

UNDERGRADUATE CATALOG 2011-12



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The University of Texas at Brownsville and Texas Southmost College
utb.edu



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CATALOG DISCLAIMER

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

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OVERVIEW OF UTB/TSC

The University of Texas at Brownsville and Texas Southmost College is the result of a unique partnership between a university and a community college that allows for open enrollment and a seamless transition from certificate and associate degree programs to upper-level and graduate programs.

UTB/TSC is part of The University of Texas System. The university's offerings are approved by the Texas Higher Education Coordinating Board and the UT System. Texas Southmost College is authorized under federal law to enroll nonimmigrant alien students.

ACCREDITATIONS

UTB/TSC is accredited by the Commission on Colleges of the [Southern Association of Colleges and Schools](#) to award certificates and associate, bachelor's, master's and doctoral degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097 or call 404-679-4500 for questions about the accreditation of UTB/TSC. The university also is accredited by the Texas Education Agency and the National Association for Education of Young Children.

Many individual programs have secondary accreditations from other agencies and recognized professional organizations within their fields.

Individual Program Accreditations

UTB/TSC Program	Accreditation	Time Period
Early Childhood Program	National Association for Education of Young children (NAEYC)	2006-2011
Teacher Education Programs	Texas Education Agency (TEA)	Performance of graduates on required tests for their teaching certificate are used by TEA to calculate accreditation status. This is done yearly and the time period is from Sept. 1 to Aug 31. They calculate pass rate and accreditation based upon meeting a 70 percent pass rate. Current pass rate is in the high 80s.
Master of Science in Nursing (M.S.N.)	National League for Nursing Accreditation Commission (NLNAC)	2006-2011
Bachelor of Science in Nursing (B.S.N.)	National League for Nursing Accreditation Commission (NLNAC)	2005-2011
	Endorsement from American Holistic Nurses Certification Corporation	2005-2010
	Approved by Texas State Board Examiners	
Associate Degree Nursing (A.D.N.)	National League for Nursing Accreditation Commission (NLNAC)	Accreditation expires fall 2014.



Licensed Vocational Nursing (L.V.N.)	Texas Board of Nurse Examiners Approved by Texas State Board Examiners	Approved May 2010; valid for two years. Approved by Texas State Board Examiners.
Diagnostic Medical Sonography	Commission on Accreditation of Allied Health Education Programs (CAAHEP)	Full programmatic accreditation until 2013
Medical Laboratory Technology	Joint Review Committee on Education in DMS (JRC-DMS) National Accrediting Agency for Clinical Laboratory Science (NAACLS)	Site visit Nov. 2009 Awarded accreditation April 30, 2010, which is valid until 2017.
Radiologic Technology	Joint Review Committee on Education in Radiologic Technology (JRC ERT)	Accredited until 2015
Respiration Therapy Program	Commission on Accreditation of Allied Health Education Programs (CAAHEP)	Continuous accreditation and annual reports
The Department of Music and the Music Academy	National Association of Schools of Music (NASM)	Accredited in 2007; five-year review in 2011; then next accreditation is in 10 years, 2021.
Computer Information Science and Engineering Physics	Accreditation Board for Engineering and Technology	Fall 2010 through 2012
Counseling and Guidance	Council for Accreditation of Counseling and Related Educational Programs (CACREP)	Spring 2011 through spring 2019
Engineering Physics	Accreditation Board for Engineering and Technology	Accredited until Sept. 30, 2012; accreditation extends retroactively to Oct. 1, 2008.

AFFILIATIONS

- American Association of Colleges for Teacher Education
- American Association of Community and Junior Colleges
- American Council on Education
- Association of American Colleges and Universities
- Association of Texas Colleges and Universities
- Southern Association of Colleges and Schools
- Texas Association of Community Colleges
- Texas Association of Certification Officers



EQUAL EDUCATIONAL OPPORTUNITY STATEMENT

To the extent provided by applicable law, no person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under, any program or activity sponsored or conducted by UTB/TSC and the UT System or any of its component institutions on the basis of race, color, national origin, religion, gender, age, veteran status, disability or sexual orientation. All complaints regarding violations of this policy should be filed with the Office of the Vice President for Business Affairs, located in Tandy Hall, Room 100, on the UTB/TSC Fort Brown Campus. The procedures for filing these complaints are found in the [Handbook of Operating Procedures](#) (HOOP).

HISTORY AND OPERATION OF THE PARTNERSHIP

The University of Texas at Brownsville and Texas Southmost College are joined together in a partnership, expanding educational opportunities in the Lower Rio Grande Valley and the state. This creative initiative is designed to improve the continuity, quality and efficiency of the educational programs and support services offered by the university and the college.

It combines the administrative, instructional and support services of the university and the community college and eliminates the artificial barriers between them. Continued program development, new program implementation, systemic cooperation with local schools and partnerships with other institutions of higher learning are major goals of this emerging partnership.

Texas Southmost College was created by the Brownsville Independent School District in 1926. It was the second community college to be founded in Texas. Originally known as the Junior College of the Lower Rio Grande Valley, its name was changed in 1931 to Brownsville Junior College. Upon the establishment of the Southmost Union Junior College District in 1949, it was renamed Texas Southmost College.

The bill that created The University of Texas at Brownsville in 1991 also authorized it to enter into a partnership arrangement with Texas Southmost College. The partnership was created under the provisions of Chapter 51, Subchapter N of the [Texas Education Code](#). The establishment of that partnership and its operational implementation in the fall of 1992 began the history of The University of Texas at Brownsville in partnership with Texas Southmost College.

The foundation for The University of Texas at Brownsville was laid in 1973 when Pan American University opened a center on the Fort Brown Campus of Texas Southmost College to teach upper-level and graduate courses. In 1977, the Legislature approved the establishment of Pan American University at Brownsville as an upper-level center. In 1989, Pan American University at Brownsville became a part of The University of Texas System as a consequence of The University of Texas-Pan American merger. This was the prelude to the establishment in 1991 of what is today The University of Texas at Brownsville, a free-standing university.

The governing boards of The University of Texas at Brownsville and Texas Southmost College each retain their statutory responsibilities. The University of Texas at Brownsville and the partnership are governed by the Rules and Regulations of the nine-member University of Texas System Board of Regents, which is appointed by the governor. The Southmost Union Junior College District is governed by a seven-member board elected at large from the ad valorem taxing district of the college, which includes most of Cameron County. Chapter 51 of the [Texas Education Code](#) also provided for the governing board of each institution to appoint members to a



Partnership Advisory Committee, which is composed of three members from each board. This committee makes recommendations concerning the development of coordinated programs and services to meet the needs of the communities served by the partnership.

The operation of the partnership consolidates the administrative, instructional and support services of the two institutions. Under the provisions of the partnership, Texas Southmost College retains all of its property and assets. The University of Texas at Brownsville leases needed facilities from the district. Through this unique arrangement, The University of Texas at Brownsville and Texas Southmost College have embarked on a quest to provide the finest educational opportunities that their consolidated resources can create.

MISSION STATEMENT

The mission of The University of Texas at Brownsville and Texas Southmost College partnership is to provide accessible, affordable, postsecondary education of high quality, to conduct research that expands knowledge and to present programs of workforce training and continuing education, public service, and cultural value. The partnership combines the strengths of the community college and those of a university by increasing student access and eliminating interinstitutional barriers while fulfilling the distinctive responsibilities of each type of institution.

The University of Texas at Brownsville and Texas Southmost College partnership offers certificates and associate, bachelor's and graduate degrees in liberal arts, the sciences, and professional programs designed to meet student demand as well as regional, national, and international needs.

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

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

PHILOSOPHY STATEMENT

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

First-Year Philosophy Statement

UTB/TSC is committed to providing an inclusive and nurturing environment. We will create pathways to empower learners to succeed as full partners in their own education and to become responsible citizens.



To best serve the unique needs of first-year students, we will:

- Exemplify a passion for the value of learning;
- Offer guidance and clarity in an unfamiliar environment of higher-education service;
- Advise students and families about available financial assistance;
- Facilitate intellectual growth in and out of the classrooms;
- Encourage civil discourse, questioning, and acceptance for diversity;
- Expect and honor academic integrity;
- Develop independent learners through critical thinking;
- Assess competencies for college preparedness and provide the support for success
- Provide opportunities to increase social skills; and
- Endeavor to engage students both on campus and in the community.

Our commitment is to providing every first-year student with the foundational success necessary for the challenges and opportunities of the 21st century.



ACADEMIC CALENDARS

[Academic Calendars](#) for terms and semesters are available at the UTB/TSC website.



PROGRAMS OF STUDY AND COURSE LISTINGS

Programs of study and course schedules for current and upcoming semesters are at the [Undergraduate Catalog](#) webpage. Detailed 2011-2012 course descriptions can be found at the [Undergraduate Catalog 2011-2012](#) webpage.

GENERAL EDUCATION CORE CURRICULUM

General education core curriculum requirements apply to all Associate of Arts, Associate of Science and bachelor's degrees. Associate of Applied Science degrees require 15 hours of specific general education core courses. The specific general education requirements for each major are listed on the official program of study. For further information, see your [Academic Advisor](#).

UNDERGRADUATE PROGRAMS

Program Type	Emphasis
Certificates – Level One (One-Year Programs of Study)	
Accounting Technology	
Administrative Management	
Auto Body Repair Technology	Refinishing Specialist Body Repair Specialist
Auto Mechanics Technology	Line Specialist Parts Specialist Repair Specialist
Business Information Systems Technology	
Child Care and Development	
Commercial Electrician – Small Wind Turbine Technology	
Computer-Aided Drafting Technology	
Computer Information Technology	
Computer Web Development	
Construction Technology – Green Building	
Emergency Medical Science	
Geothermal Heating and Cooling	
Legal Assisting	
Medical Coding and Billing	
Microsoft Certified Applications Specialist	
Office Management	



[Plumbing – Solar Thermal Technology](#)

[Residential Electrician – Solar Photovoltaic Technology](#)

Certificates – Level Two (One-Year Programs of Study)

[Emergency Medical Science](#)

[Licensed Vocational Nursing \(VN\)](#)

Associate Degrees (Two-Year Programs of Study)

[Architecture](#)

[Art](#)

[Business](#)

[Business Information Systems Technology](#)

[Business Management and Technology](#)

[Child Care and Development](#)

[Computer-Aided Drafting Technology](#)

[Computer Information Systems](#)

[Computer Science](#)

[Computer Web Development](#)

[Criminal Justice](#)

[Diagnostic Medical Sonography](#)

[Early Childhood Education and Teaching \(EC-6\)](#)

[Emergency Medical Science](#)

[Forensic Investigation](#)

[General Studies](#)

[Kinesiology EC-12th](#)

[Medical Laboratory Technology](#)

[Medical Office Management](#)

[Nursing](#)

[Nursing – Advanced Placement](#)

[Paralegal Studies](#)

[Radiologic Technology](#)

[Respiratory Care](#)

[Science](#)

[Social Work](#)

[Spanish Translation](#)

[Teaching Middle Grades \(Grades 4th-8th\)](#)

[Teaching High School \(Grades 8th-12th\)](#)

[Technology](#)

Bachelor's Degrees

Applied Business Technology

[Business](#)

[Legal Studies](#)

[Art](#)

[Applied Arts and Sciences](#)

[Biology](#)

Business

[Accounting](#)



[Entrepreneurship](#)

[Finance](#)

[International Business](#)

[Management](#)

[Marketing](#)

[Chemistry](#)

[Communication](#)

[Computational Science](#)

[Computer Information Systems Technology](#)

[Computer Science](#)

Criminal Justice

[Corrections](#)

[Criminology and Criminal Justice](#)

[Police Administration](#)

Engineering Physics

[Bioengineering](#)

[Computer Engineering](#)

[Electrical Engineering](#)

[Mechanical Engineering](#)

[Engineering Technology](#)

[English](#)

[Environmental Sciences](#)

[Government](#)

[Health and Human Performance \(Kinesiology\)](#)

[Health and Human Performance – Exercise Science](#)

[Health Services Technology](#)

[History](#)

[Mathematics](#)

[Multidisciplinary Studies](#)

Music

[Guitar](#)

[Instrumental](#)

[Keyboard](#)

[Vocal](#)

[Nursing](#)

[Physics](#)

[Psychology](#)

[Public Service](#)

[Sociology](#)

[Spanish](#)

[Spanish Translation and Interpreting](#)

[Workforce Leadership and Training](#)

Bachelor's Degrees, Teaching Certifications

[Computer Information Systems Technology EC Through 12th](#)

[Health Services Technology – Teaching](#)



[Early Childhood Through 6th Grade Bilingual Generalist](#)

[Early Childhood Through 6th Grade English as a Second Language Generalist](#)

[Early Childhood Through 6th Grade Generalist/EC Through 12th Special Education](#)

Middle School – 4th Through 8th Grade

[English-Language Arts Grades 4th Through 8th](#)

[Mathematics Grades 4th Through 8th](#)

[Science Grades 4th Through 8th](#)

High School – 8th Through 12th Grade

[English-Language Arts Grades 8th Through 12th](#)

[History Grades 8th Through 12th](#)

[History/Social Studies Grades 8th Through 12th](#)

[Mathematics Grades 8th Through 12th](#)

Science – 8th Through 12th Grade

[Biology](#)

[Chemistry](#)

[Environmental Sciences](#)

[Physics](#)

Early Childhood Through 12th Grade

[Art – EC Through 12th](#)

[Health and Human Performance \(Kinesiology\) – EC Through 12th](#)

Music – Early Childhood Through 12th Grade

[Guitar](#)

[Instrumental](#)

[Keyboard](#)

[Vocal](#)

[Spanish – EC Through 12th](#)

Support Areas

Anthropology

Art History

Biology

Business

Chemistry

Communication

Computer Science

Criminal Justice

English

Environmental Sciences

French

Gender

Geosciences – Geography

Geosciences – Geology

Government

Health

History

Kinesiology

Jazz

Leadership Studies

Mathematics



Music

Physics

Psychology

Sociology

Spanish

Spanish Translation

Minors

Art

Art History

Business

French

Military Science

Spanish

Institutional Awards

[Border and Transnational Studies](#)

[Forensic Investigation](#)

[Jazz](#)

[Phlebotomy](#)

[Mariachi Studies](#)



ENROLLMENT SERVICES

ADMISSIONS AND RECRUITMENT

Tandy 115/116 • 956-882-8295 • admissions@utb.edu

GO Center/Info Shop

Strategically placed in the Tandy Hall foyer on the Fort Brown Campus, the GO Center/Info Shop was created to improve relations with and provide efficient service and concise information to students and faculty, staff and community members. Through the use of cross-trained personnel and online student services, this center has successfully served as a tool to minimize paperwork, lines and confusion experienced by current and prospective students. As a one-stop center for information, it provides general university information, as well as guidance concerning, but not limited to, admission, financial aid, testing, billing, grades and registration.

Admission Policy

UTB/TSC maintains an open admission policy, but admission does not guarantee admission to all programs.

Beginning in fall 2012, UTB, separate from TSC, will begin implementing a university admission policy. Under this policy, the standards for automatic admission to UTB in fall 2012 will not be based on minimum SAT or ACT scores. However, beginning in fall 2013, the standards for automatic admission will be based on high school rank and scores on the SAT or ACT (see criteria below).

Criteria for Automatic Admission to UTB

High School Rank	SAT Score Math & Critical Reading (max: 1600)*	ACT Composite Score (max: 36)*
Top Quarter, fall 2012	Guaranteed Admission	
Top Quarter, fall 2013		
Top Quarter, fall 2014		
Second Quarter, fall 2012	No minimum score	
Second Quarter, fall 2013	790	16
Second Quarter, fall 2014	830	17
Third Quarter, fall 2012	No minimum score	
Third Quarter, fall 2013	830	17
Third Quarter, fall 2014	870	18
Fourth Quarter, fall 2012	No minimum score	
Fourth Quarter, fall 2013	870	18
Fourth Quarter, fall 2014	910	19



Students who do not meet the admission criteria defined in the table above may be eligible for holistic review. Students who wish to be considered for holistic review must contact the Office of Admissions to request such a review. The holistic review committee will not only review the student's high school rank and standardized test scores, but will also review the student's performance in specific high school courses, participation in extracurricular activities and community service, evidence of awards and accomplishments, demonstration of leadership skills, and various other factors that support the student's ability to succeed at the university.

Admission Requirements, Undergraduate

Persons meeting one of the following conditions may be admitted:

- **High School Graduation:** An official high school transcript showing the high school seal and date of graduation must be submitted to the Office of Admissions and Recruitment prior to enrollment.
- **Examination:** Applicants who did not graduate from high school may be admitted by successfully completing the [General Educational Development Testing Program](#) (GED). A copy of the certificate of high school equivalency with test scores must be submitted to the Office of Admissions and Recruitment prior to registration. Applicants who have not earned a high school diploma or GED must achieve passing scores on an approved test to qualify for federal aid. The test used at UTB/TSC to meet the Department of Education's requirement for ability-to-benefit (ATB) is the COMPASS. The COMPASS may be taken once every 30 days for ATB, and you must successfully pass all three sections (math, reading and English) at one test administration.
- **Individual Approval:** Applicants who do not qualify for admission under either of the above-mentioned conditions may be admitted if they are at least 18 years of age. Applicants must submit two letters of reference using the forms provided by the Office of Admissions and Recruitment. Applicants who have not earned a high school diploma or GED must achieve passing scores on an approved test to qualify for federal aid. The test used at UTB/TSC to meet the Department of Education's requirement for ability-to-benefit (ATB) is the COMPASS. The COMPASS may be taken once every 30 days for ATB, and all three sections – math, reading and English – must be successfully passed during one testing session.
- **Transfer From Another College:** Students who have attended other colleges must submit official transcripts from each institution to the Office of Admissions and Recruitment before admission. Transfer students with fewer than 30 college credits must attend Scorpionation. Additional provisions apply to transient students seeking to attend UTB/TSC for one semester or term. (See section on Transient Students.) Veterans applying for benefits must provide a transcript to verify credit for previous education.
- **Fresh Start:** Applicants who are Texas residents may seek to enter UTB/TSC pursuant to the "academic fresh start" program described in Texas Education Code, § 51.931. Applicants who elect to apply under this program must do so in writing and may not receive any course credit for courses taken 10 or more years before enrolling under academic fresh start. UTB/TSC will not consider in the admissions decision any academic course credits or grades earned by the applicant 10 or more years prior to the starting date of the semester in which the applicant seeks to enroll. (Texas Education Code, Section 51.931(c))



- **Concurrent Enrollment:** High school students may, upon recommendation of their high school principal, be permitted to enroll. Concurrently enrolled students receive college credit only. The “Request for Concurrent Enrollment Form,” which is available at the Office of Admissions and Recruitment, and a copy of the high school transcript with test scores must be submitted to the Office of Admissions and Recruitment. Students interested in concurrent enrollment must meet the Texas Success Initiative testing requirement. Information about testing requirements is available in the “Testing” section of this catalog.
- **Dual Enrollment:** High school students may, upon permission of the parent or guardian, be permitted to enroll. Dual-enrolled students receive simultaneous high school and college credit. The “Dual Enrollment Application and Student Guidelines Form” must be submitted to the Office of Dual Enrollment along with a copy of the high school transcript with test scores. Students interested in dual enrollment must meet the Texas Success Initiative testing requirement or other requirements available at the [Office of Dual Enrollment](#).
- **Audit:** Students who choose to audit courses must obtain departmental approval and will not receive academic credit for the course. Auditing is only offered on a space-available basis for some courses. Interested persons should contact the Office of the Registrar. For further information, refer to the “Audit” section of this catalog.
- **Nondegree-seeking Students:** Students who do not intend to seek a degree or complete a program are asked to contact the Office of Admissions about a special admission policy for undergraduates.
- **Family Members of Certain Deceased Public Servants:** Applicants are entitled to automatic admission if they satisfy the admission requirements and are children of public servants listed in § 615.003 of the Texas Government Code who were killed or sustained a fatal injury in the line of duty.

NOTE: Documents received by the Office of Admissions and Recruitment become property of UTB/TSC and cannot be returned to the student.

Steps for Undergraduate Admission:

1. **Application:** Complete an admission application online at utb.edu or applytexas.org.
2. **Academic credentials:** Submit one of the following academic credentials to the Office of Admissions and Recruitment in Tandy 115:
3. **Incoming freshmen:** official high school transcript (sent directly from the high school to the university), GED certificate, or two letters of reference if applying under the individual approval status.
4. **Transfer students:** official college transcripts for all institutions attended (sent directly from the institution to the university).
5. **Returning UTB/TSC students:** official transcripts from all other colleges (if any were attended) since the last enrollment.



6. **Residency:** Submit proof of Texas state residency for tuition purposes to the Office of Admissions and Recruitment in Tandy 115. All residency documents must include students' names and addresses and must be dated 12 months prior to the official record date of the semester. This includes former students who have not attended UTB/TSC for more than a year. Students may be required to complete the "Core Residency Questionnaire" required by 19 [Texas Administrative Code](#) §21.21, et seq. Examples of proof of residency:
- Utility bills for the 12 months preceding the census date
 - Texas high school transcript for full senior year preceding the census date
 - Transcript from a Texas institution showing presence in the state for the 12 months preceding the official record date
 - Texas driver's license or Texas ID card with an expiration date of not more than four years
 - Cancelled checks that reflect a Texas residence for the 12 months preceding the census date
 - Current credit report that documents the length and place of residence of the applicant or dependent applicant's parent.
 - Texas voter registration card that has not expired
 - Pay stubs for the 12 months preceding the census date
 - Bank statements reflecting a Texas address for the 12 months preceding the census date
 - Ownership of real property with copies of utility bills for the 12 months preceding the census date
 - Registration or verification from licensor, showing Texas address for licensee
 - Written statements from the office of one or more social service agencies attesting to the provision of services for at least the 12 months preceding the census date
 - Lease or rental of real property, other than campus housing, in the name of the applicant or the dependent applicant's parent for the 12 months preceding the census date
7. **International Students:** Submit the required documents for a student visa or present valid immigration documentation. For further details, contact the international admissions assistant in the Office of Global Engagement (Lighner 104) at 956-882-8298.
8. **Testing:** All students must comply with Texas Success Initiative Policy (College Ready).
9. **Incoming freshmen:** All incoming freshmen who are not exempt from the state-required test must take either the COMPASS/eWrite, THEA or Accuplacer. Contact the GO Center/Info Shop at 956-882-7611 or visit them in the Tandy Hall foyer. Alternatively, contact the Office of Testing at 956-882-8875.



10. **Transfer students:** If students' TSI scores are not on the official transcripts, state required test exemption information or official TSI scores must be submitted to the Office of Testing located.
11. **Financial Aid:** Students who need financial assistance to pay for college should visit the financial-aid section of this catalog and the website for the [Office of Financial Aid](#). Applications for financial aid should be completed prior to each semester's [priority deadline](#).
12. **Scorpiontation (incoming freshmen only):** All incoming freshmen must attend [Scorpiontation](#) (UTB/TSC orientation), at which point they will be advised and have an opportunity to register for courses. Register for orientation by filling out the Scorpiontation form (available online). Students who fail to attend their appointed sessions will be charged a no-show/cancellation fee. For more information regarding orientation, visit the Office of the Dean of Students or call 956-882-5141 or visit utb.edu/scorpiontation.
13. **Advising (incoming freshmen only):** All students must meet with an Academic Advisor. Incoming freshmen will be advised at Scorpiontation, (See above.) or may visit the [Academic Advising Center](#) in the Lightner Center. Students may call the Academic Advising Center at 956-882-7362 for an appointment.

Change of Contact Information and Name Procedures

Change of Contact Information

To receive important university information, students must check Scorpion Online each semester to update their contact information, including home address, e-mail address and phone numbers. Students will not be excused from penalties on grounds of not receiving communications if their new home address, e-mail address or phone number was not reported.

Change of Name

Records of students' names are based upon the application for admission. Subsequent changes of name should be promptly reported to the Office of Admissions and Recruitment in Tandy 115. Students wishing to change their names on their permanent academic records must present copies of their birth certificates. To correct spelling or proper sequence of a name, students must present copies of their birth certificate. To change to a new legal name, students must present the proper name change form and a copy of the signed court order showing the authorized new legal name. To assume their husbands' last names, students must present the proper name change form and a copy of the marriage certificate. Female students who wish to discontinue the use of a married name and resume the use of a maiden name, or another name, must present a divorce decree or signed court order showing court restoration of the maiden, or other name. Former students (not currently enrolled) may change a legal name to a new legal name by following the above procedure.

Former Students, Admission (Readmission)

Former students of UTB/TSC or TSC are required to file a readmission application if they have not been enrolled during one of the two previous semesters or terms. Former students must submit transcripts from all colleges attended since the last enrollment. Former students who are not in good standing may be eligible for readmission on probation. If students seeking readmission were enrolled at other colleges or universities after last attending UTB/TSC, they are considered transfer students and must submit official transcripts from all colleges they attended since their last enrollment at UTB/TSC.



However, students who withdraw from the university to perform active military service as a member of the U.S. armed forces or the Texas National Guard (but not solely to attend Texas National Guard training exercises) will not have to reapply for admission but will be readmitted upon a request made within one year of being released from active military services and may be eligible for the same financial assistance provided before their withdrawal. For more information, visit the Veteran’s Resource Center in Tandy 214, 956-882-8980.

Former Armed Forces Members, Admission

Students who are former members of the armed forces and are admitted as undergraduates or readmitted as undergraduates (after having withdrawn to perform military service) must complete 12 hours of course work, and they will then will be given one hour of course credit for the physical-education core course required at UTB/TSC for undergraduate degrees. To be eligible, a veteran must have graduated from an accredited public or private high school or a high school operated by the U.S. Department of Defense and been honorably discharged from the U.S. armed forces after completing at least two years of service or because of a disability. To receive the credit, students must provide proof of eligibility to the Veteran’s Resource Center located in Tandy 214 ([Texas Education Code](#), § 51.3042).

International Students, Admission

All international students must comply with all the general undergraduate admission requirements.

Additionally, all students must request a “Certificate of Eligibility for Nonimmigrant (F-1) Student Status” (I-20) at the Office of Global Engagement (Lightner 104) in order to obtain a student visa at the nearest U.S. Consulate or Embassy. There is a one-time nonrefundable fee for the undergraduate international student admission application of \$50.

All international students holding nonimmigrant visas must maintain approved comprehensive medical insurance while enrolled. The cost varies and is in the amount of the premium approved for The University of Texas System health-insurance plan. This cost will be automatically added to the tuition and fees at every registration. This charge may not be paid in installments. Mexican students are exempt from this requirement unless they are on a J-1 visa.

Students may also present proof of an acceptable alternate insurance to the International Student Advisor in the Office of Global Engagement (Lightner 104) to obtain a health-insurance waiver. Proof of insurance must include an identification card with insurer’s name, policy coverage showing effective and expiration dates and coverage of at least \$100,000 in medical benefits. The insurance identification card must be in English. If the required medical evacuation and repatriation coverage is not included, it may be purchased separately. This waiver must be renewed every semester. Students that are granted a waiver must immediately notify Office of Accounting and Finance (Tandy 108) so that an additional charge does not appear on the statement of charges.

For international admission procedures for graduate studies, consult the [Office of Graduate Studies](#) in the University Boulevard Classroom Building, Room 1.202. There is a one-time nonrefundable fee for the graduate international student admission application of \$100.

Military Service Activation Interruption of Education



Students who are reservists or members of the National Guard may be called to active duty in the U.S. military after a semester or term has begun. These students have several options for the treatment of their enrollment and tuition.

Option to Remain Enrolled and Complete Coursework Following Brief Military Service

Under certain circumstances, students who are required to participate in active military service are excused from scheduled classes or other required activities and will be allowed to complete assignments or examinations within a reasonable time after the absence. Excused absences are permitted only if students will miss no more than 25 percent of the total number of class meetings or the contact hour equivalent (not including the final examination period) for the specific course or courses in which they are enrolled at the beginning of the period of active military service.

Option to Withdraw, Receive Incomplete Grade or Receive Final Grade

Reservists or members of the National Guard called to active duty in the U.S. military who receive activation orders after the start of a semester or term have four other options for the treatment of tuition and fees paid to UTB/TSC and transcript notation. According to state statutes and coordinating board rules, the students may request any one of the following:

- **Withdrawn-Called to Military Duty:** The Office of the Registrar will process the withdrawal of students from all classes and record Withdrawn-Called to Military Duty (WM) on students' transcripts and the Office of Accounting and Finance will refund the tuition and fees paid students for the semester or term in which they withdraw.
- **Incomplete-Called to Military Duty:** Students may petition instructors to assign an incomplete grade in each course. (See "Incomplete Grades" section of the catalog for eligibility.) The Office of the Registrar will designate each eligible course as Incomplete-Called to Military Duty (IM) on students' transcripts. Please **NOTE:** IM grades must be resolved by students once the required paperwork is signed by the required parties within one year from the "release from active duty" date on military orders.
- **Final grade based on completed coursework:** Students may petition instructors to assign an appropriate final grade or credit for the course after successfully completing a substantial amount of coursework and having demonstrated sufficient mastery of the course material.
- **Withdrawal before official record date:** If students withdraw before the official record date of the semester or term in which they are called to active military duty and they request military leave, courses will be dropped. Courses dropped on or before official record date will not appear on their transcripts. Students may also be eligible for a refund of tuition and fees. Students should contact the Office of Accounting and Finance to inquire about eligibility for a refund.

NOTE: There are no provisions for refunds for active duty service members who are deployed as a result of military orders or for individuals who choose to enter the service. The provisions listed above apply only to reservists or members of the National Guard called to active duty.

Option for Automatic Readmission Following Military Service



Reservists or members of the National Guard called to active duty (not including routine National Guard training) may be readmitted without application or payment of additional application fees within one year of the release from active duty date on military orders. Applicable students will retain academic standing and financial assistance eligibility if they meet current eligibility requirements, other than continuous enrollment or other timing requirements.

Residency Classification for Tuition Purposes

Lower-division Resident Indistrict Students

Residents of the taxing district of Texas Southmost College, which includes Brownsville, South Padre Island, Port Isabel, Laguna Vista, Bayview, Los Fresnos, Olmito, Rancho Viejo and certain areas in San Benito, pay indistrict tuition rates.

Individuals and their dependents who are domiciled in the United States and own property in the district subject to ad valorem taxation are also charged the indistrict rate.

Evidence of ownership of such property shall be a current certificate of payment provided by the Cameron County, Texas, tax-assessor collector. It must be submitted with the application for admission and will be retained. This evidence must be resubmitted annually.

Dependents of property owners must submit a copy of the prior year's income tax form listing the student as a dependent.

Lower-division Resident Out-of-district Students

Residents who do not reside in the Texas Southmost College taxing district (described above) must pay out-of-district tuition rates for their lower-division courses.

Lower-division Nonresident Students

Citizens or permanent residents of the United States who are not domiciled in the United States are classified as nonresidents. Foreign students or aliens who are not permanent residents of the United States or who have not been permitted by Congress to adopt the United States as domicile while in this country also are classified as nonresidents.

Individuals classified as nonresident or foreign students may qualify, under exceptions specified in the statutes and rules, for resident tuition rates and other charges while continuing to be classified as nonresident or foreign students.

Students entering for the first time, or students reentering after an absence of more than one semester or term, should carefully read the rules governing residence in order to be prepared to pay the required tuition. Information and advice regarding residency status is available from the Office of Admissions and Recruitment.

Upper-division, Undergraduate Resident Students

For upper-division courses residents are defined as persons or dependents of parents who have established domiciles in Texas no fewer than 12 months before the official record date of the academic semester or term in which they enroll in an institution and who maintain a domicile continuously in Texas for the 12 months



immediately before the record date of the academic semester or term in which they enroll in an institution. Individuals are also residents for tuition purposes if they meet the following requirements:

- Graduated from an accredited Texas high school, received a GED or successfully completed a nontraditional secondary education such as a home-school
- Continuously maintained a residence in Texas for the 36 months immediately before graduating from high school or receiving the GED
- Resided in Texas for the 12 months before the record date of the academic semester or term in which they enrolled in an institution.

In addition to satisfying the domicile requirements, students who seek resident status for tuition purposes must be either U.S. citizens, permanent residents of the United States, aliens that have filed an I-485 application for permanent residency and have been issued a fee-filing receipt or notice of action by USCIS showing that their I-485 has been reviewed and has not been rejected, or aliens who have been permitted by Congress to remain in the United States under certain conditions. For a complete list of immigration categories under which non-U.S. citizens may establish a domicile in Texas for resident tuition purposes, please review the [Texas Administrative Code](#).

Upper-division, Undergraduate Nonresident Students

Individuals are nonresidents for tuition purposes if they are citizens, permanent residents of the United States or otherwise qualifying non-U.S. citizens who have not met the state requirements for establishing residency for tuition purposes. While the state requirements for establishing residency are complex and should be referred to in each particular circumstance, they generally require a minimum of 12 months residence in Texas before enrollment.

Upper-division, Undergraduate Foreign Students

Individuals classified as nonresident or foreign students may qualify, under certain exceptions specified in these rules, for resident tuition rates and other charges while continuing to be classified as nonresident or foreign students. Information about residency, reclassification, tuition exceptions and waivers is available at the Office of Admissions and Recruitment and the Office of Financial Aid. (Tuition and fees are subject to change as laws and conditions may necessitate.)

Upper-division, Waivers for Certain Nonresident Students

Persons who are not residents for tuition purposes may be permitted to pay resident tuition if they qualify under a waiver program. Waiver programs exist for several different categories of students, including, but not limited to, certain students whose families' jobs have been transferred to Texas under economic development programs; teachers, professors, teaching assistants, research assistants and their spouses and dependents; competitive scholarship recipients; individuals from Mexico; beneficiaries of the [Texas Tomorrow Fund](#); inmates of the Texas Department of Criminal Justice; registered nurses in postgraduate nursing degree; certain Foreign Service officers; members of the armed forces and their families; certain family members of Armed Forces service members who died while in service; and certain veterans and service members, their spouses and children if the veterans or service members are eligible for benefits under the federal Post-9/11 Veterans Educational Assistance Act of 2008 or any other federal law authorizing educational benefits for



veterans. Additional Information about these waivers is available at the Office of Admissions and Recruitment and the Office of Financial Aid.

Required Residency Documentation

Students are responsible for providing proof of residency documentation as required by the public institution of higher education. If students question whether they are correctly classified as a resident or nonresident of Texas, it is their obligation, prior to or at the time of enrollment, to raise the question with the administrative officials of the institution in which they are enrolling for official determination. Students classified as Texas residents must affirm the correctness of that classification as part of the admission procedure. If students' classification as a resident becomes inappropriate for any reason, it is their responsibility to notify the proper administrative officials at the institution. Failure to notify the institution may result in disciplinary action or other penalties.

Reclassification as a Nonresident

Persons who have been classified as residents of Texas will be reclassified as nonresident students whenever they report, or there are found to exist, circumstances indicating a change in legal residence to another state. If students who have been classified as residents of Texas are found to have been erroneously classified, those students will be classified as nonresidents and will be required to pay the difference between resident and nonresident fees for those semesters or terms in which they were erroneously classified.

Reclassification as a Resident

Persons classified as nonresidents of Texas upon first enrollment are presumed to be nonresidents while they continue as students. After residing in Texas for at least 12 months, nonresident students may be reclassified as resident students as provided in the rules. Tuition as a resident of Texas will be charged at any subsequent registration as long as they continue to maintain their legal residence in Texas. Supporting documentation for reclassification must be submitted to the Office of Admissions and Recruitment prior to the official record date.

Transient Students and Transfer of Credit

Applicants actively seeking a degree at a college or university, or "home institution" other than UTB/TSC, may be considered for admission to UTB/TSC as transient students. Transient enrollment is limited to one semester or term only. Transient students are nondegree-seeking and are not eligible for financial aid. Transient students must abide by the satisfactory academic progress standards of their home Institution and not those of UTB/TSC. Applicants who wish to attend UTB/TSC for more than one consecutive semester or term, or to seek a degree from UTB/TSC, must apply for admission as transfer students. At all times, transient students are solely responsible for selecting courses at UTB/TSC that meet the requirements of their respective home institutions.

Transient Application Procedures

By the applicable deadline for the selected semester or term, submit the following to the UTB/TSC Office of Admissions and Recruitment:

- Transient-student application, which must be received on or before the posted deadline.



- Transient form signed and dated by an authorized official of the home institution

Transfer Student Outreach, Incentives and Transfer of Credit

Many students do not take the conventional, straight path from high school to a four-year college degree. UTB/TSC welcomes applications for admission from transfer students who are in good standing at other institutions of higher education. Moreover, UTB/TSC strives to enable transfer students to blend their college experiences seamlessly – and without financial penalty.

Transfer of Credit Policy

Regular, undergraduate academic credit may be transferred from another institution if:

- The credit was earned at an accredited institution.
- The nature, content and level of the courses for which credit is sought are comparable to courses offered by UTB/TSC.

An official transcript evaluation will determine actual credit awarded. Catalog descriptions and other materials from the institution at which the credit was earned will be used to determine whether transfer credit will be applicable toward a degree. Credit is normally evaluated for courses offered at the same level (2000-level course for a 2000-level course). If academic credit is sought for transfer work taken at a different level, students must follow the procedures for disputing transfer credit. (See the section on “Disputes Involving Transfer Credits.”)

In the case of postsecondary work from foreign institutions, the university requires students transferring work from foreign institutions to provide an evaluation from a professional source to determine if transfer credit will be applicable for admission or degree purposes. A list of acceptable foreign credential evaluation services is available from the Office of Admissions and Recruitment.

There is no limit to the number of hours credited for acceptable transfer courses.

Some courses will not transfer:

- Precollege courses, such as remedial or developmental reading, writing and mathematics; speed-reading; remedial science and orientation
- Courses that are not approved as part of the Texas Workforce Education Course Manual or are not part of the Associate of Applied Science (A.A.S.) or certificate programs (There will be exceptions to this rule in the case of the Bachelor of Applied Arts and Sciences (B.A.A.S.) and the Bachelor of Applied Technology (B.A.T.) degrees.)
- Doctrinal courses in religion (Courses in religion of a historical or literary nature (but nondoctrinal) are transferable up to a maximum of 12 credit hours of lower-division credit.)

Credit for Life Experience



In the case of the Bachelor of Applied Arts and Sciences (B.A.A.S.) and the Bachelor of Applied Technology (B.A.T.), credit is accepted:

- That has been validated and placed on the transcript by an accredited community college or technical institution as an integral part of an Associate of Applied Science (A.A.S.) or certificate
- Through the approval of a submitted portfolio developed through the EXPL 2301 Analysis of Learning Outcomes and Competencies course

Disputes Involving Transfer Credits

The Office of Admissions and Recruitment is responsible for evaluating transfer credit and will inform students of credits awarded. If the Office of Admissions and Recruitment does not accept course credit earned at another institution of higher education, it will notify students and the sending institution that transfer credit has been denied and identify the reasons for the denial. Written notice will also include the procedures for resolving transfer disputes for lower-division courses, accompanied by instructions outlining the procedures by which students may appeal the decision to the Commissioner of the Texas Higher Education Coordinating Board.

Students who receive such a notice may dispute it by following the appeal process below or by contacting the designated official at the sending institution. UTB/TSC, the institutions and students will first attempt to resolve the transfer of the course credit in accordance with Texas law. That attempt will follow these procedures:

- Students will submit the completed “Transcript Evaluation Petition” form (available online from the Office of Admissions and Recruitment) to the appropriate academic college for review.
- Once the “Transcript Evaluation Petition” has been reviewed by the Chair and Dean of the appropriate academic college, the decision will be forwarded to the Office of Admissions and Recruitment:
- If transfer credit is approved by the appropriate academic college, the Office of Admissions and Recruitment will grant transfer credit and notify students about the transfer credits awarded.
- If the transfer credit is denied by the appropriate academic school or college, the appropriate academic college will notify students about the transfer credits denied.
- If the dispute cannot be resolved to students’ or sending institutions’ satisfaction within 45 days after students receive the denial notice, the sending institution may ask the Commissioner in writing to resolve the dispute and UTB/TSC will notify the Commissioner of the Texas Higher Education Coordinating Board in writing about the denial and the reasons for the denial. The Commissioner or the Commissioner’s designee will make the final decision on the dispute and notify the student and institutions in writing of that decision.

Resolution of Transfer Disputes for Lower-division Courses

The following procedure, which is outlined in 19 [Texas Administrative Code](#), §4.27, will be followed by public institutions of higher education in resolving disputes involving transfer of lower-division courses:



14. If a public institution of higher education does not accept course credit earned by students at another institution of higher education, the receiving institution shall give written notice to the students that the transfer of the course credit is denied. A receiving institution shall also provide written notice of the reasons for denying credit for a particular course or set of courses at the request of the sending institution.
15. Students who receive notice as specified above may dispute the denial of credit by contacting a designated official at either the sending or receiving institution.
16. The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with the [Texas Higher Education Coordinating Board](#) rules and guidelines.
17. If the transfer dispute is not resolved to the satisfaction of students or the sending institutions within 45 days after the date students received written notice of the denial, the institution that denies the course credit for transfer shall notify the Commissioner of the Texas Higher Education Coordinating Board of its denial and the reasons for the denial.

The Commissioner of the Texas Higher Education Coordinating Board or the Commissioner's designee shall make the final determination about a dispute concerning the transfer of course credit and give written notice of the determination to involve students and institutions.

Questions concerning the evaluation of transfer credit should be referred to the Office of Admissions and Recruitment. UTB/TSC students who have difficulty having the UTB/TSC credit accepted at other Texas public institutions should contact the Office of the Registrar at UTB/TSC for initiation of the transfer dispute resolution process.

FINANCIAL AID

Tandy 206 • 956-882-8277 • utb.edu/financialaid • financialaid@utb.edu

Student financial assistance programs help eligible students who, without such aid, would be unable to attend college. Financial assistance for eligible students is available in the form of grants, loans, college work-study, veterans' benefits and scholarships. For specific work-study opportunities, visit the "[Work-study](#)" webpage at the Office of Financial Aid website.

Students are encouraged and, in some cases, required to complete the "Free Application for Federal Student Aid" (FAFSA) if they wish to be considered for some of the scholarships offered at UTB/TSC. All students are strongly encouraged to complete the federal financial aid application process and to check with the Office of Financial Aid periodically regarding the availability of scholarships.

Students subject to Selective Service registration are required to be registered or prove exemption from selective service registration to be eligible for federal or state financial assistance.

Students are required to maintain certain scholastic standards in order to continue receiving certain financial aid. See the "Undergraduate Satisfactory Academic Progress (SAP) Standards for Financial Aid" section (below) for more information.

Cost of Attendance



The Cost of Attendance (COA) is an estimate of what it costs the typical student to attend UTB/TSC for a given period of time, and includes the following components: tuition and fees, books and supplies, room and board, transportation, and personal and miscellaneous expenses.

Standardized costs of attendance are established each year and are applied to applicants in similar situations. This means that students with similar circumstances will receive the same allowances for each component included in the cost of attendance. Students may request a cost of attendance evaluation by providing current documentation of expenses with a written explanation of unusual circumstances to the UTB/TSC Office of Financial Aid.

For an academic year, the most common costs of attendance at UTB/TSC can be found at the [Office of Financial Aid](#) website.

Competitive Scholarships

Academic scholarships will be awarded on a competitive basis based on earned grade point average or other relevant academic criteria. Scholarships are awarded to promote academic excellence.

Developmental Credits: How They Affect Enrollment Status

Students cannot receive financial-aid consideration for more than the equivalent of one year of developmental courses (30 semester credit hours). This limit applies to ESL courses and courses below the 1000 level. Any developmental credit hours attempted after reaching 30 hours will not be counted in students' enrollment status as used in determining financial-aid eligibility. For example: Students who have already completed or attempted 30 developmental credit hours, but then enroll for 12 credit hours with three of the hours as developmental credit hours will only receive financial aid for nine credit hours (three-quarter-time status).

Distribution of Financial Aid Funds

Typically, financial assistance funds will be applied to student accounts to cover tuition and fees. Award balances for that period are deposited directly to students' bank accounts or manual checks are prepared and mailed to students on or about the first class day. Eligible students who register late will receive the balance of their award after the official record date.

Enrollment Status: How it Affects Student Financial Aid

The Office of Financial Aid recalculates financial aid eligibility for students changing enrollment status on or before the official record date (twelfth class day for fall or spring semesters, fourth class day for summer terms). Recalculations are processed for schedule changes initiated by students (in the form of add/drops) or by the university (in the form of canceled courses or other administrative changes).

If students add, drop or withdraw from courses after financial aid is disbursed, and this results in a decrease in total credit hours enrolled, financial aid funds may be owed back to financial aid program or students may owe other charges to the university. Check with a financial aid Advisor in the Office of Financial Aid before making schedule changes.



Some awards, including Pell Grants, are adjusted based on the number of hours enrolled at the end of the official census period. Other awards, including federal student loans, may no longer be disbursed after students drop below half-time status within the loan period. Students should also be aware that changes to enrollment status for a specific semester or term may also impact program participation or eligibility for future semesters or terms.

If the financial aid eligibility is increased and a credit remains after the revised tuition and fees are determined, the available balance will be deposited to the students' bank accounts or mailed to students by the Office of Accounting and Finance. If the financial aid package is reduced and an account balance remains after the Office of Accounting and Finance recalculates tuition and fees, the students are responsible for promptly paying this amount in full. In general, students dropping below half-time status on or before the official record date are ineligible for most forms of financial aid and, just as students completely withdrawing from UTB/TSC, may be required to repay awards or tuition balances, in accordance with the Title IV Returns policy.

NOTE: Students reducing enrollment status after the official record date should refer to the "Undergraduate Satisfactory Academic Progress (SAP) Standards for Financial Aid," and students completely withdrawing from the institution, before or after the official record date, should also refer to the "Procedures for Return of Title IV Funds."

Failure to Earn a Passing Grade

If students fail to earn passing grades in all classes during the semester or term, the institution will assume they withdrew unofficially and will calculate the return of Title IV funds accordingly. If students withdraw prior to completing 60 percent of the semester or term, students may owe funds to the Title IV financial aid programs or the institution. Students have 10 days from the date the institution notifies them to clarify their enrollment status. Students have 45 days from the date the institution notifies them in writing to make payment arrangements. Students are responsible for payment of any institutional charges or Title IV funds resulting from delayed notification of the last date of instructional activity. Failure to make satisfactory payment arrangements on or before the 45th day may result in the following consequences:

- Notification to the federal government of overpayment
- Notification to lenders, servicers and guarantors of the last date of attendance on at least a half-time basis
- Cancellation of future scheduled loan proceeds
- Cancellation of future scheduled restricted grant, scholarship or work-study program funds
- Cancellation of future scheduled Pell Grant awards, Academic Competitive Grants and National SMART awards
- Ineligibility for aid in the future, or until overpayment is settled

Students should meet with a financial aid Advisor for a withdrawal evaluation before making a decision to withdraw or stop attending classes.

Return of Title IV Student Financial Aid Funds When Students Withdraw



When federal Title IV grant or loan assistance is disbursed, but recipients do not complete the semester or term, the law requires that UTB/TSC calculate the amount that must be returned by the school or students to Title IV program accounts.

The date students initiate withdrawal or the date the institution determines students officially or unofficially withdrew (stopped out) is used for calculating the percentage used in the formula for return of Title IV funds. For students who withdraw without notifying the institution (unofficially withdraw or drop out), the withdrawal date is:

- The midpoint of the payment period or period of enrollment, as applicable
- At the institution's option, the student's last date of attendance at an academically related activity
- If the institution determines that students left without notification because of illness, accident, grievous personal loss or other such circumstances beyond their control, the date that the institution determines is related to that circumstance.

The number of days from the first class day to the withdrawal date divided by the number of days in the payment period (semester or term) equals the percentage of Title IV funds earned. If the withdrawal date is after the 60 percent point of the semester or term, students have earned 100 percent of the Title IV funds.

NOTE: For additional Information about withdrawals, return of Title IV and sample calculations, see a financial aid Advisor.

Procedures for Return of Title IV Funds

If the total amount of Title IV grant or loan assistance that students earned is less than the amount disbursed to or on behalf of students, the difference between these amounts must be returned to the Title IV programs in the following order of priority (not to exceed the amount originally disbursed):

- Unsubsidized federal direct loans
- Subsidized federal direct loans
- PLUS direct loans
- Federal Pell Grant (As of summer 2010, students meeting new criteria may qualify for additional year-round Pell awards.)
- Academic competitive grant
- National SMART Grant
- Federal SEOG Grant
- Other Title IV assistance (excluding FWS)

The institution and students share the responsibility for returning Title IV aid. The school returns unearned Title IV funds that have been paid to the school to cover the student's institutional charges received from Title



IV grant or loan programs. Students are responsible for repaying UTB/TSC for any unpaid institutional charges resulting from the return of Title IV funds calculation.

The institution must return Title IV funds due to the federal programs no later than 45 days after the date the institution determines students withdrew.

If students owe funds back to the Title IV programs, the institution will advise them within 45 days of determining that they withdrew. Students have 45 days from the date of notification from the institution to take action on the overpayment. If their portion of unearned Title IV funds included a federal grant, students have to pay no more than 50 percent of the initial amount that they are responsible for returning. Immediate repayment of the unearned loan amount is not required because students repay the loan to the lender according to the terms or conditions in the promissory note. The institution will advise the lenders of students' withdrawals within 45 days of determining students withdrew.

No additional disbursements may be made to students for the semester or term. If students do not repay the amount owed to the Title IV programs or do not make satisfactory payment arrangements with the U.S. Department of Education, UTB/TSC will report to the [National Student Loan Data System](#) (NSLDS) that the students received overpayment. The students lose eligibility for further Title IV aid until this is resolved.

NOTE: Students completely withdrawing after the official record date (ORD) should also refer to the "Undergraduate Satisfactory Academic Progress (SAP) Standards for Financial Aid."

Undergraduate Satisfactory Academic Progress (SAP) Standards for Financial Aid

UTB/TSC monitors academic progress every fall and spring semester or term to identify enrolled students who are experiencing difficulty achieving their academic goals. Academic standing is an evaluation based on grade point averages and course completion rates. The Maximum Hours Evaluation is used to measure a student's progress within a degree program. Both SAP evaluations include all undergraduate credits for which students are registered for on the official record date (according to the published [Academic Calendar](#)) during any period of credit-hour enrollment offered at UTB/TSC, including miniterms and summer terms and all accepted transfer credits, even for courses taken during periods when students were not receiving financial aid and periods of dual enrollment. Earned hours are those credits for which students receive a passing grade (according to grade standards published in the Undergraduate Catalog). Courses with grades of A, B, C, D, P and CR are considered as attempted and earned semester credit hours. Courses with grades of F, W, WS, WC and WM are considered as credit hours attempted, but not earned. Incomplete courses (with grade of I or IM) are considered as attempted hours until a final grade is posted. Students are required to request a re-evaluation after successful completion of an incomplete course. Repeated course hours (designated as R) are included as attempted hours but excluded from earned hours, regardless of course grade. Withdrawn courses are considered attempted credits but are excluded from earned credits, regardless of reason for withdrawal. For more information on grades, see the "Grade Explanation" table in this catalog.

The components of the "Undergraduate Satisfactory Academic Progress (SAP) Standards for Financial Aid":

- Academic standing



- Maximum hours

Undergraduate Academic Standing

Undergraduate students interested in receiving financial aid consideration must maintain good standing, as defined in the institutional SAP policy available at the UTB/TSC "[Satisfactory Academic Progress](#)" website. Students in probation status may also receive financial aid consideration. However, students entering or returning from suspension status, must have an approved appeal from the Office of the Vice President for Academic Affairs in order to receive financial aid consideration for undergraduate maximum hours

The standard for maximum hours evaluates the number of cumulative attempted credits against the maximum hours allowed for the program of study. In order to receive financial aid consideration, students may not exceed 150 percent of the minimum credits required to complete the program of study.

Enrolled students with attempted credits totaling at least 85 percent of the maximum hours for the program of study after the fall or spring semester or term will receive a "Maximum Hours Alert." Students with attempted credits equal to or exceeding the maximum hours enter maximum hours suspension and may no longer receive financial aid for the active program of study.

For example, for students pursuing an associate degree requiring 64 credit hours, no financial aid consideration would be available after attempting 96 credit hours, even if they have yet earned the associate degree and meet all other satisfactory academic progress standards. ($64 \times 1.5 = 96$)

Two appeal options are available to students entering or returning from suspension status:

- Academic standing appeal: administered by the Office of the Vice President for Academic Affairs
- Maximum hours appeal: administered by the Office of Financial Aid

Undergraduate Academic Standing Appeal

To appeal an academic standing suspension, students must submit a written appeal with supporting documentation and a current UTB/TSC unofficial transcript to the Office of the Vice President for Academic Affairs. Appeal forms are available at the "[Satisfactory Academic Progress](#)" website. The appeal must explain and documentation must support the unusual circumstances that prevented them from meeting required academic standards. Unusual circumstances may include: death of a close family member, extended illness, personal injury or other extraordinary circumstances. Supporting documentation may include death certificate, physician's statement or police report. During the appeal process students must be prepared to pay their own expenses, such as tuition, fees, books and supplies without expectation of financial aid reimbursement. A decision by the Academic Standing Appeal Review Committee will be rendered within two weeks. The decision is final.

Undergraduate Maximum Hours Appeal



To appeal a maximum-hours suspension, students must submit to the Office of Financial Aid an approved degree plan with an analysis by their Academic Advisor indicating the total remaining hours required for program completion.

Students may appeal to the Office of Financial Aid if the maximum hours limit is met or exceeded due to developmental hours, changes in majors, degrees, or if pursuing a second degree or certificate. During the appeal process, students must be prepared to pay their own expenses – tuition, fees, books, supplies – without expectation of financial aid reimbursement. A decision by the Financial Aid Maximum Hours Appeal Review Committee will be rendered within two weeks and is final.

Undergraduate Financial Aid Consideration

If students responsible for paying their own expenses – tuition, fees, books, supplies – they will not be reimbursed for periods of suspension. Students returning to good standing (cumulative 70 percent completion rate and cumulative 2.000 GPA) or probation (70 percent term completion rate and 2.000 term GPA) status after periods of suspension and without exceeding maximum hours for their active degree program are eligible for financial aid consideration.

Year-round Pell

Maximum Awards

For the 2009-10 award year (July 1 to June 30), the maximum Pell Grant award is \$5,350 for undergraduate students enrolled on a full-time basis for a full academic year. The maximum amount can change each award year (\$5,550 for 2010-11) and is subject to a number of conditions:

- The amount students qualify for depends on:
 - Financial need and cost of attendance at UTB/TSC
 - Program of study and plans to attend UTB/TSC for a full academic year, or less
 - Enrollment at UTB/TSC as a full-time, or part-time student
 - Ability to maintain financial aid satisfactory academic progress standards
- Students who receive their first Pell Grant on or after July 1 may receive Pell Grants for up to 18 full-time semesters (or the equivalent), if otherwise eligible.

Effective July 1, eligible undergraduate students may receive up to **two** Pell Grants in **one** award year to accelerate program completion:

- For the first Pell Grant award, students must:
 - Be Pell Grant eligible
 - Be enrolled at any enrollment status (full-time, three-quarter time, half time or less-than-half time)
 - Count amounts received toward the aggregate lifetime limit, if applicable



- To receive a second Pell Grant award within the same award year, students must:
 - Continue to be Pell Grant eligible
 - Have received 100 percent of the first scheduled Pell Grant Award
 - Be enrolled on at least a half-time basis (ix or more credit hours)
 - Count amounts received toward the aggregate lifetime limit, if applicable

Cross-over Payment Period (summer)

A “cross-over payment period” is any period that includes both June 30 and July 1 and must be assigned to a specific award year. UTB/TSC offers a number of summer sessions of differing lengths in an effort to be responsive to the needs of the student body. For the purposes of the federal Pell Grant program, the separate sessions are combined into one cross-over payment period and referred to as summer. UTB/TSC will assign summer to the award year. Students interested in receiving federal financial aid for courses offered during May, Summer I, Summer II or the new Long Summer session must:

- Submit the “Free Application for Federal Student Aid” (FAFSA)
- Submit the “UTB/TSC Summer Financial Aid Award Request”
- Meet the UTB/TSC financial aid Satisfactory Academic Progress standards.

NOTE: students’ initial aid eligibility will be calculated based on projected enrollment as noted on their summer award requests.

Acceleration

Beginning with the new award year, students must demonstrate academic-year acceleration in order to receive a second Pell Grant award within the same award year. For the purposes of federal financial-aid programs, the academic year at UTB/TSC is a period of time during which a full-time undergraduate student is expected to complete a minimum of 24 credit hours:

- Students who complete 24 credit hours within one academic year at UTB/TSC will be able to receive all or a portion of a second Pell Grant award within an award year. For example, if students complete 12 credits in fall and 12 credits in spring, they could receive funds from the second Pell Grant award by enrolling for at least six credits in summer.
- Students need not have completed 24 credits prior to the payment period in which the second Pell Grant award funds are paid:
- If students earned nine credits in fall and nine credits in spring, they could receive funds from the second Pell Grant award, by enrolling for more than six credits in summer. (This is because six credits are required to finish the first academic year’s requirement, but any additional credits would count toward the second.)



- At least one credit hour in the payment period must be attributable to the students' next academic year, when the award will be made from a second Pell Grant award
- The academic year requirement may be waived if the hours of the first academic year were not completed due to special circumstances beyond the students' control. Information about this appeal option is available at the UTB/TSC Office of Financial Aid.
- For transfer students, it is assumed that they completed the same ratio of the academic year (24 credits hours at UTB/TSC) as the percentage of the first Pell Grant award utilized at their prior schools:
- Prior schools disbursed \$2,007 of a \$5,350 Scheduled Pell Grant Award
- $\$2,007 \times 24 / \$5,350 = 9$ credits assumed earned at prior schools (**NOTE:** Result will be rounded downward towards the next lowest whole number.)
 - Or, on a case-by-case basis, an official transcript may be reviewed to determine earned credits.
- **NOTE:** Transient students enrolling only during a summer session and expecting to earn their degree at another school are ineligible for federal financial aid.

Cross-over Payment Period (summer and beyond)

Beginning in the summer, UTB/TSC will look at students previous FAFSAs and their new FAFSAs and utilize whichever award year yields the highest Pell Grant award for summer award. This means that students interested in accelerating program completion by taking summer courses should submit both FAFSAs before the financial-aid priority deadline. If students receive 50 percent of the first Pell Grant award in summer and 50 percent in fall, the students' must demonstrate academic year acceleration in order to receive a second Pell Grant award in spring. (Review the sections above, "Acceleration" and "Undergraduate Satisfactory Academic Progress (SAP) Standards for Financial Aid.") For all subsequent years, the rules applied in 2010-2011 will be applied using the correct aid years, as determined by federal regulations.

Increased Title IV Aid for Certain Students

Beginning 2009-2010, students whose parent or guardian died as a result of U.S. military service in Iraq or Afghanistan after September 11, 2001, may receive increased amounts of Title IV student financial assistance.

Pell-eligible students will receive all Title IV aid based on EFC (Expected Family Contribution) of zero without regard to students' calculated EFC on SAR/ISIR.

REGISTRAR

Tandy 105 • 956-882-8254 • registrar@utb.edu

Registration Process

To attend classes, students must first register for the courses they are eligible to attend and pay all appropriate tuition and fees. Students must complete all admission procedures prior to registration.



Information about registration dates and times is listed in the [Academic Calendar](#) for each semester or term. Information about registration procedures and deadlines may be obtained from the GO Center/Info Shop in the Tandy Hall lobby, 956-882-7611, the Office of the Registrar, 956-882-8254, or the Academic Advising Center 956-882-7362.

Registration Requirements

- Clear all admission requirements.
- Clear all outstanding institutional debts.
- Clear all outstanding institutional holds on academic records.
- Attend Scorpiontation (incoming freshmen only): Incoming freshmen are required to attend a Scorpiontation session (UTB/TSC orientation), where they will receive advising and register for classes. Visit the Office of the Dean of Students at the Student Services Building, call 956-882-5141 or visit [Scorpiontation](#) website.
- Attend mandatory advising session

Registration Methods

Students may register for classes through [Scorpion Online](#). Students encountering problems with registration are encouraged to contact the GO Center/Info Shop in the Tandy Hall foyer at 956-882-7611, the Office of the Registrar in at 956-882-8254, or the Academic Advising Center in the Lightner Center, 956-882-7362.

Registration for Students with Disabilities

Students with disabilities who need help with registration may contact Disability Services for assistance. Students who need special services throughout the semester or term are advised to inform Disability Services several weeks before classes begin. For more information, contact [Disability Services](#), located in the Lightner Center at 956-882-7374.

Registration for Students with Incomplete TSI Requirements

Students not meeting the Texas Success Initiative minimum passing standards for math, reading and writing must enroll in the appropriate developmental course in each area where the standard has not been met. Students must be in continuous enrollment until the developmental sequence has been completed in all deficient areas or until the TSI requirements have otherwise been met.

The UTB/TSC TSI recommended examination is the COMPASS/e-Write. See the Testing section of this catalog for required placement scores.

Adding or Dropping a Class

Students may add or drop courses during the official add and drop period as indicated on the [Academic Calendar](#). Students who drop courses will receive the following grades on their transcripts:

- Before the official record date: no grade on transcript



- After the official record date but prior to the “deadline to withdraw” yet still enrolled in at least one credit hour: W

See the “Academic Policies” chapter of this catalog for further information about adding and dropping classes.

Students can add or drop classes through [Scorpion Online](#) or in person at the Office of the Registrar. Students are responsible for ensuring that their requests are processed by the specified deadline.

Withdrawing From All Classes

Prior to the official record date, students may completely withdraw from all classes without a recorded grade. After the official date, students may withdraw from all classes and receive a W on their permanent records. The deadline to withdraw with a grade of a W is specified in the [Academic Calendar](#) for each semester or term. Students who do not withdraw before the deadline may not be assigned a grade of W.

Students can withdraw from all classes through [Scorpion Online](#) or in person at the Office of the Registrar. Students are responsible for ensuring that their requests are processed by the specified deadline.

NOTE: At the instructor’s discretion and consistent with the policy stated on the course syllabus, an instructor may drop students from class for nonattendance. An instructor-initiated drop may result in a W on students’ permanent records.

Verification of Enrollment

Verification of enrollment is the process where the Office of the Registrar provides proof that students are or were enrolled in credit hour courses for a particular term. This service can be requested in writing for any previous or currently enrolled semester or term. Verifications of enrollment requested for a current term cannot be processed until after the official record date for that term has passed. A written request must be submitted to verify enrollment for any academic term.

NOTE: Verification of enrollment for student loan deferment purposes should be requested at the Office of Financial Aid located in Tandy 206. Documents received by the Office of the Registrar become property of UTB/TSC and cannot be returned to students.

Transcripts

Official Transcripts

Official transcripts are comprehensive records of students’ academic progress. They include transferred courses, credit earned by exam, degrees awarded and any test scores required by the state. An official transcript lists the name of the institution, the official institution seals and the signature of the Registrar. There is a fee for each transcript requested.

Official transcript requests cannot be processed for students who have any outstanding institutional debts or if they are not in compliance with federal financial aid requirements or other institutional requirements. Students may request official transcripts in person at the Office of the Registrar, by mail, by fax to 956-882-8832 or by third-party request.



Unofficial Transcripts

Unofficial transcripts list all of students' coursework, but do not include the institution's name, seal or signature of the Registrar and are free of charge to students. Unofficial transcripts will be distributed only to students whose names appear on the transcript. If students are not present at the time of the request, they must submit signed authorizations in order for a third party to pick up the unofficial transcript. This third party must present picture identification and a signed authorization (from the student whose name appears on the unofficial transcript) at the Office of the Registrar before the unofficial transcript is released.

NOTE: Current students may print their unofficial transcripts by using [Scorpion Online](#).

Graduation Application

Degrees are not normally awarded automatically upon completion of scholastic requirements. To be considered as candidates for degrees, students must submit a complete graduation application packet for a degree to the Office of the Registrar by the appropriate deadline. Graduation application deadlines are:

- March 1 for December graduation
- August 1 for May graduation
- November 1 for August graduation

Students should obtain an official degree audit one year prior to their expected graduation date to avoid graduation conflicts. Students who graduate with their first bachelor's degree may be eligible for a tuition rebate. See "Tuition Rebate Program" for more information about this opportunity.

Tuition Rebate Program

The purpose of the Tuition Rebate Program is to provide a financial incentive for students to prepare for university studies while completing their high school work, avail themselves of academic counseling, make early career decisions, and complete their bachelor's studies with as few courses outside the degree plan as possible. Minimizing the number of courses taken by students results in financial savings to students, parents and the state.

Eligible Students

To be eligible for a rebate under this program, students must meet all of the following conditions:

- They must have enrolled for the first time in an institution of higher education in the fall 1997 semester or later.
- They must request a rebate for coursework related to a first bachelor's degree received from a Texas public institution.
- They must have been a resident of Texas and must have been entitled to pay resident tuition at all times while pursuing a degree.



- If they enrolled for the first time in fall 2005 or later, they must be awarded a bachelor's degree within four calendar years for a four-year degree or within five calendar years for a five-year degree if the degree is in architecture, engineering or any other program determined by the Texas Higher Education Coordinating board to require more than four years to complete, and they must have attempted no more than three hours in excess of the minimum number of credit hours required to complete the degree under the catalog under which they graduated. Hours attempted include transfer credits, course credit earned exclusively by examination (except that, for the purposes of this program, only the number of credit hours earned exclusively by examination in excess of nine credit hours is treated as hours attempted), courses dropped after the official record date, for-credit developmental courses, optional internship, and cooperative education courses and repeated courses. Courses dropped for reasons that are determined by the institution to be totally beyond the control of students will not be counted. For students concurrently earning a bachelor's degree and a Texas teaching certificate, required teacher-education courses will not be counted to the extent that they are over and above the free electives allowed in the bachelor's degree program.

Amount of Tuition Rebate

- The amount of tuition to be rebated to students under this program is \$1,000, unless the total amount of undergraduate tuition paid by students to the institution awarding the degree was less than \$1,000, in which event the amount of tuition to be rebated is an amount equal to the amount of undergraduate tuition paid by students to the institution.
- Students who paid the institution awarding the degree an amount of undergraduate tuition less than \$1,000 may qualify for an increase in the amount of the rebate, not to exceed a total rebate of \$1,000, for any amount of undergraduate tuition the student paid to other Texas public institutions of higher education by providing the institution awarding the degree with proof of the total amount of that tuition paid to other institutions.
- Tuition rebates shall be reduced by the amount of any outstanding student loan, including an emergency loan, owed to or guaranteed by this state, including the Texas Guaranteed Student Loan Corporation. If students have more than one outstanding student loan, the institution shall apply the amount of the rebate to the loans as directed by them. If students fail to provide timely instructions on the application of the amount, the institution shall apply the amount of the rebate to retire the loans with the highest interest rates first.

Responsibilities of Students

- Students desiring to qualify for tuition rebates are responsible for complying with all university rules and regulations related to administration of the program.
- Students desiring to qualify for tuition rebates are solely responsible for enrolling only in courses that will qualify them for the rebates.



- Students who have transferred from another institution of higher education are responsible for providing to the institution awarding the degree official transcripts from all institutions attended by them.
- Students must apply for rebates at the [Office of the Registrar](#) before receiving their bachelor’s degrees on forms provided by the institution and must keep the institution informed of their addresses for at least 60 days after their graduation date.

TESTING

Tandy 216 • 956-882-8875 • utb.edu/testing

Specific information about any of the testing programs may be obtained from the Office of Testing.

Credit by Examination

Students may earn course credit by demonstrating their skills through testing. Some students might have taken college-level courses while in high school or might have mastered subject areas in nontraditional ways. In such cases, credit is granted when learning is demonstrated in various standardized examinations.

Credit for specific courses is awarded on the basis of testing programs that [The College Board](#) has developed and validated and for which norms have been established. UTB/TSC grants credit for particular Advanced Placement (AP) tests and particular College Level Examination Program (CLEP) tests. Contact the Office of Testing to obtain a copy of the current “Credit by Examination” brochure, which contains a listing of tests accepted, minimum required scores and course equivalents.

Credit by examination policies are:

- New students may be eligible to receive credit provided they are enrolled for the next semester or term and are not, at that time, concurrently enrolled in high school.
- Credit by examination may not be:
 - Earned for any course in which students are currently enrolled
 - Earned in any course for which students previously have received a grade either at this or any other university
 - Earned in any subject in which students already have credit for the same or a more advanced course in the subject
 - Earned in any course that has prerequisites, unless the prerequisites were fulfilled before the examination scores were submitted. This does not preclude the possibility of meeting a sophomore standing prerequisite either by examination or by a combination of coursework and examination.
 - Used to satisfy in residence requirement (see Residency Requirements)
 - Used to receive credit for a course for which credit by examination has previously been granted



Final decisions regarding the granting of credit by examination will be made by the appropriate department Chair and Dean. Examinations may not be repeated within one year.

Developmental Course Placement and Sequence

All students – including students who have tested (THEA, COMPASS/e-Write, etc.) and scored below minimum college-ready test scores – require academic advising for course placement and sequencing.

Texas Success Initiative (TSI) Program

The [Texas Success Initiative Program](#) requires UTB/TSC to ensure that students enrolled in Texas public colleges and universities possess the academic skills needed to perform effectively in college-level coursework. TSI includes a testing component designed to identify and provide information about reading, writing and mathematics skills.

TSI Requirements

In fall 2003, the [Texas Higher Education Coordinating Board](#) (THECB) implemented the Texas Success Initiative (TSI) for Texas public institutions of higher education, a program to replace the former TASP program. The THECB intends for Texas' public institutions of higher education to use the flexibility and responsibility of TSI rules to improve individualized programs and ensure the success of students in higher education. UTB/TSC makes every effort to ensure that students enjoy equal opportunity to succeed in their academic coursework. To facilitate their college readiness for such coursework, the Office of Testing assesses students with a TSI-required assessment instrument and places them in courses based on their assessment results.

Courses numbered either 3000 or 4000 are called advanced or upper-division courses. Students may not enroll in any upper-division course until they have successfully completed all TSI requirements.

TSI Testing Mandatory

UTB/TSC requires all level-two certificate, associate and bachelor's degree-seeking students to take all three sections of the TSI examination – reading, writing and mathematics – for placement purposes. (See exemptions below.) Students who are exempt from TSI assessment are not charged a fee for UTB/TSC's initial placement testing. The test currently used for placement purposes as well as the TSI requirement is the COMPASS/eWrite. Students who attempt and fail a section or sections of the COMPASS/eWrite may retest 30 days after the original COMPASS/eWrite assessment. The Office of Testing recommends that students use this time for study and practice.

TSI Assessment Instruments

TSI-approved test instruments are ACCUPLACER, COMPASS/eWrite and Texas Higher Education Assessment (THEA), formerly known as TASP. The test of choice at UTB/TSC is COMPASS/eWrite.

The following students are exempt from taking UTB/TSC's assessment test for the purposes of the TSI:

- For five years from the date of assessment, students who perform at or above the following standards are exempt (Scores for exemption must be attained in one sitting.):
 - **ACT:** English, 19; Math, 19; Composite, 23



- **SAT:** Critical Reading, 500; Math, 500; Combined Total, 1070
- For three years from the date of assessment, students who test and perform on the 11th grade exit-level Texas Assessment of Knowledge and Skills (TAKS) with a minimum scale score of 2200 on the mathematics section and a minimum scale score of 2200 on the English Language Arts (ELA) section with a writing subsection score of at least 3 are exempt for TSI purposes.
- Students who have graduated with an associate or bachelor’s degree from a regionally accredited institution or from a recognized international institution and submit appropriate documentation of degree and official transcripts are exempt.
- Students who transfer from a regionally accredited private or independent institution of higher education or a regionally accredited out-of-state institution of higher education and who have satisfactorily completed at least three hours of college-level English, math, or a reading-intense course with a grade of C or better are exempt in that area.
- Students who have previously attended any accredited institution of higher education and have been determined to have met readiness standards by that institution are exempt. An official transcript must be submitted.
- Students who are enrolled in a level–one-certificate program will have TSI requirements waived.
- Nondegree-seeking or non-certificate-seeking students are exempt.

TSI Standards

Students who meet the TSI state standard for reading, writing and mathematics will be able to enroll into college-level courses. If the minimum passing standard is not met for reading, writing and math, students will enroll in the appropriate developmental courses. All TSI rules are subject to change. For the latest TSI information visit the Office of Testing, Tandy 216 or call 956-882-8875.



COMPASS/e-Write Placement Table

MATHEMATICS: Course Placement or Action	COMPASS Score
MATH-0120: Basic Math	00-18
MATH-0421: Introductory Algebra	19-28 (effective spring 2012: 19-38)
MATH-0422: Intermediate Algebra	29-38 (effective spring 2012: 39-42)
Passing score (no remediation required)	39 or higher (effective spring 2012: 42 or higher)
Referral to the mathematics department for further testing**	39 or higher and advanced high school math (effective Spring 2012: 42 or higher and advanced high school math)
READING: Course Placement or Action	COMPASS Score
Referral to The Language Institute*	00-46
READ-0320: College Reading I	47-65
READ-0321: College Reading II	66-70
READ-0322: College Reading III	71-80
Passing score (no remediation required)	81 or higher
WRITING: Course Placement or Action	COMPASS Score
Referral to The Language Institute*	0-3 or 4 and high school graduate (English language)
ENGL-0320: College Writing Skills I	4 and high school graduate (English language)
ENGL-0321: College Writing Skills II	5
Passing score (no remediation required)	6 or more

* Students who score less than the minimum placement scores for reading and writing on any TSI examination will have a block placed on their registration and will be referred to [The Language Institute](#) for further evaluation and assistance. Additional testing using the COMPASS examination might result in placement in the ESOL program. If students are determined to be fluent in English, they will be referred to the Academic Advising Center so that they can enroll in Writing Skills I or College Reading I. Students might also be referred to Career Counseling to discuss career options and possible enrollment in a certificate program or to Disability Services for information about services, testing and possible accommodations.

** Students who score 39 or higher on the COMPASSCOMPASS/e-Write qualify for MATH-1314 College Algebra. Students who have higher-level mathematics skills will be referred to the Department of Mathematics for placement testing in pre-calculus or calculus. An appropriate instrument will be utilized to test for higher-level mathematics skills.

VETERANS' BENEFITS

Tandy 214 • 956-882-8980 • utb.edu/veterans

The Veterans Resource Center is available to help all eligible veterans or dependents of veterans attending or planning on attending UTB/TSC to obtain financial assistance and Information about veteran benefits. Applications may be turned in to the Veterans Resource Center or submitted online.

Students must be eligible under one of the following programs:

- Chapter 30: Montgomery GI Bill-Active Duty
- Chapter 31: Vocational Rehabilitation



- Chapter 32: Veterans Educational Assistance Program (VEAP)
- Chapter 33: Post 9/11 GI Bill
- Chapter 35: Survivor’s and Dependents’ Educational Assistance Program
- Chapter 1606: Montgomery GI Bill – Selected Reserve
- Chapter 1607: Reserve Educational Assistance Program (R.E.A.P.)

Students receiving Veterans Administration educational benefits must maintain the standards of satisfactory academic progress as published in the undergraduate and graduate catalogs.

Credit for Life Experience

The [American Council on Education’s](#) (ACE) “[Guide to the Evaluation of Educational Experiences in the Armed Services](#)” will be used to evaluate life-experience credit for members of the armed services, who must request transcripts of their military education and training from the college of their service. The Office of Admissions and Recruitment will assist students in this process. The Department of Applied Technologies (B.A.T. and B.A.A.S. programs) can verify the listed course equivalents in the “Guide to Evaluation of Educational Experiences in the Armed Forces.”

Hazlewood Act

Texas veterans may be exempt from paying tuition and fees, except for the student-services fees. To obtain the exemption of tuition and fees under this act, an approved application must be on file with the Veterans Resource Center three weeks prior to registration payment deadline. Also, children of armed forces members who were killed in action, who died while in service, who are missing in action or whose death is documented to be directly caused by illness or injury connected with service in the armed forces of the United States and children of members who became totally disabled for purposes employability may be entitled to an exemption if they are residents of Texas.

Transferability of Benefits (legacy program)

Eligible veterans may assign unused hours of exemption eligibility to a child under certain conditions. To check eligibility, contact the Office of Veterans Affairs at 956-882-8980.

Combat Exemption for Children of Military Service Members

This program’s purpose is to provide an education benefit to children, or stepchildren, of armed forces members who are deployed to active duty in a combat zone outside the United States.



TUITION AND FEES

ASSESSMENT OF TUITION AND FEES

Tuition and fees are subject to change by the Texas Legislature and The University of Texas System Board of Regents and become effective in accordance with state statute and decisions of the Regents. The Texas Legislature does not set the specific amount for any particular student fee. The student fees assessed are authorized by state statute; however, the specific fee amounts and the determination to increase fees are made by the university administration and The University of Texas System Board of Regents.

Classification of Students for Assessing Tuition Rates

- In general, students enrolled in lower-level or upper-level courses (i.e., course numbers beginning with either 0, 1, 2, 3 or 4) will be assessed regular tuition rates. The residency status of students determines the rate that is charged for tuition. See the [“Tuition and Fees”](#) webpage at the [Office of the Registrar](#) website for additional information.
- Students enrolled in graduate courses (i.e., course numbers starting with 5 or above) will be assessed graduate tuition rates. The residency status of students determines the rate that is charged for tuition. See the tuition and fee tables for additional information.
- Students may take both undergraduate courses and graduate courses (concurrently enrolled student). In this case, total tuition and fees will be determined by state regulations applying to concurrent enrollment. Any concurrent enrollment amount adjustments will be calculated and entered by the Office of Accounting and Finance.
- Students enrolled in courses at UTB/TSC in addition to courses at another public institution of higher education will also have their total tuition and fees determined by state regulations applying to concurrent enrollment. Any concurrent enrollment amount adjustments will be calculated and entered by the Office of Accounting and Finance. (Texas Education Code, Section 54.011)
- International students will be assessed tuition at the nonresident tuition rate.

Listing of Tuition Rates and Fees

In addition to tuition by credit hour, students’ charges include a variety of fees. Some fees are for all students while others are applied only toward particular courses. For a complete listing of tuition rates and fees, visit the [“Tuition and Fees”](#) webpage at the [Office of the Registrar](#) website for additional information.



Tuition Incentive: Flat-rate Tuition

In an effort to give students incentives to graduate in a timely manner, UTB/TSC has implemented a flat fee (tuition cap) at 15 credit hours per semester. Students who take 15 or more credit hours pay a flat tuition rate. In other words, all hours taken more than 15 per semester or term are free.

The tuition cap applies to tuition and all mandatory fees only.

Tuition Incentive: Discount for Nonpeak Hours

UTB/TSC offers a 25-percent discount for tuition for classes that begin on or before 7 a.m. Monday through Friday and for Saturday classes. A 10-percent discount for tuition is also offered for courses where the majority of the course (greater than 50 percent) takes place between noon and 4 p.m. These discounts apply to on-campus courses only. Courses that are not discounted will be considered first for the purposes of applying flat-fee tuition cap.

DEPOSITS

General deposit: \$10

All upper-division undergraduate and graduate students must make a general deposit to help offset the cost of property loss or damage and any other amounts owed to the institution. Applications for refunds will be processed at the Office of Accounting and Finance. Money will remain on account until such time as students graduate or officially withdraw from UTB/TSC. The general deposit may not be paid in installments. Any deposit, which remains unclaimed four years from the date of last attendance, will be forfeited.

Specific tuition and fee information can be found at the [Office of the Registrar](#) website.

EMERGENCY LOANS

There is a new procedure for completing the “Emergency Loan Application” and emergency loan signing. The execution of “Emergency Loan Applications” and the “Promissory Note” will now be completed and submitted by students online via the Office of Accounting and Finance’s [“Emergency Loan”](#) webpage. A link for the application and loan will be available on the [Office of Accounting and Finance](#) website on the assigned days for early registrants and late registrants. (Availability based on funding.)

FINANCIAL RESPONSIBILITY

All Students

Failure to pay any amount owed within the allotted time can result in the university withholding registration privileges, official transcripts, grades, degrees and other penalties and actions allowed by law.

Students are expected to pay all tuition and fees within the specified payment period. Students are not entitled to enter classrooms or laboratories until payment for tuition and fees has been made or a payment option has been selected by the student and agreed upon by the Office of Accounting and Finance. All tuition



and fees payments must be received at the Office of Accounting and Finance before the payment deadline date. All students receiving Federal Title IV grant or loan assistance will have all tuition and fees charged against the award. Any remaining balance will be disbursed to students by checks that will be mailed to the students or electronically transferred to students' bank accounts. Initial balances are generally mailed students on or about the first day of class.

Students are responsible for ensuring that their financial assistance has been awarded.

NOTE: Students registrations will be voided for students with account balances of \$75 or more resulting from their original registration. Students who add classes and do not pay by the add/drop payment deadline will not be dropped from their classes. Students will be officially enrolled in classes and receive grades. It is students' responsibility and obligation to pay for the tuition and fees for the added class.

Returning Students

Prior to registering, students are required to pay or clear any outstanding financial balances with UTB/TSC by contacting the [Office of Accounting and Finance](#). These are some examples of outstanding financial balances that will prevent students from registering for a semester or term:

- Balance on installment plan
- Balance on emergency loan
- Balance on student account
- Balance on financial aid repayment
- Parking citation
- Library fines

INSTALLMENT PAYMENT PLAN

The [Installment Payment Plan](#) is only available during the fall and spring semesters. The installment plan is only for tuition and fees.

Qualifying for Installments

To qualify, students must:

- Be current students at UTB/TSC
- Be free of any outstanding financial balance with UTB/TSC
- Have no form of financial aid, including scholarships
- Be registered for a minimum of six credit hours or more



- Pay a nonrefundable fee of \$22.50 for the installment plan (\$7.50 per installment)
- Fill out and sign an installment plan promissory note in order to complete process

Process

After qualifying for the Installment Payment Plan, students are required to pay for half the tuition (50 percent) and fees and the nonrefundable \$22.50. The remaining half will be equally divided in two payments due at later dates.

For example: Tuition and fees are \$800; installment initial payment will be 50 percent or \$400 plus the \$22.50 fee, for a total initial payment of \$422.50. The other half is divided equally \$200 and \$200, which are due at later dates.

Students that select the installment plan and then drop below the required six credit hours will have the balance of tuition and fees due in full. Students that select the installment plan and add additional classes during the add/drop period will not have their plans adjusted to accommodate added courses.

Late Installment Payments

For any late payments on installments, there is no grace period. Payments made after the installment payment plan due date are subject to a late fee of \$5 and a \$25 reinstatement fee.

Failure to Pay Installment Plan

Students who fail to fully pay tuition and fees, including any late charges are subject to one or more of the following actions, at the university's option:

- Prevent readmission to the institution
- Withholding grades, degrees and official transcripts
- All penalties and actions authorized by law

NOTE: The Installment Payment Plan is subject to change without notice or obligation in keeping with the policies and actions of The University of Texas System Board of Regents and in conforming to the laws of the state of Texas. Students are subject to paying tuition and fees, which are nonrefundable upon complete withdrawal. Refunds are based on tuition and fees, not on the amount paid.

NOTE: Students who fail to make full payment of tuition and fees, including any incidental fees, by the due date may be prohibited from registering for classes until full payment is made. Students who fail to make full payment prior to the end of the semester or term may be denied credit for the work done that semester or term per [Texas Education Code](#), § 54.007(d).



NOTIFICATION TO STUDENTS OF TUITION BILL

The university will notify students on their tuition bill, tuition receipt or an email in connection with tuition charges, of the amount of their tuition payment that is required to be set aside to provide financial assistance for students enrolled at the university. This is in accordance with [Texas Education Code](#), § 56.014.

PAYMENT TYPES ACCEPTED

In Person

- Cash
- Personal checks (must present a valid ID)
- Money order (must present a valid ID)
- Visa (must present a valid ID)
- MasterCard (must present a valid ID)

A check payment drop box is conveniently located next to the Office of Accounting and Finance at Tandy 107. All payments must be received before payment deadline dates. Payments must be for the full amount of tuition and fees. Student identification numbers should be indicated on checks. Check payments may be mailed and must be received by the Office of Accounting and Finance on or before the payment deadline date.

By Mail

Payment Mailing Address

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

When the bank for whatever reason returns a check, a \$25 nonrefundable return check service charge is assessed. Students are given 10 days from the date of notice to make full payment by cash, money order or cashier's check. Once students have had returned checks, then for future payments UTB/TSC reserves the right not to accept any personal checks from the student. Returned checks not paid will be submitted for collections. Students will be liable for any court costs and attorney fees.

By Fax

Visa and MasterCard payment information may be faxed to the Office of Accounting and Finance at 956-882-7981 and must be received before the payment deadline. It is the student's or cardholder's responsibility to



verify that sufficient balance is available in the account to process payment. The following is required in order to process payment. Forms are available at the Office of Accounting and Finance for this information:

- Student's name
- Student's Scorpion ID
- Type of credit card
- Credit-card number with expiration date
- Printed name of credit-card holder and signature of credit-card holder
- Students' telephone number
- By Internet (Scorpion Online)
- Logon to Scorpion Online
- Click on Make a Payment

Forms are available seven days a week (except scheduled downtimes).

REFUND POLICY

Refund policies are state-mandated and strictly enforced. The policies below apply to undergraduate and graduate courses

Complete Withdrawal or Disenrollment

Students who completely withdraw or disenroll from all courses shall have their tuition and fees (except nonrefundable fees) refunded according to the following schedule (not to include weekends or university holidays):

- Fall and spring semesters:
 - Prior to the first day of classes of the semester: 100 percent
 - During the first five university class days of the semester: 80 percent
 - During the second five university class days of the semester: 70 percent
 - During the third five university class days of the semester: 50 percent
 - During the fourth five university class days of the semester: 25 percent
 - After the 20th university class day of the semester: 0 percent



- Any summer term lasting five weeks or less:
 - Prior to the first university class day of the semester: 100 percent
 - During the first university class day of the semester: 80 percent
 - During the second university class day of the semester: 50 percent
 - After the second university class day of the semester: 0 percent

NOTE: Class days do not include university holidays or weekends.

Students who withdraw because they are called to active military service will get a refund of tuition and fees for the semester in which they withdraw, at their request.

Financial aid students might have to repay funds to Title IV financial aid programs. Students must contact the [Office of Financial Aid](#) in Tandy 206 prior to withdrawing from all courses.

Dropping Courses

Undergraduate and Graduate Courses

Students who reduce their semester credit hour loads by officially dropping a course or courses and remain enrolled at the university will have tuition and fees refunded according to the following schedule (not to include weekends or university holidays):

- On or before the official record date of the semester: 100 percent
- After the official record date of the semester: 0 percent

NOTE: Class days do not include university holidays or weekends.

Refunds for Minicourses or Flex-entry Courses

Students who officially withdraw or drop minicourses or flex-entry courses will have their tuition and specified mandatory fees refunded according to the start date and length of the courses. Due to the variety of lengths of these courses offered at UTB/TSC, the [Office of Accounting and Finance](#) must be consulted for the refund schedule.

NOTE: The National Writing Project refund policy will be configured when definite data exist. Contact the [Office of Financial Aid](#) for the return of Title IV Funds policy for students who withdraw from all classes.

TUITION AND FEE EXEMPTIONS

As a state-sponsored institution of higher education in Texas, UTB/TSC is authorized to award partial tuition, fee, book cost or housing fee exemptions to students who qualify. These exemptions are available to certain students who have been in foster or other residential care in the state of Texas, blind or deaf students, students concurrently enrolled in courses for high school and college credit, Texas residents who graduated



from a public high school within 36 months of original enrollment and completed all years of high school in Texas, active members of Texas National Guard, certain residents of Texas who served in the armed forces of the United States, Texas residents classified by the U.S. Department of Defense as prisoners of war on or after Jan. 1, 1999, children of POW and MIAs, military personnel and dependents, children of disabled or deceased firemen, peace officers, game wardens, and employees of correctional institutions, children and spouses of certain Texas veterans; preceptors for professional nursing education programs, surviving spouses and minor children of certain deceased public servants killed in the line of duty. Senior citizens who are age 55 or older as of the official record date may be exempted from tuition for up to six credit hours each semester or summer term if space is available. In accordance with Texas Education Code, § 54.203(b-2), dependent children of a member of the U.S. armed forces, who are residents of Texas or entitled to pay resident tuition, are exempt from resident tuition for any semester or other academic term (not to exceed 150 credit hours, cumulatively) during which the member of the armed forces is deployed on active duty for the purpose of engaging in a combative military operation outside the United States. Texas Education Code, §54.204 (b) children of disabled firefighters and law enforcement officers are exempt from payment of tuition and required fees. Must maintain SAP standards and will only be exempt for the first 120 undergraduate semester credit hours for which they are registered. The student is not entitled to an exemption for any term or semester the person begins after the student becomes 26 years of age. If the student is transferring from a public junior college to a public senior college or university they will need to meet the institutions admissions requirements. In addition, Texas Education Code, §54.208, firefighters and peace officers enrolled in certain courses shall be exempt from the payment of tuition and laboratory fees. The student must be enrolled in courses offered as part of a fire science curriculum as approved by the Texas Higher Coordinating Board or for a criminal justice or law enforcement course or courses. Student is employed as a peace officer by this state or by a political subdivision of this state; is enrolled in criminal justice or law enforcement-related degree program at our institution, and is meeting SAP standards. Student must apply for exemption at least one week prior to the last day of registration. The student will not be exempt if the student has previously attempted a number of semester credit hours for course taken at any institution of higher education while classified as a resident student for tuition purposes in excess of the maximum number of those hours specified by §61.0595 or §61.059 of the Texas Education Code. To obtain an exemption, students must file an approved application with the Office of Student Financial Assistance or the Veterans Resource Center at least six weeks before registration. Criteria and application process for each of these exemptions can be found at the College for All Texans website.

Tuition Waiver for Residents

The state laws that help UTB/TSC determine a person's residency for tuition purposes may be found in the Texas Administrative Code or at the College for All Texans websites.

Tuition for Non-resident's: Lower-Division

The same rate of tuition and fees are charged to residents of the Texas Southmost College district for lower-division courses shall be charged to people and their dependents, who are permitted by Congress to live in the United States and who own property that is subject to ad valorem taxation by the college district. Aliens not domiciled in the United States are not eligible for this waiver. Interested students should contact the Office of Admissions and Recruitment, Tandy Hall, Room 115, or call 956-882-8295.



Tuition for Residents of Mexico: Lower-Division, Upper-Division, Undergraduate and Graduate

Students who are citizens of Mexico and who document financial need are eligible to pay the same tuition as Texas residents. To be eligible for this waiver, students must complete all admission and registration requirements. Regular application deadlines for the Mexican National Tuition Waiver are July 1 for the fall semester, December 1 for the spring semester and May 1 for the summer terms. Interested students should contact the Office of Global Engagement, Camille Lightner Center, Room 104, or call 956-882-6718.

NOTE: Students qualifying for tuition waivers continue to be classified as non-residents or as international students for residency purposes.

Tuition for Excessive Hours

As authorized by state law (Texas Education Code, § 54.014(f)), a student who pays resident tuition rates and who attempts hours that exceed a designated limit will be charged a higher tuition rate of \$50 per semester credit hour or nonresident tuition rates. The designated limit for a student who initially enrolled in an institution of higher education in fall 1999 through summer 2006 is 45 credit hours beyond the required hours for the student's declared degree program. The designated limit for a student who initially enrolled in an institution of higher education in fall 2006 or later is 30 credit hours beyond the hours required for completion of the student's degree program.

The following semester credit hours are not included in the calculation:

Semester credit hours earned by the student 10 or more years before the date the student begins the new degree program under the Academic Fresh Start Program of the Texas Education Code, § 51.931

- Semester credit hours earned by the student before receiving a bachelor's degree that has previously been awarded to the student
- Semester credit hours earned by the student by examination or similar method without registering for a course
- Semester credit hours from remedial and developmental courses, workforce education courses or other courses that would not generate academic credit that could be applied to a degree at the institution if the course work is within the 27-hour limit at two-year colleges and the 18-hour limit at general academic institutions
- Semester credit hours earned by the student at a private institution or an out-of-state institution
- Semester credit hours not eligible for formula funding

For more information contact the Office of Accounting and Finance at 956-882-8202.

This rate applies to students enrolling in any course that is the same or substantively identical to a course they have previously completed, unless the reason for enrollment is solely as a result of a hardship or other good cause. This fee is in accordance with [Texas Education Code](#), § 54.014(f).



STUDENT SERVICES AND CAMPUS LIFE

ACADEMIC COUNSELING

Cardenas Hall North Annex • 956-882-8292 • utb.edu/studentsuccess

Academic Counseling, a component of the Student Success Center, helps students to identify academic success challenges, discover the skills and strategies for learning, create an action plan and develop strategies to meet educational objectives through the service of an Academic Counselor.

ATHLETICS

Garza Gymnasium • 956-882-8217 • utbathletics.com

The Department of Intercollegiate Athletics provides student-athletes the opportunity to be part of a competitive intercollegiate athletic department through its membership in the [Red River Athletic Conference](#) (RRAC) and the [National Association of Intercollegiate Athletics](#) (NAIA). The department sponsors soccer, golf and baseball for men along with soccer, golf and volleyball for women. The Department of Intercollegiate Athletics seeks committed student-athletes who want an opportunity for success in the classroom and on the field or court. It is the intent of the department and its administrators and coaches to provide a competitive and disciplined environment that will support success. Student-athletes will be given support for academic planning and tutoring and are provided injury prevention and rehabilitative services through the department. In conjunction with the NAIA, the department supports and participates in the [Champions of Character](#) program, which promotes integrity, respect, responsibility, sportsmanship and servant leadership in athletics.

CAMPUS POLICE

Campus Security Center • 956-882-8232 • Emergency 956-882-2222 • utb.edu/police

The primary mission of the Campus Police is to instill a sense of pride and dignity in the university community by maintaining peace and providing orderly communication for a safe learning environment. The department strives to uphold applicable laws, provide protection from the criminal acts of others and to safeguard the personal possessions and property of the campus community and UTB/TSC.

To park on the Fort Brown Campus, students must purchase a semester or academic-year parking permit. Campus police enforce the Texas vehicle inspection laws for vehicles parking or driving on the Fort Brown Campus ([Texas Education Code](#), § 51.207). For further information, visit the Campus Police website or call the Campus Police dispatcher.



CAMPUS RECREATION

REK Center • 956-882-5967 • utb.edu/campusrec

The Department of Campus Recreation at UTB/TSC seeks to provide students and faculty and staff members a full range of fitness and recreation programs and facilities. These programs are designed to improve the quality of life for the entire community and strengthen the ties of a diverse population. The department provides multiple opportunities for participation, including intramural and club sports, aquatics programs, and fitness and wellness programs. The goals of the programs and services include improving the overall health and well-being of the campus community and strengthening the fabric of campus life by providing a culture of healthy living through various opportunities for participation and involvement. These opportunities complement the mission of UTB/TSC by enriching the quality of life and educational experiences of its students.

CAREER COUNSELING

Cardenas Hall North Annex • 956-882-8292 • utb.edu/studentssuccess

Career Counseling, a Student Success Center component, is dedicated to assisting students in their career development as they begin their path of self-discovery and make decisions about their future career. Career Counselors serve students who are unsure of their major or those wanting to learn what careers relate to their selected major.

Student-athlete Guidance

The student-athlete guidance, located in the Student Success Center, provides support to student-athletes in balancing academics and athletics, assistance in achieving their academic goals, and monitoring of their academic progress toward graduation.

CAREER SERVICES

Student Services Center • 956-882-JOBS • career.utb.edu

Career Services provides students with assistance in writing cover letters and resumes, job interview strategies and ultimately with job searches and placement. Career Services assists students in finding employment before or after graduation. Career Services offers workshops, classroom presentations, career and employment fairs, as well as other opportunities for UTB/TSC students to meet with potential employers. The office also provides labor-market information, such as employment statistics, job trends and future demand for many occupations.



CHESS PROGRAM

Student Union, Room 2.28 • 956-882-5761 • utb.edu/chess

The UTB/TSC chess office houses the Chess Program Director and the chess coach. In addition to providing high-level training for the UTB/TSC Chess Team members, the chess office also monitors students' academic performance and provides support and assistance as needed. The program recruits players, organizes tournaments, hosts chess camps, trains area coaches and makes travel arrangements for out-of town events. As community outreach, the Chess Program organizes and presents community chess classes on a regular basis and conducts visits to area schools.

COLLEGE ASSISTANCE MIGRANT PROGRAM (CAMP)

Cardenas Hall North, Room 103 • 956-882-7871 • utb.edu/camp • camp@utb.edu

The College Assistance Migrant Program (CAMP), a Student Success Center component, is funded by the Department of Education through the Office of Migrant Education. CAMP offers academic, social and financial support for 50 migrant or seasonal farm workers or immediate family members of farm workers. Its primary goal is to help students complete their first year of college and increase retention of its students through comprehensive university intervention services. CAMP provides specific support services, including peer mentoring, academic advising, tutoring, career counseling and student stipends, which assist the students in their transition to university life. CAMP provides dorm scholarships for up to 20 students who reside outside of the Brownsville, Texas, area.

DEAN OF STUDENTS

Student Services Center • 956-882-5141 • utb.edu/sa/dos • deanofstudents@utb.edu

A primary objective of the Office of the Dean of Students is to serve the needs of students and address their concerns. The Office of the Dean of Students also oversees a number of departments that offer services and programs that are aimed at encouraging students to have the most enriching college experience possible. These departments include: Student Government Association, Student Media, Student Health Services, Career Services, Multicultural Student Programs, Disability Services, New Student Orientation, Scorpion Scholars, and Student Judicial Affairs.

The Office of the Dean of Students directly coordinates:

- Scorpionation (UTB/TSC freshman orientation)
- Multicultural programs
- Welcome Week



- Student discipline and grievances (Judicial Affairs)
- UTB/TSC “Student Handbook”
- UTB/TSC Ring Ceremony and Scorpion Leadership Ring
- Archer Center Fellowship Program
- “Who’s Who Among American Community Colleges” and “Who’s Who Among American Colleges and Universities”

DISABILITY SERVICES

Camille Lightner Center, Room 101 • 956-882-7374 • utb.edu/ability

Students with disabilities play an active and vital role in campus life. The Disability Services Coordinator works with students individually to arrange for accommodations such as extended test time, volunteer note-takers, assistive technology training, sign language interpreting, electronic and recorded texts, classroom furniture accommodations and referrals to university and community resources. The Assistive Lab is available for student use and is equipped with computers and specialized software and hardware. The department’s Testing Service is available for students requiring testing accommodations.

All services are elective and must be requested each semester as needed. To request services, students must register with the Coordinator of Disability Services. Documentation of a disability is required.

EDUCATIONAL TALENT SEARCH

International Technology, Education and Commerce Center, Suite F8 • 956-882-8243

Educational Talent Search develops individualized education plans for participants, provides team-building and leadership training, expose students to the university community, provides academic and career-related support, increases parental awareness and involvement and offers workshops and seminars to students, parents and school personnel on the college admission and financial aid process.

INTERNATIONAL SCHOLAR AND STUDENT SERVICES

Camille Lightner Center, Room 104 • 956-882-7092 and 7983 • utb.edu/provost/oge

The International Scholar and Student Services office, part of the Office of Global Engagement, assists international students in adjusting to their new environment and serves as a liaison between the foreign student, the university and the community at large. The office provides assistance with international admission, career exploration, immigration concerns, student employment and referrals to university and community services. The International Scholar and Student Services also organizes co-curricular and



multicultural events that expose the university community to a global perspective and promote intercultural awareness. International students are charged a \$50 international activity fee every semester.

LEADERSHIP AND MENTORING PROGRAM (LAMP)

Student Union Building, Room 2.10 • 956-882-1753 or 956-882-7035 • utb.edu/lamp • lamp@utb.edu

The Leadership and Mentorship Program helps students believe in themselves, provides guidance to students as they embark on their college journey and helps students discover how to take advantage of university resources and opportunities. LAMP provides students with a professionally supported, one-to-one relationship with an understanding peer mentor. LAMP connects students with various aspects of student life to aid them in their personal leadership and social development. LAMP assists them in achieving their highest potential as they grow to become confident, competent and civic-minded individuals by providing committed mentors who are passionate, consistent and helpful. LAMP wants students to achieve their goals, to become lifelong learners, to build fruitful and satisfying relationships with others and to experience the challenges and rewards that make college life meaningful. LAMP is a free semester-long first-year success program available to all freshmen.

LEARNING ENRICHMENT

Cardenas Hall North, Room 122 • 956-882-8208 • utb.edu/learningenrichment • writinglab@utb.edu

Learning Enrichment, a Student Success Center component, provides learning support and self-enhancement services that contribute to the achievement, retention and graduation rates of students enrolled at UTB/TSC. Learning Enrichment enhances students' personal success and their university experience by meeting their specific needs and providing the resources they need to maximize their learning potential and academic performance.

Learning Enrichment services include:

- **Mathematics Lab:** The Mathematics Lab provides tutoring in mathematics and physics. When students come to the Mathematics Lab, they should bring a copy of their assignment and any other materials that might be helpful, such as textbooks, notes, faculty instructions and previously graded assignments. The lab also helps students prepare for the mathematics section of the COMPASS examination.
- **Reading Lab:** The Reading Lab is a place where students can learn different techniques and approaches to reading across the curriculum. Services are designed to help students succeed academically and become independent learners. The lab also helps students prepare for the reading section of the COMPASS.
- **Writing Lab:** The Writing Lab can help with writing assignments in any course at all steps of the writing process. The lab's staff members offer strategies to overcome writer's block, suggest methods for writing an essay and provide assistance with basic grammar rules. In addition, they assist students in using the Internet and online library databases to begin organizing sources for research and provide guidance with proper documentation of sources. The lab offers support for writing assignments across the curriculum. The lab also helps students prepare for the writing section of the COMPASS.



- **Supplemental Instruction:** Supplemental Instruction offers weekly review sessions for students enrolled in historically difficult courses. These sessions, facilitated by trained SI Leaders, are opportunities for students to meet with their class members to organize their material, compare notes, discuss important concepts, develop strategies for studying the subject and prepare for examinations.

MEDIA SERVICES

Cardenas Hall South, Room 125 • 956-882-8963 • utb.edu/media

The Media Services office assists academic, administration and staff members by serving as a resource for technical and creative expertise in the field of audiovisual technology, by providing production services in the areas of satellite teleconferences, videotaping services, audio reproduction and photography. Media Services also offers instructional audiovisual equipment and instructional videos.

Services for students include making transparencies at no charge (students must provide transparency film), instructional equipment training for classroom presentation at no charge, video viewing rooms at no charge and video and audio dubbing for a fee.

ONLINE LEARNING

UBCB, Second Floor • 956-882-6696 • 866-654-4555 • utb.edu/online • myutbtsc.blackboard.com

Online Learning supports and strengthens UTB/TSC teaching, learning and research activities by providing students and faculty and staff members with a reliable online technology platform and by offering faculty members development training and instructional design support in the development of high-quality online, hybrid and videoconferencing courses.

In addition to offering hundreds of courses in the traditional classroom setting, UTB/TSC offers a wide range of online classes. The university has a number of programs in which the coursework in the major is fully online: three at the master's level, eight at the bachelor's level and four at the certificate level. Faculty members who teach online are experienced with online instruction, and the Online Learning support staff provides the most up-to-date tools to make online learning a successful experience.

MyUTBTSC Online Portal

UTB/TSC has become one of the first institutions in the world to implement the most comprehensive online learning platform in higher education: [MyUTBTSC](http://myutbtsc.blackboard.com) online portal. UTB/TSC faculty members and students have access to an unprecedented series of online tools for instruction, collaboration and evaluation of learning outcomes. The enhanced MyUTBTSC online tools are available for all UTB/TSC courses offered in all delivery modes: onsite (classroom-based), online (Internet-based) and hybrid (combination of onsite and online). ONLINE LEARNING coordinated the overall planning of this project with the participation of students, faculty and staff members, and administrators. The enhanced MyUTBTSC online portal provides UTB/TSC faculty and staff members and students with the following online tools: online course content, discussion boards, blogs and wikis, online tutoring, Safe Assign, Virtual Hard Drive, e-Portfolios, course video capture, online desktop videoconferencing, student intranet organizations, Second Life (SL) and preliminary syllabi.



- **MyUTBTSC online portal:** connects current and prospective students and faculty and staff members to online academic communities, delivers targeted content to diverse user groups and takes advantage of the institution's robust information technology services to enhance learning, student services, campus life and outreach.
- **Learning Management System (LMS):** enables instructors to create and manage course content, use publisher content, evaluate performance and communicate with students for all UTB/TSC course offerings (onsite, online and hybrid).
- **Server ASP hosting by Blackboard:** provides 24/7 reliability, even in case of a natural disaster in South Texas. (See "UTB/TSC Emergency Academic Continuity Plan.")
- **Blackboard Outcomes System:** helps plan, measure and improve learning outcomes at all levels (course, program, departmental, school and college, and institutional level). This new online system enables the documentation of outcomes assessment and evaluations through the use of its surveys, rubrics and extensive data reports.

Virtual Hard Drive and e-Portfolios via MyUTBTSC online portal

- **Virtual Hard Drive:** provides online virtual hard drives for all students and faculty and staff members to store their e-documents. Users can also share password protected e-documents, learning artifacts, presentations, course chapters and other documents with other specific users (students, faculty and staff members) for instruction, collaboration or evaluation purposes.
- **E-Portfolios:** provides students, faculty and staff members with personal and professional e-portfolios, as well as multiple e-portfolios to be used for each course (evaluation), for a complete degree program (resume), for a support service (e.g., advising, financial aid, online learning support, help desk).

All tools are available via the [MyUTBTSC](#) online portal.

MyUTBTSC Virtual Info Shop Kiosk Project

The UTB/TSC Virtual Info Shop is a totally new concept in student outreach and support services. Using cutting-edge information technology, the Virtual Info Shop goes beyond offering passive online information by introducing remote interactivity with UTB/TSC staff. Each Virtual Info Shop provides real-time, full-motion videoconferencing through a kiosk equipped with a video camera, two 20 inch LCD monitors, microphone, speakers, a computer, a keyboard, networked printer and specialized software. The shops are placed in strategic locations to provide convenient access to current and prospective students, parents and school Counselors. The info shop hardware and software enables two-way video calls between off-campus kiosk users and staff members from the ONLINE LEARNING, the User Support Services Help Desk, the Office of Financial Aid, the Office of Admissions and Recruitment, the Office of the Registrar and Enrollment Planning. Users and the staff members are able to see and hear each other via one of the two monitors, video camera, microphone and speakers. The second monitor enables UTB/TSC staff members to provide live demonstrations, such as step-by-step instructions in filling out forms, navigating the institution's intranet or specialized training via a power point presentation. Additionally, each shop has a networked printer that



enables staff members to send printed documents (forms, receipts, flyers, etc.) to off-campus kiosk users. Each Virtual Info Shop is permanently connected to the [MyUTBTSC](#) online portal, the university's intranet access to all online student services. The combination of video and data interactivity make it possible for users to experience the comprehensive range of student services traditionally only offered face to face on campus.

UTB/TSC Online Programs

Master's	Contact	Phone
M.Ed., educational technology	Mike Sullivan	956-882-7668
M.S., mathematics	Jerzy Mogilski	956-882-6628
M.B.A.	Seth M. Colwell	956-882-5816
M.A., translation and interpreting	José Dávila-Montes	956-882-8215
Bachelor's	Contact	Phone
B.S., criminal justice	Patti Ross-Salinas	956-882-8994
B.S.N.	Katherine B. Dougherty	956-882-5017
B.A.T. ,workforce leadership and supervision	Mary Sullivan	956-882-8211
B.A.T., computer information systems technology	Katherine de la Vega	956-882-6605
B.A.T., health services technology	John McCabe	956-882-8017
B.A.A.S., applied business technology	Beatriz Castillo	956-882-7958
B.A.A.S., legal studies	Karen Betancourt	956-882-7526
B.A.A.S., interdisciplinary studies	Martin Rodriguez	956-882-4195
Certificate	Contact	Phone
Polysomnography	Juan Leal	956-882-5017
Master Technology Teacher	Janice Butler	956-882-6713
E-learning	C. Sam Pan	956-882-7805
Graduate Diploma in Spanish Translation	José Dávila-Montes	956-882-8215

UTB/TSC Emergency Academic Continuity Plan

In compliance with the Emergency UTB/TSC Academic Continuity Program, academic courses, partially or entirely, will be made available on the [MyUTBTSC](#) online portal course management system. This allows faculty members and students to continue their teaching and learning via MyUTBTSC online portal in case the university shuts down as a result of a hurricane or any other natural disaster. The university will use MyUTBTSC online portal to post announcements notifying faculty members and students of their responsibilities as a hurricane approaches the South Texas region. If the university is forced to shut down, faculty members will notify their students using MyUTBTSC online portal on how to proceed with their courses. To receive credit for a course, students are responsible for completing all the requirements for that course. Failure to access course materials once reasonably possible can result in reducing students' overall class grades.

To facilitate the completion of classes, most or all of the communication between students and the institution, instructors and fellow classmates will take place using the features in MyUTBTSC online portal and the UTB/TSC e-mail system. Therefore, all students must use [Scorpion Online](#) to provide a current e-mail address. Students may update their e-mail address by following the link "Validate your e-mail account" in the MyUTBTSC online portal. In the event of a disaster that disrupts normal operations, all students and faculty members must make every effort to access an Internet-enabled computer as often as possible to continue the learning process.



SCORPION AMBASSADORS

Student Union, Room 2.10 • 956-882-5138 • utb.edu/sa/samb

The Scorpion Ambassadors program at UTB/TSC comprises volunteer student leaders who provide outreach to guests of UTB/TSC, as well as attend special events on behalf of the university. Each year, Scorpion ambassadors participate in a variety of recruitment activities both on and off campus. Ambassadors are also asked to assist at formal university events where student representation is needed, such as Fort Brown Campus tours, Open House activities, Student Life events, community events and hosting special guests. The Scorpion ambassador position is one who is held with high honor at the university and is coordinated through the Office of Student Life. Those chosen for the program will be given the opportunity to develop their leadership and communication skills, which will be imperative in their future careers.

SCORPIONTATION

Student Services Center, Room 22 • 956-882-5776 • utb.edu/scorpionation • orientation@utb.edu

Scorpionation (UTB/TSC freshman orientation) helps students successfully adjust to the undergraduate student life at the university through programming that supports their academic success and personal development. Scorpionation seeks to improve the university's retention efforts and enhance students' development by helping them feel welcomed, connected with their new environment, proud of their university and its traditions, cognizant of expectations and aware of university support services. During Scorpionation, students will meet with an Academic Advisor, learn how to register for classes, and find out where to get academic and personal assistance.

Family Members

Family members are invited to attend Scorpionation. Basic information about university policies, housing, financial aid and student services will be covered and a tour of the Fort Brown Campus will be given. The family fee is \$10 per person. (The Parent/Family Program is only offered on the first day of Scorpionation during the summer sessions.)

For more information, contact the Scorpionation Office at the phone number above or visit the [Scorpionation](http://utb.edu/scorpionation) website.

Registering for Scorpionation

The \$50 Scorpionation fee covers expenses for the program. This fee is nonrefundable and is included in the statement of charges for the student's first semester. If the student cancels or does not show up on the date the student signed up for, there is an additional cancellation (no show) fee of \$15.



SSSP/ASPIRE

Cardenas Hall North, Room 112 • 956-882-8250 • utb.edu/aspire • aspire@utb.edu

Student Support Services Program/ASPIRE, a Student Success Center component, is a [TRiO program](#) under the U.S. Department of Education. The primary goal of the program is to increase graduation and retention rates among traditionally underrepresented populations. Eligible participants are first-generation college students, students with a disability or students from low-income families or income-eligible backgrounds. The students enrolled in the program receive tutoring, counseling, mentoring, academic and personal development workshops, SSS Scholarship eligibility and advising until graduation from UTB/TSC.

STING SUCCESS SERIES PEER MENTOR PROGRAM

Cardenas Hall North, Room 122-G • 956-882-6575 • utb.edu/sting

The Students Together, Involving, Networking and Guiding Success Series Peer Mentor Program offers entering freshmen retention that teaches students to believe in themselves, to navigate the college environment and to take advantage of campus resources and opportunities. A peer mentor, staff instructor and tutor meet with students on a weekly basis to deliver a college success curriculum that covers various topics that will help students develop critical college success skill. Students also receive mentoring and will be referred to tutoring in their developmental areas of need, which could include reading, writing or math. Peer mentors and tutors are also available to work with students on an individual basis during office hours. Students must enroll in a SSS 1000 section to participate in the STING Success Peer Mentor Program. This program will be required of any first time freshmen needing remediation in reading and writing only.

STUDENT GOVERNMENT ASSOCIATION

Student Union, Room 2.16 • 956-882-5877 • utb.edu/sga • sga@utb.edu

The mission of the Student Government Association is to promote the rights of each student at UTB/TSC, to provide the official voice through which student opinion may be expressed, to ensure student participation in the decision-making processes of the university, to assist in enhancing the quality and scope of education at the university, and to provide services that enrich the student's college experience.

SGA also serves and protects the student body and its interests through the development of relationships and lines of communication between the student body, the administration, faculty and staff members, and the community to maximize educational and personal growth. Furthermore, the SGA encourages and provides opportunities for student involvement to develop in each student a lifetime relationship with UTB/TSC and to keep UTB/TSC at the forefront of higher education. Copies of the Student Government Association Constitution are available in the SGA office, Student Union 2.16.



STUDENT HEALTH SERVICES

Cortez Hall, Room 237 • 956-882-8951 • utb.edu/studenthealth

For after-hour emergencies, call 911 or call Campus Police at 956-882-2222.

Student Health Services is staffed by a team of dedicated professionals and provides health care, prevention and education and outreach services to a diverse student population in a safe and supportive environment. SHS promotes campus wellness, encouraging healthful lifestyles and personal responsibility to enhance students' capacity for reaching academic and personal goals.

All services to students are provided with strict confidentiality: No information is provided to anybody else unless a written consent is provided by the student, except in cases in which the life of the student or others is in danger. Student Health Services strictly adheres to state and federal guidelines regarding the protection of the privacy of medical information.

For a comprehensive list of services offered by Student Health Services, visit the website at utb.edu/studenthealth.

STUDENT LIFE

Student Union, Room 2.10 • 956-882-5138 • utb.edu/studentlife • studentlife@utb.edu

The Office of Student Life engages the campus community of learners by providing programming that enriches their college experience. By utilizing a talent pool of local and national presenters as well as the great facilities available at the university, the staff is able to present diverse programs that provoke thought, inspire leadership, entertain and build community. The Office of Student Life provides services and programming for student organizations, as well student leadership development to all students. The goal is to stimulate students to reach beyond their classroom experience and embrace the diverse learning opportunities made possible through the co-curricular programs offered by the department.

STUDENT MEDIA (THE COLLEGIAN, STING RADIO)

The Collegian • Student Union, Room 1.28 • 956-882-5143 • utbcollegian.com

Sting Radio • Student Union, Room 1.16 • 956-882-5837 • utbstingradio.com

Students produce The Collegian newspaper, The Collegian Online and The Collegian News webcast each week during the academic year in the Office of Student Media. Student Media also operates Sting Radio, an Internet radio station. The department provides professional guidance and training for student journalists. The senior editorial positions are chosen each year from an eight-member Student Media Board, which includes at least two faculty members. Student editors and managers are given latitude to select and cover topics of news and exercise final oversight on content, imposing the same restrictions found in the professional world, such as avoidance of libel, invasion of privacy and avoidance of copyright infringement.



STUDENT SUCCESS CENTER

Cardenas Hall North Annex • 956-882-8292 • utb.edu/studentsuccess • studentsuccess@utb.edu

The Student Success Center provides students learning support programs and services that contribute to their academic success, retention and timely graduation.

The SSC components include:

- Academic Counseling
- Career Counseling
- Student-athlete Guidance
- College Assistance Migrant Program (CAMP)
- Learning Enrichment
- SSSP/ASPIRE
- STING Success Series Peer Mentor Program
- Veterans Upward Bound Program (VUB)

For more information about each program, refer to their sections in this chapter.

STUDENT UNION

Student Union, Room 1.10 • 956-882-5147 • utb.edu/sa/studnetunion • student.union@utb.edu

The Student Union was designed to meet students' daily needs and improve campus life. This fabulous building offers opportunities for students to explore their interests, gain new skills, meet new friends, make a difference in the community and shape the activities of campus life. Whether taking a break in La Sala, enjoying a game of billiards in our Game Room or grabbing a snack at Scorpion Cafe, the Student Union meets students' needs. The Student Union houses the Office of Student Life, The Collegian, Sting Radio, Chess Program, Student Government Association and student organizations as well as the Student Union office. The Student Union offers and invites registered student organizations to utilize the Student Organization Room, various meeting and conference rooms and El Gran Salon (ballroom) for meetings and events. The Student Union is committed to the provision and maintenance of appropriate facilities, which contribute to a comfortable and conducive learning and working environment.



RESIDENTIAL LIFE AND STUDENT HOUSING

The Village at Fort Brown • 956-548-8794 • utb.edu/housing • housing@utb.edu

Residential Life and Student Housing at UTB/TSC provides students with a safe and comfortable living environment that prepares them for the future and actively promotes academic success. Highlighting living and learning, the Village at Fort Brown, located conveniently on the UTB/TSC Fort Brown Campus, provides students with facilities and services that support their educational experience both in and out of the classroom. Student housing has trained professional and paraprofessional live-in staff dedicated to meeting the diverse needs of a dynamic and academically centered living environment. They also offer a wide variety of developmental, social and educational programs for professional and personal growth together with a timely and quick response to students' needs.

UNIVERSITY LIBRARIES

University Boulevard Library • Oliveira Library • 956-882-8221 • utb.edu/library

University Libraries provide information and access to materials needed to fulfill the teaching, scholarship and service goals of the university. The two UTB/TSC libraries, the Arnulfo L. Oliveira Memorial Library and the University Boulevard Library, house more than 320,000 titles and have a substantial collection of newspaper and periodical titles in print, on microfiche and microfilm and via online services.

The libraries have a Circulation Department, a Reference Department with a computer lab, a Technical Service Department, an Interlibrary Loan Department, the Hunter Room for archival and genealogical research, study rooms, study areas and carrels and copying machines to accommodate students. The libraries also are a depository for state and federal publications and NASA materials and publications.

The libraries offers an outstanding collection of digital resources in all subject fields, including 150 subscription databases, selected Internet sites and more than 60,000 e-books. The libraries also offer group and individualized instruction to help users improve their research skills and take advantage of library resources. In addition, the libraries are also part of [TexShare](#), a statewide consortium of academic libraries, public libraries and libraries of clinical medicine administered by the [Texas State Library and Archives Commission](#).

UNIVERSITY SCORPION SCHOLARS (USS)

Student Services Center • 956-882-5141 and 5182 • utb.edu/sa/uss • scorpionscholars@utb.edu

The Scorpion Scholars program actively engages selected students who are awarded the University Scorpion Scholars Scholarship in the academic rigors of collegiate studies as well as shapes their personal and career goals through various activities throughout their studies at UTB/TSC. This program provides the scholars a well-rounded student experience that will improve their retention and graduation, advise them of campus resources and opportunities, and expose them to various aspects of leadership through campus life and service learning. Scholars are given the tools and encouragement to embrace the responsibility for their learning and personal development.



Applications for the program become available in early January. To be considered, applicants must be in the top 10 percent of their graduating classes from Texas high schools in Cameron, Hidalgo, Starr or Willacy county, per their seventh-semester transcript. Students accepted into the program are awarded a scholarship that ensures their tuition, most fees, on-campus housing and \$500 for books and supplies each semester.

UPWARD BOUND CLASSIC

International Technology, Education and Commerce Center, Suite F8 • 956-882-3846 • utb.edu/sa/cub

The Upward Bound Classic program is a federally funded program designed to assist high school students in 9th to 12th grades develop their potential for success in a postsecondary institution:

- Provides tutoring and mentoring in all General Core Curriculum subjects and college entry process
- Provides Summer Academic Bridge programming, including learning communities (college credit and developmental)
- Increases participants' cultural capital
- Provides career exposure and internship opportunities
- Provide leadership retreats
- Enhances parental involvement and provides resource exposure
- Engages in student advocacy

UPWARD BOUND MATH AND SCIENCE

ITECC, Suite F8 • 956-882-4297 • utb.edu/sa/ubms

The Upward Bound Math and Science program is a four-year college preparatory program funded by the U.S. Department of Education and sponsored by UTB/TSC. The program enhances mathematics and science knowledge through project-based learning experiences and creates an opportunity to explore mathematics and science careers through workshops and field experiences. Students who are selected for participation must be willing to dedicate themselves to hard work and commitment to their projects. UBMS has a number of supporting activities:

- Provides individual and specific tutoring sessions in all core curriculum subjects
- Offers cultural enrichment activities, community service opportunities and a parental involvement component
- Provides a six-week Summer Enrichment Program that simulates college life at UTB/TSC and includes an integrated curriculum of core academic subjects designed to increase competitiveness in college



- Provides a Summer Academic Bridge Program that includes learning communities and enrollment in college credit courses. Students who are in good academic standing and have met the reading and writing proficiency tests are eligible to participate.
- Assists students in completing all with high school graduation requirements
- Assists students in preparing them for the THEA, SAT and ACT college entrance examinations
- Assists students with the identification, selection and admission into the college of their choice
- Educates students on the college admission and application process
- Assists students in acquiring scholarships
- Facilitates students' exploration of career options in mathematics and science
- Facilitates students' personal growth and development and the development of communication and leadership skills

USER SUPPORT SERVICES

Oliveira Library, Room 211 • 956-882-7453 • utb.edu/its/uss

User Support Services supports and strengthens the institution's teaching, learning and research activities by providing faculty and staff members and students with services and technologies that enable access to and use of information resources. USS includes the Help Desk, which provides software support and training, and university e-mail and web account maintenance.

VETERANS UPWARD BOUND PROGRAM (VUB)

Tandy, Room 216 • 956-882-7127 • utb.edu/sa/vub • utbveterans@utb.edu

The Veterans Upward Bound program, a Student Success Center component, is funded by the U.S. Department of Education and serves the educational needs of all eligible veterans. The requirements veterans must meet to participate are:

- Having more than 181 days of active duty (more than 30 days for a member of the Reserves or National Guard under Title 10 orders on or after September 11, 2001) or having been discharged or released from active duty because of a service-connected disability (180 days or more does not apply for active duty/30 days or more does not apply for the Reserves/National Guard).
- Having a discharge other than dishonorable
- Being a first-generation college student or low-income based on DOE low-income table.



Almost 98 percent of veterans who want to participate in the VUB program qualify and are accepted. The VUB program addresses participants' educational needs and assists veterans in securing support services from locally available resources, such as Veterans Affairs, state veteran agencies, veteran organizations and other local agencies that serve veterans.

The program supports veterans' participation through:

- Preassessment and postassessment testing in mathematics, reading and writing
- Identification of career goals
- Identification of personal and educational barriers
- Identification of academic strengths and academic needs
- Supportive services needed to obtain a high school diploma or GED certificate
- College admissions and course selection
- Financial aid applications
- VA benefits application process (Chapter 30, 31, 33, 1607 or Hazlewood Act)
- Academic and career advice based on assessment needs
- Instructional support necessary for success in a postsecondary program of study
- Exposure to cultural events, academic programs and other educational activities



ACADEMIC INFORMATION

ACADEMIC ADVISING CENTER

Lightner Center • 956-882-7362 • utb.edu/advising • academicadvising@utb.edu

The Academic Advising Center encourages students to take charge of their educational plans through collaborative efforts among students, Academic Advisors and faculty members. Academic Advisors are committed to engaging students in developing educational, career and life goals and are available to assist students who have chosen a particular certificate, associate degree or bachelor's degree program, as well as assist students who are undecided about their majors.

Academic advising is an ongoing planning process for students. Beginning when students are incoming freshmen, academic advising allows students, along with faculty and staff Advisors, to explore and develop programs of study and career interests. Through the academic advising relationship established between students and Advisors, students have the opportunity to:

- Learn about academic policies and procedures:
 - Assessment and placement
 - Developmental course sequence
 - Texas Success Initiative (TSI)
 - Career interests, goals and opportunities
 - Satisfactory Academic Progress (SAP) requirements
 - Graduation requirements
- Learn about educational opportunities and degree requirements:
 - Certificate programs (one year)
 - Associate degree programs (two years)
 - Bachelor's degree programs (four years)
 - Majors and minors
 - Teaching certification requirements
 - Professional school requirements (pre-law, premed, etc.)



- Transfer requirements
- Graduate school requirements
- Increase students’ involvement, persistence and retention toward the successful completion of academic programs of study by becoming familiar with program requirements and by enrolling in appropriate classes that will ensure timely and successful progress toward completion of academic goals.

Students are responsible for seeking appropriate academic advising every semester prior to registration at the [Academic Advising Center](#) in the Camille Lightner Center and throughout the various campus locations at the academic colleges

Academic Advisor Locations

College / Program	Location	Phone No.
General Academic Advising	Lightner Center	956-882-7362
College of Biomedical Sciences and Health Professions	Lightner Center	956-882-7362
College of Education	EDBC 1.102	956-882-7466
College of Liberal Arts	MRCS 246	956-882-7474
College of Nursing	Lightner Center	956-882-7362
College of Science, Mathematics, and Technology		
School of Business		
– Business Administration	EDBC 1.402	956-882-5804
– Applied Business Technology	EDBC 1.534	956-882-5849
General Advising	SETB 1.350	956-882-5732
Industrial Technology	ITECC 208	956-882-4213
Office of Degree Completion Programs		
– B.A.A.S., B.A.T, B.M.S.	ITECC 501	956-882-4197

Mandatory Advising

Academic advising is one of the most important services that a college campus can offer. All undergraduate students at UTB/TSC are required to meet with an Academic Advisor every long semester. Academic advising at UTB/TSC is an educational partnership between an Academic Advisor and a student designed for student success. Research literature on student retention suggests that a very important factor in a student’s decision to remain enrolled in college is establishing a connection with a significant person within the university. An Academic Advisor can help a student make the transition from high school to college and navigate as smoothly as possible through the many challenges and adventures of college life. By providing critical information regarding university policies and procedures, an Academic Advisor can help the student make essential decisions about his or her academic career. An Academic Advisor can provide important information regarding programs of study, degree requirements and critical campus resources available to students. Visiting with an Academic Advisor every fall and spring semester can pave the way for student success and ensure that the student meets his/her ultimate goal-graduation.

Early Alert



Early Alert is a retention initiative designed to identify students who are academically at risk. The purpose of this program is for students to become aware that a concern in one of their classes has been identified by a faculty member and appropriate action must be taken to ensure academic success. Faculty are asked to identify students who have exhibited poor academic progress due to excessive absences, low test scores, incomplete or missing assignments, inappropriate classroom behaviors or personal issues. During the initial meeting, Academic Advisors will work with students on devising an action plan that will assist them in building the necessary skills to succeed academically. Depending on the needs, Academic Advisors may refer students to other campus support services for further assistance.

Program of Study Declaration (major or minor)

A “Program of Study Declaration” is an official declaration of the major (degree plan) students plan to pursue during their educational career. To declare a program of study, students must see an Academic Advisor at the Academic Advising Center or an Academic Advisor in the college of their major. Students must complete an official declaration of major by the time they have completed 30 credit hours of college-level courses. Students may normally pursue no more than one degree at any given time. (For exceptions, students can consult their Academic Advisor or the Office of the Registrar.) To change a program of study or a minor, students must see an Academic Advisor at the Academic Advising Center or in the college of their major.

Why is it important to declare a program of study?

The declaration ensures that students receive a list of required coursework to help guide them semester by semester. The declaration also helps departments to have a better idea of who their students are and can then provide better services such as group advising, course scheduling and long-term planning to more effectively meet the needs of students.

What happens if a student is undecided about what he or she wants to study?

The Academic Advising Center requires students to visit with an Academic Advisor to help clarify their educational goals and career objectives. The [Student Success Center](#) also has career Counselors who are available to assist students in the career exploration process.

ACADEMIC POLICIES

Academic Adjustment for Disabilities

UTB/TSC is prepared to make appropriate academic adjustments and reasonable modifications to policies and practices in order to allow the full participation of students with disabilities in the same programs and activities available to nondisabled students. It is the responsibility of students with disabilities to initiate a request. Students may request course substitutions or modification of degree requirements by addressing a letter to the Coordinator of Disability Services to be referred to the department Chairperson involved. Letters should contain students’ names, addresses, phone numbers, Scorpion ID numbers, majors or minors, specific substitution or modification requests and reasons for the request. Requests should document specific and pertinent disability information. Requests must be received at least 14 days before the end of late registration for a decision to be given for that semester or term.

Add/Drop/Withdrawal



Students may add or drop a course during the official add/drop period as indicated on the [Academic Calendar](#). After the add/drop period, students may add a course for academic reasons only with the permission of the course instructor, department Chair and Dean. The determination of the instructor, department Chair and Dean is final.

Students may add or drop a class through [Scorpion Online](#) or in person at the Office of the Registrar. Students are responsible for ensuring that their request is processed by the specified deadline as indicated on the Academic Calendar.

Students' financial assistance may be affected when dropping a class. Students should be advised that the Texas Legislature has capped the number of attempted development hours the state will fund at 30 and the number of undergraduate semester credit hours at 180. Courses dropped after the official record date (ORD) count against these totals. If a student drops before the official record date yet is still enrolled in at least one credit hour, no grade will be posted on their academic records.

After the official record date but prior to the "deadline to withdraw," students may withdraw from classes and receive a grade of W on their academic records if still enrolled in at least one credit hour. The deadline to withdraw is specified in the [Academic Calendar](#) for each semester or term. Students who do not withdraw before the deadline may not be awarded a W as a final grade.

For withdrawal options that apply to reservists or members of the National Guard who have been called to active duty in the U.S. military after a semester has begun, please see "Military Service Activation Interruption of Education" in the "Admissions and Recruitment" section of this catalog.

In addition, students who enrolled in a Texas public institution as a first-time freshman in the fall 2007 term or later will not be allowed to withdraw from more than six courses over their entire undergraduate career in accordance with [Texas Education Code](#), § 51.907 and 19 [Texas Administrative Code](#) §4.10. This limit includes all classes taken at any Texas public institution of higher education. Dropped courses will not be counted toward the six-drop limit if they occur for nonacademic reasons, such as:

- Severe illness or other debilitating condition that affects a students' ability to satisfactorily complete their courses
- Caring for sick, injured, or needy people if the provision of that care affects the students' ability to satisfactorily complete their courses
- Death of people who are considered to be a member of students' families or who are otherwise considered to have a sufficiently close relationship to the students that their death is considered to be a showing of good cause
- Active duty service as a member of the Texas National Guard or the armed forces of the United States of either the students or people who are considered to be a member of students' families or who are otherwise considered to have a sufficiently close relationship to students that their active military service is considered to be a showing of good cause
- Change of students' work schedules that is beyond their control and that affects their ability to complete their courses



Students may appeal a drop if they show good cause. Students may submit a written appeal with supporting documentation to the Office of the Registrar. A drop is any course that is dropped after the official record date while students remain enrolled in other courses. In addition, a course, such as a laboratory or discussion course in which students are enrolled concurrently with a lecture course, is not considered to be a course separate from the lecture course if concurrent enrollment in both courses is required and if in dropping the lecture course, students would be required to drop the laboratory, discussion or other course in which they are concurrently enrolled.

The Office of the Registrar will identify first-time freshman records each academic term to establish a beginning term and the start of an automated counter that will track each course dropped. Once students' records reach the six-course drop limit, an automated block will prevent students from dropping additional courses. Students that experienced good cause that led to dropping a course may send the Registrar a written appeal stating the reason and including supporting documentation. Dropped courses that are exempt from the count will reflect a WS on official records and will be excluded from the six-course drop limit. Exemptions are coded on official transcripts.

Attendance and Absences

Students are expected to be diligent in their studies and regular in class attendance. Students are responsible for all class work and assignments. The number of absences permitted in any one course varies with instructor and course. Attendance requirements are printed in the course syllabus and announced by the instructor at the initial class meeting. On recommendation of the instructor concerned, students may at any time be dropped from courses for failure to meet the attendance requirements or other good cause. This may result in a W or an F on students' academic records. UTB/TSC will excuse students from attending classes or other required activities, including examinations, for the observance of religious holy days, including travel for that purpose. In addition, UTB/TSC will permit students, as well as students who incur a nonreligious excused absence, to take an examination or complete an assignment scheduled for the day of absence within a reasonable time after the absence if, not later than the fifteenth day of the semester or term, students notify the applicable instructors that they will be absent for a religious holy day or nonreligious excused absence.

A religious holy day is a holy day observed by a religion whose places of worship are exempt from property taxation under § 11.20 of the [Texas Tax Code](#). A nonreligious excused absence is an absence for a day and for a reason that is mutually agreed to in advance by the instructor and student. Each instructor has the right to determine what constitutes a nonreligious excused absence and is not bound by the decisions of other instructors.

Students' notification must be in writing and must be delivered 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.

Upon notice from students who are required to participate in active military service, including travel related to that service, the students are excused from scheduled classes or other required activities, including examinations, and will be allowed to complete assignments or examinations within a reasonable time after the absence. For the purposes of this policy, a "reasonable time" shall equal 15 calendar days after their active duty ends, unless instructors and students mutually agree to a longer period of time. The excused absence is permitted only if students will not miss more than 25 percent of the total number of class meetings or the contact hour equivalent (not including the final examination period) for the specific course or courses in which they are enrolled at the beginning of the period of active military service. If students object to instructor's



treatment of their absence due to active military service, they may file a grievance pursuant to the procedures outlined in “Grievances, Academic (Grade Appeals and Other Than Grade Appeals),” found elsewhere in the “Academic Policies.”

Auditing Courses

Audit enrollment is on a space-available basis for courses that have been designated as suitable for audit by the Dean of the college or school. Not all courses are available for audit. Students may not enter courses for audit until the date specified on the [Academic Calendar](#) for the semester or term during which the courses will be audited. Those who wish to audit should contact the appropriate instructor for departmental approval. The fee for audit enrollment is \$50 per class. There is no charge for people 65 years and older. To qualify for this waiver, students must contact the Office of Accounting and Finance. Audit fees are nonrefundable. Audit students do not receive credit. An audit intention cannot be changed to credit nor can credit courses be changed to audit. Audit work cannot be used toward diploma or degree requirements. Enrollment as an auditor does not permit enrollees to take examinations, have tests or other papers checked by the instructor, participate in required oral recitations or participate in other classroom evaluations or special activities.

Cheating

Students are expected to be above reproach in all scholastic activities. Students who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in courses and expulsion.

“Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit for any work or materials that are attributable in whole or in part to another person, taking an examination for another person, or any act designed to give unfair advantage to a student or the attempt to commit such acts,” as stated in the UT System Board of Regents’ [Rules and Regulations](#), Rule 50101.

Since scholastic dishonesty harms the individual, all students and the integrity of UTB/TSC, policies on scholastic dishonesty are strictly enforced. Any instances of scholastic dishonesty will be addressed in accordance with the UT System Board of Regents’ Rules and Regulations, Rule 50101 and UTB/TSC’s [Handbook of Operating Procedures](#), 6.4.1.

Classification of Students

Students are classified by the number of credit hours of university credit they have earned, including developmental coursework:

- Freshman: 0-29 completed credit hours.
- Sophomores: 30-59 completed credit hours.
- Juniors: 60-89 completed credit hours.
- Seniors: 90 or more completed credit hours.
- Post-bachelor’s students: earned a bachelor’s degree but not admitted into a graduate program.



- Graduate students: earned a bachelor’s degree and admitted to a master’s degree program.
- Doctoral students: earned a master’s degree and admitted to a doctoral program.

Corequisite

A corequisite is a course that must be taken together with another course during the same semester or term. Corequisites are included within the course listings at the [Undergraduate Catalog](#) webpage.

Course Load

Undergraduate Course-load Table

		Fall	Winter	Spring	May	Extended Summer	Summer 1	Summer 2
Good	Max hours	18	4	18	4	8	8	8
	<i>Overload</i>	<i>19+</i>	<i>5+</i>	<i>19+</i>	<i>5+</i>	<i>9+</i>	<i>9+</i>	<i>9+</i>
Probation	Max hours	12*	3	12*	3	6*	6*	6*
Conditional Probation	Max hours	7	0	7	0	3*	3*	3*

* Students on academic probation may take one extra credit hour for the given semester if they must take a four-credit-hour mathematics course or a science laboratory. Students on academic probation may take more than the specified credit hours if they have been accepted into an allied-health program.

NOTE: Students who wish to take more than the allotted hours for each term or semester **MUST BE IN GOOD STANDING** and must have an Academic Advisor recommendation with approval from the Dean of the college to which they belong.

Course Numbers

Courses are numbered to show both the collegiate level at which they are offered and the semester hour value of the course. The first digit shows the level and the second digit shows the credit hours. The last two digits are departmental designations.

- 0000 courses are at the developmental level, lower division
- 1000 courses are at the freshman level, lower division
- 2000 courses are at the sophomore level, lower division
- 3000 courses are at the junior level, upper division
- 4000 courses are at the senior level, upper division



- 5000 courses are at the master’s level (Students cannot receive credit in a 5000 level course if they already have credit for a comparable 4000-level course.)
- 6000 courses are at the master’s level
- 7000 courses are at the master’s level
- 8000 courses are at the doctoral level

For example, the catalog entry SPAN 4301 means that the course is given at the senior level (4) and carries three hours of credit (3) per semester or term.

Level	Subject	Course No.	Section No.	Name
Developmental	READ	0 <u>3</u> 21	07	College Reading
Freshman	ENGL	1 <u>3</u> 01	05	Composition
Sophomore	MATH	2 <u>4</u> 13	22	Calculus I
Junior	HIST	3 <u>3</u> 40	70	Texas History
Senior	BIOL	4 <u>1</u> 00	80	Biology Seminar

Credit Hours (underlined)

Course Schedule

The [Online Course Schedule](#) is updated before registration each fall, spring and summer semester or term. Courses in the schedule are subject to change. Although unusual, a section may be cancelled due to low enrollment or staffing considerations. The department that cancels the class should notify any students already enrolled and assist with alternate arrangements. At the beginning of the semester, students should always check for changes regarding class meeting times or classroom locations.

Course Textbooks

A [preliminary syllabus](#) for each course offered in a given semester is available online. The syllabus provides course information, including required textbooks. Barnes & Noble is the Campus Bookstore; however, students are not under any obligation to purchase a textbook from a university affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Credit (Semester Credit Hours)

Credit is measured in semester hours. Ordinarily, a class that meets one 50-minute period per week for a semester or term will carry a credit of one semester hour. Since most of the classes meet three periods, or



their equivalent, each week, these classes carry three semester hours of credit. Two or three laboratory hours per week are usually required for one semester hour of laboratory credit.

Final Examinations

Final examinations are held at the end of each semester or term. Examinations must be taken according to the published schedule unless prior approval has been obtained and alternative arrangements have been made. Approval will be granted only under rare circumstances. Students who miss an examination for reasons beyond their control should notify the instructor or the appropriate department Chair immediately.

Full-time Undergraduate Student

Undergraduate students are full-time when enrolled for at least 12 credit hours during a regular semester or at least six credit hours during a summer term or a minimum of 24 credit hours per academic year. For timely graduation, students should complete 30 hours per academic year.

Grade Inquiry

Final grades are available to students within 24 hours after all final examination grades have been submitted online after the end of each semester or term. Grade reports are not mailed to students. Students interested in obtaining their grades may log on to [Scorpion Online](#).

Grades

Grade Explanation Table

Grade	Explanation	Grade Points per Credit Hour	Note
Au	Audit		Not used in computing GPA
A	Excellent	4.000	
B	Good	3.000	
C	Average	2.000	
D	Below average	1.000	Not used in graduate courses
F	Failure	0.000	
I	Incomplete		Not used in computing GPA
IM	Incomplete military		Not used in computing GPA
P	Pass		Not used in computing GPA
	Advanced Placement, CLEP and "tech-prep" credit only		Not used in computing GPA
W	Withdrawal		Not used in computing GPA
WC	Withdrawal due to casualty		Not used in computing GPA
WM	Withdrawal, military		Not used in computing GPA
WS	Withdrawn, excluded from Academic Progress		Not used in computing GPA

Grades are awarded in courses in which students are officially enrolled after the official record date. This deadline to withdraw is specified in the [Academic Calendar](#) for each semester or term. After the deadline to drop with a grade of a W has passed, students may not be awarded a W as a final grade.



Grade Explanation Table (effective fall 2012)

Grade	Grade Explanation	Grade Points	Impact on GPA
A+	98-100	4.00	
A	93-97.9	4.00	
A-	90-92.9	3.67	
B+	87-89.9	3.33	
B	83-86.9	3.00	
B-	80-82.9	2.67	
C+	77-79.9	2.33	
C	73-76.9	2.00	
C-	70-72.9	1.67	
D+	67-69.9	1.33	
D	63-66.9	1.00	
D-	60-62.9	0.67	
F	Failure	0.00	
Au	Audit		Not used in computing GPA
I	Incomplete		Not used in computing GPA
IM	Incomplete military		Not used in computing GPA
P	Pass		Not used in computing GPA
CR	Advanced Placement and CLEP credit only		Not used in computing GPA
NR	No Grade Reported		Not used in computing GPA (Office of the Registrar use only)
S	Satisfactory		Not used in computing GPA (Non-course based remediation only)
U	Unsatisfactory		Not used in computing GPA (Non-course based remediation only)
W	Withdrawal		Not used in computing GPA
WC	Withdrawal due to casualty		Not used in computing GPA
WM	Withdrawal, military		Not used in computing GPA
WS	Withdrawal, excluded from Academic Progress		Not used in computing GPA (Office of the Registrar use only)

Grades are awarded in courses in which students are officially enrolled after the official record date. The deadline to withdraw is specified in the [Academic Calendar](#) for each semester or term. After the deadline to drop with a grade of a W has passed, students may not be awarded a W as a final grade.



Sample Calculation Method

Course	Grade	Credit Hours	Multiplied by Grade *	Grade Points
ENGL 2302	A	3	4	12
MATH 4316	B	3	3	9
HIST 3314	C	3	2	6
CHEM 3403	D	4	1	4
KINE 1101	F	1	0	0
Total		14		31

GPA: 31 grade points % 14 credit hours = 2.210

* A=4, B=3, C=2, D=1, F=0

Grade Change

If an error in computation, evaluation or recording warrants a grade change, the instructor may process a grade change form through his or her department Chair. The change request form must have written justification by the instructor, the recommendation of the department Chair and approval of the Dean. The deadline for submitting grade changes is the end of the following fall or spring semester, whichever comes first.

Grievances, Academic (Grade Appeals and Other Than Grade Appeals)

Students must first make every effort to resolve academic grievances informally with those with whom they have a grievance 30 or more calendar days from the end of the term. If the matter cannot be resolved in discussions between students and their instructor, supervisor, administrator or committee, students must submit a formal complaint online at the "[Student Grievances](#)" webpage, to be forwarded to the department Chair with a copy to the Dean of the respective college or school within 10 business days after receipt of the response to the informal procedure. The formal complaint must include reasons for the appeal and state the remedies students are seeking. Within 10 business days, the Chair will provide students and school or college Deans with a written response. If the matter is not resolved by the written response provided by the department Chair, students must submit a formal complaint online within 10 business days of the date the response was sent to the school or college Dean where the course is offered. The formal appeal to the school or college Dean must state the reasons students are appealing the written response. The school or college Dean will review the appeal and responses, obtain additional information and opinions, if desired, and provide students with a written response within 10 business days of the receipt of the appeal to the school Dean. The decision of the school or college Dean will be final.

Grievances, Nonacademic

In an effort to resolve misunderstandings or concerns, students must first make every effort to resolve the matter informally by discussing their concerns with the faculty or staff member against whom they have a complaint within 30 days of the time of the incident. The person to whom the complaint is presented must respond orally or in writing within 10 business days after the receipt of the complaint. If the concern still exists, students must submit their grievance online at the "[Student Grievances](#)" webpage to the appropriate Chair or head of the department in which the grievance originated. Within 10 business days after receiving the grievance, the department Chair or head should solicit information from both students and the employee cited in the complaint, may confer with anyone having information pertinent to the grievance and may hold a



meeting between the students and the employee in an effort to mediate and resolve the complaint. If the complaint is not resolved to students' satisfaction, they must submit a formal appeal online to be forwarded to the appropriate assistant or Associate Vice President supervising the department where the complaint originated. Students must submit the appeal within 10 business days after they receive the response from the department Chair or head. The decision of the assistant or Associate Vice President must be mailed or delivered in person to students within 10 business days after receipt of the students' formal appeal. If the complaint is not resolved to student's satisfaction, additional appeals may be pursued in writing to the appropriate Vice President supervising the department where the complaint originated. The 10 business day time limit applies to each appeal and to each notification of decision described above. Decisions at the Vice Presidential level will be final.

Identification Cards

Sting Cards (UTB/TSC ID cards) for semester credit hour students are issued by the Circulation Desk at the University Boulevard Library. Use of the Sting Card is governed by the following conditions:

- The card remains the property of the institution and must be surrendered to any administrative official or Campus Police officer or guard of UTB/TSC on demand.
- The card or an official photo ID must be presented for:
 - Admission to any faculty or school-sponsored activity
 - Admission to all athletic events
 - Voting in campus elections and referendums
 - Use of computer services
 - Use of the libraries
 - Disbursement of financial aid checks
 - Conducting university business
- The card is nontransferable. Loss or mutilation must be reported to the Circulation Desk at the Library. A charge of \$10 will be made for replacement.
- Sting Card photographs may be taken at any time during the University Boulevard's Library's regular hours.

Immunization Requirements

The following immunizations are required for all students enrolled in health-related courses which will involve direct patient contact in medical- or dental-care facilities or for students who come in contact with human biological fluids or tissue. Students for whom these immunizations are not required by the institution are strongly urged to obtain these immunizations for their own protection.



- **Measles:** proof of two doses of measles vaccine administered on or after the first birthday and at least 30 days apart or proof of immunity.
- **Mumps:** proof of one dose of mumps vaccine administered on or after the first birthday or proof of immunity.
- **Rubella:** proof of one dose administered on or after the first birthday or proof of immunity.
- **Tetanus and diphtheria:** proof of one booster dose of tetanus and diphtheria (within 10 years).
- **Hepatitis B virus (HBV):** proof of serologic immunity to HBV or certification of immunization with a complete series of hepatitis B vaccine. Only students who are enrolled in a course of study that involves potential exposure to human or animal blood or bodily fluids will be required to provide proof of the immunization. Proof must be presented in a letter or other suitable written certification

Students enrolled at UTB/TSC and institutions of the UT System will assume the full cost of the immunizations. Individual schools may require other immunizations. Proof that they have taken a polio vaccine is required for students in the Emergency Medical Technology, Radiologic Technology and Medical Laboratory Technology programs.

First-time students, including transfer students, who reside in (or have been approved to reside in) on-campus housing must provide a certificate signed by a health practitioner evidencing that they have been vaccinated against bacterial meningitis at least 10 days before taking up residence in on-campus housing, or provide the office with a state of Texas exemption affidavit for reasons of conscience. The [application](#) can be downloaded from the Texas Department of State Health Services [website](#). (Texas Education Code, § 51.9191; 19 Texas Administrative Code 21.610).

Inquiries concerning supplemental immunization requirements should be directed to Student Health Services. Certain exemptions are allowed from the immunization requirements. Students should contact Student Health Services for additional information.

Incomplete Grades

A grade of I may be given when students have not completed the required coursework within the allotted time of a regular semester or term if the following conditions have been met:

- Students must be currently enrolled in the courses in question (prior to grading).
- The deadline for an automatic W grade for the courses must have passed.
- Students must be passing the courses (student must have completed work of acceptable quality). An I grade may never be applied when students have done poor work.
- Students must have legitimate extenuating circumstances, such as a severe illness, that prohibit completion of the course. The faculty member will consult her or his department head with any questions regarding legitimacy.



- Students are not allowed to retake the course as a condition of the incomplete. If the circumstances are such that they are meeting the requirements of the course at the time of the I grade, then only the remainder of the course content is required to be completed.
- Instructors, upon receiving and evaluating the completed work, will record the appropriate grade prior to stated deadlines for grading at the end of each respective semester.
- Instructors granting I grades must submit a written agreement signed by both the students and themselves specifying the following:
 - The “acceptable” reason for the I grade (such as illness)
 - Details of the work that has to be performed by students to complete the course
 - Deadline that the work is due, normally not later than the end of the next long semester
 - The form must be submitted to the department Chair no later than the deadline for semester grades.
 - Students cannot normally graduate with an I grade on their record. Students will not be given an I grade to allow:
 - Time to prepare coursework in addition to that assigned to the class
 - Time to repeat the entire course
 - Opportunity to raise a grade

Incomplete grades are not issued for students’ or faculty members’ convenience. They may be issued only in the case of compelling, nonacademic circumstances beyond students’ control. For situations that apply to reservists or members of the National Guard who have been called to active duty in the U.S. military after a semester or term has begun, please see “Military Service Activation Interruption of Education” in the “Admissions and Recruitment” section of this catalog.

Pass/Fail Option

Students enrolled in a kinesiology activity course may take the course for a traditional letter grade (e.g. A, B, C) or may elect to take it on a pass/fail basis. To exercise the pass/fail option, students must petition to do so no later than the deadlines announced in the [Academic Calendar](#). Petitions are made at the Office of the Registrar.

Prerequisite

Prerequisites are specified requirements that must be met before students may enroll in a course. Specific prerequisites are listed in course listings.



Quality of Work

While a grade of D is considered passing in a subject, a minimum overall average of 2.00 is required for graduation. Some programs require a 2.50 overall and in both their major and minor fields.

A grade of C or better may be required in other courses, departments or degree programs. For example, some English and mathematics core curriculum requirements require a grade of C or better while other courses require a grade of B or better. Students must also make at least an average of 2.00 in both their major and minor fields.

Registration

To attend classes, students must first register for the courses they wish to attend and pay all appropriate tuition and fees by the corresponding deadlines as published on the [Academic Calendar](#). Students must complete all admission procedures prior to registration. Information about registration dates and times is listed on the Academic Calendar. Information about registration procedures and deadlines may be obtained at the GO Center/Info Shop in Tandy lobby, the Office of the Registrar, or the Academic Advising Center in the Camille Lightner Center.

Repeated Courses

When a course is repeated, only the last grade and hours earned are used to calculate the grade point average. (Graduate courses follow a different method of calculation.) For the purposes of satisfactory academic progress (SAP) evaluations, each graded course will be counted toward attempted hours with only the final attempt being counted toward completed hours.

Required Courses

All courses in students' programs of study are required courses and must be completed for students to receive a degree or certificate. Most courses are sequenced from less-advanced to more-advanced courses and should be taken in the order suggested. Assistance with course selection and Information about required courses and sequencing may be obtained in the [Academic Advising Center](#). In addition, students may be required to take certain developmental courses based on assessment scores or THEA scores before they are allowed to enroll in more advanced courses.

Terms and Semesters

The Texas Higher Education Coordinating Board (THECB) requires that classes that offer three semester hours for credit meet for a minimum 45 contact hours during a given term.

The academic year is divided into two semesters, fall and spring semesters. Nontraditional semesters and terms are also available. Please see the [Academic Calendar](#) for start and end dates.

The Academic Calendar for this academic year is listed in this catalog and on the UTB/TSC website.

Under-enrolled Courses: Class-size Policy

In order for a course to be offered in any term, minimum enrollment criteria must be met or the course will be cancelled. The following minimums have been established for each of the following categories:



- Undergraduate lower division (0000-2999): 15
- Undergraduate upper division (3000-5999): 15
- Graduate lower division (master's) (6000-6999): 10
- Graduate upper division (doctoral): 6

When preterm registration data reflects that a class is unlikely to meet the approved minimum, the class will be cancelled by the department, and the department will notify the registered students. If the department plans to continue offering the course, the department must submit a written request with the reasons stated to the Vice President for Academic Affairs prior to the beginning of the term in which the course is to be offered.

Undergraduate Satisfactory Academic Progress

UTB/TSC monitors academic progress every fall and spring semester or term to identify those students who are experiencing difficulty with their courses. Satisfactory Academic Progress (SAP) is based upon two components: GPA and course completion. Academic progress is computed every fall and spring term for every UTB/TSC student; transient students are held to the standards of their home institution, not to those of UTB/TSC.

Minimum GPA Requirements

Students are expected to maintain a level of academic achievement that allows them to meet the grade requirements for graduation. (**NOTE:** Some programs of study might have higher GPA requirements.) Students remain in good standing with the university when they maintain a UTB/TSC GPA of 2.000 or higher. Students who fail to maintain the minimum required grade point average of 2.000 in all work attempted at UTB/TSC will be placed on probation or suspension as appropriate.

Minimum Course Completion Requirements

Students are expected to successfully complete at least 70 percent of credit hours attempted. This is calculated by evaluating the ratio of cumulative hours attempted versus earned. Attempted hours are those credits for which students are registered on the official record date of each semester or term. Earned hours are those credits for which students receive a passing grade (according to "Grade Standards" published in the undergraduate and graduate catalogs).

Standards for Satisfactory Academic Progress

Good standing: The good standing standard is awarded to students maintaining a cumulative GPA of 2.000 or higher and who maintain a cumulative completion rate of 70 percent or higher.

Probation: If at any time student's cumulative GPA falls below 2.000 or student's cumulative completion rate falls below 70 percent, they are placed on probation. The conditions of probation are as follows:

- Students are limited to 12 credit hours.
- Students are required to participate in specific programs designed to help them succeed academically.



- Students on academic probation must process any and all registration actions with an Academic Advisor.

First Probationary Term

If at the end of the first probationary term, students have a cumulative GPA of 2.000 or higher and a cumulative completion rate of 70 percent or higher, they are no longer on probation and return to good standing (as defined above). If at the end of the probationary term, students do not have both a cumulative GPA of 2.000 or higher and a cumulative completion rate of 70 percent or higher, they can continue on probation if their term GPA is 2.000 or higher and their term completion rate is 70 percent or higher. However, if their term GPA is less than 2.000 or their term completion rate is less than 70 percent, students will go on suspension and will not be eligible to take courses at UTB/TSC for one long term.

Subsequent Probationary Term

The same conditions as above will apply to students who are on probation for subsequent probationary terms.

Suspension and Reinstatement

Upon return from suspension, students will be enrolled conditionally. Students who are enrolled conditionally are subject to the following conditions:

- Students are limited to seven credit hours.
- Students are required to meet with an Academic Advisor to select appropriate courses.
- Students are required to participate in specific programs designed to help them succeed academically.

Suspension Appeal

- First academic suspension: one regular term (excluding summer)
- Second and subsequent academic suspensions: two regular terms (excluding summer)

Regular terms are the fall and spring semesters only. Students on suspension are not eligible to take courses in the summer sessions.

To appeal suspension from the university, students must submit a written appeal (with supporting documentation) to the Office of the Vice President for Academic Affairs. The appeal must explain the mitigating circumstances that prevented them from meeting the required academic standards. A decision will be rendered via e-mail and the decision of the committee is final.



DEGREE REQUIREMENTS

Catalog of Graduation

Catalog of Graduation for Degree Programs

Students have eight years from their term of original registration to complete a bachelor's degree program and six years to complete a certificate or associate degree program under the catalog in effect when they initially registered. Students may choose a subsequent catalog under which to complete graduation requirements, provided they have completed at least one course during the academic year the selected catalog was in effect with a letter grade other than W or F. Students must complete all degree requirements under that selected catalog. Choosing a new catalog begins a new eight-year or six-year time limit. Students who graduate under one catalog and begin a second degree must begin the new degree under the catalog in effect at that time. Students must have an approved degree plan at the time an application for graduation is filed. General Education Core Curriculum

Catalog of Graduation for Courses

Students must meet the course requirements in effect when a course is taken. This prevents students from retaking courses to meet new requirements, yet allows students the opportunity to benefit from new course requirements intended to promote student success. For example, if a student has declared a program of study for the current academic year but has taken courses previously, this student would be held to the course requirements in effect at the time the courses were taken, not the year the program of study was declared.

General Education Core Curriculum

General education core curriculum requirements apply to all associate and bachelor's degrees. Associate of applied science degrees require 15 hours of specific general education courses (listed on the official program of study). For more information, see an Academic Advisor.

48 total credit hours: Completing the general education core requires classes selected from each of the following focus areas:

- 010: Communication (two courses, six credit hours):
 - English 1301: Composition I (minimum grade of C)
 - English 1302: Composition II (minimum grade of C)
- 011: Additional Communication (two courses in the same non-English modern language at the 1000 level or higher, six credit hours):
 - Spanish 1311: Beginning Spanish I
 - Spanish 1312: Beginning Spanish II
 - Spanish 2313: Spanish for Native/Heritage Speakers I



- Spanish 2315: Spanish for Native/Heritage Speakers II
- Spanish 2311: Intermediate Spanish I
- Spanish 2312: Intermediate Spanish II
- Spanish 2316: Career Spanish I
- Spanish 2317: Career Spanish II
- Spanish 2321: Hispanic Language & Culture I
- Spanish 2322: Hispanic Language & Culture II
- French 1311: Beginning French I
- French 1312: Beginning French II
- French 2311: Intermediate French I
- French 2312: Intermediate French II
- German 1311: Beginning German I
- German 1312: Beginning German II
- German 2311: Intermediate German I
- German 2312: Intermediate German II
- Arabic 1311: Beginning Arabic I
- Arabic 1312: Beginning Arabic II
- Chinese 1311: Beginning Chinese I
- Chinese 1312: Beginning Chinese II
- Italian 1311: Beginning Italian I
- Italian 1312: Beginning Italian II
- Japanese 1311: Beginning Japanese I
- Japanese 1312: Beginning Japanese II
- Sign Language 1301: Beginning American Sign Language I
- Sign Language 1302: Beginning American Sign Language II



- 020: Mathematics (one course, three credit hours, minimum grade of C):
 - Math 1314: College Algebra
 - Math 1324: Mathematics for Business and Social Sciences I
 - Math 1325: Mathematics for Business and Social Sciences II
 - Math 1332: Contemporary Mathematics I
 - Math 1342: Elementary Statistical Methods
 - Math 1348: Analytic Geometry
 - Math 1350: Fundamentals of Mathematics for Teachers I
 - Math 1351: Fundamentals of Mathematics for Teachers II
 - Math 2305: Discrete Mathematics
 - Math 2318: Linear Algebra
 - Math 2321: Differential Equations and Linear Algebra
 - Math 2412: Pre-Calculus Mathematics
 - Math 2413: Calculus I
- 030: Natural Science (two courses with two labs, eight credit hours):
 - Biology 1306 and 1106: Biology for Science Majors I with lab
 - Biology 1307 and 1107: Biology for Science Majors II with lab
 - Biology 1308 and 1108: Biology for Non-Science Majors I with lab
 - Biology 1309 and 1109: Biology for Non-Science Majors II with lab
 - Biology 2301 and 2101: Anatomy and Physiology I with lab
 - Biology 2302 and 2102: Anatomy and Physiology II with lab
 - Chemistry 1305 and 1105: Introductory Chemistry I with lab
 - Chemistry 1307 and 1107: Introductory Chemistry II with lab
 - Chemistry 1311 and 1111: General Chemistry I with lab
 - Chemistry 1312 and 1112: General Chemistry II with lab



- Environmental Science 1301 and 1101: Environmental Science I with lab
- Environmental Science 1302 and 1102: Environmental Science II with lab
- Geology 1301 and 1101: Earth Sciences with lab
- Geology 1303 and 1103: Physical Geology with lab
- Geology 1304 and 1104: Historical Geology with lab
- Geology 1347 and 1147: Meteorology with lab
- Physics 1301 and 1101: College Physics I with lab
- Physics 1302 and 1102: College Physics II with lab
- Physics 1305 and 1105: Elementary Physics and Acoustics with lab
- Physics 1310 and 1110: Elementary Physics Through Video Games with lab
- Physics 1311 and 1111: Introduction to Astronomy with lab
- Physics 1315 and 1115: 21st Century Energy Issues: Physical Science I
- Physics 2325 and 2125: University Physics I with lab
- Physics 2326 and 2126: University Physics II with lab
- 040: Humanities (one course, three credit hours):
 - English 2332: World Literature to 1660
 - English 2333: World Literature since 1660
- 050: Visual and Performing Arts (one course, three credit hours)
 - Arts 1301: Art Appreciation
 - Arts 1303: Art History Survey I
 - Music 1304: Teaching Music in the Elementary School
 - Music 1306: Music Appreciation
 - Music 1308: Music Literature and History I
- 060: History (two courses, six credit hours)
 - History 1301: United States to 1877



- History 1302: United States since 1877
- 070: Government (two courses, six credit hours):
 - Government 2301: American and Texas Government
 - Government 2302: American Government and Policy
- 080: Social and Behavioral Sciences (one course, three credit hours):
 - Anthropology 2351: Cultural Anthropology
 - Business 1301: Business Principles
 - Economics 2301: Principles of Macroeconomics
 - Geography 1303: World Regional Geography
 - Psychology 2301: General Psychology
 - Sociology 1301: Introductory Sociology
- 090: Institutionally Designated Option (two courses, four credit hours):
 - Kinesiology 1164 Introduction to Physical Fitness and Sport or any one-hour activity course
- One speech course:
 - Speech 1315: Applied Communication
 - Speech 1318: Interpersonal Communication

In accordance with § 61.822 of the [Texas Education Code](#), students who successfully complete the entire General Core Curriculum at another Texas public institution of higher education may transfer that block of courses to UTB/TSC to satisfy UTB/TSC's core curriculum. If students complete some, but not all, of the core curriculum at another Texas public institution of higher education, they will receive credit for the component area completed and then must take additional General Core Curriculum courses at UTB/TSC until they complete the 48 credit hours that compose UTB/TSC's general core curriculum.

UTB/TSC's General Education Core curriculum seeks to encourage lifelong learning by providing students with a broad education in the liberal arts and sciences and an appreciation of their heritage and culture. Additionally, the curriculum develops the skills necessary for a satisfying personal, professional and public life.

Basic Intellectual Competencies in the Core Curriculum

The core curriculum guidelines described here are predicated on the judgment that a series of basic intellectual competencies – reading, writing, speaking, listening, critical thinking and computer literacy – are essential to the learning process in any discipline and should inform any core curriculum. Although students can be expected to come to college with some experience in exercising these competencies, they often need



further instruction and practice to meet college standards and, later, to succeed in both their major field of academic study and their chosen career or profession.

Critical Thinking

Critical thinking embraces methods for applying both qualitative and quantitative skills analytically and creatively to subject matter in order to evaluate arguments and to construct alternative strategies. Problem solving is one of the applications of critical thinking used to address an identified task.

Computer Literacy

Computer literacy at the college level means the ability to use computer-based technology in communicating, solving problems and acquiring information. Core-educated students should have an understanding of the limits, problems and possibilities associated with the use of technology and should have the tools necessary to evaluate and learn new technologies as they become available.

Some of these intellectual competencies have traditionally been tied to specific courses required of all students during their first two years of college. For example, courses in college composition, together with mathematics, have long been the cornerstone experience of the freshman year. But a single course or two-course sequence in college composition can do little more than introduce students to the principles and practices of good writing. Within the boundary of three to six semester credit hours of coursework, neither of these sequences can guarantee proficiency. Moreover, in most curricula there are no required courses specifically dedicated to reading or to critical thinking. Thus, if a core curriculum is to prepare students effectively, it is imperative that, insofar as possible, these intellectual competencies be included among the objectives of many individual core courses and reflected in their course content.

Listening

Listening at the college level means the ability to analyze and interpret various forms of spoken communication.

Reading

Reading at the college level means the ability to analyze and interpret a variety of printed materials – books, articles and documents. A core curriculum should offer students the opportunity to master both general methods of analyzing printed materials and specific methods for analyzing the subject matter of individual disciplines.

Speaking

Competence in speaking is the ability to communicate orally in clear, coherent and persuasive language appropriate to purpose, occasion and audience. Developing this competency includes acquiring poise and developing control of the language through experience in making presentations to small groups, large groups and through the media.



Writing

Competency in writing is the ability to produce clear, correct and coherent prose adapted to purpose, occasion and audience. Although correct grammar, spelling and punctuation are each essential in any composition, they do not automatically ensure that the composition itself makes sense or that the writer has much of anything to say. Students need to be familiar with the writing process, including how to discover a topic, how to develop and organize it and how to phrase it effectively for their audience. These abilities can be acquired only through practice and reflection.

Perspectives in the Core Curriculum

Another imperative of a core curriculum is that it contains courses that help students attain the following:

- Establish broad and multiple perspectives on themselves in relationship to the larger society and world in which they live and to understand the responsibilities of living in a culturally and ethnically diversified world
- Stimulate a capacity to discuss and reflect upon individual, political, economic and social aspects of life in order to understand ways in which to be a responsible member of society
- Recognize the importance of maintaining health and wellness
- Develop a capacity to use knowledge of how technology and science affect their lives
- Develop personal values for ethical behavior
- Develop the ability to make aesthetic judgments
- Use logical reasoning in problem solving
- Integrate knowledge and understand the interrelationships of the scholarly disciplines

Official Program of Study

Students seeking to obtain a certificate of proficiency or degree must officially declare a program of study. Declaration of a program of study and changes of program of study must be approved by the appropriate Academic Advisor. Information concerning programs of study may be obtained the UTB/TSC Undergraduate Catalog website or at the Academic Advising Center website.

Students must file an application for graduation on or before the date specified on the UTB/TSC Academic Calendar (nine months prior to the expected graduation date). Applications must be filed at the Office of the Registrar.

Residency Requirement

A minimum of 25 percent of the credit hours required for the certificate or degree must be completed in residence at UTB/TSC before a diploma can be conferred. In the case of undergraduate degree programs offered through joint, cooperative or consortia agreements, students must earn at least 25 percent of credits



from the participating institutions. For bachelor's degrees, at least 15 credit hours of advanced coursework (level 3000, 4000) in the major field of study must be completed in residence. Credit by examination, credit by escrow and "tech prep" cannot be counted toward hours earned in residence.

Certificates of Proficiency

The Texas Southmost College Board of Trustees grants the following certificates of proficiency:

- Certificate of Proficiency Level One
- Certificate of Proficiency Level Two

Certificates of Proficiency have the following completion requirements:

- Certificates of proficiency require completion of the curriculum for one of the workforce education programs. Specific requirements for each certificate are listed in the catalog sections dealing with certificates. It is the responsibility of students to be familiar with all the requirements for the certificate.
- A minimum cumulative 2.000 GPA in all program of study coursework, including transfer coursework, is required.
- Students applying for a Level Two certificate must satisfy the Texas Success Initiative (TSI) requirements.
- All degree requirements must be completed including noncoursework requirements, such as exit examinations, portfolios and special projects.

Associate Degrees

The Texas Southmost College Board of Trustees grants the following degrees:

- Associate of Applied Science (A.A.S.)
- Associate of Arts (A.A.)
- Associate of Arts in Teaching (A.A.T.)
- Associate of Science (A.S.)

All course requirements for the associate degree programs listed above are established within the college, school or department. For detailed information, students should contact the academic department responsible for administering the program of study.

Associate Degree Requirements

Specific requirements for each degree are listed in the catalog sections dealing with these degrees. It is the responsibility of students to be familiar with all the requirements for their degree. In general, students must:

- Satisfy the Texas Success Initiative (TSI) requirements



- Have a minimum grade point average of 2.000 in the general core curriculum, the program of study coursework and all transfer coursework is required
- Complete all degree requirements, including noncoursework requirements, such as exit examinations, portfolios and special projects

Pursuing One Associate Degree Covering More Than One Major

Students earning an associate degree may receive an additional major in a different field of study within the same degree type. (For example, an Associate of Arts is degree type.) In general, students must:

- Complete a minimum of 15 semester credit hours at UTB/TSC beyond the awarding of the first degree.
- Complete all degree requirements for the additional major, including grade point average requirements, elective courses, and others, as set forth in this catalog

Pursuing Two Associate Degrees Concurrently

Students may earn two associate degrees of different degree types on the same graduation date (e.g., Associate of Applied Science and Associate of Arts). In general, students must:

- Complete all major requirements for each of the two degrees. Each degree must have a minimum of 15 hours of unique course work.
- Complete all degree requirements for the additional major, including grade point average requirements, elective courses, and others, as set forth in this catalog

Pursuing an Additional Associate Degree After Graduation

To earn an additional associate degree at UTB/TSC after graduating from UTB/TSC, students must:

- Complete all degree requirements with a minimum of 18 hours of unique coursework for each associate degree sought beyond the first
- Complete all degree requirements for the additional major, including grade point average requirements, elective courses, and others, as set forth in this catalog
- Complete requirements under the catalog in effect at the time of beginning the second degree

Guarantee for Job Competency

If Associate of Applied Science (A.A.S.) graduates are judged by their employer to be lacking in technical job skills identified as exit competencies for their specific degree program, graduates will be provided up to nine tuition-free credit hours including course related fees of additional skill training by Texas Southmost College under the conditions of the guarantee policy.



Special conditions which apply to the guarantee are as follows:

- Graduates must have earned the A.A.S. degree beginning May 1995 or thereafter in an occupational program identified in the UTB/TSC catalog.
- Graduates must have completed the A.A.S. degree at UTB/TSC (with a majority of the credits being earned at UTB/TSC) and must have completed the degree within a four-year time span.
- Graduates must be employed full-time in an area directly related to the area of program concentration as certified by the Vice President for Academic Affairs.
- Employment must commence within 12 months of graduation.
- The employer must certify in writing to the Vice President for Academic Affairs that the employees are lacking entry level skills identified by UTB/TSC as the employees' program competencies and must specify the areas of deficiency within 90 days of graduates' initial employment.
- The employer, graduates, division Dean, job placement Counselor and appropriate faculty member will develop a written educational plan for retraining.
- Retraining will be limited to nine credit hours related to the identified skill deficiency and to those classes regularly scheduled during the period covered by the retraining plan.
- All retraining must be completed within 12 months from the time the educational plan is agreed upon.
- The guarantee does not imply that graduates will pass any licensing or qualifying examination for a particular career.
- Students' sole remedy against UTB/TSC and its employees for skill deficiencies is be limited to nine credit hours of tuition-free education under the conditions described above.
- The program can be initiated through a written agreement with the Office of the Vice President for Academic Affairs.

Bachelor's Degrees

The University of Texas at Brownsville awards the following bachelor's degrees:

- Bachelor of Applied Arts and Sciences (B.A.A.S.)
- Bachelor of Applied Technology (B.A.T.)
- Bachelor of Arts (B.A.)
- Bachelor of Arts in Interdisciplinary Studies (B.A.I.S.)
- Bachelor of Business Administration (B.B.A.)



- Bachelor of Science (B.S.)
- Bachelor of Science in Criminal Justice (B.S.C.J.)
- Bachelor of Science in Nursing (B.S.N.)
- Bachelor of Music (B.M.)
- Bachelor of Arts in Communication (B.A. Comm)
- Bachelor of Multidisciplinary Studies (B.M.S.)

All course requirements for a bachelor's degree in any of the disciplines are established within the college, school, or department. For detailed information, students should contact the department responsible for administering the respective program of study.

Bachelor's Degree Requirements

Specific requirements for each major field are listed in the catalog sections dealing with these majors. It is the responsibility of students to be familiar with all the requirements for the degree.

- A minimum of 120 credit hours, including a minimum of 36 advanced hours, is required, with an overall minimum grade point average of 2.000 in all non-developmental courses (including transfer work). For School of Business B.B.A. majors, a 2.500 GPA overall is required for graduation.
- A minimum grade point average of 2.000 in the General Core Curriculum, the major field and the minor field is required. For School of Business B.B.A. majors, a 2.500 GPA is required in the upper division core and major.
- A major requires a minimum of 24 credit hours (30 credit hours for most majors) with at least 15 hours of advanced-level work.
- A minor field requires at least 18 credit hours with a minimum of nine semester hours of advanced-level work.
- The same course may not be applied to multiple sections of a degree plan.

Pursuing One Bachelor's Degree Covering More Than One Major

Students earning a bachelor's degree may receive an additional major in a different field of study within the same degree type (Bachelor of Arts is an example of a degree type). Such students will:

- Complete all major requirements for each of the two majors within the degree type. Each major must have a minimum of 18 hours of unique coursework.
- Complete all degree requirements for each major, including grade point average requirements, elective courses and advanced courses as set forth in this catalog.



- Select, with assistance of an Academic Advisor, which major will be listed as the first major on the diploma (Students receive only one diploma with a double major.)

Pursuing Two Bachelor's Degrees Concurrently

Students may earn two bachelor's degrees of different degree types on the same graduation date (e.g., Bachelor of Science in Biology and Bachelor of Arts in English). In general, students must:

- Complete all major requirements for each of the two degrees. Each degree must have a minimum of 18 hours of unique course work.
- Complete all degree requirements for the additional major, including grade point average requirements, elective courses, and others, as set forth in this catalog

Pursuing an Additional Bachelor's Degree After Graduation

Students awarded a bachelor's degree from UTB/TSC or another accredited institution may receive an additional bachelor's degree from UTB/TSC as long as it is in a different major, regardless of the concentration or minor. Such students continue to be classified as undergraduates and must:

- Complete a minimum of 24 unique semester credit hours of UTB/TSC courses (of which at least 12 of the advanced hours in the major field must be taken at UTB/TSC) for each bachelor's degree sought beyond the first
- Complete all requirements for the additional degree as set forth in this catalog
- Complete all requirements for the additional degree, including grade point average requirements, elective courses and advanced courses
- Complete requirements under the catalog in effect at the time of beginning the second degree.

Teacher Certification

To be approved for the provisional or professional teacher's certificate or other administrative certificates, students must comply with the Texas State Board of Education Rules for Teacher Education. Current copies of those rules may be obtained from the [Texas Education Agency](#) or the UTB/TSC College of Education.

Graduates who seek certification must have a minimum grade point average of 2.500. For education programs leading to Teaching Certifications, refer to the "Programs of Study" section of this catalog.

Graduate Degrees

The university currently offers 23 graduate degrees, including a Doctor of Education and Master's of Arts, Science, Education, Business and Nursing. Information regarding graduate degree programs can be found at the [Office of Graduate Studies](#) website.



PREPROFESSIONAL PROGRAMS

Dual Language Certification

The Dual Language Certification program gives students already proficient in English and Spanish the opportunity to receive formal recognition of their dual-language abilities. Certification can be completed at either the associate or bachelor's level.

Program requirements

Students must complete a minimum of 15 credit hours in Dual Language (DL) courses to earn the certification. These courses must include Spanish 2313 and 2315 (Spanish for Native/Heritage Speakers I and II) or other preapproved Spanish courses at a higher level. In addition, students must complete COMM 3353.70 (Advanced Public Speaking) and six credit hours in advanced-level courses within their major and taught in Spanish. Students must achieve a minimum 2.800 GPA in their DL courses. Successful completion of requirements will result in degree notation and a special seal on students' diplomas. Students have specific restrictions depending on their program of study:

- Associate degree students may take a maximum of 12 credit hours, taught at the lower division and in Spanish, excluding courses with the SPAN prefix.
- Bachelor's degree students may take a maximum of 24 credit hours in Spanish, 12 lower division and 12 upper division, excluding courses with the SPAN prefix.

Spanish majors pursuing both levels of Dual Language certification may take a maximum of 54 credit hours taught in Spanish, including courses with the SPAN prefix. For more information contact the [Department of Modern Languages](#) in Cardenas Hall South, Room 288, 956-882-8246.

Military Science (ROTC)

The Department of Military Science offers courses to all students and provides the opportunity to increase their individual skills and knowledge in leadership and management techniques. Students that enroll in lower-level courses are not obligated to serve in the military. Those students with potential to serve as commissioned officers can choose to pursue a minor in military science.

The leadership and management experience gained through the ROTC benefits in civilian as well as in military service and national defense pursuits. Students in the program have the opportunity to:

- Enhance leadership and managerial potential
- Attain basic understanding of military fundamentals and national security
- Attain clear understanding of the concept of military art and science
- Develop a strong sense of personal honor, integrity and individual responsibility



Minor Requirements

The Department of Military Science offers a minor in military science to a commission officer in the active Army, Army Reserve or Army National Guard through the ROTC program.

Those students that choose to pursue a minor in military science must meet the following criteria:

- Complete four semesters of lower-level ROTC courses or have advanced credit as a veteran, USAR/ARNG Basic Training, JROTC or completed the Leadership Training Course at Fort Knox
- Pass a military physical examination
- Pass the Army Physical Fitness Test with a score of 60 points or more in each category
- Maintain a cumulative GPA of 2.000 and full-time student status
- Contract as an officer in the active Army, National Guard or Reserves
- Complete ROTC 3202 plus 16 hours of advanced military science courses. (ROTC 3401, ROTC 3402, ROTC 4401, ROTC 4403) and complete the Military History Course (HIST 4381)
- Successfully complete ROTC Leadership Assessment and Development Course (LDAC)
- Successfully complete an undergraduate degree program

Contact Information

Students interested in taking an ROTC course or pursuing a military science minor are encouraged to contact Diane Miles in the [Department of Military Science](#) at 956-882-7621 or e-mail at rotc@utb.edu for more information.

Law School Preparation

All accredited law schools in the Texas (that is, Baylor University School of Law, Southern Methodist University Deadman School of Law, South Texas College of Law, St. Mary's University School of Law, Texas Southern University Thurgood Marshall School of Law, Texas Tech University School of Law, University of Houston Law Center, Texas Wesleyan University School of Law and The University of Texas at Austin School of Law) require applicants to have a bachelor's degree, superior grades and a satisfactory score on the Law School Admission Test (LSAT).

The Newsletter of the Pre-law Advisors National Council has stated that, while no one major is preferred by law schools, "there is a common consensus that a broad-based academic experience, well grounded in the liberal arts, provides the best preparation for law school." Pre-law students should approach their curriculum as developing a set of useful skills transferable to the law school setting. They should keep in mind that spoken and written words are the principal tools of the legal profession. Those who intend to study law must develop an excellent knowledge and grasp of the English language as well as a clear and concise style of expression. Students should seek out courses that require substantial research and writing assignments and provide critiques of those skills.



UTB/TSC strongly recommends that courses be taken in the following areas of study during the junior and senior years as the major curriculum permits: criminal justice, business (specifically, Business Law), history, philosophy (Introduction to Philosophy, ethics and logic courses), government courses (Constitutional Law: Civil Liberties; Constitutional Law: Federalism and Judicial Process), speech (especially Fundamentals of Speech); behavioral sciences courses (Applied Law (ALAW)-Civil Litigation-Advanced, Criminal Law and Procedure-advanced, Evidence, Immigration Law and Procedure, Legal Document Research and Writing and Appeals, and Brief Writing).

UTB/TSC also offers a law school preparatory class for those interested in pursuing a career as an attorney, the Filemon B. Vela Pre-law Academy (ALAW 4368), designed to help current students or UTB/TSC graduates improve their law school admission chances and law school success. The course focuses on test-taking techniques for the LSAT, law school teaching methods and an introduction to the Cameron County legal community.

Pre-law students are urged to join the Pre-law Club at UTB/TSC. Students may obtain more information regarding the Academy by visiting the [Filemon B. Vela Pre-law Academy](#) website and by contacting the Office of Academic Affairs at 956-882-6551.

Academic Preparation at UTB/TSC for Health-care Graduate School

The Office of Health Professions Careers coordinates the development and management of premedical, pre-dental, pre-veterinarian, pre-physical therapy, pre-physician assistant, pre-occupational therapy and research-track school curriculum for students pursuing admission into medical, dental and other medical careers, as well as biomedical research.

All accredited graduate schools offering medical programs require applicants to have a bachelor's degree, superior grades and a satisfactory score on their graduate school admission test (e.g., MCAT, DAT, PCAT, GRE).

Although there is no set major that a pre-health students must strictly follow, it is advised that students should complete the following courses: General Biology I and II, General Chemistry I and II, Organic Chemistry I and II, College Physics I and II and English Composition I and II, along with any corresponding labs. For further Information about course schedules or recommended courses for various fields of study, students are advised to consult with the pre-health Advisor. Graduate schools prefer an applicant with a strong foundation in extracurricular activities, such as involvement in pre-health clubs, community and volunteer service and also research lab experience. It is also essential for the students to gain experience in their field of interest.

Currently, several partnerships have been formed with UTB/TSC:

- Early acceptance partnerships:
- Joint Admission Medical Program (JAMP) (UT System)
- Early Medical School Acceptance Program (EMSAP) (UT Medical Branch-Galveston)
- Dental Early Acceptance Program (DEAP)(UT Health Science Center-Houston)
- Dual-degree programs (UT Health Science Center-San Antonio)
- Dentistry



- Occupational therapy
- Physical therapy
- Bridges to graduate and professional programs
- Physician’s assistant (UT Pan American)
- Summer biomedical research programs:
- UTB/TSC campus research support
- Summer enrichment programs
- Seminar and lecture series by health professionals
- Standardized test preparation course

The Office of Health Professions Careers strongly encourages students to keep in contact with the pre-health Advisor to successfully complete the intended degree plan and accomplish their goals. For further information contact Dr. Gustavo Stern at the [Office of Health Professions Careers](#), LHSB 1.808A, 956-882-5059.

Service Learning and the Center for Civic Engagement

Many UTB/TSC courses offer service learning activities, also known as SL, and projects in the community. Service learning is defined at UTB/TSC as any intentional, active, reflective work that students do to meet community needs. The work must relate to course goals; if an agency is involved, it cannot be a for-profit business. Service learning includes projects and activities such as internships, practica, field experiences, clinical and other service projects, as long as they fit the SL criteria established at UTB/TSC. The UTB/TSC [Center for Civic Engagement](#) is charged with facilitating service learning and community engagement projects on campus. The CCE also offers Beginning Level Service Learning Certificates for UTB/TSC students and faculty and staff members in [MyUTBTSC](#), as well as trickle-up service learning in which CCE scholars assume leadership roles in designing and executing service learning projects for interested UTB/TSC faculty members and their students.

SCHOLASTIC HONORS

Honor Student Recognitions

Each semester or term, students with noteworthy scholastic achievement are recognized by publication of the President’s List and the Dean’s List. In addition, UTB/TSC has two honors organizations for which excellent students may qualify, Phi Theta Kappa and Alpha Chi.

President’s List

Students who earn a 4.000 semester or term grade point average and complete a full-time course load (not including developmental coursework) will be recognized on the President’s List.



Dean's List

Students who earn a 3.500 to 3.999 semester or term grade point average and complete a full-time course load (not including developmental coursework) will be recognized on the Dean's List.

Phi Theta Kappa

Candidates for membership must have completed 12 semester hours of associate-degree work with a grade point average of 3.50, possess recognized qualities of leadership and be recommended by a member of the faculty. Members must maintain a 3.25 grade point average after initiation. Membership is noted on students' official transcripts. Members are recognized at UTB/TSC awards ceremony and may wear the Phi Theta Kappa gold stole and tassel at Commencement. The purpose of the local Alpha Mu Chapter is to promote scholarship, develop leadership skills and cultivate fellowship among qualified students.

Alpha Chi

Alpha Chi, a national college scholarship honor society founded in 1922, represents the highest academic honor on any member campus. The objectives are to promote and to recognize superior scholarship and those elements of character that make for effective service. Membership in Alpha Chi is limited to no more than 10 percent of the junior and senior classes in the academic divisions of colleges and universities. Students must have at least a 3.50 overall grade point average to be invited to become members of the Texas Alpha Omicron Chapter of Alpha Chi at UTB/TSC.

Honors in Graduation

At the time of graduation, students earning a bachelor's or associate degree will be recognized for sustained scholastic excellence by graduating with appropriate honors. Honors will be based upon students' cumulative grade point average on all nondevelopmental undergraduate hours taken, including transfer hours. If courses have been repeated, the last grade recorded will be used in determining grade point average. Honors are as follows:

- **Summa cum laude:** 3.900-4.000
- **Magna cum laude:** 3.700-3.899
- **Cum laude:** 3.500-3.699

STUDENT RESPONSIBILITY AND DISCIPLINE

Student Responsibility

Students are expected to be informed thoroughly about the regulations and the course requirements for degrees and to inquire in case of doubt.

UTB/TSC will not be responsible if complications arise because students fail to follow regulations and requirements. Regulations will not be waived nor exceptions to requirements made on a plea of ignorance of the regulation or requirement. Therefore, students should become familiar with all of the information related to their programs contained in this catalog and the "Student Handbook."



Because procedural changes and changes in regulations and requirements may be made from time to time, students should work directly with their departmental Advisor concerning course requirements and options, deficiencies, course sequencing and special regulations. Requests to waive regulations or requirements should be directed in writing to the department Chair and the Dean of the school or college, who will notify students of their decision concerning the request.

By registering, students enter a school or college of UTB/TSC and, except in disciplinary matters, are responsible to the Dean of their school or college. Deans have jurisdiction over students' programs of study and degree requirements.

Student Discipline

By enrolling, students neither lose the rights nor escape responsibilities of citizenship. All students are expected to comply with state and federal laws, UT System Regents' Rules and Regulations, UTB/TSC regulations and instructions issued by administrative officials in the course of their duties.

When students violate the prescribed codes of conduct, disciplinary action may be initiated through the Dean of Students office.

Information about the rules of conduct, due process procedures and disciplinary penalties is published in Rule 50101 of the UT System Board of Regents' [Rules and Regulations](#) and in UTB/TSC's [Handbook of Operating Procedures](#) (HOOP), §§6.4.1 and 6.4.2. Copies of these documents are available in the Dean of Students' office. Student disciplinary information is also published in the "Student Handbook."

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COLLEGES AND PROGRAMS

COLLEGE OF BIOMEDICAL SCIENCES AND HEALTH PROFESSIONS

Dr. Eldon L. Nelson, Interim Dean • LHSB 2.402 • 956-882-5001

Allied Health Department

Eusebio E. Ortiz, Chair • LHSB 2.436 • 956-882-5011

B.A.T. Program

Dr. John McCabe, Program Director • LHSB 2.206 • 956-882-5017

Biomedical Sciences Department

Dr. Michael Lehker, Chair • LHSB 2.816A • 956-882-5040

Cancer Information Management Program

Barbara Denton, Program Director • ITECC C-400 956-882-5017

Diagnostic Medical Sonography Program

Dr. Marti Flores, Program Director • LHSB 2.218 • 956-882-5014

Emergency Medical Science Program

Adiel Garcia, Program Director • LHSB 2.436 • 956-882-5025

Health Professions Related Sciences: Core Curriculum Studies

Grant Olbeter, Coordinator • LHSB 2.426 • 956-882-5024

Medical Laboratory Technology Program

Consuelo Villalon, Program Director • LHSB 2.436 • 956-882-5047

Polysomnography Program

Dr. Alberto Santos, Program Director ITEC C-400 956-882-5017



Radiologic Technology Program

Eusebio E. Ortiz, Program Director • LHSB 2.436 • 956-882-5022

Respiratory Therapy Program

Jose Lavios, Program Director • LHSB 2.436 • 956-882-5028

COLLEGE OF EDUCATION

Dr. Miguel Angel Escotet, Dean • Education and Business Complex • 956-882-7220

Child Care and Development Program

Marisela Nava, Center Manager • Raul J. Guerra Early Childhood Center • 956-882-8887

Educational Psychology and Leadership Studies Department

Dr. Olivia Rivas, Chair • EDBC 2.208A • 956-882-7678

Field Experiences – Student Teaching Program

Dr. Albert J. Herrera, Director • EDBC 1.102B • 956-882-5703

Health and Human Performance Department

Dr. Zelma Mata, Chair • REK 2.610A • 956-882-8290

Language, Literacy and Intercultural Studies Department

Dr. David Freeman, Chair • EDBC 1.308 • 956-882-5724

Student Teaching Program

Mrs. Monica Pena, Director • EDBC 1.102B • 956-882-5703

Teacher Preparation and Accountability Office

Dr. Gayle L. Brogdon, Associate Dean and Certification Officer • EDBC 1.102 • 956-882-5706

Teaching, Learning and Innovation Department

Dr. Reynaldo Ramirez, Chair • EDBC 1.308 • 956-882-7421



COLLEGE OF LIBERAL ARTS

Dr. Daniel Heimmerman, Dean • Cardenas Hall South, 246 • 956-882-8253

Behavioral Sciences Department

Dr. Diamantina Freeberg, Chair • Cardenas Hall South, 293 • 956-882-8225

Communication Department

Dr. Sharaf Rehman, • Cardenas Hall South, 238 • 956-882-8297

Criminal Justice Department

Dr. Kevin Buckler, Chair • Cardenas Hall South, 319 • 956-882-8993

English Department

William Harris, Chair • Cardenas Hall South, 204 • 956-882-8239

Government Department

Dr. Terence Garrett, Chair • Cardenas Hall South, 276 • 956-882-8890

History Department

Dr. Helmut Langerbein, Chair • Cardenas Hall South, 306 • 956-882-8260

Modern Languages Department

Dr. Dania Lopez-Garcia, Chair • Cardenas Hall South, 288 • 956-882-8246

Music Department

Dr. Sue Zanne Urbis, Chair • Eidman Hall 107A • 956-882-7244

Visual Arts Department

Dr. Bret Lefler, Chair • Rusteberg 209 • 956-882-7517

COLLEGE OF NURSING

Dr. Nelda C. Martinez, Dean • LHSB 2.720A • 956-882-5071

Nursing Department

Dr. Katherine Dougherty, Chair • LHSB 2.720 • 956-882-5071



Nursing Program, Associate Degree in

Joe R. Lacher, Program Director • LHSB 2.726 • 956-882-5072

Nursing Program, Bachelor of Science in

Dr. Dianna Garcia-Smith, Program Director • LHSB 2.720 • 956-882-5070

Nursing Program, Master of Science in

Dr. Eloisa G. Tamez, Program Director • LHSB 2.732 • 956-882-5079

Nursing Program, Vocational

Karen Fuss-Sommer, Program Director • LHSB 2.724 • 956-882-5073

COLLEGE OF SCIENCE, MATHEMATICS AND TECHNOLOGY

Dr. Mikhail M. Bouniaev, Dean • SETB 2.342 • 956-882-6701

Biological Sciences Department

Vacant, Chair • LHSB 2.816A • 956-882-5040

Chemistry and Environmental Sciences Department

Dr. Gene J. Paull, Chair • MO 1.114 • 956-882-6691

Computer and Information Sciences Department

Dr. Juan Raymundo Iglesias, Chair • SETB 1.550 • 956-882-6605

Engineering Department

Dr. William Berg, Chair • SETB 1.450A • 956-882-6641

Engineering Technology Programs

Dr. Immanuel Edinbarough, Interim Director • ITEC C507 • 956-) 882-6623

Health Professions Careers

Dr. Gustavo Stern, Director • SETB 2.310 • 956-882-5059

Industrial Technology Department



Felipe Paredes, Interim Chair • ITECC C303 • 956-882-4211

Rolando Cavazos, Academic Advisor • ITECC C208 • 956-882-4213

Mathematics Department

Dr. Jerzy K. Mogilski, Chair • SETB 2.454 • 956-882-6636

Mathematics and Science Academy

Edward Argueta, Principal • EDBC 2.126 • (956)882-5742

Physics and Astronomy Department

Dr. Soma Mukherjee, Chair • SETB 2.210A • 956-882-6679

SCHOOL OF BUSINESS

Dr. Mark Kroll, Dean • EDBC 2.504 • 956-882-5803

Applied Business Technology Department

Beatriz Castillo, Chair • EDBC 1.534 • 956-882-8211

Hilda Flores, Program Coordinator and Advisor • EDBC 1.534 • 956-882-7958

Dr. Mark Kroll, Dean • EDBC 2.504 • 956-882-5804

Business Administration Department

Dr. Rafael Otero, Chair • EDBC 2.542 • 956-882-5809

Maggie Arriaga, Program Coordinator • EDBC 1.402 • 956-882-5800

Legal Office and Paralegal Studies Program

Joseph W. Krippel, Faculty Advisor • EDBC 1.503 • 956-882-7325

Karen Betancourt, Faculty Advisor • EDBC 1.512 • 956-882-7526

Hilda Flores, Program Coordinator and Advisor • EDBC 1.534 • 956-882-7958

Medical Office Technology Program

Mary Valencia, Faculty Advisor • EDBC 1.510 • 956-882-7478

Hilda Flores, Program Coordinator and Advisor • EDBC 1.534 • 956-882-7958



OFFICE OF DEGREE COMPLETION PROGRAMS

Dr. Peter B. Gawenda, Special Assistant to the Provost • ITECC C301 • 956-882-4199

Esteban Paredes, Outreach Coordinator for B.A.T. and B.A.A.S. • ITECC C307 • 956-882-4197

Martin Rodriguez, Senior Academic Advisor • ITECC C501 • 956-882-4197

Military Science Unit

Lt. Col. Maricela Alvarado • 956-381-3602

UNIVERSITY COLLEGE

Dr. Terry Overton, Dean • MRCN 109 • 956-882-6791

Developmental Studies

Dr. Laura Villarreal, Director • OLIB 238 • 956-882-6705

Freshman Year Programs

Vacant, Director • MRCN 109 • 956-882-6791



FACULTY LISTINGS

COLLEGE OF BIOMEDICAL SCIENCES AND HEALTH PROFESSIONS

Allied Health Department

Darcy Carpenter (2005)

Assistant Master Technical Instructor of Respiratory Therapy

- A.A.S., Texas Southmost College (1987)
- B.A.T., The University of Texas at Brownsville and Texas Southmost College (2003)

Elizabeth Chavez (2000)

Assistant Master Technical Instructor of Emergency Medical Science

- A.A.S., Texas Southmost College (1996)
- B.A.T., The University of Texas at Brownsville and Texas Southmost College (2005)

Adriana A. Dallas (2007)

Assistant Master Technical Instructor of Diagnostic Medical Sonography

- A.A.S., Del Mar. College (2005)
- B.S., University of Louisiana at Monroe (2004)

Shamina G. Davis (1998)

Master Technical Instructor

- B.S., The University of Texas-Pan American (1981)
- M.S., Texas A&M University-Corpus Christi (1995)

Barbara Denton (2006)

Lecturer of Cancer Information Management

- B.A., The University of Texas at Austin (1975)
- M.S., Texas State University at San Marcos (1995)

Marti Flores (2003)

Assistant Master Technical Instructor of Diagnostic Medical Sonography

- A.A.S., Texas Southmost College (1983)
- B.S., Texas A&M University (1990)
- M.S., Midwestern State University (1997)

Adiel Garcia (2005)

Assistant Master Technical Instructor of Emergency Medical Science

- A.A.S., Texas Southmost College (2003)
- A.A.S., Texas Southmost College (2005)
- B.A.T., The University of Texas at Brownsville and Texas Southmost College (2006)

David R. Garza (2008)

Assistant Master Technical Instructor of Emergency Medical Science

- A.A.S., Texas Southmost College (2008)

Manuel Gavito (1975)

Associate Master Technical Instructor of Radiological Technology

- B.A.A.S., Pan American University (1988)

Constance Hayes (2003)

Assistant Master Technical Instructor of Bachelor of Applied Technology

- B.S.N., Indiana University (1976)
- M.S.N., The University of Texas Health Science Center at San Antonio (1993)



- FNP, Texas A&M University-Corpus Christi (1995)

Jaime Ibarra (2007)

Assistant Master Technical Instructor of Emergency Medical Science

- A.A.S., Texas State Technical College-Harlingen (2004)

Paula Furlan Kimball (2010)

Assistant Master Technical Instructor of Medical Laboratory Technology

- A.A.S., Thunder Bay Institute of Medical Technology (1988)
- B.S., The University of Texas-Pan American (2000)
- M.S., Texas A&M University-Corpus Christi (2001)

Joe Lavios (2008)

Assistant Master Technical Instructor of Respiratory Therapy

- A.A.S., Texas Southmost College (1985)
- B.A.T., The University of Texas at Brownsville and Texas Southmost College (2004)

Ana Linville (2002)

Assistant Master Technical Instructor of Medical Laboratory Technology

- A.A.S., Laredo Junior College (1975)
- B.A.A.S., Texas Southmost College (1992)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (2007)

John L. McCabe (1991)

Associate Professor of Bachelor of Applied Technology and Respiratory Therapy

- B.S., University of Iowa (1979)
- M.A., University of Iowa (1981)
- Ph.D., University of Iowa (1987)

Kim Morris-Garcia (1996)

Associate Master Technical Instructor of Bachelor of Applied Technology and Respiratory Therapy

- B.S., Southwest Texas State University (1996)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (2003)

Eldon L. Nelson (2000)

Professor of Health Sciences

- B.S., East Carolina University (1964)
- B.A., East Carolina University (1964)
- M.A., East Carolina University (1971)
- Ph.D., University of Florida (1974)

Grant Olbeter (2003)

Assistant Master Technical Instructor of School of Health Sciences Core Curriculum Studies

- B.S., Virginia Polytechnic Institute and State University (2002)

Eusebio Ortiz (1993)

Associate Master Technical Instructor of Radiologic Technology

- Certificate, American Registry of Radiological Technicians (1960)
- A.A.S., Texas Southmost College (1991)
- B.A.A.S., The University of Texas at Brownsville and Texas Southmost College (1994)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (1997)

Mahandran Rajasuriar (1996)

Assistant Master Technical Instructor of Core Curriculum Studies

- A.A.S., Texas Southmost College (1987)
- B.S., Texas A&M University-Corpus Christi (1996)



- M.Ed., The University of Texas at Brownsville and Texas Southmost College (2000)

Alberto Mauro dos Santos (2005)

Lecturer of Polysomnography

- M.D., University of Sao Paulo, Brazil (1987)

Alfred Van Baak (2007)

Lecturer of Polysomnography

- M.D., University of Sao Paulo, Brazil (1987)
- M.S., University of Sao Paulo, Brazil (1992)

Consuelo Villalon (2007)

Assistant Master Technical Instructor of Medical Laboratory Technology

- Q.F.B. (Chemical, Pharmaceutical Biologist) Autonomous University of Tamaulipas, Mexico (1983)
- B.S., Credential Evaluation Services (1988)
- M.P.H., The University of Texas Health Science Center at Houston (2006)

Ariel Villanueva (2004)

Assistant Master Technical Instructor of Diagnostic Medical Sonography

- M.D., University of the Rio Bravo Valley, Mexico (1986)
- A.A.S, Texas Southmost College (2000)
- A.A.S., Texas Southmost College (2004)

Biomedical Sciences Department

Luis Colom (2001)

Professor of Biological Sciences

- M.D., University of the Eastern Republic, Uruguay (1979)
- Ph.D., University of Calgary, Canada (1989)

Emilio Garrido-Sanabria (2003)

Assistant Professor of Biological Sciences

- M.D., Superior Institute of Medical Sciences at Havana, Cuba (1994)
- Ph.D., Federal University of Sao Paulo, Brazil (1999)

Masako Isokawa (2005)

Associate Professor of Biological Sciences

- B.A., University of Osaka, Japan (1976)
- M.A., University of Osaka, Japan (1978)
- Ph.D., University of Osaka, Japan (1981)
- Ph.D., Rutgers University (1984)
- Postdoctoral Fellow, University of California (1985)

Alexander V. Kazansky (2006)

Associate Professor of Biological Sciences

- M.S. Moscow Institute, Russia (1985)
- Ph.D. Moscow Institute, Russia (1990)
- Postdoctoral Fellow, Baylor College (1997)

Michael W. Lehker (2003)

Associate Professor of Biological Sciences

- B.S. The University of Texas at El Paso (1983)
- M.S., The University of Texas at El Paso (1986)
- Ph.D., The University of Texas Health Science Center at San Antonio (1991)

Saraswathy "Saras" Nair (2006)

Assistant Professor of Biological Sciences

- B.S., Kerala University, India (1983)
- M.S., Annamalai University, India (1985)
- M.A., State University of New York at Buffalo (1986)
- Ph.D., State University of New York at Buffalo (1992)

Luis Pacheco (2005)

Assistant Professor of Biological Sciences

- B.A.S., Ricardo Palma University, Brazil (1996)
- Ph.D., University of Sao Paulo, Brazil (2004)



Miriam Gysel Perez-Cordova (2005)

Assistant Professor of Biological Sciences

- M.D., Autonomous University of Tamaulipas, Mexico (2003)

Daniele Provenzano (2003)

Associate Professor of Biological Sciences

- B.S., The University of Texas-Pan American (1992)
- Ph.D., The University of Texas Health Science Center at San Antonio (2000)
- Postdoctoral Fellowship, Harvard Medical School (2001)

Hugo Rodriguez (2003)

Assistant Master Technical Instructor of Biological Sciences

- M.D., Monterrey University Medical School, Mexico (1981)
- M.S., University of Tamaulipas, Mexico (1986)

Andrea Schwarzbach (2006)

Associate Professor of Biological Sciences

- M.S., Ruprecht Karls University, Germany (1991)
- Ph.D., Johannes Gutenberg University, Germany (1996)

Masoud Zarei (2002)

Assistant Professor of Biological Sciences

- B.S., Incarnate Word College (1987)
- Ph.D., Baylor College of Medicine (1994)

Center for Biomedical Studies and Health Professions**Maria Teresa Castañeda (2005)**

Research Assistant Professor of Biological Sciences

- M.D., Autonomous University of Tamaulipas, Mexico (1984)

- M.S., Autonomous University of Nuevo Leon, Mexico (1985)
- Ph.D., Autonomous University of Tamaulipas, Mexico, and University of Granada, Spain (2009)

COLLEGE OF EDUCATION**Child Care and Development Program****Leticia Diaz (1984)**

Master Technical Instructor of Child Development

- A.A.S., Texas Southmost College (1981)
- B.S., Corpus Christi State University (1985)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (2007)

Vejoya Viren (2003)

Associate Professor of Early Childhood Education and Child Development

- B.A., University of North Bengal, India (1988)
- M.A., University of Delhi, India (1991)
- Ph.D., Virginia Polytechnic Institute and State University (2003)

Educational Psychology and Leadership Studies Department**Chuey Abrego (2001)**

Assistant Professor of Educational Leadership

- B.S., The University of Texas-Pan American (1990)
- M.Ed., Southwest Texas State University (1997)
- Ed.D., The University of Texas-Pan American (2008)

Michelle Abrego (1991)

Associate Professor of Educational Leadership

- B.S., Michigan State University (1981)
- M.A., Michigan State University (1982)



- M.Ed. Texas A&M University-Corpus Christi (1990)
- Ed.D., The University of Texas at Austin (1996)

Melissa Alvarado (2009)

Associate Professor of Counseling and Guidance

- B.A., Our Lady of the Lake University San Antonio (1999)
- M.A., University of San Antonio (1982)
- Ph. D. Texas A&M University-Corpus Christi (2009)

Steven Chamberlain (1999)

Associate Professor of Special Education

- B.A., The University of Texas at Austin (1985)
- M.Ed., The University of Texas at Austin (1989)
- Ph.D., The University of Texas at Austin (1999)

Mary Grace Curtis (1994)

Associate Professor of Special Education

- B.S., Southern Illinois University (1978)
- M.A., Southern Illinois University (1980)
- Ph.D., University of Illinois (1993)

Leticia Diaz (1984)

Master Technical Instructor of Child Development

- A.A., Texas Southmost College (1981)
- B.S., Corpus Christi State University (1985)
- M.Ed., The University of Texas Brownsville (2007)

Georgianna Marie Duarte (1994)

Professor of Early Childhood Education and Child Development

- B.A., Georgia State University (1980)
- M.A., Edinoboro State University (1982)
- Ph.D., Pennsylvania State University (1986)

Jaime H. Garcia (1998)

Associate Professor of Educational Psychology

- B.A., San Jose State University (1980)
- M.Ed., The University of Texas at Austin (1990)
- Ph.D., University of Georgia (1995)

Juan O. Garcia (2010)

Assistant Professor of Educational Leadership

- B.A., Pan American University (1973)
- M.Ed., Pan American University (1977)
- Ed. D., The University of Texas-Pan American (2009)

James Jackson (2009)

Assistant Professor of Counseling and Guidance

- A.A., Northeast Mississippi Community College (1989)
- B.M.Ed., University of North Alabama (1997)
- M.A., University of North Alabama (2003)
- Ph.D., University of Alabama (2009)

Alma G. Leal (1988)

Professor of Counseling and Guidance

- B.S., Pan American University (1973)
- M.Ed., Pan American University (1974)
- Ed.D., East Texas State University(1980)

Terry Overton (2008)

Professor of Special Education

- B.S., Texas Woman’s University (1973)
- M.Ed., Texas Woman’s University (1977)
- Ed.D., Texas Woman’s University (1985)

Olivia Rivas (1979)

Professor of Counseling and Guidance

- B.A., Pan American University (1970)
- M.Ed., Pan American University (1974)
- Ed.D., East Texas State University (1978)

Ana Rodriguez-Garcia (2008)



Assistant Professor of Early Childhood Education

- B.S., Texas A&M University (1997)
- M.A., Houston Baptist University (2003)
- Ph.D., The University of Texas at Austin (2009)

Janet Shefelbine (2003)

Associate Professor of Educational Leadership

- B.S., Concordia College (1964)
- M.S., University of Michigan (1967)
- M.A., Stanford University (1983)
- Ph.D., The University of Texas at Austin (1997)

John A. Sutterby (2001)

Associate Professor of Early Childhood Education

- B.S., The University of Texas at Austin (1989)
- M.Ed., The University of Texas at Austin (1996)
- Ph.D., The University of Texas at Austin (2002)

Andres N. Vallado (1992)

Associate Professor of Educational Leadership

- B.S., University of Corpus Christi (1961)
- M.A., Texas A&I University (1964)
- Ed.D., University of Houston (1974)

Vejoya Viren (2003)

Associate Professor of Early Childhood Education and Child Development

- B.A., University of North Bengal, India (1989)
- M.A., University of Delhi, India (1991)
- Ph.D., Virginia Polytechnic Institute and State University (2009)

Yan Yang (2009)

Assistant Professor of Educational Psychology

- B.A., Sichuan University, China (1999)
- M.A., Southwest Jiaotong University, China (2004)
- Ph.D., Oklahoma State University (2009)

Selma Yznaga (2002)

Associate Professor of Counseling and Guidance

- B.S.Ed., Southwest Texas State University (1987)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (1994)
- Ph.D., St. Mary's University (2000)

Health and Human Performance Department

Gayle L. Brogdon (1978)

Associate Professor of Health and Human Performance

- B.S., East Texas State University (1965)
- M.Ed., East Texas State University (1966)
- Ed.D., North Texas State University (1972)

Phillip K. Conatser (2005)

Assistant Professor of Health and Human Performance

- B.S., West Texas A&M University (1989)
- M.Ed., Texas Tech University (1991)
- Ph.D., University of Virginia-Charlottesville (1999)

Gonzalo Garza (2008)

Field-based Teaching Specialist of Health and Human Performance

- B.S., The University of Texas at Brownsville and Texas Southmost College (2000)
- M.S., The University of Texas-Pan American (2005)

Susan Hart (2001)

Associate Professor of Health and Human Performance

- B.S., Southwestern University (1984)
- M.Ed., Tarleton State University (1990)
- Ph.D., Texas A&M University (1996)

Eric James (2009)

Assistant Professor of Health and Human Performance



- B.A., St. John Fisher College (1988)
- M.S., University of Houston (2006)
- Ph.D., Pennsylvania State University (2009)

Murat Karabulut (2008)

Assistant Professor of Health and Human Performance

- B.S., Middle East Technical University, Turkey (1997)
- M.S., University of Tennessee (2004)
- Ph.D., University of Oklahoma (2008)

Christopher M. Ledingham (2007)

Assistant Professor of Community Health Education

- B.C.H., New Mexico State University (2001)
- M.P.H., New Mexico State University (2004)
- Ph.D., Texas A&M University (2006)

Jack L. Loff (1985)

Assistant Professor of Health and Human Performance

- B.S., Pan American University (1970)
- M.Ed., Pan American University (1974)
- M.S., Pan American University (1982)

Vanessa Martinez (2010)

Lecturer

- B.E.S., Texas State University (2007)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (2011)

Zelma D. Mata (1978)

Associate Professor of Health and Human Performance

- B.S., Pan American University (1977)
- M.Ed., Pan American University (1978)
- Ed.D., University of Houston (1993)

Robert Moran (2010)

Lecturer of Health and Human Performance

- B.A., The University of Texas-Pan American (1971)
- M.S., Sam Houston State University (1976)
- M.S., The University of Texas-Pan American (1976)

David K. Wittenburg (2005)

Associate Professor of Health and Human Performance and Exercise Science

- B.S., Angelo State University (1984)
- M.Ed., Texas State University (1994)
- Ph.D., Texas A&M University (2000)

Language, Literacy and Intercultural Studies Department

Kathy Bussert-Webb (2000)

Associate Professor of Literacy

- B.A., Indiana University (1984)
- M.A., Indiana University (1989)
- Ph.D., Indiana University (1997)

Miguel Angel Escotet (2008)

Professor of Intercultural Studies and Research

- M.A., The University of Texas at Austin (1969)
- Ph.D., University of Nebraska (1972)

David Freeman (2005)

Professor of Literacy

- B.A., Dartmouth College (1966)
- M.A., Stanford University (1967)
- M.A., The University of Arizona (1982)
- Ph.D., The University of Arizona (1987)

Yvonne S. Freeman (2005)

Professor of Bilingual and ESL Education

- B.A., University of California-Santa Barbara (1966)
- M.A., Stanford University (1967)
- M.A., The University of Arizona (1984)
- Ph.D., The University of Arizona (1987)



Dianne Johnson (2010)

Lecturer

- B.S., Sam Houston State University (1967)
- M.Ed., Sam Houston State University (1971)
- Ed. D., University of Houston (1992)

Sandra Mercuri (2007)

Assistant Professor of Bilingual and ESL Education

- M.A., Fresno Pacific University (2000)
- Ph.D., University of California at Davis (2007)

Kerry G. McArthur (2009)

Assistant Professor of Literacy

- B.S., Texas Tech University (1979)
- M.A., University of Houston (2000)
- Ph.D., The University of Arizona (2007)

Paula Parson (1985)

Professor of Literacy

- B.A., Central Washington University (1966)
- M.Ed., Pan American University (1982)
- Ph.D., The University of Texas at Austin (1992)

Elva Cerda-Perez (1993)

Associate Professor of Bilingual and ESL Education

- B.S., Corpus Christi State University (1976)
- M.S., Corpus Christi State University (1981)
- Ed.D., Texas A&I University-Kingsville (1990)

Alma D. Rodriguez (2004)

Assistant Professor of Bilingual and ESL Education

- B.A., The University of Texas at Brownsville and Texas Southmost College (1995)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (1997)
- Ph.D., University of Houston (2003)

Graciela P. Rosenberg (1981)

Professor of Bilingual and ESL Education

- B.A., Goddard College (1970)
- M.A., Middlebury College (1972)

- M.A., University of Vermont (1976)
- Ed.D., Texas A&I University (1981)

Renee Rubin (1998)

Associate Professor of Literacy

- B.J., University of Missouri (1976)
- M.A., New Mexico State University (1986)
- Ed.D., University of Houston (2003)

Wally Thompson (2009)

Lecturer

- B.A., Stephen F. Austin State University (1973)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (2006)

Developmental Reading**Angelica Fuentes (2004)**

Assistant Master Technical Instructor of Developmental Reading

- B.A., The University of Texas at Brownsville and Texas Southmost College (2002)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (2005)

Leslie Kimberling Jones (2001)

Associate Master Technical Instructor of Developmental Reading

- B.A., University of Houston (1993)
- B.S., The University of Texas at Brownsville and Texas Southmost College (2001)
- Ed.D., University of Houston (2005)

Herman Peña (2005)

Assistant Master Technical Instructor of Developmental Reading

- B.S., Texas A&M University-Corpus Christi (2000)



- M.S., Texas A&M University-Corpus Christi (2003)

Arlene Ready (2002)

Assistant Master Technical Instructor of Developmental Reading

- B.A., The University of Texas at Brownsville and Texas Southmost College (1997)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (2006)

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- B.A., The University of Texas at Austin (1991)
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Teaching, Learning and Innovation Department

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- B.B.A., East Texas State University (1977)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (1997)
- Ed.D., University of Houston (2007)

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- B.S., The University of Texas-Pan American (1982)
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Field-based Teaching Specialist of Teacher Education

- B.A., Sienna Heights College (1970)
- M.S., California State University (1975)
- Ed.D., University of San Francisco (1981)

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- B.A., Texas A&M University (2000)
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- B.S., Pan American University (1979)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (1983)

Laura Jewett (2009)

Assistant Professor of Curriculum Studies

- B.A., Oklahoma State University (1997)
- M.S., Oklahoma State University (2000)
- Ph.D., Louisiana State University (2006)

Teresa Jimarez (2010)

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- B.S., The University of Texas at El Paso (1976)
- M.Ed., Gannon University (1980)
- Ph.D., New Mexico State University (2005)

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- B.S., The University of Texas at Brownsville and Texas Southmost College (2001)
- M.S., The University of Texas-Pan American (2003)
- Ph.D., Walden University (2008)

Bobbette M. Morgan (2000)



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- B.S., Ferris State University (1972)
- M.A., Central Michigan University (1981)
- Ed.D., University of Southern California (1987)

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- B.Ed., National Changhua University of Education, Taiwan (1995)
- M.A., University of Central Florida (2000)
- Ph.D., University of Central Florida (2003)

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- B.S., Pan American University (1972)
- M.S., Pan American University (1974)
- Ph.D., The University of Texas at Austin (1990)

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- B.S., North Dakota State University (1996)
- M.S., West Texas A & M University (2004)
- Ph.D., Texas Tech University (2010)

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- B.S., Pan American University (1973)
- M.S., Pan American University (1986)
- Ed.D., University of Houston (1986)

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- B.A., University of Delhi, India (1975)
- M.A., University of Delhi, India (1977)
- Ph.D., Purdue University (2009)

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- B.A., Klaipeda University, Lithuania (1996)
- M.A., Fresno Pacific University (1998)
- M.A., University of California-Santa Barbara (2005)
- Ph.D., University of California-Santa Barbara (2006)

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- B.A., University of San Francisco (1973)
- M.Ed., The University of Texas at El Paso (1975)
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Professor of Education

- B. S., Texas A&M University (1982)
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- M.A., Humboldt University at Berlin, Germany (1990)
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- B.A., Harbin Medical University, China (1986)
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COLLEGE OF LIBERAL ARTS

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- M.A. Wake Forrest University (2005)
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William C. Davis (1975)

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- B.A., The University of Texas at Austin (1970)
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- M.S., St. Mary's University (1992)
- Psy.D., Our Lady of the Lake University (1998)

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- B.S., Northwest Missouri State University (1991)
- M.S., Emporia State University (1993)
- Ph.D., Texas Technical College (1998)

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- Ph.D., University of Oklahoma (1965)

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- Ph.D., Brigham Young University (2005)

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- M.A., Kent State University (1991)
- Ph.D., Kent State University (1999)

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- B.A., Wheaton College (1960)
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- M.A., St. Mary's University (1971)
- Ed.D., University of Houston (1992)

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- M.A., University of Nevada (1993)
- Ph.D., University of Oklahoma (2002)

Communication Department

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- M.A., The University of Texas-Pan American (2010)

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- M.A., The University of Akron (2003)

John Cook (2004)

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- B.S., Louisiana State University (1974)
- M.A., Louisiana State University (1976)
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- M.A., University of New Orleans (1989)
- Ph.D., University of Southern Mississippi (1991)

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- B.A., University of Houston (1970)
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- Ph.D., The University of Texas at Austin (1976)

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- B.A., University of Wisconsin-Eau Claire (1981)
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Associate Professor of Communication

- B.A., Royal University of Lund, Sweden (1971)
- M.A., Uppsala University, Sweden (1973)
- M.F.A., Royal University of Lund, Sweden (1977)
- M.Ed., Bowling Green State University (1981)
- Ed.S., The University of Toledo (1984)
- M.B.A., West Texas State University (1986)
- Ph.D., Bowling Green State University (1987)

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- B.A., Abilene Christian University (1977)
- M.S., University of North Texas (1978)
- Ph.D., The University of Arizona (1985)

Ben Wasike (2005)

Assistant Professor of Communication

- B.A., Moi University, Kenya (1996)
- M.A., Southern University (2000)
- Ph.D., Louisiana State University (2005)

Criminal Justice Department

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- B.A., Bellarmine College (1990)
- M.A., University of Louisville (1992)
- Ph.D., Kansas State University (1995)



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- B.S., Sullivan University (1997)
- M.S., Eastern Kentucky University (1999)
- Ph.D., University of Cincinnati (2004)

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- B.A., The University of Texas-Pan American (1999)
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- Ph.D., Sam Houston State University (2005)

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- Ph.D., Sam Houston State University (2008)

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- M.Ed., Texas A&M University (1978)

Noel Otu (2001)

Associate Professor of Criminal Justice

- B.A., Chadron State College (1985)
- M.A., Texas Woman's University (1987)
- Ph.D., Florida State University (1995)

Susan Ritter (1993)

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- B.S., Texas Woman's University (1980)

- M.A., The University of Texas at Arlington (1988)
- Ph.D., Sam Houston State University (1997)

Steve Wilson (2008)

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- B.A., University of Central Florida (1999)
- M.A., University of Central Florida (2001)
- Ph.D., University of Nebraska at Omaha (2005)

English Department**Dorothy Boven (1984)**

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- M.A.I.S., The University of Texas-Pan American (1980)

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- B.A., Abilene Christian University (2007)
- M.A., Abilene Christian University (2009)

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Associate Professor of English

- B.A., Pan American College (1971)
- M.A., Texas A&I University (1974)
- Ed.D., Texas A&I University (1983)

Charles Dameron (1985)

Professor of English

- B.A., Duke University (1970)
- M.A., The University of Texas at Austin (1973)
- Ph.D., The University of Texas at Austin (1984)

Eduardo Del Rio (2002)

Associate Professor of English

- B.A., The University of Texas-Pan American (1983)
- M.A., The University of Texas-Pan American (1990)



- Ph.D., Texas A&M University (1996)

Diana Dominguez (2003)

Associate Professor of English

- B.J., The University of Texas at Austin (1982)
- M.A., The University of Texas-Pan American (1993)
- Ph.D., Texas Tech University (2004)

Sheila Dooley (2010)

Assistant Professor of English

- B.A., Tulane University (1981)
- Ph.D., Lund University, Sweden (1991)

Amy Frazier (1990)

Associate Master Technical Instructor of English

- A.A., Texas Southmost College (1981)
- B.A., Pan American University-Brownsville (1985)
- M.A., The University of Texas at Brownsville and Texas Southmost College (1995)

John Foreman (2009)

Assistant Professor of English

- B.A., The University of Texas at Austin (1996)
- Ph.D., University of California-Los Angeles (2006)

James Frost (2009)

Associate Professor of English

- B.A., Governor's State University (1983)
- M.A., The University of Texas-Pan American (1990)
- Ph.D., Texas A&M University (1997)

M. Therese McHale Gallegos (1990)

Associate Professor of English

- B.A., State University of New York-Binghamton (1976)
- M.A., University of New Mexico (1980)
- Ed.D., Harvard University (1993)

José Marcelo Garza (1987)

Associate Professor of English

- B.A., Austin College (1963)
- M.A., San Francisco State University (1965)
- Ph.D., University of Iowa (1986)

William Harris (1991)

Master Technical Instructor of English

- B.A., Pan American University (1980)
- M.A., Pan American University (1983)

Pamela Herring (2008)

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- B.S., St. Cloud State University (1980)
- M.A., Northern Arizona University (1988)
- M.A., Northern Arizona University (1993)

Farhat Iftekharuddin (1990)

Professor of English

- B.A., University of Dacca, Bangladesh (1976)
- M.A., University of Dacca, Bangladesh (1978)
- Ph.D., Oklahoma State University (1989)

Noor Islam (1996)

Associate Professor of English

- M.A., Technical University of Berlin, Germany (1986)
- M.A., Oklahoma State University (1989)
- Ph.D., Oklahoma State University (1994)

Javier A. Martinez (1999)

Associate Professor of English

- B.A., The University of Texas at Austin (1990)
- M.A., The University of Texas-Pan American (1993)
- Ph.D., The Ohio State University (1998)

Susan Mills (2000)

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- M.A., The University of Texas at Brownsville and Texas Southmost College (1994)

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- B.A., North Texas State University (1967)
- M.A., East Texas State University (1972)
- Ph.D., North Texas State University (1984)

Maria L. Morales (2005)

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- B.A., St. Mary's University (2002)
- M.F.A., New Mexico State University (2005)

Teresa Murden (2001)

Associate Professor of English

- B.A., Corpus Christi State University (1993)
- M.A., Texas A&M University-Corpus Christi (1995)
- Ph.D., Bowling Green State University (1998)

Elzbieta Newman (2004)

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- B.A., English Teachers' Training College, Poland (1993)
- M.A., Nicolas Copernicus University, Poland (1996)

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Associate Professor of English

- B.A., Western Washington University (1986)
- M.S., Western Washington University (1989)
- Ph.D., University of Warsaw (2002)

Alan Oak (2009)

Lecturer of English

- B.A., New York Institute of Technology (2008)
- M.A., The University of Texas at Brownsville and Texas Southmost College (2011)

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- B.A., The University of Texas-Pan American (1976)
- M.A., The University of Texas-Pan American (1976)

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- B.A., University of British Columbia (2000)
- M.A., Vanderbilt University (2001)
- Ph.D., Vanderbilt University (2006)

Lyon Rathbun (2004)

Associate Professor of English

- B.A., University of California (1977)
- M.A., San Francisco State University (1981)
- Ph.D., University of California (1994)

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- B.A., Pan American College (1961)
- M.A., Texas Technological College (1963)
- Ph.D., Texas Technological College (1965)

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- B.A. Austin College (1997)
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- B.S., Pan American University-Brownsville (1974)
- M.A., Pan American University-Brownsville (1980)

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- B.A., East China Normal University (1983)
- M.A., Southeast Missouri State University (1992)
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Government Department**Murad Abusalim (2008)**

Assistant Professor of Architecture

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- Ph.D., Texas Tech University (2008)

Robert H. Angell (1976)

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- B.S., Southwest Texas University (1972)
- M.P.A., Southwest Texas University (1974)
- J.D., The University of Texas at Austin (1979)
- Ph.D., The University of Texas at Austin (1980)

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- B.A., Louisiana State University (1980)
- M.P.A., California State University-Long Beach (1986)
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- B.A., University of Houston (2003)

Carlos Figueroa (2010)

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- B.A., Fairleigh Dickinson University (1994)
- M.A., New School for Social Research (2002)
- M.S., Central Michigan University (1998)
- Ph.D., New School for Social Research (2010)

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- B.A., University of Oklahoma (1983)
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- B.A., Temple University (1973)
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Staci Zavattaro (2010)*Assistant Professor of Government*

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History Department**William L. Adams (1989)***Professor of History*

- B.A., Central Oklahoma State University (1966)
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- M.A., State University of New York-Binghamton (1978)
- D.A., University of North Dakota (1975)

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- B.A., Texas Tech University (1986)

- M.A., Hardin-Simmons University (1990)
- Ph.D., Texas Tech University (1994)

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- B.A., Tulane University (1985)
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- B.A., Southern Methodist University (1967)
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Milo Kearney (1970)*Professor Emeritus of History*

- B.S., The University of Texas at Austin (1962)
- M.A., University of California at Berkeley (1966)
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Philip W. Kendall (1992)*Professor of History*

- B.A., De Pauw University (1957)
- M.A., Ph.D., Boston University (1960)
- Ph.D., Boston University (1968)

Anthony K. Knopp (1976)*Professor Emeritus of History*

- B.A., College of St. Thomas (1962)
- M.A.T., College of St. Thomas (1963)
- M.A., University of Minnesota (1966)
- Ph.D., Texas Tech University (1973)

Helmut Langerbein (1994)*Associate Professor of History*

- B.A., University of California-Santa Barbara (1994)
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- M.A., 2000 Ph.D., University of California-Santa Cruz (1998)

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- M.A., University of Berlin, Germany (1975)
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- Ph.D., Humboldt University, Germany (1990)

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- Ph.D., University of Houston (1985)

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- Ph.D., University of Oklahoma (2009)

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Modern Languages Department

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- M.A., Autonomous University of Barcelona, Spain (1998)
- M.A., State University of New York-Binghamton (2005)
- Ph.D., University of Barcelona, Spain (2008)

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- M.Phil., Columbia University (1974)
- Ph.D., Columbia University (1976)

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- M.A., Syracuse University (1990)
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- B.A., Fresno Pacific University (2003)
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- 1996 M.A., The University of Texas at Brownsville and Texas Southmost College (1996)

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- M.A., University of Barcelona, Spain (1992)
- Ph.D., University of Leon, Spain (2008)

Music Department

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- B.M., University of Costa Rica, in San Jose (1994)
- M.M., Arizona State (1996)
- Artist Diploma, Indiana University South Bend (2000)
- D.M.A., University of North Carolina at Greensboro (2008)

Cristina Ballatori (2008)

Associate Professor of Music

- B.M., George Mason University (1999)
- M.M., Louisiana State University (2001)
- Royal Northern College of Music, U.K. (2004)
- D.M.A., University of Colorado at Boulder (2006)

Antonio Briseño (1978)

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- B.M.E., Eastern New Mexico University (1972)
- M.A. Eastern New Mexico University (1974)

James A. Brownlow (1984)

Professor of Music

- B.M.E., Furman University (1976)



- M.M., Northwestern University (1978)
- D.M.A., The University of Texas at Austin (1994)

- B.M., University of California-Santa Barbara (2001)
- M.M., University of North Carolina at Greensboro (2004)
- D.M.A., The Ohio State University (2007)

Carol McNabb Goodwin (1999)

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- B.M., University of North Texas (1977)
- M.M., University of Louisiana-Monroe (1990)
- D.M.A., The University of Arizona (1996)

Allen Clark (2002)

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- A.A., Del Mar. College (1972)
- B.M.Ed., Sam Houston State University (1973)
- M.M., Sam Houston State University (1975)
- Supervisor Certificate, The University of Texas at Brownsville and Texas Southmost College (1990)
- Midmanagement Certificate, The University of Texas at Brownsville and Texas Southmost College (1996)

Thomas Nevill (2005)

Assistant Professor of Music

- B.M., Eastern Illinois University (1998)
- M.M., 2005 D.M.A., University of Nevada-Las Vegas (2001)
- D.M.A., University of Nevada-Las Vegas (2005)

Gabriel Fankhauser (2010)

Associate Professor

- B.A., Earlham College (1993)
- M.M., University of Cincinnati College-Conservatory of Music (1996)
- Ph.D., Florida State University (1999)

Martha Placeres (2004)

Master Technical Instructor of Music

- B.M., City of Puebla Conservatory of Music, Mexico (2001)
- M.A.I.S. The University of Texas at Brownsville and Texas Southmost College (2005)

Jonathan Guist (2007)

Assistant Professor of Music

- B.M.M.E., New Mexico State University (1996)
- M.M., Baylor University (1999)
- D.M.A. Eastman School of Music (2004)

Michael Quantz (1999)

Associate Professor of Music

- B.M., University of North Texas (1980)
- M.M., University of North Texas (1982)
- D.M.A., University of North Texas (1994)

Daniel Hunter Holly (2008)

Assistant Professor of Music

Kenneth Saxon (2005)

Assistant Professor of Music

- B.M., Shorter College (1989)
- M.M., Shorter College (1992)
- D.M.A., University of Alabama (2000)

Terry Tomlin (1980)



Professor of Music

- B.A., Olivet University (1969)
- M.M.Ed., Vandercook College of Music (1972)
- M.A., Eastern Illinois University (1980)

Sally Trenfield (2001)

Assistant Master Technical Instructor of Music

- B.M.E., Indiana University (1980)
- M.M.Ed., University of North Texas (1987)

Richard Urbis (1985)

Professor of Music

- B.M., Texas A&M University-Corpus Christi (1975)
- M.M., The Juilliard School of Music (1977)
- Artist Diploma, The Juilliard School of Music (1978)

Sue Zanne Williamson Urbis (1995)

Professor of Music

- B.M.Ed., Sam Houston State University (1977)
- M.A., Texas A&M University-Corpus Christi (1981)
- Ph.D., The University of Arizona (1995)

Visual Arts Department

Carlos Gomez (1985)

Professor of Art

- B.F.A., Pan American University (1977)
- M.F.A., Washington State University (1979)

Bret Lefler (2005)

Assistant Professor of Art

- B.F.A., The Art Institute of Chicago (1994)
- M.F.A., Texas Christian University (1996)

- Ph.D., Florida State University (2006)

George Lorio (2001)

Associate Professor of Art

- B.A., University of South Florida (1972)
- M.F.A., University of South Florida (1976)

Eileen Michal (2009)

Assistant Professor of Art

- B.A., University of Wisconsin (1969)
- B.A., Columbia College (1994)
- M.A., University of Illinois (1971)
- M.A., University of Chicago (1996)
- Ph.D., University of Chicago (2008)

Nancy Sclight (1986)

Professor of Art

- B.A., Glassboro State College (1972)
- M.Ed., Towson State University (1974)
- M.F.A., Allende Institute, Mexico (1980)

COLLEGE OF NURSING

Leslie Arnim (2006)

Assistant Master Technical Instructor of Associate Degree in Nursing

- B.B.A., Pan American University-Brownsville (1981)
- A.D.N., Texas Southmost College (1996)
- M.S.N., University of Phoenix (2006)

Margie Chavez (1994)

Associate Professor of Master of Science in Nursing

- B.S.N., The University of Texas Health Science Center at San Antonio (1993)
- M.S.N., The University of Texas Health Science Center at San Antonio (1993)
- Ed.D., Nova Southeastern University (1999)

Sonia Cunningham (1993)

Associate Professor of Associate Degree Nursing



- B.S.N., Herbert Lehman College (1974)
- M.S., Texas A&M University (1992)

Maria C. De La Garza (2009)

Assistant Master Technical Instructor of Associate Degree Nursing

- A.D.N., Texas Southmost College (2005)
- B.S.N., The University of Texas at Brownsville and Texas Southmost College (2007)
- M.S.N., The University of Texas at Brownsville and Texas Southmost College (2009)

Helene M. Dixon (2004)

Assistant Master Technical Instructor of Associate Degree Nursing

- B.S., Cornell University (1982)
- Nursing Diploma, Sisters of Charity Hospital (1987)
- B.S.N., State University of New York-Buffalo (1990)
- M.S.N., State University of New York-Buffalo (1991)

Katherine B. Dougherty (1993)

Associate Professor of Bachelor of Science in Nursing

- B.S.N., College of Mount St. Vincent (1957)
- M.S., University of Scranton (1978)
- M.S.N., The University of Texas Health Science Center at San Antonio (1993)
- Ed.D., University of Houston (1995)

Suzanne V. Dougherty (2002)

Assistant Master Technical Instructor of Associate Degree Nursing

- B.S., Pan American University (1984)
- B.S.N., The University of Texas-Pan American (1994)

- M.S.P.H.N., The University of Texas at Brownsville and Texas Southmost College (2002)

Sharon Ellis (2006)

Lecturer of Vocational Nursing

- A.D.N., Western Memorial Hospital School of Nursing (1982)

Elizabeth Freeth (1997)

Associate Master Technical Instructor of Associate Degree Nursing

- B.S.N., Trenton State College (1974)
- M.S.N., The University of Texas Health Science Center at San Antonio (1998)

Tracia Forman (2010)

Associate Master Technical Instructor of Associate Degree Nursing

- B.S.N., University of Florida (1982)
- M.S.N., Florida Atlantic University (1991)

Karen Fuss-Sommer (1995)

Associate Master Technical Instructor of Vocational Nursing

- Diploma, Ryerson Polytechnic Institute at Toronto (1981)
- B.Ed., Texas A&M University-Corpus Christi (1997)
- M.S.N., The University of Texas at Brownsville and Texas Southmost College (2009)

Leticia Garcia (2010)

Lecturer of Vocational Nursing

- A.D.N., The University of Texas at Brownsville and Texas Southmost College (1992)
- L.V.N., The University of Texas at Brownsville and Texas Southmost College (1975)

Dianna Garcia-Smith (2008)

Assistant Professor of Bachelor of Science in Nursing

- B.S., Houston Baptist University (1973)



- M.S., Arizona State University (1983)
- Ph.D., The University of Arizona (2007)

Edna Garza-Escobedo (2005)

Senior Lecturer of Bachelor of Science in Nursing

- B.S.N., Texas Woman's University (1961)
- M.S.N., Texas Woman's University (1973)
- Ph.D., The Ohio State University (1993)

Sharon Helsley-McGinley (1993)

Assistant Professor of Associate Degree Nursing

- B.S.N., The University of Texas at Arlington (1989)
- M.S.N., The University of Texas Health Science Center at Houston (1992)

Ofelia Hess (2001)

Technical Instructor of Vocational Nursing

- Certificate, Texas Southmost College (1970)
- A.A.S., Texas Southmost College (1989)
- B.S.N., The University of Texas at Brownsville and Texas Southmost College (2007)

Antonio Jayoma (2008)

Assistant Master Technical Instructor of Associate Degree Nursing

- B.S.N., University of Saint Thomas, College of Nursing (1987)
- M.S.P.H.N, The University of Texas at Brownsville and Texas Southmost College (2003)
- M.B.A., The University of Texas at Brownsville and Texas Southmost College (2006)

Joe R. Lacher (1989)

Associate Professor of Associate Degree Nursing

- LPN, State School of Science (1965)
- A.D.N., Dickinson State, North Dakota (1970)
- B.S.N., Pan American University (1984)
- M.S.N., Corpus Christi State University (1988)

Linda MacDonald (1996)

Assistant Professor of Associate Degree Nursing

- A.D.N., Illinois Central College (1973)
- B.A.N., Sangamon State University (1978)
- M.S., Northern Illinois University (1985)

Michelle McGlynn (2011)

Assistant Master Technical Instructor of Vocational Nursing

- B.S.N., The University of Arizona (2003)

Virginia Maldonado-Maxwell (1997)

Associate Master Technical Instructor of Nursing

- B.S.N., The University of Texas at El Paso (1979)

Ava S. Miller (1995)

Professor of Bachelor of Science in Nursing

- Diploma, Providence Hospital School of Nursing (1967)
- B.A., Oakland University (1973)
- M.Ed., Pan American University (1984)
- M.N., University of Phoenix (1995)
- Ed.D., University of Houston (1997)

Nora Montalvo-Liendo (1999)

Assistant Professor of Associate Degree Nursing

- A.D.N., Texas Southmost College (1993)
- B.S.N., The University of Texas at Brownsville and Texas Southmost College (2001)
- M.S.P.H.N., The University of Texas at Brownsville and Texas Southmost College (2003)
- Ph.D., The University of Texas Health Science Center at Houston (2009)

Dania Ochoa (2005)

Assistant Professor of Associate Degree Nursing

- A.A.S., Texas Southmost College (1997)
- B.S.N., The University of Texas at Brownsville and Texas Southmost College (2002)



- M.S.N., The University of Texas at Brownsville and Texas Southmost College (2005)

Elida A. Peña (2009)

Assistant Master Technical Instructor of Associate Degree Nursing

- A.D.N., Texas Southmost College (1999)
- B.S.N., The University of Phoenix (2006)
- M.S.N., The University of Texas at Brownsville and Texas Southmost College (2009)

Anne Rentfro (1990)

Associate Professor of Bachelor of Science in Nursing

- B.S.N., University of Rochester (1974)
- M.S.N., The University of Texas at Austin (1982)
- Ph.D., The University of Arizona (2009)

Sally Roach (1990)

Associate Professor of Bachelor of Science in Nursing

- A.A.S., Pan American University (1979)
- B.S.N., Pan American University (1986)
- M.S.N., The University of Texas Health Science Center at San Antonio (1993)

Kathleen Sheldon (2007)

Assistant Master Technical Instructor of Associate Degree Nursing

- Diploma in Nursing, Charity Hospital School of Nursing (1969)
- B.S.N., Louisiana State University-New Orleans (1973)
- M.S.N., The University of Colorado School of Nursing (1974)

Lita Silva (2008)

Assistant Master Technical Instructor of Associate Degree Nursing

- B.S.N., Incarnate Word College (1977)
- M.S.N., The University of Texas-Pan American (1996)

Luz M. Silva (2005)

Assistant Master Technical Instructor of Vocational Nursing

- LVN, Texas Southmost College (1983)
- A.D.N., New Mexico Highlands University (1986)
- B.S.N., The University of Texas at Brownsville and Texas Southmost College (2004)
- M.S.N., The University of Texas at Brownsville and Texas Southmost College (2008)

Norma Silva (2002)

Technical Instructor of Associate Degree Nursing

- LVN, J.T. Canales School of Vocational Nursing (1964)
- A.D.N., Pan American University (1972)
- B.S.N., Pan American University (1985)
- M.S.N., University of Phoenix (2004)

Eloisa G. Tamez (2004)

Associate Professor of Master of Science in Nursing

- Nursing Diploma, St. Mary's School of Nursing-Galveston (1956)
- B.S.N., Incarnate Word College (1968)
- M.S.N., The University of Texas at System School of Nursing at San Antonio (1973)
- Ph.D., The University of Texas at Austin (1985)

Beatriz von Ohlen (2003)

Assistant Master Technical Instructor of Associate Degree Nursing

- A.A.S., Waubensee Community College (1974)
- B.S.N., The University of Texas at Brownsville and Texas Southmost College (1997)

Janet Williams (1998)

Associate Master Technical Instructor of Vocational Nursing

- A.D.N., Methodist Medical Center School of Nursing (1975)
- B.S.N., The University of Texas-Pan American (1991)



- M.S.N., The University of Texas at Brownsville and Texas Southmost College (2006)

COLLEGE OF SCIENCE, MATHEMATICS AND TECHNOLOGY

Biological Sciences Department

James Cuvillier (2009)

Lecturer of Biological Sciences

- B.S., University of Texas at Brownsville (2005)
- M.S., Baylor College of Medicine (2009)

Boris Ermolinsky (2006)

Research Assistant Professor of Biological Sciences

- M.S., Moscow Institute, Russia (1985)
- Ph.D., Engelhardt Institute of Russian Academy of Science (2000)
- Postdoctoral Fellowship, The University of Texas School of Public Health, Brownsville (2005)

Felicia Farquhar (2009)

Lecturer of Biological Sciences

- B.S., The University of Texas at Brownsville and Texas Southmost College (2005)
- M.S., The University of Texas at Brownsville and Texas Southmost College (2009)

Alejandro Fierro-Cabo (2009)

Lecturer of Biological Sciences

- B.S., Technical Institute of Superior Studies at Monterrey, Mexico (1987)
- M.S., Laval University, Canada (1991)
- Ph.D., Laval University, Canada (1998)

David W. Hicks (2003)

Associate Professor of Biological Sciences

- B.S., Texas A&M University (1989)
- M.S., Texas A&M University-Corpus Christi (1993)
- Ph.D., The University of Texas at Arlington (1999)

Eric Linder (2007)

Associate Professor of Biological Sciences

- B.S., St. John's University (1989)
- M.S., Eastern Illinois University (1992)
- Ph.D., Brigham Young University (1999)

Lawrence Lof (1975)

Assistant Professor of Biological Sciences

- A.A., Texas Southmost College (1969)
- B.A., The University of Texas at Austin (1971)
- M.S., Pan American University (1979)

Tim Markowitz (2009)

Lecturer of Biological Sciences

- B.A., University of California-Santa Cruz (1993)
- M.S., University of California-Santa Cruz (1996)
- Ph.D., Texas A&M University (2004)

Alfredo Muñoz (1976)

Master Technical Instructor of Biological Sciences

- B.S., Pan American University (1971)
- M.S., Pan American University (1975)

Ronald Nash (2003)

Lecturer of Biological Sciences

- B.A., Sam Houston State University (1974)
- Teacher Certification, North Texas State University (1977)
- M.S., The University of Texas-Pan American (1981)

Guadalupe Oliva (2002)

Lecturer of Biological Sciences

- M.D., Autonomous National University of Mexico (1977)



- M.S., Autonomous National University of Mexico (1987)
- Ph.D., Autonomous National University of Mexico (2002)

Kenneth Pruitt (2005)

Assistant Master Technical Instructor of Biological Sciences

- B.S., Texas Lutheran University (1998)
- M.S., Southwest Texas State University (2001)
- Ph.D., Texas A&M University (2005)

Alfred T. Richardson (1976)

Professor Emeritus of Biological Sciences

- B.A., The University of Texas at Austin (1969)
- M.A., The University of Texas at Austin (1970)
- Ph.D., The University of Texas at Austin (1975)

Jeffrey Robertson (2005)

Lecturer of Biological Sciences

- B.S., Stephen F. Austin State University (1982)
- M.S., Stephen F. Austin State University (1989)

Alberto Mauro dos Santos (2005)

Lecturer of Biological Sciences

- M.D., University of Sao Paulo, Brazil (1987)

James R. Sullivan (1969)

Associate Professor of Biological Sciences

- B.A., Stephen F. Austin State University (1966)
- M.S., Stephen F. Austin State University (1969)

Alfred Van Baak (2007)

Lecturer of Biological Sciences

- M.D., University of Sao Paulo, Brazil (1987)
- M.S., University of Sao Paulo, Brazil (1992)

Chemistry and Environmental Sciences Department

Jude A. Benavides (2004)

Assistant Professor of Environmental Sciences

- B.S. University of Notre Dame (1992)
- M.S., Rice University (2001)
- Ph.D., Rice University (2004)

Carlos E. Cintra Buenrostro (2006)

Assistant Professor of Marine Paleoecology

- B.S., Autonomous University of Baja California Sur, Mexico (1997)
- M.S., Moss Landing Marine Laboratories (2000)
- Ph.D., The University of Arizona (2006)

Maria Celia Flores-Feist (1984)

Associate Professor of Chemistry

- B.S., Pan American University (1980)
- M.S., Texas A&I University (1983)
- Ed.D., Texas Tech University (1995)

Elizabeth Heise (2003)

Assistant Professor of Geosciences

- B.S., University of California-Los Angeles (1990)
- Ph.D., Texas A&M University (2001)

Wei Lin (2009)

Assistant Professor of Chemistry

- B.S., Xiamen University, China (1995)
- M.S., The University of British Columbia, Canada (1999)
- Ph.D., Wesleyan University (2005)

Arnulfo Mar. (1990)

Associate Professor of Chemistry

- A.A., Texas Southmost College (1977)
- B.S., University of Houston (1981)
- Ph.D., University of Houston (1987)

Henry Justin Moore (2007)

Assistant Professor of Chemistry

- B.S., University of Houston (2001)
- Ph.D., University of Houston (2007)

Gene J. Paull (1975)



Professor of Geography, Geology

- B.A., Pennsylvania State University (1967)
- M.A., The University of Arizona (1970)
- Ph.D., The University of Arizona (1976)

Tamara K. Pease (2008)

Assistant Professor of Chemistry and Environmental Sciences

- B.A., Augustana College (1987)
- M.S., University of South Florida (1990)
- Ph.D., University of North Carolina at Chapel Hill (2000)

Mary Jane Shands (2005)

Faculty Associate of Chemistry and Environmental Sciences

- B.S., Pan American University (1972)
- M.S.I.S., The University of Texas at Brownsville and Texas Southmost College (1995)

Tarek M. Trad (2008)

Assistant Professor of Chemistry

- Ph.D., Oklahoma State University (2006)

Jeffrey G. Wilson (2008)

Assistant Professor of Environmental Sciences

- M.S., Texas State University (2002)
- Ph.D., University of Canterbury (2006)
- Postdoctoral Fellowship, Harvard University (2008)

Computer and Information Sciences

Department

Katherine T. De la Vega (1999)

Assistant Technical Master Instructor of Computer and Information Sciences

- B.S., Texas A&M University (1978)
- M.B.A., University of Navarra, Spain (1980)

Fitratullah Khan (1992)

Professor of Computer and Information Sciences

- B.S., The University of Texas at Arlington (1980)

- M.S., The University of Texas at Arlington (1983)
- Ph.D., The University of Texas at Arlington (1987)
- M.S., University of Kansas (1991)

Juan Raymundo Iglesias (2001)

Associate Professor of Computer and Information Sciences

- B.S., Autonomous National University of Mexico (1994)
- M.S., Autonomous National University of Mexico (1997)
- Ph.D., New Mexico State University (2001)

Hansheng Lei (2006)

Assistant Professor of Computer and Information Sciences

- B.S., Ocean University of China (1998)
- M.S., University of Science and Technology of China (2001)
- Ph.D., University of Buffalo (2006)

Gary Livingston (2009)

Assistant Research Professor of Computer and Information Sciences

- B.S., Arkansas Tech University (1988)
- M.S., University of Pittsburgh (1995)
- Ph.D., University of Pittsburgh (2001)

Blanca E. Lozano (1984)

Assistant Professor of Computer and Information Sciences

- B.S., Technical University of Mexico (1978)
- M.B.A., Pan American University (1984)

Domingo Molina III (1984)

Assistant Professor of Computer and Information Sciences



- B.S., Pan American University (1973)
- M.Ed., Pan American University (1975)
- M.S., Corpus Christi State University (1987)

Mahmoud K. Quweider (2000)

Associate Professor of Computer and Information Sciences

- B.S., University of Toledo (1985)
- B.S., University of Toledo (1989)
- B.S., University of Toledo (1991)
- M.S., University of Toledo (1995)
- Ph.D., University of Toledo (1997)

Bari Siddique (1985)

Associate Master Technical Instructor of Computer and Information Sciences

- B.S., University of Rajshahi, Bangladesh (1975)
- M.S., University of Rajshahi, Bangladesh (1977)
- M.S., Marquette University (1984)
- M.S., Marquette University (1985)

Lappoon R. Tang (2004)

Associate Professor of Computer and Information Sciences

- B.S., The University of Texas at Austin (1995)
- M.S., The University of Texas at Austin (1997)
- Ph.D., The University of Texas at Austin (2003)

Liyu Zhang (2007)

Assistant Professor of Computer and Information Sciences

- B.S., Fudan University, China (1997)
- M.S., Fudan University, China (1997)
- Ph.D., State University of New York at Buffalo (2007)

Engineering Department

Davood Askari (2009)

Assistant Professor of Engineering

- B.S., Sharif University of Technology, Iran (1997)
- M.S., Eastern Mediterranean University, Northern Cyprus (2002)
- Ph.D., University of Hawaii at Manoa (2009)

William B. Berg (1997)

Associate Professor of Electrical Engineering

- B.E., Stevens Institute of Technology (1965)
- Ph.D., University of Massachusetts-Lowell (1989)

Nazmul Islam (2008)

Assistant Professor of Electrical Engineering

- B.S., Bangladesh University of Engineering and Technology (1999)
- M.S., Virginia Polytechnic Institute and State University (2002)
- Ph.D., The University of Tennessee (2007)

Sanjay Kumar (2006)

Assistant Professor of Mechanical Engineering

- B.Tech., Indian Institute of Technology-Kampur (1994)
- M.Tech., Indian Institute of Technology-Kampur (1996)
- Ph.D., California Institute of Technology (2003)

Fabio Urbani (2002)

Associate Professor of Electronics Engineering

- B.Eng., University of Rome, Italy (1994)
- Ph.D., University of Rome, Italy (1998)

Guillermo G. Weber (2003)

Professor of Mechanical Engineering



- M.S., University of Buenos Aires, Argentina (1980)
- M.S., Massachusetts Institute of Technology (1988)
- Ph.D., Massachusetts Institute of Technology (1988)

Yingchen Yang (2009)

Assistant Professor of Engineering

- B.S., National University of Defense Technology, China (1986)
- Ph.D., Lehigh University (2005)

Yong Zhou (2005)

Assistant Professor of Electrical Engineering

- B.S., Peking University, China (1992)
- M.S.E.E., 2nd Academy of CAIC/Beijing University of Aeronautics and Astronautics, China (1995)
- Ph.D., The University of Texas at Austin (2005)

Industrial Technology Department

Jose Amieva (1995)

Assistant Master Technical Instructor of Electronic Engineering Technology

- B.S., Technical Institute of Matamoros, Mexico (1982)
- M.S., Texas A&M University-Kingsville (1993)

Michael H. Boster (1982)

Master Technical Instructor of CAD and Drafting Technology

- B.S., The University of Texas at Austin (1972)
- M.S., The University of Texas at Austin (1975)
- Doctoral studies, The University of Texas at Austin (1980-93)

Merced Cantu III (2001)

Lecturer of Automotive Repair Technology

- Certificate of Proficiency, Texas Southmost College (1983)
- Texas Teacher Certificate, Delmar College (1988)
- Licensed Public Safety Inspector

Immanuel Edinbarough (2000)

Associate Professor of Manufacturing Engineering

- B.S., Bharathiar University, India (1981)
- B.E., Institution of Engineers, India (1984)
- M.S., Bharathiar University, India (1988)
- Ph.D., Bharathiar University, India (1996)

Jesus Galvan (1984)

Lecturer of Air Conditioning and Refrigeration Technology

- Certificate, Texas Southmost College (1984)
- Licensed Texas AC Contractor

Daniel Garcia (2003)

Assistant Master Technical Instructor of Air Conditioning and Refrigeration Technology

- A.A.S., Texas Southmost College (1979)
- B.B.A., Texas Pan American (1990)
- Licensed Texas AC Contractor

Jaime R. Garza (1981)

Master Technical Instructor of CAD and Drafting Technology

- Certificate, Bates Technical College (1970)
- A.A.S., Tacoma Community College (1972)
- B.A., University of Puget Sound (1974)
- M.S., Corpus Christi State University (1983)

Felipe Paredes (2003)

Lecturer of Construction Technology

- Certificate, Texas Southmost College (1986)
- A.A.S., Texas Southmost College (2006)



Daniel Tamez (1984)

Assistant Master Technical Instructor of Automotive Repair Technology

- Specialized Vocational Training (1983)

Charles Wagner (2004)

Lecturer of Construction Technology-Electrical

- Texas Master License-Electrical (1978)
- Texas Master License-Air Conditioning (1993)

David Zamora (2000)

Lecturer of Auto Body Repair Technology

- Certificate, Texas Southmost College (1977)

Mathematics Department**Ziad Adwan (2007)**

Assistant Professor of Mathematics

- B.S., American University of Beirut, Lebanon (1999)
- M.S., American University of Beirut, Lebanon (2001)
- M.S., Temple University (2003)
- Ph.D., Temple University (2006)

Steven C. Benton (1980)

Assistant Professor of Mathematics

- B.S., Central Missouri State University (1970)
- M.C.S., Corpus Christi State University (1990)
- M.S., Texas A&I University (1992)

Rogelio Contreras (1974)

Associate Professor of Mathematics

- B.S., Texas A&M University-Kingsville (1969)
- M.A., Texas A&M University-Kingsville (1973)
- Ph.D., Texas A&M University (2002)

Edgar de la Cruz (2008)

Lecturer of Mathematics

- B.S., The University of Texas at Brownsville and Texas Southmost College (2006)
- M.S., The University of Texas at Brownsville and Texas Southmost College (2008)

John Garza (2009)

Assistant Professor of Mathematics

- B.S., The University of Texas at Austin (2001)
- Ph.D., The University of Texas at Austin (2008)

Alexey Glazyrin (2010)

Assistant Professor of Mathematics

- M.S., Moscow State University, Russia (2006)
- Ph.D. Moscow State University, Russia(2009)

James Alan Hilsenbeck (1995)

Assistant Master Technical Instructor of Mathematics

- B.A., Cornell College (1985)
- B.A., University of Iowa (1988)
- M.S., Texas A&M University-Kingsville (1995)

Ranis Ibragimov (2010)

Associate Professor of Mathematics

- Ph.D., Canada University (2005)

Anthony Lerma (1976)

Master Technical Instructor of Mathematics

- B.S., Southwest Texas State University (1972)
- M.Ed., Southwest Texas State University (1974)
- Ph.D., The University of Texas at Austin (1990)

Jerzy Mogilski (1996)

Associate Professor of Mathematics

- Ph.D., Polish Academy of Sciences (1979)

Oleg Musin (2007)

Professor of Mathematics

- M.S., Moscow State University, Russia (1976)
- Ph.D., Moscow State University, Russia (1980)



Janice C. Phillipp (1981)

Assistant Professor of Mathematics

- B.S., Texas A&M University (1978)
- M.S., Texas A&M University (1981)

Karen V. Rendon (2000)

Associate Master Technical Instructor of Developmental Mathematics

- B.S., The University of Texas at Brownsville and Texas Southmost College (1997)
- M.S., Texas A&M University-Kingsville (2001)

Luis Sanchez (2002)

Lecturer of Mathematics

- B.S., The University of Texas at Brownsville and Texas Southmost College (2000)
- M.S., The University of Texas at Brownsville and Texas Southmost College (2006)

Shaghayegh Setayesh (2008)

Lecturer of Mathematics

- B.S., The University of Texas at Brownsville and Texas Southmost College (2006)
- M.S., The University of Texas at Brownsville and Texas Southmost College (2008)

Raymond Simonsen (1988)

Associate Master Technical Instructor Mathematics

- B.A., Western Michigan University (1963)
- M.S., Naval Postgraduate School (1967)

Vesselin Vatchev (2005)

Assistant Professor of Mathematics

- B.S., Sofia University, Bulgaria (1993)
- M.S., Sofia University, Bulgaria (1995)
- Ph.D., University of South Carolina (2004)

Laura Villarreal (1989)

Associate Master Technical Instructor of Mathematics

- B.S., Pan American University (1978)
- M.Ed., Pan American University (1984)
- Ed.D., University of Houston (2005)

Mary Wagner (1985)

Assistant Master Technical Instructor of Mathematics

- B.S., Texas A&I University (1970)
- M.S., Texas A&I University (1973)

Fred W. Warnke (1972)

Master Technical Instructor of Mathematics

- B.A., Texas A&I University (1969)
- M.S., Texas A&I University (1971)

Taeil Yi (2001)

Associate Professor of Mathematics

- B.S., Dankook University, South Korea (1988)
- M.S., Dankook University, South Korea (1990)
- M.S., University of Illinois at Urbana-Champaign (1994)
- M.Ed., University of Florida (1997)
- Ph.D., University of Florida (2000)

Paul-Hermann Zieschang (2001)

Professor of Mathematics

- M.S., University of Tübingen, Germany (1978)
- Ph.D., Kiel University, Germany (1983)

Maxim Zyskin (2007)

Associate Professor of Mathematics

- M.S., Moscow Institute of Physics and Technology, Russia (1990)
- Ph.D., Rutgers University (1996)

Physics and Astronomy Department

Matthew Benacquista (2006)

Associate Professor of Physics

- B.A., Reed College (1982)
- Ph.D. Montana State University (1988)

Teviet D. Creighton (2007)

Assistant Professor of Physics

- B.S., University of Calgary, Canada (1994)
- Ph.D. California Institute of Technology (2000)

Mario C. Diaz (1996)

Professor of Physics

- M.S., University of Cordoba, Argentina (1984)
- Ph.D., University of Cordoba, Argentina (1987)

Phillip Dukes (2001)

Associate Professor of Physics and Physical Science

- B.S., Brigham Young University (1987)
- Ph.D., Brigham Young University (1996)

Gianpietro Cagnoli (2010)

B.S., University of Assistant Professor of Physics

- Perugia (1993)
- Ph.D., University of Perugia (1998)

Juan Guevara Jr. (2009)

Research Scientist

- B.S., University of Houston (1972)
- M.S., University of Houston (1974)
- Ph.D., Oregon State University (1978)

Natalia V. Guevara (1998)

Associate Professor of Physics, Physical Science and Biophysics

- B.S., Moscow State University, Russia (1985)
- Ph.D., Moscow State University, Russia (1989)

Andreas Hanke (2004)

Assistant Professor of Biophysics and Nanoscience

- Physics Diploma, University of Munich, Germany (1993)

- Ph.D., University of Wuppertal, Germany (1998)

Fredrick A. Jenet (2004)

Associate Professor of Theoretical Astrophysics

- Ph.D., California Institute of Technology (2001)

Karen Martirosyan (2010)

Associate Professor of Physics

- M.S., SEUA Yerevan, Armenia
- Ph.D., Russian Academy of Sciences and State Engineering University, Armenia

Soumya Mohanty (2003)

Associate Professor of Physics

- B.S., Delhi University, India (1991)
- M.S., Delhi University, India (1993)
- Ph.D., Interuniversity Center for Astronomy and Astrophysics, India (1997)

Soma Mukherjee (2003)

Associate Professor of Physics

- B.S., University of Calcutta, India (1984)
- M.S., University of Calcutta, India (1986)
- Ph.D., University of Calcutta, India (1991)

Richard Price (2004)

Professor of Physics

- B.S., Cornell University (1965)
- Ph.D., California Institute of Technology (1971)

Volker M. Quetschke (2009)

Assistant Professor of Experimental Physics

- M.S., University Hannover, Germany (1996)
- Ph.D., University Hannover, Germany (2003)

Malik Rakhmanov (2008)

Assistant Professor of Physics

- B.S., Moscow State University, Russia (1989)



- Ph.D., California Institute of Technology (2000)

Adrienne L. Rodriguez-Zermeno (2005)

Faculty Associate of Physics and Astronomy

- B.A., The University of Texas at Brownsville and Texas Southmost College (19999)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (2003)
- M.S., The University of Texas at Brownsville and Texas Southmost College (2006)

Joseph Romano (2006)

Associate Professor of Physics

- B.S., Cornell University (1985)
- M.S. Syracuse University (1987)
- Ph.D. Syracuse University (1991)

Ahmed Touhami (2009)

Assistant Professor of Biophysics

- B.S., Pierre and Marie Curie University-Paris VI, France (1988)
- M.S., Pierre and Marie Curie University-Paris VI, France (1990)
- Ph.D., Pierre and Marie Curie University-Paris VI, France (1993)

SCHOOL OF BUSINESS

Applied Business Technology Department

Janna B. Arney (2002)

Associate Professor of Applied Business Technology

- A.A.S., Texas Southmost College (1987)
- A.S., Columbus State Community College (1991)
- B.B.A., Ohio University (1992)
- M.S., Marshall University (1993)
- Ph.D., The Ohio State University (1997)

Karen Betancourt (2006)

Assistant Master Technical Instructor of Legal Studies

- B.A., The University of Texas at Austin (1991)
- J.D., University of Houston Law Center (1994)

Beatriz Castillo (1984)

Associate Master Technical Instructor of Applied Business Technology

- A.A., Texas Southmost College (1976)
- B.B.A., Pan American University (1980)
- M.Ed., Pan American University (1984)

Pat Celaya (2002)

Assistant Master Technical Instructor Accounting Technology

- B.B.A., The University of Texas-Pan American at Brownsville (1986)
- CPA., Texas (1988)

Paula Garcia (2005)

Senior Lecturer and Co-op Coordinator of International Business

- B.B.A., The University of Texas at Brownsville and Texas Southmost College (1998)
- M.B.A., The University of Texas-Pan American (2008)

Irma Saenz Jones (1977)

Professor of Applied Business Technology

- A.A., Texas Southmost College (1974)
- B.S., 1980 M.B.A., Texas Woman's University (1977)
- M.S., Corpus Christi State University (1986)
- Ed.D., University of Houston (1996)

Joseph W. Krippel (2009)

Lecturer of Applied Business Technology

- B.A., University of Kansas (1992)
- J.D., University of Houston (1998)

Maggie Solis (2002)

Assistant Master Technical Instructor of Accounting Technology

- B.B.A., The University of Texas-Pan American at Brownsville (1987)



- M.B.A., The University of Texas at Brownsville and Texas Southmost College

Mary M. Sullivan (1971)

Associate Professor of Applied Business Technology

- B.A., Stephen F. Austin State University (1966)
- M.A., Stephen F. Austin State University (1969)

Mary B. Valencia (2006)

Assistant Master Technical Instructor of Applied Business Technology (Medical Office)

- B.B.A., The University of Texas-Pan American (1988)
- Certified Medical Coder
- Certified Medical Office Manager

Angela Kaye Wolf (1998)

Assistant Master Technical Instructor of Applied Business Technology

- B.S., Fairmont State College (1994)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (2003)

Business Administration Department

Russell Adams (2001)

Assistant Professor of International Business Management

- B.S., The University of Texas at San Antonio (1993)
- M.I.M., Thunderbird, the American Graduate School of International Management (1997)
- Ph.D., The University of Texas-Pan American (2008)

Manuel Alcocer (2005)

Lecturer of Business Administration

- B.S., Spanish-American University, Mexico (1967)
- M.S., Texas A&M University (1992)

Gaurango Banerjee (1997)

Associate Professor of Finance

- B.S., Birla Institute of Technology and Science-Pilani, India (1991)
- Ph.D., University of Alabama (1997)

Thomas Blakemore (2006)

Lecturer of Business Law

- B.A., Texas A&M University (1974)
- J.D., University of Miami (1979)

Yeong Nain Chi (2006)

Assistant Professor of Economics

- B.S., Chinese Culture University, Taiwan (1979)
- M.S., National Taiwan University (1983)
- M.S., Louisiana State University (1997)
- Ph.D., Louisiana State University (1997)

Carol Collinsworth (1982)

Assistant Professor of Accounting

- B.B.A., Pan American University (1979)
- M.B.A., Pan American University (1983)
- CPA, State of Texas (1986)

E. Thomas Coyle (2002)

Assistant Professor of International Business and Management

- B.S., University of Tennessee (1969)
- M.B.A., Georgia State University (1976)
- Ph.D., The University of Texas-Pan American (2008)

Kevin W. Cruthirds (2009)

Assistant Professor of Business Administration

- B.C.S., Loyola University of New Orleans (1974)
- M.B.A., The University of Texas-Pan American (1995)
- Ph.D., The University of Texas-Pan American (2007)

Anthony J. Daboub (1997)

Lecturer of Management

- B.A., St. Louis University (1962)
- M.A., St. Louis University (1963)



- Ph.L., St. Louis University (1963)
- M.B.A., University of Dallas (1976)
- Ph.D., The University of Texas at Arlington (1991)

Clara Downey (2008)

Assistant Professor of Business Administration

- B.A., Indiana University-Bloomington (1991)
- M.I.M., Thunderbird, the American Graduate School of International Management(1998)
- M.B.A., Thunderbird School of Global Management (1998)
- Ph.D., The University of Texas-Pan American (2008)

Edith Galy (1997)

Associate Professor of International Business and MIS

- B.S., St. Mary's University (1984)
- M.B.A., The University of Texas at Brownsville and Texas Southmost College (1998)
- Ph.D., The University of Texas-Pan American (2003)

Gautam Hazarika (2002)

Associate Professor of Economics

- B.A., University of Delhi, India (1989)
- Ph.D., University of Rochester (1998)

Gerald Hollier (1988)

Associate Professor of Business Administration

- B.B.A., Lamar State College (1965)
- M.B.A., Pan American University (1986)
- M.Ed., The University of Texas at Brownsville and Texas Southmost College (1982)
- Ed.D., University of Houston (1996)

Kalidas Jana (2006)

Assistant Professor of Economics

- B.A., St. Xavier's College, India (1981)
- M.S., University of Calcutta, India (1984)

- M.A., Southern Methodist University (1997)
- Ph.D., North Carolina State University (2005)

Jennie Johnson (2007)

Assistant Professor of Management

- B.S., Oakland University (1984)
- M.S., Eastern Michigan University (1988)
- Ph.D., Virginia Polytechnic Institute and State University

Qinyu Liao (2005)

Assistant Professor of Management Information Systems

- B.A., Chengdu University, China
- M.B.A., Emporia State University
- Ph.D., Mississippi State University

Marvin G. Lovett (1988)

Professor of Business Administration

- A.A., Southwest Community College (1978)
- B.S., Northwest Missouri State University (1981)
- M.B.A., Northwest Missouri State University (1982)
- Ed.D., University of Houston (1997)

Steven R. Lovett (2000)

Associate Professor of International Business and Management

- B.S., Southwest Missouri State University (1985)
- M.B.A., Arizona State University (1986)
- Ph.D., The University of Texas at Arlington (1997)

Mostafa Malki (2006)

Assistant Professor of Economics and Finance

- B.A., University of Massachusetts (1995)
- M.A., University of Alabama (2000)
- M.S., Auburn University (2004)
- Ph.D., Auburn University (2006)

Dennis S. Ortiz (1998)



Associate Master Technical Instructor of Accounting

- B.S., The University of Arizona (1978)
- M.A., The University of Arizona (1989)
- Ph.D., University of North Texas (2000)
- CPA, State of Texas (2004)

Rafael Otero (1997)

Associate Professor of International Business and Economics

- A.A., Texas Southmost College (1985)
- B.B.A., The University of Texas-Pan American (1987)
- M.B.A., The University of Texas at San Antonio (1991)
- Ph.D., The University of Texas-Pan American (1999)

Pablo Rhi-Perez (1995)

Associate Professor of Marketing

- J.D., University of Nuevo Leon, Mexico (1968)
- Diploma, Economic Planning, United Nations (CEPAL) (1969)
- M.B.A., Technical Institute of Superior Studies at Monterrey, Mexico (1970)
- Ph.D., The University of Texas at Austin (1989)

Paul J. Robertson (2009)

Associate Professor of Accounting

- B.A., University of New Mexico (1975)
- M.B.A., University of New Mexico (1977)
- D.B.A., Mississippi State University (1989)

Mary Jane Saucedo (1992)

Associate Professor of Accounting

- B.B.A., Pan American University (1981)
- M.B.A., Pan American University (1989)
- CPA, State of Texas (1987)
- M.A.C.C., Texas A&M University-Corpus Christi (1994)
- Ph.D., Texas A&M University (2001)

Anil Singh (2006)

Assistant Professor of Management Information Systems

- B.S., Goa University, India (1993)
- M.S., Goa University, India (1997)
- M.B.A., The University of Texas at Arlington (2001)
- Ph.D., The University of Texas at Arlington (2006)

Lauran Schmid (2005)

Associate Master Technical Instructor of Accounting

- B.B.A., The University of Texas at Austin (1981)
- CPA, State of Texas (1985)
- M.B.A., The University of Texas-Pan American (1988)

Martin Shane (2006)

Professor of Management

- B.S., Northern Illinois University (1971)
- M.B.A., Northern Illinois University (1972)
- Ph.D., The University of Iowa (1977)

INSTRUCTIONAL SUPPORT



Clair Goldsmith (2010)

Interim Dean of Instructional Support

- B.S.E.E., Southern Methodist University
- M.S.E.E., Southern Methodist University
- Ph.D., Southern Methodist University

Senior Librarians**John Hawthorne**

Librarian, Special Collections

- B.A., The University of Texas at Austin
- M.L.I.S., The University of Texas at Austin

Hilary V. Frazier

Librarian, Reference

- B.S., University of New Mexico
- M.L.I.S., The University of Texas at Austin
- J.D., University of Oregon

Mabel Hockaday

Librarian, Public Services

- B.A., The University of Texas at Brownsville and Texas Southmost College
- M.L.I.S., University of North Texas

Bashir Ali Khan Tiwana

Librarian, Technical Services

- B.A., University of Punjab, Pakistan
- Advanced Arabic Language Certificate, Imam Muhammad Ibn Saud Islamic University, Saudi Arabia
- M.A., University of New South Wales, Australia
- Diploma, University of New South Wales, Australia
- M.A., University of Karachi, Pakistan
- Diploma, University of the Punjab, Pakistan

Annabel Trevino

Librarian, Circulation and Reserves, Interlibrary Loan, Serials and Periodicals

- B.A., The University of Texas at Brownsville and Texas Southmost College
- M.L.I.S., University of North Texas

Mark Williams

Librarian, Cataloger

- B.A., Wichita State University
- M.L.I.S., The University of Texas at Austin

Librarians**Joel Chirinos**

Librarian, Bibliography and Instruction

- B.A., The University of Texas at Brownsville and Texas Southmost College
- M.L.I.S., The University of Texas at Austin

Justin T. Lawrence

Librarian, Learning Resource Center

- B.A., The University of Texas at Brownsville and Texas Southmost College
- M.L.I.S., University of North Texas

Ezequiel Melgoza

Librarian, Technical Services

- B.A., The University of Texas at Brownsville and Texas Southmost College
- M.L.I.S., University of North Texas

Raquel Estrada

Librarian, Acquisitions

- B.A., The University of Texas at Brownsville and Texas Southmost College
- M.L.I.S., University of North Texas



Liliana Sanchez-Galindo

Librarian, Circulation and Reserves

- B.A., The University of Texas at Brownsville and Texas Southmost College
- M.L.I.S., University of North Texas

Jessica Harris

Librarian, Web and Electronic Connection Services

- B.A., Oakland University
- M.L.I.S., Pratt Institute



GOVERNANCE AND ADMINISTRATION

THE UNIVERSITY OF TEXAS SYSTEM BOARD OF REGENTS

Regent	Hometown	Term Expires
Francie A. Frederick (General Counsel)	Austin	n/a
Colleen McHugh (Chairman)	Dallas	February 2011
Janiece Longoria (Vice Chairman)	Houston	February 2011
R. Steven Hicks	Austin	February 2011
Brenda Pejovich	Austin	February 2011
Kyle J. Kalkwarf (Student Regent)	San Antonio	May 2011
James D. Dannenbaum	Houston	February 2013
Paul L. Foster (Vice Chairman)	El Paso	February 2013
Printice L. Gary	Dallas	February 2013
James R. Huffines	Austin	February 2015
Wm. Eugene "Gene" Powell	San Antonio	February 2015
Robert L. Stillwell	Houston	February 2015

TEXAS SOUTHMOST COLLEGE BOARD OF TRUSTEES

Trustee	Term Expires
Francisco "Kiko" Rendon, Chair	May 2016
Roberto Robles, M.D. Vice Chair	May 2012
David G. Oliveira	May 2012
Adela Garza, Secretary	May 2014
Rene Torres	May 2014
Robert A. Lozano, M.D., Ph.D.	May 2016
Juan "Trey" Mendez III, J.D	May 2016



ADMINISTRATIVE OFFICERS

President

Juliet V. García

B.A., M.A., University of Houston
Ph.D., The University of Texas at Austin

Provost

Alan F.J. Artibise

B.A. (First Class), University of Manitoba
Ph.D., University of British Columbia

Vice Presidents

Luis Colom

Vice President for Research
M.D., Ph.D., University of the Eastern Republic, Uruguay

Irv Downing

Vice President for Economic Development and Community Services
B.A., State University of New York College at Fredonia
M.A., The University of Texas at San Antonio

Clair Goldsmith

Chief Information Officer
B.S.E.E., M.S.E.E., Ph.D. Southern Methodist University

Rosemary Martinez

Vice President for Business Affairs
B.B.A., Pan American University at Brownsville
CPA, State of Texas

Meloney Linder

Vice President for Institutional Advancement
B.A., University of Denver

Hilda Silva

Vice President for Student Affairs
B.S., M.Ed., Pan American University
Ed.D., University of Houston



College Deans

Mikhail M. Bouniaev

Dean, College of Science, Mathematics and Technology

M.S. in Mathematics from Moscow Pedagogical State Institute, Russia

Ph.D. in Mathematics from Moscow Institute of Electrical Engineering, Russia

S.D. (Doctor of Science), from Moscow Pedagogical State University, Russia

Miguel Angel Escotet

Dean, College of Education

M.A., The University of Texas at Austin

Ph.D., University of Nebraska, Lincoln

Nelda C. Martinez

Dean, College of Nursing

B.S.N., M.S.N., Wright State University

Ph.D., The Ohio State University

Daniel Heimmerman

Dean, College of Liberal Arts

B.A., University of Wisconsin-Oshkosh

M.A., Ph.D., Marquette University

Mark Kroll

Dean, School of Business

B.B.A., M.B.A., Sam Houston State University

Ph.D., Mississippi State University

Eldon L. Nelson

Interim Dean, College of Biomedical Sciences and Health Professions

M.A., B.S., B.A., East Carolina University

Ph.D., University of Florida

Terry Overton

Dean, University College

B.S., M.Ed., Ed.D. Texas Woman's University

Ph.D., Walden University

Other Deans

Mari Fuentes-Martin

Dean, Students

B.A., M.S., Notre Dame University



Ed.D., Texas A&M University-Corpus Christi

James Holt

Dean, Workforce Training and Continuing Education

B.A., University of Missouri

M.B.A., Southern Illinois University

M.S.S.C.T., The University of Texas at Austin

Charles Lackey

Dean, Graduate Studies

B.A., The University of Texas at Arlington

M.S., Baylor University

Ph.D., University of South Carolina



APPENDIX: ADDITIONAL POLICIES

AIDS, HIV and Hepatitis B Infection

UTB/TSC recognizes AIDS (Acquired Immune Deficiency Syndrome), HIV (Human Immunodeficiency Virus) and Hepatitis B Virus (HBV) as serious public-health threats and is committed to encouraging an informed and educated response to issues and questions concerning AIDS, HIV and HBV. In furtherance of its commitment, UTB/TSC has adopted a policy and procedural steps to protect the rights and wellbeing of those students, employees and patients who may be infected with HIV or HBV and to prevent the spread of infection. No individual with HIV or HBV infection will be discriminated against in employment, admission to academic programs, health benefits or access to facilities. Students with HIV or HBV infection may attend all classes without restriction as long as they are physically and mentally able to participate and perform assigned work and pose no health risks to others. All information regarding the medical status of UTB/TSC faculty, staff and students is confidential. A complete copy of the AIDS, HIV and Hepatitis B Infection policy may be found online in the [Handbook of Operating Procedures](#) (HOOP), [Section 3.2](#), and is also available in the Dean's office of each college and division, the library and most UTB/TSC departments. This policy applies to all students of UTB/TSC as they pursue their academic and clinical endeavors. Educational pamphlets are available to all students on request by calling Student Health Services at 956-882-8951.

Bacterial Meningitis

Bacterial meningitis is a serious, contagious, potentially deadly disease that can progress extremely quickly, so extreme caution is important. Meningitis involves an inflammation of the membranes and cerebrospinal fluid that surround the brain and spinal cord, and it is usually spread by infection. The bacteria that cause meningitis can also infect the blood. In the past, most meningitis cases occurred in children younger than 5. But as a result of the protection offered by current childhood vaccines, most meningitis cases now occur in young people from 15 and 24 years of age. Older adults also tend to have a higher incidence of meningitis than young children. In total, this disease strikes about 3,000 Americans each year, including 100-125 on college campuses, leading to 5-15 deaths among college students each year.

The cause of most cases of meningitis is a viral infection, but bacterial and fungal infections also can lead to meningitis. The severity of the inflammation and the best treatment depend on the cause of the infection. Bacterial meningitis is generally much more serious than viral meningitis.

There is a treatment, but those who survive may develop severe health problems or disabilities. Symptoms include high fever, rash or purple patches on skin, light sensitivity, confusion and sleepiness, lethargy, severe headache, vomiting, stiff neck, nausea and seizures. There may be a rash of tiny, red-purple spots caused by bleeding under the skin. These spots can occur anywhere on the body.

Left untreated, bacterial meningitis can be fatal. Those who believe they or their family has signs or symptoms of meningitis should seek medical care immediately.



Learning Resources for Bacterial Meningitis

- Contact a health-care provider.
- Contact the [Student Health Center](#) at 956-882-8951 or 956-882-3896
- Contact a local or regional Texas Department of Health office at 800-837-6768 or visit the websites of:
- [Centers for Disease Control and Prevention](#)
- [American College Health Association](#)
- UTB/TSC: [“Important Information About Bacterial Meningitis”](#)

Facilities

UTB/TSC's facilities are not open for general public use. For more information on the use of UTB/TSC's facilities, please reference [UTB/TSC HOOP, Section 10.2.6](#).

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA), 20 U.S §1232g and the Texas Public Information Act, Texas Government Code §552.001 et seq., are, respectively, a federal and state law that provide for the review and disclosure of student educational records. In accordance with these laws, the university has adopted the following policy. Individuals are informed of their rights under these laws through this policy, which is included in the university [Handbook of Operating Procedures](#) (HOOP) and catalog. The catalog will be made available for inspection through the Vice President for Student Affairs Office and the HOOP is available in the libraries, most administrative offices and the Human Resources website.

UTB/TSC will not permit access to or the release of personally identifiable information contained in student educational records without the written consent of students to any party, except as follows:

- To appropriate UTB/TSC officials who require access to educational records to perform their legitimate educational duties
- To officials of other schools in which students seek or intend to enroll, upon request of these officials and upon the condition that students be notified and receive a copy of the record, if desired
- To federal, state or local officials or agencies authorized by law
- In connection with a student's application for, or receipt of, financial aid
- To accrediting organizations or organizations conducting educational studies, provided that these organizations do not release personally identifiable data and destroy such data when it is no longer needed for the purpose it was obtained



- To the parents of a dependent student as defined in §152 of the Internal Revenue Code of 1954, if a reasonable effort is made to notify students in advance
- In compliance with a judicial order or subpoena, if a reasonable effort is made to notify students in advance, unless the order or subpoena specifically directs the institution not to disclose the existence of the order or subpoena
- In an emergency situation, if the information is necessary to protect the health or safety of students or other people
- To an alleged victim of any crime of violence, the results of the alleged perpetrator's disciplinary proceeding may be released

The university will release information in student educational records to appropriate university officials as indicated above when such records are needed by administrators or faculty or staff members to further the educational or business purposes of the students or university.

A record of requests for disclosure and such disclosure of personally identifiable information from student educational records shall be maintained by the Office of Corporate Compliance for each student and will also be made available for inspection pursuant to this policy. If the institution discovers that a third party who has received student records from the institution has released or failed to destroy such records in violation of this policy, it will prohibit access to educational records for five years. Respective records no longer subject to audit nor presently under request for access may be purged according to regular schedules.

Directory Information

At its discretion, UTB/TSC may release Directory information:

- Name, address and telephone number
- Date and place of birth
- Major field of study
- Participation in officially recognized activities and sports
- Dates of attendance
- Most recent previous educational institutions attended
- Classification (e.g., freshman, graduate)
- Degrees and awards received
- Date of graduation
- Physical factors (height and weight) of athletes



- E-mail addresses
- Photographs

Students may withhold Directory information by notifying the Office of the Registrar in writing each semester or term during the first 12 days of class in a fall or spring semester, the first four class days of a summer semester or the first three days of any quarter. Request for nondisclosure will be honored by the institution for only the current semester or term; therefore, a request to withhold Directory information must be filed each semester or term or term in the Office of the Registrar.

Access to Files

Upon written request, UTB/TSC shall provide students with access to their educational records. The Vice President for Business Affairs at Tandy Hall has been designated by the institution to coordinate the inspection and review procedures for student educational records, which include admissions files, academic files and financial files. Students wishing to review their educational records must make written requests to the Vice President for Business Affairs listing the item or items of interest. Educational records covered by the act will be made available within 45 days of the request.

A list of educational records and those officials responsible for the records shall be maintained at the Office of Corporate Compliance:

- Academic records
- Office of Admissions and Recruitment: Director of Admissions and Recruitment
- Office of the Registrar: Registrar
- Department and faculty offices
- Student service records
- Office of Counseling Office: Director of Counseling
- Office of Student Activities: Director of Student Activities
- Office of Student Affairs: Vice President for Student Affairs
- Office Testing: Director of Testing
- Financial records
- Office of Accounting and Finance: Vice President for Business Affairs
- Office of Financial Aid: Director of Student Financial Assistance

Educational records do not include:

- Financial records of the student's parent or guardian



- Confidential letters of recommendation that were placed in the educational records of students prior to Jan. 1, 1975
- Records of instructional, administrative and educational personnel, which are kept in the sole possession of the maker and are not accessible or revealed to any other individual except a temporary substitute for maker
- Records of law-enforcement units
- Employment records related exclusively to an individual's employment capacity
- Medical and psychological records
- Theses or research papers
- Records that contain only information about an individual after the individual is no longer a student at the institution

Notwithstanding these provisions, research papers and theses authored by students will be available to interested members of the public.

Challenge to Record

Students may challenge the accuracy of their educational records. Students who believe that their educational records contain information that is inaccurate or misleading, or is otherwise in violation of their privacy or other rights, may discuss their problems informally with the Vice President for Student Affairs. If the decisions are in agreement with the student's request, the appropriate records will be amended. If not, students will be notified within a reasonable period of time that the records will not be amended and will be informed by the Vice President for Student Affairs of the student's right to a formal hearing.

Student requests for a formal hearing must be made in writing to the Vice President for Student Affairs who, within a reasonable period of time after receiving such requests, will inform students of the date, place and the time of the hearing. Students may present evidence relevant to the issues raised and may be assisted or represented at the hearings by one or more persons of their choice, including attorneys, at students' expense. The hearing officer that will adjudicate such challenges will be appointed by the Vice President for Student Affairs in nonacademic matters and by the Vice President for Academic Affairs in academic matters.

Decisions of the hearing officer will be final, will be based solely on the evidence presented at the hearing, will consist of the written statements summarizing the evidence and stating the reasons for the decisions and will be delivered to all parties concerned.

The educational records will be corrected or amended in accordance with the decision of the hearing officer, if the decision is in favor of the student. If the decision is unsatisfactory, students may place with the educational records statements commenting on the information in the records or statements, setting forth any reasons for disagreeing with the decision of the hearing officer, or both.

The statements will be placed in the educational records, maintained as part of students' records and released whenever the records in question are disclosed.



Students who believe that the adjudications of their challenges were unfair or not in keeping with the provisions of the act may request, in writing, assistance from the President of the institution.

Change of Address and Change of Name

Students are responsible for providing accurate and current mailing address information and legal name changes to the Office of Graduate Studies and the Office of Admissions and Recruitment.

Complaints

Complaints regarding alleged failures to comply with the provisions of the FERPA may be submitted in writing to the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue S.W., Washington, D.C. 20202-4605.

Copies

Students may have copies of their educational records and this policy. These copies will be made at the student's expense at rates authorized in the Texas Open Records Act, except that official transcripts will be \$5. Official copies of academic records or transcripts will not be released to students who have an outstanding institutional debt or institutional holds on academic records at UTB/TSC. Institutional holds may be placed on students' records if students are not in compliance with federal financial aid requirements or other institutional policies.

Fire Safety

The institution follows federally-mandated [fire safety policies and procedures](#) and [reporting requirements](#).

Gang-free Zones

Premises owned, rented or leased by The University of Texas at Brownsville and Texas Southmost College, and areas within 1,000 feet of the premises, are gang-free zones. Certain criminal offenses, including those involving gang-related crimes, will be enhanced to the next highest category of offense if committed in a gang-free zone by an individual 17 or older. See Texas Penal Code, § 71.028.

Hazing Policy

Hazing in state educational institutions is prohibited by both state law ([Texas Education Code](#), §51.936 and 37.151, et seq.) and by the UT System Board of Regents (Rules and Regulations, Rule 50101, § 2.8.) Individuals or organizations engaging in hazing may be subject to fines and charged with criminal offenses. Additionally, the law does not affect or restrict the right of the university to enforce its own rules against hazing.

Individuals

A person commits an offense if the person:

- Engages in hazing
- Solicits, encourages, directs, aids or attempts to aid another engaging in hazing



- Recklessly permits hazing to occur
- Has firsthand knowledge of the planning of a specific hazing incident involving a student in an educational institution or has firsthand knowledge that a specific hazing incident has occurred and knowingly fails to report that knowledge in writing to the Vice President for Student Affairs or other appropriate official of the institution

Organizations

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

Definition

Hazing is broadly defined by statute to mean any intentional, knowing or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others directed against a student that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in or maintaining membership in an organization. Hazing includes, but is not limited to:

- Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body or similar activity
- 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
- Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug or other substance that subjects the student to an unreasonable risk of harm or which adversely affects the mental or physical health or safety of the student
- Any activity that intimidates or threatens the student with ostracism; that subjects the student to extreme mental stress, shame or humiliation; or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subdivision
- Any activity that induces, causes or requires the student to perform a duty or task which involves a violation of the Penal Code. The fact that a person consented to or acquiesced in a hazing activity is not a defense to prosecution.

Immunity

In an effort to encourage reporting of hazing incidents, a court may (but is not required to) grant immunity from prosecution to each person subpoenaed to testify in the criminal prosecution of a hazing offense who



testifies for the prosecution. In addition, any person who reports a specific hazing event involving a student to the Vice President for Student Affairs or other appropriate official of the institution will be immune from civil or criminal liability that otherwise would be incurred or imposed as a result of the report. These grants immunize a person during his or her participation in any judicial proceeding resulting from that report. Additionally, a doctor or other medical practitioner who treats a student who might have been subjected to hazing may report the suspected hazing activities to police or other law-enforcement officials and, by doing so, will be immune from civil or other liability that might otherwise be imposed or incurred as a result of the report. The penalty for failure to report a hazing offense is a fine of up to \$1,000, up to 180 days in jail or both. None of these grants of immunity apply to persons reporting on bad faith or with malice. In general, penalties for hazing offenses vary according to the severity of the injury that results and include monetary fines and, depending on severity and consequences, confinement in state prison or county jail.

Illicit Drug Use and Alcohol Abuse Program and Policy

In compliance with the Drug Free Schools and Communities Act Amendment of 1989, the UT System Board of Regents' Rules and Regulations, Rule 50101 provides for disciplinary action against any student who engages in conduct that is prohibited by state, federal or local law. This includes those laws prohibiting the use, possession or distribution of drugs and alcohol. UTB/TSC will impose at least a minimum disciplinary penalty of suspension for a specified period of time or suspension of rights and privileges, or both, for conduct related to the use, possession or distribution of drugs that are prohibited by state, federal or local law. Other penalties that may be imposed for conduct related to the unlawful use, possession or distribution of drugs or alcohol include disciplinary probation, payment for damage to or misappropriation of property, suspension of rights and privileges, suspension for a specified period of time, expulsion or such other penalty as may be deemed appropriate under the circumstances.

Information is distributed to each student annually concerning standards of conduct prohibiting unlawful possession, use or distribution of illicit drugs and alcohol, health risks associated with their use and abuse, institutional penalties, state and federal criminal penalties and counseling and rehabilitation programs available in the area. Additional information is also available in the Student Health Services office.

Missing Student Notification Policy

As required by § 485(j) of the Higher Education Opportunity Act of 2008, UTB/TSC has established a missing student notification policy and official notification procedures for reports of missing students who reside on campus. According to the policy, students may complete a "Missing Person Contact Designation Form" upon check-in to student housing. On that form, students may identify a person who UTB/TSC can contact within 24 hours after it determines, according to its procedures, that the student is missing.

If students or employees of UTB/TSC learns or believes that a student residing on campus has been missing for more than 24 hours, they should immediately contact the UTB/TSC Campus Police. If Campus Police determines that the student has been missing for more than 24 hours, then within 24 hours of that conclusion, UTB/TSC will:

- Notify the student's designated missing person contact (if one was provided on the form)
- Notify the student's custodial parent or guardian (if the student is younger than 18 and not emancipated)
- Notify the appropriate law-enforcement agency



If a student has not indicated a missing person contact, then UTB/TSC will attempt to contact his or her known emergency contacts.

Sexual Harassment Policy

UTB/TSC is committed to provide a professional working and learning environment free from sexual harassment. Sexual harassment has been declared a form of sex discrimination under Title VII of the Civil Rights Act of 1964, Title IX of the Civil Rights Act of 1972 and the Texas Commission on Human Rights Act. UTB/TSC maintains a strict policy prohibiting unlawful harassment of any kind, including sexual harassment. Any person who engages in such conduct will be subject to disciplinary action, including termination.

Sexual Harassment

Unwelcome sexual advances, requests for sexual favors, verbal or written comments, or physical conduct of a sexual nature may constitute sexual harassment when such conduct:

- Is made, either explicitly or implicitly, a term or condition of instruction, employment or participation in a university activity
- Is used to be a basis for evaluation in making academic or personnel decisions affecting an individual
- Creates an intimidating, hostile or offensive university environment

In addition to the above definition, sexual harassment may include but is not limited to the following:

- Unwelcome sexual flirtations, advances or propositions
- Verbal remarks of a sexual nature (whether directed to an individual or a group, including sexually explicit or offensive jokes)
- Graphic or degrading verbal or written comments of a sexual nature about an individual or the individual's appearance
- Suggestive or unwelcome physical contact
- Physical assault

Sexual harassment is not limited by gender of either party, nor by superior-subordinate relationships. This policy is applicable to all employees and students of UTB/TSC.

All sexual harassment complaints must be filed with the Office of the Vice President for Business Affairs, located in Tandy 100. Procedures for filing complaints are found in the [Handbook of Operating Procedures \(HOOP\)](#), §3.3, page 4 of 8.

Consensual Relationships

UTB/TSC's policy regarding consensual relationships that result in sexual harassment is found in the HOOP, §3.5, which prohibits such relationships between faculty or staff members in positions of authority with their subordinates or students.



Complaints regarding inappropriate consensual relationships that contain elements of sexual harassment must be reported to the EEO Officer. Complaints regarding consensual relationships not resulting in sexual harassment involving students must be reported to the Vice President for Student Affairs.

Sexual Offense

UTB/TSC's policy regarding sexual offenses is found in the HOOP, §3.6, Page 1 of 5. This section applies to complaints of sexual assault by any member of the UTB/TSC community against any other member, including students and staff and faculty members. Complaints involving sexual assault that are not of a sexual harassment nature must be reported to Campus Police, the Brownsville Police Department or the Office of the Vice President for Student Affairs. Services such as precomplaint counseling are available for students in the Counseling Center, which is located in the Student Health Services office.

Solicitation Policy

UTB/TSC's facilities are not open for general public use. The UT System Board of Regents' Rules and Regulations, Rule 80103 states that no solicitation shall be conducted on any property, street or sidewalk, or in any building, structure or facility owned or controlled by the UT System or any of the institutions unless permitted by the Regents' Rules and Regulations. Such solicitation must adhere to the following rules:

- Academic or institutional programs being carried on in the buildings shall not be disturbed or interfered with.
- Free and unimpeded flow of pedestrian or vehicular traffic on sidewalks and streets and at places of ingress and egress to and from university buildings shall not be interrupted.
- Persons being solicited shall not be harassed, embarrassed or intimidated.

Nonuniversity groups, individuals or associations are not permitted to solicit, distribute or circulate any petition, handbill or other literature in university buildings or on the grounds.

Newspaper vending is permitted only in the areas designated in advance by the President or his or her delegate. Any request for other newspapers or additional distribution areas should be directed in writing to the Vice President for Business Affairs.

Persons desiring to conduct solicitations or to distribute materials strictly for personal reasons or for personal profit or gain will, under no circumstances, be granted permission to do so.

Any violation of the above policy should be reported to the Office of the Vice President for Business Affairs.

Student Right-to-know Act and Campus Security Act

In compliance with the Student Right-to-Know and Campus Security Act, 20 USC §§ 1092(a), (e) and (f), as amended, the university collects and discloses Information about campus crime statistics, campus security policies, financial assistance available to enrolled students, institutional retention rates, institutional transfer-out rates as applicable, placement and types of employment applicable to graduates of UTB/TSC's degree or certificate programs, the types of graduate and professional education in which graduates of UTB/TSC's four-year degree programs enroll and institutional completion or graduation rates. Pursuant to federal law, alleged



victims of violent crime are entitled to know results of campus student disciplinary proceedings concerning the alleged perpetrators.

The university will issue timely warnings to the campus community of crimes considered to pose an ongoing threat to students and employees. In addition, the university will immediately warn the campus community after confirming a significant emergency or dangerous situation (including noncriminal matters) that occurs on campus and involves an immediate threat to the health or safety of students or faculty and staff members, unless such a warning would compromise efforts to contain the emergency.

UTB/TSC publishes and distributes an annual campus security report, which is available at the [Campus Safety website](#) and which describes campus safety and security policies and crime statistics and is made available to all current students and employees, applicants for enrollment or employment and submitted to the Secretary of Education. The report identifies UTB/TSC's policies regarding procedures and facilities for students and others to report criminal actions or other emergencies occurring on campus and policies concerning UTB/TSC's response to such reports, the current policies regarding security and access to campus facilities and security considerations used in maintaining campus facilities, the current policies concerning campus law enforcement, the type and frequency of programs designed to inform students and employees about campus security procedures and practices and to encourage them to be responsible for their own security and that of others, relevant crime statistics from campus and pertinent noncampus buildings or property and public property, policies concerning the monitoring and recording through local police agencies of criminal activity at off-campus locations, recognized student organizations, policies regarding alcoholic beverages and the enforcement of underage drinking laws, policies regarding the illegal drugs and the enforcement of applicable drug laws, a description of applicable drug or alcohol abuse education programs, a statement regarding access to information regarding registered sex offenders, and the policies regarding immediate emergency response and evacuation procedures in the event of a significant emergency or dangerous situation immediately threatening health or safety of students and staff on campus. In addition, the report will describe UTB/TSC policy regarding sex-related offenses, sexual assault prevention programs and education programs to promote awareness of sex offenses; describe the procedures students should follow if a sex offense occurs; provide information about a victim's option to notify proper law-enforcement authorities and to receive assistance in doing so from the UTB/TSC police; notify students of existing on-campus and community counseling, mental health or student services for victims of sexual assault; notify students of the options for and assistance in changing academic and living situations after an alleged sexual assault incident; and describe the administrative disciplinary procedures and sanctions for offenders. The university will also maintain a public crime log of all crimes that occur on campus or within the patrol jurisdiction of the campus police that are reported to the campus police.

Graduation Rate Information for Student-athletes

Before offering athletically related student aid to a potential student-athlete, the university will provide certain information about graduation rates specified by the act to the prospective student and to the student's parents, guidance counselor and coach.

Student Criminal Background Checks

Recognizing a sound character is vital to health-care professions, UTB/TSC may require that applicants or students admitted to clinical degree programs undergo criminal background checks. Applicants or students shall conform to the specific policy and procedure adopted by each specific program or college to which they apply or are admitted. The College of Education, for example, requires criminal background checks for



admission in the Teacher Education and the Post-Baccalaureate Programs. It imposes this requirement because many Texas school districts require applicants for student teaching or field experiences to undergo a criminal history background check prior to placement in the school district. School districts may deny placement of students with a criminal background. If a school district denies a placement for this reason, UTB/TSC may attempt to assist students in obtaining a placement in an alternate district. Students should be aware that if they are unable to obtain a placement they may not meet UTB/TSC's requirements for a teaching degree or teacher certification. Additionally, the Texas State Board for Educator Certification regulates the certification of educators to teach Texas public school children. Before an individual can be certified, SBEC must conduct a criminal history background check to ensure an applicant's suitability to interact with children. Working with the Texas Department of Public Safety, the agency conducts statewide criminal history background checks on all applicants for educator certification. Students pursuing educator preparation should be aware that some criminal histories may lead to the denial of certification as a teacher. Students may obtain additional information from SBEC.

Student Travel Policy

Student travel procedures apply to faculty and staff members and students who engage in transporting students off campus on any university business or related travel activities for student organizations. The procedures are considered to be the minimum standards; departments may mandate additional procedures.

Failure to comply with these requirements may result in the suspension of student travel for the student organization responsible for arranging the trip.

Travel Requirements and Planning

A designated university representative must accompany each student travel group when university funds are used to sponsor the trip. In the event that an Advisor cannot attend the function with the student group, another university staff or faculty member may attend in the place of the Advisor. A travel itinerary and a passenger list shall be filed with the Office of Student Life. Copies of these forms will then be submitted to Campus Police and the Office of the Dean of Students. For the complete Travel Policy, see the UTB/TSC [Handbook of Operating Procedures](#) (HOOP) section titled "[Student Travel](#)."

