

**Graduate Student Handbook**  
**Master of Arts in Interdisciplinary Studies for**  
**Mexican American Studies**  
**May 15, 2022**

**Master of Arts in Interdisciplinary Studies in Mexican American Studies Requirements**

36 semester hours of course work:

3 Areas Must Be Fulfilled in the Course of the Graduate Program:

- Area 1**-Mexican American Studied and/or Latina/o Studies Coursework
- Area 2**-Student Chooses This Discipline with the help of the Graduate Advisor  
[i.e. History, Literature, Sociology, etc.]
- Area 3**-Student Chooses This Discipline with the help of the Graduate Advisor  
[i.e. History, Literature, Sociology, etc.]

**-Required Course of Both Tracks**

MASC 6300: Research Methods in Mexican American Studies [3 hrs.]

*Choose one of the following options:*

**Track 1: Thesis [General Checklist for Thesis Students included in Appendix]**

**Area 1: Mexican American Studies and/or Latina/o Studies Coursework**

Student Must Take 9 Hours of These Courses

- MASC 6315 Mexican American Studies Pedagogy [3 hrs.]
- MASC 6320 Chicax/Latinx Schooling [3 hrs.]
- MASC 6335 Chicax/Latinx Language & Identity [3 hrs.]
- MASC 6330 Chicana Feminism [3 hrs.]
- MASC 6355 Gloria Anzaldua [3 hrs.]
- MASC 6341 Critical Race Theories [3 hrs.]
- MASC 6350 Learning & Reflective Service [3 hrs.]

**Area 2: Student's Choice of Discipline**

Student Must Take 9 Hours of These Courses

**Area 3: Student's Choice of Discipline**

Student Must Take 9 Hours of These Courses

**Area 4: Thesis Hours**

Student Must Take 6 Hours of Thesis Courses

- MASC 7310 Thesis [3 hrs.]
- MASC 7311 Thesis [3 hrs.]

**Option 2: Non-Thesis Track**

## **Area 1: Mexican American Studies and/or Latina/o Studies Coursework**

### Student Must Take 15 Hours of These Courses

MASC 6315 Mexican American Studies Pedagogy [3 hrs.]

MASC 6320 Chicana/Latina Schooling [3 hrs.]

MASC 6335 Chicana/Latina Language & Identity [3 hrs.]

MASC 6330 Chicana Feminism [3 hrs.]

MASC 6355 Gloria Anzaldua [3 hrs.]

MASC 6341 Critical Race Theories [3 hrs.]

MASC 6350 Learning & Reflective Service [3 hrs.]

## **Area 2: Student's Choice of Discipline**

### Student Must Take 9 Hours of These Courses

## **Area 3: Student's Choice of Discipline**

### Student Must Take 9 Hours of These Courses

## **Capstone Experience:**

The Capstone Experience is comprised of 3 parts:

1. Statement of Philosophy and Praxis
  - A. The philosophy will draw upon and synthesize several secondary sources from coursework and independent research to articulate a coherent MAS philosophy.
  - B. The statement of praxis will discuss how the student will concretely put into practice his/her/their philosophy in their profession and beyond, which may include personal life, activism, etc.
2. Revision of Seminar Paper and Reflection Paper
  - A. Student will choose one paper to significantly revise from a previous course. Revisions will be determined with the Chair of the Capstone Experience Committee, and may include deeper engagement with secondary sources, additional research, and additional elaboration of examples.
  - B. Student will compose a short reflection paper (3 to 5 pages double-spaced) that explains why student made specific revisions and how those revisions have reshaped their seminar paper.
3. Oral Examination
  - A. The oral examination will be conducted by the Capstone Experience Committee. Questions will be based on the student's Statement of Philosophy and Praxis as well as the revised seminar paper and reflection paper.

FOR NEWLY ADMITTED STUDENTS

- Getting registered: All new students must contact the Graduate Coordinator, Dr. Cathryn Merla-Watson (cathryn.merlawatson@utrgv.edu) prior to registering for classes.
- First-time advising may be accomplished prior to the start of the first semester in person or via Zoom. All students must discuss course schedules with their academic advisors in order to register for classes. During this session, a Degree Plan will be generated for the student. The student will choose will track they will take: Thesis or non-Thesis Track and also choose the two other disciplines they wish to take.
- Full-time status for students is 9 hours a semester. Part-time is 6 hours or less.

### **FOR STUDENTS INTERESTED IN GRADUATE ASSISTANTSHIPS**

- Students interested in graduate assistantships must be enrolled full-time. [9 hours a semester Fall/Spring, 3 hours in Summer]
- There are two types of assistantships offered:
  - Research Assistantship-this is an assistantship where a student is assigned to a faculty member to assistant in the research that the faculty member is working on. The duties of the assistantship is restricted to the research that the faculty member is working and is not a personal assistant for the faculty member.
  - Teaching Assistantship-this is assistantship where a student is assigned to teach an introductory level course [MASC 2301]. In order to teach, a student must have 18 hours of MASC courses in order to teach.

### **TRANSFER CREDITS**

- When admitted, a student may request transfer credits for courses taken at another university. The Graduate Office of Admissions evaluates transfer hours. These are usually all graduate courses elected in the past 7 years for which a passing grade has been reported.
- The department conducts its own subsequent review and allows for transfer credit courses and hours congruent with the student's Degree Plan. The maximum number of hours that may be accepted for a MA student is 9 hours.
- Students may request assessment when their Degree Plan is formulated; they should write to the Director of Graduate Studies requesting assessment.

- Transfer courses should be clearly indicated on the plan of study, with a description of a course's relevance where its title may be uninformative, or for independent study. The Program reserves the right to request further information from the applicant about a course.
- Transfer credits should not dominate a field; normally it should not have more than 6 semester hours.
- Students may NOT use transfer credits to fulfill the Program's course requirement for MASC 6300: Research Methods in Mexican American Studies.

## **ADVISING**

**1st Year Students:** Students should individually consult with graduate advisors on a regular basis (i.e. every semester) – not just to pre-register – but also to communicate regularly about progress toward the degree and one's professional development. Students are free to change their degree plans at any time, but must first consult with graduate advisor prior to making this choice.

**2nd Year Students:** revisit Degree Plans in the Fall semester of their second year. 2nd year students should arrange to consult with their advisors regarding the Plan of Study in the first weeks of Fall semester. By this time all transfer credits and changes to Degree Plans should be finalized.

## **FINANCIAL AID**

Currently, the MAIS in Mexican American Studies does not have separate funding for graduate students. All financial aid questions should be directed to the Graduate College:  
<https://www.utrgv.edu/graduate/funding/index.htm>.

## **APPENDIX:**

### **I. Thesis Checklist**

General Checklist for Thesis Timeline – Please see the Graduate College website for specific dates and the forms. <https://www.utrgv.edu/graduate/index.htm>

- #1 Signed and typed up Program Degree Plan required to start thesis hours to the Graduate Coordinator who forwards. As you wind down coursework and look towards a thesis, get ready for this step.
- #2 Contact and secure a Thesis Committee Chair. The Chair will have a thesis I MASC 7310 opened under their name, if they are available for your request. Please remind them to have a spot for you opened. The same process will happen for Thesis II MASC 7311.
- #3 Signed Graduate Office Application for Graduation to Grad Coordinator (the dates below indicate that this is done well before the semester of graduation.)

#### **Graduation Term**

#### **Deadline**

Spring

9 months prior to graduation

Summer

9 months prior to graduation

Fall

9 months prior to graduation

- #4 Application for Thesis Committee Typed (Chair signature, Grad Coordinator Signature then forwarded). Naturally, the Title and Description of the project may change. If committee membership changes, there is additional paperwork available at Grad College Website. You need at least three members on your committee. While at least one member of the three-person committee will be core MAS faculty, affiliate members from other departments are eligible to serve as well other faculty who will help you make your best thesis project and manuscript.

- #5 Draft of Thesis uploaded with Grad College System.

- #6 Certification of Completion signed by committee members. Please bring the form to your thesis defense: committee membership and other text on the form typed.

- #7 Final Draft of Thesis with Grad College and Certification form turned in.

## **II. Graduate Program of Study—M.A.I.S. in Mexican American Studies (Thesis Option)**

### **Instructions:**

This Program of Study must be prepared in consultation with the Graduate Advisor. It must reflect the degree requirements listed in the graduate catalog. Any changes to the degree requirements as shown on the Program of Study must have the written approval and justification of the Graduate Advisor and the Director prior to submission to the Office of Graduate Studies. All information provided must be complete and all documents must be typed.

### **Student Information**

**Last Name**

**First Name**

**Initial**

**ID #**

**Address**

**Street**

**City**

**State**

**ZIP**

TX

### **Contact Information**

**Primary Phone**

**Secondary Phone**

**E-Mail**

### **Undergraduate Degree**

### **Admission Status**

Admitted

### **Transfer Courses:**

If applicable, list the courses you are requesting to transfer and attach a copy of the transcript that reflects credit for those courses. Transfer courses must meet the guidelines set forth in the Graduate Catalog and may consist of a



maximum of 12 credit hours. If you are pursuing a second master's degree, a maximum of 9 hours from the first master's degree may be used toward the second master's degree.

**Transfer Course**  
**(prefix, number, name)**

**Institution**

**UTRGV Equivalent Course**  
**(prefix, number, name)**

**Semester/Year Completed**

**Leveling Courses—Conditional Admissions**

If applicable, list the leveling courses your graduate advisor has indicated you are required to take as conditions to admission into the graduate program in Creative Writing.

**Leveling Course**  
**(prefix, number, name)**

**Completion Deadline**  
**Date Completed**

## **M.A. Core and Elective Courses**

**Transfer  
Course Plan  
Course Completed  
Course Substitution  
Courses**  
(Semester, Year, Grade)

(Semester, Year)

(Semester, Year, Grade)

(Semester, Year, Grade)

Course Work: 36 Total Hours

Advisor/Chair Initials  
AREA I  
**Required Courses**  
(3 credits must be taken)

**MASC 6300: Research Methods in Mexican American Studies**

AREA II  
**Mexican American Studies and/or Latina/o Studies Coursework**  
(9 credits must be taken)

**MASC 6315 Mexican American Studies Pedagogy**

**MASC 6320 Chicana/Latina Schooling**

**MASC 6335 Chicana/Latina Language & Identity**

**MASC 6330 Chicana Feminism**

**MASC 6355 Gloria Anzaldua**

**MASC 6341 Critical Race Theories**

**MASC 6350 Learning & Reflective Service**

**AREA III**  
**Discipline Two**  
(9 credits must be taken)

**AREA IV**  
**Discipline Three**  
(9 credits – choose in consultation with advisor)

**Thesis**  
(6 Credits)

**MASC 7310 Thesis**

**MASC 7311 Thesis**

**Thesis Track:**

For a thesis defense, give the anticipated semester and anticipated date of completion.

**Semester/Year  
Thesis Defense**

Students must complete all graduate work for a degree within seven years of their first graduate course registration. Graduate courses more than seven years old will not be accepted as credit toward a degree program.

**Graduate Student Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Faculty Advisor Approval** \_\_\_\_\_

**Date** \_\_\_\_\_

**Director Approval** \_\_\_\_\_

**Date** \_\_\_\_\_

**Graduate Office Approval** \_\_\_\_\_

**Date** \_\_\_\_\_

X-C: Student, Faculty Advisor, and Director  
Graduate Office retains original—Date Received \_\_\_\_\_

### **III. Graduate Program of Study—M.A.I.S. in Mexican American Studies (Non-Thesis Option)**

**Instructions:**

This Program of Study must be prepared in consultation with the Graduate Advisor. It must reflect the degree requirements listed in the graduate catalog. Any changes to the degree requirements as shown on the Program of Study must have the written approval and justification of the Graduate Advisor and the Director prior to submission to the Office of Graduate Studies. All information provided must be complete and all documents must be typed.

**Student Information**

**Last Name**

**First Name**

**Initial**

**ID #**

**Address**

**Street**

**City**

**State**

**ZIP**

**Contact Information**

**Primary Phone**

**Secondary Phone**

**E-Mail**

**Undergraduate Degree**

**Admission Status**

Admitted

**Transfer Courses:**

If applicable, list the courses you are requesting to transfer and attach a copy of the transcript that reflects credit for those courses. Transfer courses must meet the guidelines set forth in the Graduate Catalog and may consist of a

maximum of 12 credit hours. If you are pursuing a second master's degree, a maximum of 9 hours from the first master's degree may be used toward the second master's degree.

**Transfer Course**  
**(prefix, number, name)**

**Institution**

**UTRGV Equivalent Course**  
**(prefix, number, name)**

**Semester/Year Completed**

**Leveling Courses—Conditional Admissions**

If applicable, list the leveling courses your graduate advisor has indicated you are required to take as conditions to admission into the graduate program in Creative Writing.

**Leveling Course**  
**(prefix, number, name)**

**Completion Deadline**  
**Date Completed**

## **M.A. Core and Elective Courses**

**Transfer  
Course Plan  
Course Completed  
Course Substitution  
Courses**  
(Semester, Year, Grade)

(Semester, Year)

(Semester, Year, Grade)

(Semester, Year, Grade)

Course Work: 36 Total Hours

Advisor/Chair Initials  
AREA I  
**Required Courses**  
(3 credits must be taken)

**MASC 6300: Research Methods in Mexican American Studies**



AREA II  
**Mexican American Studies and/or Latina/o Studies Coursework**  
(15 credits must be taken)

**MASC 6315 Mexican American Studies Pedagogy**

**MASC 6320 Chicax/Latinx Schooling**

**MASC 6335 Chicax/Latinx Language & Identity**

**MASC 6330 Chicana Feminism**

**MASC 6355 Gloria Anzaldua**

**MASC 6341 Critical Race Theories**

**MASC 6350 Learning & Reflective Service**

**AREA III**

**Discipline Two []**

(9 credits – choose in consultation with advisor)

**AREA IV**

**Discipline Three []**

(9 credits – choose in consultation with advisor)

**Non-Thesis Track:**

For a non-thesis option, give the anticipated semester and anticipated date of completion.

**Semester/Year**  
**Project Capstone**

Students must complete all graduate work for a degree within seven years of their first graduate course registration. Graduate courses more than seven years old will not be accepted as credit toward a degree program.

**Graduate Student Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Faculty Advisor Approval** \_\_\_\_\_

**Date** \_\_\_\_\_

**Director Approval** \_\_\_\_\_

**Date** \_\_\_\_\_

**Graduate Office Approval** \_\_\_\_\_

**Date** \_\_\_\_\_

X-C: Student, Faculty Advisor, and Director  
Graduate Office retains original—Date Received \_\_\_\_\_