



# Graduate Student Handbook

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**2018 - 2019**



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## INTRODUCTION AND OVERVIEW

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The purpose of this handbook is to assist you in designing and successfully completing a graduate program in Latin American Studies (LAS) that meets your needs, while fulfilling the requirements for the degree you are pursuing. The size, interdisciplinary range and diversity of the program necessarily make it complex, both for faculty and students attempting to navigate the program. Whether you are enrolled in the M.A., in one of the dual degree programs, or in the Ph.D., your program will require you to take considerable initiative to work with your advisors in designing your own course of study. Although there are specific program requirements that you will need to fulfill, your individual program of study will usually differ markedly from that of your classmates, reflecting your particular interests and ideas. In the process of developing and following a program, you will be interacting with faculty and administrators from at least two different academic departments, often within different colleges and schools of the university.

This guide is also designed to acquaint you with the policies and procedures of the LAS program and to provide information regarding the various areas of concentration. In addition to reading this handbook, all graduate students should read the current University of New Mexico Catalog, which contains all pertinent rules and procedures required by the University. At a minimum, students should carefully read the pages of the 2018-2019 catalog dedicated to “The Graduate Program.” This section provides an overview of university policies applicable to graduate students in any department on campus. The catalog may be viewed at <http://catalog.unm.edu/catalogs/2018-2019/>. **It is the student’s responsibility to be familiar with departmental and university policies and procedures, and to consult them when necessary.**

The UNM LAS program is administered by the Latin American & Iberian Institute (LAI) and degrees are conferred by the College of Arts & Sciences. The LAS program collaborates with five professional schools within UNM to offer dual degree programs combining LAS with Business Administration, Community & Regional Planning, Education, Law, and Public Health.

Students should expect to work closely with the Associate Director for Academic Programs and the Associate Director for Program Development. Together, they work with students to ensure they have met all program requirements for graduation and to provide proper academic advisement. Students are required to consult with the Associate Director for Academic Programs at least once a semester – before registering for courses for the subsequent semester. This not only helps ensure that students are making the right choices but also provides an opportunity to update the student’s Course of Study Advisement worksheet that is maintained by the LAS program.

## **LAS ADMINISTRATIVE STAFF**

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## **INTERDISCIPLINARY COMMITTEE ON LATIN AMERICAN STUDIES (ICLAS)**

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ICLAS is the faculty governance body of the LAS program. The committee is comprised of 9 to 12 full-time faculty members, appointed by the Dean of the College of Arts & Sciences and the Director of the Latin American & Iberian Institute, who serve two-year terms (which may be renewed) and one graduate student representative who serves a one-year term (which may be renewed). The Associate Director for Academic Programs chairs the committee.

The committee generates policy, interprets existing policy and entertains petitions for substitutions and waivers to program requirements. As necessary and appropriate the committee collectively deliberates on matters of student conduct and discipline.

## **STUDENT ORGANIZATION FOR LATIN AMERICAN STUDIES**

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The Student Organization for Latin American Studies (SOLAS) is an independent organization comprised of both undergraduate and graduate students at UNM who have an interest in Latin America. SOLAS engages in academic, activist, and social activities. SOLAS sponsors a list-serve that provides information on SOLAS activities, other activities within the greater Albuquerque area, funding opportunities, and job announcements. To join the list-serve, please send an e-mail to [solas@unm.edu](mailto:solas@unm.edu).

## NAVIGATING UNM

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As your second-year peers will attest, learning how to navigate UNM will be one of your biggest challenges in the coming weeks and months. But it is doable! New students can do a few things to lessen the learning curve. Below is more information on key units and features of UNM along with a few tips.

### A. OFFICE OF GRADUATE STUDIES

The Office of Graduate Studies (OGS) will be one of the most important units at UNM during your graduate career. OGS works with you and the Latin American Studies program to ensure that you complete all necessary steps to successfully complete your graduate degree. Please take the time to completely review the OGS website (<http://grad.unm.edu>). You will find basic information on the university and broader Albuquerque community. The site also offers information on establishing in-state residency and opportunities for funding. All students are encouraged to view the online tutorial provided by OGS at <http://grad.unm.edu/current-students/online-orientation.html>. Students with Teaching or Graduate Assistantships should also review the section on “Policy for the Administration of Assistantships” at <http://grad.unm.edu/funding/assistantships.html>.

### B. ESTABLISHING YOUR UNM NET ID

Before registering for classes via LoboWeb, students must establish a “UNM Net ID/E-mail Account.” To do this, go to the UNM Information Technology Services (ITS) website at <https://netid.unm.edu>. Click on “Request a NetID” and then click on “Create a New NetID.” Follow the instructions from there. Your account should be active after 24 hours. You will need to update your password every 6 months and UNM IT Services will send a reminder.

### C. MAINTAINING CONTACT INFORMATION

Students have the ability to update their information online in one location. This information is then updated in the various units/offices on campus (i.e. Registrar’s Office, Bursar’s Office, Financial Aid Office, etc.). To manage your directory information, log on at <http://my.unm.edu/>. At the home page on the left side, look for “Demographic Self Service.” Navigate through this section to conduct any updates.

The LAS program primarily relies upon e-mail to communicate with students. As such, it is imperative that you directly inform the LAS program of any changes in your e-mail address. Changes made through “Demographic Self Service” are not transmitted to the LAS program. Official communications from OGS, the Registrar, the Bursar and other UNM units will be sent to your official UNM e-mail address so it is critical to check that e-mail account frequently.

### D. BANNER ID

Upon admission to UNM, each student is assigned a unique “Banner ID.” You should have received this number in a letter from the Office of Admissions. If you did not receive this letter or have misplaced it, you can look up your number through “Demographic Self Service” (see above). Once you are at the DSS page, click on the tab for “Electronic Address.” Your ID will appear directly below your “Net ID.”

### E. REGISTERING FOR CLASSES

To register for classes, log in to <http://my.unm.edu/>. Go to the “Student life” tab, then to the “LoboWeb” section in the middle of the page. Click on the “Go to LoboWeb” button listed under “Fall 2018 Registration.” Click on “Registration and Records.” You are now in the registration system.

If a student has any financial or academic “holds,” he/she will be unable to register for classes.

Some units (i.e. Anderson Schools of Management, School of Law, etc.) place registration restrictions on their courses, making it necessary for LAS students to contact one of their departmental advisors for permission to register for the class. If you have questions about this or experience a problem, feel free to contact the LAS program for information on who you should contact in that particular department/unit. Restrictions may also be placed on courses with attached pre-requisites. See Section G below.

## F. RECEIVING GRADUATE CREDIT FOR CLASSES

In general, students in the LAS graduate program will be taking 500 and 600-level courses. These courses will automatically receive graduate credit. In some instances, students can take 300 or 400-level courses for graduate credit. More information on how the university grants graduate credit for 300 and 400-level courses can be found at <http://grad.unm.edu/current-students/level-authorization.html>. Students should expect to perform additional work in 300 and 400-level courses that are available for graduate credit.

Dual degree MALAS/JD students must also file a Green Card for all courses taken on main campus (including 500 and 600-level courses) during the years that they have primary residence at the School of Law. More information on this can be viewed at <http://grad.unm.edu/current-students/level-authorization.html>.

Failure to file a required “Green Card” will result in the course not being coded by the Registrar’s Office as a graduate-level course. As such, the student will not be able to count the course towards his/her graduate program.

## G. PRE-REQUISITES

At the time of registration, UNM verifies whether or not students have completed the necessary pre-requisites for courses. For graduate students, the pre-requisite check is only applicable when registering for 300 and 400-level courses. Unfortunately, the system can only verify pre-requisites taken at UNM; so, for the vast majority of LAS graduate students, the pre-requisite check will most likely indicate that requirements have not been met and students will experience difficulty in registering for many 300 and 400-level courses. Should you attempt to register and be blocked due to insufficient pre-requisites, you will need to contact the instructor of the course. He/she has the ability to conduct an instructor override and assist you in registering for the course.

## H. GRADUATION

As you near graduation, you will be required to inform the LAS program of your intent to graduate in a specific semester. Towards the end of each semester, we will send an e-mail to students asking you if you intend to graduate the following semester. If you do intend to graduate in that semester, you must reply to that e-mail and give LAS permission to put you on a “Proposed Graduation List”—a form that is required by the Office of Graduate Studies. Failure to grant LAS permission to place you on this list will disqualify you for graduation for that particular semester. Students also must contact the Office of the University Secretary to file a request for their diploma. Students can go to <http://graduation.unm.edu/> and click on “Diploma Signup.”

Students can participate in two separate graduation events. The university holds a campus-wide commencement in May and December for students from all departments. The LAS program also holds a convocation ceremony in May, an event that recognizes only graduates of the LAS program. Several months before the LAS convocation, we will solicit information (brief bio-sketches) from those students scheduled to graduate. During the convocation, each student will be recognized, his/her bio-sketch will be read aloud, and the student will receive a certificate from the LAS program. Students who graduate in August or December are encouraged to participate in the May convocation.

## MA IN LATIN AMERICAN STUDIES (MALAS)

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### PLAN I AND PLAN II OPTIONS

There are generally two routes for completing M.A. degree requirements. Plan I involves course work, a master's thesis that integrates the two concentrations, and oral defense of the thesis. Plan II involves course work and a combination of comprehensive examinations and/or professional papers. Dual degree programs vary. See the following section for details on dual degree requirements.

The choice of degree plans depends upon the interests of the student. Because the thesis-length sustained research project requires very extensive background reading, usually involves original field or documentary research, and inevitably involves one or more rounds of extensive revisions to the thesis manuscript, it can prolong the time it takes to complete the degree by at least one semester. Students are advised to follow Plan I only if they are highly motivated to pursue research in a particular area of interest, and/or if they have a substantive interest that intrinsically combines two or more fields.

All MALAS students must complete a minimum of 12 credits in graduate seminars numbered 500 or above (excluding 551 or 552 Problems courses). Students should consult with the Associate Director for Academic Programs to determine which courses are considered seminars.

To maintain and improve language proficiency during graduate studies, students under both Plans I and II who are not concentrating in Spanish American Literature or Spanish Linguistics will be required to take at least one appropriate language course. Students may choose from Spanish 307 or above; Portuguese 276 or above; or a course in one of Latin America's indigenous languages (i.e. K'iche' Maya, Quichua, Quechua, or Nahuatl). If the course is available for graduate credit, it can count as one of the student's elective courses. If the course is not available for graduate credit, it will meet the language requirement but will **not** count towards the credits required for the degree. This requirement is also applicable to dual degree students.

Students in the graduate program are expected to receive a "B-" or higher in classes taken in fulfillment of program requirements. Courses with a grade of "C+" or lower cannot be applied towards the LAS graduate program. An exception is made for classes taken at the Law School, in which a grade of C or C+ may be counted toward the MALAS degree. Students who receive more than one grade lower than a B- (with the above exception for law classes) can be terminated from the graduate program.

Any course that is being applied towards the hours required for the graduate degree may not be taken for Credit/No-Credit (this excludes those courses for which Credit/No Credit is the only grading option). All such courses must be taken for a regular grade assignment (i.e. A, B, etc.). If a course is taken for personal enrichment or as a supplement to formal studies and is not being counted towards the hours required, it may be taken for Credit/No-Credit or audited.

UNM requires all master's students to complete their degree within seven years of commencing coursework (this includes any transfer or non-degree work being applied to the degree program).

### A. PLAN I

Thesis option; 36 credit hours. Students must select two areas of concentration (see following section on "Concentrations" for more information) within the MALAS program. Students have the option of completing 15 credit hours in one concentration and 9 credit hours in the other concentration or completing 12 credit hours in each concentration. The remaining 12 credit hours are divided between the required Pro-Seminar (LTAM 510), 3 hours of program electives and 6 hours of thesis credits (numbered 599).

Students are required to present an oral defense of the thesis before a thesis committee composed of at least two faculty members in one area of concentration and one faculty member from the second area of concentration.

## B. PLAN II

Non-thesis option; 36 credit hours. Students must select two areas of concentration (see following section on “Concentrations” for more information) within the MALAS program. Students have the option of completing 15 credit hours in one concentration and 9 credit hours in the other concentration or completing 12 credit hours in each concentration. The remaining 12 credit hours are comprised of the required Pro-Seminar (LTAM 510) and 9 hours of electives.

In lieu of the thesis, students complete one exit option for each concentration. Students can choose the same exit option for each concentration or choose a combination of options from the following: complete a polished, professional paper and/or complete a written comprehensive examination. In both instances, students work with a Committee on Studies (COS) composed of two faculty members from each concentration.

## ESTABLISHMENT OF COMMITTEE ON STUDIES

### A. ESTABLISHMENT OF COMMITTEE ON STUDIES (COS)

MALAS students are required to establish their COS mid-way through the second semester of full-time study. Students who are pursuing their degree on a part-time basis—6 credit hours or less per semester—must establish their COS mid-way through their third semester of study. The COS for Plan I consists of at least three faculty members (Chair, one member from your primary concentration, and a third member from your secondary concentration). The COS for Plan II consists of four faculty members (two from each of their chosen concentrations). The student asks one of the members to act as chairperson. Non-LAS faculty may be approved on a case-by-case basis. Experts in LAS who are Part-Time Instructors should not be placed on committees, unless they so request.

MALAS/JD dual degree students who plan to pursue a professional paper in one area of concentration may establish their COS in two stages. These students are required to establish the two members of their COS who will oversee the MA examination in the one concentration by mid-point of the second semester of study with LAS. The other two members of the COS—who will supervise completion of the professional paper—must be established by mid-point of the third semester of study with Law.

To formally establish the COS, students complete the Declaration of COS form and submit it to the Associate Director for Program Development. The deadline for Spring submission is March 8<sup>th</sup>. The deadline for Fall submission is October 19<sup>th</sup>.

A detailed roadmap of the MA and PhD graduation process may be found online on the Office of Graduate Studies website: <http://grad.unm.edu/resources/start-to-finish-unm/start-to-finish.html>.

### B. DUTIES OF THE COMMITTEE ON STUDIES (COS)

The COS helps students select courses and guides them through the intellectual process of writing a thesis or professional paper, or preparing for exams. If students opt to pursue exams, the COS helps develop a reading list that constitutes the body of knowledge the student will master. The MALAS program appreciates the broad diversity of departmental and disciplinary approaches to the MA exam and reading list. At the same time,

The minimal duties of the COS include:

- To advise the student on such topics as coursework, professional paper topics, the MA Exam reading list, issues and questions that organize the reading list, and appropriate theoretical or methodological approaches to these issues and questions;
- To meet together with the student and the other faculty member in the same concentration no later than the middle of the third semester to discuss issues relevant to exams and/or professional papers;
- To evaluate examinations or professional papers and, for students following Plan I, to serve as the thesis committee.

ICLAS provides the following additional recommendations to COS members who are overseeing comprehensive examinations, which include:

- The student's academic areas of interest and potential career path;
- The relative weight the student gives to each concentration (9, 12, or 15 hours);
- The program's interdisciplinary mission (see ICLAS Policy Manual);
- The connections that can be made between the student's two concentrations;
- The ICLAS recommendation that bibliographies include strong representation of voices from Latin America;
- The ICLAS recommendation that bibliographies encourage depth and analytical quality over quantity, considering that each concentration exam is not comprehensive of the field in the same sense as a departmental MA exam.

The COS is encouraged to give the student documents relevant to exam preparation that express what their department considers central to disciplinary mastery. Such materials may also be given to the Latin American Studies program for inclusion in the Graduate Student Handbook. Consultation of the Goals of the Masters Examination, as outlined in the Latin American Studies Graduate Student Handbook will also be helpful to the conversations between the COS and the student.

Members of the COS will need to sign off on the exam reading list by December 1 for Spring exams and by May 1 for Fall exams. MALAS/JD students planning to take MA examinations during the summer after their first year in the program will be required to submit a Declaration of Committee on Studies form by mid-point of the Spring semester and an approved reading list before the conclusion of the Spring semester. **Failure to obtain COS signatures by the deadline will prevent the student from taking MA examinations the following semester.** Both the COS form and approved reading list must be submitted to the LAS office for inclusion in the student's file.

The student's responsibilities vis-à-vis the COS are as follows:

- During the first semester in the program, the student should begin to identify LAS faculty members whose areas of teaching and research coincide with the student's academic and career interests.
- Normally, all members of the COS should be chosen from the tenured or tenure-track faculty identified on the Concentration Guidelines as approved for that concentration. Exceptions are occasionally made, when a student identifies a member of the faculty with a unique and highly appropriate specialization and that faculty member is willing to serve on the COS.
- When a faculty member agrees to serve on the COS, the student should provide that faculty member with a copy of each of the following, which can be found in this handbook or obtained from the Associate Director for Program Development:

- These guidelines
  - The ICLAS Policy on Comprehensive Exams
  - The MALAS Comprehensive Exam Assessment Rubric
  - The concentration guidelines
- It is the student's responsibility to plan ahead and to be proactive and persistent in seeking advisement in all processes relating to the establishment of the COS and in consultations with the COS regarding exams, professional papers, or thesis; most faculty prefer reminders and appreciate advisees who take the initiative to maintain contact.
  - The student should schedule a meeting to sit down together with the two faculty of each of their concentrations by the beginning of the third semester.
  - For this first meeting with both concentration faculty members, the student should prepare a.) a preliminary reading list, questions that organize the bibliography and a paragraph that summarizes the problems they wish to focus on and their trajectory in dealing with them, including future course work or b.) an abstract that outlines the professional paper or thesis research question they plan to pursue. For the former, students should begin the reading list by gathering readings and relevant suggested bibliography from their course syllabi, as well as considering the themes and problems that organize the courses they have taken and the research or relevant professional work they have completed. For the latter, students should include the tentative theoretical and methodological foundations that will inform the project.
  - Students should maintain 3-way virtual communication (email, OneDrive Docs) with the two faculty members in each concentration, regarding the composition of the reading list, and their progress through the degree (course selection, research projects, internships, pre-professional advisement).
  - **Students must obtain signatures from all four faculty members on their respective MA reading lists and/or abstracts no later than the end of the third semester. Failure to do this will delay graduation.** Students should make sure they are in continual contact with their faculty regarding progress on the list until it has been approved.

#### POLICY ON COMPREHENSIVE EXAMINATIONS

Comprehensive examinations can only be taken after the Office of Graduate Studies has approved the Program of Study (POS) (see section on Forms and Deadlines for more information).

The exam is structured as follows:

- Students in all concentrations are expected to produce a cogent discussion of the topic, based on a review of the relevant literature. Students should demonstrate their understanding of theory and/or methodology in each discipline, grounding their application in a concrete, real, substantial case or text. They should write an original essay, rather than simply reproduce course content. The exam response should present a reasoned, literature-based analysis of the question, which results in a persuasive scholarly and/or policy argument.
- All exams have some element of choice for students, but examining faculty in each discipline determine the extent to which students will have input into exam questions and the extent to which exam questions are tailored to individual students. The examining faculty in each concentration may choose to ask students to respond to one or two questions in their concentration. (History is the one exception. Please see those concentration guidelines for more information on the exam format.)
- Students write their exams in two 4-hour sit-down sessions, over two days, one for each concentration. There will be no page limit for responses.

- Exams are written in a quiet room or computer lab, on computers that are disconnected from the Internet. USB drives are allowed if provided by LAS proctors. Students may bring with them their approved bibliography. Exam instructions advise students not to worry about mind-blocks on details (ex. names and dates), but to describe the person, phenomenon, or event, and give an approximate date, if they are at a loss.
- The exams are scheduled on the Thursday and Friday of Fall and Spring Break to guarantee that students have sufficient coursework to complete the comps successfully, and faculty have two weeks to grade the exams. Faculty turn in the LAS Comp Report and sign the OGS Report on Examination form within two weeks following the exam date, and no later than one week before OGS deadlines; the deadline for faculty to turn in examination evaluations will generally fall around November 8 in the Fall semester and April 8 in the Spring semester.
- Plan II students in the 2-year MA program take their exams in both concentrations in the last semester of their course of study. Plan I students should plan to complete and defend their thesis in their final semester. Students in dual degree programs who are required to take comps may, on the approval of the examining faculty in their concentrations, take the exams earlier. The examining faculty in each discipline maintains the authority to approve or disapprove such requests. Due to complications that arise from the different academic calendar used by the School of Law, students in the MALAS/JD program may opt to take their comprehensive examinations in August (typically the week before Law classes commence). Examining faculty, however, must be in agreement to administer and evaluate the exam during the Summer.
- The semester before a student takes comprehensive exams, s/he will meet with the concentration's examining faculty (either the COS or the discipline's Latin Americanist faculty at the discretion of disciplinary faculty). At that meeting students will learn the faculty's expectations for the exam output, the specific structure of the exam in that concentration and will develop an agreed upon bibliography (see section on Forms and Deadlines for more information).
- Examining faculty assign a grade of Pass with Distinction, Pass, Conditional Pass, or Failed. If a student fails the comprehensive examination, he/she may retake the exam one more time the following semester. A second failure will result in the student's termination from the program. "Pass with Distinction" recognizes that a student has achieved excellence in both degree concentrations. If a student receives "Pass with Distinction" from three out of four committee members, he/she will be awarded an overall "Pass with Distinction" on the comprehensive examination.
- The LAS program maintains a file of previously administered exam questions. Students may request to review copies of these questions. Students should be aware that previous exam questions will only provide basic information on question structure, content, etc. The exam question(s) that each student receives will vary greatly depending on students' interests and committee composition.

## GOALS OF THE COMPREHENSIVE EXAMINATIONS

The following goals and evaluation rubric were approved by the members of the Interdisciplinary Committee on Latin American Studies (ICLAS) and articulate what ICLAS sees as desired outcomes of an MA in Latin American Studies. The rubric is used in program evaluation and is included, here, as a guide to preparation. The rubric is also distributed to faculty administering comprehensive examinations; they may or may not choose to use it. Students should therefore discuss with the members of their Committee on Studies the specific expectations they have for the comprehensive examination essays.

### General Goals

Students should demonstrate their breadth of preparation in the Latin American field, including:

1. In-depth knowledge in two fields of concentration in Latin American Studies, including at least one disciplinary field of study;
2. An understanding of the theory and/or methodology of two academic disciplines;
3. The ability to apply a disciplinary perspective, including theory and/or methodology, to field-relevant literature or data in the discussion of issues, problems, or cases;
4. The ability to bring to their analysis of these issues, problems, or cases, a breadth of knowledge of the history, society, and culture(s) of Latin America.

### **Evaluation Rubric**

(For use in program evaluation; it may or may not be adopted by individual Committees on Studies.)

**High Pass:** This exam overall exceeds expectations for this level of graduate studies.

The essay:

1. Demonstrates comprehensive mastery of specific Latin American issues, problems, or cases, by describing them in relation to contemporary, historical, local, regional, and/or international processes;
2. Presents a sophisticated analytical thesis that responds to the problem posed;
3. Demonstrates comprehensive understanding of the literature relevant to the field, by supporting the analysis with defensible interpretations of appropriate sources;
4. Employs with mastery concepts, theory, methods, or approaches of the discipline or field;
5. Demonstrates comprehensive mastery of the issues, problems, or cases;
6. Thoroughly answers all parts of the question asked;
7. Presents the ideas in compelling, coherent, clear analytical arguments, supported by appropriate bibliographical references.

**Pass:** This exam overall fully meets expectations for this level of graduate studies. The essay:

1. Demonstrates comprehensive knowledge of specific Latin American issues, problems, or cases, by describing them in relation to contemporary, historical, local, regional, and/or international processes;
2. Presents a comprehensive analytical thesis that responds to the problem posed;
3. Demonstrates comprehensive knowledge of the literature relevant to the field, by supporting the analysis with defensible interpretations of appropriate sources;
4. Employs concepts, theory, methods, or approaches of the discipline or field in an intelligent manner;
5. Demonstrates a full understanding of the issues, problems, or cases;
6. Addresses all parts of the question asked;
7. Presents the ideas in an organized analytical argument, in articulate language, supported by appropriate source references;
8. May have some extraneous or erroneous material, which does not detract from the overall quality of the essay.

**Low Pass:** This exam overall meets expectations for this level of graduate studies. The essay:

1. Demonstrates adequate knowledge of specific Latin American issues, problems, or cases, by describing them in relation to contemporary, historical, local, regional, and/or international processes;
2. Presents a thesis that responds to the problem posed;
3. Demonstrates adequate knowledge of the literature relevant to the field, by supporting the analysis with defensible interpretations of appropriate sources;
4. Demonstrates an understanding of some concepts, theory, methods, or approaches of the discipline or field;

5. Demonstrates an adequate understanding of the issues, problems, or cases;
6. Addresses the main points of the question asked;
7. Presents the ideas in an organized analytical argument, in articulate language, supported by appropriate source references;
8. May have some extraneous or erroneous material, which detracts from the overall quality of the essay.

**Fail:** This exam overall fails to meet expectations for this level of graduate studies. The essay does one or more of the following:

1. Fails to demonstrate adequate knowledge of specific Latin American issues, problems, or cases, by describing them in relation to contemporary, historical, local, regional, and/or international processes;
2. May not present a thesis that responds to the problem posed;
3. Fails to demonstrate adequate knowledge of the literature relevant to the field, by supporting the analysis with defensible interpretations of appropriate sources;
4. Fails to demonstrate an understanding of concepts, theory, methods, or approaches of the discipline or field;
5. Fails to demonstrate an adequate understanding of the issues, problems, or cases;
6. Does not address the main points of the question asked;
7. Presents the ideas in an unintelligible manner;
8. May consist primarily of summaries of the readings.

#### GOALS OF THE THESIS/PROFESSIONAL PAPER

The thesis or professional paper is developed through close consultation with the student's Committee on Studies. Students should expect to adhere to the scholarly standards and expectations of the discipline/department aligned with the relevant concentration.

Students should consult with the Associate Director for Academic Programs and their COS faculty members to discuss expectations for their written work.

## **MALAS DUAL DEGREES**

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Below are descriptions and requirements for the five dual degrees offered through the LAS program. All dual degree students are expected to adhere to the requirements for chosen LAS concentrations that are set forth in a subsequent section in this handbook. All dual degree students are also expected to abide by the language requirement explained in the preceding paragraph.

With the exception of MALAS/JD students, all dual degree students **must complete their degree requirements for both programs and graduate within the same semester**. This is a university-wide regulation.

Dual degree students carry the burden of familiarizing themselves with the policies and deadlines of two departments. It is imperative that dual degree students work closely with designated advisors in the two programs to ensure that they are meeting requirements for both programs.

## A. M.A. IN LATIN AMERICAN STUDIES AND JURIS DOCTOR (MALAS/JD)

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This dual degree program with the School of Law is intended to prepare legal professionals for work in Latin America or with Hispanic peoples in the United States by combining legal training with Latin American language and area studies. The program enables students to develop professional skills directly applicable to Latin American nations and populations. The program requires 80 credit hours of Law course work that must include 9 credit hours of international law, 24 credit hours of Latin American Studies course work, and a 3 credit hour elective bridge course containing subject matter linking Law and Latin American Studies. (Because the School of Law requires 86 credits hours to confer the JD, Law will cross-count up to an additional 6 credit hours of course work that students have taken for the LAS component. The cross-counted courses must be taken while the student is in residence at the Law School and must be approved by the Law School's Registrar at the time of registration.)

The first-year Law curriculum consists of required courses that emphasize methods of legal reasoning, policy analysis, and the analysis of legal institutions. During their second and third years, students can choose from approximately 100 elective courses in developing individualized programs suited to their career goals.

The Latin American Studies component requires that students complete a minimum of 9 hours in each of two areas of concentration (see following section on "Concentrations" for more information). The remaining 6 credit hours are dedicated to the required Pro-Seminar (LTAM 510) and 3 hours of electives. Students must complete a minimum of 6 credits in graduate seminars numbered 500 or above (excluding 551 or 552 Problems courses). Students should consult with the Associate Director for Program Development to determine which courses are considered seminars.

To meet the exit requirements for the Latin American Studies component, students must 1) sit for the comprehensive examinations in both areas of concentration. The examinations are administered by a Committee on Studies composed of two faculty members from each concentration; or 2) sit for a comprehensive examination in one area of concentration and complete an article length professional paper (jointly supervised by one member of the Law faculty and one non-Law Latin American-specialized faculty member) in the student's other area of concentration.

## B. M.A. IN LATIN AMERICAN STUDIES AND MASTER'S IN BUSINESS ADMINISTRATION (MALAS/MBA)

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Offered jointly with the Anderson School of Management, this program is designed to train management professionals with special expertise in Latin America. The dual degree can be completed in a minimum of 61 credit hours with a maximum of 12 shared credit hours.

For the Latin American Studies component, students are required to complete 24 credit hours, including a minimum of 9 hours in each of two areas of concentration (see following section on “Concentrations” for more information). The remaining 6 hours may be used for thesis (under Plan I) or electives (under Plan II), with 3 of those hours dedicated to the required Pro-Seminar (LTAM 510).

Under Plan I, students are required to present an oral defense of the thesis before a thesis committee composed of at least two faculty members in one area of concentration and one faculty member from the second area of concentration. Under Plan II, students are required to choose either a comprehensive examination or a professional paper for each concentration, both of which are overseen by a Committee of Studies composed of two faculty members from each concentration.

Under both Plan I and II, students must complete a minimum of 6 credits in graduate seminars numbered 500 or above (excluding 551 or 552 Problems courses). Students should consult with the Associate Director for Academic Programs to determine which courses are considered seminars.

## C. M.A. IN LATIN AMERICAN STUDIES AND MASTER’S IN COMMUNITY AND REGIONAL PLANNING (MALAS/MCRP)

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The joint master’s program in Latin American Studies and Community and Regional Planning is designed for students who are interested in the professional practice of planning in a Latin American context. The program requires a minimum of 54 hours of graduate credit (compared to 72 hours if the two degrees were pursued separately). The required graduate credit hours include: 1) CRP 578, a 3 credit hour bridge seminar; 2) 21 credit hours of course work and professional project or thesis in Community & Regional Planning; 3) 24 credit hours of course work in Latin American Studies; and 4) 6 elective credit hours of either CRP or LTAM graduate course work.

For the 21 credit hours in Community & Regional Planning, students must complete CRP 500, 511, 536, 580, 587, 588, and professional project/thesis preparation or studio credits depending upon the student’s chosen exit requirement. Students must also demonstrate capacity in two Community and Regional Planning competency areas, as determined in consultation with their advisors: 1) Providing a real-time professional deliverable to a client and 2) Using spatial analysis to analyze planning problems and develop planning solutions.

For the 24 credits hours in Latin American Studies, students must complete a minimum of 9 hours in each of two areas of concentration (see following section on “Concentrations” for more information). The remaining 6 credit hours are dedicated to the required Pro-Seminar (LTAM 510) and 3 hours of electives. Each candidate is required to prepare a thesis (Plan I), a professional project (Plan II), or complete the studio exit option for CRP and Plan II for LAS. If a student chooses Plan I, the Master’s examination will consist of an oral examination at the final presentation of the thesis; this examination will include coverage of the student’s two areas of concentration in Latin American Studies. The student’s Committee on Studies, comprised of at least two faculty members in one area of concentration and one faculty member from the second area of concentration, presides over the examination. The Chair of the Committee on Studies must be a faculty member from Community and Regional Planning. Students must complete a minimum of 6 credits in graduate seminars numbered 500 or above (excluding 551 or 552 Problems courses). Students should consult with the Associate Director for Academic Programs to determine which courses are considered seminars.

## D. M.A. IN LATIN AMERICAN STUDIES AND MASTER'S IN LANGUAGE, LITERACY, AND SOCIOCULTURAL STUDIES (MALAS/MALLSS)

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The Latin American Studies Program and the College of Education's Department of Language, Literacy and Sociocultural Studies (LLSS) offer a dual degree program leading to master's degrees in Latin American Studies and Language, Literacy and Sociocultural Studies. This program is intended to allow education professionals to enhance their secondary school teaching with Latin American topics in the Humanities and Social Sciences. The program combines advanced professional development in education with advanced interdisciplinary study of Latin America and is designed to help students integrate the two fields through coordinated advisement and bridge courses.

The program requires 51 credit hours of course work for students who already hold teaching licenses. It includes three components: 1) 21 credit hours of LLSS courses with a concentration in social studies; 2) 21 credit hours of Latin American Studies course work, including LTAM 510 Pro-Seminar in Latin American Studies, and 9 hours in each of two areas of; and 3) 9 credit hours of bridge courses.

Students must complete a minimum of 6 credits in graduate seminars numbered 500 or above (excluding 551 or 552 Problems courses). Students should consult with the Associate Director for Academic Programs to determine which courses are considered seminars.

All students follow Plan II (non-thesis) and are required to choose either the professional paper or comprehensive examination option for each concentration, both of which are overseen by a Committee on Studies composed of two faculty members from each concentration. Students must also successfully complete LLSS 590, the culminating course where the MA comprehensive exam for LLSS is completed.

Students pursuing this program must meet admissions requirements of both the College of Education and Latin American Studies. Separate applications should be made simultaneously to the Departments of Language, Literacy & Sociocultural Studies and Latin American Studies. It is expected that applicants to this program will already have completed the licensure requirements for secondary teaching.

Students who are not licensed upon admission may pursue licensure through the Master's in Secondary Education with Licensure (concentration in Social Studies). This licensure requires 36 hours of coursework (at the undergraduate and/or graduate level) in the social studies plus 24 hours of professional education course work. Students should contact the College of Education Advisement Center for individual advisement.

## E. M.A. IN LATIN AMERICAN STUDIES AND MASTER'S IN PUBLIC HEALTH (MALAS/MPH)

The Master of Arts in Latin American Studies and Masters of Public Health dual degree program is intended to prepare graduates to improve the health of Latin American populations and Latino populations in the United States, with a primary focus on New Mexico, the Southwest, the United States/Mexico border region, and regions south of the border. It supplements the MPH program with in-depth study of languages, cultures, and societies that will help prepare graduates to work effectively either in Latin America, or with Latin American immigrant populations within the United States.

The dual degree requires 63 graduate credit hours, as compared to the 78 hours of graduate credits required to complete the two degrees separately. A minimum of 42 hours is required in Public Health courses, and a minimum of 21 hours is required in Latin American Studies courses. At least 13 hours of the MPH component must have significant content related to Latin America or Latin American immigrant communities in the United States, to enable the student to integrate the content and practice of the two degrees.

Applicants for the dual degree program must apply separately to and meet the entrance requirements of each program. Preference is given to students who have public health experience, which may be in community development, research, health education, health science, health promotion, or other health-related work. Experience can be paid or voluntary.

The MPH component of the dual degree requires a minimum of 42 credit hours as follows:

- PH 501, 502, 506, 508, 511, 513, 538, and 552;
- PH 533 or 555;
- MPH studies with Latin American Studies content (13 credit hours) as follows: PH 579, 583; 596 or 597; 598; and Public Health courses with Latin American Studies/U.S. Latino content or courses throughout the university with demonstrated content on Health and Latin America (3 credit hours);
- Related electives (10 credit hours) to complete the 42 credit hour MPH requirement, must include 3 credit hours of shared Public Health/Latin American Studies content.

Courses that may be taken as shared content electives, depending on specific content when taught, include PH 560; CJ 550, 553, 555; SOC 540, 595. Students may seek approval from the MPH Program Director and the LAII Associate Director to count other graduate courses with demonstrated health and Latin American content toward their elective hours. Students are strongly encouraged to discuss with their Public Health advisor their particular interests, for example: policy, management, or epidemiology, and relevant courses offered throughout the University.

Coursework for the MALAS component of the dual degree includes a minimum of 9 graduate credit hours in each of two areas of concentration. The remaining 3 graduate credits for LAS are dedicated to the required Pro-Seminar (LTAM 510). Of the total 21 hours for LAS, students must complete at least 6 hours of graduate seminar course credits.

Exit requirements for the dual degree include a comprehensive examination or professional paper in one area of concentration in Latin American Studies, a master's exam in Public Health and either PH 596 Professional Paper or PH 597 Public Health Integrative Experience. The integrative experience of the professional paper must address a public health topic related to Latin America or Latin American

populations in the U.S. A committee of three faculty members, including at least one Latin American Studies faculty member from outside the MPH program, will supervise the professional paper.

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## PH.D. IN LATIN AMERICAN STUDIES

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The Ph.D. in Latin American Studies (LAS) is a small and highly selective program designed to prepare students for a limited number of targeted careers that are best advanced by an interdisciplinary doctorate. Such students would include individuals who seek employment in areas where the ability to do research and teach across disciplines would be an advantage, and where having skills in two disciplines, combined with Latin American area expertise, would be more useful than extensive training within one discipline.

### Degree Requirements:

General University rules and regulations pertaining to graduate study at the University of New Mexico are detailed in the UNM Catalog, available at <http://catalog.unm.edu/>.

The Ph.D. in Latin American Studies requires a minimum of 48 hours of graduate credit work, plus an additional 18 dissertation credit hours, for a total of 66 credit hours.

Students choose two concentrations for a total of 42 credit hours, plus 6 credit hours of elective courses. The available concentrations include Anthropology, Art History, Built Environment (School of Architecture & Planning), Communication, Economics, Geography & Environmental Studies, History, Political Science, Public Health (School of Medicine), Spanish American Literature, and Spanish Linguistics. Students can choose 21 credit hours in each concentration, so that both concentrations have equal weight, or 15-27 credit hours in each, with a primary and secondary concentration. Some concentrations, such as History, are only available as secondary. Students should consult with the Associate Director for Academic Programs regarding what is available.

Of the 48 total credit hours required for the Ph.D., a minimum of 24 credit hours must be taken after admission to the doctoral program. The Associate Director for Academic Programs and the student's Committee on Studies (see below) must approve any course work taken at the master's level and applied towards the Ph.D.

Competence is required in one Latin American language by the time of degree completion. Competence in more than one Latin American language may be critical in certain areas of study. As such, some concentrations may require competence in a second language. Competence is considered to be successful completion of advanced level course work, or passing a language proficiency examination. Students who have completed an undergraduate or graduate degree in Latin America or Iberia satisfy the language requirements.

A Committee on Studies (COS) must be formed at least one semester before the student plans to take comprehensive examinations. The COS is composed of at least two members from each concentration. The student creates a reading list in consultation with all members of his or her COS and the committee approves the list the semester prior to the scheduled exam. The comprehensive examinations will be coordinated and administered by the LAS program in conjunction with the student's COS.

Each semester LAS will announce the date for exams, but students should anticipate taking them the first and second weekends in November for Fall exams and the first and second weekends in April for Spring. Students have one weekend for each exam. Students will receive their questions on 9 am on Friday and return their exam by 5 pm on the following Monday. A separate dissertation committee oversees the doctoral dissertation project. The dissertation committee is comprised of at least four members, with the chair of the dissertation committee being from one of the student's concentrations, and at least one additional member from each concentration. The chair of the dissertation committee approves additional

committee members, including external members. It is common for members of the dissertation committee to have also served on the student's COS; however, this is not required.

## PETITIONS AND AD HOC CONCENTRATIONS

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The M.A. and Ph.D. in LAS and LAS dual degree programs offer such a high degree of flexibility that students seldom need to make changes in program requirements. The most common type of petition results from the fact that departments which participate in the LAS program are sometimes unable to offer a sufficient number of regular courses at the 500 level. In such cases, students may petition the LAS program for permission to substitute independent study or “problems” courses for some of the 12 hours required of regular course work at the 500 level. Some students might also identify a course that does not typically contain at least 40% LAS-related content. Students may petition to include such a course in their program as long as they and the course instructor can demonstrate that the course (through readings, lectures, and research papers) will meet the 40% LAS content criteria. Should the student encounter either of the above situations, they should petition by completing either the Independent Study Authorization form or LAS Course Content form (see following section on Forms and Deadlines).

LAS students who have a strong interest in pursuing a concentration not listed in the program’s list of concentrations may submit a petition to undertake an “ad hoc concentration.” The ad hoc concentration is intended to allow students to develop a concentration that is otherwise not possible, as it draws on courses that are otherwise not housed in any existing concentration.

Such petitions will, by necessity, be subject to considerable scrutiny, in order to assure that the proposed course of study ensures adequate rigor and preparation at either the M.A. or Ph.D. level. Petitions should be substantive and thorough, indicating: 1) proposed coursework to complete the concentration; 2) evidence of faculty support for mentorship and supervision in the area; and 3) a narrative and reading list indicating sufficient understanding of the proposed field to engage in independent construction of a course of work.

Petitions for ad hoc concentrations should be directed to the Associate Director for Academic Programs for preliminary review. Upon his/her approval, the petition will be forwarded to the Interdisciplinary Committee on Latin American Studies (ICLAS) for review. ICLAS makes the final determination about whether to approve or disapprove ad hoc concentration petitions. Note that ad hoc concentrations will not appear on a student’s official transcript. Petitions will be assessed according to the following criteria:

1. The petition indicates the availability of sufficient numbers of courses to fulfill concentration requirements (9-12 hours for M.A., 15 hours for Ph.D. minor field).
2. The proposed field represents appropriate content for a Latin American Studies degree and is demonstrably important and relevant to Latin American scholarship. That is, a substantial proportion of available coursework contains Latin American area material, and the area constitutes an important aspect of Latin American scholarship or practice.
3. The proposed boundaries of the field demonstrate sufficient breadth to be credible as a primary or secondary concentration at the M.A. or Ph.D. level. For M.A. students, the concentration will allow the student to demonstrate sufficient mastery of the basic literature and methodologies in the field to inform professional practice or advanced study upon graduation. For Ph.D. students, the field must provide sufficient research and teaching competence to be credible for academic employment in the field.
4. The proposed field provides for sufficient depth to demonstrate M.A. or Ph.D. level competence (theoretical, methodological, empirical, and where appropriate, policy application).
5. The student has established sufficient faculty support to generate a Committee on Studies to a) guide in course selection and comprehensive exam preparation, and b) represent the area on the student’s thesis (where appropriate) or dissertation committee.

## CONCENTRATION ADVISEMENT GUIDELINES

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Below are the advisement guidelines for the concentrations offered through the LAS program. Most of the guidelines (except where clearly noted) have been constructed with M.A. students in mind. Ph.D. students should consult with the Associate Director for Academic Programs and concentration faculty members to determine if the guidelines are appropriate for the Ph.D.

Students concentrate in two areas chosen from the list below. **The combination of concentrations must ensure that the program is interdisciplinary.** For example, students selecting a concentration in Anthropology with an emphasis in Ethnology may not also select Anthropology with an emphasis in Archaeology. **Students are also required to have no more than one interdisciplinary concentration.** For example, a student may not choose both Human Rights and Southwest Studies as concentrations.

The guidelines include the suggested courses for each concentration. If a student is interested in a course not listed below, he/she may seek permission from the LAS program to count the course towards either his/her concentration or an elective. The student will be required to consult with the instructor of the course and complete an LAS Course Content form, which will then be submitted to the program for review (see previous section on Petitions for more information).

Variations may occur from year to year in the availability of faculty members to support concentrations. Such changes in faculty availability are beyond the control of the LAS program. Thus, it may occasionally be impossible for students to obtain sufficient coursework and advisement in one or more concentrations listed below. Therefore students' choices of concentrations require prior approval from the LAS program.

- Anthropology (requires the selection of one emphasis from Archaeology, Ethnology, or Evolutionary Anthropology)
- Art History (requires the selection of one emphasis from Pre-Columbian, Colonial, or Modern)
- Brazilian Studies (only available at the M.A. level)
- Built Environment (only available at the Ph.D. level)
- Communication
- Economics (for Ph.D. this is only available as a secondary concentration)
- Gender Studies (only available at the M.A. level)
- Geography and Environmental Studies
- History (for Ph.D. this is only available as a secondary concentration)
- Human Rights (only available at the M.A. level)
- Indigenous Studies (only available at the M.A. level)
- International Management (only available at the M.A. level)
- Political Science
- Public Health
- Southwest Studies (only available at the M.A. level)
- Spanish American Literature
- Spanish Linguistics
- Urbanism and Community Development (only available at the M.A. level)

## ANTHROPOLOGY

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### Requirements

MALAS students who choose Anthropology as a concentration must also select one emphasis within Anthropology: Archaeology, Ethnology, or Human Evolutionary Ecology. Below are the courses that are offered most often for each emphasis. Students should consult with the Associate Director to determine if other courses are available for an emphasis in any given semester.

#### *Archaeology:*

- ANTH 524 South American Archaeology
- ANTH 529 Archaeology of Complex Societies
- ANTH 570 Advanced Topics in Archaeology (if the course contains sufficient LAS content)
- ANTH 574 History and Theory of Archaeology
- ANTH 579 Current Debates in Archaeology

Note: In order to be familiar with the major theoretical approaches in the field, students must include at least one theory course within this emphasis. ANTH 574 or 579 are recommended.

#### *Ethnology:*

- ANTH 530 Topics in Ethnology (if the course contains sufficient LAS content)
- ANTH 532 Indigenous Peoples of South America
- ANTH 533 Ritual, Symbols and Behavior (if the course contains sufficient LAS content)
- ANTH 539 Human Rights in Anthropology
- ANTH 540.1 Peoples of Brazil
- ANTH 540.2 Colombia in War and Peace
- ANTH 540.3 Shamanism and the Politics of Cosmology
- ANTH 584 Peoples of Mexico
- ANTH 587 Peoples and Cultures of the Circum-Caribbean

Note: In order to be familiar with the major theoretical approaches in the field, students must take at least one theory course within this emphasis during their first year in the program. Students should select from ANTH 510 Topics in Linguistic Anthropology, ANTH 546 Theory in Ethnology I or ANTH 547 Theory in Ethnology II, in consultation with the Anthropology faculty who are likely to serve on their Committee on Studies.

#### *Evolutionary Anthropology:*

- ANTH 562 Human Life History
- ANTH 564 Human Behavioral Evolution

#### *Museum Anthropology:*

- ANTH 585 Seminar in Museum Methods
- ANTH 586 Practicum: Museum Methods

Students interested in the museum field may petition the LAS program to include courses in Museum Anthropology within the Archaeology, Ethnology, or Human Evolutionary Anthropology emphasis.

Faculty

- Les Field
- Frances Hayashida
- Suzanne Oakdale
- Loa Traxler
- Keith Prufer

## ART HISTORY

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### Requirements

MALAS students who choose Art History as a concentration must take at least two classes in one of the following areas: Pre-Columbian, Colonial, or Modern. The remaining classes should be distributed between the other two areas. Below are the courses that are offered most often for each emphasis. Students should consult with the Associate Director to determine if other courses are available for an emphasis in any given semester.

Note: All students with an Art History concentration must complete ARTH 500. If possible, the course should be taken during the student's first Fall semester. All students with an Art History concentration are also required to participate in the Department of Art History's Spring Symposium. Students should consult with the Department of Art History for more information on the symposium and their participation.

### *Pre-Columbian*

- ARTH 343 Pre-Columbian Architecture
- ARTH 500 Philosophy and Methods of Art History
- ARTH 511 Pre-Columbian Art: Mesoamerica
- ARTH 512 Pre-Columbian Art: South America
- ARTH 529 Topics in Art History (if the course contains sufficient LAS content)
- ARTH 560 Seminar in Pre-Columbian Art
- ARTH 585 Seminar in Museum Methods

### *Colonial*

- ARTH 500 Philosophy and Methods of Art History
- ARTH 529 Topics in Art History (if the course contains sufficient LAS content)
- ARTH 549 Art of Spain
- ARTH 550 Spanish Colonial Art
- ARTH 580 Seminar in Spanish Colonial Art
- ARTH 585 Seminar in Museum Methods

### *Modern*

- ARTH 500 Philosophy and Methods of Art History
- ARTH 529 Topics in Art History (if the course contains sufficient LAS content)
- ARTH 582 Seminar in 20th-Century Art (if the course contains sufficient LAS content)
- ARTH 583 Seminar in Modern/Contemporary Latin American Art History
- ARTH 585 Seminar in Museum Methods
- ARTH 588 The Arts of Mexico, 1810-1945
- ARTH 589 The Arts of Mexico, 1945-1990
- ARTH 590 Muralism in the Americas, 1920-1995
- ARTH 593 The Art of Latin America, 1820-1945
- ARTH 594 The Art of Latin America, 1945-1990

### Faculty

- Kency Cornejo
- Ray Hernández-Durán
- Margaret Jackson

## BRAZILIAN STUDIES

### Core Content and Guidelines

The Brazilian Studies concentration is designed for MALAS students who possess a reading and spoken knowledge of Portuguese and are interested in developing their knowledge of Brazil through a combined humanities/social science curriculum. Each student develops a particular combination of humanities and social science approaches that are most pertinent to their specific interests. Course work and preparation of the exam reading list, developed in conversation with the Committee on Studies provide a broad understanding of Brazilian historical, political, social, and cultural environment, while addressing the student's particular interests.

In the concentration, the student (a) builds core knowledge about Brazil, (b) locates contemporary issues within their historical, social, political, cultural and economic contexts, (c) interprets cultural production as a dialogue with its historical, social, political and economic context, (d) and considers the role of Brazil within both Latin America and global systems, both historically and in terms of present and potential future roles the country may carry out.

### Courses

MALAS Students who pursue a concentration in Brazilian Studies are required to take at least one advanced content course taught in Portuguese (see "Content Courses in Portuguese" below). The Associate Director must approve courses not included on this list that fulfill this requirement. The list below reflects the Latin American Studies Program's current Brazilian Studies offerings. As with any plan of study, the Brazilian Studies Concentration is subject to approval by the Associate Director, who will determine the suitability of individual courses taken for the Concentration.

### Course Frequency Key

- A = offered every semester
- B = offered one semester every year
- C = offered every other year
- D = offered when student interest and faculty availability allow

### Content Courses Taught in Portuguese

PORT 461	Topics in Brazilian Literature (B)
PORT 514	Topics in Luso-Brazilian Literature and Culture (D)
PORT 516	Brazilian Cinema (C)
PORT 517	Popular Brazilian Music (C)
PORT 521	Brazilian Theater (D)
PORT 557	Encounters with the New World I (B)
PORT 558	Encounters with the New World II (B)
PORT 570	Seminar in Luso-Brazilian Literature and Culture (D)

### Content Courses Taught in English

GEOG 515	Cultural and Political Ecology of Afro-Brazil (Duvall) (B)
HIST 500	Comparative Slavery (Bieber) (D)
HIST 576	Brazil in the Colonial Period, 1500–1822 (Bieber)
HIST 577	Modern Brazil, 1822–Present (Bieber)
HIST 688	Seminar and Studies in Brazilian History (Bieber)

## Courses with less than 40% Brazilian Content

(This list is subject to change and represents courses offered recently that have included Brazilian content. Students must consult the instructor and complete an LAS Course Content Form, which will be submitted to the Associate Director for review. The course must demonstrate sufficient LAS and Brazilian Studies content. Students must write a research paper focused on a Brazilian issue or experience.)

ANTH 532	Indigenous Peoples of South America (Oakdale) (C)
ANTH 540	Topics in Cultural Anthropology (w/Oakdale) (C)
GEOG 516	Globalization (Carr) (B)
GEOG 564	Food and Natural Resources (Duvall) (B)
HIST 656	Religions in Latin America (Hutchison) (D)
HIST 687	Seminar in Recent Latin American History (Bieber) (D)
HIST 689	Interdisciplinary Seminar on Problems of Modernization in Latin America (D)
HIST 690	Seminar in Latin American Studies (D)
HIST 692	Seminar in the History of Women and Gender (D)
SPAN 639	Human Rights in Latin American Cinema
SPAN 639	Human Rights in Latin American Literature and Cultural Production

## Faculty

- Judy Bieber (History)
- Chris Duvall (Geography)
- Mala Htun (Political Science)
- Kimberle López (Spanish & Portuguese)
- Kathryn McKnight (Spanish & Portuguese)
- Suzanne Oakdale (Anthropology)

## COMMUNICATION

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### Requirements

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

All students in this concentration are required to take one theory course, either CJ 506, 566, or 602; only one of these courses may count toward the concentration.

*Theory Courses*--select one of the following:

- CJ 506           Critical and Cultural Studies
- CJ 566           Mass Communication Theories
- CJ 602           Theorizing Communication & Culture

*Latin American Content Courses*--select one of the following:

- CJ 514\*       Seminar: Intercultural Communication
- CJ 517\*       Culture, Identities, and Subjectivities
- CJ 518\*       Culture, Places, and Spaces
- CJ 519\*       Topics in Intercultural Communication
- CJ 550\*       Health Communication
- CJ 552\*       Topics in Health Communication
- CJ 533\*       Health Communication Campaigns
- CJ 555\*       Culture, Disparities, and Health Communication
- CJ 568\*       Media Structures and Institutions
- CJ 569\*       Critical and Cultural Approaches to Media
- CJ 604\*       Qualitative Research Methods I: Survey of Qualitative Methods

\*These courses will require the student to consult with the instructor of the course and complete an LAS Course Content form, which will then be submitted to the Associate Director for review. Substitutions for any of the above courses will be considered on a case-by-case basis.

### Faculty

- Patricia Covarrubias
- Shinsuke Eguchi
- Susana Martínez Guillem
- Iliá Rodríguez
- Myra Washington
- David Weiss
- Judith White

## ECONOMICS

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### Requirements

The prerequisites for enrolling in any economics courses (whether required or elective) are Introductory Microeconomics and Introductory Macroeconomics. Some of the concentration courses also require intermediate macroeconomics or statistics and econometrics. Students pursuing the concentration in Economics will need to demonstrate that they have taken these courses (at UNM or another institution).

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

NOTE: All students in this concentration are required to take both ECON 421 and 423. These two courses are offered once each over a 4-semester period, so most students will have one opportunity to take each course over their two-year degree program.

- ECON 320\* Labor Economics
- ECON 331\* Economics of Poverty and Discrimination
- ECON 335\* Health Economics
- ECON 343\* Natural Resource Economics
- ECON 410\* Topics in Health Economics
- ECON 421 Latin American Economics
- ECON 423 Topics in Latin American Development
- ECON 424\* International Trade
- ECON 427\* Topics in Labor Economics
- ECON 429\* International Finance
- ECON 442\* Topics in Environmental and Natural Resource Economics
- ECON 503\* Economic Theory
- ECON 520\* Labor Economics
- ECON 521\* Comparative Labor Problems
- ECON 542\* Environmental and Natural Resource Economics Survey
- ECON 584\* Interdisciplinary Seminar on Problems of Modernization in Latin America

\* These courses will require the student to consult with the instructor of the course and complete an LAS Course Content Form, which will then be submitted to the Associate Director for review. 300- and 400-level courses may require the submission of a “Green Card” to ensure graduate credit will be received.

### Faculty

- Melissa Binder
- Matías Fontenla
- Kira Villa

## GENDER STUDIES

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### Requirements

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

Note: All students in this concentration must complete either SOC 509 or CRP 528 and one of the following: HIST 651, 652, 686, or 687.

- ANTH 530\* Topics in Ethnology
- CRP 528 Gender and Economic Development
- HIST 500\* Studies in History
- HIST 628\* Women, War, and Revolution
- HIST 651 Women in Early Latin America
- HIST 652 Women in Modern Latin America
- HIST 686 Seminar on the History of Women in Early Latin America
- HIST 687 Seminar on Sexuality in Latin America or Seminar on Women's Rights in Latin America
- HIST 692 Seminar in the History of Women and Gender
- SOC 509 Gender and International Development
- SPAN 439\* Topics in Spanish American Culture and Literature
- SPAN 639\* Seminar in Spanish American Literature

\* These courses will require the student to consult with the instructor of the course and complete an LAS Course Content form, which will then be submitted to the LAS Program for review. The course must demonstrate not only sufficient LAS content but also Gender Studies content.

### Faculty

- Judy Bieber (History)
- Kimberly Gauderman (History)
- Ray Hernández-Durán (Art History)
- Mala Htun (Political Science)
- Elizabeth Hutchison (History)
- Claudia Isaac (Community and Regional Planning)
- Kimberle López (Spanish)
- Kathryn McKnight (Spanish)

## GEOGRAPHY AND ENVIRONMENTAL STUDIES

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### Requirements

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

Note: All students in this concentration must complete GEOG 501, one course in the Geospatial Methods group, one course in the Environmental Studies group, and one additional elective, which can include GEOG 502, any course in the Geospatial Methods group, the Environmental Studies group; or other approved courses offered within Geography and Environmental Studies or other related departments.

### Theory and Method:

- GEOG 501 Geographic History and Methods
- GEOG 502 Approaches to Geographic Research

### Geospatial Methods:

- GEOG 481 Map Design and Geovisualization
- GEOG 499 Topics in GIS
- GEOG 525 Seminar in Geographic Information Science
- GEOG 580 Quantitative Methods in Geography
- GEOG 581 Fundamentals of GIS
- GEOG 583 Remote Sensing Fundamentals
- GEOG 584 Applications of Remote Sensing
- GEOG 585 Internet Mapping
- GEOG 586 Applications of GIS
- GEOG 587 Spatial Analysis and Modeling
- GEOG 588 GIS Concepts and Techniques

### Environmental Studies:

- GEOG 446 Exploring Oaxaca Through Food & Craft
- GEOG 514 Natural Resources Management Seminar
- GEOG 515 Cultural and Political Ecology
- GEOG 516 Seminar: Globalization
- GEOG 517 Law and Geography
- GEOG 561 Environmental Management
- GEOG 562 Water Resources Management
- GEOG 564 Food and Natural Resources
- GEOG 567 Governing the Global Environment
- GEOG 569 Environments and Peoples in Latin America
- GEOG 591 Independent Research

### Faculty

- Ronda Brulotte
- John Carr
- Chris Duvall
- Maria Lane
- Ben Warner

## HISTORY

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### Requirements

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for an emphasis in any given semester.

- HIST 518 Spain and Portugal to 1700
- HIST 560 History of the American Frontier
- HIST 570 Inca Empire to Spanish Colony
- HIST 571 From Aztec to Spanish Domination
- HIST 572 Mexico since 1821
- HIST 573 The Mexican Revolution
- HIST 574 Southern South America
- HIST 576 Brazil in the Colonial Period
- HIST 577 Modern Brazil, 1822-Present
- HIST 643 Hispanic Frontiers in North America
- HIST 644 US-Mexico Borderlands
- HIST 645 History of Mexican Immigration
- HIST 648 Society and Development in Latin America
- HIST 649 Inter-American Relations
- HIST 650 Labor and Working Class in Latin America
- HIST 651 Women in Early Latin America
- HIST 652 Women in Modern Latin America
- HIST 653 Indigenous Peoples of Latin America
- HIST 654 Slavery and Race Relations
- HIST 655 The Cuban Revolution
- HIST 656 Latin American Religions
- HIST 685 Seminar in Borderlands History
- HIST 686 Seminar in Early Latin America
- HIST 687 Seminar in Recent Latin American History
- HIST 688 Seminar and Studies in Brazilian History
- HIST 689 Interdisciplinary Seminar on Problems of Modernization in Latin America
- HIST 690 Seminar in Latin American Studies
- HIST 692 Seminar in the History of Women and Gender

### Exam Goals

MA/LAS exams will be essentially committee-based, since these students take relatively few courses in the Latin American field. They should, however, demonstrate a grasp of materials sufficient for doing comparative teaching or research in the Latin American field.

### Exam Preparation

A. *Field Areas*--select from the list below:

- Early Latin America
  - Women/Gender/Family
  - Economic
  - Religion
  - Pre-Iberian
  - Frontiers/Borderlands

- Slavery
- Race/Ethnicity
- Institutional/Political
- Environmental Modern Latin America
- Politics/Nation Building
- Women/Gender/Family
- Economic
- Revolution/Social Movements
- Race/Ethnicity
- Military/Politics
- US-LA Relations
- Environmental
- Urban/Labor
- Religion/Church
- Frontiers/Borderlands

*B. Selection of Field Areas:*

MA/LAS students will be examined in either Early or Modern Latin American History, and should select three Field Areas within the time period selected.

*C. Field Area Bibliographies:*

Students should contact and work together with committee members to develop Field Area Bibliographies appropriate to each Field Area selected.

Bibliographies for master's students will consist of approximately twelve monographs that faculty consider essential for each topic, but MA/LAS students should consult with committee members to determine what is appropriate.

With support from the Chair of the Committee on Studies, students will also be permitted to design new Field Areas not contemplated in the above list.

**Exam Format**

The Latin American History MALAS exam is made up of three sections corresponding to the selected Field Areas, each of which contains several questions. Students will answer one question from each section, writing a total of three essays in four hours.

**Faculty**

- Judy Bieber
- Manuel Garcia y Griego
- Kimberly Gauderman
- Luis Alberto Herrán Avila
- Elizabeth Hutchison
- Barbara Reyes
- Sam Truett

## HUMAN RIGHTS

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The human rights area of concentration within the LAS program is designed to provide students with interdisciplinary perspective on the formation, codification, implementation, and violation of human rights norms affecting Latin American peoples. This area of concentration is not designed to provide students with a professional credential to become human rights practitioners; however, in combination with practical experience in appropriate organizations or agencies, it can provide sufficient background for graduates to develop the skills necessary for effective human rights advocacy related to Latin America.

We recognize that each student will develop a specific program of study in Human Rights emphasizing the area(s) that are most pertinent to the student's specific interests, issues and applications of questions of Human Rights. Course work and preparation of exam reading lists will provide a strong general understanding of human rights questions while at the same time reflecting issues relevant to the specific areas of interest of the student.

### Courses

Students with a concentration in Human Rights are expected to complete 9-12 credit hour chosen from among the following courses. Students should select at least one 3-credit course each from Group 1 and Group 2 below. The list below reflects the Latin American Studies Program's current Human Rights offerings. As with any plan of study, the Human Rights Concentration is subject to approval by the Associate Director, who will determine the suitability of individual courses taken for the concentration.

#### Course Frequency Key

A = offered every semester

B = offered one semester every year

C = offered every other year

D = offered when student interest and faculty availability allow

#### Group 1: International Human Rights Norms:

Students must write a research paper focused on a Latin American issue or experience.

- LAW 505 International Law (B)
- LAW 541 Human Rights Law I (D)
- LAW 548 Refugee and Asylum Law (D)
- LAW 626 International Criminal Law (D)
- LAW XXX\* Indigenous People and International Law (C)
- LAW XXX\* Interrogation and the Global War on Terrorism (D)
- POLS 521 Human Rights in Latin America (D)
- LTAM 500 Introduction to Human Rights: Latin American Focus (D)

#### Group 2: The Culture and Politics of Human Rights in Latin America:

- ANTH 530 Colombia Indígena (D)
- ANTH 530 Colombia in War and Peace (D)
- ANTH 539 Human Rights in Anthropology (D)
- HIST 500 Military and Society in Latin America (D)
- HIST 574 Southern South America (D)

- HIST 648 Society and Development in Latin America (D)
- HIST 649 Inter American Relations (D)
- HIST 652 Women in Modern Latin America (D)
- HIST 653 Indigenous Peoples of Latin America (D)
- HIST 690† Latin American Labor and Working Class History (D)
- HIST 690† Women’s Rights in Latin America
- HIST 690† Inter-American Relations (D)
- HIST 690† Latin American Social Movements (D)
- HIST 692 Gender and Sexuality in Latin America (D)
- LAW 628\* Law of Indigenous People (D)
- LAW 667\* Immigration Law (B)
- POLS 521 Gender Politics: Economics, Family, and War (D)
- POLS 521 Politics and Critical Theory: Class, Races, Gender, and Sexuality (D)
- POLS 521 Central American Politics (D)
- SPAN 536 Colonial Literature (C)\*\*\*
- PORT 570/SPAN 639 Citizenship and Crisis in Contemporary Latin American Literature and Film (D)\*\*\*
- SPAN 639 Migración frontera norte: violencia y literatura en la frontera norte (D)\*\*\*
- SPAN 639 Literatura fronteriza: Letras en rojo y negro (D)\*\*\*
- SPAN 639 Latin America through Documentary (D)\*\*\*

\* These courses will require the student to consult with the instructor of the course and complete an LAS Course Content Form, which will then be submitted to the Associate Director for review. The course must demonstrate not only sufficient LAS content but also Human Rights content. Students must write a research paper focused on a Latin American issue or experience.

\*\*Other courses may be considered for the Human Rights concentration if they demonstrate sufficient content related to Human Rights in Latin America. Students should consult with the Associate Director who will make the final determination.

\*\*\*Graduate level classes in SPAN or PORT are generally taught in Spanish or Portuguese

† These HIST 690 courses may also be listed under HIST 687; students should consult with the instructor or the Associate Director regarding whether a HIST 687 course will count for the concentration.

#### Faculty

- Judy Bieber (History)
- Melissa Binder (Economics)
- Kency Cornejo (Art History)
- Les Field (Anthropology)
- Kimberly Gauderman (History)
- Mala Htun (Political Science)
- Elizabeth Hutchison (History)
- Miguel López (Spanish & Portuguese)
- Kathryn McKnight (Spanish & Portuguese)
- Jennifer Moore (Law)
- Kathy Powers (Political Science)
- Elizabeth Rapaport (Law)
- William Stanley (Political Science)
- Myra Washington (Communication)
- Christine Zuni Cruz (Law)
- Cassy Dorff (Political Science)

## INDIGENOUS STUDIES

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### Requirements

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

- AMST 520 Land and Indigenous Politics in the Americas
- ANTH 524 South American Archaeology
- ANTH 530 Colombia Indígena
- ANTH 530 Indigeneity
- ANTH 532 Indigenous Peoples of South America
- ANTH 540 Indigenous Mexico
- ANTH 540 Shamanism and the Politics of Cosmology
- ANTH 540 Latin American Culture and Society: Brazil
- ANTH 570 Ancient New Mexico
- ANTH 570 Conservation and Indigenous People
- ANTH 570 Historical Archaeology of the Spanish Borderlands
- ANTH 570 Mesoamerican Prehistory
- ARTH 511 Pre-Columbian Art: Mesoamerica
- ARTH 529 Decoloniality, Indigeneity, and Art in Latin America
- ARTH 560 History of Pre-Columbian Art
- CRP 570 Indigenous Space, Place, and Mapping
- HIST 500 Human Rights in 20<sup>th</sup> Century Latin America
- HIST 500 Inca Empire to Spanish Colony
- HIST 653 Indigenous Identities in Latin America
- LAW 593 Indigenous People: International Law
- LAW 628 Law of Indigenous People
- MUS 522 Indigenous World Music

### Faculty

- Melissa Axelrod (Linguistics)
- Judy Bieber (History)
- Ronda Brulotte (Geography and Environmental Studies)
- Kency Cornejo (Art History)
- Les Field (Anthropology)
- Kimberly Gauderman (History)
- Alyosha Goldstein (American Studies)
- Laura Harjo (Community & Regional Planning)
- Frances Hayashida (Anthropology)
- Margaret Jackson (Art History)
- Ted Jojola (Community & Regional Planning)
- Kathryn McKnight (Spanish & Portuguese)
- Suzanne Oakdale (Anthropology)
- Loa Traxler (Anthropology)
- Samuel Truett (History)
- Rosa Vallejos Yopán (Linguistics)
- Christine Zuni-Cruz (Law)

## INTERNATIONAL MANAGEMENT

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### Requirements

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

Note: All students with an International Management concentration must complete MGMT 524 & 595.

- MGMT 524 Seminar on Mexican Economy & Markets
- MGMT 527\* Global Experiential Learning
- MGMT 560\* Seminar in Cross-Cultural Organizational Behavior
- MGMT 594\* Special Topics in Management
- MGMT 595 Management in Latin America
- MGMT 596\* International Entrepreneurship
- MGMT 597\* International Strategy

\*These courses will require the student to consult with the instructor of the course and complete an LAS Course Content form, which will then be submitted to the Associate Director for review.

### Faculty

- Raul de Gouvea
- Manuel Montoya
- Doug Thomas

## POLITICAL SCIENCE

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### Requirements

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

Note: All students with a Political Science concentration are advised to consider the following courses as a minimum program of studies: POLSC 525 and either 520 or 540.

- POLSC 511                    The Politics of US Immigration
- POLSC 512\*                Topics in Government and Politics
- POLSC 520                 Pro-Seminar in Comparative Politics
- POLSC 521\*                Research Seminar in Comparative Politics
- POLSC 525                 Pro-Seminar in Latin American Politics
- POLSC 540                 Pro-Seminar in International Politics
- POLSC 541\*                Research Seminar in International Relations

\*These courses will require the student to consult with the instructor of the course and complete an LAS Course Content form, which will then be submitted to the Associate Director for review.

### Faculty

- Cassy Dorff
- Mala Htun
- Jami Nelson-Nuñez
- Mark Peceny
- William Stanley

## PUBLIC HEALTH

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### Requirements

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

- PH 502           Epidemiological Methods I
- PH 505           Social and Cultural Theories and Models: Community Interventions
- PH 508           Theory and Practice
- PH 533           Public Health Research Methods
- PH 554           Health Policy, Politics, and Social Equity
- PH 556           Community Participatory-Based Research
- PH 565           Public Health: Law Policy and Ethics
- PH 579           New Mexico Border Health: US-Mexico Border Migration and Latino Health
- PH 583           Advanced Topics in Health Sector and Globalization
- PH 587           International and US Health Policy Reform
- ANTH 620        Topics in Interdisciplinary Biological and Biomedical Sciences
- CJ 553           Health Communication Campaigns
- CJ 555           Culture, Disparities, and Health Communication
- ECON 564        Seminar in Health Economics
- HIST 610        History of Diet and Health
- SOC 540         Medical Sociology and Health Policy
- WMST 415       The History of Reproduction

Students must focus on Latin American topics through assignments and independent research to reach the required 40% Latin American course content. Students will be required to consult with the instructor of the course and complete an LAS Course Content form, to be submitted to the Associate Director for review.

### Faculty

- Kristine Tollestrup
- Alexis Handel
- Veronica Plaza

## SOUTHWEST STUDIES

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### Requirements

This concentration involves course work that is pertinent to the study of Latin America. However, because the courses included in the concentration do not necessarily contain 40% content that is directly related to the foreign area study of Latin America, there are certain restrictions in place to insure that a graduate student's program of study in Latin American Studies is still significantly related to Latin America.

Students may take no more than 12 credit hours of Southwest Studies courses in pursuit of their graduate degree. Thus, students may choose to either pursue the Southwest Studies concentration and allocate their 12 credit hours towards the concentration or pursue two other concentrations and take up to 12 credit hours of Southwest Studies-related courses as electives. Students cannot pursue the Southwest Studies concentration and take additional Southwest Studies courses as electives.

Because courses offered with the Southwest Studies concentration are not required to have 40% Latin American content, these courses cannot be automatically transferred to other concentrations. (For example, if a student takes HIST 684, Seminar and Studies in Chicana/o History, as part of the Southwest Studies concentration and then decides to change her/his concentration to History, this course cannot be used to fulfill the requirements of the History concentration.) A course approved for the Southwest Studies concentration, however, can be transferred to other concentrations if the course has 40% Latin American content. Such a course would be either (1) an already approved LAS course in another concentration or (2) approved once it is demonstrated to have 40% LAS content through the normal petition process.

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

- AMST 558 Topics in Latino/a Studies
- AMST 560 Topics in Southwest Studies
- AMST 563 Chicano/Latino Film
- AMST 565 Politics of Cultural Identity in the Southwest
- ANTH 421 Historical Archaeology of the Spanish Borderlands
- ANTH 521 Southwest Archaeology
- ANTH 535 Spanish-Speaking Peoples of the Southwest
- ANTH 537 Seminar: Southwestern Ethnology
- ANTH 540 Complicated Borders
- ANTH 576 Seminar: Southwestern Archaeology
- ARTH 576 Chicano Art: History of an American Art Movement, 1965-1995
- CRP 531 Foundations of Community Development
- CRP 569 Rural Community Development
- CRP 586 Planning Issues in Chicano Communities
- ENGL 565 Chicana/o Literature
- ENGL 574 Contemporary Southwestern Literature
- HIST 563 Early History of Mexican-Americans
- HIST 564 Contemporary Chicana/o History
- HIST 643 Hispanic Frontiers in North America
- HIST 644 US-Mexico Borderlands
- HIST 666 US Immigration Sociopolitics and Policy Since 1820

- HIST 684 Seminar and Studies in Chicana/o History
- HIST 685 Seminar in Borderlands History
- LAW XXX Latinas/os and the Law
- LING 532 Spanish-English Bilingualism
- LLSS 446 Hispanic Folklore for the Classroom
- LLSS 566 Issues in Hispanic Education
- LLSS 583 Education Across Cultures in the Southwest
- PH 579 New Mexico Border Health
- POLS 512 Hispanics in US Politics
- RELG 483 New Mexico Hispanic Ritual
- SOC 520 Racial and Ethnic Relations
- SOC 528 Sociology of Mexican Americans
- SPAN 479 Topics in Southwest Folklore/Literature
- SPAN 546 Seminar in Hispanic Sociolinguistics
- SPAN 547 Seminar in Southwest Spanish
- SPAN 578 Topics in Southwest Hispanic Literature
- SPAN 579 Topics in Southwest Culture & Folklore

#### Faculty

- Jesse Alemán (English)
- Patty Crown (Anthropology)
- Manuel García y Griego (History)
- Phillip (Felipe) Gonzales (Sociology)
- Nancy López (Sociology)
- Margaret Montoya (Law)
- Anna Nogar (Spanish)
- Barbara Reyes (History)
- Levi Romero (Chicana/o Studies)
- Gabriel Sanchez (Political Science)
- Naomi Shin (Spanish)
- Sam Truett (History)
- Santiago Vaquera Vasquez (Spanish)
- Melina Vizcaíno-Alemán (English)
- Damián Vergara Wilson (Spanish)

## SPANISH AMERICAN LITERATURE

### Requirements

Below are the courses that are offered for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

Note: The following courses are recommended for students with little to no previous background in the field: SPAN 431 and/or 432. All students with a Spanish American Literature concentration must include SPAN 502. Students are encouraged to take this course during their first Fall semester.

- SPAN 430 Spanish American Short Story
- SPAN 431 Spanish American Literature Survey I
- SPAN 432 Spanish American Literature Survey II
- SPAN 433 Modern Spanish American Poetry
- SPAN 435 Modern Spanish American Fiction
- SPAN 438 Mexican Literature
- SPAN 439 Topics in Spanish American Culture and Literature
- SPAN 502 Proseminar: Research and Critical Methodology
- SPAN 504 Seminar in Ibero-American Studies
- SPAN 531 The Modernist Movement in Spanish American Poetry
- SPAN 532 Seminar in 20th Century Spanish American Fiction
- SPAN 536 Colonial Literature
- SPAN 601 Literary Theory
- SPAN 639 Seminar in Spanish American Literature

### Faculty

- Kimberle López
- Miguel López
- Kathryn McKnight
- Anna Nogar
- Eleuterio Santiago-Díaz
- Santiago Vaquera-Vásquez

## SPANISH LINGUISTICS

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### Requirements

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

Note: The following courses are recommended for students with little to no previous background in the field: SPAN 350 and 352. SPAN 351, or its equivalent, is a prerequisite for all the following courses. SPAN 350 and 352 are available for graduate credit. The content of SPAN 351 is available to graduate students; however, the student must consult with a faculty member and register under a separate course number to ensure they receive graduate credit.

- SPAN 541      Recent Research on the Teaching of Spanish
- SPAN 542      History of the Spanish Language
- SPAN 543      Spanish Syntax
- SPAN 545      The Sound Patterns of Spanish
- SPAN 546      Seminar in Hispanic Sociolinguistics
- SPAN 547      Seminar in Southwest Spanish
- SPAN 549      Seminar in the Language of Spain or Spanish America
- SPAN 549      Seminar on Spanish as a Heritage Language

### Faculty

- Richard File-Muriel
- Eva Rodríguez González
- Naomi Shin
- Rosa Vallejos Yopán
- Damián Vergara Wilson

## URBANISM AND COMMUNITY DEVELOPMENT

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### Requirements

While many of the allowable courses cover Latin American case studies and approaches among others, students will create much of the LAS content in these courses through independent projects under faculty guidance. Thus, students are advised to select their second concentration and electives carefully to develop a strong Latin American context for their study of place-making. These other disciplinary studies help them to contextualize and apply the methods they develop in the Urbanism and Community Development concentration.

Students are highly encouraged to incorporate faculty-guided field experience into their program.

Note: All students with an Urbanism and Community Development concentration must complete one theory course. These courses may contain LAS content, but their primary purpose is to provide a strong foundation for a full comprehension of the theoretical issues in other Latin America planning content courses. Students are encouraged to take the chosen theory course as early in their graduate program as possible. Relevant theory courses include:

- CRP 500      Planning Theory and Process
- CRP 531      Foundations of Community Development
- CRP 567      Regional Planning Process and Theory
- CRP 576      Human Settlements

Below are the courses that are offered most often for this concentration. Students should consult with the Associate Director to determine if other courses are available for the concentration in any given semester.

**Group 1** courses (below) include a percentage of Latin American content, though students will generally need to focus their class projects on Latin American cases in order to guarantee the 40% minimum Latin American content required by MALAS.

- ARCH 662      Sem: Preservation and Technology and Adaption
- CRP 578      Latin American Development Planning
- CRP 586      Planning Issues in Chicano Communities
- LA 512        Latin American Landscape Architecture

**Group 2** courses (below) provide students with disciplinary tools and models which they apply to Latin American contexts in their individual research projects. In these classes students are required to both focus their individual research on a Latin American context and work with the instructor to guarantee the 40% Latin American content. Students will need to fill our Latin American Content forms for these courses.

- ARCH 544      Politics, Culture, and Architecture
- ARCH 551      Research Methodology (When taught by appropriate faculty member)
- CRP 503      Community-Based Practice
- CRP 513      Qualitative Research Methods
- CRP 515      Natural Resources Field Methods
- CPR 527      Watershed Management
- CRP 531      Foundations of Community Development
- CRP 535      Community Economics
- CRP 537      Urban Systems

- CRP 569 Rural Community Development
- CRP 570 Modeling the Environment
- CRP 574 Cultural Aspects of Community Development
- CRP 587 Political Economy of Urban Development

Faculty

- Moises Gonzales (CRP)
- Laura Harjo (CRP)
- Claudia Isaac (CRP)
- Ted Jojola (CRP)
- Baker Morrow (Landscape Architecture)
- Michaele Pride (Architecture)
- Jennifer Tucker (CRP)
- Francisco Uviña (Architecture)

## **DUAL DEGREE ADVISEMENT GUIDELINES**

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Dual degree students should maintain regular contact with a designated advisor in the other graduate program to insure that they stay informed about changes in degree requirements. The following guidelines were agreed upon between LAS and the second program; however, programs frequently change course requirements and/or course numbers without necessarily informing the LAS program. Students will need to complete departmental and university forms for both programs to ensure timely completion of the dual degree.

## MALAS/JD

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The Law component requires a total of 80 credit hours of Law course work, which must include 9 hours of International Law, plus an additional 3 hour elective course that bridges Law and Latin American Studies. Students should consult with the Associate Director to determine which courses are appropriate for the bridge component.

*A total of 107 credit hours are required for the dual degree MALAS/JD:*

- 80 hours of Law courses
- 24 hours of LAS courses (6 of which are also credited towards the JD)
- 3 hours of a bridge course

Please note that the JD requires a total of 86 credit hours. As such, the School of Law will cross-count 6 credit hours of LAS courses towards the JD. These courses should be taken while the student is in residence at the Law School. Students should contact the School of Law to notify them of the 6 credit hours they intend to cross-count at the time of registration for those courses.

*First Year Requirements Include:*

- Comparative and Historical Legal Perspectives
- Introduction to Constitutional Law
- Contracts I
- Criminal Law I
- Practicum
- Property I
- Torts
- Civil Procedure I
- Elements of Legal Argumentation I
- Elements of Legal Argumentation II

*Additional Requirements Include:*

- Constitutional Rights
- Ethics
- Advanced Writing Requirement
- Clinic

Additional hours for the Law component are comprised of electives. The LAS component requires 24 credit hours. Students must complete at least 9 hours in each of two areas of concentration. The remaining 6 credit hours are devoted to LTAM 510 (Pro-Seminar) and an elective. Students must also complete the language requirement, choosing from Spanish 307 or above; Portuguese 276 or above; or a course in one of Latin America's indigenous languages.

## MALAS/MBA

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The MBA Core Courses and the LAS required courses must be completed for this program. The dual degree can be completed in a minimum of **61** credit hours with a maximum of 12 shared credits.

*MBA Core Courses Include:*

- MGMT 600 Perspectives on Management and Careers
- MGT 501 Data Driven Decision Making
- MGT 502 Financial Accounting & Analysis
- MGT 504 Managerial Economics
- MGT 506 Managing People in Organizations
- MGT 508 Business and Society
- MGT 511 Technology, Commercialization, & Global Environment
- MGT 520 Operations Design and Decision Making
- MGT 522 Marketing Management
- MGT 526 Financial Decision Making
- MGT 598 The Strategic Management Process

Additional hours for the Business component are comprised of electives. The LAS component requires 24 credit hours. Students must complete at least 9 hours in each of two areas of concentration. The remaining 6 credit hours are devoted to LTAM 510 (Pro-Seminar) and an elective. Students must also complete the language requirement, choosing from Spanish 307 or above; Portuguese 276 or above; or a course in one of Latin America's indigenous languages.

## MALAS/MCRP

The program requires 54 credit hours including as follows.

### *CRP Required Courses Include:*

- CRP 500 Planning Theory and Process
- CRP 510 Planning Communication Workshop
- CRP 511 Analytical Methods for Planning
- CRP 580 Community Growth and Land Use
- CRP 588 Thesis Preparation Seminar (if choosing Plan I)
- CRP 599/589/579/598 Thesis, Project or Studio

### *LAS Required Courses:*

The LAS component requires 24 credit hours. Students must complete at least 9 hours in each of two areas of concentration. The remaining 6 credit hours are devoted to LTAM 510 (Pro-Seminar) and an elective. Students must also complete the language requirement, choosing from Spanish 307 or above; Portuguese 276 or above; or a course in one of Latin America's indigenous languages.

### *Required Bridge Course:*

- LAS 578/CRP 578 Latin American Development Planning

### *Elective Courses:*

- Students complete 5 elective hours of either CRP or LAS courses.

## MALAS/MALLSS

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The program requires 51 credits of coursework. This includes three components:

- 21 hours of Language, Literacy, and Sociocultural Studies courses with an emphasis on Social Studies Education;
- 21 hours of Latin American Studies coursework with at least 9 hours in each of two areas of concentration and 3 hours for LTAM 510 (Pro-Seminar); and
- 9 hours of bridge courses: two core courses and one elective.

*LLSS Required Courses Include:*

Core Requirement (6 hours):

- LLSS 500      Issues in Language, Literacy, and Sociocultural Studies
- LLSS 590      Seminar: Comprehensive Paper

Research (Choose 6 hours):

- LLSS 501      Practitioner Research
- LLSS 502      Introduction to Qualitative Research
- LLSS 503      Research in Bilingual Classrooms and Communities
- EDPY 502      Survey of Statistics in Education

Emphasis (Select 9 hours with help of advisor to develop chosen emphasis)

- Curriculum Development and Instruction
- Education in the Southwest
- Educational Policy
- Global Bilingualism (Hemispheric Bilingual Education / Second Language Acquisition)
- Hemispheric Indigenous Studies
- Latin American Education

**Bridge Courses (9 hours):** In keeping with LAS, these must have 40% Latin American content, however for LLSS these should be chosen with advising. Foundational content is important, and these may be used to broaden understanding of key issues, develop historical, economic, political, sociological background, etc. As such LTAM 510 can count as a bridge course.

The LAS component requires total of 21 credit hours, including LTAM 510 and nine credit hours in two areas of specialization. Students are required to complete a minimum of 6 credits of LAS-related graduate seminars numbered 500 or above. Students must also complete the language requirement, choosing from Spanish 307 or above; Portuguese 276 or above; or a course in one of Latin America's indigenous languages.

## MALAS/MPH

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The MPH component of the dual degree requires a minimum of 42 hours as follows:

- PH 501, 502, 506, 508, 511, 513, 538, and 552;
- PH 533 or 555;
- M.P.H. studies with LAS content (13 hours) as follows: PH579; PH 583; PH 596 or 597; PH 598; and Public Health courses with Latin American/U.S. Latino content or courses throughout the university with demonstrated content on Health and Latin America (3 credit hours);
- Related Electives (10 hours) to complete 42 MPH hours: Must include 3 hours of shared PH/LAS content.
- Courses that may be taken as shared content electives—depending on specific content when taught—include PH 560, CJ 550, CJ 553, CJ 555, SOC 540, and SOC 595. Students may seek approval from the M.P.H. Program Director and the LAII Associate Director to count other graduate courses toward their elective hours. Students are strongly encouraged to discuss with their Public Health advisor their particular interests, for example policy, management, or epidemiology, and relevant courses offered throughout the university.

The LAS component requires total of 21 credit hours, including LTAM 510 and nine credit hours in two areas of concentration. Students are required to complete a minimum of 6 credits of LAS-related graduate seminars numbered 500 or above. Students must also complete the language requirement, choosing from Spanish 307 or above; Portuguese 276 or above; or a course in one of Latin America's indigenous languages.

## REQUIREMENTS, FORMS, AND DEADLINES

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Both the LAS program and the Office of Graduate Studies (OGS) have various deadlines that students must meet to ensure the timely completion of graduate degrees. **Failure to meet these deadlines can delay graduation by a semester or more!**

Those students who are completing a thesis or dissertation should consult with OGS regarding thesis guidelines and deadlines for submission of the manuscript. OGS offers workshops on guidelines and manuscript development every semester. Students pursuing a thesis or dissertation are encouraged to attend the workshops at least once.

Below is a summary of key deadlines and forms. Please note that this information changes on a semester-by-semester basis. Students should consult with either the Associate Director to verify exact deadline dates for any given semester/year. Students may download the forms noted below from the LAS website.

### A. ESTABLISHMENT OF COMMITTEE ON STUDIES (COS)

MALAS students (including dual degree students) are required to establish their COS mid-way through the second semester of full-time study. Students who are pursuing their degree on a part-time basis—6 credit hours or less per semester—must establish their COS mid-way through their third semester of study.

MALAS/JD dual degree students who plan to pursue a professional paper in one area of concentration may establish their COS in two stages. These students are required to establish the two members of their COS who will oversee the comprehensive examination in the one concentration by mid-point of the second semester of study with LAS. The other two members of the COS—who will supervise completion of the professional paper—must be established by mid-point of the third semester of study with Law.

Ph.D. students are required to establish their COS before the conclusion of the semester preceding the semester in which the student plans to take comprehensive examinations. The same form is applicable to Ph.D. students.

To formally establish the COS, students complete the Declaration of COS form and submit it to the Associate Director. The deadline for Spring submission is March 8th. The deadline for Fall submission is October 19th.

### B. PROGRAM OF STUDY (POS)

After completing 12 hours of course work in the LAS graduate program, all MALAS students (including dual degree students) must have their COS chair approve their POS form and then submit it to the Associate Director. The POS is first submitted to the Latin American Studies program; LAS then forwards it to OGS for final approval by the Dean of Graduate Studies. Submission deadlines for submitting the POS to LAS are:

Fall submissions:	September 15
Spring submissions:	February 15

Please note: The POS must be approved by OGS before a student can take a comprehensive examination, defend a thesis/dissertation, or graduate. Ph.D. students are not required to complete a Program of Study. Once they have completed their comprehensive examinations, they file an Application for Candidacy. See below for more information.

### C. COMPREHENSIVE EXAMINATION READING LISTS

MALAS students (including dual degree students) and Ph.D. students are expected to work closely with their COS to develop appropriate reading lists in preparation for the comprehensive examinations in their declared areas of concentration. Members of the COS and the Associate Director will need to provide written approval of the reading lists before the conclusion of the semester preceding the semester in which the student plans to examine (approved by end of Spring semester for Fall exams; approved by end of Fall semester for Spring exams). MALAS/JD students planning to take comprehensive examinations during the summer after their first year in the program will be required to submit a Declaration of Committee on Studies form by mid-point of the Spring semester and an approved reading list before the conclusion of the Spring semester.

**Failure to obtain COS signatures on the approved reading lists by the deadline will prevent the student from taking comprehensive examinations the following semester.** The approved reading lists must be submitted to the LAS office for inclusion in the student's file.

### D. ANNOUNCEMENT OF EXAMINATION

The Announcement of Examination form is required for both comprehensive exams and the oral defense of a thesis or dissertation. Students must complete the form at least three weeks prior to the date of the exam or defense in OGS's online system. For MA students, OGS will not accept the Announcement of Examination unless the Program of Study has already been approved.

### E. THESIS OR PROFESSIONAL PAPER PROSPECTUS

The Prospectus form is an internal form that is approved by the student's COS and the Associate Director. The form must be accompanied by both a brief abstract (no more than 150 words) and prospectus (no more than 1,500 words) of the proposed research. Submission deadlines are:

- May 1<sup>st</sup> for Fall graduation
- December 1<sup>st</sup> for Spring graduation
- February 15<sup>th</sup> for Summer graduation

### F. APPLICATION FOR CANDIDACY

The Application for Candidacy is required of all Ph.D. students. The application must be submitted during the semester in which the student has both passed comprehensive examinations and fulfilled language requirements. The "Certification of Language or Skill Requirement" form will accompany the application. After determining that all degree requirements, except for remaining course work and the dissertation have been completed, the Dean of Graduate Studies will advance the student to candidacy. The Application for Candidacy is located on the OGS website at <http://grad.unm.edu/resources/gs-forms/application-candidacy.html>.

### G. INDEPENDENT STUDY AUTHORIZATION

Students who wish to take an Independent Problems course for inclusion in their program of study must petition the LAS program for permission. To do so, students submit an Independent Study Authorization form for review.

### H. LAS COURSE CONTENT

If a student identifies a course that does not typically contain at least 40% LAS-related content, he/she may petition to include such a course in his/her program as long as the course instructor can demonstrate that the course (through readings, lectures, and research papers) will meet the 40% LAS content criteria. Students may petition by completing the LAS Course Content form.

## **COMPLETION OF DEGREE REQUIREMENTS**

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Both Master's and doctoral students must fulfill all degree requirements by a certain date to qualify for graduation in any given semester. Students should consult with LAS program administration to ensure they will meet LAS and OGS deadlines.

## FINANCIAL ASSISTANCE

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Need-based aid is available to graduate students through the UNM Student Financial Aid Office (<http://finaid.unm.edu/>).

Students who submitted application materials by February 1<sup>st</sup> (January 1<sup>st</sup> for international students) for the M.A. or Ph.D. program for Fall matriculation were automatically considered for a select number of merit-based Graduate Assistantships. These assistantships are open to in-coming students only. Very rarely does an assistantship opportunity become available for students currently in the program. If the LAS program becomes aware of an assistantship opportunity—including opportunities with other departments—eligible students will be notified and informed of application guidelines.

The Latin American and Iberian Institute (LAI) awards PhD Fellowships annually to students seeking the PhD in Latin American Studies or other fields with an emphasis on Latin America. In order to be considered for the fellowship, a student must be nominated by the chairperson of his/her department.

For additional information on jobs available on the UNM campus, including some Graduate Assistantships, you may consult UNM jobs (<https://unmjobs.unm.edu>).

Students with established residency in AK, AZ, CA, CO, HI, ID, MT, ND, NM, NV, OR, SD, UT, WA, WY may pursue a graduate degree in LAS at the in-state tuition rate. The Western Interstate Commission on Higher Education (WICHE) has established a cooperative agreement through Western Regional Graduate Programs (WRGP) that makes this possible.

The Office of Graduate Studies provides a list on its website (<http://grad.unm.edu/funding/index.html>) of both university and outside funding opportunities for students. Support for field research, conference attendance, scholarships, and fellowships are included on their list. Some opportunities require departmental nomination, but others require individual application materials from students. Students are encouraged to consult this list periodically to see if applications for individual nominations are available. Because many UNM funding opportunities require New Mexico residency, out-of-state residents who hope to secure funding are encouraged to establish residency as soon as possible. For more information on residency requirements, consult the Office of the Registrar's page on residency (<http://registrar.unm.edu/residency/index.html>).

The LAI offers a variety of funding opportunities (<http://laii.unm.edu/funding/>) for students whose studies are focused on Latin America and/or Iberia. These include Field Research Grants (FRG) to conduct fieldwork. The competition deadline is always in March. Specific information on requirements and application procedures can be obtained from the LAI. All applicants are required to seek matching funding from other units on campus, including those offered through the Office of Graduate Studies and the Graduate and Professional Student Association.

The LAI also administers Foreign Language and Area Studies (FLAS) Fellowships. FLAS Fellowships promote the study of less-commonly-taught languages. Graduate student recipients of academic year FLAS Fellowships are required to take courses at UNM in K'iche' Maya, Nahuatl, Portuguese, Quichua, or Quechua as well as Latin American area studies courses. Academic year fellowships provide tuition and fees for the Fall and Spring semesters plus a stipend of \$15,000. Graduate students may also apply for FLAS Summer Fellowships. These fellowships cover expenses associated with less-commonly-taught language programs approved by the U.S. Department of Education and administered by universities throughout the United States. Some programs are held in the United States and others are held in Latin

America. A list of FLAS eligible summer programs can be obtained from the LAII's FLAS Coordinator, Krista Savoca.

Finally, LAS students who have been accepted to present a paper at a professional conference may request funding. LAII has modest funds available (typically around \$350) to offset expenses associated with travel. These funds are limited and awarded on a first-come-first-serve basis.

## **STUDENT GRIEVANCES**

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UNM has a Student Grievance Procedure which is in place to provide procedures for the resolution of disputes of an academic nature between students and UNM faculty. The procedures also provide guidelines for dealing with student disciplinary matters. Please take some time to familiarize yourself with the procedures at <http://pathfinder.unm.edu/campus-policies/student-grievance-procedure.html>. The Pathfinder, the UNM Student Handbook, also provides comprehensive information regarding measures to ensure a safe and respectful campus in other areas of student life.

## **POLICY ON ACADEMIC DISHONESTY**

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Below is the LAS policy on academic dishonesty, drafted by the Interdisciplinary Committee on Latin American Studies. Students are expected to read it carefully and have a full understanding of what constitutes academic dishonesty. The consequences of violating the policy can be severe, including dismissal from the LAS graduate program.

As Latin American Studies faculty at the University of New Mexico, we are dedicated to creating an environment in which academic integrity is valued and upheld by all. Our collective commitment to academic honesty is framed in the context of the University of New Mexico's policy, which appears as follows in the 2002-2003 Pathfinder:

### **A. UNM POLICY ON ACADEMIC DISHONESTY**

Adopted by the President June 15, 1992

Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, up to and including dismissal, against any student who is found guilty of academic dishonesty or otherwise fails to meet the standards. Any student judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course.

Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; misrepresenting academic or professional qualifications within or without the University; and nondisclosure or misrepresentation in filling out applications or other University records.

What follows is the statement adopted on May 23, 2003 by the Interdisciplinary Committee on Latin American Studies (ICLAS) designed to clarify expectations for Latin American Studies students at UNM. All Undergraduate, M.A. and Ph.D. students in the Latin American Studies program are expected to adhere to the following guidelines regarding academic standards and behavior. These guidelines are not meant to be exhaustive. Students, especially undergraduates, are expected to seek the guidance of their professors about what constitutes appropriate academic behavior. Copies of these guidelines and disciplinary procedures can be found in the Latin American Studies student handbook and on the program's website.

### **B. FORMS OF ACADEMIC DISHONESTY**

ICLAS considers the following behaviors to constitute academic dishonesty and as such are unacceptable.

#### ***FABRICATION OF INFORMATION USED IN ACADEMIC WORK***

This includes: altering data to support research; presenting results from research that was not performed; and crediting source material that was not used for research.

#### ***PLAGIARISM***

***(presenting another person's words or ideas as if they were one's own)***

This includes: submitting, as your own work, part of or an entire work produced verbatim by someone else; paraphrasing ideas, data, or writing without properly acknowledging the source; unauthorized transfer and use of someone else's computer file as your own; and unauthorized use of someone else's data in completing an exercise. Presenting information obtained from formal or informal interviews, conversations, or observations of meetings without indicating the source is also plagiarism.

*MULTIPLE SUBMISSIONS*

This includes: resubmission of a work that has already received credit with identical or similar content in another course without the consent of the present instructor; and submission of work with identical or similar content in concurrent courses without consent of instructors.

*FACILITATING ACADEMIC DISHONESTY*

This is defined as participating in any action that compromises the integrity of the academic standards of the University and the Latin American Studies program; assisting another student in committing an act of academic dishonesty. This includes: taking a quiz, exam or similar evaluation in place of another person; allowing another student to copy from you; and providing material or other information to another student with knowledge that such assistance could be used in any of the violations mentioned above.

*REGARDING COLLABORATIVE WORK AMONG STUDENTS.*

Intellectual exchange among students is an extremely valuable aspect of the graduate experience, one which enriches the experience of each student as well as the quality of the program overall. However, in terms of assigned work, the amount of collaboration with others that is permitted can vary, depending on the policy set by the course instructor. Students must assume that collaboration in the completion of assignments is only permitted when explicitly specified by the instructor. Students must acknowledge any collaboration and its extent in all submitted work.

*REGARDING SCIENTIFIC RESEARCH, PARTICULARLY INVOLVING HUMAN SUBJECTS.*

The University and the Latin American Studies program are deeply concerned for the integrity of scientific research by both students and faculty with sound and safe practices. Student and faculty researchers are expected to maintain the University's policies and practices with respect to scientific misconduct with regard to Human Subjects. All research conducted by students and faculty under the auspices of the Latin American Studies program should follow the guidelines outlined by UNM Institutional Review Board (IRB) (<http://hsc.unm.edu/som/research/HRRC/maincampusirbhome.shtml>). If research involving human subjects is planned, approval of the IRB is required before the research may begin.

*REGARDING THE USE OF INTERNET SOURCES.*

As with any other source, information taken from the Internet must be properly cited in any assigned work. Again, these examples are not meant to be exhaustive, and the program reserves the right to determine, in a given instance, what action constitutes an infringement of academic honesty and integrity.

**C. DISCIPLINARY PROCEDURES**

When a student is suspected of academic dishonesty, the instructor will give the student an opportunity to explain his or her conduct. If the explanation is not satisfactory, the faculty member will assign a sanction associated with the course. The Instructor will report the academic dishonesty to the Associate Director for Academic Programs, providing supporting evidence such as a copy of the exam or paper in question. If further investigation is necessary, the Associate Director will also notify the student in writing. The Associate Director will inform the UNM Dean of Students of the case and will coordinate the subsequent investigation, review and decision making process to determine appropriate disciplinary outcome.

Once an instructor has filed a report alleging academic dishonesty, the Associate Director will:

1. Inform the Dean of Students of the allegation
2. Convene ICLAS to discuss the available facts of the case, make a preliminary determination of whether the allegation is true (this may require more than one meeting and additional

investigation), and reach a preliminary determination of the appropriate disciplinary action should the allegation prove to be true.

3. Provide the student accused of academic dishonesty the opportunity to meet with ICLAS to a) argue for a different interpretation of the facts of the case; and/or b) argue for a different disciplinary outcome.

ICLAS will then reach a final decision on the case based on the arguments presented to it. Because of the potential jeopardy to the reputation and rights of an accused person, great care will be taken to handle inquiry and investigations in a way that preserves confidentiality, providing information only to those with a need to know. A student accused of academic dishonesty will be informed at each stage of the process, and will be given the opportunity to represent his or her case at every stage.

#### D. SANCTIONS FOR MISCONDUCT

Sanctions that may be imposed in cases of misconduct include the following (in order from minimum to maximum sanction):

##### *FAILURE*

Failure of the examination or paper up to and including failure of the course. Failure will be calculated in the student's grade for the course, and in the cumulative grade point average.

##### *ADMONITION*

A formal reprimand that becomes part of the student's official record.

##### *PROBATION*

A warning to the student that he/she is in serious danger of being required to withdraw from the program for a period during which a withdrawal action is pending. At the end of that time, the student may be relieved from probation by a majority vote of ICLAS if the student's conduct has been satisfactory. A student on probation may be required to withdraw from the program by vote of ICLAS at any time if his/her conduct is unsatisfactory. No student currently on probation may be recommended for a degree.

##### *REQUIRED TO WITHDRAW*

The student may be required to withdraw from the program. Depending on the time of withdrawal, the student may receive a grade in his/her current courses. In the case of failure to withdraw, ICLAS may dismiss the student from the program.

##### *DISMISSAL*

The student's connection with the program is terminated. This action must be approved by a two-thirds vote of ICLAS. Re-admission is possible only if approved by two-thirds vote of ICLAS. A student must re-apply to rejoin the LAS program no less than one year after dismissal. ICLAS may take the previous dismissal into consideration in its decision whether to readmit the student.

##### *EXPULSION*

ICLAS may recommend to the Dean of Students that the student be expelled from the University. As only the Dean of Students can take this action, such a recommendation is advisory only.

## E. PROMOTING ACADEMIC INTEGRITY

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### *PROACTIVE STRATEGIES*

The procedures listed above are painful and difficult. The LAS program wishes to engender a climate of open discourse and scholarship, and it is our view that the best way to deal with academic dishonesty is to promote a climate that discourages such conduct in the first place. Students are asked to take the following proactive strategies seriously during their course of study in LAS:

### *DISCOURAGE ACADEMIC MISCONDUCT AMONG OTHER STUDENTS.*

Take the time to produce quality work that you can be proud of; be thoroughly prepared for examinations.

### *DO NOT ALLOW OTHERS TO USE YOUR COMPUTER PROGRAMS.*

Keep your computer password secret to avoid unauthorized access. When using class notes for an assignment, ask yourself: 'Did this information come from me?' Always document where and from whom you got your information (e.g., other students, professor, class text, web site, community members).

What can you do if you are unsure whether it is unauthorized collaboration or whether it is okay to work together? When in doubt, ask. Check your course syllabus or speak with your instructor for special requirements. Utilize resources for assistance.

## **LATIN AMERICAN STUDIES FACULTY AND RESEARCH AREAS**

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For a current list of faculty who support LAS students, please refer to

<http://laii.unm.edu/people/faculty/las-teaching-faculty.html>

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