# I. GENERAL OVERVIEW

## COLLEGE OF SOCIAL AND BEHAVIORAL SCIENCES

The College of Social and Behavioral Sciences offers a selective suite of distinguished education, research and applied programs focusing on the understanding of human beings, the groups they form, and the societies and cultures they create. The departments and programs within the College provide not only disciplinary degrees but also various interdisciplinary majors and minors. The College promotes fundamental research in individual behavior, cultural expression, social organization, theory and values, as well as public and private policy. The strength of the College in the traditional academic disciplines is enriched by programs extending across social and behavioral sciences and beyond its boundaries. Building on the academic expertise and excellent teaching programs, the College actively contributes to the cultural, social and economic development of the regional and global community.

## DEPARTMENT OF MEXICAN AMERICAN & RAZA STUDIES

The Department of Mexican American and Raza Studies is committed to contemporary applied public policy research on Mexican Americans. As the leading public policy research center addressing issues of concern to this minority group in Arizona, the Department works collaboratively with key community agencies in promoting leadership and economic empowerment of Mexican Americans within the state and the nation. The Department achieves these goals through its applied research agenda, through its publications, and through the comprehensive undergraduate and graduate curriculum it offers students at the University of Arizona. As an intellectual center, it disseminates information to a broad audience including elected officials, educators, students, policy makers and other researchers.

## THE MASTER OF SCIENCE IN MEXICAN AMERICAN STUDIES

The Mexican American Studies (MAS) Master of Science Program is a dynamic, stimulating, and practical course of study that has been developed to advance the understanding of the large Mexican American and Latino populations in the United States. Three strands of coursework are available: Latina/o Health and Wellness; Historical and Cultural Studies; and Critical Education and Migration Studies. Once applicants are accepted into this unique post-baccalaureate program, they choose the strand best suited to their educational and professional goals, such as going on to a doctoral program, studying law, medicine, public health, or working in public- or private-sector organizations that serve the growing Latino populations.

# II. DEGREE REQUIREMENTS

A total of 34 units are required for the Master of Science in Mexican American Studies.

The Master of Science in MAS is designed to be an applied degree. The concentration in Latino Health prepares students to conduct culturally competent health research, and to develop health programs targeting Latinos. The Historical and Applied Cultural Studies strand offers a concentration dealing with contemporary scholarship, theory, and methodology in anthropology and history. The concentration in Public Policy provides students with the qualitative and quantitative background necessary to both understand and implement policies aimed at Mexican Americans and the communities they live in.

Students have the option of completing a thesis or taking a combination of oral and written exams to demonstrate their Master's-level proficiency. Prior to initiating the second year of graduate study, or at the completion of eighteen units, students are required to declare whether they will select the thesis or the examination option. Students should select their course of study as early as possible to begin preparing their thesis work or examination papers from their first semester of study. Students who change options after taking steps toward one degree completion course of study will be required to complete all of the requirements of their newly selected course of study, even at the cost of additional academic units and time.

**A minimum of 19 core units, 9 elective units, and either 6 thesis units (for the thesis option) or 6 additional elective units (for the examination option) are required for completion of this degree.** Students are required to select one concentration from the three strands available in the MS program. After consulting with a faculty advisor, graduate students must select 9 elective units from one of the three strand options.

## MAS CORE COURSES

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| MAS 508 | The Mexican American: Cultural Perspectives (3) **(Fall)** |
| MAS 509 | Mexican Immigration (3) **(Spring )** |
| MAS 525* | Topics in Latino Health (3), **(Fall )** |
| MAS 560 | Chicano Historical Thought (3) **(Spring)** |
| MAS 580a | Advanced Research Methods on Latinos (3) **(Spring)** |
| MAS 587 | Chicana Gender Perspectives (3) **(Spring)** |
| MAS 595a | MAS Graduate Colloquium (1) |

All students will take MAS 508 their first semester with the MAS graduate program and MAS 580a the second semester. Please see the Academic Coordinator for additional information about class registration.

*Students who have already taken MAS 425 may not take MAS 525 for credit toward the graduate degree. Students may register for CPH 520, Racial and Ethnic Health Disparities, or see the Academic Coordinator for other substitution options.

## ADDITIONAL REQUIREMENTS FOR COURSE OF STUDY OPTIONS

**Thesis option:** MAS 910 Thesis, 6 units **(Fall, Spring, & Summer)**

**Examination option:** 6 elective units (see strand options below)

## LATINA/O HEALTH AND WELLNESS

The concentration in Latina/o Health and Wellness prepares students to conduct culturally competent health research on Latina/os and to develop and evaluate health programs targeting Latina/os through the application of acquired of knowledge on health beliefs, health care utilization, folk medicine and sociocultural influences.

**Elective Options*:**

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| MAS | 535 | Mexican Traditional Medicine: An Overview of Indigenous Curing Cultures (3) |
| ANTH | 536a | Medical Anthropology (3) |
| ANTH | 536b | Ethnomedicine (3) |
| ANTH | 571a | Applied Medical Anthropology in Western Contexts (3) |
| ANTH | 571b | Applied Medical Anthropology in Western Contexts (3) |
| CPH | 520 | Racial and Ethnic Health Disparities (3) *(cross listed with MAS)* |
| CPH | 531 | Contemporary Health Issues and Research (3) |
| CPH | 535 | Multicultural Health Beliefs (3) |
| **CPH | 570 | Issues and Trends in Pubic Health (3) |
| **CPH | 573a | Basic Principles of Epidemiology (3) |
| **CPH | 573b | Epidemiologic Methods (3) |
| **CPH | 574 | Health Administration and Policy |
| **CPH | 576a | Biostatics in Public Health (3) |
| **CPH | 577 | Social/Behavioral Basis of Public Health (3) |
| CPH | 580 | Community-Based Research Methodology (3) |
| CPH | 581 | Introduction to Community Health (3) |
| **CPH | 615a | Cancer Epidemiology and Prevention (3) |
| **CPH | 670 | Chronic Disease Epidemiology (3) |
| PSYC | 507a | Statistical Methods in Psychological Research (3) |
| PSYC | 564 | Methods in Psychosocial Research (3) |
| PSYC | 584 | Advanced Health Psychology (3) |
| PSYC | 597a | Statistical Modeling for Psychological Research (3) |
| PSYC | 597d | Program Evaluation (3) |
| SOC | 516 | Health, Ethics, and Public Policy (3) |

**Elective options offered by other departments are under the exclusive control of that department. They can be cancelled, changed, or restricted at any time. Their inclusion in the MAS pre-approved elective list does not guarantee MAS students access to these classes, but indicates we will accept them as electives toward the MS degree.*

***These courses are difficult to get in to due to MPH program enrollment restrictions. Dual degree program students (see below) will not experience registration restrictions on these courses.*

## HISTORICAL AND CULTURAL STUDIES

The Historical and Cultural Studies strand offers a concentration dealing with contemporary scholarship, theory, and methodology in anthropology and history. In addition to these areas, several courses in this strand focus on many of the cultural and historical factors specific to the Southwest region that has shaped the Mexican American experience.

**Elective Options*:**

| | | |
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| MAS | 585 | Mexicana/Chicana Women's History (3) **(Spring)** |
| MAS | 595g | Public History in Mexican American Communities (3) **(Spring)** |
| ANTH | 583 | Sociolinguistics (3) |
| ANTH | 604 | Power and Violence in Central America and Mexico (3) *(cross listed with MAS)* |
| ANTH | 605 | Professional Ethics and Skills (3) |
| ANTH | 613 | Policy Making and Organizational Culture (3) |
| HIST | 546 | History of Arizona and the Southwest (3) |
| HIST | 552 | American Ethnic History (3) |
| HIST | 567 | Contemporary Latin America (3) |
| HIST | 695a | Advanced Studies in U.S. History (3) |
| HIST | 695b | Advanced Studies in Latin American History (3) |
| HIST | 696c | Twentieth Century U.S. History (3) |
| HIST | 696j | Latin America: Modern Period (3) **(Spring & Fall)** |
| POL | 529 | The U.S.-Mexican Borderlands in Comparative Perspective (3) *(cross listed with MAS)* |
| SPAN | 574 | Language in the Mexican American Experience (3) *(cross listed with MAS)* |
| W S | 503 | Latina Feminisms in the Americas (3) *(cross listed with MAS)* |
| W S | 515 | Chicana/o Literary & Historical Recovery Projects (3) *(cross listed with MAS)* |
| W S | 696a | Latina/o Literary and Cultural Studies (3) |

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## CRITICAL EDUCATION AND MIGRATION STUDIES

The concentration in Public Policy provides students the qualitative and quantitative background necessary to both understand and implement policies aimed at Mexican Americans and the communities in which they live.

**Elective Options*:**

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| MAS | 565 | Critical Race Theories for Policy and Practice (3) |
| MAS | 575a | Education of Latina/os (3) **(Spring)** |
| LRC | 504 | Language and Culture in Education (3) |
| LRC | 510 | Foundation of Language Minority Education (3) |
| LRC | 512 | Educating Culturally Diverse Students in a Pluralistic Society (3) |
| LRC | 514 | Reading and Writing in Bilinguals and Second Language (3) |
| LRC | 516 | Structured English Immersion and Sheltering (3) |
| LRC | 528 | Curriculum and Instruction in Bilinguals and Second Language (3) |
| LRC | 595E | Anthropology and Education (3) |
| LRC | 678 | Contemporary American Indian Education and Research (3) |
| TTE | 503 | Teacher Leaders and School Change (3) |
| TTE | 537 | Equity in Schools and Society (3) *(cross listed with MAS)* |
| TTE | 545 | Curriculum Theory and Policy (3) |
| TTE | 550 | School Reform in America (3) |

**Elective options offered by other departments are under the exclusive control of that department. They can be cancelled, changed, or restricted at any time. Their inclusion in the MAS pre-approved elective list does not guarantee MAS students access to these classes, but indicates we will accept them as electives toward the MS degree*

## DUAL DEGREE PROGRAM: MS/MPH - LATINO HEALTH AND PUBLIC POLICY/MANAGEMENT

The Department of Mexican American & Raza Studies and the Mel and Enid Zuckerman College of Public Health have formed a partnership that allows eligible students to complete both their Master of Public Health (MPH) and their Master of Science in 3 years and 71 units. Students interested in the dual degree must meet application criteria for each program. Please contact the Academic Coordinator for details.

## OTHER ELECTIVE OPTIONS

Students may also receive credit for independent study and/or unpaid internships under the guidance of a faculty member approved by the DGS. **Any independent study units or internships that will count toward the 34 total Master's degree units must be approved in advance by the DGS and the Academic Coordinator.** A total of no more than six (6) units of independent study and/or internship credits may be applied toward the Master's degree. Please contact the Academic Coordinator regarding any independent study or internship credits you would like to pursue.

## COURSE SUBSTITUTIONS

Substitutions for core courses are generally not permitted and are approved only in rare circumstances by the DGS and the Graduate Coordinator. Those students who have previously taken MAS 425 and cannot count MAS 525 toward their Master's degree. Any substitution of strand electives must first be approved by the DGS and the Graduate Coordinator. All course substitutions, including independent study classes and internships, must be cleared with the Academic Coordinator at the time of registration for classes. Please contact the Academic Coordinator to obtain a Petition for Course Substitution. Strand substitutions will be judged on a case-by-base basis.

## MASTERS PLAN OF STUDY

The Masters Plan of Study is a collaborative production of the student, the Academic Coordinator and Faculty Advisor. It is the student's responsibility to initiate the form. The Plan of Study form should be submitted to the Graduate College no later than the second semester in residence.

## THESIS OPTION

When a student selects the thesis option, a thesis is required for completion of the M.S. degree. By the end of the second semester or before the nineteenth unit of graduate study, M.S. students on the thesis option must identify their thesis advisor which must be a core faculty member in the Department of Mexican and Raza Studies. The student will submit a "prospectus" to the thesis advisor and will outline academic progress to date, those studies to be completed prior to writing the thesis and an outline of the research to be included in the thesis. The student then meets with his/her graduate advisor to discuss the prospectus. The Director of Graduate Studies reviews this information and helps the candidate to formulate any new plans if that seems appropriate. The student works with the faculty advisor to determine the additional two faculty members who will serve as a thesis committee.

Preparation of the written thesis must follow Graduate College regulations. See the Graduate College webpage at http://grad.arizona.edu/Current_Students/Manuals/ for the manual for submission of paper or electronic theses. Even if the student does not wish to submit their thesis for publication, they must meet Graduate College guidelines for submission of their thesis to the MAS department. **When the thesis is written, the student submits a completed copy of the rough draft to their student advisor and committee at least one month prior to the end of the academic term in which they are graduating.** The committee members will individually review the thesis and return it to the student with comments and corrections.

After addressing comments on the thesis from the graduate advisor and committee, the student will arrange a time and location to defend the thesis before the committee and other invitees. Upon successful oral defense of the thesis and obtaining approval from the committee for the final version of the thesis, the student prepares a final draft. One copy of the final draft must be delivered to the MA Graduate Program Academic Coordinator. If submitting the thesis for publication in the University of Arizona library stacks, a second copy of the final draft must be submitted to the Graduate College.

## ORAL EXAMINATION OPTION

When a student selects the oral examination option, they will submit three 15-page papers written during the course of their graduate studies and respond satisfactorily to a series of oral questions prepared by the examination committee to meet the requirements of the M.S. degree. Prior to initiating the second year or the nineteenth unit of graduate study, M.S. students who choose the examination option must identify their examination advisor. The student and advisor will work together to formulate a committee consisting of at least three members who will support the student through the examination process. Two of the three papers must be from MAS core courses, and the papers must have been written for classes taught by at least two of the faculty members serving on the committee. The papers cannot all have been written for the same faculty member. The student must have received a grade of A or B on each paper to qualify for submission to the examination committee.

The oral examination guidelines are as follows:

- Students must submit three (3) papers written and graded in at least two MAS core courses and one MAS elective course.
- Each paper should be at least 15 pages in length or equivalent, or at the discretion of the student's faculty advisor.

- The student must provide all three papers to each oral exam committee member at least three weeks prior to the date of the oral exam.
- The student must provide the Plan of Study to their exam committee at least three weeks prior to the date of the oral exam.
- Three (3) oral exam questions will be taken from each of the papers submitted. The student will receive six of the questions at least one week prior to the oral exam date and three questions in the oral exam. Thus, there will be a total of 9 questions the student must answer.
- Oral exam questions on course content are allowable, but the student must be provided these questions at least one week prior to the date of the oral exam.
- The oral exam will be at least 60 minutes in length, but will not exceed 90 minutes. The student should be prepared to discuss each paper in the first 10 minutes of the oral exam. After this presentation, the oral exam committee will commence with their questions.
- The student will be notified of she/he passed, failed, or needs to revise at the end of the examination. The student will have two weeks to revise their answers which will be assessed by the student's oral exam committee chair. The chair will have the final say on the matter.

The student has one opportunity within one semester's time to re-take a failed oral examination. The student's three papers will be maintained on file at the Mexican American Studies Graduate Program upon successful completion of the Master's degree requirements.

# III. MAINTAINING ELIGIBILITY FOR THE MASTER OF SCIENCE

## CONTINUING ELIGIBILITY REQUIREMENTS

Once admitted, the following conditions must be met to continue to be eligible for the Master of Science in Mexican American Studies:

**All graduate students will maintain a 3.0 GPA in their Master of Science coursework**. If this condition is not met in any semester, a student will be placed on academic probation and will have one semester to achieve the minimum GPA. If the student does not or cannot perform at this level, the student will be dismissed from the program.

**All graduate students will arrange an advising appointment with the Academic Coordinator at least once per semester in residence.** Failure to comply with this regulation will result in a change to Provisional Graduate Status until advising requirements are met.

**All graduate students must maintain continuous enrollment in the University of Arizona Graduate College.** Please see the continuous enrollment policy below.

**All graduate students must demonstrate satisfactory progress toward their Master of Science Degree.** Students have six years to complete all Master of Science coursework, including transfer credits or credits taken as a non-degree-seeking student. If satisfactory progress toward the Master of Science degree is not met, students will be changed to Provisional Status for one semester. If satisfactory progress is not demonstrated during the provisional semester, students will be disqualified from the Master of Science program.

## CONTINUOUS ENROLLMENT

A student admitted to a graduate degree program must register each fall and spring semester for **a minimum of 3 graduate units from original matriculation until all degree requirements, including submission of the final copy of the thesis is completed,** unless excused through a leave of absence (See Leave of Absence Policy, below). Students who fail to keep continuous enrollment will need to re-apply to the program.

**Students receiving teaching or research assistantships must register for a minimum of 6 units per semester.** Graduate students do not have to register for graduate units during summer sessions unless they plan to make use of University of Arizona facilities or faculty time. If they plan to utilize facilities or faculty time they must enroll for at least 1 unit of graduate credit in any summer session. If degree requirements are completed during the summer term, the student must also be registered for a minimum of 1 unit of graduate credit during that term. If degree requirements are completed during an inter-session (winter session or the Pre-Session), the student must have been registered during the preceding semester.

Students that fail to keep continuous enrollment must re-apply for admission if they wish to continue the Master of Science program.

### LEAVE OF ABSENCE POLICY

Academic Leaves of Absence (LOAs, i.e., leaves to take course work at another university, for research, field work, internships, professional development, etc.) are handled on a case-by-case basis by the student's department and the Graduate College.

**Medical Leaves --** Graduate students in degree programs may be granted a Medical Leave of Absence by the Dean of the Graduate College. Under extraordinary circumstances, LOAs may be granted retroactively for up to one year. Students will be readmitted without reapplying to the department and the Graduate College. Only when the LOA is approved prior to the beginning of the semester for which the LOA is being sought will students be exempted from fees for that semester. Only academic services or facilities available to the general public can be used during the LOA.

**Personal Leaves --** Graduate students in degree programs may be granted a Leave of Absence for a maximum of one year throughout the course of their degree program by the Dean of the Graduate College. LOAs may be granted retroactively for up to one year. LOAs are granted on a case-by-case basis for compelling reasons including birth or adoption of a child, personal or family reasons, medical reasons, military duty, or financial hardship. Students will be readmitted without reapplying to the department and the Graduate College at the expiration of the LOA. Only when the LOA is approved prior to the beginning of the semester for which the LOA is being sought will students be exempted from fees for that semester. Only academic services or facilities available to the general public can be used during the LOA.

Leaves of Absence may affect the status of a graduate student's financial aid. Students are responsible for determining the requirements of their funding agency and/or academic unit prior to applying for a Leave of Absence.

Failure to obtain a Leave of Absence or remain in continuous enrollment will result in penalties, as described in the Continuous Enrollment policy requirements above.

### READMISSION REQUIREMENTS

Students registered in a program of study must enroll continuously until the completion of the degree.

A student previously enrolled in a University of Arizona graduate degree program, but who has not been officially enrolled for one or more semesters (fall/spring) and did not obtain an approved leave of absence, is required to apply for readmission. Previous admission to the Graduate College does not guarantee readmission at a later date. Financial penalties for violation of continuous registration requirements may also be imposed. **A minimum grade-point average of 3.0 on all graduate-level study completed at The University of Arizona is required for readmission**. Students who have been enrolled elsewhere since their last attendance at The University of Arizona must submit official transcripts of that study at the time of application for readmission. International students who have been outside the U.S. for two or more years since their last enrollment at The University of Arizona must submit current TOEFL scores. Additionally, international applicants who need visa documents to be issued by the Graduate Admissions Office are required to submit current financial guarantee statements.

## IV. TUITION AND FEES

### REGISTRATION AND TUITION FEES

Registration and specified fees are paid by all students enrolled at the University of Arizona. In addition, students who are not official residents of the state of Arizona pay non-resident tuition. Conditions determining state residency are established by Arizona state law. Students must establish both Residency and Lawful Presence in the State of Arizona to demonstrate their eligibility for in-state tuition rates. A summary of conditions and processes for determining residency status can be obtained through the University of Arizona's Bursar's Office web page at www.bursar.arizona.edu. For detailed Tuition and Fees information please refer to www.bursar.arizona.edu/students/fees/. Payment deadlines for each semester can be found at www.bursar.arizona.edu.

The Arizona Board of Regents has the legal responsibility to establish fees and reserves the right to change all fees without notice. Current registration and tuition fees can be found on the Graduate College website at: http://grad.arizona.edu/system/files/uagradtuition.pdf

As of July 2009, academic fees for the 2009-2010 academic year read as follows:

1. The Arizona Financial Aid Trust (AFAT) was approved by the Arizona Legislature in the 1989-90 academic year to enable currently enrolled students in Arizona universities to receive additional financial aid. It provides for the creation of a long-term endowment to assist future generations of Arizona students. The AFAT fee is assessed to all students who register for any fall, spring, or summer term and is nonrefundable once classes begin. The current 2009-2010 AFAT fee is $15.00 for 6 credits and under, $28.50 for 7 credits or more.

2. The Recreation Center fee was adopted by a student referendum in 1985 providing for a mandatory $28.56 fee per semester for all students registering for 4 or more units of credit.

3. The mandatory Information Technology/Library fee was approved by the Arizona Board of Regents in March 2006. It enhances the University's student learning environment and increases UA's capacities to meet digital environment expectations. The Library Tech fee is currently $57.50 for the 2009-2010 academic year.

4. The Service fee was approved by The Arizona Board of Regents this mandatory fee in December 2007 for a Fall 2008 implementation. Its purpose is to provide support for student programs such as campus safety, student health, counseling services, increased student employment opportunities and enhanced food options with lower prices. The Service fee is currently $40.00 for the 2008-2009 academic year.

5. A fee of $1.00 for Campus Radio (KAMP) was approved by the Arizona Board of Regents in 1997-98.

6. A $2.00 refundable fee supports the Arizona Students Association (ASA).

7. The Arizona Board of Regents approved this mandatory charge in April 2009. The Tuition Surcharge is an economic recovery surcharge used for University programs and infrastructure most essential to student success. Anticipated funding from the American Recovery and Reinvestment Act State Fiscal Stabilization Fund mitigates the level of the economic recovery surcharge to the referenced amount.
This amount varies depending on the number of units you plan to take each semester.

## LATE CHARGES

Payment for tuition must be received by the tuition payment deadline each semester to avoid a $50 late payment charge. You must pay the full tuition amount for your anticipated enrollment by the deadline, even if you are not completely registered, to avoid this charge.

This late charge applies to all accounts with unpaid fees (i.e. registration, increase in units, special course fees). Lack of funds, mailed payment postmark dates, non-receipt of Account Summaries, and other personal reasons for delayed payment will not be considered.

You should check your account balance each time you change your registration by logging on to Student Link.

The University of Arizona budget is based on student enrollment as of the 21st academic calendar day (Census Date) for each Fall and Spring semester. Beginning the 22nd calendar day (following the first day of the semester), students with outstanding tuition balances will be assessed a mandatory $250.00 charge. Additionally, any student who increases units beginning the 22nd academic calendar day or any day thereafter -- including a student who has already paid full-time fees -- will be charged the $250.00.

The Census Date Late Charge will be assessed to student accounts under the following circumstances:

Increasing in units after the 21st academic calendar day of the semester
Tuition payments received after the 21st academic calendar day of the semester
This late charge cannot be waived. Students will be charged regardless of whether an Account Summary or email notification has been sent for additional registration. Lack of funds, non-receipt of notification, and other personal reasons for delayed payment will not be considered.

Students should check their account balance on Student Link each time they change their registration. To avoid the $250.00 Charge, registration must be completed and paid for by the Census Date.

This charge does not apply to Summer or Winter Sessions.

## SUMMER SESSION FEES

Registration and fees per one unit of credit in the summer are $407.06. * Non-resident tuition is not assessed during Summer Sessions. Additional charges include an Arizona Financial Aid Trust fee of $13.00; and a $3.56 Recreation Center fee for 1 or more units per session, a $2.00 KAMP (student radio) fee, and a $1.00 Arizona Student Association (ASA) fee per summer session. A Recreation Bond fee of $12.50 is assessed for 3 or more units of summer credit per session, and a Technology and Library fee of $34.00. Because all fees are subject to change, students should consult the current Summer Session Schedule of Classes for fees in effect for any given year.
**Reflects expenses and fees for the 2009 Summer Session. Expenses and fees for 2010 Summer Sessions and beyond were not available at the time of publication.*

# V. GRADUATE ASSISTANTSHIPS

## ACADEMIC ELIGIBILITY

Recipients of Graduate Assistantships must be students admitted and enrolled in a graduate degree program at The University of Arizona and have minimum 3.0 GPA. International Special students may hold an assistantship for no more than one year. Graduate Assistants (GAs) with this status will be subject to the same enrollment and academic requirements as any degree candidate holding an assistantship.

## EMPLOYMENT STATUS AND LIMITATIONS

Graduate Assistants (GAs) are classified as student employees. As such, they are:

- Limited to no more than 30 hours per week total campus employment (including supplemental compensation) during periods of enrollment. Employment for International Students on a F-1 or J-1 visas must be limited to **20 hours per week** while school is in session. This is a Federal regulation and the department is responsible for adhering to it. ***For any questions regarding this regulation, please contact the center for International Student Programs & Services at (520) 621-4627.***
- Exempt from deductions for Social Security taxes (FICA) during semester or summer sessions when officially enrolled. Minimum enrollment for the exemption is (6) units per semester for fall/spring or three (3) units per summer session;
- Required to discuss with their supervisor any employment outside of the University of Arizona as this may interfere with their abilities to carry out their duties effectively.
- Not eligible for participation in The University of Arizona employee benefits program or the State of Arizona Retirement Program.

Students may hold appointments as Graduate Assistants (GAs) in a maximum of three (3) departments simultaneously as long as the combined hours do not exceed 30 hours per week.

## ENROLLMENT LIMITATIONS

***Minimum Enrollment****:* Graduate Assistants (GAs) are required to enroll for and complete a minimum of six (6) units of graduate credit each semester or a higher number if required by the college. Officially audited graduate courses are not included in this total.

## MINIMUM TRAINING REQUIREMENTS

**GATO/TATO** -- All Graduate Assistants in Teaching (GATs) who will have direct instructional contact with students are **required** to participate **fully** in the Graduate Assistants in Teaching Orientation (GATO) presented by the Graduate College and the University Teaching Center. Full participation in GATO includes attending an all-day training session and completing the subsequent online training portion. The 2009 GATO session will take place on Thursday, August 20, 2009, from 1:00 pm to 5:00 pm in Centennial Hall. Students will need to pre-register online at http://grad.arizona.edu/ta/. TATO (Teaching Assistant Training Online), available in D2L, is comprised of several on-line modules and must completed by August 30, 2009. Only the UA Policies is required and students must achieve a minimum score of 95 to be considered passing. Students scoring less than a 95 after their third attempt will require remediation with their department and the Graduate College must be advised of the course of that remediation. Both the on-site and the on-line components must be completed before a TA is considered in compliance with the training requirement. Students who have previously attended the GATO/TATO need not attend again. Students who do not attend the GATO are ineligible for a TA position. *For additional information please call the GATO Coordinator at (520) 621-7788.*

**Departmental Orientation** -- All Graduate Assistants in Teaching (GATs) will meet with their respective professor before the initiation of classes to cover specific information relevant to the course(s) to be taught. A department (office) orientation will be provided by a designated party. Please inquire with the Department's Business Manager.

## BENEFITS

**GA Remission --** GAs that have not been awarded outside funding that is specifically for registration will be eligible for partial payment of their **base** in-state tuition (AKA registration fees). The remission amount is dependent on the GA's Full Time Employment Equivalency (FTE). GAs appointed at half time or greater will receive 100% remission of **base** in-state tuition charges and those appointed at less than half-time will receive a 50% remission. The remission amounts will be applied to a GA's student account approximately three (3) weeks after the start of classes, or when employment begins if hired later in the semester. Students hired after September 8, 2009 or January 25, 2010 will be credited remission at a prorated amount. Students whose accounts are paid in full before the remission is applied may request a refund by contacting the Bursar's Office. Any other pre-existing and/or outstanding charges must be paid before a refund will be issued. **NOTE: THIS BENEFIT IS NOT AVAILABLE FOR SUMMER AND/OR WINTER SESSIONS.**

**Nonresident Tuition Waiver –** All GAs who are not residents of the State of Arizona receive a nonresident tuition waiver. They are responsible for paying any and all charges not covered under the GA Remission Benefit (see above) and/or the Payroll Deduction Plan benefit (see below). Students whose accounts are paid in full before the waiver is applied may request a refund by contacting the Bursar's Office. Any other pre-existing and/or outstanding charges must be paid before a refund will be issued. GAs hired after September 8, 2009 (fall) or January 25, 2010 (spring) will receive one-half (1/2) of the scheduled amount. Any GAs leaving their appointments, for any reason, before these dates will be billed for one-half (1/2) of the waiver amount. The amount due will be charged to their student account. **NOTE: NONRESIDENT TUITION IS NOT ASSESSED DURING SUMMER SESSION; THEREFORE, THIS BENEFIT DOES NOT APPLY DURING SUMMER SESSIONS.**

**A.S.U.A. Bookstore Discount --** Officially hired GAs receive a 10% discount at all ASUA Bookstores with their valid CATcard. Please call 621-5888 for details.

**Payroll Deduction Plan (PDP) --** Graduate Assistants/Associates that are hired at less than half-time can elect to have their remaining portion of base in-state tuition (AKA registration fees) deducted directly from paychecks. GAs at half-time or greater appointments are no longer eligible for PDP election. ***Graduate Assistants/Associates electing this benefit must enroll on-line at https://grad.arizona.edu/My_GradColl.*** GAs must contact the Graduate College directly to cancel the PDP once it is in effect. The amount of in-state tuition not covered by the GA Remission, excluding college specific charges, will be divided into eight payments, starting with the third pay cycle of the academic year. GAs that sign their NoA at a later date in the semester will have their charges taken out in equal payments for the number of deductions remaining. Students signing NOAs after October 14, 2009 (for fall) or March 17, 2010 (for spring) will not be eligible to participate in the plan for that semester.
**STUDENTS ARE RESPONSIBLE FOR PAYING THEIR ENROLLMENT CHARGES. SHOULD THEY LEAVE THEIR ASSISTANTSHIP, FOR ANY REASON, THEIR STUDENT ACCOUNT WILL BE CHARGED FOR ANY UNCOLLECTED BALANCE.**

**Student Health Insurance --** Individual health insurance coverage will be paid by The University of Arizona. To be eligible for this benefit the GA must:

1. Have signed and filed with The University of Arizona the official Graduate Assistant/Associate employment contract called the Notice of Appointment for Graduate Assistants/Associates;

2. Be registered for a minimum of **SIX UNITS** of graduate credits each semester of appointment; and

3. Have ordered the insurance coverage through Student Link. Once enrolled, they will be automatically re-enrolled in future semesters upon class registration. The enrollment deadlines are Tuesday, September 8, 2009 for fall and Wednesday, January 27, 2010 for spring. Students cannot add, cancel or change their insurance coverage after these dates. Instructions are available at: www.health.arizona.edu/Information/gradbenefit.html. The student's University of Arizona account will be credited the full premium for individual coverage once the Graduate College is notified that they have enrolled in the plan and that the hiring documents have been processed. Should any student's official start date fall after the hiring priority date, their account will be credited a prorated amount and the student will be responsible for the difference. **STUDENTS ENROLLED IN THE PLAN CANNOT CANCEL THEIR COVERAGE AFTER THE INSURANCE ENROLLMENT PERIOD, EVEN IF THEY RESIGN OR ARE TERMINATED. STUDENTS THAT RESIGN OR ARE TERMINATED DURING THE PERIOD OF COVERAGE WILL BE PERSONALLY RESPONSIBLE FOR THE PAYMENT OF THE PREMIUM FOR THE REMAINING COVERAGE.**

## VI. SCHOLARSHIPS, FELLOWSHIPS, AWARDS

A limited number of university scholarships, fellowships, traineeships, grants, and awards from diverse sources are available to academically meritorious graduate students. Interested students should contact their departments for information regarding a list of awards, specific guidelines, and availability. Graduate College awards are described below.

**Graduate Tuition Scholarships** waive non-resident tuition only. Eligibility requires the student to be admitted to regular graduate status in a graduate degree program, have a minimum GPA of 3.0, be in good academic standing, and be enrolled in 3 or more graduate units per semester.

**Graduate Fellowships** offer a maximum of $10,000 for one academic year. A full fellowship carries one waiver of non-resident tuition. Eligibility requires the student to be admitted to regular graduate status in a graduate degree program, have a minimum GPA of 3.2, be in good academic standing, and be enrolled in 9 or more graduate units each semester during the fellowship period.

Students should contact their departments for availability and application procedures regarding the above three awards. Waivers and fellowships are subject to Graduate College approval.

The Graduate and Professional Student Travel Fund provides funds to graduate and professional students in academic programs under the aegis of the Graduate College, to present invited papers, posters, or presentations at professional meetings, conferences, and symposia directly related to their educational development.
http://gpsc.arizona.edu/travel-grants

The Graduate College Thesis/Dissertation Waiver provides a waiver of up to six (6) units of non-resident tuition for students who are in good academic standing, are enrolled in a minimum of three (3) and a maximum of six (6) 900-level units (thesis or dissertation), and will not be using university resources such as libraries, computer laboratories, and faculty time to any extent during the period covered by the waiver.

Application forms and deadlines for all programs above are available at the Graduate College Information Counter, Administration Building, Room 322.

## VI. FACULTY

### ANTONIO ESTRADA, MSPH, PH.D.

Antonio (Tony) Estrada is a professor and the director of Mexican American and Raza Studies. He first came to the Center in 1991, and earned his masters and doctorate degrees in Public Health from the UCLA School of Public Health in 1986. Dr. Estrada's primary interests are in Hispanic health, focusing on health promotion and disease prevention within this population. Additionally, he has a keen interest in applied public health policy as it affects the health status and access to health care among Hispanics. He was the principal investigator of a five-year study, funded by the National Institute on Drug Abuse (NIDA), that developed, implemented and assessed a culturally innovative HIV/AIDS risk reduction program targeting Hispanic injection drug users and their female sexual partners in Tucson ("One-To-One Program"). Dr. Estrada was also the principal investigator for another NIDA-funded study on the U.S.-Mexico border, targeting Mexican-origin drug injectors for HIV/AIDS risk reduction ("Por Nosotros"). He is the co-author of the book *¡Sana! ¡Sana! Mexican Americans and Health*, published by the University of Arizona Press in 2001. He also teaches chronic disease epidemiology, Hispanic health, and applied research methods at the University of Arizona.

### YOLANDA BROYLES-GONZALEZ, PH.D.

Dr. Yolanda Broyles-González is a professor in the department, and until fall 2004 was professor of Chicano Studies and German Studies at the University of California, Santa Barbara. The focal points of her research and teaching are popular culture, gender, oral tradition, Native American culture, and the popular performance genres of the U.S.-Mexico borderlands, of which she is a native. Among her publications is the first academic study of the legendary singer and National Medal of Arts recipient Lydia Mendoza, entitled *Lydia Mendoza's Life in Music/La Historia de Lydia Mendoza. Norteño Tejano legacies* (Oxford University Press, 2001). Broyles-González also published a comprehensive raza women's anthology entitled *Re-emerging Native Women of the Americas. Native Chicana Latina Women's Studies* (Kendall Hunt, 2001). In 1991 she became the first native Chicana woman to chair an academic department within the University of California system and was among the first native women in the nation to be promoted to full professor at a major research university. Under her leadership the very first proposal for a Chicano/a Studies doctorate degree in the nation was created. In 1996 Dr. Broyles-González was honored with the lifetime Distinguished Scholar Award from the National Association for Chicana & Chicano Studies. Other distinguished national and international awards have come from the National Endowment for the Humanities, the Ford Foundation, and the Fulbright Foundation.

### JULIO CAMMAROTA, PH.D.

Dr. Julio Cammarota, an associate professor in the department, is a 2001 graduate of the University of California, Berkeley, where he earned a Ph.D. in Social and Cultural Studies in Education. The University of Arizona Press recently published his book, *Sueños Americanos, Barrio Youth Negotiating Social and Cultural Identities*. As is noted on the UA Press website, the book is "One of the most extensive studies of barrio youth available, Sueños Americanos concludes with a discussion of social justice education for Latino youth and how this educational approach meets their academic needs while providing opportunities for self-determination and community activism." His dissertation, "First Jobs: the Perceptions and Experiences of Work for Latino Youth," was the result of years of ethnographic research in Oakland, California. He is the recipient of an Annie E. Casey Social Justice and Youth Research Grant to research Latino youth and problems of social inequalities in and beyond their school.

## ROSARIO CARRILLO, PH.D.

Assistant Professor Rosario Carrillo was born in Mexico City and raised in Los Angeles. Dr. Carrillo earned a bachelor's in Chicana/o Studies at UCLA in 1993 at the height of the student hunger strike for a Chicana/o Studies Department. She has taught Latina/o elementary students in the Long Beach Unified School District and adult students in the Detroit Public Schools. She is the recipient of a LGBT Institute 2009-2010 grant to fund an Oral History project that supports an on-going student-faculty reading group, and a grant from the UA Social and Behavioral Sciences Research Institute for her "Latina Communicative Practices, Technology, and Empowerment" project. Conducted in Summer 2008, the project involved collecting survey and interview data on existing literacy efforts that serve Latinas 18-25 years of age. For her master's thesis, she investigated how Latina/o familial funds of knowledge can be harnessed for computing and literacy learning. Her research was published in *Scholars in the Field: The Challenges of Migrant Education* and won the Judith and Howard Sims Medal Award in 2001. Dr. Carrillo has also written about the engendered genre of *humor casero mujerista* (womanist humor of the home) in the landmark book *Chicana/Latina Education in Everyday Life: Feminista Perspectives on Pedagogy and Epistemology*. For her dissertation, she focused on how out-of-school Latina mothers' ways of knowing make use of three communicative practices – oral, literate, and embodied. Her scholarship is informed by her experience as a community activist in organizations like MANA of Detroit, a Latina association. She continues to analyze the role of Latina mothers in constructing and reflecting ways of knowing that are pedagogical and aesthetic, as well as instrumental in the academic, personal, and communal well-being of Latina/o adults and youth.

## SCOTT C. CARVAJAL, MPH, PH.D.

Dr. Carvajal, an associate professor, joined the department in August of 2000. He received his doctorate in Social Psychology from the University of Houston in 1996, and earned a masters degree in public health from the University of Texas School of Public Health in 1997. His dissertation received the first Martin E.P. Seligman Award for Outstanding Dissertation Research on the Science of Optimism and Hope, co-sponsored by the American Psychological Association and John Templeton Foundation. Among other scholarly publications, he wrote two chapters ("Fatalism" and "Acculturation") for the *Encyclopedia of Counseling: Cross-Cultural Counseling and Psychotherapy*, published in 2008. He has lead or collaborated on numerous projects to foster good health behaviors in diverse youth populations. He has authored or co-authored papers published in leading applied psychology and public health journals, such as in *Health Psychology*, Journal *of Applied Social Psychology*, *American Journal of Public Health,* and *Preventive Medicine.* Dr. Carvajal also has won several grants for his research. His work in the department includes collaborating on Dr. Estrada's HIV risk reduction projects and developing new Latino-focused health education studies in adolescent substance use prevention and juvenile justice.

## PATRISIA GONZALES, PH.D.

Assistant Professor Patrisia Gonzales joined the department in Fall 2007. As the granddaughter of Kickapoo, Commanche and Macehual peoples who migrated throughout the present-day United States and Mexico, Dr. Gonzales specializes in Indigenous ways of knowing and Indigenous medicine. She obtained her Ph.D. in Mass Communications from the Department of Life Sciences Communication at the University of Wisconsin - Madison. Her works have been cited in various anthologies and scholarly endeavors. She has received various human rights awards for the national *Column of the Americas*, which she co-authors with Roberto Rodríguez, and for her book *The Mud People* (Chusma 2003). As a Kellogg Fellow (1997-1999), she explored community healing and helped to establish a *promotora* project on traditional medicine in New Mexico. She is a *promotora* of Mexican Indigenous Medicine, an herbalist and an apprenticing Traditional Birth Attendant. As a "*promotora-investigadora*" or community health promoter-researcher, her courses and research combine applied Indigenous medicinal knowledge with explorations into under-girding philosophies and world views. Her scholarship examines Indigeneity from a hemispheric perspective; Indigenous communication practices; Mesoamerican symbols and codices as medicinal texts; and Indigenous medicine as a parallel system(s) of knowledge that challenge and expand the paradigms of Western science. She collaborates with the Indigenous Birthworkers Network and the Indigenous Wellness Research Institute at the University of Washington. In the Spring of 2009 she was awarded a $9,800 grant from the UA Office of the Vice President of Research and the UA Foundation for a collaborative research project on the preservation and adaptation of Indigenous medicine.

## ANNA OCHOA O'LEARY, PH.D.

Dr. Anna Ochoa O'Leary is an Adjunct Lecturer, and received her doctorate in Anthropology from the University of Arizona. She has been a lecturer in the department since 2000, teaching a range of classes on Mexican American culture and contemporary issues related to U.S. Latinos. In 2007 Kendall Hunt published a textbook that she edited, titled *Chicano Studies, the Discipline & the Journey,* which is based on her experience teaching "Overview of Mexican American Studies" (MAS 265). She won a prestigious Fulbright Scholarship in 2006 to document and analyze encounters between U.S. immigration enforcement agents and undocumented female migrants from the time they are apprehended in the field to the time they are released. Her current research and teaching interests continue to focus on the education, culture and urban politics of Mexican/U.S.-Mexican populations, the political economy of the U.S.-Mexico border, and gender issues. Her community activities include participation in several non-profit community-based groups, such as the Arizona Border Rights Foundation, Fundación México, and Las Adelitas Political Association.

## LYDIA OTERO, PH.D.

Dr. Otero is an assistant professor and received her doctorate in History from the University of Arizona. Her research concentrates on the histories of diverse ethnic groups in the Southwest, with an emphasis on Chicanas/os, gender and racial formations, border, urban, cultural and social history. She is the author of a chapter in *Memories and Migrations: Mapping Boricua & Chicana Histories*, published by the University of Illinois Press. Otero's chapter, "La Placita Committee: Claiming Place and History," highlights the work of Chicanas who worked to preserve the sites and history of downtown Tucson, which was decimated by urban renewal programs beginning in the 1960s. Her article "Refusing to be Undocumented: Mexican Americans in Tucson during the Depression Years" is included in *Visions in the Dust: Arizona through New Deal Photography*, published by the University of Arizona Press, and she is currently in the process of completing a book manuscript that examines urban renewal, historical preservation and the politics of saving a Mexican past. This work is an analysis of the issues involved in the destruction of Tucson's *Barrio Libre* in the late 1960s that was done in the name of revitalizing the downtown area. She teaches both undergraduate and graduate classes in Mexican American Culture and History.

## ROBERTO RODRÍGUEZ, PH.D.

Dr. Rodríguez is an assistant professor in the department. He is a longtime award-winning journalist/columnist who returned to school in 2003 in pursuit of a Master's degree (2005) and a Ph.D. in Mass Communications (2008) at the University of Wisconsin - Madison. Many of his awards have come about in the area of defense of the First Amendment and human rights. He returned as a result of a research interest that developed pursuant to his column writing concerning origins and migration stories of Indigenous peoples of the Americas. His current field of study is the examination of maize culture, migration, and the role of stories and oral traditions among Mexican and Central American peoples. For the past several years, in conjunction with UCLA's César E. Chávez Department of Chicana and Chicano Studies – where he and Patrisia Gonzales were named Distinguished Community Scholars in 2003 – he has also embarked upon collaboratively creating Indigenous Studies within the discipline of Mexican/Chicana/o Studies. His work, based on a series of interviews with Indigenous elders throughout the continent, has resulted in several documentaries, including: *Amoxtli San Ce Tojuan – We Are One* (2005). He continues to write Column of the Americas, which was first syndicated by Chronicle Features, then by Universal Press Syndicate. He was a senior writer for *Black Issues in Higher Educ*ation from 1990-2000 and is the author of: *Justice: A Question of Race* (Bilingual Review Press, 1997).

## ANDREA J. ROMERO, PH.D.

Dr. Andrea Romero is an associate professor in both the Department Mexican American & Raza Studies and the Department of Family Studies & Human Development. She earned a M.A. in Psychology in 1995 and Ph.D. in Social Psychology, with a minor in Quantitative Methods and Analyses, in 1997 from the University of Houston. She worked at Stanford University as a researcher for two and a half years on a cancer prevention program in elementary schools in East San Jose. Her research interests include Latino adolescent health, and health promotion programs for underserved communities. Her research has focused on social, psychological, and cultural influences on adolescent's mental health (depressive symptoms and self-esteem) and physical health (obesity, physical activity, risky sexual behavior, and smoking). She has published on the topics of ethnic identity, ethnic socialization, discrimination, sociocultural stress, Latino mental health and depression. Her scholarly articles have appeared in publications such as the Journal *of Child and Family Studies*, the *Journal of Community Psychology* and the *Hispanic Journal of Behavioral Sciences*. In 2002 Romero was awarded nearly one million dollars in funding for a three-year substance abuse and HIV prevention research project from the U.S. Substance Abuse and Mental Health Services Agency. The project was a collaboration between the UA, the Southern Arizona AIDS Foundation (SAAF), and the City of South Tucson. Most recently she is the Co-Investigator of a newly funded National Institutes of Health grant to improve home care for the elderly.

## RAQUEL RUBIO-GOLDSMITH, J.D., LLM.

Adjunct Lecturer Raquel Rubio-Goldsmith specializes in research and teaching on Mexican-American women's history, human rights, and immigration issues. A native of Douglas, Arizona, she completed undergraduate and graduate degrees in Law and Philosophy at the National Autonomous University of Mexico (UNAM). She has taught at Pima Community College since 1969 and, since 1983, at the University of Arizona, where her primary focus has been the history of Mexicanas and Chicanas. She has taught courses on Mexican and Latin American history as well as developed curricula on Afro-American, Yaqui and Tohono O'odham histories. Rubio-Goldsmith has won numerous awards for teaching excellence. She has presented papers on Mexican women on the U.S.-Mexico border, a subject she has studied for many years, before national and international conferences, and published the results of her research in a number of scholarly articles. She is currently doing research for a book on women who fled the Mexican Revolution and took refuge in Southeastern Arizona. Students and colleagues know her as a community activist devoted to immigration rights, women's rights, and civil rights in general. As a member of several community boards and as a public speaker she constantly presents a Chicana perspective. Since 1994 she has been active in providing information on the Zapatista Revolution in Mexico through Pueblo Por La Paz in Tucson, and the National Commission for Democracy in Mexico.

## VIII. ACADEMIC ADVISING

All students will meet with the Academic Coordinator at least once per semester to discuss their selected course of study and ensure they are making satisfactory progress toward their degree. In addition to meeting with the Academic Coordinator, each student will select a faculty advisor before the end of their second semester of graduate study or the completion of 18 graduate units. This advisor will serve as the head of their thesis or examination committee and will provide academic direction and mentoring. The Department of Mexican American and Raza Studies Faculty Advisors for each strand include:

| Latino Health and Wellness | Historical and Cultural Studies | Critical Education and Migration Studies |
|---|---|---|
| **Antonio Estrada, MSPH, Ph.D.**<br>César E. Chávez 208C<br>(520) 621-7551<br>aestrada@email.arizona.edu | **Yolanda Broyles-Gonzalez, Ph.D.**<br>César E. Chávez 216<br>(520) 621-3936<br>yjb@mail.sbs.arizona.edu | **Julio Cammarota, Ph.D.**<br>César E. Chávez 203A 1<br>(520) 621-1037<br>julioc@email.arizona.edu |
| **Scott Carvajal, MPH, Ph.D.**<br>César E. Chávez 207B<br>(520) 626-2677<br>carvajal@email.arizona.edu | **Lydia Otero, Ph.D.**<br>César E. Chávez 224<br>(520) 621-8985<br>lotero@email.arizona.edu | **Rosario Carrillo, Ph.D.**<br>César E. Chávez 228<br>(520) 626-0409<br>carrillo@email.arizona.edu |
| **Patrisia Gonzales, Ph.D.**<br>César E. Chávez 220<br>(520) 626-0408<br>pgonza@email.arizona.edu | **Roberto Rodríguez, Ph.D.**<br>César E. Chávez 214<br>(520) 626-0824<br>rodrigu7@email.arizona.edu | **Anna O'Leary, Ph.D.**<br>César E. Chávez 207A<br>(520) 626-8134<br>olearya@email.arizona.edu |
| **Andrea Romero, Ph.D.**<br>McClelland Park 301H<br>(520) 621-5583<br>romeroa@email.arizona.edu | **Raquel Rubio-Goldsmith, J.D.**<br>César E. Chávez 207C<br>(520) 626-4987<br>rrg@email.arizona.edu | |