale, Ph.D.

Steven Aicinena, Ed.D.
 Robert Bartsch, Ph.D.
 Sutham Cheurprakobkit, Ph.D.
 James Eldridge, Ed.D.
 Lois S. Hale, Ph.D.
 Kay Ketzenberger, Ph.D.
 Richard Kiekbusch, Ph.D.
 Carl W. Johnston, DPA
 Linda Montgomery, Ph.D.
 (Myles) Marian Mustoe, Ph.D.

James N. Olson, Ph.D.
 Spencer K. Thompson, Ph.D.

Associate Professor of Kinesiology
 Assistant Professor of Psychology
 Assistant Professor of Criminology
 Assistant Professor of Kinesiology
 Associate Professor of Kinesiology
 Assistant Professor of Psychology
 Assistant Professor of Criminology
 Assistant Professor of Criminology
 Associate Professor of Psychology
 Assistant Professor of Geography /
 Social Science Education
 Professor of Psychology, Dean
 Associate Professor of Psychology

Department of Humanities and Fine Arts Graduate Faculty

Department Chair
 Shawn Watson, Ph.D.

Sophia Andres-Barnett, Ph.D.
 H. Warren Gardner, Ph.D.
 Michael S. Kearns, Ph.D.

Duane Leach, Ph.D.
 Roger Olien, Ph.D.

Associate Professor of English
 Associate Professor of History
 Professor of English and Kathryn Cosper
 Dunagan Professor in Humanities
 Professor of History
 Professor of History and J. Conrad Dunagan

Thomas Schaefer, Ph.D.
J. Tillapaugh, Ph.D.
Shawn Watson, Ph.D.
Mark Wildermuth, Ph.D.

Chair in Regional and Business History
Professor of History
Associate Professor of History
Associate Professor of English & Theatre
Associate Professor of English

College of Arts & Sciences

Department of Science and Mathematics Graduate Faculty

Department Chair
Donald M. Allen, Ph.D.

Donald, M. Allen, Ph.D.

Professor of Biology and
Ashbel Smith Professor

Doug Henderson, Ph.D.

Assistant Professor of Biology

Gae Kovalick, Ph.D.

Assistant Professor of Biology

Emilio Mutis-Duplat, Ph.D.

Professor of Geology

Diane Post, Ph.D.

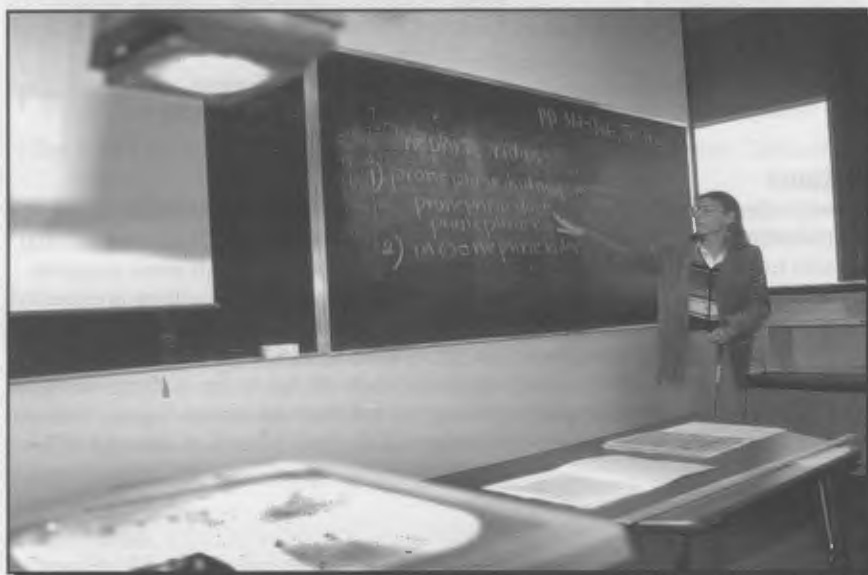
Assistant Professor of Biology

R. Douglas Spence, Ph.D.

Associate Professor of Biology

Daniel R. Womochel, Ph.D.

Associate Professor of Geology



School of Business



Geralyn McClure Franklin, Ph.D. Dean, School of Business Professor of Management

Dr. Franklin has published articles on human resource management and small business management issues in various journals including *Journal of Small Business Management*, *Journals of Small Business Strategy*, *Employee Responsibilities & Rights Journals*, *Journal of Individual Employment Rights*, *Hospital & Health Services Administration*, *Labor Law Journal*, *Public Personnel Management*, and *Journal of Business & Entrepreneurship*. Currently, she is working on *Employee and Labor Relations* (Dryden Press, 2001). She is director of placement for the Academy of Management and treasurer for Southern Management Association, past president of the Small Business Institute Directors' Association, the Association for Small Business & Entrepreneurship, and the Southwest Academy of Management. She has been elected a Fellow of the Association for Small Business & Entrepreneurship and the Small Business Institute Directors' Association.

The mission of the School of Business at The University of Texas of the Permian Basin is to offer high value undergraduate and graduate education to our students who seek preparation for and success in professional careers in accounting, business administration, and applied economics with the ability to operate in the complex global environment of the 21st century.

Dean GERALYN M. Franklin, Ph.D.
Professor of Management

Coordinator for Graduate Studies
Barbara Scofield, Ph.D.

Graduate Faculty
Russell Calk, Ph.D.

Scott Carson, Ph.D.
Wilma Dye, Ph.D.

William Fannin, Ph.D.
Corbett Gauden, Ph.D.
Paul Haensly, Ph.D.
Paul Hodges, Ph.D.

William T. Jackson, DBA

Barbara Scofield, Ph.D.

John Theis, JD, Ph.D.
Cathie Tinney, Ph.D.

Assistant Professor of Accountancy
and Information Systems

Assistant Professor of Accountancy
and Information Systems
Assistant Professor of Economics
Assistant Professor of Accountancy
and Information Systems

Professor of Management
Associate Professor of Marketing
Assistant Professor of Finance
Professor of Economics and Ashbell Smith

Professor
Professor of Management and Pinkie Roden
Chair of Entrepreneurship

Assistant Professor of Accountancy
and Information Systems

Assistant Professor of Finance
Associate Professor of Marketing

Programs

Programs offered through the School of Business are the Master of Business Administration and the Master of Professional Accountancy. Both are professional programs to prepare individuals for business endeavors, although some students will proceed to Ph.D. level preparation. In each instance, the individual is expected to be more upwardly mobile in the organization. Emphasis on different types of organizations, including small business, service, and government are included to serve the needs of the region. Graduate courses are offered in the evening since most students are employed while working toward their advanced degree. The School of Business also cooperates with other UT System schools to offer the MBA Online.

Admission

Admission requirements for School of Business programs include the GMAT and suitable undergraduate GPA.

School of Education

The mission of the School of Education is to prepare professional educators who are proactive in facilitating the lifelong learning and development of students. This mission will be accomplished by valuing and promoting diversity, by encouraging collaborative inquiry and innovation and by influencing educational practices and policies at the local, state and national level.

Dean G. Peter Ienatsch, Ph.D.
Professor of Education

Al Milliren, Ed.D.
Associate Professor of Counseling Education
Certification Officer

Graduate Faculty

Cathleen Barrett-Kruse, Ed.D.
Carl L. Hoffmeyer, Ed.D.

Roy Hurst, Ph.D.

G. Peter Ienatsch, Ph.D.
Susan M. Lara, Ed.D.

Al Milliren, Ed.D.
(Myles) Marian Mustoe, Ph.D.

Rebecca Oekerman, Ed.D.

Philip Reiter, Ed.D.

Jose Agustin Ruiz-Escalante, Ed.D.

Associate Professor of Education/Counseling
Assistant Professor of Education/Educational
Leadership

Assistant Professor of Science Education/
Student Teacher Coordinator

Professor of Education

Associate Professor of Education/
Coordinator of Field Instruction and
Bilingual Education

Associate Professor of Counseling Education
Assistant Professor of Geography/Social
Science Education

Assistant Professor of Education/Early
Childhood

Assistant Professor of Education/Educational
Leadership

Professor of ESL/Bilingual
Education/Chairman of the Undergraduate
Education Programs

Program

The School of Education Master of Arts Degree is designed as both a professional program and as preparation for doctoral study. Thus, both research and non-research plans are available in some of the program options. Students planning to pursue doctoral study or having an interest in research should select one of the master's study options.

Admission

Admission requirements for School of Education programs include the GRE and a suitable undergraduate GPA.

Options

Options available within the Master of Arts in Education include:

Bilingual/ESL
Counseling
Educational Leadership
Early Childhood
Professional Education
Reading
Special Education



***G. Peter Ienatsch, PhD
Dean of the
School of Education
Professor of Education***

Since coming to UTPB in 1973 from the University of Iowa, Dr. Ienatsch has been involved in many changes in teacher education and reading instruction. As Dean, he leads the largest graduate program at the University, and is very involved with local schools. He is also involved in statewide and local educational reform efforts and contributes to many community organizations.

School of Education

The School of Education also provides academic preparation for certifications and endorsements issued by the State Board for Educator Certification in the following areas:

Elementary Certification
Secondary Certification
All Level Certification
Counseling Certification

Educational Diagnostician Certification
Superintendent Certification
Reading Specialist Certification
Mid-Management Certification
Special Education Endorsement
Early Childhood Endorsement
Bilingual Endorsement
ESL Endorsement

Every effort is made to maintain reasonable consistency between degree options which the University is authorized to offer and certification/endorsement plans which are overseen by the Texas State Board for Educator Certification. However, as requirements change, it is critical that students consult their advisor and their certification officer regularly during their studies.

Master of Professional Accountancy

Administrative Unit

This degree is administered by the Office of Graduate Studies and Research through the faculty of the School of Business.

Objectives

The Master of Public Accountancy degree program is designed:

1. to provide students with both the academic preparation and the 150 hours required for accountants who are Uniform CPA Exam candidates,
2. to provide an entry into the accounting profession for students with an undergraduate degree in business or another field of study, and
3. to provide current professionals with advanced theory and technique of accounting.

Admission Requirements

The Master of Professional Accountancy (MPA) program admits students who have completed a baccalaureate degree and students who are currently pursuing a BBA in accounting at UTPB. All students preparing to be admitted to the MPA program must take the GMAT test prior to completion of 6 semester hours of graduate course work. Admission is based on a combination of the undergraduate GPA and GMAT Score: Entrant Status Score = $(\text{GPA} \times 200) + \text{GMAT}$.

Regular Standing:	Entrant Status Score at least 1120
Provisional Standing:	Entrant Status Score at least 1000 but less than 1120
Conditional Standing	Entrant Status Score at least 1000 but with additional pre-professional leveling courses that need to be taken (see below)

Students granted provisional status will normally be changed to regular status upon successful completion of a minimum of nine semester credit hours of MPA core course work with a grade of B or better in each course taken. No elective course may be taken by a student in provisional status.

Admission for UTPB undergraduate accounting students:

Currently enrolled undergraduate students at UTPB majoring in Accountancy and Information Systems may qualify for admission into the Dual Degree Program in Professional Accountancy described in the UTPB Graduate Catalog.

Admission for baccalaureate degree holders:

The Master of Professional Accountancy (MPA) program is open to all students holding baccalaureate degrees from accredited colleges or universities and meeting the following provisions: satisfactory performance during the last two undergraduate years (or other evidence predicting success in graduate study), and a satisfactory score on the Graduate Management Admission Test (GMAT). Students without an academic background in accounting must demonstrate their knowledge in accounting by completing 15 - 18 hours of accounting course work. Students without an academic background in business must demonstrate their knowledge of the basic fields of business by completing leveling course work in the foundation disciplines that include information systems, statistics, economics, management, and marketing. Students who have not completed the equivalent of six semester hours of undergraduate mathematics including exposure to differential and integral calculus may be advised to complete mathematics preparation to the level of MATH 1325 or its equivalent.



Barbara Scofield, PhD
Assistant Professor of
Accounting and
Information Systems,
Coordinator of
Graduate Business
Studies

One of Dr. Scofield's interests is reflected in her newest course "Managerial Accounting for Not-for-profit Organizations. She has published in *National Public Accountant*, and *Issues in Accounting Education*. She is well-versed in academic and business application approaches and prefers to work in an interdisciplinary setting. She serves on the Graduate Council, the Library Committee and program assessment committees.

Master of Professional Accountancy



Russell Calk, Ph.D.
Assistant Professor of
Accountancy &
Information Systems

Dr. Calk joined the accounting faculty at UTPB in 1997. His teaching and research interests are in cost/managerial accounting. Currently, his research agenda includes studies dealing with continuous improvement, target costing, productivity measurement, contemporary control systems, and pedagogical issues relevant to accounting education. He is committed to providing quality, challenging instruction in a supportive environment that will put students on the leading edge of accounting theory and practice. Dr. Calk is active in professional, civic, and university communities through the American Accounting Association, the Institute of Management Accountants, and Junior Achievement.

Leveling Courses required Prior To MPA Course Work

Pre-Professional Courses: Business Core (15-21 credits)

Information Systems	ACCT 3333
Statistics	MATH 6301 or DSCI 3301 & DSCI 3302
Economics	ECON 6301 or ECON 2301 & ECON 2302
Management	MNGT 3310
Marketing	MRKT 3300

Pre-Professional Courses: Accounting Core (15-18 credits)

Principles of Accounting	ACCT 6301 or ACCT 2301 & ACCT 2302
Intermediate Accounting	ACCT 3301 & ACCT 3302
Cost Accounting	ACCT 3303
Federal Income Tax Accounting	ACCT 3305

MPA Program Requirements

ACCT 6311	Information Systems Management
ACCT 6312	Accounting Theory
ACCT 6313	Professional Ethics
ACCT 6314	Accounting Research
ACCT 6315	Topics in Federal Income Tax
ACCT 6316	Topics in Auditing
BUSI 6301	Legal Environment of Business*
FINA 6320	Financial Management: Theory and Techniques

Electives: 12 credits

AT LEAST 3 credit hours of electives must be taken outside of accounting. Electives may be chosen from the following:

ACCT 6302	Contemporary Control Systems
ACCT 6304	Tax Planning
ACCT 6305	Topics in Financial Accounting**
ACCT 6392	Experiential Learning
ACCT 6398	Master's Project
ACCT 6399	Master's Thesis

Any other graduate level School of Business course, except when noted, with approval of the student's advisor.

Up to 6 credits of senior-level accounting courses with approval of the student's advisor.

ACCT 4304	Not for Profit Accounting
ACCT 4306	Internal Auditing Theory and Practice
ACCT 4310	Oil and Gas Accounting
ACCT 4311	Information Systems Theory and Analysis
ACCT 4313	Advanced Cost Accounting
ACCT 4320	Contemporary Professional Topics
ACCT 4325	Oil and Gas Taxation

*Students with at least 6 credits of Business Law may substitute another graduate School of Business course with the approval of the student's advisor.

** RECOMMENDED for students who are candidates for the Uniform CPA Examination.

Grades

MPA students will not be given graduate credit for courses taken when the letter grade earned is less than C. In addition, an MPA student may count no more than two C grades. A degree candidate is required to maintain an overall average of B and maintain a GPA of 3.0 in every semester throughout his or her program of study.

Professional Certification Preparation

The MPA degree requirements can satisfy minimal education requirements to sit for the Texas Certified Public Accountant certificate. These requirements include 150 semester hours of college credit, 30 hours of accounting courses in addition to 6 hours of principles of accounting, and 20 hours of related business courses. Specific details regarding the requirements to sit for the exam and to receive the CPA certificate are specified in the Public Accountancy Act of 1991 (as amended) and are interpreted and administered by the Texas State Board of Public Accountancy. Interested students are directed to the Texas State Board of Public Accountancy website at www.tsbpa.state.tx.us for further information.

Dual Degree Program

The Dual Degree Program in Professional Accountancy is an accelerated program of rigorous study intended to provide students with a concurrent Bachelor of Business Administration (BBA) with a major in Accountancy and Information Systems and a Master of Professional Accountancy (MPA) in 152 credit hours. Admission into the Dual Degree Program in Professional Accountancy is open to all undergraduate students with 75 to 105 credit hours of undergraduate coursework, a cumulative GPA of at least 3.0, a GPA in junior accounting courses of 3.25 based on at least nine credit hours, and a satisfactory GMAT score. Students who believe that they qualify for the program should consult their undergraduate advisor to obtain program details and initiate the application process.

As an accelerated program, the Dual Degree Program enforces the following additional standards:

- a) Students admitted to the Dual Degree Program will not be given credit for graduate courses taken when the letter grade earned is less than B.
- b) Students in the BBA portion of the degree will have one accounting elective and two business electives, rather than two accounting electives and three business electives. All four MPA electives will be at the graduate level.
- c) A maximum of three (3) hours of experiential learning (ACCT 4392/6392) may be taken for credit.

Students in the Dual Degree Program will begin paying graduate tuition and related fees for all courses during the first semester in which the hours for which the student enrolls will lead to cumulative hours in the DDP plan of study in excess of 107 hours. Upon completion of the 152 hours specified in the following plan of study, students will be awarded both a BBA and an MPA. No degree will be awarded until all requirements of the Dual Degree Program have been satisfied.

Special Program Features

The MPA program is designed to serve both as a fifth year of study for continuing undergraduate students who intend to meet requirements for a CPA license and as a part-time program for individuals working in accounting and related fields. All of the classes offered in the MPA program will be offered in the evening.

Options

The MPA program includes 12 hours of electives beyond the MPA core courses that can be chosen from graduate accounting courses, other graduate courses offered by the School of Business, and senior-level accounting courses (up to 6 credit hours only).

The MPA program is designed primarily as a professional program rather than a preparation program for doctoral study. Both research and non-research options are available in the program. Students planning to pursue doctoral study or having an interest in research should select the research option. Students choosing the non-research option must complete a minimum of 36 semester credits of prescribed study, exclusive of leveling course work. Students choosing the research option must complete either 30 semester credits of prescribed study **plus a thesis**, or 33 semester credits of prescribed study **plus a research problem**.

The thesis must deal with a topic of generalized concern to the profession, be scholarly in its orientation, demonstrate the students understanding of and ability

Master of Professional Accountancy



***Wilma Dye, PhD.
Assistant Professor of
Accountancy &
Information Systems***

Auditing and tax accounting students benefit from the combination of academic and business experience that Dr. Dye brings to the classroom. She is active in the MBA and MPA programs along with professional accounting organizations in the Permian Basin. She joined the graduate faculty at UTPB upon completion of graduate work at Texas Tech and the University of North Texas.

to use sophisticated research techniques, show promise of a contribution to knowledge that could be worthy of publication in a scholarly or professional journal. Students will arrange with their graduate committees to sit for an oral examination of their thesis.

The research problem should deal with a practical problem of concern to the student. It should follow recognized research procedures but does not require the level of sophistication of thesis research. The findings do not necessarily need to be of such import as to merit publication.

Course Listings

ACCT 6301 Accounting Analysis (3)

A foundation in the fundamentals of financial and managerial accounting information designed for the planning, assessment, and control of business entities.

Emphasizes the use of information for decision making. May not be taken for MPA credit.

ACCT 6302 Contemporary Control Systems (3)

A study of the design, implementation, and evaluation of control systems intended to support and direct strategic objectives of various organizations. Prerequisite:

ACCT 6301 or equivalent

ACCT 6304 Tax Planning (3)

Methodology used in tax research and in tax planning using the adversary approach. Prerequisite: ACCT 6301 or equivalent

ACCT 6305 Topics in Financial Accounting (3)

Development of the theory, principles, and techniques of accounting for branches, business combinations, and consolidations, and multinational business organizations. Prerequisite: 6 credit hours of intermediate accounting or equivalent

ACCT 6311 Information Systems Management (3)

Methods and problem resolution in developing and managing company-wide information systems.

ACCT 6312 Accounting Theory (3)

Historical development of accounting theory. Criteria for choices among income-determination and asset-valuation rules in context of public reporting. Prerequisite: 6 credit hours of intermediate accounting or equivalent

ACCT 6313 Professional Ethics (3)

A study of the roles of the professional in general and the accountant in particular in contemporary society with respect to economic, social, political, and technological problems.

ACCT 6314 Accounting Research (3)

Review of relevant literature and research resources in either auditing, financial accounting, managerial accounting, or tax. Presentations and papers showing results of research are required. Prerequisite: ACCT 6302, ACCT 6312, ACCT 6315, or ACCT 6316

ACCT 6315 Topics in Federal Income Tax (3)

Federal Income Tax law, rules, and regulations relating to partnerships, corporations, estates, and trusts. Prerequisite: 3 credit hours of tax or equivalent

ACCT 6316 Topics in Auditing (3)

A conceptual approach to the auditing process, stressing the interrelationships of objectives, standards, techniques, and procedures. Prerequisite: 6 credit hours of intermediate accounting or equivalent

ACCT 6389 Selected Topics in Accounting (1-3)

Graduate courses that will be offered only once, will be offered infrequently or are being developed before a regular listing in the catalog. Prerequisite varies.

ACCT 6391 Contract Study in Accounting (1-3)

Independent study or research under the supervision of a faculty member. Prerequisite varies.

ACCT 6392 Experiential Learning (3)

A supervised field and academic experience in accounting.

ACCT 6398 Master's Project (3)

Students electing the project option will work under the supervision of a major advisor.

ACCT 6399 Master's Thesis (3-6)

Students electing the thesis option will work under the supervision of a major advisor.

BUSI 6301 Legal Environment of Business (3)

A foundation in the role of law in our system of business and commerce, both facilitating and constraining business decision-making. In addition, this course will introduce the operation of legal institutions and the fundamentals of legal reasoning.

FINA 6320 Financial Management: Theory and Techniques (3)

Investment, financing and dividend decisions of firms seeking to maximize shareholder wealth. Analytical techniques, economic and behavioral theories and financial environment.

Master of Professional Accountancy





Donald M. Allen, PhD
Professor of Biology
and Ashbel Smith
Professor
Chair, Dept. of Science
and Mathematics

Dr. Allen's research uses albino fish as animal models of photodegeneration. He is published in *Experimental Eye Research* and *Visual Neuroscience*. His teaching interests include cell biology of the retina, photobiology, and retinal degeneration. He has been honored for both his teaching and research activities.

Master of Science in Biology

Administrative Unit

This program is administered by the Office of Graduate Studies and Research through the faculty of Biology, Department of Science and Mathematics, College of Arts and Sciences.

Objectives

The Master of Science program in Biology includes advanced education in experimental molecular and cellular and organismic biology. The program is designed primarily to prepare students for a professional career in an advanced field of biology. The program is used by students who want to gain additional background for teaching, as well by those who are preparing to go on to graduate or professional schools.

Admission Requirements

Acceptance to the Master of Science program requires 16 credits of biology, eight credits of chemistry and three credits of mathematics at the undergraduate level. Depending upon the student's undergraduate program and career goals, the advisory committee may require completion of additional courses at the undergraduate level.

Core Requirements

A minimum of 30 graduate credits must be earned to qualify for the Master of Science degree. Of these, a minimum of 15-18 must be in Biology while 6-9 hours may be in supporting areas of study. The remaining 6 credits must be earned in independent study leading to an original thesis. This study is normally directed by the chair of the advisory committee. During the final semester of study, the student must defend the thesis before the advisory committee and other appropriate faculty. The first part of this defense, which consists of an oral presentation of the thesis work, is open to the public.

Special Program Features

Where appropriate, individualized instruction is used in each student's program, so not all courses require regular attendance. Laboratory facilities are ideally suited for individualized instruction. Students will also be given an opportunity to gain experience in teaching by assisting in one or more undergraduate laboratory courses under the supervision of a faculty member.

Program Recommendation

If they have not already done so, students must complete one year of organic chemistry, calculus, and physics before admission to regular graduate status. Students lacking specific upper level biology background such as biochemistry or genetics may take these courses for 4300-level graduate credit.

Course Listings

BIOL 6301 Studies In Virology (3)

Analysis and interpretation of modern studies of viral structure, replication and pathogenesis. Prerequisites: BIOL 4320, 4340 or equivalent. Offered alternate years.

BIOL 6323 Immunology (3)

Analysis and interpretations of studies of mammalian mechanisms of defense against infectious diseases and cancer. Prerequisites: BIOL 3300, 4320, 4340, or equivalent. Offered alternate years.

BIOL 6330 Plant Physiology and Biochemistry (3)*

Techniques, principles and analysis of problems in plant biochemistry and physiology.
Prerequisite: BIOL 4320 or equivalent.

BIOL 6332 Plant Taxonomy (3)

Advanced studies and collection of a specific taxonomic group to be determined in consultation with the student. Prerequisite: BIOL 3330 and 3331 or equivalent.

BIOL 6340 Molecular Genetics (3)

Studies of gene transfer, mapping, expression and control mechanisms. Prerequisite: BIOL 3300, 3101, and 4320 or equivalent.

BIOL 6344 Experimental Molecular Genetics (3)

Laboratory experience in mutagenesis, transformation, transduction, DNA isolation and in vitro recombinant DNA procedures. A research problem will be identified and investigated using the DNA methodologies. One lecture hour and six laboratory hours per week. Prerequisite: BIOL 4340 or BIOL 6340.

BIOL 6350 Advances In Animal Physiology (3)

Analysis and interpretation of studies in the laboratory and literature. Prerequisites: BIOL 4320 and 4352 or equivalent.

BIOL 6356 Neuroscience (3)

An analysis of the physiological bases of behavior, beginning with a study of the functioning of excitable cells and ending with a study of the neuroanatomy of the brain. Prerequisites: BIOL 4352 or permission of the instructor.

BIOL 6362 Advanced Microtechnique (3)

Theoretical and practical aspects of the preparation of cellular tissues for light and electron microscopy. Prerequisite: permission of instructor.

BIOL 6389 Selected Topics (1-3)

Graduate courses which will be offered only once, will be offered infrequently, or are being developed before a regular listing in the catalog.

BIOL 6391 Contract Study 1-3)

For students who are pursuing independent study or research (as described in the contract study format).

BIOL 6195 Seminar (1-3)

Available only in disciplines in which the master's degree is offered.

BIOL 6399 Masters Thesis (3 or 6)

Meets the research requirements for the thesis option in master's degree programs.

Undergraduate Courses That Could be Included in a Graduate Degree Plan*

BIOL 4121	Cell Biochemistry Laboratory
BIOL 4141	Laboratory in Genetics
BIOL 4153	Animal Physiology lab
BIOL 4155	Animal Behavior Lab
BIOL 4173	Ecology Lab
BIOL 4301	Virology
BIOL 4320	Cell Biochemistry
BIOL 4323	Immunology
BIOL 4340	Genetics
BIOL 4342	Evolution
BIOL 4352	Animal Physiology
BIOL 4354	Animal Behavior
BIOL 4356	Endocrinology
BIOL 4372	Ecology
BIOL 4389	Multi Course Listing
BIOL 4391	Contract Study

* With Committee Permission. See course descriptions in the Undergraduate Catalog.

Master of Science in Biology



**Douglas P. Henderson,
PhD
Assistant Professor of
Biology**

Dr. Henderson is a Microbiologist and has done postdoctoral work in Pharmacy at UT-Austin. His research involves the Vibrio cholerae characteristics and potential control mechanisms. The results have appeared in *Molecular Micro Biology*, *Molecular Mechanisms of Bacterial Virulence*, *Journal Bacteriol*, *Infect Immun*, and the *Journal Molecular Recognition*.



Paul E. Hodges, PhD
Professor of
Economics and Ashbel
Smith Professor

Dr. Hodges came to UTPB from Stanford University. He teaches price theory, macroeconomics, managerial economics, and forecasting. He is currently working on applied modeling in a feasibility study to reduce energy cost in the region. He has also been active in the preparation and use of self-paced approaches to instruction.

Master of Business Administration

Administrative Unit

This degree is administered by the Office of Graduate Studies and Research through the faculty of the School of Business.

Objectives

The Master of Business Administration degree program is designed to provide the essential professional tools needed by our students to advance in managerial careers.

Admission Requirements

The Master of Business Administration (MBA) program is open to all students holding baccalaureate degrees from accredited colleges or universities and meeting the following provisions: satisfactory performance during the last two undergraduate years (or other evidence predicting success in graduate study), and a satisfactory score on the Graduate Management Admission Test (GMAT). The GMAT is a nationally recognized test designed specifically for students preparing to pursue the MBA degree, and students must take the GMAT test prior to completion of 6 semester hours of graduate coursework toward the MBA degree. Undergraduate GPA, computed as defined on page 17 and GMAT score are combined into an Entrant Status Score as follows: Entrant Status Score = (GPA X 200) + GMAT. The Entrance Status Score then is used to classify students for admission according to the chart below.

Regular Standing:	Entrant Status Score at least 1120
Provisional Standing:	Entrant Status Score at least 1000 but less than 1120
Conditional Standing	Entrant Status Score at least 1000 but with additional pre-professional courses that need to be taken (see below)

Upon admission students will be evaluated for computer literacy and statistical literacy. Students who need additional skills in these areas are referred to COSC 1335 (computer literacy) and MATH 6301 (statistical literacy) and are classified as having Conditional Standing until literacy requirements are fulfilled. Computer literacy must be remedied in the first semester in which the student is accepted into the MBA program. MATH 6301 must be taken before the student enrolls in ACCT 6302, DSCI 6303, ECON 6302, FINA 6320, MNGT 6361, MNGT 6366 or electives in marketing, finance or economics. Students who have not completed the equivalent of six semester hours of undergraduate mathematics including exposure to differential and integral calculus may be advised by the Graduate Business Studies Coordinator to complete mathematics preparation to the level of MATH 1325 or its equivalent.

Students granted Provisional Status will normally be changed to regular status upon successful completion of a minimum of nine semester credit hours of MBA core course work with a grade of B or better in each course taken. No elective course may be taken by a student in provisional status.

MBA Program Requirements

CORE REQUIRED COURSES (18 hours) *

ACCT 6301	Accounting Analysis
ECON 6301	Economic Analysis
MNGT 6360	Organization Theory
MRKT 6310	Marketing Management
MNGT 6320	Production and Operation Management
FINA 6320	Financial Management: Theory and Techniques

REQUIRED COURSES BEYOND CORE (21 hours)

ACCT 6302	Contemporary Control Systems
ACCT 6311	Information Systems Management
BUSI 6301	Legal Environment of Business
DSCI 6303	Analytical Models for Decision-Making
ECON 6302	Forecasting Business Conditions
MNGT 6361	Management and the Research Process
MNGT 6366	Management Strategy / Policy

SPECIALTY COURSES (9 hours)

Three electives may be chosen from graduate-level School of Business courses with approval of the student's advisor. Up to 6 credits of specified senior-level business courses may be taken as electives with approval of the student's advisor.

* Students with an academic business background may waive up to four core courses, decreasing the program to as few as 36 credit hours using the criteria below:

<u>Course in MBA Core</u>	<u>Policy for Waiver</u>
ACCT 6301	6 credit hours of accounting
ECON 6301	6 credit hours of economics
FINA 6320	12 credit hours of finance
MNGT 6320	3 credit hours of production and operations management
MNGT 6360	6 credit hours of management
MRKT 6310	12 credit hours of marketing

MBA Online Option

The MBA Online Program is a web-based, asynchronous degree program offered by a consortium of eight University of Texas universities through The University of Texas TeleCampus. Courses taken in this program are treated as UTPB courses for credit and computation of GPA. Students may take the entire MBA program or any portion of it using MBA Online courses. Students who cannot commute regularly to the UTPB campus because of distance or time constraints are encouraged to consider MBA Online courses. While all UTPB students taking MBA Online courses will follow UTPB admission procedures, registration procedures and tuition and fees may differ. Students should consult the UT TeleCampus website at <http://www.utsystem.edu> for current information on the MBA Online program and its courses.

Use the following chart to match the MBA Online offerings with the UTPB MBA program. Students should take the following sequenced courses either both in the MBA Online program or both in the on-campus program: the accounting sequence ACCT 6301/6302 (MBAO 6311/6336), the economics sequence of ECON 6301/6302 (MBAO 6316/6335), and the quantitative/production sequence MNGT 6320/DSCI 6303 (MBAO 6314/6334). Note that neither MNGT 6320 nor DSCI 6303 in the UTPB on-campus program has prerequisites, but that MBAO 6314 should be taken before MBAO 6334 in the MBA Online program.

<u>UTPB Course</u>	<u>MBA Online Equivalent</u>	<u>MBA Online Course Prerequisite</u>
CORE		
ACCT 6301	MBAO 6311 Accounting Analysis	—
ECON 6301	MBAO 6312 Economic Analysis	—
FINA 6320	MBAO 6316 Financial Management	—
MNGT 6320	MBAO 6334 Production and Operations Management	MBAO 6314
MNGT 6360	MBAO 6313 Management	—
MRKT 6310	MBAO 6315 Marketing	—

Master of Business Administration



Corbett F. Gaulden,
PhD
Associate Professor of
Marketing

Dr. Gaulden has significant experience working with students on research projects that address business and community problems. His emphasis on applications of technology to classroom activities is particularly important to MBA students. Consumer and industrial buyer behavior and marketing policy are among his interest areas.

UT TeleCampus Registration and Fees

Students taking UT TeleCampus graduate courses may have additional registration steps for classes, especially those offered by a non-UTPB component. Students should consult their advisor and the UT TeleCampus website at <http://www.uol.com/telecampus>.

Master of Business Administration

Other MBA Program Options

Grades

REQUIRED COURSES BEYOND CORE

ACCT 6302	MBAO 6336 Managerial Accounting	MBAO 6311
ACCT 6311	MBAO 6332 Management Information Systems	_____
BUSI 6301	MBAO 6333 Legal Environment in Business	_____
DSCI 6303	MBAO 6314 Quantitative Analysis in Business	_____
ECON 6302	MBAO 6335 Current Issues in Financial Management	MBAO 6316
MNGT 6361	MBAO 6331 Research Methods in Business	_____
MNGT 6366	MBAO 6395 Business Policy	any 36 MBA credit hours

SPECIALTY COURSES (ELECTIVES)

Any elective	MBAO 6371 Human Resource Management	any 18 MBA credit hours
Any elective	MBAO 6372 Organizational Leadership and Change	any 18 MBA credit hours
Any elective	MBAO 6373 Global Strategic Management	any 18 MBA credit hours

The MBA program is designed primarily as a professional program rather than a preparation program for doctoral study. Both research and non-research options are available in the program. Students planning to pursue doctoral study or having an interest in research should select the research option. Students choosing the non-research option must complete a minimum of 36 semester credit hours of prescribed study, exclusive of leveling course work. Students choosing the research option must complete either 30-semester credit hours of prescribed study plus a thesis, or 33 semester credits of prescribed study plus a research problem.

The thesis must deal with a topic of generalized concern to the profession, be scholarly in its orientation, demonstrate the students understanding of and ability to use sophisticated research techniques, and show promise of a contribution to knowledge that could be worthy of publication in a scholarly or professional journal. Students will arrange with their graduate committees to sit for an oral examination of their thesis.

The research problem should deal with a practical problem of concern to the student. It should follow recognized research procedures but does not require the level of sophistication of thesis research. The findings do not necessarily need to be of such import as to merit publication.

MBA students will not be given graduate credit for courses taken when the letter grade earned is less than C. In addition, an MBA student may count no more than two C grades. A degree candidate is required to maintain an overall average of B and maintain a GPA of 3.0 in every semester throughout his or her program of study.

Course Listings

ACCT 6301 Accounting Analysis (3)

A foundation in the fundamentals of financial and managerial accounting information designed for the planning, assessment, and control of business entities. Emphasizes the use of information for decision making. May not be taken for MPA core or elective credit.

ACCT 6302 Contemporary Control Systems (3)

A study of the design, implementation, and evaluation of control systems intended to support and direct strategic objectives of various organizations. Prerequisite: ACCT 6301 or equivalent

ACCT 6304 Tax Planning (3)

Methodology used in tax research and in tax planning using the adversary approach. Prerequisite: ACCT 6301 or equivalent.

ACCT 6311 Information Systems Management (3)

Methods and problem resolution in developing and managing company-wide information systems.

ACCT 6313 Professional Ethics (3)

A study of the roles of the professional in general and the accountant in particular in contemporary society with respect to economic, social, political, and technological problems.

ACCT 6315 Topics in Federal Income Tax (3)

Federal Income Tax law, rules, and regulations relating to partnerships, corporations, estates, and trusts. Prerequisite: three credit hours in an undergraduate tax course or equivalent

ACCT 6389 Selected Topics in Accounting (1-3)

Graduate courses that will be offered only once, will be offered infrequently or are being developed before a regular listing in the catalog. Prerequisite varies.

ACCT 6391 Contract Study in Accounting (1-3)

Independent study or research under the supervision of a faculty member. Prerequisite varies.

BUSI 6301 Legal Environment of Business (3)

A foundation in the role of law in our system of business and commerce, both facilitating and constraining business decision-making. In addition, this course will introduce the operation of legal institutions and the fundamentals of legal reasoning.

DSCI 6303 Analytical Models for Decision-Making (3)

Deterministic linear programming, networks and dynamic programming. Emphasizes formation and utilization of programming computer packages.

ECON 6301 Economic Analysis (3)

Economic efficiency and the determinants of the major economic aggregates such as growth, employment and gross national product.

ECON 6302 Forecasting Business Conditions (3)

Elements and evaluation of principal forecasts used by business and government. Cases based on forecasts by the President's Council of Economic Advisors. Prerequisite: ECON 6301 or equivalent

ECON 6310 Regulatory and Antitrust Economics (3)

Description: This course builds on a foundational understanding of market structures and explores how government policies influence economic outcomes. Prerequisite: ECON 6301 or equivalent

ECON 6389 Selected Topics in Economics (1-3)

Graduate courses that will be offered only once, will be offered infrequently or are being developed before a regular listing in the catalog. Prerequisite varies.

ECON 6391 Contract Study in Economics (1-3)

Independent study or research under the supervision of a faculty member. Prerequisite varies.

FINA 6320 Financial Management: Theory and Techniques (3)

Investment, financing and dividend decisions of firms seeking to maximize shareholder wealth. Analytical techniques, economic and behavioral theories and financial environment.

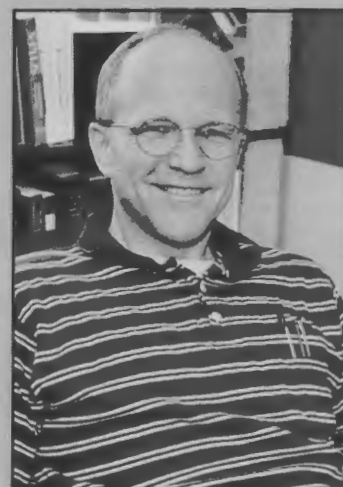
FINA 6322 Investment Policy and Environment (3)

Fixed-capital investment decisions under risk. Managing of packages of risky assets. Includes study of asset pricing and portfolios. Prerequisite: FINA 6320 or equivalent

FINA 6328 Contemporary Topics in Financial Management (3)

Study of topics recently published in financial management literature. The topics will be selected from international, corporate, and risk management topics and vary from term to term. Prerequisite: FINA 6320 or equivalent

Master of Business Administration



*John Theis, PhD, JD
Assistant Professor
of Finance and
Decision Science*

Dr. Theis teaches finance, economics and decision science courses in the School of Business. His research interests include natural gas markets for cities, financial distress and other issues in corporate finance. Recent publications are in the area of natural gas usage for cities, dividend policy and corporate investment policy.

Master of Business Administration



Scott Carson, Ph.D.
Assistant Professor
of Economics

Dr. Carson received his degree from the University of Utah with fields in finance, industrial economics, and historical economics. His research interests include labor market development, labor economics, and the influence of institutions on economic growth.

FINA 6389 Selected Topics in Finance (1-3)

Graduate courses that will be offered only once, will be offered infrequently or are being developed before a regular listing in the catalog. Prerequisite varies.

FINA 6391 Contract Study in Finance (1-3)

Independent study or research under the supervision of a faculty member. Prerequisite varies.

MNGT 6310 Organization Dynamics Workshop (3)

Impact of organization structures and processes on the performance of organizational members. Role-playing, simulations and case studies.

MNGT 6312 Human Resource Management (3)

Manpower planning and development, organizational climate and the provision of personnel services will be investigated.

MNGT 6315 Organization Development and Change (3)

Problems in introducing change in organizations, theory and methods of intervention in organization development.

MNGT 6320 Production & Operation Management (3)

The role of the operations management function within the context of an organization, be it public or private, profit or nonprofit, manufacturing or service. The course emphasizes the application of concepts of in process analysis, material management, and quality management. Both quantitative and behavioral perspectives are presented.

MNGT 6361 Management and The Research Process (3)

The course looks at research in the business environment from its most general case, marketing research. The research process paradigm is thoroughly investigated with a special emphasis on the role of business research in management decision-making.

MNGT 6366 Management Strategy/Policy (3)

Opportunity for development and implementation of knowledge from multiple disciplines and integration of viewpoints of different functions of an organization. Case evaluation and discussion are stressed. Prerequisite: Completion of the core of the MBA or MPA program

MNGT 6389 Selected Topics in Management (1-3)

Graduate courses that will be offered only once, will be offered infrequently or are being developed before a regular listing in the catalog. Prerequisite varies.

MNGT 6391 Contract Study in Management (1-3)

Independent study or research under the supervision of a faculty member. Prerequisite varies.

MRKT 6310 Marketing Management (3)

An analysis of the customer / market relationships with the company in an open market system characterized by the presence of strong competition within a very fluid business environment. Managerial decision making with this matrix will be stressed. Prerequisite recommended: previous coursework in microeconomics or equivalent

MRKT 6312 Consumer Decision Processes (3)

Information flows between buyer and seller, informational properties of demand stimulation strategies from the firm, consumer and society viewpoints.

MRKT 6389 Selected Topics in Marketing (1-3)

Graduate courses that will be offered only once, will be offered infrequently or are being developed before a regular listing in the catalog. Prerequisite varies.

MRKT 6391 Contract Study in Marketing (1-3)

Independent study or research under the supervision of a faculty member. Prerequisite varies.

Master of Science in Criminal Justice Administration

Administrative Unit

The program is administered by the Office of Graduate Studies and Research through the faculty of Criminology in the Department of Behavioral Science, College of Arts and Sciences. This program is also served by faculty in related disciplines and the School of Business.

Objective

The primary objective of the Master of Science in Criminal Justice Administration program is to provide advanced education in areas directly relating to applied justice research and administration. The core of the program revolves around specific courses in research methods, social statistics, program evaluation and administration. Designated electives focus on governmental entities which deal with problems associated with crime control, public policy, and the administration of justice. Students who are in criminal justice positions or who plan a career in criminal justice can further their career development and advancement objectives through this program. Preparation for entry into doctoral programs is included in thesis and non-thesis option degree plans.

Admission Requirements

In addition to the general requirements of the Office of Graduate Studies (see page 15) applicants for this program are required to submit three letters of recommendation. Two of these letters should be from persons who have knowledge of the applicant's academic preparation and the third should be from a professional working in the field of criminal justice. The letters should be sent directly to the Office of Graduate Studies.

Options

Both thesis and non-thesis options are available. Thesis degree plans will include CJAD 6399 Thesis (6 hrs), 30 hours of required and elective coursework and an oral examination as described in the general graduate requirements (see page 48). Non-thesis degree plans will include 36 hours of required and elective coursework and an oral examination. All theses are to be prepared according to the guidelines of the Office of Graduate Studies. Selection of an option should be made to meet the student's needs. Discussion with the academic advisor is recommended early in the development of the degree plan.

Core Requirements

Students entering the program are required to have or to complete key prerequisite courses in Criminological Theory, Research Methods and Statistics. Evaluation of previous transcripts for equivalent course work and prescription of requirements remaining will be made as part of the admissions process. All students will complete 36 hours of graduate work as part of the degree requirements. These will include the following:

Core Requirements (15 hours)

- CJAD 6301 Crime and Criminal Justice (3 hrs).
- CJAD 6302 Statistical Applications in Criminal Justice (3 hrs).
- CJAD 6303 Advanced Research Methods in Criminal Justice (3 hrs).
- CJAD 6310 Policy Evaluation in Criminal Justice Management (3 hrs).
- MNGT 6360 Organization Theory (3 hrs).



*Sutham Cheurprakobkit,
PhD
Assistant Professor of
Criminology*

Students in the Criminal Justice Administration program will find that Dr. Cheurprakobkit has extensive training in police administration and research in criminal justice. He is a graduate of Sam Houston State University, the University of Alabama at Birmingham, and The Thai National Police Cadet Academy. He earned certifications in parachuting and counterinsurgency. His current research focus is on attitudes and perceptions of community members and police. He works closely with local police organizations.

Master of Science in Criminal Justice Administration



**Richard G. Kiebusch,
PhD
Assistant Professor of
Criminology**

Dr. Kiebusch's interest in correctional institution management is academic, but not exclusively so. He has over 20 years experience in correctional administration in public and private facilities. He has been a frequent witness in corrections litigation and serves on the editorial board of the *Correctional Law Reporter*. His degrees are from the University of Notre Dame. He teaches corrections management, probation and parole, juvenile delinquency, and criminological theory.

Electives (15 - 21 hours selected from the following with advisor approval to meet student needs and career expectations).

CJAD 6304, 6320, 6330, 6340, 6350, 6360, and 6392.
MNGT 6312, 6315.
PSYC 6371, 6395.

Thesis Option (6 hours, taken in place of 6 hours of elective coursework)

CJAD 6399 Master's Thesis (6 hrs).

Distance Learning

Two courses per semester are currently televised to our students in the San Angelo, Texas area through our use of the interactive distance learning facilities at Angelo State University. Several additional courses are offered in a web-based format. Expansion of the program's distance learning capabilities is under consideration. Contact the Office of Graduate Studies for updated information on distance learning offerings.

Course Listings

CJAD 6301 Crime and Criminal Justice (3)

An overview of the motivation and distribution of crime and the agencies of crime control. Prerequisite: Undergraduate coursework in criminological theory.

CJAD 6302 Statistical Applications in Criminal Justice (3)

Application of statistical methods in the design and analysis of criminological/criminal justice research. Topics include analysis of variance models, correlation and regression, and multivariate techniques with emphasis on their application in the criminal justice system. Prerequisite: Undergraduate coursework in statistics.

CJAD 6303 Advanced Research Methods in Criminal Justice (3)

Foundations of research design, methodology, and analytic techniques as used in the criminal justice system to include a review and critique of research on crime causation, policing, corrections, and the courts. Prerequisite: Undergraduate coursework in research methods.

CJAD 6304 Public Administration in Criminal Justice (3)

Evaluation of the legal, social, economic, and philosophic foundations of governmental crime control policy administered by federal, state, and local units of government.

CJAD 6310 Policy Evaluation in Criminal Justice Management (3)

A critical examination, discussion and assessment of the interplay between electoral politics, legislation, administrative policies and the criminal justice system.

CJAD 6320 International Crime and Criminal Justice Systems (3)

An overview of international crime issues and criminal justice systems.

CJAD 6330 Women and Minorities in the Administration of Criminal Justice (3)

An examination of the major issues and controversies surrounding women and minorities both as employees and clients in the criminal justice system.

CJAD 6340 Contemporary Problems and Issues In Police Administration (3)

A study of the role of the police and policing in American society, emphasizing principles and practices of administration and their application to law enforcement. General problems and practices relating to contemporary police administration are discussed, including community policing and problem-oriented policing.

CJAD 6350 Contemporary Problems and Issues in Correctional Administration (3)

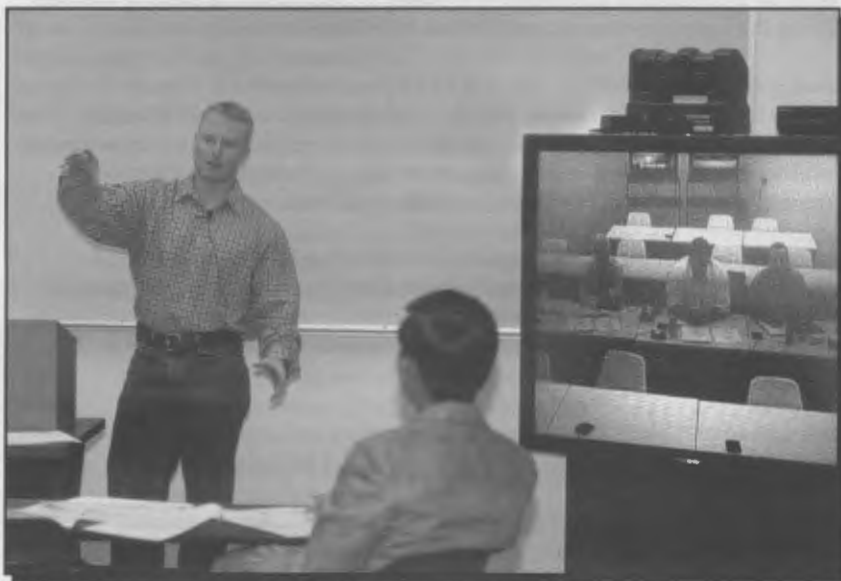
A study of correctional components of the American criminal justice system, emphasizing principles of administration and their application to correctional practices. The impact of legal and social change on correctional agencies will be discussed as well as associated with their administration, management, and organization.

CJAD 6360 Contemporary Legal Issues In Criminal Justice Administration (3)
Examines legal problems and issues related to the administration of criminal justice in terms of their impact on the various components of the criminal justice system.

CJAD 6392 Internship in Criminal Justice (3)
Three semester hours (225 clock hours) of supervised practical experiences in a criminal justice agency, applying administrative principles and practices appropriate to the administration of justice.

CJAD 6399 Master's Thesis (3 or 6)
Research and preparation of the Master's Thesis. Meets the research requirements for the thesis option in Master's degree programs.

Master of Science in Criminal Justice Administration





Al Milliren, EdD
*Associate Professor of
 Education
 Chair of Graduate
 Education Programs
 Certification Officer*

With experience in elementary counseling, parent education, and private counseling, as well as graduate level teaching before coming to UTPB, Dr. Milliren has been very active in mentoring counseling students and students working toward the diagnostician certification. He is active in professional organizations, supervises practicums and is currently involved in writing a book titled, *Helping Students with Learning Difficulties: Indicators and Intervention*.

Master of Arts in Education

Administrative Unit

This program is administered by the Office of Graduate Studies and Research through the faculty in the School of Education.

Admission Requirement

The Master of Arts in Education degree programs are open to all qualified graduate students whether or not they are seeking educational certification. Graduate students in Education seeking Texas certification should have had teaching experience before enrolling in graduate study. Those who have not had such experience will, except in unusual cases, be expected to gain teaching experience before completion of the MA degree. Students without prior professional preparation in education may be required to take 6 - 12 hours of leveling courses.

Objectives

The vision of the School of Education is to foster a community of lifelong learners sensitive to the consequences of their values, beliefs and actions.

The mission of the School of Education is to prepare professional educators who are proactive in facilitating the lifelong learning and development of all students. This mission will be accomplished by valuing and promoting diversity, by encouraging collaborative inquiry, research, and innovation, and by influencing educational practices and policies at the local, state and national level.

The Master of Arts in Education program is designed as both a professional program and as preparation for doctoral study. Thus, both research and non-research plans are available in some of the program options. Students planning to pursue doctoral study or having an interest in research should select one of the master's study options.

Options

- Bilingual/ESL, see pg 72.
- Counseling, see pg. 74.
- Early Childhood, see pg. 75.
- Educational Leadership, see pg 77.
- Professional Education, see pg 79.
- Reading, see pg. 81.
- Special Education, see pg. 82.

Core Requirements

Students receiving the MA degree in Education must complete a minimum of 36 semester credit hours following a prescribed course of study in one of the options listed above. This course of study must include 9 hours in a common core (EDUC 6302, EDUC 6303 or EDUC 6304, and EDUC 6305), a minimum of 18 semester credit hours in the chosen option and the satisfactory completion of a 3 - 6 semester credit hour master's study, thesis, project, or seminar, and an oral defense before the student's master's committee.

The Master of Arts degree in Education requires that at least one-half of the course work taken be in the major area of study or in areas directly related to it. Specific course requirements for each of the MA options in Education are available from the School of Education or the program coordinator for each of the options.

The master's study, selected from the three culminating experience options (EDUC 6397, EDUC 6398 or EDUC 6399), requires the student to pursue a problem involving an issue in education of special interest to the student which is derived from his/her program of study. This study shall be under the supervision and direction of the student's master's committee and customarily involves the application of research techniques, theories and principles of education relevant to the problem(s) studied. The format for the report of the master's study shall follow the guidelines of the UT Permian Basin Graduate Council manual, Instructions for Preparation of Master's Thesis and Research Project Reports. Format concerns not attended to by the UT Permian Basin Graduate Council manual shall conform to one of the established manuals of style, e.g. Publication Manual of the American Psychological Association (Fourth edition).

All thesis students in the master's study options will sit for an oral examination by their committee. The examination covers the subject matter of the student's field or discipline and the master's study report. Candidates for the master's degree must demonstrate an appropriate level of knowledge and understanding of their field and their master's study report.

Students choosing the EDUC 6395 option must complete a "capstone" seminar during the last semester of course work. The program faculty in each area providing the seminar experience are responsible for developing the content and structure of the seminar. The seminar will focus on specific competencies, integrated perspectives, and contemporary issues appropriate to the field.

Professional Certification Preparation

Those students seeking professional certification must meet the following additional/minimum requirements:

1. Bachelor's degree;
2. Valid Texas teaching certificate;
3. Completion of at least 30 semester credit hours of graduate-level courses beyond the bachelor's degree in an approved graduate teacher education program including 12 semester credit hours in the area(s) of specialization to appear on the certificate;
4. Two to three years of teaching experience depending on area of certification;
5. Submission of an application with appropriate fee (money order or cashier's check) and recommendation from the faculty in Education to the Education Certification Officer; and
6. A passing score on the appropriate ExCET, (Examination for the Certification of Educators in Texas,) exam(s).

Students with the baccalaureate degree who are preparing for certification, but do not wish to work toward the master's degree may be admitted to the Graduate Division under the "certification" designation. They should note that no more than 6 hours taken in this standing can subsequently be applied to a degree.

Students who wish to enter a Master of Arts in Education Degree program may apply to do so simultaneously with their studies for certification. They would be admitted to the Graduate Division under the appropriate option.

Upon completion of the required professional coursework in education, academic preparation in a teaching field and verification of the required grade point average, the local certification officer will submit required forms to the State Board for Educator Certification.



Susan Lara, EdD
Associate Professor
of Education
Coordinator of
Field Instruction
and Bilingual
Education

Bilingual/ESL (English as a Second Language) concerns are part of Dr. Lara's agenda in her teaching, her research, and her service activities. She has received Dept. of Education awards in that area, has served on the Board of Editors for the *Journal of Educational Issues of Language Minority Students*, and serves as a community resource person. She is also interested in elementary education and reading.

Master of Arts in Education/Bilingual/ ESL

Objectives

The Master of Arts option in Bilingual/ESL education is designed to prepare bilingual and ESL specialists and may lead to careers in teaching, supervision or curriculum management. This option allows the student to develop breadth in at least two areas of education. The major emphasis in Bilingual/ESL education and a minor field in a related area allows for flexibility in preparation to meet the individual needs of students. This option may lead to Texas certification as a bilingual/ESL teacher and to other certificates in education.

Admission Requirements

In addition to the School of Education requirements (pg. 70), students who are seeking bilingual certification and/or Master's degrees with an option in bilingual education must demonstrate proficiency in Spanish by passing the Texas Oral Proficiency Test (TOPT).

Core Requirements

All students who elect to pursue this option must take the core curriculum specified by the School of Education.

School of Education Core Requirements

EDUC 6301	Philosophy of Education	3
EDUC 6302	Cultural Diversity in America	3
EDUC 6303	Human Growth and Development or	
EDUC 6304	Advanced Educational Psychology	3
EDUC 6305	Research Design in Education and the Social Sciences	3
Total required		12-15

Bilingual Education Emphasis

EDUC 4362	Fundamentals of Bilingualism	3
EDUC 6324	Teaching Science, Soc. Studies, & Math in Spanish or	3
EDUC 6325	Teaching Language Arts and Reading for Spanish Speakers	3
EDUC 6326	Methods of teaching ESL	3
EDUC 6327	Issues and Advanced Problems in ESL	3
EDUC 6328	Linguistics & Grammar	3
EDUC 6329	Language Development and Acquisition	3
EDUC 6395	Seminar	3
Total required		12-15

Minor Area

Such as Spanish, Counseling, Reading, Special Education, or Early Childhood

Total required 9-12

Culminating Experiences

EDUC 6395	Seminar or	3
EDUC 6397	Research in Education or	
EDUC 6398	Master's Study or	
EDUC 6399	Thesis or	3-6
	Bilingual Education Emphasis	

Total required 3-6

Total for degree 36 hrs

Certification Requirements

Requirements for educator certification are set by the State Board for Educator Certification. Students should refer to the advisor for more information regarding the current requirements for certification.



*Master of Arts in
Education/Bilingual/
ESL*



Cathie Barrett-Kruse, EdD
Associate Professor
of Education

Dr. Barrett-Kruse is a certified counselor with experience in school, marriage and family, and agency counseling. Her recent work has focused on the area of child and adolescent counseling, especially those in abusive situations.

Master of Arts in Education/Counseling

Objectives

The Master of Arts in Education option in Counseling is primarily directed to the preparation of counselors for service in elementary or secondary schools. This program option meets the academic requirements for Professional School Counseling certification in the State of Texas (Track I). The MA in Education option in Counseling can also be structured, through the selection of appropriate courses, for preparation as a counselor for positions in community agencies. This latter option (Track II) is designed to fulfill the academic requirements leading to Texas certification as a Licensed Professional Counselor. This program requires a minimum of 48 semester hours.

Core Requirements

School of Education Core Requirements

		Track	
		I	II
EDUC 6301	Philosophy of Education	3	--
EDUC 6302	Cultural Diversity in America	3	3
EDUC 6303	Human Growth and Development	3	--
EDUC 6304	Advanced Educational Psychology	3	3
EDUC 6305	Research Design in Education and the Social Sciences	3	3

Introductory Counseling Core

EDUC 6377	Foundations of Counseling	3	3
EDUC 6378	Career Counseling and Career Development	3	3
EDUC 6379	Appraisal Techniques	3	3
EDUC 6380	Group Process in Counseling	3	3

18 hours from the list above must be completed prior to enrolling in courses below.

Intermediate Counseling Core

EDUC 6381	Micro Counseling	3	3
EDUC 6383	Counseling Children and Adolescents	3	3
EDUC 6384	Counseling Theory & Practice	--	3
EDUC 6385	Advanced Counseling Techniques	3	3
EDUC 6386	Learning Theory & Assessment	3	--
EDUC 6395	Seminar: Family Counseling	--	3
EDUC 6392	Practicum Mentorship	3	--
PSYC 6321	Psychopathology	--	3

30 hours from above selections must be completed prior to enrolling in courses below.

Culminating Experiences

EDUC 6392	Practicum: School Counseling	3	--
EDUC 6392	Practicum: Counseling	--	6
EDUC 6395	Seminar: School Counseling	3	--
EDUC 6395	Seminar: Professional Practice	--	3
Total required		48	48

Master of Arts in Education/Early Childhood

Objectives

Students who elect to pursue a Master of Arts in Education with an emphasis in Early Childhood Education are preparing themselves to meet the challenges offered in working with young children and their families. As the field continues to expand, the demand for individuals knowledgeable in the development of young children, the provision of developmentally appropriate environments and effective methods to involve parents will also increase. The goal of this program is to equip individuals to meet current needs in the field and to continue to educate themselves about future developments in Early Childhood Education.

Core Requirements

School of Education Core Requirements

EDUC 6301	Philosophy of Education	3
EDUC 6302	Cultural Diversity in America	3
EDUC 6303	Human Growth and Development	3
EDUC 6305	Research Design in Education and the Social Sciences	3
Total required		12

Focused courses in Early Education or related areas

EDUC 6310	Current Issues in Early Childhood Education	3
EDUC 6311	Early Childhood Education: Design, Implementation, and Assessment of Developmentally Appropriate	3
EDUC 6312	Development and Learning of the Young Child	3
EDUC 6314	Parent Involvement and the Early Childhood Educator	3
EDUC 6315	Early Intervention	3
EDUC 6316	Emergent Literacy	3
EDUC 6395	Seminar:	3
Total required		21

Culminating Experiences

EDUC 6397	Research in Education or	3
EDUC 6398	Master's Study or	3
EDUC 6399	Thesis	3-6
Total required		3-6

Minimum for degree 36 hours



Rebecca Oekerman, EdD
Assistant Professor of Education

Dr. Oekerman is an experienced early childhood teacher and program director. As past president and current member of the Midland ISD Board of Trustees, she brings an educator's perspective to that panel. Her research focuses on defining and implementing developmentally appropriate learning environments for young children.

Master of Arts in Education/ Early Childhood

Program Recommendations

All students should include EDUC 6305 Research Design in Education and the Social Sciences within their first 12 hours of course work. The student should consult the program coordinator to verify current requirements for the desired certification. These requirements are established by the Texas State Board of Educator Certification and may change more frequently than published degree requirements.



Master of Arts in Education/Educational Leadership

Admission Requirement

Valid Texas teacher certification, special education certificate, or vocational certificate which requires a bachelor's degree and two years of acceptable classroom teaching experience.

Objectives

The purpose of the Master of Arts in Education with option in Educational Leadership is to prepare students for positions of leadership in education. Students become eligible for Mid-Management certification and entry level positions in school administration. Students receive training in leadership, school law, organizational theory and other pertinent areas appropriate for contemporary school administrators.

Core Requirements

School of Education Core Requirements

EDUC 6302	Cultural Diversity in America	3
EDUC 6303	Human Growth and Development	3
EDUC 6305	Research Design in Education and the Social Sciences	3
Total required		9

Culminating Experiences

EDUC 6395	Seminar or	3
EDUC 6397	Research in Education or	3
EDUC 6398	Master's Study or	3
EDUC 6399	Thesis	3-6
Total required		3-6

Leadership Option Requirements

- 15 hours of Common Core graduate credit in courses open only to graduate students designed to develop general administrative competencies and understanding in administrative theory and practice, curriculum theory, instructional supervision, school law, business management, and the administration of special and compensatory education.
- 9 hours of advanced credit earned after the baccalaureate degree in academic areas of study such as sociology, anthropology, psychology, business administration, economics, or computer science to provide breadth and understanding of the role of the professional administrator.
- 9 hours of graduate credits in areas of competency designed either for the position of principal or central administrator.
- 3-6 hours of culminating experiences.



Philip Reiter, EdD
Assistant Professor
of Education

Dr. Reiter has been a teacher, principal and school superintendent. His interests include action research, field based learning and the development of educational leadership. He came to UTPB from Washington. His degree is from Gonzaga University and his publications include considerable work on the challenges for rural schools.

Master of Arts in Education/ Educational Leadership

Program Recommendations

All students should include EDUC 6305 Research Design in Education and the Social Sciences within their first 12 hours of course work. The student should consult the program coordinator to verify current requirements for the desired certification. These requirements are established by the Texas State Board of Educator Certification and may change more frequently than published degree requirements.

Professional Certification Preparation for Mid-Management

- 6-9 hours of graduate credit beyond the MA in areas of competency designed either for the position of principal or central administrator.
- 3-6 hours of graduate credit in an approved administrative internship.
- Passing grade on Mid-Management ExCET exam.

Professional Certification Preparation for Superintendents

- 15 hours of graduate credit beyond the Mid-Management certificate in areas of competency designed for the position of superintendent.
- 3-4 hours of graduate credit in an approved administrative internship.
- Passing grade on Superintendent ExCET exam.

Master of Arts in Education/Professional Education

Objectives

The Master of Arts in Education option in Professional Education prepares students for roles as classroom teachers, content area specialists or curriculum specialists. Emphasis on a content area, such as History, English, Science or Math can be planned into the degree program.

Program Requirements

School of Education Core Requirements

EDUC 6301	Philosophy of Education	3
EDUC 6302	Cultural Diversity in America	3
EDUC 6303	Human Growth and Development	3
EDUC 6305	Research Design in Education and the Social Sciences	3
Total required		12

Professional

EDUC 6331	Curriculum Foundations of the Elementary School or	3
EDUC 6330	Theory of Curriculum and Instruction	3
EDUC 6342	Mainstreaming/Inclusion	3
Total required		6

Emphasis on Content Area	Total required	6-9
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Methods (select from the following)

EDUC 6319	Materials, Methods, and Media in Reading	3
EDUC 6321	Analysis and Selection of Literature	3
EDUC 6334	Advanced Social Studies Education	3
EDUC 6335	Innovations in Teaching	3
EDUC 6336	Elementary School Science	3
EDUC 6337	New Strategies in Secondary Science	3
EDUC 6337	Problem Solving in Mathematics Education	3
Total required		6-9

Culminating Experiences

EDUC 6395	Seminar or	3
EDUC 6397	Research in Education or	3
EDUC 6398	Master's Study or	3
EDUC 6399	Thesis	3-6

Total required	3-6
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Degree Requirements	36 hours
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**José Agustín
Ruiz-Escalante, EdD**
*Professor of
Education*

Dr. Ruiz-Escalante is actively involved in teacher education at the elementary and secondary levels. He teaches courses in cultural diversity and bilingual education. He has been professionally active in the development of professional standards for bilingual multicultural teachers at the national level.

Master of Arts in Education/ Professional Education

Program Recommendations

All students should include EDUC 6305 Research Design in Education and the Social Sciences within their first 12 hours of course work. The student should consult the program coordinator to verify current requirements for the desired certification.

Professional Certification

Requirements for certification are established by the State Board for Educator Certification and thus may change. Students should verify current requirements with the Certification officer in the School of Education.



Master of Arts in Education/Reading

Objectives

The Master of Arts in Education option in Reading is designed to prepare reading specialists for teaching, diagnosis and coordination in elementary or secondary schools or junior colleges. The program is designed to fulfill the academic requirements leading to certification as a reading specialist.

Program Requirements

School of Education Core Requirements

EDUC 6302	Cultural Diversity in America	3
EDUC 6303	Human Growth and Development	3
EDUC 6305	Research Design in Education and the Social Sciences	3
Total required		9

Reading Core Requirements

EDUC 6301	Philosophy of Education	3
EDUC 6318	Reading Diagnosis	3
EDUC 6319	Materials, Methods, Media in Reading	3
EDUC 6320	Advanced Problems in Reading	3
EDUC 6321	Analysis and Selection of Literature	3
EDUC 6392	Practicum: Reading	3
Total required		15

Professional Core Requirements

EDUC 6330	Theories of Curriculum and Instruction	3
EDUC 6304	Advanced Educational Psychology	3
PSYC 4311	Cognitive Psychology or	3
ENGL 6372	Rhetoric and Composition or	3
EDUC 6329	Language Development and Acquisition	3
Total required		9

Culminating Experiences

EDUC 6395	Seminar	
EDUC 6397	Research in Education or	3
EDUC 6398	Master's Study or	3
EDUC 6399	Thesis	3-6
Total required		3-6

Professional Certification Preparation

A graduate student seeking certification as a Reading Specialist should have had three years satisfactory teaching experience. Certification also requires 24 specified hours.

Program Recommendations

All students should include EDUC 6305 Research Design in Education and the Social Sciences within their first 12 hours of course work. The student should consult the program coordinator to verify current requirements for the desired certification. These requirements are established by the Texas State Board for Educator Certification and may change more frequently than published degree requirements.

Master of Arts in Education/Special Education

Objectives

The Master of Arts in Education option in Special Education is designed to prepare the student for teaching, for supervisory roles in schools or in identifying students who need special education services. Students may select one of two tracts: (1) Generic Special Education, or (2) Professional Educational Diagnostician. All students pursuing Texas certification in Generic Special Education option must take the School of Education core requirements and the Special Education core requirements as well as the Tract 1 courses. Students seeking Texas certification as a Professional Educational Diagnostician must take the School of Education core requirements and the Special Education core requirements as well as the Tract 2 courses.

Program Requirements

School of Education Core Requirements

EDUC 6302	Cultural Diversity in America	3
EDUC 6303	Human Growth and Development	3
EDUC 6305	Research Design in Education and the Social Sciences	3
Total required		9

Special Education Core Requirements

EDUC 6340	Issues and Trends: Introduction to Special Education	3
EDUC 6342	Mainstreaming/Inclusion	3
EDUC 6345	Transition and Vocational Strategies for Preparing Special Populations for the World of Work and Leisure	3
EDUC 6346	Legal Aspects/Spirit of the Law	3
EDUC 6379	Appraisal Techniques	3
Total required		15

Tract 1 Requirements

EDUC 6343	Introduction to Mild/Moderate Cognitively/Emotionally Challenged Students	3
EDUC 6344	Alternative Learning Strategies and Appropriate Academic Modifications	3
EDUC 6392	Practicum	3
Total required		9

Culminating Experiences

EDUC 6397	Research in Education or	3
EDUC 6398	Master's Study or	3
EDUC 6399	Thesis	3-6
Total required		3-6

Degree Requirements - Generic Special Education 36 hrs.

Tract 2 Requirements

EDUC 6304	Advanced Educational Psychology	3
EDUC 6318	Reading Diagnosis	3
EDUC 6383	Counseling Children and Adolescents or	3
EDUC 6395	Seminar: Family Education and Counseling	
EDUC 6386	Learning Theory and Assessment	3
EDUC 6395	Seminar: Cognitive Assessment or	3
PSYC 6350	Intellectual Assessment	—

Total Required 15

Culminating Experiences (To be taken during the last 12 hours.)

EDUC 6392	Practicum or	3
EDUC 6393	Internship	
EDUC 6395	Seminar: Professional Practice or	3
EDUC 6397	Research in Education or	3
EDUC 6398	Master's Study or	3
EDUC 6399	Thesis	3-6

Total Required 6

**Degree requirements for Special Education with
Diagnostician Certification requirements 45 hrs.**

*Practicum must be in the area specified by the advisor



Master of Arts in Education/ Special Education



Roy Hurst, PhD
Assistant Professor,
Education

Sixteen years of experience as a junior and senior-high school science teacher provides Dr. Hurst with an understanding of the challenges facing the classroom instructor. He teaches elementary and secondary science methods, elementary and secondary integrated methods and graduate courses in science education and curriculum design. Dr. Hurst's research interests include the classroom application of microcomputers and the Internet, "hands-on" science learning and vertebrate ecology and behavior.

Teacher Certification/ Endorsement Programs (non-degree)

Administrative Unit

Certification/Endorsement programs are administered by the School of Education. (Post-baccalaureate students who are preparing for educational certification/endorsement have all academic records in the Office of Graduate Studies and Research. Advising and all processing for certification are completed through the School of Education certification office.)

Objectives

To prepare students who desire teaching credentials in Texas.

Admission Requirements

Baccalaureate degrees in a teaching field, 2.50 GPA, all transcripts must be on file. All sections of the TASP exam must be passed.

Options

See School of Education Section, page 53.

Core Requirements

The School of Education works with the Texas State Board for Educator Certification and school districts in the Permian Basin region to assure that programs meet the requirements of teachers in the area. Requirements do change frequently. Thus, students who intend to apply for certification are urged to consult the certification officer in the School of Education to verify current requirements and Examination for Certification information.

Course Listings

EDUC 6300 Instructional Methods and Processes (3)

The intent of this course is that students will develop skills useful for teaching at the elementary and/or secondary school while increasing their understanding of the nature of children's learning. Students will gain experience in planning, implementing, and assessing developmentally-appropriate and meaningful learning experiences. Preservice teachers will be encouraged to become critically reflective about teaching and learning as they begin to develop their own professional identity. Use of technology and community resources, and the importance of communication in education are embedded throughout the experience.

EDUC 6301 Philosophy of Education (3)

Basic philosophical perspectives on teaching, learning, ethics and the relation of school to Education society. Emphasizes critical thinking through the use of case studies drawn from daily practices in schools.

EDUC 6302 Cultural Diversity in America (3)

The educational challenges faced by American education to meet the needs of a diverse society. The focus of the course will be on educational, social, political and psychological perspectives.

EDUC 6303 Human Growth and Development (3)

Achievement motivation, aggression, discipline, sex identification, moral development, peer relations, adult-child interaction, social-class and ethnic differences. Prerequisite: Introduction to Psychology or Educational Psychology.

EDUC 6304 Advanced Educational Psychology (3)

Review of theories of behavior, learning and instruction, research on human ontological development, and consideration of applications of such theory and research to classroom practices, including issues related to their measurement and evaluation.

EDUC 6305 Research Design in Education and the Social Sciences (3)

Research planning, evaluations of research, sampling, surveys, measurement, research tools, experimental and quasi-experimental designs, historical studies, data analysis and reporting research. (Same as PSYC 6302)

EDUC 6310 Current Issues in Early Childhood Education (3)

Participants will identify and critically analyze current social, political, and economic issues and contextual factors that are relative to the growth, development, and learning of young children. Equity, diversity, and other individually selected issues and perspectives may be explored in depth through readings, interview, presentations, research and discussion.

EDUC 6311 Early Childhood Education: Design, Implementation, and Assessment of Developmentally Appropriate (3)

The goal of this course is to develop principles, goals, and program dimensions for experiential early childhood education opportunities and to match the program criteria with a child's emerging development and learning.

EDUC 6312 Development and Learning of the Young Child (3)

This area of study will focus on the social, emotional, physical, and intellectual areas of development of the young child, and constructivist learning approaches will be studied to understand how learning environments and experiences nourish a child's holistic development.

EDUC 6314 Parent Involvement and the Early Childhood Educator (3)

To explore some of the issues, strategies, and connections of the parent-teacher partnerships which encourage and facilitate children's development and learning at home and school.

EDUC 6315 Early Intervention (3)

To study and design early intervention practices for the inclusion of early childhood special populations in early childhood environments.

Education Course Listing



Martha Casas, EdD Assistant Professor, Education

A native of El Paso, Dr. Casas entered college at UT El Paso with the intent to pursue a career in mathematics or science. She soon realized that her first love was to teach and earned her bachelor's and master's degrees in education. Dr. Casas spent more than 10 years teaching in the El Paso Independent School District before pursuing her doctoral studies at the Harvard Graduate School of Education. She combines her experience as both a classroom teacher and a curriculum supervisor in her classes at UTPB, where she teaches curriculum and instruction classes as well as mathematics education.

Education Course Listing

EDUC 6316 Emergent Literacy (3)

Development of emerging literacy constructs of young children that are supported in developmentally appropriate, bilingual, and at risk programs.

EDUC 6318 Reading Diagnosis (3)

Strategies to diagnose, evaluate and remediate students with reading difficulties.

EDUC 6319 Materials, Methods and Media in Reading (3)

Programs and other reading materials. Comparison of methods used in the teaching of reading. Prerequisite: One undergraduate reading course or permission of instructor.

EDUC 6320 Advanced Problems in Reading (3)

Psychological, cognitive and methodological issues in reading. Prerequisite: EDUC 6318 and EDUC 6319 or permission of instructor.

EDUC 6321 Analysis and Selection of Literature (3)

Emphasizes literature-based reading instruction focusing on the selection of literature which enhances interdisciplinary instruction.

EDUC 6324 Strategies for Teaching Science, Mathematics and Social Studies in Bilingual Education Spanish (3)

Primary emphasis will be placed on developing teaching plans, materials and teaching demonstrations using vocabulary appropriate for the discipline and grade level at which material is presented. Prerequisite: Spanish Proficiency.

EDUC 6325 Teaching Language Arts and Reading for Spanish Speakers (3)

A critical analysis of materials in Spanish available for teaching language arts and reading. A survey of strategies for teaching reading and language arts to Spanish speakers. Prerequisite: Spanish Proficiency.

EDUC 6326 Methods of Teaching ESL (3)

An introduction to the theoretical and practical aspects of teaching English as a Second Language.

EDUC 6327 Issues and Advanced Problems in English as a Second Language (3)

A comparative and contrastive analysis of the interrelationships of language, culture and learning in the classroom setting.

EDUC 6328 Linguistics and Grammar for the English as a Second Language Teacher (3)

A survey of structures of English as well as general issues in language such as language variation, non-verbal communication and uses of languages.

EDUC 6329 Language Development and Acquisition (3)

Theories of psycholinguistics and sociolinguistics applied to the acquisition of one or more languages in early childhood and school learning.

EDUC 6330 Theories of Curriculum and Instruction (3)

An introduction to contemporary conceptions of curriculum and instruction as related to teaching and administration in elementary and secondary schools.

EDUC 6331 Curriculum Foundations for the Elementary School (3)

Foundations of curriculum of the elementary school. Review of aims, methods and approaches to curriculum, instruction, programs and evaluation.

EDUC 6332 Curriculum Foundations for the Secondary School (3)

Foundations of curriculum of the secondary school. Review of aims, methods and approaches to curriculum, instruction, programs and evaluation.

EDUC 6334 Advanced Social Studies Education (3)

Issues, teaching strategies and curriculum materials are combined to offer knowledge and experience in recent trends in social studies education.

EDUC 6335 Innovations in Teaching Elementary School Science (3)

Similarities and differences between newer elementary science programs and existing approaches; interaction with elementary children using materials and activities from current curricula.

EDUC 6336 New Strategies in Secondary Science (3)

Organizing and sequencing lessons and units in junior high and senior high science courses. Students videotape and evaluate their own teaching.

EDUC 6337 Problem Solving in Mathematics Education (3)

Examines recent findings regarding problem solving in mathematics education and analyzes a variety of models for heuristic application and diagnostic purposes.

EDUC 6340 Issues and Trends: An Introduction to Special Education (3)

Students will be introduced to all areas of special education. In addition, students will be expected to conduct in-depth research in selected areas of interest to be shared with the class. Current trends and issues in special education will be identified and debated.

EDUC 6342 Mainstreaming/Inclusion (3)

This course addresses best practices in mainstreaming mild/moderately handicapped students into regular classrooms. Techniques to insure appropriate and successful placement of special students will be explored. Plans for implementing mainstreaming will be developed.

EDUC 6343 Introduction to Mild/Moderate Cognitively/Emotionally Challenged Students (3)

An introductory course, dealing with the nature and needs of cognitively/emotionally challenged students. Characteristics, prevalence, historical background, theoretical perspectives, causes, prevention, motor and language development, academic and social characteristics, definitional issues, categorization, service delivery and issues and trends will be addressed.

EDUC 6344 Alternative Learning Strategies and Appropriate Academic Modifications (3)

Learning strategies and methods for delivery of instruction for students with cognitive/emotional problems will be covered. In addition, social survival skills, test taking skills, content area learning strategies and cooperative learning strategies will be explored.

EDUC 6345 Transition and Vocational Strategies for Preparing Special Populations for the World of Work and Leisure (3)

Models for transitions, career and vocational preparation will be explored. Real life student preparation will be observed. Issues in career preparation will be covered.

EDUC 6346 Legal Aspects and the Spirit of the Law (3)

Legislation and litigation that form the foundation and present basis for Special Education practices will be explored. Effects of these laws on educational practices will be presented and investigated.

EDUC 6348 Curriculum Designs: Gifted and Talented (3)

Models for delivery of services to gifted and talented learners will be studied and implemented through the development and presentation of units during the course. Observations in gifted classrooms to see these models implemented in real school situations will be required.

EDUC 6350 Teaching Thinking and Problem Solving Skills (3)

This course will examine thinking skills and how they can be taught. Basic approaches to "teaching thinking," i.e., strengthening intellectual abilities and skills through practice and exercise, helping students learn conscious and deliberate strategies for reasoning, problem solving and critical thinking will be explored. In addition, this course will look at taxonomies for teaching thinking skills, review the implications of Bloom's taxonomy for teaching thinking and examine the nature of critical thinking and how it may be taught, review some methods and programs for teaching thinking skills, and review criteria for selecting methods and programs for thinking skills training.

EDUC 6351 Creativity and the Gifted Student (3)

Theories of creativity will be researched and presented. Ways to initiate and facilitate the development of the creative self will be explored. Ways of providing a safe psychological environment in which creativity can be fostered within the existing school curriculum will be delineated.

Education Course Listing

EDUC 6360 School Based Allocations (3)

Application of principles of public education fiscal policy including: budgeting, state or federal program allocations, grant writing, resources, staffing, etc.

EDUC 6361 School Law (3)

Effects of Federal and Texas law on processes of public school education and its relationship to school administrators. (Code of Ethics & Federal Programs)

EDUC 6462 District School Finance (4)

Principles, trends and practices in financing public education, including sources of school revenue, taxation and fiscal policies specifically addressing the superintendency (Field-based experience required).

EDUC 6363 Administration of Special Programs (3)

Administration of special education, reading, career education, vocational-technical education, bilingual education, library and instructional technology, plus IDEA, Section 504, Federal title programs funding, school to work, etc.

EDUC 6464 Educational Change and Design of Facilities (4)

Planning a building program: educational plan, determining objectives, specifications, selecting the architect, evaluating plant, school standards and equipment (Field-based experience required).

EDUC 6366 Administration and Management of Schools (3)

Major issues and trends in administration and management of public schools. Strategic planning, collaboration, site-based management, team building, allocation of resources, policy development and curriculum change.

EDUC 6367 Foundations of Public School Administration (3)

Theory of administration. Study of setting, function and process of administration.

EDUC 6368 Principalship (3)

Administrative processes and functions of the elementary and secondary school principal in the context of school district organization and administration.

EDUC 6369 School Human Resources Management (3)

Personnel management theory and research. Emphasizes skills in recruitment, selection, assignment, staff development, supervision and evaluation.

EDUC 6370 Professional Appraisal (PDAS) and Staff Development (3)

Training perspective administration candidates in using the Texas Professional Development and Appraisal System (PDAS) including a professional growth plan and staff development components.

EDUC 6371 Daily Operations of the School (3)

A study of the principal as the day to day manager of the school: i.e. purchase, distribution and tracking of textbooks; master schedules; assignment of lockers, electives, etc.; fixed assets; maintenance; transportation; discipline; testing procedures; special programs; inventory; etc.

EDUC 6372 Supervision for Instructional Leadership (3)

Systematic design and analysis of strategies for instructional leadership and supervision of teacher performance with an emphasis on clinical approaches.

EDUC 6473 Superintendency & the School Board (4)

Selected contemporary problems in school administration in terms of basic philosophical concepts which are important to the Superintendency (Field-based experience required).

EDUC 6475 Education and Sociocultural Change (4)

Contemporary, social issues and their relationship to instruction and policy formation including professionalization, cultural diversity and pressure group influences and processes (Field-based experience required).

EDUC 6377 Foundations of Counseling (3)

Theoretical, experiential and applied overview of professional counseling and the counseling process. Includes emphasis on legal and ethical professional issues and functions of counselors in different settings.

EDUC 6378 Career Counseling and Career Development (3)

Human development perspective of career planning and counseling. Includes emphasis on career development theory, strategies and processes, information systems and career counseling services.

EDUC 6379 Appraisal Techniques (3)

Application and interpretation of formal and informal measures of aptitude, achievement, interest and personality. Prerequisite: Introductory statistics.

EDUC 6380 Group Process in Counseling (3)

Didactic and experiential introduction to the dynamics and theory of group processes and techniques as applied to counseling and psychotherapy in groups.

EDUC 6381 Micro-Counseling (3)

Presentation, demonstration and videotaped practice in the necessary skills to effectively conduct counseling sessions with clients. Prerequisite: EDUC 6377 (or equivalent) and permission of the instructor.

EDUC 6383 Counseling Children and Adolescents (3)

Theories and techniques appropriate to the counselor's work with children and adolescents and to counseling and consultation with their families and teachers.

EDUC 6384 Counseling: Theory/Practice (3)

A survey of major counseling theories and techniques.

EDUC 6385 Advanced Counseling Techniques (3)

Theory and basic techniques of various orientations to brief or alternative therapeutic models. Permission of the instructor.

EDUC 6386 Learning Theory and Assessment (3)

Applications of learning theory to the assessment process. Emphasis on learning styles and modalities and related assessment techniques. Prerequisite: EDUC 6379 and permission of the instructor.

EDUC 6392 Practicum: Counseling (3 - 6)

Supervised practice in counseling in either a school or community setting. Students are expected to meet regularly with their University supervisor to ensure continued growth throughout their practicum experience. May be repeated for a total of six semester hours. Prerequisite: Permission of the instructor.

EDUC 6392 Practicum: Diagnostician (3)

Supervised practice as a diagnostician in a school setting. Students are expected to meet regularly with their University supervisor to ensure continued growth throughout their practicum experience. Prerequisite: Permission of the instructor.

EDUC 6392 Practicum: Gifted and Talented (3)

Students are placed in a classroom for students who are gifted and/or talented for one full semester. Students are expected to gradually assume all of the duties of their cooperating teacher(s) by the end of the semester and to participate in all activities and meetings assigned to that teacher. In addition, students are expected to meet regularly with their University supervisor to ensure continued growth throughout their practicum experience. Prerequisite: Permission of the instructor.

EDUC 6392 Practicum: Learning Disabilities (3)

Students are placed in a classroom of learning disabled students for one full semester. Students are expected, by the end of the semester, to be teaching the class for the entire school day. Expectations include planning the instructional day, development of lesson plans, implementing lessons, and maintaining discipline using the "best" practices available. In addition, students are expected to participate in all activities and meetings and adhere to the same schedule as their cooperating teacher(s). Students are also expected to meet regularly with their University supervisor to ensure continued growth throughout their practicum experience. Prerequisite: Permission of the instructor.

EDUC 6392 Practicum: Mental Handicaps (3)

Students are placed in a classroom for one full semester with students who have mental handicaps. Students are expected, by the end of the semester, to be teaching the class for the entire school day. Expectations include instructional, social, vocational and leisure time planning, development of lesson plans, implementing

Education Course Listing

lessons, and maintaining discipline using the "best" practices available. In addition, students are expected to participate in all activities and meetings and adhere to the same schedule as their cooperating teacher(s). Students are also expected to meet regularly with their University supervisor to ensure continued growth throughout their practicum experience. Prerequisite: Permission of the instructor.

EDUC 6392 Practicum: Reading (3)

Supervised practical application of previously studied reading theory. Students are expected to meet regularly with their University supervisor to ensure continued growth throughout their practicum experience. Prerequisite: EDUC 6318, EDUC 6319 and EDUC 6320.

EDUC 6393 Internship: Leadership (3)

Supervised internship in administration in a school setting. Students are expected to meet regularly with their University supervisor to ensure continued growth throughout their internship experience. Prerequisite: Permission of the instructor.

EDUC 6393 Internship: Counseling (3)

Supervised internship in counseling in either a school or community setting. Students are expected to meet regularly with their University supervisor to ensure continued growth throughout their internship experience. Prerequisite: Permission of the instructor.

EDUC 6393 Internship: Diagnostician (3)

Supervised internship as a diagnostician in a school setting. Prerequisite: Permission of the instructor.

EDUC 6395 Seminar (1-3)

Available only in disciplines in which the master's degree is offered.

EDUC 6397 Research in Education (3)

A direct topic study which will serve as a culminating experience for the Master in Education candidate. Students may elect this option instead of the project (EDUC 6398) or thesis (EDUC 6399).

EDUC 6398 Master's Study (3)

A directed research project which will serve as a culminating experience for the Master in Education student. Students may elect this option instead of the directed topic study (EDUC 6397) or thesis (EDUC 6399).

EDUC 6399 Thesis (3-6)

A research option which will serve as a culminating experience for the Master in Education student. Students may elect the thesis instead of the directed topic study (EDUC 6397) or project (EDUC 6398).

Undergraduate Courses That Could be Included in a Graduate Course of Study*

EDUC 4311	Early Childhood Education: Development and Learning
EDUC 4312	Early Childhood Education: Curriculum and Teaching
EDUC 4313	Language Development in Young Children
EDUC 4325	Reading and Literacy in Elementary School
EDUC 4326	Reading and Literacy in the Content Area
EDUC 4351	Diverse Populations
EDUC 4353	Theory and Practice: Special Education
EDUC 4354	Mainstreaming/Inclusion
EDUC 4362	Fundamentals of Bilingualism
EDUC 4377	Helping Relationships

* These courses have been identified for the possible use with some options in Education. The student should check with their advisor for specific information regarding their degree plan.

Master of Arts in English

Administrative Unit

The program is administered by the Office of Graduate Studies and Research through the Faculty of English, Department of Humanities and Fine Arts, College of Arts and Sciences.

Objectives

The purposes of the Master of Arts program in English are at least five-fold: to train students to work with the materials of literature with scholarly competence and maturity; to prepare students to teach English in schools and colleges; to provide additional professional training for English teachers currently employed in elementary and secondary schools; to prepare students for such nonteaching vocations as publishing, advertising, editing, civil service, and management; and to offer sound professional training on the master's level for students who intend to pursue a doctorate elsewhere in literary studies, including rhetoric and composition.

Admission Requirements

Requirements for acceptance include a minimum of 24 undergraduate semester credits in English at the sophomore level and above. Students who have never taken an undergraduate course in the 20th-century literary criticism must complete ENGL 3300 (Introduction to Literary Studies) before completing more than 9 credits of graduate study. This is a leveling course and will not count toward the 36 hours required for the MA. Students may be required to complete certain undergraduate courses before regular admission to the graduate program.

Options

Thesis

At the MA level, the thesis should constitute a contribution to the scholarly discourse on a well-defined topic. The thesis will demonstrate the writer's grasp of the history of that discourse and the major voices within it. The thesis will be a lengthy paper (typically 50-70 pages of text) combining original analysis with thorough research. The thesis is not a doctoral dissertation or a book. A total of 6 credits will be devoted to ENGL 6399.

Written Exam

The exam will cover three areas, to be agreed on by the examining committee and the candidate. These areas can be relatively narrow (e.g. the Victorian novel) or relatively broad (e.g. literature by American ethnic groups, colonial to 1900; rhetoric and composition); however, the exam must include both British and American literature, some post-1800 British or post-1865 American literature, and some pre-1800 British or pre-1865 American literature. The exam will be written during a six-hour period, which can be divided as the examining committee and the candidate deem appropriate.

Project

The candidate, in consultation with her or his committee, will design a nine hour concentration of course work (a maximum of three hours of which may be taken as ENGL 6390) which will lead to the preparation of a 30-40 page Research Report. This Research Report is not intended to constitute an original contribution to scholarship but will otherwise conform to the standards of scholarly discourse in the field of English.



**Sophia P. Andres
Barnett, PhD**
*Associate Professor of
English*

Dr. Andres Barnett studied Romantic and Victorian literature at the University of Edinburgh, Scotland. She has been honored with the Chancellor's Council Outstanding Teaching Award and continues to bring Victorian literature and Pre-Raphaelite painting to life for undergraduate and graduate students. Her writings have been published in *The Journal of Pre-Raphaelite Studies*, *the Journal of Literature and History* and *the Philosophy of History*. The 20th century American novel is also an area she enjoys teaching.

Master of Arts in English



**Shawn D. Watson,
PhD**
*Chair of the Dept. of
Humanities and
Fine Arts*
*Associate Professor of
English and Theatre*

Dr. Watson has been instrumental in forging cooperative arrangements to further theatre education in the area, particularly in co-productions with Midland Community Theatre and Midland College. American drama, and contemporary drama, especially women's plays, are her special interests. She has taught theatre appreciation on interactive television over the REACH network. She also teaches Renaissance literature and Shakespeare. Her research is in dramatic theory and play production.

Core Requirements

Requirements for the MA in English include the following:

The successful candidate for the MA in English will complete at least 36 credits and pass an oral exam. Students electing the Thesis option will take 30 credits of course work and six of thesis research; students electing the Written Exam option will take 30 credits of course work and six of Directed Reading; students electing the project will take 33 hours of course work and three of Directed Reading.

Course Work

A minimum of 30 credits must be earned in course work at the 4300 or 6300 level, with no more than nine at the 4300 level. A maximum of 6 credits of course work may be taken in a field other than literature with prior written approval of the student's committee. The student will work out the required degree plan in consultation with his/her advisor. The plan will reflect the following requirements:

a. Rhetoric and Composition Requirement

Students serving as Graduate Teaching Assistants in English are required to complete ENGL 6372, Rhetoric and Composition, either before being selected for this position or during the first semester of service. This requirement can be waived for students with extensive teaching experience or a similar course on the record.

b. Breadth Requirement

Each student shall complete a minimum of nine credits in British literature and nine credits in American literature.

Oral Examination

The candidate for the MA degree in English must also perform successfully in an oral examination. The examiners will be members of the candidate's committee and a representative of the Graduate Faculty. For students writing a thesis, the examination will include, but not be limited to, a defense of the thesis. For students doing a written exam, the oral exam will cover the exam areas. For students doing a project, the oral examination will include, but not be limited to, the Research Report.

Special Program Features: Graduate Teaching Assistantships

Full-time M.A. students (those taking six to nine hours) may assist as teaching assistants in lower level classes for two semesters. After completion of 18 graduate hours and ENGL 6372, they may be requested to teach their own ENGL 1301 or ENGL 1302.

Professional Certification Preparation

Students who wish to obtain teacher certification should consult the School of Education. Those requirements are not part of the M. A. requirement in English.

Course Listings

ENGL 6302 American Romanticism (3)

The American and European roots, and philosophical, literary, and social tenets, of American Romanticism as reflected in the works of recognized romantics (Poe, the Transcendentalists, Melville) as well as of non-cononical figures.

ENGL 6303 American Realism (3)

The American and European roots, and philosophical, literary, and social tenets, of American Realism as reflected in the works of recognized realists (Howells, Wharton) and naturalists (Dreiser), as well as of non-cononical figures.

ENGL 6304 American Literature, 1900-1945 (3)

Development of fiction and poetry primarily between WWI and WWII, with emphasis on the Modernist Movement.

ENGL 6305 American Literature, 1945 to the Present (3)

The splintering of Modernism in the context of a large, cultural crisis, with emphasis on the diversity of response to this crisis rather than on individual figures.

ENGL 6321 British Literature to 1660 (3)

Chaucer, English Renaissance humanists, the Elizabethan Lyric, Spenser, Shakespeare, Jacobean and Caroline drama, classical Lyricists, the metaphysicals.

ENGL 6322 British Literature, 1600 -1800 (3)

Emphasis on either the earlier or the later part of the period. Major figures include Donne, Milton, Dryden, Pope, Swift, and Johnson. Major genres and modes: lyric poetry, the epic, comedy, tragedy, verse satire, the novel, periodical essays; emphasis on modern critical approaches and historical/cultural backgrounds.

ENGL 6323 British Literature, 19th Century (3)

Major Victorian and/or Romantic writers in their historical, cultural, and philosophical contexts.

ENGL 6324 British Literature, 1900 to the Present (3)

Emphasis on fiction, drama, or poetry; major figures include Conrad, Woolf, Joyce, Shaw, Synge, Lawrence, Yeats, O'Casey, Auden.

ENGL 6351 Topics in Fiction (3)

Comparative studies in the novel.

ENGL 6352 Topics in Drama (3)

Comparative studies in drama.

ENGL 6353 Topics in Poetry (3)

Comparative studies in epic or lyric poetry.

ENGL 6359 Special Studies In Literature (3)

Selected works of several authors organized according to historical era, genre or theme. Content varies.

ENGL 6369 Studies in a Major Author (3)

Works of a major American or British author.

ENGL 6372 Rhetoric and Composition (3)

The history and practice of rhetoric; current theories of writing from the perspectives of cognitive psychology, linguistics, sociology, and others. Involves research and practical application of theories of composition and rhetoric. This course is required for students serving as Graduate Teaching Assistants in English.

ENGL 6389 Selected Topics (1-3)

Graduate courses which will be offered only once, will be offered infrequently or are being developed before a regular listing in the catalog.

ENGL 6390 Directed Reading (3)

A required reading list and faculty guidance are provided for students electing the comprehensive examination rather than the thesis.

ENGL 6391 Contract Study (1-3)

For students who are pursuing independent study or research (as described in the contract study format).

ENGL 6399 Thesis Research (3 or 6)

Students electing the thesis option will work under the supervision of a major advisor. A maximum of six credits of ENGL 6399 may be counted toward the MA.

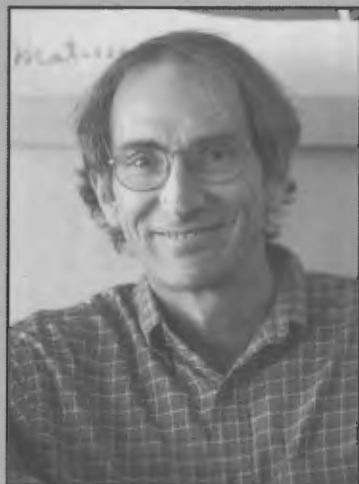
Master of Arts in English



Mark Wildermuth, PhD Associate Professor of English

Dr. Wildermuth is widely known for his interest in films as literature. His research has been published in *Philosophy and Rhetoric*, *Rhetoric Society Quarterly*, *The Age of Johnson*, *The Eighteenth Century: Theory and Interpretation*, *The Journal of Popular Film and Television*.

Master of Arts in English



**Michael S. Kearns,
PhD**
Professor of English
Kathlyn Cospers
Dunagan Professor in
Humanities

Composition, rhetoric, lyric poetry, narrative, and 19th century American literature are favorite teaching areas for Dr. Kearns. He has been a leader in the development of the University Writing Center and works extensively with undergraduate, graduate students, and faculty to enhance the practice and teaching of writing. His own research in narrative theory has been published widely and includes two books, Metaphors of Mind in Fiction and Psychology (1987) and Rhetorical Narratology (1999).

Undergraduate Courses That Could be Included in a Graduate Course of Study*

ENGL 4301	19th Century American Poetry
ENGL 4302	20th Century American Poetry
ENGL 4305	American Drama
ENGL 4311	19th Century American Fiction
ENGL 4312	20th Century American Fiction
ENGL 4321	Topics in British Poetry
ENGL 4325	Topics in British Drama
ENGL 4332	19th Century British Novel
ENGL 4333	20th Century British Novel
ENGL 4340	Advanced Professional Writing
ENGL 4352	Advanced Topics in Poetry
ENGL 4359	Studies In Literature
ENGL 4369	Studies in a Major Author
ENGL 4371	Rhetoric & Composition
ENGL 4389	Selected Topics

* With approval. See course descriptions in Undergraduate Catalog.



Master of Science in Geology

Administrative Unit

This program is administered by the Office of Graduate Studies and Research through the Faculty of Geology, Department of Science and Mathematics, College of Arts and Sciences.

Objectives

- a. To capitalize on the world-class geology of west Texas as an outstanding laboratory for developing critical observational and interpretive skills.
- b. Mastery of the fundamentals in Geology at a professional level.
- c. To provide a broad background for students who wish to pursue a career in any of the geoscience fields.
- d. To prepare graduates to enter doctoral programs in the geological sciences.
- e. To prepare graduates for independent research in their chosen fields.

Admission Requirements

Regular graduate admission standards apply. In addition students are expected to have completed a standard undergraduate curriculum that includes the courses required for an undergraduate degree in geology at UT Permian Basin, as set forth in the undergraduate catalog. Students who lack any of these courses are required to complete them before starting any graduate-level course work.

Options

Students have a variety of choices in field areas, research topics, and coursework.

Core Requirements

The program for the Master of Science in Geology requires a minimum of 24 semester credit hours of graduate-level course work in geology and supporting or ancillary fields, and six semester credit hours of research that result in a master's thesis.

When students enroll in the program, they will meet with the faculty of Geology, who will work with them to develop a preliminary program of study based on their field of interest. Within two semesters the student should select an advisor who, together with the student, will select a thesis committee in accord with current regulations for the conduct of graduate education. The student will meet with the full committee and orally present his/her proposed thesis topic and course of study for approval.

Candidates for the Master of Science degree in Geology must complete an acceptable thesis prepared according to the guidelines used by UT Permian Basin, and written in standard geologic style as outlined in the U.S. Geological Survey's "Suggestions to Authors" (7th edition). The thesis must be defended in an oral examination.

Special Program Features

Special emphasis is placed on fieldwork and the submission of a thesis. The non-thesis option is not available. All courses have the following prerequisites:

- 1) graduate standing and 2) permission of the instructor.



**Daniel R. Womochel,
PhD
Associate Professor of
Geology**

Dr. Womochel has been actively studying the stratigraphy of Trans-Pecos Texas for more than 15 years. He has also traveled extensively on expeditions around the world. He is active with graduate student research projects, very popular with undergraduate geology students, and the delight of elementary students he visits in local schools. He has published in the *Journal of Vertebrate Paleontology*, *Southwestern Naturalist*, and the *Journal of the Alabama Academy of Science*.

Master of Science in Geology



**Emilio Mutis-Duplat,
PhD
Professor of Geology**

In 25 years at UTPB, Dr. Mutis-Duplat has worked with a multitude of graduate students in geology and he continues to monitor their professional progress. His research interests include the geology of Mason County, Texas, and the geology of the San Mateo Mountains in New Mexico.

Course Listings

GEOL 6305 Advanced Structural Geology and Tectonics (3)

Concepts and principles of structural geology and tectonics, with emphasis on physical factors responsible for the deformation of the earth's crust, and the results of the deformation through geologic time.

GEOL 6306 Topics in Structural Geology (3)

Critical review of modern developments in structural geology. Topics vary. May be taken for credit more than once.

GEOL 6307 Advanced Stratigraphy (3)

Concepts and principles of naming and correlating stratigraphic units with emphasis on major elements of local, regional, and North-American stratigraphy.

GEOL 6311 Carbonate Depositional Systems (3)

Study of the origin, textures, distribution patterns, and alteration of recent and ancient carbonate sediments. Emphasis on the chemistry of formation and diagenesis of carbonates.

GEOL 6314 Clastic Depositional Systems (3)

Study of depositional processes, physiographic and environmental characteristics, and facies types and relationships of fluvial, deltaic, barrier-barstrand-plain, lagoon-bay-estuary, shelf-abyssal, eolian, lacustrine, and alluvial-fan depositional systems, and their application to the analysis of past stratigraphic systems.

GEOL 6320 Geographic Information Systems (GIS) (3)

Applications of GIS to study of earth resources and the environment. Emphasis will be on acquisition, manipulation and practical use of cartographic data. (Same as GEOG 6320)

GEOL 6334 Sedimentary Petrology and Petrography (3)

Description, classification, and genesis of sedimentary rocks.

GEOL 6340 Mineral Resource Economics (3)

Economics of mineral resources; supply and demand; international trade; national mineral policy; conservation; environmental concerns and costs; and surveys of individual commodities including oil and natural gas.

GEOL 6344 Advanced Ore Deposits (3)

Detailed study of the geochemical controls, petrography, and field relationships of selected types of ore deposits.

GEOL 6347 Advanced Subsurface Methods (3)

Systematic and accurate acquisition, evaluation, and interpretation of subsurface data as applied in the search for oil and mineral deposits.

GEOL 6348 Advanced Petroleum Geology (3)

Advanced studies in petroleum exploration. Porosity and permeability as related to lithology and hydrodynamics of fluid flow. Stratigraphic and structural traps; regional trends and basin analysis; the origin of oil; log interpretation; and geophysical exploration.

GEOL 6354 Geomorphology (3)

A study of the development and evolution of surface land forms, including tectonics, volcanism, erosion and deposition by wind, water and glaciation.

GEOL 6355 Thermodynamics of Geologic Processes (3)

Thermodynamics applied to problems of igneous, sedimentary, and metamorphic petrology.

GEOL 6357 Volcanology

A study of the origins and eruptions of volcanoes, including surface and subsurface processes, undersea vents and potential application for thermal energy production.

GEOL 6358 Advanced Geochemistry (3)

Advanced studies of the geochemistry of igneous, sedimentary, and metamorphic rocks, as well as the distribution of trace elements in diverse environments.

GEOL 6389 Selected Topics (3)

Graduate courses which will be offered only once, will be offered infrequently or are being developed before a regular listing in the catalog.

GEOL 6699 Master's Thesis (6)

Meets the research requirements for the thesis option in master's degree programs.



Master of Science in Geology



***J. Tillapaugh, PhD
Associate Professor of
History***

Dr. Tillapaugh earned the Ph.D. in History from Northwestern University. He specializes in American history. He has published and taught on diverse topics, including the Texas and Pacific Railroad on the Llano Estacado, the Vietnam War, the disputes over regional security at the United Nations, and Fort Chadbourne. He has been active in local historical associations, serves on the board of Directors for the White-Pool House, and has chaired restoration projects including the White-Pool House, the Henderson Building, and the Windmill Complex.

Master of Arts in History

Administrative Unit

This program is administered by the Office of Graduate Studies and Research through the Faculty of History, Department of Humanities and Fine Arts, College of Arts and Sciences

Objectives

The Master of Arts program in History accommodates a wide range of student aspirations, both professional and personal. With strong emphasis on the literature of history, research techniques, and writing skills, graduate study in history will benefit teachers, museum and archives personnel, prospective candidates for PhD degrees in history, and college graduates wishing to pursue the subject for intellectual enrichment.

Admission Requirements

Candidates who have not completed at least 18 undergraduate semester credits in history will be required to enroll in additional courses to complete their preparation for graduate work.

Options

Students may specialize in either United States or Latin American history. They may choose between the thesis option and the non-thesis option, though the thesis option is limited to United States history.

Core Requirements

Candidates for the Master of Arts degree in History must complete 36 credits of graduate work.

Students who elect to write a thesis will complete:

1. 21 credit hours in United States history, including at least two reading courses and one research course at the 6300-level.
2. At least six credits in Latin American history.
3. Three additional credits in history or a related discipline.
4. Six hours upon acceptance of a thesis.

Students who elect the non-thesis option in United States history will complete:

1. 21 credit hours in United States history, including at least two reading and two research courses at the 6300-level.
2. At least six credits in Latin American history.
3. Three to nine additional hours in history.
4. A maximum of six credits in a related field.

Students who elect the non-thesis option in Latin American history will complete:

1. At least 12 credit hours in Latin American history, including at least one reading and one research course at the 6300-level.
2. At least 15 additional hours in history, including at least one reading and one research course at the 6300-level.
3. A maximum of nine credits in related fields; Spanish is recommended.

Note: Six hours of non-United States history may be considered in the context of individual graduate study programs.

MA degree candidates must pass an oral examination. There is no general foreign language requirement for the master's degree in history. However, when mastery of a language is requisite to purposeful study, the demonstration of language skills may be required. For example, candidates in Latin American history must demonstrate the ability to comprehend written Spanish with reasonable accuracy and speed.

Special Program Features

Within the requirements for the Master of Arts degree in History, considerable individualization of programs is possible. The particular strengths of the curriculum are in Western America, Twentieth Century America, Foreign Relations, American Business History, the American South and Latin American History.

Program Recommendations

All students should include one research course at the 6300-level during the first 12 hours of their graduate work.

Professional Certification Preparation

Students who desire teacher certification should consult the School of Education for requirements.

Course Listings

HIST 6310 Philosophy of History (3)

This course reviews the major philosophical perspectives concerning the nature of history advanced since Herodotus and the ancient Greeks, the Christian historical vision, views of renaissance historians and 19th and 20th century historiography.

HIST 6311 Modern Mexico (3)

Historical literature relating to major developments and problems of modern Mexico.

HIST 6312 Mexican Revolution (3)

A study of the causes and ramifications of the most significant events in 20th century Mexican history.

HIST 6313 Mexican Immigration (3)

A study of Mexican immigration to the United States, beginning in the late 19th century and preceding to the present.

HIST 6314 Latin America (3)

Historical literature relating to major developments and problems of Latin America, including modern Mexico, modern South America and colonial Latin America.

HIST 6339 Studies in World History (3)

Reading, research and discussion on selected topics.

HIST 6347 Twentieth Century America (3)

Examination of historical literature on special topics covering major developments and problems in recent United States history.

HIST 6351 Texas History(3)

Historical issues in the political, economic, social and military development of Texas.

HIST 6354 Civil War and Reconstruction (3)

Historical literature relating to major developments and problems in some aspects of the American Civil War and Reconstruction period.

HIST 6355 The American South (3)

Historical literature relating to major developments and problems in some aspects of the American South.



***H. Warren Gardner,
PhD
Associate Professor of
History***

Dr. Gardner earned his PhD in American History from the University of Kansas in 1969. He has been at UT Permian Basin since 1983, serving for several years as the Vice President for Academic Affairs and now as Associate Professor of History. His major teaching areas include the American South, with special interest in the Old South and the Civil War era; the American colonial period; and 19th century England. Significant areas of research have included radical farm movements in America and women in the 19th century American south.

Master of Arts in History



Duane M. Leach, PhD Professor of History

Dr. Leach is currently director of the JBS Public Leadership Institute. He has served the University as its President and has continued to teach in the areas of leadership and American history.

HIST 6356 Western America (3)

Historical literature relating to major developments and problems in Western history.

HIST 6361 American Foreign Relations (3)

Examination of historical literature on special topics which cover major developments and problems in United States foreign relations.

HIST 6363 American Military Experience (3)

Historical literature on the development of the military services and the uses of military force in United States History.

HIST 6368 American Business History (3)

Study of major changes in American business during the twentieth century through analysis of specific industries and case studies.

HIST 6373 Urban America (3)

Historical Literature on the processes and problems of urbanization in the United States.

HIST 6378 Research In American History (3)

Methodology and tools for historical research and directed research on special topics in American history.

HIST 6379 Studies in American History (3) (title may vary)

Reading, research and discussion on selected topics in American history.

HIST 6391 Contract Study (1-3)

For students who are pursuing independent study or research (as described in the contract study format).

HIST 6399 Master's Thesis (3 or 6)

Meets the research requirements for the thesis option in master's degree programs.

Undergraduate Courses That Could be Included in a Graduate Course of Study*

HIST 4341	Early American History
HIST 4361	American Foreign Relations to 1920
HIST 4362	American Foreign Relations Since 1920
HIST 4363	Vietnam War
HIST 4373	Urban America
HIST 4374	Historic Preservation
HIST 4375	Women in Early America
HIST 4376	Women in Modern America

* With approval. See course descriptions in the Undergraduate Catalog.

Master of Science in Kinesiology

Administrative Unit

The Office of Graduate Studies and Research administers this program through the Kinesiology faculty in the Department of Behavioral Science, College of Arts and Sciences.

Degree Program

The Master of Science in Kinesiology program is designed to extend students' understanding of the concepts, research, and theories related to the science of human movement, kinesiology. Additionally, the program design recognizes students' desire to use such information to improve their professional competencies as physical educators, coaches, athletes, sport administrators, fitness program directors, and other occupations that are grounded in the discipline of kinesiology.

Graduate students have an opportunity to focus on one of three interest areas within the discipline of Kinesiology:

1. Exercise science
2. Psychology of exercise and sport
3. Teaching, coaching, and administration.

Working with their faculty advisors, students are encouraged to design programs that meet their professional needs, goals, and interests.

As a partner in a University of Texas System collaborative program, U.T. Permian Basin offers many graduate courses over the Internet. It is possible to complete the entire Master of Science in Kinesiology online – through Web-based courses. That is not the only way to take courses, however. In addition to the graduate courses offered on campus and online, courses are offered through live, interactive video to sites throughout West Texas. This combination of delivery modes – (1) traditional, on campus graduate courses, (2) live, interactive video courses, and (3) online, Web-based courses – provides the full-time, resident graduate student, as well as the professional with full-time work responsibilities, the best opportunity to succeed in our graduate program.

Program Objectives

Regardless of students' area of interest and / or the course delivery mode, the following objectives should be met through the successful completion of the Master of Science in Kinesiology:

- Graduates will be able to critique published research relevant to sport, exercise, and physical activity in general.
- Graduates will be able to apply current knowledge and research from the sport and exercise sciences to the competent and ethical practice of teaching physical education, coaching sport, and conducting fitness and wellness programs.
- Graduates will be able to design sport, physical education, and exercise environments that maximize learning, improve performance, and enhance participant satisfaction.
- Graduates will be able to design physical education, sport, and fitness and wellness environments that protect and promote the health and safety of all participants.
- Graduates will be able to adjust their instructional strategies to meet the diverse needs of individual participants.
- Graduates will be able to incorporate the use of computer technology in their professional endeavors.



**James A. Eldridge,
EdD
Assistant Professor of
Kinesiology**

Dr. Eldridge holds the EdD in Physical Education from the University of Houston. He regularly includes his students in testing and data collection with "real" people and is currently involved in a long-term study with police and fire departments to study fitness and program effects over an extended period. He is a member of and has published in publications of the American College of Sports Medicine.

Tuition, Fees and Deposits

Tuition and Fees Change!

The tuition and fees shown in this catalog are those in effect when this catalog went to print. Tuition and fees are subject to change due to action by the Texas Legislature or The University of Texas System Board of Regents. For actual tuition and fees for a particular semester consult the semester class schedule or UTPB's World Wide Web homepage at <<http://www.utpb.edu>>.

Master of Science in Kinesiology



Lois S. Hale, PhD
Associate Professor of Kinesiology

Psychology of sport and exercise, motor learning and control are the major teaching interests of Dr. Hale. She is currently studying the effectiveness of various mental training techniques on sport performance and self-talk as a mediator of exercise adherence. She has been president of the Texas Association for Health, Physical Education, Recreation, and Dance. Her work appears in *The Journal of Applied Sport Science Research*, and *The American Journal of Occupational Therapy*. Her recognitions include the 2000 Chancellor's Council Award for Outstanding Teacher at the University.

Admission Requirements

Students seeking admission to the Kinesiology graduate degree program must meet all admission requirements specified by the Office of Graduate Studies (see page 15). Typically, students desiring to pursue the Master of Science in Kinesiology would possess a bachelor's degree with a major or minor in Physical Education, Kinesiology, or a related area. Individuals who do not hold such a degree may be required to complete leveling courses prior to enrolling in certain Kinesiology graduate courses. Determination of these leveling requirements will be made on an individual basis by the Graduate Acceptance Committee comprised of the Kinesiology Graduate Faculty and will be specified in the student's acceptance letter.

Degree Requirements

The Master of Science in Kinesiology degree requires (a) the completion of twelve credit hours of core course requirements (four courses), (b) nine credit hours in an interest area (three courses), (c) elective hours, and (d) a final project or thesis. The total number of hours for the degree is thirty-six (36).

Core Course Requirements. All students pursuing the Master of Science in Kinesiology are required to complete the following core of 12 semester credit hours:

KINE 6301	Research Methods	3
KINE 6360	Advanced Exercise Physiology	3
KINE 6320	Psychosocial Analysis of Sport and Physical Activity	3
or	or	3
KINE 6323	Advanced Psychology of Exercise	3
MATH 6301	Statistics for Researchers	3

Interest Areas. In addition, a student will select one of the following three areas of interest and take at least nine semester hours of course work from that area. Additional course work may be drawn from any area.

I. Exercise Science

KINE 6360	Advanced Exercise Physiology	3
KINE 6361	Exercise Physiology Laboratory Methods-Procedures	3
KINE 6362	Training and Conditioning Methods	3
KINE 6363	Methods and Procedures for Coronary Heart Disease Risk Detection and Reduction	3
KINE 6364	Heat Stress and Exercise	3
KINO 6316	Applied Biomechanics (online only, from U.T. El Paso)	3

II. Psychology of Exercise and Sport

KINE 6320	Psycho-Social Analysis of Sport and Physical Activity	3
KINE 6322	Applied Sport Psychology	3
KINE 6323	Advanced Psychology of Exercise	3
KINE 6340	Sport and Society	3

III. Teaching, Coaching, and Administration

KINE 6380	Analysis of Teaching and Coaching Behavior	3
KINE 6381	Curricular Innovations	3
KINE 6382	Administration of Physical Education and Athletics	3
KINE 6322	Applied Sport Psychology	3
KINO 6316	Applied Biomechanics (online only, from U.T. El Paso)	3

Elective Hours. Any of the graduate courses offered by the U.T. Permian Basin Kinesiology faculty may be used for elective hours. Students may take graduate

courses offered through the U.T. TeleCampus as part of collaborative online Master's degree in Kinesiology for elective hours, also.

Although students may not include leveling course work in their graduate degree program, they may include a maximum of six semester credit hours of 4300-level courses with permission of their advisor.

Thesis and Non-Thesis Options. In addition to the various interest area choices, students may select either a thesis option or a non-thesis (project) option. Although there are differences between the two options, either option provides the student with an opportunity to work with a graduate faculty advisor to develop a proposal that describes what the student intends to do. The proposal is presented to and approved by the student's Graduate Committee, and, once completed, defended by the student in an oral presentation.

I. Thesis Option. Students who select the thesis option will complete a minimum of 30 semester credit hours of course work plus a six-semester credit hour thesis. The master's thesis consists of research in the application of principles and theories of human movement to some problem of interest. The research is usually a laboratory or field experiment requiring the testing of hypotheses and the collection and analysis of data.

II. Non-Thesis Option. Students who select the non-thesis option will complete a minimum of 33 semester credit hours of course work plus a three-semester credit hour research project. Projects can take many forms. While they may involve hypothesis testing and the collection and analysis of data, master's projects are more likely to take the form of exploratory, field studies, secondary data analysis, and survey research. Acceptable projects also include such activities as the construction of physical education curriculum, the development of online instructional materials, and the design of employee wellness programs.

Both thesis and non-thesis options require completion of the core course requirements and at least nine semester credit hours in one of the three emphasis areas.

Course Listings

The following courses are available to all Kinesiology graduate students. Most are taught on campus periodically. Those courses taught online are identified as "available online." The U.T. System Kinesiology collaborative offers additional graduate courses through the U.T. TeleCampus. These courses are available only online and are listed at the very end. All courses are available to all U.T. Permian Basin Kinesiology graduate students. For the complete schedule of courses offered during a given academic year, contact the Kinesiology Graduate Program Coordinator or visit the Kinesiology Program's HomePage at <http://www.utpb.edu/REACH/kines.htm>.

MATH 6301 Statistics for Researchers (3)

Statistical concepts emphasizing simple and multiple regression, hypothesis testing and analysis of variance. Prerequisite: one year of college level mathematics.

KINE 6301 Research Methods (3)

Research techniques and inferential statistical procedures appropriate to the research process in physical education. Prerequisite: MATH 6301 or equivalent. (Available online.)

KINE 6320 Psychosocial Analysis of Sport and Physical Activity (3)

Concepts and research methodology in social psychological study of sport and physical activity. Selected theories of sport involvement applied to sport and physical activity analysis. (Available online.)

KINE 6322 Applied Sport Psychology (3)

Mental training techniques that have been used successfully by athletes and coaches to improve sport performance are studied. The mental training techniques include imagery, arousal regulation, somatic and cognitive stress management, concentration and attention control, positive self-talk, and goal setting. Prerequisite: KINE 6320, its equivalent, or permission of the instructor. (Available online.)

Master of Science in Kinesiology



***Steve Aicinena, EdD
Athletic Director
and
Associate Professor
of Kinesiology***

A member of the UTPB faculty since 1988, Dr. Aicinena coaches the women's volleyball team as well as heading up the athletic program. He teaches physical education methods and sport sociology courses. He is also a member of the online faculty for the MS degree. Dr. Aicinena is actively involved in local youth sports programs, where he coaches and holds various board positions. He has been a board member of the Texas Association for Health, Physical Education, Recreation and Dance and has served on the board for the local chapter of the American Heart Association.

KINE 6323 Advanced Psychology of Exercise (3)

Theoretical models and research related to the determinates of exercise initiation and adherence are studied. Research studies investigating the effects of exercise on mental health are also reviewed. Additional topics selected by students are covered.

KINE 6340 Sport and Society (3)

Examines opposing points of view related to the role of sport in various American institutions (political, economic, educational, religious) and by diverse socio-cultural groups within these institutions. The impact of sport upon individuals and society will also be scrutinized (racism, sexism, elitism). (Available online.)

KINE 6360 Advanced Exercise Physiology (3)

Functioning of the human body and responses and adaptations of the different systems as a result of physical exercise. Topics include muscle physiology, the cardio respiratory system, neural control of human movement, nutrition, athletic performance, physiological applications of physical training and preventive health care. Laboratory experiences included. (Available online.)

KINE 6361 Exercise Physiology Laboratory Methods-Procedures (3)

Practical applications of the different principles that govern the responses and adaptations of the human body to physical exercise. Laboratory equipment used to collect data and analyze results. Prerequisite: KINE 6360, its equivalent, or permission of the instructor.

KINE 6362 Training and Conditioning Methods (3)

Examines the relevant systems of human physiology in the context of sport specific training and conditioning. Helps develop the students' understanding of the adaptations that the musculoskeletal and cardio respiratory systems undergo during training and conditioning for sports and exercise. Prerequisite: KINE 6360, its equivalent, or permission of the instructor. (Available online.)

KINE 6363 Methods and Procedures for Coronary Heart Disease Risk Detection and Reduction (3)

A study of the leading risk factors that contribute to the development of coronary artery heart disease. Laboratory methods and procedures used in assessing the different risk factors including 12-lead EKG and graded exercise stress testing. Implementation of programs aimed at risk reduction and prevention of heart disease.

KINE 6364 Heat Stress and Exercise (3)

Enhances the students' understanding of the physiological effects of heat stress and thermoregulatory controls/maintenance in the body. Topics include heat stress and heat illness, the history behind thermoregulatory medicine, the physiology of the renal and thermoregulation systems in the body, and treatment and prevention of heat stress during sports and work.

KINE 6380 Analysis of Teaching and Coaching Behavior (3)

Observation, description, coding and analysis of teaching behavior in physical education and coaching. (Available online.)

KINE 6381 Curricular Innovations (3)

Examines current trends and issues in physical education curriculum development. The course content includes examples of program innovations, as well as current international, national (e.g., NASPE national standards), and local (e.g., TEKS in Texas) curriculum initiatives. Individually or as members of a small group, students will design physical education curricula to be implemented in their own schools. (Available online.)

KINE 6382 Administration of Physical Education and Athletics (3)

An examination of administrative theories and practices in physical education, intramural and athletic programs. (Available online.)

KINE 6389 Selected Topics (1-3)

Graduate courses that will be offered only once, will be offered infrequently, or are being developed before a regular listing in the catalog.

KINE 6391 Contract Study (3)

For students who are pursuing independent study or research (as described in the contract study format).

KINE 6392 Practicum (3)

A field work experience designed to provide practical, real life education for students. Under the supervision of a professional, students enhance their knowledge and skills in the practice of their selected interest area.

KINE 6398 Master's Project (3)

Meets the research requirements for the non-thesis option in master's degree program.

KINE 6399 Master's Thesis (3 or 6)

Meets the research requirements for the thesis option in master's degree program.

U.T. TeleCampus Courses Available for Elective Credit. This list may not be complete as courses are being added; check <http://www.utpb.edu/REACH/kines.htm> for an up-to-date list.

KINO 6316 Applied Biomechanics (UT El Paso) (3)

Students will investigate the application of biomechanical principles to human motor skill performance in sport and exercise settings. Emphasis will be placed on the teaching and learning of motor skills, characteristics of skilled performance, and safety-related considerations. (Available online, only.)

KINO 6340 History and Philosophy (UT Pan American) (3)

Students will examine the historical development of kinesiology, physical education and sport from primitive to modern day times. Emphasis is placed on the role sport and physical education plays as part of the total educational system and how educational philosophy influences modern sport and physical education. Major philosophies will be investigated and applied to assist the student in developing her or his individual philosophy. (Available online, only.)

KINO 6342 Ethics in Health and Kinesiology (UT Tyler) (3)

Students will examine ethical considerations encountered in professional areas related to health, exercise and sport. The students will learn to develop and evaluate ethical viewpoints based on theory and fundamental principles. (Available online, only.)

KINO 6346 Contemporary Issues in Physical Education and Sport (UT Tyler) (3)

This course engages students in an analysis of contemporary controversial problems related to physical education and sport. Students will learn general principles and procedures related to rational development and evaluation of viewpoints, and will learn to apply these principles and procedures to specific controversies relevant to the professional interests and goals of the students in the class. (Available online, only.)

KINO 6354 Early Childhood Physical Activity (UT El Paso) (3)

A study of physical activity in early childhood and its influence on child development to include types of physical activity and their relationship to emotions, health, social and physical growth and development.

Master of Science in Kinesiology

UT TeleCampus Registration and Fees

Students taking UT TeleCampus graduate courses may have additional registration steps for classes, especially those offered by a non-UTPB component. Students should consult their advisor and the UT TeleCampus website at <http://www.uol.com/telecampus>.



**Spencer K. Thompson,
PhD**
*Associate Professor of
Psychology*

Dr. Thompson came to UTPB from the doctoral program at UCLA and serves as coordinator of the psychology faculty. He teaches in the areas of developmental psychology, socialization processes, family dynamics and research methods. His research is in gender role development, moral development, adolescent to adulthood transitions and family socialization effects. He is very active in professional organizations and graduate training.

Master of Arts in Psychology

Administrative Unit

This program is administered by the Office of Graduate Studies and Research through the faculty of Psychology, Department of Behavioral Science, College of Arts and Sciences.

Objectives

The Master of Arts program in Psychology offers concentrations in both Clinical Psychology and Applied Research Psychology. The program offers students the opportunity to prepare themselves to work in mental health centers, juvenile detention centers, child service agencies, specialized school services, residential treatment facilities, family counseling agencies, governmental and community agencies, teach in community colleges, or prepare themselves for study at the doctoral level (Ph.D.).

Admission Requirements

Applicants must provide three letters of reference, must have taken the Graduate Record Examination general aptitude test (GRE) and meet minimum University requirements. Applicants are also required to submit a letter of no more than two typed pages which explains reasons for applying to a Master's degree program in Psychology. The applicant should also indicate their reasons for selecting UTPB and their preferred option of either clinical or applied research studies.

Note: Meeting the minimum requirements does not guarantee admission to the program. Admission deadlines are April 1 for summer semester, July 1 for fall semester and November 1 for spring semester.

Four upper level (12 hours minimum) undergraduate psychology courses are required for admission to the graduate program in psychology. These four courses must include one course in statistics (i.e., PSYC 3301) and one course in experimental psychology or research methods in psychology (i.e., PSYC 3404) and one course in biological foundations of behavior (i.e., PSYC 4304). Students with deficiencies in these prerequisites must take the appropriate courses and earn a minimum grade of B during the first two semesters the student is enrolled provisionally in the graduate program. Students may enroll in the necessary undergraduate courses (PSYC 3301, Statistics; and/or PSYC 3404, Experimental Psychology; and/or PSYC 4304, Physiological Psychology) and in selected graduate courses concurrently. No undergraduate credits will be counted toward the minimum 45 graduate hours needed for the degree.

Options

Clinical Psychology

The Clinical Psychology concentration is aimed at training students in the assessment and treatment of mental disorders, through individual, family, and group therapies. The program offers instruction in child, adolescent, and adult disorders.

Applied Research

The Applied Research Psychology concentration focuses on advanced psychological theory (i.e., developmental, personality, social, etc.), research methods, statistics, and manuscript preparation. All students are expected to be involved in research activities throughout their graduate program. Research activities are coordinated with faculty members depending, in part, on the students' interests. During the first year, students develop, with their faculty committees, a plan of study for their graduate programs. The plan specifies students' long-range goals, the specialties they expect to pursue in psychology, the fields of psychology or related disciplines in which they will become proficient, the kinds of research skills they intend to

acquire, the sequence of courses, research, and teaching experiences they hope to follow, the kinds of examinations by which they will demonstrate mastery of different kinds of material, and an approximate timetable for accomplishing these ends. The details of these plans can, of course, be changed by agreement of the student and the committee. However, the plan serves as a general framework that permits the students' graduate work to be adapted to their interests and abilities and provides a standard against which their progress can be assessed.

Core Requirements - Clinical Psychology

- A. Required "Foundation" Courses (9 hours):
 PSYC 6302 Research Methodology
 PSYC 6304 Advanced Statistics
 PSYC 6324 Ethics and Professional Issues
- B. Concentration Courses (24 hours):
 PSYC 6305 Behavior Therapy
 PSYC 6321 Psychopathology
 PSYC 6322 Current Psychotherapies
 PSYC 6350 Intellectual Assessment
 PSYC 6351 Personality Assessment
 PSYC 6692 Practicum (6 hours)
 PSYC 6699 Master's Thesis
- C. Elective Psychology Courses (12-18 hours):
 These courses are selected in consultation with the advisor, consistent with certification or licensure objectives.
- D. Master's Thesis:
 Each student must complete a master's thesis which consists of research in the application of principles and theories of behavior to some problem of interest. Problems are investigated under the supervision and direction of the student's graduate committee comprised of faculty, with the student's advisor ordinarily serving as chairperson. The student will later defend the thesis before the committee.

Core Requirements - Applied Research Psychology

- A. Required "Foundation" Courses (12 hours):
 PSYC 6301 Tests and Measurements
 PSYC 6302 Research Methodology
 PSYC 6304 Advanced Statistics
 PSYC 6324 Ethics and Professional Issues
- B. Theory Courses (12 hours):
 PSYC 6305 Behavior Therapy
 PSYC 6321 Psychopathology
 PSYC 6322 Current Psychotherapies
 PSYC 6330 Cross-cultural Psychology
 PSYC 6341 Developmental Psychology I:
 Social and Personality Development
 PSYC 6342 Developmental Psychology II:
 Cognitive Processes
 PSYC 6343 Family Dynamics
 PSYC 6371 Advanced Social Psychology
 PSYC 6389 Selected Topics
 PSYC 6395 Seminar on Selected Topics
- C. Research Courses (12 hours):
 PSYC 6391 Contract Study/Directed Research (0-3 hours)
 PSYC 6692 Practicum (6-9 hours)
 PSYC 6699 Master's Thesis (3 hours)
- D. Elective Courses (9 hours):
 These courses should be chosen in consultation with the advisor and consistent with the overall goals of the student.

Master of Science in Psychology



Linda M. Montgomery, PhD.

Associate Professor of Psychology

Dr. Montgomery is a clinical psychologist and teaches both undergraduate and graduate psychology courses. Her research interests include the study of legal and ethical issues faced by mental health professionals and violence in the family. She is editor of the *Journal of the Texas Association for Marriage and Family Therapy* and serves as director of the Permian Basin Critical Incident Stress Management Team. She has published in the *Journal of Abnormal Psychology*, the *Journal of Consulting and Clinical Psychology* and the *Journal of Marital and Family Therapy*.

Master of Arts in Psychology



**Robert A. Bartsch,
PhD**

Assistant Professor of Psychology

Dr. Bartsch received the 1998 Chancellor's Council Award for Outstanding Teacher and the 1999 Golden Windmill Award for research conducted while at UTPB. A member of the faculty since 1996, Dr. Bartsch teaches applied psychology and social psychology and research methodology. He also serves as the advisor to the Student Senate and has been the advisor for Psi Chi, the student psychology organization. Dr. Bartsch holds a PhD in social psychology from the University of Colorado, where he also completed his master's degree in 1993. In 1991, he earned a bachelor's degree in psychology, statistics and chemistry from Rice University.

E. Master's Thesis:

Each student must complete a master's thesis which consists of research in the application of principles and theories of behavior to some problem of interest. Problems are investigated under the supervision and direction of the student's graduate committee comprised of faculty, with the student's advisor ordinarily serving as chairperson. The student will later defend the thesis before the committee.

Professional Certification Preparation

Successful completion of the Clinical Psychology concentration is designed to provide students with the opportunity to become eligible to take the state examinations for certification as a Licensed Psychological Associate (45 hours) or, with additional coursework, the Licensed Professional Counselor (48 hours). The Licensed Professional Counselor certification currently requires at least an additional 3000 supervised hours after the MA degree.

Course Listings

PSYC 6301 Tests and Measurement (3)

Survey of major personality, intelligence and achievement tests with emphasis on their construction, reliability and validity. Prerequisite: Introductory Statistics

PSYC 6302 Research Methodology (3)

Foundations of research planning, methodology, analytic techniques, interpretation and reporting of psychological research. Prerequisite: Introductory Statistics.

PSYC 6304 Advanced Statistics (3)

Application of statistical methods in the design and analysis of psychological research. Topics include analysis of variance models, correlation and regression, and multivariate techniques. Prerequisite: Introductory Statistics.

PSYC 6305 Behavior Therapy (3)

A survey of learning principles and methods in the modification of human problem behaviors.

PSYC 6312 Group Psychotherapy (3)

A survey of theories of group therapy including the application and evaluation of basic group techniques.

PSYC 6321 Psychopathology (3)

A survey of the manifestations of abnormal behavior and psychological processes. Detailed analysis of the clinical and experimental literature concerning psychological and psychiatric disorders and their etiology.

PSYC 6322 Current Psychotherapies (3)

A critical analysis of various psychotherapeutic systems.

PSYC 6323 Individual Psychotherapy Skills (3)

A survey of the major theories and methods of psychotherapy including experience in the application and evaluation of basic techniques. Prerequisite: permission of the instructor.

PSYC 6324 Ethics and Professional Issues (3)

Seminar concerning the field of psychology as it relates to current ethical, social, legal and medical issues. Emphasis is placed on the role of the psychologist in psychotherapeutic relationships and in applied settings.

PSYC 6330 Cross-Cultural Psychology (3)

An overview of cross-cultural studies from developmental, social cognitive, personality, and perceptual psychology. Topics covered include child-rearing acculturation, work, communication, health, and ethnic and minority groups. The course will emphasize how nature and nurture interact to produce unique behavior for a given culture.

PSYC 6341 Developmental Psychology I: Social and Personality Development (3)

Lifespan developmental course focusing on the theories and research of intellectual, physical, social and emotional development as they relate to social and personality development.

PSYC 6342 Developmental Psychology II: Cognitive Processes (3)

Lifespan developmental course focusing on the theories and research of intellectual, physical, social and emotional development as they relate to social and personality development.

PSYC 6343 Family Dynamics (3)

A survey of the history, current trends, and theories of family structure and processes in relation to the behavior of the individual.

PSYC 6350 Intellectual Assessment (3)

An examination of the principles and methods of assessing intelligence in both children and adults. Prerequisite: Tests and Measurement and permission of instructor.

PSYC 6351 Personality Assessment (3)

An examination of the principles and methods of assessing personality. Prerequisite: Tests and Measurement and permission of instructor.

PSYC 6371 Advanced Social Psychology (3)

An examination of the historical development of theories and methods in social psychology. Designed to provide a thorough background in social psychology and to motivate students to continue exploration of theories and issues in the field.

PSYC 6389 Selected Topics

Graduate courses which will be offered only once, will be offered infrequently or are being developed before a regular listing in the catalog.

PSYC 6391 Contract Study/Directed Research (3)

Under the direction of a faculty member, design and conduct a research project, analyze data, and submit a finding for presentation or publication. Prerequisite: admission to Psychology graduate program and permission of instructor.

PSYC 6692 Practicum (3-6)

Three semester hours (225 clock hours) of supervised practical experience in an appropriate clinical or research setting (depending on area of concentration). Prerequisites for applied students: PSYC 6324. Prerequisites for clinical students: PSYC 6324, 6350, and 6351; 24 hours towards graduate degree; proof of liability insurance; and permission of instructor.

PSYC 6395 Seminar on Selected Topics (3)

Seminars on topics to be explored in depth as selected by individual professors. Course may be repeated on different topics.

PSYC 6699 Master's Thesis (3 or 6)

Research and preparation of the Master's Thesis.

Master of Arts in Psychology



**Kay E. Ketzenberger,
PhD
Assistant Professor of
Psychology**

Clinical Psychology students will find that Dr. Ketzenberger is interested in professional ethics, psychological testing, personality theory, and counseling skills. Her research applies these interests to counselor training, exercise adherence, and women's career development issues. She came to UTPB from the Ph.D. program in Counseling Psychology at Michigan State University and holds the MSSW from UT-Austin.



Diane M. Post, Ph.D
Associate Professor of
Biology

Wood rats, ecology, and student involvement in research are key to Dr. Post's enthusiasm as she extends the classroom to the field. A graduate of Kansas State University, she has been the recipient of National Science Foundation awards. Her research appears in *Prairie Naturalist*, *Journal of Mammalogy*, *Journal of Chemical Ecology*, and the *Southwestern Naturalist*.

Special Courses

A limited number of graduate courses are available in disciplines that do not offer a master's degree. These courses provide support for other degree programs.

Chemistry

CHEM 6310 Topics in Organic Chemistry (3)

Topics vary and may include synthesis, heterocycles, medicinal chemistry and biochemistry.

CHEM 6320 Topics In Analytical Chemistry (3)

Topics vary but may include different types of analytical instruments and techniques.

CHEM 6340 Topics in Physical and Inorganic Chemistry (3)

Topics vary to meet individual needs of student.

Geography

GEOG 6320 Geographic Information Systems (3)

Applications of GIS in the study of earth resources and the environment. Emphasis will be on acquisition, manipulation and practical use of cartographic data. (Same as GEOL 6320)

Mathematics

MATH 6301 Statistics for Researchers (3)

Statistical concepts emphasizing simple and multiple regression, hypothesis testing and analysis of variance. Prerequisite: one year of college level mathematics.

MATH 6310 Principles of Analysis (3)

Investigation of convergence, continuity, differentiability, compactness and connectedness, the Reimann-Stieltjes integral, and sequences of functions. Prerequisite: Math 3360.

MATH 6315 Abstract Algebra (3)

Study of general fields and field extensions, combining unique factorization of polynomials, finite dimensional vector spaces, and quotient space constructions. Prerequisite: Math 3310, 3315.

Sociology

SOCI 6327 Advanced Sociological Theory (3)

A discussion of structure of sociological theory using a number of classical and modern sociological writings as vehicles for the illustration of theoretical problems. The course provides a systematic classification of the debates in theoretical sociology and compares and contrasts the assumptions, issues and problems underlying competing theories.

SOCI 6344 Issues In Minority Relations (3)

This course examines the principles and processes which shape the patterns of relations between racial and ethnic groups in society. Race and ethnic intergroup relations are explored in both the United States and other multiethnic societies around the world. Topics of discussion include: attitudes and beliefs of the individual concerning intergroup relations; concepts of prejudice and institutional discrimination; labeling theory as a means of understanding race and ethnic relations; and models of intergroup relations that emphasize either assimilation, cultural pluralism or amalgamation.

SOCI 6350 Sociology of Social Control (3)

This course examines the relationships between social structure and social character. The course covers classical and contemporary theories of socialization with special emphasis on the adequacy of the agencies and institutions of social control and the control of deviant behavior.

SOCI 6379 Studies in Sociology (3)

Reading, research and discussion on selected topics in Sociology.

Spanish

SPAN 6331 Novelists of Post-War Spain (3)

Historical and political background, social and literary development in the Peninsula after the Spanish Civil War of 1936-39, emphasizing novelists who appear from the 1940's onward: Cela Laforet, Quiroga, Delibes, Matute, (Juan) Goytisol, Sanchez Ferlosio, Martin Santos and others.



Special Courses

Graduate Faculty

Steven J. Aicinena, Associate Professor of Kinesiology.
BA, University of California at Davis; MA, Idaho State University; EdD (1988),
University of Northern Colorado.

Donald M. Allen, Professor of Biology and Ashbel Smith Professor, Chair of the
Department of Science and Mathematics.
BA, MA, PhD (1970), University of Oregon.

Sophia Andres-Barnett, Associate Professor of English.
BA, MA, San Jose State University in California; PhD (1985), University of
Edinburgh, Scotland.

Cathleen Barrett-Kruse, Associate Professor of Education
BA, Quincy University; MA, University of Illinois at Springfield; EdD (1983),
Indiana University

Robert A. Bartsch, Assistant Professor of Psychology.
BA, Rice University; MA, PhD (1996), University of Colorado, Boulder.

Russell Calk, Assistant Professor of Accounting.
BBA, MBA (1992), Angelo State University; PhD, Oklahoma State University.

Scott A. Carson, Assistant Professor of Economics.
BS, MS, Brigham Young University; PhD (1998) University of Utah.

Martha Casas, Assistant Professor of Education.
BS, University of Texas at El Paso; MA, University of Texas at El Paso, EdD,
Harvard University Graduate School of Education

Sutham Cheurprakobkit, Assistant Professor of Criminology.
BA, The Thai National Police Cadet Academy; MS, University of Alabama; PhD
(1996), Sam Houston State University.

Wilma R. Dye, Assistant Professor of Accounting.
BBA, San Jose State University, Calif.; MS (1982), University of North Texas, PhD
(1998), Texas Tech University.

Seyf-Ollah Ehdaie, Associate Professor of Environmental & Natural Science and
Director of Laboratories.
BS, Tehran University; PhD (1978), Southampton University.

James Eldridge, Assistant Professor of Kinesiology
BA, Texas Lutheran College; MA, Southwest Texas State University; EdD (1996),
University of Houston

William R. Fannin, Professor of Management/Marketing and Vice President for
Academic Affairs.
BA, MBA, The University of Texas at Austin; PhD (1980), Texas A & M University.

Geralyn M. Franklin, Professor of Management and Dean of the School of Busi-
ness. BBA, MBA, Stephen F. Austin State University; PhD (1989) University of
North Texas.

H. Warren Gardner, Associate Professor of History.
BA, Sterling College; MA, Emporia State University; PhD (1969), University of
Kansas.

Corbett Gaulden, Associate Professor of Marketing.
BS, Southeastern Louisiana University; MBA, Northeast Louisiana University; PhD
(1980), Louisiana State University.

Paul J. Haensly, Assistant Professor of Finance.
BS, Texas A & M; MA, University of Texas at Austin; PhD (1994), University of
North Texas.

Douglas F. Hale, Professor of Mathematics and Computer Science and Director of REACH.

BS, MS, PhD (1969), Ohio State University.

Lois S. Hale, Associate Professor of Kinesiology and
Chair of the Department of Behavioral Science.

BS, University of Maine; MEd, PhD (1974), Temple University.

Douglas P. Henderson, Assistant Professor of Biology.

BA, Fairmont State College, W. Virginia; PhD (1993), The University of Texas at Austin.

Paul E. Hodges, Professor of Economics and Ashbel Smith Professor.

BA, MA, New Mexico State University; PhD (1974), Stanford University.

Carl L. Hoffmeyer, Assistant Professor of Education.

BA, Florida Atlantic University; MEd, Florida Atlantic University; EdD (1998), Baylor University.

Roy Hurst, Assistant Professor of Science Education.

BA, Whitman College, MS, Eastern Oregon State College; PhD (1994), University of Southern Mississippi.

G. Peter Ienatsch, Professor of Education and Dean of the School of Education.

BS, University of Wisconsin-Platteville; MS, Northern Illinois University; PhD (1973), University of Iowa.

William T. Jackson, Professor of Management and Pinkie Roden Chair of Entrepreneurship.

BS, University of Alabama; MS, Troy State University; DBA (1991), Memphis State University.

Patricio T. Jaramillo, Professor of Education, Vice President for Student Services.

BS, University of Albuquerque; MEd, Texas Tech University; PhD (1975), Arizona State University.

Carl Wayne Johnston, Assistant Professor of Criminology.

BS, Southern State College; MS, DPA (1994), Arizona State University.

Michael Kearns, Professor of English and

Kathlyn Coper Dunagan Professor in Humanities.

BS, Massachusetts Institute of Technology; MA, University of California-Davis; PhD (1980), University of California-Davis.

Sean A. Kelleher, Associate Professor of Political Science and Chair of the Department of Behavioral Sciences. BA, Tulane University; PhD (1973), Brown University.

Kay E. Ketzenberger, Assistant Professor of Psychology.

BA, University of Baltimore; MS, The University of Texas at Austin; PhD (1995), Michigan State University.

Richard G. Kiebusch, Assistant Professor of Criminology.

BA, MA, PhD (1973), University of Notre Dame.

Gae E. Kovalick, Assistant Professor of Biology.

BA, Wittenberg University; PhD (1984), University of North Carolina, Chapel Hill.

Susan M. Lara, Associate Professor of Education.

BS, Abilene Christian University; MEd, EdD (1990), Texas Tech University.

Duane M. Leach, Professor of History and Director of the John Ben Shepperd Public Leadership Institute.

BA, MA, University of South Dakota; PhD (1964), University of Oklahoma.

Alan P. Milliren, Associate Professor of Education.

BS, MA, Bradley University; EdD (1971), University of Illinois

Graduate Faculty

Linda Montgomery, Associate Professor of Psychology.
BS, Texas A&M University; MS, PhD (1990), Memphis State University.

(Myles) Marian Mustoe, Assistant Professor of Geography and Social Science.
BA, The Evergreen State College; MEd, Central Washington University; PhD (1999), Texas A & M University.

Emilio Mutis-Duplat, Professor of Geology.
BS, Universidad Nacional de Colombia en Bogota; MS, Texas A&M University; PhD (1972), University of Texas-Austin.

Rebecca Oekerman, Assistant Professor of Education.
BS, Ohio University; MA, The University of Texas of the Permian Basin; EdD (1997), Texas Tech University.

Roger M. Olien, Professor of History and J. Conrad Dunagan Chair in Regional and Business History.
BA, St. Olaf College; PhD (1973), Brown University.

James N. Olson, Professor of Psychology and Dean of the College of Arts and Sciences.
BA, University of California-Santa Barbara; MA, PhD (1974), University of California-Los Angeles.

Diane M. Post, Assistant Professor of Biology.
BS, PhD (1991), Kansas State University.

Pamela C. Price, Professor of Art and Mr. and Mrs. Louis Rochester Professor in Fine Arts. BA, Georgia State University; MFA (1970), University of Georgia.

Philip Reiter, Assistant Professor of Education.
BA, City College of New York; MA, Arizona State University; EdD (1983) Gonzaga University, Washington.

R. Colbert Rhodes, Professor of Sociology.
BA, University of California-Berkeley; MA, C. Phil, PhD (1974), University of California-Los Angeles.

J. Michael Robinson, Professor of Chemistry and Ellen and Bill Noël Distinguished Professor for Energy Research.
BS, MS, Louisiana Technological University; PhD (1973), Louisiana State University.

Jose Ruiz-Escalante, Professor of Education.
BA, MEd, University of Arizona-Tucson; EdD (1987), University of Washington-Seattle.

Thomas E. Schaefer, Professor of History.
BA, Santa Clara University; MA, Loyola University of Chicago; MBA, University of San Francisco; PhD (1963), Georgetown University; EdD (1992), Texas Tech University.

Barbara Scofield, Assistant Professor of Accountancy & Information Systems.
BA, State University of New York at Albany; MBA, Texas Christian University; PhD (1989), University of Texas at Austin.

Charles A. Sorber, Professor of Environmental Science and President.
BS, MS, The Pennsylvania State University-University Park; PhD (1971), University of Texas-Austin.

R. Douglas Spence, Associate Professor of Biology.
BS, Houston Baptist University; MS, PhD (1986), Texas A&M University.

John Theis, Assistant Professor of Finance.
BBA, University of Texas at Austin; JD, South Texas College of Law; PhD (1997), University of North Texas.

Spencer K. Thompson, Associate Professor of Psychology and Education.
BA, Brigham Young University; MA, PhD (1973), University of California-Los Angeles.

J. Tillapaugh, Associate Professor of History.
BS, MA, University of Oregon; PhD (1973), Northwestern University.

Cathie Hafner Tinney, Associate Professor of Marketing/Management and
Assistant Vice President for Graduate Studies.
BS, South Dakota State University; MS, University of Minnesota; PhD (1981),
University of Minnesota.

Sarah Shawn Watson, Associate Professor of English and
Chair of the Department of Humanities and Fine Arts.
BA, University of Massachusetts-Boston; MA, Ohio University; PhD (1983), Cornell
University.

Mark Wildermuth, Associate Professor of English.
BA, MA, George Mason University; PhD (1991), University of Wisconsin-Madison.

Daniel Robert Womochel, Associate Professor of Geology.
BS, Michigan State University; MS, PhD (1977), Texas Tech University.

Joel Greenspoon, Professor of Psychology, Emeritus, 1973-1987.

Edwin Kurtz, Professor of Life Science, Emeritus, 1972-1989.

Stanley Marcus, Professor of Art, Emeritus, 1973-1992.

James A. Nickel, Professor of Mathematics and Computer Science, Emeritus, 1972-
1993.

Robert N. Rothstein, Professor of Mass Communications and Education, Emeritus
1973-1994.

Frank N. Samponaro, Professor of History, Emeritus, 1974-1999.

Appendix A

General Financial Aid Information

Note: Not all awards are available to graduate students. Consult the Office of Financial Aid to determine individual eligibility.

The amount of award may be affected by classification, course loads, progress to the degree and other factors depending on the source of funds. Graduate students are cautioned to be sure they are aware of the terms of their assistance.

The Application Process

The University of Texas of the Permian Basin encourages students who wish to attend college and who do not have the financial resources available to pay the cost of higher education to seek assistance through The University of Texas of the Permian Basin, Office of Financial Aid. The Office of Financial Aid operates to assist students seeking a degree or certification from UT Permian Basin in obtaining the necessary resources from federal, state, and private sources.

To obtain financial assistance, the University requires all financial aid applicants, both graduate and undergraduate, to complete the current year application packet. This packet consists of two basic forms: the Application for Financial Aid and the Free Application for Federal Student Aid (FAFSA). The UT Permian Basin application is required for all aid programs administered through The University regardless of eligibility criteria. The FAFSA is required for all need-based aid programs, including Federal Title IV grants and loans, Federal Work-Study, and state grants, loans and work-study. Some local scholarship funds also rely on data provided through the FAFSA. The Office of Financial Aid strongly encourages all students to complete both the Federal and the UTPB application forms to be considered for all possible aid. Federal requirements also stipulate that a person applying for financial assistance funded by state revenue must register with the Selective Service Office or file a statement that he is exempt from the registration requirement in accordance with the provisions of Section 51.9095, Texas Education Code.

Because availability of funds in most programs is limited, applications should be completed as early as possible each year beginning in February. Applications completed prior to April 15 will be given priority consideration for available aid. After April 15, applications will be considered for remaining available aid on a first-come, first-served basis. Applications are not considered complete until all required forms are properly filled out and are in the Office of Financial Aid. In some cases, students may be required to submit supporting documentation to verify aid eligibility. When students are selected for verification, their applications will not be considered complete until the required supporting documentation is in the Office of Financial Aid and all data is correct.

NOTE: Application for financial assistance is not an application for admission. Also, awarding of financial aid does not guarantee acceptance to the University.

The Awarding Process

The Office of Financial Aid notifies students of what aid is being made available and how it will be disbursed by means of an award letter.

The award letter will list one or more programs of assistance in which funds are available to the student. Availability does not guarantee actual release of money. The student must complete any additional program applications (i.e., a student loan application), and meet enrollment and academic progress requirements before any checks can be released.

The award(s) listed on the award letter are referred to as an award "package." The number of awards in the package and the amount of each award are determined by the availability of funds at the time the student completes the application for aid and, for need-based aid, the results of the federal need analysis of the FAFSA application. Any student receiving non-need-based aid should notify the Office of Financial Aid as soon as possible so that the award can be included in the student's package. Failure to notify the office of all sources of assistance could result in an overaward and require the repayment of money already received. Repayment demands can create a severe financial hardship so it is advisable that the student report accurately all sources of assistance.

The University participates in a number of assistance programs to provide an optimum availability of help for students. These programs can be divided into four basic types of financial aid: grants, scholarships, loans, and employment. Grants and scholarships are gift awards that do not have to be repaid. Loans are monies that have to be repaid with interest, usually after completion of the program. Employment is part-time work, usually on campus, that is scheduled around the student's class schedule. Earnings from employment do not have to be repaid. Listed below are brief descriptions of some of the programs in which the University participates. Funding of the different programs varies from year to year as do eligibility criteria and even the name of programs. Federal and state programs are subject to frequent regulatory changes which supersede the information in this bulletin. For further information about these programs and other available assistance, contact the Office of Financial Aid.

Scholarships are gift aid that does not have to be repaid. The basic criterion for scholarship eligibility is academic success, although some scholarships also consider financial need or other qualities. Scholarships are often provided through the generosity of persons who have chosen to aid students through the establishment of an endowed scholarship or annual scholarship and eligibility for scholarship awards may be based on criteria outlined by the donor at the time the gift was made:

Endowed scholarships at the University:

- Abell-Hanger Foundation Endowed Scholarship
- Accounting Alumni Association Scholarship Endowment
- B.H. Amstead Endowed Presidential Scholarship
- A.P.I. Sour Crude Scholarship
- Bank One Endowed Presidential Scholarship
- Bob Barnes Companies Endowed Scholarship
- William M. "Billy" Bartlett Memorial Endowed Scholarship
- Angel and Mac Boring Endowed Presidential Scholarship
- Warren Burnett Scholarship
- V.R. Cardozier Endowed Presidential Scholarship
- Julia Higgins Carskadon Early Childhood Education Endowed Scholarship
- Brian Craig Memorial Endowed Scholarship for Journalism
- Davidson Family Charitable Foundation Scholarship
- William B. Deaderick/Q.B. McMahon Endowed Scholarship
- Kathlyn and Conrad Dunagan Scholarship
- Clara Hazel Freel Endowed Scholarship
- Herbert Graham Endowed Presidential Scholarship
- James R. "Buzz" and Betsy Triplett-Hurt Endowed Presidential Scholarship
- Jones Motors Endowed Scholarship in Business
- Junior League of Odessa/American Association of University Women (Odessa Branch) Scholarship
- Kent Oil Endowed Scholarship
- Edwin Kurtz Endowed Presidential Scholarship in Science and Preprofessional Health Studies
- Seldon P. Leavell Endowed Scholarship
- Libson Scholarship
- Meadows Foundation Endowed Scholarship
- Ellen and Bill Noël Scholarship
- Odessa American Endowed Scholarship
- Ray and Lorraine Perryman Endowed Presidential Scholarship
- Pre-Health Professions Endowed Scholarship
- Ted G. Roden Endowed Presidential Scholarship in Business
- Sjoerd Steunebrink Endowed Scholarship
- Southwestern Bell Endowed Presidential Scholarship in Science and Math
- Southwest Coca-Cola Endowed Scholarship
- Student Deposit Endowment Fund
- Sun Country Chrysler-Plymouth-Dodge-Jeep-Eagle Endowed Scholarship
- Texas Bank Endowed Scholarship
- Texas Bank Endowed Presidential Scholarship
- U.T. Permian Basin Merit Awards
- UTPB Alumni Association Endowed Scholarship
- UTPB Endowed Presidential Scholarship
- Warren Equipment Companies Endowed Presidential Scholarship

Financial Aid

Donivan R. and Rita D. Williams Endowed Presidential Scholarship
Cy and Lissa Wagner Endowed Scholarship
Jamie and Carol Winkel Endowed Scholarship
Clay and Louise Wood Endowed Presidential Scholarship

These are scholarship programs administered by the University:

Freshman Grant Program
Freshman Merit Program
Partner's Presidential
Partner's Presidential Plus
UT Merit Awards Program

Annual named scholarships at the University:

Velma Cade Memorial Scholarship
Duchamp/Selavay Art Scholarship
Jesse H. and Mary Gibbs Jones/Houston Endowment Scholarship
Odessa East Rotary Club Scholarship
Permian Basin Chapter, Texas Society of CPAs - Accounting Scholarship Fund
Clara Rushing Art Scholarship
Lavelle Thomas Memorial Art Scholarship
Welch Foundation Scholarship
William A. King Art Scholarship, Stanley Marcus 3-Dimensional Award

Additional Awards include:

Forensics Team Scholarship
Mathematical Decision Making
Partners in Excellence
Yes I Can, Si Se Puede

In addition to the annual and endowed scholarships listed above, the following organizations and foundations have provided financial assistance to students attending The University of Texas of the Permian Basin:

American Business Women's Association/Howdy Partner Chapter
American Business Women's Association/Permian Chapter
BPO Does #162
Fasken Foundation
Fifth Year Accounting Student Scholarship Program
Lions International, District 2T3
Lions of Texas
Mexican American Scholarship Committee
Midland Downtown Lions Club Youth
Midland Hispanic Chamber of Commerce
National Honor Society
Odessa High School
Odessa Tri-Service Lions Club
Permian Basin Area Foundation
Permian Honors Scholarship Foundation
Scarborough-Linebery Foundation
Standard Sales/At Risk Scholarship
Texaco Foundation Scholarship
Texaco Philanthropic Foundation
Texas Interscholastic League Foundation
University Graduate Women of Midland
U.T. Permian Basin Accounting Association
VFW Post 4372

Grants are publicly funded programs that provide gift aid which does not have to be repaid. Grants are usually awarded on the basis of information received by UTPB when the student completes the Federal Free Application for Federal Student Aid (FAFSA).

The Federal Pell Grant Program is the largest of the gift aid programs under the Federal Title IV codes. It provides the foundation for all need-based assistance. Financial need is the single criterion used to determine the amount of the award, but students must also meet certain other stipulations to receive a Pell Grant. Pell grants are available only to undergraduates working on their first baccalaureate degree. To determine eligibility for the Pell grant, the student must first complete the Free Application for Federal Student Aid (FAFSA) and have the information sent to the Office of Financial Aid.

The **Federal Supplemental Educational Opportunity Grant Program (FSEOG)** is designated to assist students with exceptional financial need. First preference for these awards is mandated by Federal regulation to go to Pell grant recipients. The FSEOG is available only to undergraduates.

The **Texas Public Educational Grant Program (TPEG)** is a state administered program for students. Eligibility is determined using information from the FAFSA need analysis. Priority consideration is given to full-time undergraduate students, but graduate students are eligible also.

The **Texas Public Education State Student Incentive Grant Program (TPE-SSIG)** is a cooperative federal/state program. This grant is awarded to current TPEG recipients and is designed to assist students with exceptional need. Recipients must be eligible for Federal Title IV assistance and otherwise eligible to pay Texas resident tuition.

Student loans are available through a number of federal and state programs. Loans differ in interest rates, terms of repayment, and provisions for in-school deferments. Student loans are not gift aid and must be repaid.

The **Family Federal Educational Loan Program (FFELP)** is the largest loan program administered by the Federal government. This program consists of several types of student and parent loans including the **Federal Stafford Loan, Unsubsidized Stafford Loan, and the Parent Loan for Undergraduate Students (PLUS)**. The **Federal Stafford Loan Program (subsidized)** provides guaranteed student loans to students at a low variable interest rate. The Federal government pays the interest on these loans while the borrower is enrolled in school. Eligibility for a subsidized Federal Stafford Loan is determined through the FAFSA need analysis. All other FFELP loans are unsubsidized. This means that the borrower begins paying interest on the loan at the time the loan is made. In most cases, the principal can be deferred during enrollment periods. Unsubsidized loans can be used to meet the Expected Family Contribution (EFC) calculated in the FAFSA need analysis. The EFC is that portion of the student's family income which should be available to help pay a portion of the student's educational costs.

Short-term Institutional Loans are also available for students attending the University. These loans are for tuition and fees only and are repayable in installments within ninety days. Applications are available from the Office of Accounting.

The University provides a limited number of jobs on campus to currently enrolled students. Eligibility for federal or state programs is determined by the FAFSA need analysis. Earnings are to be used to help pay for the student's education expenses (tuition, fees, books, and living expenses).

The **Federal Work-Study Program** provides on-campus employment opportunities for students to work as professional assistants, in the library, in student services, and in many other locations throughout the University. Because it is a need-based program eligibility is determined from the FAFSA application. The number of hours per week is determined by the student's award amount, but students may not work over 19 hours per week. Pay is based on a sliding scale, but no one receives less than minimum wage. Both graduates and undergraduates may receive Federal Work-Study awards.

Regular Student Employment is sometimes available through individual departments. These part-time jobs are not related to the need-based awards, and the employing department has considerable latitude in meeting personnel needs. Application is made at the department level. Students may not work over 19 hours per week.

Although state and national policy has established many objectives for student financial aid programs, one clear purpose is to fund only students who meet certain academic standards. Institutions are therefore required by law to formulate standards to gauge the progress of students receiving federal and state financial aid by applying both qualitative and quantitative measurements to academic work. A maximum time limit for the completion of a degree and a minimum grade point average (GPA) are used by the University to measure satisfactory academic progress. Most private and institutional scholarships have specific academic and enrollment standards required for renewal or continuance of the award, if renewal is allowed.

The qualitative standard of satisfactory academic progress is measured by the cumulative grade point average (CGPA) of courses taken at UT Permian Basin. Each financial aid recipient's academic record is reviewed at the end of each enrollment period in which financial aid was received to measure the student's qualitative academic progress.

Undergraduate students are expected to maintain a minimum CGPA of 2.00 each semester they are enrolled. Students falling below this minimum CGPA are subject to academic probation or dismissal as described in the "Grading Policies" section of this catalog. Failure to meet the minimum standards described above or in the "Grading Policies" section of this catalog will result in sanctions ranging from losing eligibility for scholarships to termination of all financial aid eligibility. Administration of this policy will be as follows:

1. A student failing to meet the minimum standards for the first time will be eligible to receive financial aid for the following semester on probation provided the student can be expected to improve his or her academic performance to the minimum standards required during the probationary semester of attendance.
2. A student failing to meet the minimum standards for the first time who cannot be expected to improve his or her academic performance to the minimum standards during a probationary semester will be suspended from receiving any further financial aid.
3. A student placed on financial aid probation must attain minimum academic standards within twelve (12) hours or two semesters, whichever comes first. Failure to remove the deficiencies within that time frame will result in suspension for financial aid eligibility.
4. Attendance during summer session(s) will be evaluated in the same manner as attendance during a regular semester except where enrollment for the entire summer is less than six hours.

The University has established a quantitative measurement of academic progress toward completion of a student's degree or certification program. Federal Title IV regulations state that student eligibility cannot extend past 150% of the stated length of a student's program of study. A first baccalaureate program at UT Permian Basin requires a minimum 120 semester credit hours for graduation. Therefore, a student who is working on a first bachelor's degree must complete the program within 180 attempted semester credit hours (120 hrs. x 1.50). Programs of different lengths would be similarly calculated. A student's entire enrollment history is considered when evaluating academic progress within the established time frame, whether or not aid has been received previously. At the end of the semester in which the maximum number of allowed hours has been attempted the student loses eligibility for financial aid to complete that program.

In addition to the overall time frame, a financial aid recipient must also be making progress toward completing the program by completing the number of **funded hours** attempted each year. Funded hours are those semester credit hours which are counted in determining a student's enrollment status for payment of financial aid. Courses in which a "W", "WP", "WF", "D", "F", "U" or "Z" has been recorded may be repeated once and be included as funded hours for financial aid (i.e., in the 12+ hours for full-time enrollment). Repeated courses in which a grade of "C" or higher, "S" or "I" has been recorded will not be included as funded hours for financial aid. "Encore" or audited courses cannot be funded with financial aid or counted in the progress requirements.

Federal Title IV regulations specify that developmental courses may be included as funded hours for financial aid. These courses are numbered 0399 in the catalog (i.e., ENGL 0399, Fundamentals of Composition). The regulations also stipulate that a student may receive funding for not more than one year or thirty (30) hours of developmental courses. Therefore, each course numbered 0399 may be repeated once and still receive financial aid funding provided all other progress requirements have been met.

A quantitative measurement of academic progress will be made annually for all financial aid recipients. At the end of the spring semester a student must have successfully completed a minimum of seventy-five percent (75%) of all course enrollments attempted at UT Permian Basin. Any student who falls below the minimum completion rate of 75% will be placed on Financial Aid Suspension until

the ratio of completed to attempted hours is again above 75%. Courses with a recorded grade of "F", "U", "W", "Z" or "PR" are not considered successfully completed. Students are permitted to use summer enrollments to make up credit hour deficiencies. Only enrollments attempted and successfully completed at UT Permian Basin will be considered in academic progress. Courses repeated or transferred from other institutions are not considered in measuring academic progress except for monitoring the overall time frame for completion of a student's program of study.

Students who have lost eligibility to receive financial aid as a result of Financial Aid Suspension must complete the equivalent of one semester of full-time enrollment (12 hours) using their own resources without benefit of financial aid and attain the minimum standards of satisfactory academic progress before becoming eligible to reapply for aid.

The University recognizes that students sometimes encounter circumstances beyond their control that can adversely affect their academic progress. Any student subject to probation or suspension of financial aid eligibility may appeal to the Director of Financial Aid for a review of the decision. The appeal must be submitted in writing and include in the request an explanation and documentation of the reason(s) why the minimum academic standards required by this policy were not achieved. The student has the right to further appeal the decision of the Director of Financial Aid to a Financial Aid Review Board. The review board shall have the authority to uphold or overturn the suspension. The review board shall also have the authority to place conditions upon the receipt of any financial aid for those cases where aid is reinstated. The student will be notified by the Director of Financial Aid in writing of the review board's decision.

As an institution participating in programs under Title IV of the **Higher Education Act of 1965** as amended (hereinafter referred to as the "Act"), The University of Texas of the Permian Basin 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 student who withdraws prior to that time is entitled to a refund of tuition, fees, room and board, and other charges that 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, reduced by the amount of any unpaid charges and a reasonable administrative fee not to exceed the lesser of five percent, or one hundred dollars. If the student charges were paid by Title IV funds, a portion or all of the refund will be returned to these programs.

Off-campus employment. The PASS Office continually posts employment opportunities off campus. This office provides this as a service to both the student and the employer.

Veterans Education Benefits. The University participates in all aspects of the Veterans Administration programs available to returning veterans enrolling as students. A veterans advisor under the auspices of the Veterans Administration Program is available for individual consultation and assistance on the UT Permian Basin campus. The advisor is located in the Registrar's Office.

Hazlewood Act for Texas Veterans. The Texas State Legislature established a tuition and fees waiver program to assist Texas veterans who have exhausted their eligibility for educational benefits under the G.I. Bill and are not eligible for Federal Title IV grants-in aid. Veterans who qualify will receive a waiver of all tuition charges and specified fees. Contact the Office of Financial Aid for further information about the Hazlewood Act and other eligibility criteria.

Texas Rehabilitation Assistance for Students. The Texas Rehabilitation Commission (TRC) offers assistance for tuition and nonrefundable fees to students having certain disabling conditions provided their vocational objectives have been approved by a TRC counselor. Examples of such conditions are orthopedic deformities, emotional disorders, diabetes, epilepsy, and heart conditions. Other services are also available to assist handicapped students in becoming employable. Application for such service should be made to: **Texas Rehabilitation Commission; 419 W. 4th Street, Suite 701; Odessa, Texas 79761**

Index

Academic Appeals	46
Academic Dismissal	46
Academic Regulations	42-49
Acceptance	20
Accounting (MPA)	55-57
Adding Classes	47
Additional Course Credit	42
Administrative Officers	6
Admissions	15-17
Admissions, International Students	18,19
Admissions, Transfer Students	19,31
AIDS, HIV, and Hepatitis B Infection Policy	28
Alcoholic/Intoxicating Beverages Policies	29
Americans with Disabilities Assistance	26
Appeal Procedures	46
Arts & Sciences, College of	50
Attendance	44
Auditing Courses	32
Behavioral Science Department	50
Bilingual Education Certification	53-54
Biology,	60
Business Administration, Master of	62-66
Business Law Courses	65
Business, School of	52
Calendar	7
Campus Map	126
Candidacy	48
Center for Energy and Economic Diversification (CEED)	10
Chemistry	110
Continuous Registration	49
Contract Study	43
Correspondence Credit	42
Counseling	74
Counseling Services	26
Course Load	44
Criminal Justice Administration, M.S.	67
Disciplinary Procedures	28
Dismissal	46
Drops, Adds, and Withdrawal	47
Drugs/Narcotics Policies	29
Early Childhood, M.A. in Education	75,76
Economics	65
EDA University Center	10
Education, Program Requirements	53
Education, School of	53
Education, M. A. in	70, 71
Education, M. A. in:	
Bilingual / ESL	72, 73
Counseling	74
Early Childhood	75, 76
Educational Leadership	77, 78
Professional Education	79, 80
Reading	81
Special Education	82, 83
Education, Diagnostician Certification	82, 83
Education, Mid Management Certification	78
Elementary Teacher Certification	54
English	91-94
English as a Second Language, Endorsement	54, 72-73
Equal Opportunity Statement	1
Faculty	112-115
Fellowships, Graduate	22
Finance	65-66
Financial Aid	116-121

Index

Geography	110
Geology	95-97
Grading Policies	45
Graduate Academic Regulations	42-49
Graduate Admissions	15, 16, 17
Graduate Assistantships	22
Graduate Management Admissions Test (GMAT)	15
Graduate Programs, List of	2, 14
Graduate Record Exam (GRE)	15
Graduate Student Services	24
Graduate Student Status Categories	20
Grants	118
Grievance Procedures (See Academic Appeals)	46
Gymnasium	26
Hazing	27
Hazlewood Act for Texas Veterans	121
History	98-100
Housing	26
Humanities	14, 50
Humanities and Fine Arts Department	50
Immunizations	28
<i>In Absentia</i> Registration	49
Independent Study	43
Information Resources Access Policy	8
Information Resources Division	8
Insurance	28
International Student Admission	18-19
J. Conrad Dunagan Library	8
John Ben Shepperd Public Leadership Institute	12
Kinesiology	101-105
Management	62-66
Marketing	62-66
Master's Thesis/Research Project Report	49
Mathematics, Graduate Courses	110
Mesa Journal	25
Non-Degree Student (Transient Students)	21
Oral Examination	48
Organizations	25
PASS Office	26
Pell Grant	118
Petroleum Industry Alliance	10
Prior Graduate Courses	42
Professional Accountancy, MPA	55-59
Program Board	25
Programs Assisting Students Study (PASS)	26
Psychology	106-109
Re-instatement After Financial Aid Suspension	121
REACH	8, 9
Reading, M.A. in Education	81
Readmission, Graduate	46
Refund of Tuition and Fees	35
Regents	6
Regional Electronic Academic Communications Highway (REACH)	8, 9
Registration	31
Religious Holidays	44
Repeat Policy	17
Residency for Tuition	33
Sandstorm	25
Satisfactory Academic Progress	22
Scholarships	117-118
Scholastic Progress	22
Science and Mathematics Department	50
Secondary Certification	54

Index

Secondary Education, Certification	54
Self-Paced Instruction	32
Small Business Development Center	10
Sociology, Graduate Courses	110
Solicitation	29
Spanish, Graduate Courses	111
Special Education, Endorsement	54
Special Education, M.A. in Education	82, 83
Special Education	82, 83
Special Status	21
Stafford Loan	119
Student Conduct Regulations	27
Student Disciplinary Procedures	28, 29
Student Housing	26
Student Organizations	25
Student Right-to-Know & Campus Security Act	29, 30
Student Senate	25
Student Loan Programs	119
SUCCESS Program	26
Table of Contents	3
TASP Tests	31
Teacher Certification	54
Teacher Certification, Approved Specializations	54
Teacher Certification/Endorsement	54
TeleCampus	8, 9, 36, 43, 63, 102
Test of English as a Foreign Language (TOEFL)	15
Texas Academic Skills Program (TASP)	31
Texas Public Education Grant Program	119
Texas Public State Student Incentive Program	119
Texas Rehabilitation Assistance for Students	121
Texas Residency	33
Time Limits	48
Transfer, Admissions	19, 31
Transfer Admissions for International Students	19
Transfer of Credit	42
Tuition and Fee, Regulations	33
Tuition and Fees, List of	36-41
Tuition and Fees, Sample of Total Tuition and Fees	40
Tuition and Fees, Refunds	35
University's Role & Mission	5
University, The	5
Veterans Educational Benefits	121
Withdrawing from The University	47

Key Phone Numbers:

Accounting	552-2706
Admissions	552-2605
Bookstore	552-2721
Educational Certification	552-2121
Financial Aid	552-2620
Foreign Student Advisor	552-2605
Graduate Studies	552-2530
Gymnasium	552-2336
Housing	552-2743
Library	552-2370
P.A.S.S.	552-2630
Police Administration	552-2780
Public Affairs & Information	552-2805
Registrar	552-2635
Section 504/ A.D.A. Compliance Officer	552-2630
Snack Bar	552-2737
Student Programs	552-2650
Veteran's Representative	552-2641
College of Arts & Sciences	552-2220
Department of Behavioral Science	552-2325
Department of Humanities & Fine Arts	552-2280
Department of Science & Mathematics	552-2230
School of Business	552-2170
School of Education	552-2120

UTPB Home Page <http://www.utpb.edu>

Mailing Address:

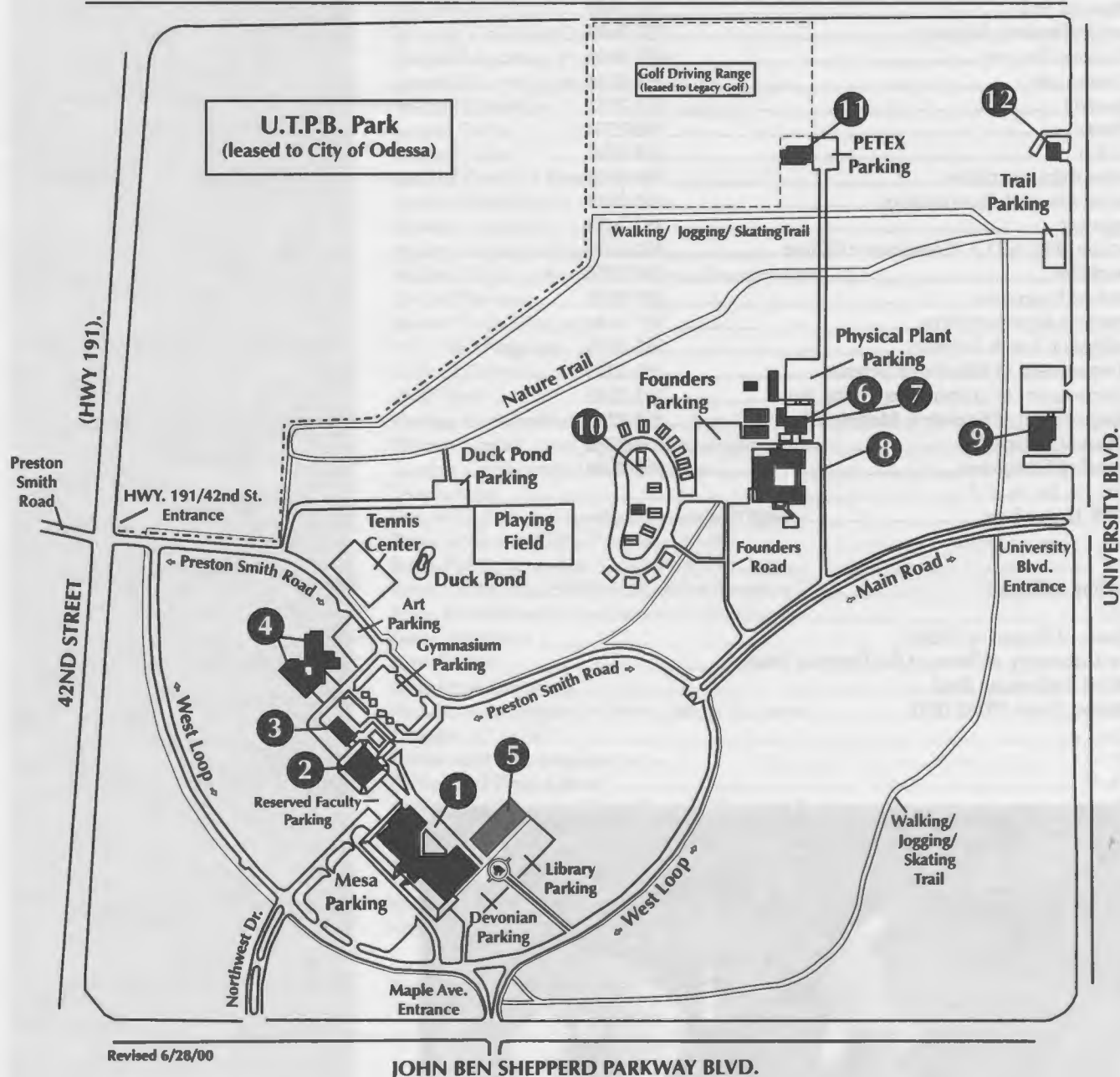
(Name of Person or Office)
The University of Texas of the Permian Basin
4901 E. University Blvd.
Odessa, Texas 79762-0001



Campus Map



E. LOOP 338



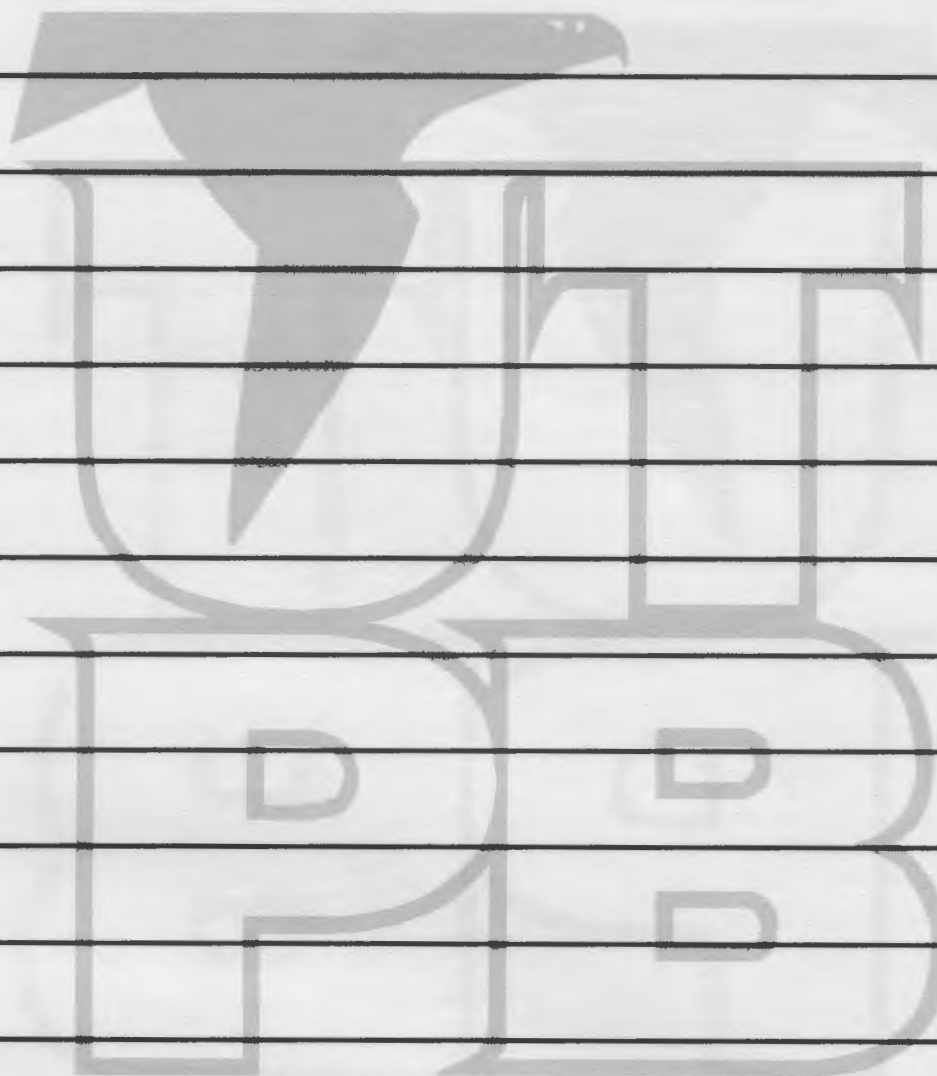
Revised 6/28/00

JOHN BEN SHEPPERD PARKWAY BLVD.

- | | | |
|-------------------------|--|-----------------------------------|
| 1. Mesa Building | 5. Library/Lecture Center (under construction) | 9. Ellen Noël Art Museum (leased) |
| 2. Gymnasium Complex | 6. Physical Plant | 10. Student Housing |
| 3. Thermal Energy Plant | 7. Police Dept. | 11. PETEX |
| 4. Visual Arts Studios | 8. Founders Building | 12. Fire Station (City of Odessa) |

Notes...

Notes...



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