



UNIVERSIDAD
ANA G. MÉNDEZ

UAGM
Recinto de Gurabo

CATALOG

GRADUATE Programs

(The effective date of this document
is extended until July 30, 2021.)

- Revised to include addendum. -



2019-2020

Copyright © August 2019 Sistema Universitario Ana G. Méndez, Inc. (SUAGM). All Rights Reserved.

POLICY STATEMENT:

This catalog contains the major points of the current agreement between the students and the Institution. Within this agreement, the institution reserves the right to make changes in course offerings, curricula, and other policies affecting its programs.

Due to the changing nature of professions, the institution is continuously reviewing and restructuring many of its academic programs in an effort to enhance their quality, improve efficiency, and to comply with requirements of professional boards, accrediting agencies, and governmental laws and regulations, among others. In that process, some of the programs and courses mentioned in this catalogue may be modified, consolidated with other programs and courses, or eliminated. **When the curriculum of any one program is revised, the institution will automatically initiate the transfer process of every student enrolled in said program to the revised curriculum but without increasing the number of credits required for the students to finish the program.**

If you have questions about a particular program of course, you should contact the appropriate university school or department. In case that a program is eliminated, the program director will prepare a course schedule to assure the graduation of those students enrolled in the program.

Revised: September 2019

Contents

Our Profile.....	11
Mission.....	11
Vision	11
Institutional Values Statement	11
Institutional Objectives.....	12
Accreditations and Affiliations.....	12
Licensures	12
Central Administration and Board of Directors.....	12
Board of Directors.....	13
Campus Administration	13
Legislative Boards	15
Master’s Programs	15
General Admission Requirements	15
Readmission.....	16
Transfer Students.....	16
Residence.....	16
Transient and Auditor Students.....	16
International Students.....	16
Academic Year	16
Admission Appeals.....	16
Effective Dates	17
Tuition and Special Fees	17
Credit hour definition	18
Academic ReGulations	18
Satisfactory Academic Progress (SAP) Policy.....	18
Registration for courses.....	21
Classification of Students.....	21
Academic Load.....	21
Census.....	21
Grading System.....	21
Grade Changes.....	22
Grade Appeals.....	22

Incomplete “I” Grade	22
Repeating Courses	22
Transfer Courses	22
Course Substitution.....	23
Withdrawals	23
Changes in the Program of Studies.....	23
Standards for Academic Progress	23
Academic Probation.....	23
Academic Suspensions	23
Disciplinary Suspensions	24
Students Rights and Responsibilities	24
Family rights and Privacy Act	24
Release of Student Information.....	24
Master’s Graduation Requirements	24
Course Validity	25
Doctoral Studies	25
Graduate Studies and Research Center	25
Mission	25
Vision.....	25
Support Services.....	25
Research Institutes.....	26
Puerto Rico Energy Center (PREC)	26
Doctoral Programs	26
General Admission Requirements	26
Readmission	26
Transfer Students.....	26
Residence	27
Student Categories.....	27
International Students	27
Admission Appeals.....	28
Effective Dates	28
Tuition and Special Fees.....	28
Clear Statement	28

Adjustments and refunds	28
Financial Aid.....	28
Fellowships	28
Federal Direct Loans	29
Financial Aid Application and Renewal.....	29
Doctoral Degrees Academic Regulations.....	29
Registration for Courses	29
Classification of Students.....	29
Academic Load.....	29
Census.....	30
Evaluation of Academic Achievement	30
Grading System.....	30
Incomplete Grades (I)	31
Course Repetition	31
Comprehensive Exams.....	31
Comprehensive Exams Revision and Repetition.....	32
Dissertation.....	32
Independent Study	32
Academic Progress.....	32
Academic Index.....	33
Retention Index	33
Graduation Index	33
Required Cumulative Credit Hours and Retention Index	33
Cumulative Attempted Credits and Retention Index	33
Academic Probation.....	33
Academic Suspensions.....	33
Appeals	34
Appeals Application	34
Reinstatement of Financial Aid.....	34
Leave of Absence and Academic Dispensation.....	34
Transfer Courses	34
Course Substitution	34
Graduation Requirements	35

Course Expiration	35
Granting of Doctoral Degree	35
Student Services	35
Enrollment Management Services	35
Academic and Personal Support Services	36
Health Services	37
Services for Disabled Students	37
Automobiles on Campus	37
Dining Services	37
Student Activities	37
Student Government	37
Student Publications	37
Student Organizations	37
Universidad Ana G. Méndez-Recinto de Gurabo Choir	38
Theater Workshop	38
Athletic and Intramural Programs	38
Veteran’s Services	38
Library	39
Collections	39
Archives	39
Informatics and Telecommunications	39
Distance Education	40
Museum and Center for Humanistics Studies Dra. Josefina Camacho De la Nuez	40
Evening and Saturday Program	40
Off-Campus LOCATIONS	40
SCHOOL OF BUSINESS AND ENTREPRENEURSHIP	44
Master’s Degree	46
Management	46
Accounting	47
Human Resources	47
Quality Management	48
Information Systems Management	48
Marketing	49
Project Management	49
International Business with Focus on Latin America	50
Finance	50

Supply Chain and Material Management	51
Graduate Certificates	51
Management	51
Accounting	52
Human Resources	52
Quality management	52
Marketing	53
Project management	53
Supply Chain and Material Management	53
Online Master's Degree	53
Human Resources @	53
Management @	54
Materials Management and Control @	54
Marketing @	54
Doctoral Degrees	55
Management	55
Information Systems Management	56
SCHOOL OF EDUCATION	79
Master's Degree	81
Educational Administration	81
Teaching English as a Second Language	81
Counseling	82
Teaching of Fine Arts	82
Curriculum and Teaching	83
Special Education	84
Physical Education	84
Graduate Certificate	85
Autism	85
Doctoral Degree	86
Educational Leadership	86
Teaching, Curriculum and Learning Environment	87
JOSÉ DOMINGO PÉREZ SCHOOL OF ENGINEERING	110
Master's Degrees	113
Telecommunications and Network Systems Administration	113
Mechanical Engineering	114
Mechanical Engineering in Alternative Energy	116
Mechanical Engineering in Aerospace Engineering	117
Computer Engineering	118
Electrical Engineering	119
Engineering Management	119
Graduate Certificates	120
Network Security	120
SCHOOL OF HEALTH SCIENCES	132
Master's Degree	134
Family Nurse Practitioner	134
Speech-Language Pathology	134

Nutrition Sciences	135
Graduate Certificates	135
Clinical Trial Coordination and Management	135
Doctoral Degree	136
Naturopathic Medicine	136
INTERNATIONAL SCHOOL OF DESIGN AND ARCHITECTURE	160
Master’s Degree	161
Architecture	161
SCHOOL OF LIBERAL ARTS AND GENERAL EDUCATION	166
Master’s Degree	168
Cultural Studies	168
SCHOOL OF NATURAL SCIENCES AND TECHNOLOGY	170
Specialized Accreditation	170
Laboratory Technicians	171
Master’s Degree	171
Environmental Management	171
Environmental Analysis.....	171
Integrated BS/MS Food Technology and Safety	173
Doctoral Degree	174
Environmental Sciences	174
SCHOOL OF SOCIAL SCIENCES AND COMMUNICATIONS	189
Master’s Degree	191
Counseling Psychology.....	191
GRADUATE PROGRAM IN PUBLIC AFFAIRS	192
Criminal Justice	193
Human Services.....	193
Arts Administration.....	194
Forensic Sciences	194
Conflict Mediation	195
Forensic Social Work.....	195
Social Work with Families	196
Public Relations.....	196
Graduate Certificates	197
Human Services.....	197
Criminal Justice	197
Forensic Sciences	197
Multimedia Journalism	197
Juvenile Justice.....	197
Post Graduate Certificate	198
Forensic Psychology	198
Doctoral Degree	198
Counseling Psychology.....	198
SCHOOL OF PROFESSIONAL STUDIES AND CONTINUING EDUCATION	218
Faculty	218

Master's Degree	218
Instructional Design and Technology Integration with eLearning.....	218
Strategic Management and Leadership.....	219
Health Services Management and Evaluation.....	219
Continuing Education.....	224
APPENDIX	225

CATALOG 2019-2020

GRADUATE PROGRAMS

OUR PROFILE

Universidad Ana G. Méndez-Recinto de Gurabo is a nonprofit institution of higher education located 15 miles southeast of San Juan, Puerto Rico, within easy reach of the entire east-central part of the island. Its 140-acre suburban campus and its fifteen buildings provide an ideal atmosphere for the learning experience. The university currently operates five (5) Additional Locations located in Barceloneta, Cayey, Yabucoa, Isabela, and Ponce, and five (5) US Branch Campuses three (3) in Florida, one (1) in Maryland and one (1) in Texas. It offers technical and professional certificates, associate, bachelor's, master's and doctoral degrees.

The academic system is organized into nine (9) main schools: School of Engineering, International School of Design and Architecture, Natural Sciences and Technology, Health Sciences, Social Sciences and Communications, Education, Business and Entrepreneurship, Technical Studies, School of Liberal Arts and General Education, and two (2) SUAGM systemic, the School of Professional Studies and Continuing Education and the School of Public Safety.

The General Education Deanship, now School of Liberal Arts and General Education (LASGE), was established to address the particular needs of new students admitted to the University. In addition to offering first-year and second-year courses in the General Education Component (GEC), the LASGE provides an array of support services to students in their first and second year.

Two other divisions that provide educational services to different populations are the School of Technical Studies, which offers post-secondary professional careers and associate degrees in technical fields, and the School of Professional Studies (AHORA), which serves adults who have had previous university experience, are full-time employees, and can benefit from an accelerated adult learner program at the undergraduate or graduate level. The School provides a university environment for the professional adult where the teaching methodologies, as well as the academic and administrative services are tailored to meet the genuine needs of this population.

It is a professionally oriented institution with a variety of offerings, from technical certificates to doctoral degrees. The institution serves a diversified student body mostly from the surrounding communities, with a variety of economic and educational backgrounds.

Founded in 1972, Universidad Ana G. Méndez-Recinto de Gurabo has continued to grow in the new millennium. The student population of more than 15,000 is composed of young adults and professionals.

The academic staff consists of more than two hundred thirty-six (236) full-time faculty members and three hundred eighty (380) full-time equivalent professors. The full-time faculty members hold doctorates and master's degrees in their fields of expertise. Nearly sixty-four (64) percent of Universidad Ana G. Méndez-Recinto de Gurabo's full-time faculty hold a doctoral degree and thirty-nine (39) percent of part-time faculty holds a doctoral degree. The gender distribution of the faculty is equally divided. Universidad Ana G. Méndez-Recinto de Gurabo is a member of the Ana G. Méndez University System.

MISSION

Universidad Ana G. Méndez-Recinto de Gurabo is an institution of higher education with broad academic offerings of the highest standards of quality. Committed to excellence in teaching, research, innovation, internationalization, and social-humanistic values for a diverse academic population, Universidad Ana G. Méndez-Recinto de Gurabo forms global citizens with critical thinking skills which contribute to the development and well-being of Puerto Rico and other countries.

VISION

The vision of the Universidad Ana G. Méndez-Recinto de Gurabo is to be the leading educational institution in teaching and research, which promotes innovation, entrepreneurship, internationalization, and sensibility towards cultural diversity and the environment.

INSTITUTIONAL VALUES STATEMENT

Universidad Ana G. Méndez-Recinto de Gurabo is committed, as an institution of higher education, to:

1. Freedom of thought and expression
2. Excellence in teaching and the pursuit, generation, dissemination and application of knowledge
3. Respect the dignity of the individual

4. Respect nature and the environment
5. Promote ethical, social and cultural values
6. Recognize and respect diversity
7. Promote institutional excellence in planning, operations and service
8. Promote human and esthetic sensibility.

INSTITUTIONAL OBJECTIVES

To fulfill its mission, Universidad Ana G. Méndez-Recinto de Gurabo:

1. Maintains a flexible admissions policy in which each academic school establishes requirements for its programs.
2. Provides services to a diversified student body to help it achieve academic and personal goals.
3. Fosters research to strengthen the teaching and learning processes as well as to improve the quality of life in the surrounding communities.
4. Promotes the internationalization of its academic programs through strategic alliances.
5. Develops and implements a systematic faculty development plan to improve academic credentials, pedagogical competencies and instructional technology skills.
6. Recruits and develops quality human resources.
7. Provides academic skills and career-oriented activities to precollege students, as well as opportunities for continuing education, thus fulfilling the needs of the community.
8. Promotes the use of innovative and nontraditional teaching methodologies.
9. Promotes ethical values that will allow students to exert their professional judgment and performance responsibly.
10. Fosters the preservation and dissemination of those values inherent to Puerto Rican culture in a global context.
11. Establishes collaborative partnerships among universities, government, industry, and community organizations.
12. Contributes to students' awareness of their rights and responsibilities as citizens in a democratic society.

ACCREDITATIONS AND AFFILIATIONS

Regional Accreditation

Middle States Commission on Higher Education (MSCHE),
3624 Market Street, Philadelphia, PA 19104
Telephone: 267-284-5000

Specialized Accreditations

1. Accreditation Council for Education in Nutrition and Dietetics (ACEND)
2. Accrediting Council on Education in Journalism and Mass Communications (ACEJMC)
3. American Chemical Society (ACS)
4. ABET
5. Association to Advance Collegiate Schools of Business (AACSB)
6. AVMA Committee on Veterinary Technician Education and Activities (CVTEA)
7. Commission on Collegiate Nursing Education (CCNE)
8. Council on Academic Accreditation in Audiology and Speech-Language Pathology - American Speech-Language Hearing Association (CAA-ASHA)
9. Council on Higher Education Accreditation (CHEA)
10. Council on Naturopathic Medical Education (CNME)
11. Council for the Accreditation of Educator Preparation (CAEP) (formerly TEAC)
12. Council on Social Work Education (CSWE)
13. American Psychological Association (APA)
14. National Architectural Accrediting Board (NAAB)

For information about accreditation status, visit <http://ut.suagm.edu/es/academia/acreditaciones>.

LICENSURES

Puerto Rico Council on Education
PO Box 19900
San Juan, PR 00910-1900

Pennsylvania Department of Education
333 Market Street Harrisburg, PA 17126
Offering: MED Teaching of English as a Second Language

St. Croix
Center RR2 Box 9296
Kingshill #3 Vicorp Property Kingshill
St. Croix, USVE, 00850
Offering: MED Teaching of English as a Second Language

St. Thomas/St. John School District
1834 Kogens Gade
St. Thomas, USVI 00802
Offering: MED Teaching of English as a Second Language

CENTRAL ADMINISTRATION AND BOARD OF DIRECTORS

The Ana G. Méndez University System (the System) is a not for profit private corporation established under the laws of the Commonwealth of Puerto Rico. It is comprised of four (4) academic institutions, one (1) noncommercial private TV Station for public broadcasting, and a Central

Administration, under which all administrative affairs of the institution are managed by a President/CEO. Universidad Ana G. Méndez-Recinto de Gurabo is one of the four (4) academic institutions.

A thirteen (13) member board of trustees governs the System. Of these, five (5) are permanent members. The other eight (8) members are elected by the board for two term periods of two (2) years each, and two periods of four- (4) years, that add up to a maximum of 12 years of service in the board. The board members are distinguished professionals who represent different career paths and fields of work, and/or civic and community leaders.

The chief executive officer (CEO) of Ana G. Méndez University System is the President, and there is also an Executive Vice President. Each of the administrative and academic components has its own CEO. Thus, the Central Administration units are led by Vice Presidents for: Planning and Academic Affairs, Marketing and Student Affairs, Finance Affairs, Administrative Affairs, Human Resources, National Affairs, and International Affairs. There is also a Vice President and General Manager of Sistema TV., the only nonacademic institution. The other institutional officers are the Chancellors of the four academic institutions, which are: Universidad Ana G. Méndez-Recinto de Gurabo, Universidad Metropolitana, Universidad del Este, and Universidad Ana G. Méndez – Campus Virtual. A fifth Chancellor manages the operation of all the academic institutions established in Florida, USA. All Chancellors and Vice Presidents respond directly to the President/CEO, who appoints them.

The System's bylaws define the objectives, powers, officers, committees, meetings and the general handling of the financial affairs of the institutions. The Governing Manual describes the way in which the Board of Directors governs all institutional affairs. The Institutional Bylaws specify the way in which each one of the autonomous institutions will be operated and administered.

The Board is the policy-making, legislative and fiscal oversight body of the System. In addition to appointing the President, the Board is responsible of all corporate affairs and control of the corporation. It approves the institutional mission and vision, the strategic and long range institutional plans, and its annual and special budgets. The President/CEO, who is also a Board member, is directly responsible to the Board for the administration of all corporate business; including the appointment of VPs and institutional officers; personnel administration and compensation; and recommendation to the Board of academic programs and long-range institutional plans.

The Board has four working committees:
Government

Academic and Student Affairs
Finance
Audit

BOARD OF DIRECTORS

Dr. Félix Rodríguez Schmidt, President of the Board
Dr. René A. Soto Torres, Vice-president of the Board and Permanent Member
Mr. José F. Méndez, Jr. President of SUAGM and Permanent Member
Dr. José F. Méndez González, President Emeritus and Permanent Member
Mr. Héctor A. Jiménez Ramírez
Mr. Rafael A. Nadal Arcelay, Esq. Permanent Member
Sr. Ramiro Millán Catasús
Dr. Herminio Martínez, Permanent Member

Mr. Wilfredo Cosme Ortiz
Sra. Rita Dendariarena DiMartino
Lcda. Delia Castillo de Colorado
Dra. Migdalia Torres Rivera

Gloria Castillo, Secretary of the Board
José E. de la Cruz Skerrett, Esq., Legal Advisor

CAMPUS ADMINISTRATION

Office of the Chancellor

David Méndez / Chancellor
Lizbeth Rivera / Vice-Chancellor for Administrative Affairs
Iris N. Serrano / Director of Public Relations
Jacqueline Mullen-Hunt / Vice Chancellor of External Resources
René Rhonda / Alumni Director
Carmen T. Ruiz / Director, Josefina Camacho de la Nuez Museum and Center for Humanistic Studies
Vivian Cordero / Director of International Affairs

Office of the Vice Chancellor

Nydia Bou / Vice-Chancellor
Diannie Rivera / Associate Vice-Chancellor
Aleyda Siaca / Associate Vice-Chancellor, Licensing and Accreditation
Ernesto Espinoza / Associate Vice-Chancellor, Assessment and Faculty Development
Edwin R. Marrero / Assistant Vice Chancellor of Student Retention and Academic Success
Israel Rodríguez / Director, Virtual Education

Graduate Studies and Research

Minerva Soto / Student Services Coordinator

School of Liberal Arts and General Education

Félix R. Huertas / Dean
Phillip Murray / Associate Dean

Beatriz Cruz / Director of the Department of Spanish and Modern Languages

Jennet Rodríguez Betancourt / Director Department of English

Juan E. Roque / Director of the Department Humanities and Social Sciences

Sylvia Casillas / Director of the Language Laboratories

José Sánchez / Director, Department of Mathematics

Mayra Cummings / Director, Medical Technology

Sandra Ayala / Laboratory Manager

Luz N. Trinidad / Director of Administrative Affairs

Ivelisse Díaz-Alejandro / Director of Student's Affairs

School of Business and Entrepreneurship

Juan Carlos Sosa / Dean

Litza Meléndez / Acting Associate Dean

Linda S. Miranda / Administrative Director

Lillian Hernández / Director of Student Services

Sharon Correa / Academic Director

School of Social Sciences and Communications

María del C. Santos / Dean

Tomasita Pabón / Associate Dean, Social Sciences Department

Edward Fankhanel / Associate Dean

María M. Ortiz / Director, Social Work Department

María Vera / Director, Communications Department

Jessica Velázquez / Director, Psychological Services Clinic

Rosa Rodríguez / Administrative Director

School of Education

Elaine Guadalupe / Dean

Pilar Dávila / Associate Dean

Luis A. Mondríguez / Associate Dean, Physical Education Department

Maritza Oyola / Associate Dean for Student Services

Carmen D. Rodríguez / Administrative Services Director

International School of Design and Architecture

Aurorisa Mateo / Dean

Elizabeth Castrodad / Associate Dean for Academic Affairs

Rosa Musí / Associate Dean for Administrative Affairs

María Gabriela Flores Kearns / Director, Architecture Department

Ana Rebecca Campos / Director, Fashion Design Department

School of Engineering

Rolando García / Dean

Idalides Vergara / Associate Dean

Oscar A. Sáenz / Director, Industrial and Management Engineering Department

Juan C. Morales / Director, Mechanical Engineering Department

José L. Colón / Director, Electrical and Computer Engineering Department

Nelson Gómez / Director, Civil Engineering Department

Nelson Martínez / Director, Institute of Engineering Technology

Daisy Román / Administrative Director

Luz Vilches / Director, Engineering Advising Office (EAO) and Student Services

School of Professional Studies and Continuing Education

Mildred Y. Rivera / Assistant Vice-President and Dean

Eriks Vázquez / Acting Associate Dean

Mabelis Viera / Director, Integrated Services

Jocelyn Gómez / Academic Director

Karla González / Executive Director of Continuing Education

School of Technical Studies

María E. Flores / Dean

Irving A. Colón / Academic Director

School of Public Security

Jhon Sanabria / Assistant Vice-President and Dean

Ángel M. Guzmán / Associate Dean

Wanda Rodríguez / Director

School of Health Sciences

Mayra Figueroa / Dean

Luisa M. Ramírez / Associate Dean

Héctor Osuna / Associate Dean

Joannie Ortiz / Administrative Affairs Director

Wanda Rodríguez / Student Services Director

Frank Valentín / Director, Naturopathic Medicine Doctoral Program

Awilda Rosa / Director, Health Professions Department

Minerva Mulero / Director, Nursing Department

Kelli M. Killingsworth / Director, Nutrition and Dietetic Department

Tania J. Maldonado / Director, Veterinary Technology Department

Information Resources

Sarai Lastra / Vice Chancellor of Information Resources and Director Virtual Library

Luis A. Arroyo / Director, Information Technologies

José Medina / Director, Informatics and Telecommunications

Luisa Torres / Director of the Library

Julie Malavé / Director, Administrative Services

Off-Campus Centers

Jessie Hernández / Director, Off-Campus Center Yabucoa

Maricelli Zaragoza / Director, Off-Campus Center Cayey

Luis A. Ruiz / Director, Off-Campus Center Isabela

Irma del Pilar Cruz / Director Off-Campus Center Ponce

Ramón E. Díaz / Director Off-Campus Center Barceloneta

School of Natural Sciences and Technology

Teresa Lipsett-Ruiz / Dean

Ileana González / Associate Dean

María F. Barberena / Director, Department of Biology

José J. Ducongé / Director, Department of Chemistry and Physics

Student Affairs

Brunilda Aponte / Vice Chancellor of Student Affairs

Juanita Cruz / Associate Vice Chancellor of Student Affairs

María V. Figueroa / Associate Vice Chancellor of Student Affairs

Samiris Collazo / Assistant Vice Chancellor for Wellness and Quality of Student Life
Carmen Pulliza / Assistant Vice Chancellor, Career and Placement
Zoraida Ortiz / Registrar
Melba Sánchez / Associate Vice-Chancellor of Admission and Marketing
Oscar J. Carrasco / Director, Financial Aid
Gabriel López / Bursar
Wilnelia Hernández Castro / Director Information Systems
Luz E. Berríos / Nurse, Health Services
Angel Vázquez / Director, Social and Cultural Activities
Eva Merced / Administrative Director
Dirree Y. Rodríguez / Director, Admissions
Anabelle Solá / Director, Recruitment

Physical Facilities, Operations and Maintenance

Mayra Rodríguez / Operations and Physical Facilities Manager
Francisco Caballero / Assistant Manager of Physical Facilities
Julio Colón / Assistant Manager, Administrative Services
Carlos R. Centeno / Director, Security
Rubén Monsanto / Maintenance Supervisor

Statement of Legal Control

The Ana G. Méndez University System is a private nonprofit corporation registered under the laws of the Commonwealth of Puerto Rico. Its Board of Directors under the system wide bylaws governs the corporation.

Non-Discrimination Statement

The Ana G. Méndez University System and its institutions do not discriminate on the basis of race, handicap, national or ethnic origin, creed, color, gender, social condition or political, religious, social or trade union beliefs.

LEGISLATIVE BOARDS

The Administrative Council of Universidad Ana G. Méndez-Recinto de Gurabo is the legislative body of the Institution. Its main function is to establish the institutional policy of the University in accordance with the bylaws of the Ana G. Méndez University System. The Administrative Council includes the chancellor, who chairs it, the vice chancellor, the vice chancellor of student affairs, the manager of physical facilities and operations, the deans of the academic divisions, one (1) faculty representatives for each school, two (2) directors representatives of university centers and two (2) student representatives.

The Academic Board recommends the academic policy of the Institution, adopts new academic programs, approves the awarding of degrees and evaluates hiring, contract renewals, promotions, and leaves of absence for faculty members.

The Academic Board consists of the vice chancellor, the library director, nine (9) school associate deans, two (2) student representatives, one (1) faculty representative for each school, and as many elected faculty members as needed to provide for their majority on the board. The chancellor is an ex officio member of the Academic Board.

MASTER'S PROGRAMS

GENERAL ADMISSION REQUIREMENTS

Students wishing to be admitted to Universidad Ana G. Méndez-Recinto de Gurabo master's level programs must meet the following requirements:

1. Hold a Bachelor's degree or an equivalent degree from an accredited institution of higher education.
2. Submit an official credit transcript with the application for admission.
3. Complete an interview process with the director/coordinator of the graduate program or his/her representative, if required.
4. Submit three letters of recommendation, according to the program.
5. Submit an essay on a topic selected by the Committee, if required.
6. Whether is required by the School or a particular program, take one of the tests of admission to graduate studies offered by the Educational Testing Service, such as the Graduate Studies Admission Test (EXADEP), the Graduate Record Examination (GRE), or the Graduate Management Admission Test (GMAT). Test results are valid for five years.
Candidates for program with additional admission requirements, such as additional tests, interviews and licenses, certifications, must comply with these requirements.
7. Submit a \$25.00 nonrefundable application fee.

School of Professional Studies & Continuing Education – AHORA Program

The AHORA Program have following requirements: gurabo.uagm.edu/estudprofesionales.

Escuela Internacional de Diseño y Arquitectura – Master In Architecture Program

The Master In Architecture Program have the following requirements: gurabo.uagm.edu/diseno.

Other admission requirements vary between schools and programs. Please visit the website to learn more about these requirements at gurabo.uagm.edu/ut/maestrias.

READMISSION

1. Students must apply for readmission if they interrupted their studies for a full academic semester or more (summer sessions will not count as interruptions).
2. Students must have a cumulative grade point average equivalent to the retention index.
3. Students must have acquired a total number of credits equivalent to the required for the corresponding number of years of studies completed.
4. In the case of suspension for reasons of academic index accumulated credits, or for disciplinary reasons, the student must have complied with the period of suspension.
5. All candidates for readmission may be required to have an interview with the Dean of the Graduate Program or his/her representative if is necessary by the program.
6. Meet the requirements for the requested study program as well as other general admissions requirements.
7. Students who request readmission to UT are subject to the current curriculum of the study program where they have been admitted.

TRANSFER STUDENTS

Students from other accredited institutions must meet the following requirements for admission:

1. Transfer courses must be from an accredited university.
2. Must not have been subjected to any academic or disciplinary sanctions.
3. Must meet the admission requirements of the particular program and specialization to which they are applying.
4. Must satisfactorily pass an interview with the program director or his/her representative.
5. Submit two official credit transcripts with admission application. Students who are transferring from a university outside of Puerto Rico must submit a course catalog from the previous institution.
6. Description of each course must be provided by the Institution where it was taken.

RESIDENCE

Students who transfer to any graduate program at Universidad Ana G. Méndez-Recinto de Gurabo must

complete a minimum of twenty-four (24) credits in order to establish residence and be eligible for graduation.

TRANSIENT AND AUDITOR STUDENTS

All transient and auditor students must observe the following.

1. Hold a Bachelor's degree or its equivalent from an accredited university.
2. Obtain permission from his/her University to take courses at Universidad Ana G. Méndez-Recinto de Gurabo for a period not to exceed two semesters.
3. Apply for admission within the period established by the Admissions Office. Universidad Ana G. Méndez-Recinto de Gurabo will admit students on a visiting or auditor status. Once registered, students admitted may attend regular courses at the institution, but will not receive either credit or grades. The Director may authorize students to take courses for professional growth only, and not directed towards obtaining an academic degree. These students will be classified as special students and will not qualify for financial assistance.

INTERNATIONAL STUDENTS

Universidad Ana G. Méndez-Recinto de Gurabo accepts foreign students as permitted by immigration laws. Foreign students are subject to the admission, readmission and transfer requirements established by the Universidad Ana G. Méndez-Recinto de Gurabo.

Online and out of state students are part of international student component for internal purpose. However, online students do not have to comply with the same immigration laws.

ACADEMIC YEAR

Academic period divided into two semesters and one summer, which in turn can be subdivided into smaller sessions called terms.

ADMISSION APPEALS

Applicant students can appeal the admission decision. The plea has to be written to the dean of the school. The Dean will contact the applicant student. The appeal should be made within 15 days after student's knowledge about the decision. A copy of the plea should be sent to the admission office.

EFFECTIVE DATES

Admission and readmission at Universidad Ana G. Méndez-Recinto de Gurabo will be valid for one semester of the academic year, beginning on the date it is granted. Applications that do not include the required documents, or that do not meet the established requirements, will be considered provisional. If the documents are not received within 60 days from the first day of class, the institution may invalidate a provisional admission.

UNIVERSIDAD ANA G. MÉNDEZ-RECINTO DE GURABO
ADMISSIONS OFFICE
P O BOX 3030
GURABO PR 00778
TELEPHONE: (787) 746-3009

Or visit web:

<http://ut.suagm.edu/es/ut/solicita-admission> or
www.solicitaadmission.com

TUITION AND SPECIAL FEES

Once a year the Office of the Vice President of Financial Affairs publishes a circular letter with information about tuition costs for all academic programs, and special fees for student services at Universidad Ana G. Méndez-Recinto de Gurabo. Upon request, this document is available at the Bursar's Office to students and to anyone in the institution who requests it.

Tuition, fees and service charges must be paid in full during registration or at the time the student requests services. Payments can be made in cash or by check, money order, debit cards or credit cards. Receipts for all transactions must be requested and retained, and presented with any claim or request for adjustment. The Bursar's Office will not accept claims without receipts.

In accordance with established rules and regulations of the institution, the Ana G. Méndez University System may amend standards and tuition fees.

Deferred Payment Plan to parents, tutors or adult students who do not receive financial aid. The recipient will sign a promissory note or such privilege and payments will be made on or before the specified date on the promissory note. If the University is forced to contract legal or collection services in order to collect, the student will pay the legal and/or agency fees.

CLEAR STATEMENT

Students with an outstanding debt balance will not be allowed to take final examinations until such balance is paid in full. Upon receipt of payment, the Bursar's Office will issue a Clear Statement, which must be presented by the student at each examination. Students who do not comply with this requirement will receive a grade of Incomplete.

ADJUSTMENTS AND REFUNDS

Active students who request total withdrawal before 60% of the registration period has ended will receive an adjustment in the fees and assigned funds in accordance with federal regulations for programs with Title IV funds. In addition, students identified as NA (not attending) a course will be charged a 25% fee for each course in which they enrolled. These fees will not be covered by federal funds. During the add/drop course adjustment period, students can add or drop sections without additional cost.

FINANCIAL AID

Universidad Ana G. Méndez-Recinto de Gurabo makes every effort to help its students obtain government financial aid for those who are unable to begin or continue their university education without such aid. There are three categories of financial aid: scholarships, loans and work-study programs.

SCHOLARSHIPS

Scholarships are granted according to the educational and financial needs of the student. Only undergraduate students are eligible to receive funds through Pell Grants. However, a Free Application for Federal Student Aid (FAFSA) is needed to determine the student's eligibility for other federal aid programs.

STATE FUNDS

The Council of Higher Education of Puerto Rico provides funds to supplement the cost of graduate education. This aid applies to all students who are eligible according to the student's eligibility index provided by the FAFSA evaluation.

FEDERAL DIRECT LOANS

The Financial Aid Office will recommend and process the loan directly to the U.S. Department of Education in its electronic form. This loan must be repaid in cash; the repayment should

begin six (6) months after the student graduates or ceases to study. The Federal Government will pay the interest while the student is enrolled in a recognized post-secondary institution. Borrowers should check the interest rate on their promissory note.

FAMILY FEDERAL EDUCATIONAL LOANS PROGRAM

The Financial Aid Office will recommend and process the loan directly to WACHOVIA in its electronic form. This loan must be repaid in cash; the repayment should begin six (6) months after the student graduates or ceases to study. The guaranty agency HIGHER EDUCATION SERVICES CORPORATION will pay the interest while the student is enrolled in a recognized post-secondary institution. The interest is variable but does not exceed 8.25 percent. Borrowers should check the interest rate on their promissory note.

FINANCIAL AID APPLICATION AND RENEWAL

Students who have participated in the financial aid program during the first term do not need to renew their financial aid program during the same academic year if they comply with the requirements for continuing in the program. Financial aid must be requested through FAFSA form on the Web at <https://fafsa.ed.gov/index.htm> or visit the financial aid office

UNIVERSIDAD ANA G. MÉNDEZ-RECINTO DE GURABO
FINANCIAL AID
P O BOX 3030
GURABO, PUERTO RICO 00778
or visit the web:
<http://ut.suagm.edu/>

The FAFSA includes the list of requirements and documentation necessary to apply for financial aid.

CREDIT HOUR DEFINITION

At Universidad Ana G. Méndez-Recinto de Gurabo course work is measured by means of a credit hour unit, which reflects the amount of time spent in class, and the amount of outside preparatory work expected for the class. Thus, looking for consistency and transferability within and between institutions, UT conforms to commonly accepted practices in higher education. The Institution adopts and apply a policy on credit-hours consistent with the US Department of Education definition of “credit hour” as:

“...An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or,
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practicum, studio work, and other academic work leading to the award of credit hours.”

Important Note

The above-mentioned aid is conditioned to the availability of the respective federal, state and institutional funds. It is the student’s responsibility to take the steps necessary to obtain financial aid from the government. Such aid is directed to the student as a citizen and not necessarily to the University. Universidad Ana G. Méndez-Recinto de Gurabo is a private, secular, nonprofit institution, and is independent of any government.

The institution fully complies with the Privacy Rights of Parents and Students Act of 1974 (Title IV of the U.S. Public Law 90-247), as amended, which specifically governs access to records maintained by institutions to which funds are made available under any federal program for which the U.S. Commission of Education has administrative responsibility, and the release of such records. Such institutions must give parents of student access to official records that are directly related to the students and an opportunity for a hearing to challenge such records on the grounds that they are inaccurate, misleading or otherwise inappropriate.

Institutions must obtain the written consent of parents before releasing or relinquishing data with personal identification from the student records, except to certain specified parties; that parents and students must be notified of these rights; that these rights transfer to students at certain points; and that an office adjudicate complaints and violations of this law.

In order to receive financial aid, students must comply with the Satisfactory Academic Progress Policy.

ACADEMIC REGULATIONS

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

Satisfactory Academic Progress (SAP) measures the academic progress of the student towards the attainment of an academic credential. Federal regulations require that all students who receive Title IV funds as part of their financial aid package maintain SAP. The SAP policy applies to all students within categories, e.g., full-time, part-time, undergraduate, and graduate students.

The evaluation criteria for SAP include a qualitative and quantitative component.

The qualitative measure is based on the cumulative grade point average (GPA). The quantitative measure is based on the number of credit hours the student attempts and earns. This calculation is completed by dividing the cumulative number of credit hours a student successfully earns by the total number of credit hours the student attempts over the student's academic career in a particular program at the Institution. Students are also expected to complete their program within 150 percent (%) of the length of the program as measured in credits.

MAINTAINING SATISFACTORY ACADEMIC PROGRESS

The academic progress of students enrolled in associates, bachelors, masters and doctorate degree programs will be assessed at the end of every two (2) semesters. The academic progress of students enrolled in technical and postgraduate certificate programs will be assessed at the end of each semester. The Registrar's Office will notify students in writing, through e-mail, of their academic status.

Students are prohibited from receiving federal student financial aid after attempting 150% of the number of credits required for their academic program. This calculation includes all attempted credits, including transfer credits, related to the student's academic program.

To maintain good standing, students must comply with the following:

QUALITATIVE COMPONENT

The Institution establishes specific minimum GPA requirements by program level (i.e., certificate, associate, bachelor, master and doctorate). The minimum GPA increases as credits attempted increase. Students enrolled in a program of more than two academic years must have a GPA of at least a "C" or its equivalent. Regardless of the student's enrollment status, the Institution considers that a student is at the end of his/her second academic year after two calendar years of attendance (i.e. four semesters, excluding the summer term).

Refer to Appendix, Satisfactory Academic Progress Tables, for the qualitative components per program level.

QUANTITATIVE COMPONENT

The Institution uses a graduated completion percentage by program level. The student must earn the minimum percentage of attempted credits depending on the program level and academic year in which the student is enrolled.

All credits attempted and earned, including transfer credits that count towards the program of study of the student, are considered in the calculation.

The student must complete the program within 150% of the length of the program of study to be eligible for Title IV funds. For example, students in a bachelor's degree program must complete 120 credits and may attempt up to 180 credits ($150\% \times 120 = 60$; $60 + 120 = 180$).

Refer to Appendix, Satisfactory Academic Progress Tables, for the quantitative components per program level.

If a student wants to enroll in a different academic program, the student must request approval from the Dean of the School. Even though only attempted and earned credits from the student's current program of enrollment are included in the quantitative measure and only the grades for courses from the student's current program of enrollment are included in the qualitative measure, students are encouraged to carefully consider program changes because federal regulations limit total lifetime financial aid eligibility.

Students who discontinue their studies and subsequently apply for readmission will be readmitted under the current SAP policy and will have the same SAP status that resulted as of the end of the last term attended. Students applying for readmission will be referred by the Office of Admissions to the School for evaluation. If the student does not meet SAP, the University will determine if he/she may be readmitted, provided an appeal has been approved.

Students requesting admission into a new academic program after having completed his/her prior program of study will begin the new program with a new SAP history, unless the student transfers credits into the new academic program in which case those transfer credits will be considered when measuring SAP.

Impact of Course Repetitions, Withdrawals, Incompletes and Transfers on Satisfactory Academic Progress

- **Course Repetitions** - Federal regulations limit repetition of courses that can be paid with Title IV financial aid

funds. Please check with the Financial Aid Office if you are not sure whether a course can be repeated with financial aid. If a student repeats a course, only the highest grade earned will be included in the student's cumulative GPA. However, each attempt at the course will count as credits attempted.

- **Withdrawals** - If a student withdraws from a course, the credits for the course count toward the determination of credit hours attempted but will not be considered in the cumulative GPA.
- **Incomplete Courses** - If a student has an incomplete in a course, the credits for the course count towards the determination of credit hours attempted. The course will not be considered in the cumulative GPA until a grade is assigned.
- **Transfer Credits** - If a student transfers in credits from another institution, the accepted credits for the courses count toward the determination of credit hours attempted and earned, but will not be considered in the cumulative GPA. Only those transfer credits that apply to the student's program of enrollment at the Institution will count as credits attempted and earned. Refer to the Institution's catalog for requirements on accepted transfer credits from another institution.

DEVELOPMENTAL COURSES

Financial aid recipients may receive aid for a maximum of 30 semester credit hours in developmental coursework. Students enrolled in developmental courses are expected to receive passing grades in those courses in order to progress into the next term. Developmental courses count towards the determination of credit hours attempted and earned and will be considered in the cumulative GPA when determining SAP.

Financial Aid Warning and Failure to Meet Satisfactory Academic Progress

Students enrolled in technical and postgraduate certificate programs, for which SAP is evaluated at the end of each semester, will be placed on financial aid warning status for the next semester attended as a consequence of not making satisfactory progress. The Institution uses this status without appeal or any other action by the student. The Registrar's Office will notify the student in writing, through e-mail, of the financial aid warning status and that financial aid eligibility is retained during this period.

The student must meet SAP as of the next evaluation point (by the end of the next semester attended) in order to

receive financial aid in future terms. Students who did not meet SAP as of the next evaluation point become ineligible for federal financial aid funds and may continue their studies at the Institution at their own cost. If the student believes there are extenuating circumstances associated with the student's inability to meet SAP, he/she may appeal his/her termination status to the Appeals Committee. See section titled Financial Aid Ineligibility and Appeal Procedures below.

SCHOLARSHIP AND GRANT RECIPIENTS

Other scholarship and grant programs may not allow for a financial aid warning semester. In these cases, failure to meet SAP in any given term may result in the termination of scholarship or grant funds. Please refer to your scholarship or grant information materials or contact the Financial Aid Office at 787 743-7979 extension 2352.

FINANCIAL AID INELIGIBILITY AND APPEAL PROCEDURES

A student will be advised in writing, through e-mail, when he/she has lost financial aid eligibility due to the failure to meet SAP and will be advised of the process for re-establishing financial aid eligibility. Students who have lost eligibility for financial aid based on a failure to meet SAP standards may appeal their loss of eligibility if they have suffered extenuating circumstances, such as the following:

- Student's injury or illness,
- Death of a relative, or
- Other special circumstances.

Students may not use financial aid to make retroactive tuition and fee(s) payments.

As part of the request for an appeal, the student must present how the critical situation prevented him/her from meeting the academic progress. The student must also describe how his/her situation has changed in order to allow the student to meet the SAP standards at the next evaluation. As part of the appeal, the student must submit the following:

- SAP Appeal Form (please refer to the form for further instructions)
- Signed dated letter
- Supporting documentation (third-party documentation may be required as appropriate)

In order for the appeal to be considered, the student must submit the SAP appeal documentation to the Institution's Professional Counselor, who will submit the documentation to the Appeals Committee. The Appeals Committee will

evaluate the merits of the appeal by reviewing the documentation submitted as well as the student's previous academic performance at the Institution. The Appeals Committee may request additional information or documentation, as needed. The Vice Chancellor for Student Affairs will notify the student in writing, through e-mail, the determination made by the Appeals Committee.

The student must submit an appeal to the institution in writing after the receipt of the failure to meet SAP notification. The Institution will have ten (10) calendar days for the evaluation process after receiving the student's appeal documentation.

FINANCIAL AID REINSTATEMENT

If the Institution approves a SAP appeal, the student will be placed on financial aid probation for the next semester attended. The student may also be placed on an academic plan. The Institution will advise the student in writing of the progress the student must achieve to ensure he/she meets the SAP policy or the requirements of the academic plan by the end of the next semester attended. Students will be eligible for financial aid while on financial aid probation.

After the end of the financial aid probation semester, the Institution will measure the student's academic progress. The student will retain financial aid eligibility only if the student meets published minimum SAP standards or meets the requirements of the academic plan at the end of the semester of financial aid probation. If the student does not comply with SAP or meets the requirements of the academic plan, he/she is not eligible for financial aid funds, unless the student successfully appeals or the student reaches satisfactory academic progress.

Any student who loses financial aid eligibility due to failure to meet SAP and attends school at his/her own cost will regain financial aid eligibility in the academic semester following the semester in which the student meets the minimum SAP standards. Students may not use financial aid to make retroactive tuition and fee(s) payments.

REGISTRATION FOR COURSES

- a. The Vice Chancellor of Student Affairs establishes the period for the registration process and includes the enrollment period in the calendar.
- b. Students are required to register during the period specified in the calendar.
- c. The official notification of admission is required to begin the enrollment process.
- b. For registration to be official, the bursar must validate the student's program-receipt.

Students are also required to register during the assigned calendar period, for day or evening sessions, and this information will become part of their academic record. The institution has the right to change the time, the calendar or the classroom of announced courses and to close or eliminate sections or courses from its academic offerings.

The Academic Calendar is published on our website at: <http://ut.suagm.edu/es/academia/calendario-academico>.

CLASSIFICATION OF STUDENTS

Full-time regular students at the masters' level are those who have registered for programs of no less than six (6) credit hours and are degree-seeking candidates. Half-time students are those with an academic workload from three (3) to five (5) credits hours and are degree-seeking candidates.

ACADEMIC LOAD

Academic load will not exceed nine (9) credits per term or summer session. An academic load or more than nine (9) credits will require prior approval by the dean of the school.

CENSUS

The Institution is not required by any state or regional accrediting agency to take attendance. Nevertheless, a census is made during the first weeks of each semester to determine whether the student attended at least once during the period of enrollment. This census is made for reporting requirements only.

Nevertheless, professors may take into consideration the student's attendance when grading and should explain the possible impact of absences on the student's final grade, if any. The student is also responsible for all material covered during the course, even if he misses classes during the semester. Thus, attendance is strongly recommended to better retain the student and facilitate achievement of his/her academic goals.

GRADING SYSTEM

The Office of the Registrar distributes final grades after the end of each term. Students are graded according to the following system of letters and percentage values.

A	(90-100)	=	excellent
B	(80-89)	=	good

C (70-79)	=	average
D (60-69)	=	deficient
F (0-59)	=	failure

- A – 4 grade points per credit hour
- B – 3 grade point per credit hour
- C – 2 grade points per credit hour
- D – 1 grade points per credit hour
- F – 0 grade points per credit hour

In special cases the following grading system will be used:

- W - Official Withdrawal
- I - Incomplete Work
- IP - To be awarded only with the Registrar's permission in courses that span more than one term.
- P - Passing Grade—Grades of P are not counted toward grade point average.
- NP - Failure
- NR - Not Reported
- * - Repeated Course
- WA - Administrative Withdrawal
- WF - Stop attending the course and have not submitted an official withdrawal
- WN - Non Attendance – enrolled but did not attend classes.
- AU – Audit Course
- T – Transfer Credit

GRADE CHANGES

Students who believe that there is an error in one or more grades should notify the Office of the Registrar within the first thirty (30) calendar days of the beginning of the next session. Students who do not receive their grades at the end of any semester should immediately contact the Office of the Registrar.

An instructor may change a previously assigned grade by processing an official change of grade form in the Registrar's Office. The instructor must request the grade change form, cite the reason for changing the grade, and submit it to the School or Program Dean(s) for approval. All grade changes must be submitted to the Registrar's Office no later than the last day of class of the following semester.

GRADE APPEALS

If the student feels that he or she is not being graded fairly, (s)he should first consult the professor. If this proves unsatisfactory, the student should then consult the dean of the school or program. If still unsatisfied, the student may

consult the Vice Chancellor and submit an official grade appeal to the Registrar's Office. A committee hearing will be scheduled.

INCOMPLETE "I" GRADE

The student will receive a provisional grade of Incomplete (I) only in the case of a justifiable absence from the final examination and have at least one partial grade. Students must give the professor valid reasons for the absence from the final exam. It is the student's responsibility to make the necessary arrangements with the professor or the dean of the school to complete any final class requirements and/or take the final exam in order to remove the Incomplete grade. This must be done within the first thirty (30) days of the next academic session, in accordance with the dates established in the Academic Calendar. If the grade is not made up, it will be changed automatically to an F.

For the purpose of evaluating a student's satisfactory academic progress at the end of the academic year, the (I) will be considered. After the removal of the Incomplete (I), he or she can appeal the institutional decision regarding academic standing.

REPEATING COURSES

Students may repeat a course in order to improve their academic average. Credit will be given for the higher grade, which will be used to compute the grade point average. If the grade in the second attempt is the same as the first, only one (1) will be used to calculate the cumulative average.

- Students who wish to repeat a course may do so. However, they **must** repeat all courses required for graduation where a D, F, W, or WF grade was obtained.
- The institution will allow students who earned a C, D, F, W, WF, or WN in a course to receive financial aid to repeat the course, provided that 150% of the intended courses have not been exceeded.
- Students who repeat a course will receive the higher grade.
- In the case of practicum courses, students will have only two opportunities to repeat the course, pending the recommendations and approval of the program dean and practicum supervisor.
- A student will not be able to repeat a course until a grade has been posted.

TRANSFER COURSES

In order to consider any transfer courses, students must be officially accepted in a master's program at the University.

Transfer courses are evaluated by the Dean of the corresponding program.

Transfer Course Validation is conducted according to the equivalent courses offered at Universidad Ana G. Méndez-Recinto de Gurabo.

Only courses completed with a grade of B or higher will be considered for transfer course validation. Courses considered for transfer validation must have been taken within a six (6) year period of the course validation request.

The Office of the Registrar will inform students about the outcomes of the transfer course validation process.

Courses that are included within completed master's programs will not be accepted for transfer course validation.

COURSE SUBSTITUTION

The Dean of the corresponding School is authorized to evaluate substitute courses that have a similar academic content. Differences in credit hours will not be taken into consideration and will not affect the substitution process. However, in order to complete the total number of required credit hours, a student will need to take additional courses, upon recommendation of the Dean, to make up the difference in the total number of graduation credit hours required.

WITHDRAWALS

Students wishing to officially withdraw from a course or from the institution must file an application with the Office of the Registrar within the period established in the academic calendar. A reduction in course workload may jeopardize the student's financial and/or veteran's benefits. The academic standing of the student will not be affected by partial or full withdrawals from the institution, so long as the withdrawal is carried out before the end of the period specified by the institution for tuition refund eligibility. In the case of full withdrawal from the institution, the student will be considered not to have studied that semester.

Dropping courses or withdrawing from the institution after the end of the above-mentioned specific period will affect the academic standing of the student. The student will be classified in the category in which he or she falls at the end of the period for withdrawal eligible for refund of registration fees.

CHANGES IN THE PROGRAM OF STUDIES

Students can apply for a reclassification in program or major if they comply with the following:

1. Have an interview with the dean of the graduate program.
2. Apply for reclassification at the Office of the Registrar. Students can apply for only one reclassification during a semester. No applications will be considered during the summer. The applications must be submitted within thirty (30) calendar days after the third week of class of each semester.

All enrolled credits and the cumulative average from the student's previous program will be considered for the purposes of the Satisfactory Academic Progress norm of the program into which the student has been reclassified.

STANDARDS FOR ACADEMIC PROGRESS

There are three categories of regular students according to their grade point average and number of courses completed: students with excellent achievement; students with satisfactory achievement; and students on probation. Students with a satisfactory academic progress are those with a grade point average equal to or higher than the established retention index and who satisfy the percentage of approved credit hours established by the academic norms.

At the end of each academic year, the Registrar will determine the grade point average (GPA) and the credit hours required of each student per academic year. This information will be measured against the established retention standards in order to determine the academic status of the student.

Academic progress of students admitted as transfer students will be evaluated for retention purposes at the end of their first year; credits and grade point average prior to that year will not be considered.

ACADEMIC PROBATION

Students whose academic achievement is below the established retention index or who do not complete the percent of approved credit hours required according to the regulations will be placed on academic probation.

For retention indices and percentage of credits required, see Appendix.

ACADEMIC SUSPENSIONS

Any student whose cumulative GPA is lower than the established retention index, or who do not complete the percentage of credit hours after a probation period, will be suspended from the University in accordance to the norms.

DISCIPLINARY SUSPENSIONS

The institution may suspend a student on recommendation of the Disciplinary Committee or the Vice Chancellor of Student Affairs, following the dispositions of the Student Regulations, which are available in the Students' Rights and Responsibilities Manual.

STUDENTS RIGHTS AND RESPONSIBILITIES

A Students' Rights and Responsibilities Manual, available to all students, sets forth the rights of students, along with corresponding responsibilities. This document also addresses issues associated with the relationship between the student and the University. It provides information on protection in academic pursuit and privacy of records; sets forth all the conditions for responsible behavior on the campus; lists the various appeal and grievance procedures available to students; and includes a section on student discipline with control and discipline of college students. This document complies with relevant federal regulations such as the awarding of financial aid, protection of privacy of records, and equal access/equal opportunity. For more information visit the website at <http://ut.suagm.edu/sites/default/files/uploads/Asuntos-Est/srtk/REGLAMENTO-ESTUDIANTE-2016.PDF> (Available only in Spanish)

FAMILY RIGHTS AND PRIVACY ACT INFORMATION STATEMENT

Universidad Ana G. Méndez-Recinto de Gurabo has a longstanding commitment to protect students' rights and privacy of information. This commitment will continue as a matter of University practice. The University complies with the provisions of the federal Family Rights and Privacy Act. These federal and state requirements relate to accessibility and confidentiality, provide pertinent and detailed information concerning classification of student records, and access and release provisions.

University procedures are available to students, faculty, administration, and staff in the Office of the Vice Chancellor of Students Affairs, as well as in other offices and departments of the campus. In addition, the complete procedures are published in the Student Manual.

RELEASE OF STUDENT INFORMATION

In accordance with, FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (20 U.S.C. 1232g; 34CFR Part 99), students at Universidad Ana G. Méndez-Recinto de Gurabo have the right to inspect educational records and to correct such records as warranted. The institution protects students from release of information for inspection and review unless he or she waives this right. The parent(s) of U.S.C.S.s. 152 Internal Revenue Code also has the right to inspect records, which are maintained by the University on behalf on the student.

There are two distinct categories of records: (1) directory information records, (2) limited access records.

1. Directory information, which may be made public, includes the student's name, last known address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. The office of the Vice-Chancellor of Student Affairs will only release this information after the petitioner has demonstrated a legitimate need to have such information. Students who do not wish release of "directory information" must complete a statement in the Office of the Registrar no later than the last day of each term; otherwise, directory information may be disclosed by the University for legitimate purposes.
2. Limited access records pertain to the permanent academic records of the student, disciplinary records, financial information, and testing data. This category also includes all records maintained officially by the institution which do not come under the categories of directory information, or sole possession records. The institution will not release information in limited access records unless it has the written permission of the student or parent.

MASTER'S GRADUATION REQUIREMENTS

Graduate students of Universidad Ana G. Méndez-Recinto de Gurabo will be eligible to receive academic degrees after meeting the following requirements and procedures:

1. Completion of the courses required for the degree, as set down by the institution.
2. Completion of the number of credit hours required for the degree with a minimum Grade Point Average of 3.00.

3. The comprehensive exam is a graduation requirement for master's degree candidates in public affairs, counseling psychology, and education.
4. The completion of the practicum as required by the program.
5. The completion of a thesis or investigation seminar as determined by the corresponding graduate program, is a requirement for receiving the academic degree.
6. Transfer students must complete at least the last twenty-four (24) credit hours at Universidad Ana G. Méndez-Recinto de Gurabo.
7. All students who enter to Universidad Ana G. Méndez-Recinto de Gurabo will be subject to the graduation requirements in force during the year they were admitted. Nevertheless, if the curriculum was modified, the student can select to graduate under the new curriculum, but not by a combination of both.
8. Students readmitted after one year of absence, who need nine (9) credits or less to complete graduation requirements may select to graduate under the curriculum in force the year they were admitted.

Students must apply for graduation at the registrar's office during the period established in the academic calendar. Students must also settle any debts with the institution. No document certifying graduation will be given until documentation has been presented that there are no outstanding debts.

Commencement exercises will be held once a year, at the end of the second academic semester. Students who meet graduation requirements at the end of any term or summer session may apply to the Office of the Registrar for a certification to that effect.

Universidad Ana G. Méndez-Recinto de Gurabo may award two degrees to a student if these degrees are taken in different programs. Certifications will be granted if specialties of the same program are involved.

COURSE VALIDITY

Credits earned through courses taken at Universidad Ana G. Méndez-Recinto de Gurabo or at an accredited institution will be valid for a maximum of 7 years. After that period, the credits will lapse.

DOCTORAL STUDIES

GRADUATE STUDIES AND RESEARCH CENTER

Natural Science and Technology Building
787-743-7979 Ext. 4270

Fax 787- 743-4115
<http://ut.suagm.edu/>

Established in 2003, the Center for Graduate Studies and Research (CGSR) is an administrative unit whose main responsibility is to provide resources and support services for graduate students who wish to pursue doctoral studies. Through workshops, seminars and conferences, the Center contributes to the University's image of academic excellence and leadership. The CGSR also promotes scholarly research among students and faculty.

The CGSR is located in the Science and Technology Building and is directed by the Associate Vice-chancellor (AV) for Graduate Studies and Research. The AV interacts with all the UT Schools and their respective coordinators of doctoral programs. In this way, the CGSR and the coordinators work together to ensure that all doctoral students are well attended and supported.

MISSION

The CGSR is devoted to the advancement of knowledge through research activities and to the establishment of ideal support conditions for UT doctoral students. The Center also collaborates with the six UT Schools to stimulate and enhance academic and scientific experiences.

VISION

The CGSR is a key facilitation agent that promotes excellence through academic and leadership opportunities for graduate students by encouraging the development of research activities.

SUPPORT SERVICES

The CGSR is actively involved in the recruitment, retention and graduation of doctoral students at UT. To this end, the Center provides assistance from the initial application stages to the completion of a doctoral degree. Hence, the Center supports the following initiatives:

- Academic advising
- Areas for group study
- National and international conferences
- Research a UT recognition program
- Teaching assistants program
- Research programs
- Individualized services for registration and financial aid
- Orientation on the financial aid process

- Detailed information on doctoral programs
- Professional development seminars
- Resource room for doctoral students

Ultimately, the CGSR is a clearinghouse of information and resources to ensure the graduate students' successful completion of an advanced degree while enhancing their personal, social, academic and professional experiences.

RESEARCH INSTITUTES

PUERTO RICO ENERGY CENTER (PREC)

The Puerto Rico Energy Center will be an R&D facility in solid waste disposition and renewable energy. The technological areas of the center are plasma gasification and vitrification, photovoltaic solar cells, and fuel cells. The center will be available for demonstrations of potential applications benefiting municipalities, the pharmaceutical industry, and other private and public partners, helping to promote R&D efforts and business development. It will provide education, awareness, and technical assistance activities on renewable energy, with a particular interest in environmentally friendly solid waste treatments.

Under the leadership of the Dean of the School of Engineering, PREC will concentrate its efforts on the implementation of the project's first phase activities:

- Construction of new PREC facilities
- Development of Cruise Ship Solid Waste Disposal Prototype
- Establishment of initial research activities related to:
 - Residue Composition Analysis
 - Hydrogen Production
 - Fuel Cell Laboratory activities

ACT GLOBAL

ACT Global is a Technology Accelerator of SUAGM, Inc.d/b/a Universidad Ana G. Méndez-Recinto de Gurabo, Inc. created with the principal goal of generating businesses and ventures by means of providing the technical ecosystem for entrepreneurs to transform their well-conceived ideas into marketable products through the acceleration program **Startup.pr**.

The ecosystem provided by Startup.pr Acceleration Program consists in access to laboratories, highly specialized prototyping equipment, technical support and access to the Schools of Engineering, Natural Sciences and International Design and Architecture, as well as other schools as needed, of Universidad Ana G. Méndez-Recinto de Gurabo providing

startups the next level of development and a way to escalate to a global market.

DOCTORAL PROGRAMS

GENERAL ADMISSION REQUIREMENTS

Students who wish to be admitted to the UT Doctoral Programs must meet the following requirements:

1. Hold a Master's degree or an equivalent degree from an accredited institution of higher education.
2. Submit official credit transcripts from all the institutions of higher learning that the student attended.
3. Upon invitation from the Coordinator of Graduate Studies, take part in an interview with a department representative or the admissions committee.
4. Submit the three recommendation forms included in the admission application.
5. Submit an essay on a topic selected by the School's Admissions Committee.
6. Submit an updated. *résumé* that reflects professional experiences and academic achievements.
7. Take a graduate admissions test offered by the Educational Testing Service, such as PAEG, EXADEP or GRE. Certain programs may require additional tests, such as GMAT in the Management and Information Systems doctoral programs. Test results are valid for five years.
8. Submit a \$75.00 nonrefundable application fee.

Specific requirement of each program are available at the Schools' section.

READMISSION

1. Students must apply for readmission if they interrupted their studies and did not attend the university for one full academic semester or longer.
2. Students must have a cumulative grade point average equivalent to the retention index.
3. All candidates for readmission may be subject to an interview with the Doctoral Committee of the School.
4. Students who request readmission to a UT Doctoral Program are subject to the current curriculum of the study program to which they have been admitted.

TRANSFER STUDENTS

Students from other accredited institutions must meet the following requirements for admission:

1. Transfer students must have completed 6 credits with a minimum 3.00 grade point average, at an accredited institution.
2. Must not have been subjected to any academic or disciplinary sanctions.
3. Must meet the admission requirements of the particular program and specialization to which they are applying.
4. Submit two official credit transcripts with admission application. Students who are transferring from a university outside Puerto Rico must submit a course catalog from the previous institution.
5. Transfer courses will not be considered for the retention index analysis.

RESIDENCE

To establish residence and be eligible for graduation, students who transfer to the graduate program must complete the following requirement:

Students must obtain at UT the number of credits equal to the difference between the total credits required by the Program minus the number of valid and approved transfer credits.

STUDENT CATEGORIES

- a. **Student in employment-related training:** Students who receive credit for courses which are not conducive to an academic degree
- b. **Special Students:** Students who have not earned an academic degree and who need to receive credit for courses which are conducive to a degree.
- c. **Transient Students:** Students registered at another institution of higher learning who are pursuing an academic degree and who must receive credit for courses. These students must obtain special permission from their institution to take courses at UT.
- d. **Auditor Students:** Students who do not receive credit for their courses and who take such courses for professional or career development reasons.

All students who fall in the categories previously mentioned must meet the following requirements:

1. Obtain permission from their University to take courses at Universidad Ana G. Méndez-Recinto de Gurabo.
2. Apply for admission within the period established by the Admissions Office.
3. Universidad Ana G. Méndez-Recinto de Gurabo will admit students who fall under any of the previously mentioned categories. Students admitted, once registered, may attend courses at the institution in any

of its modalities or programs. However, permission for registration under the categories mentioned above does not constitute formal admission to the university.

4. Permission to register at UT under these categories expires at the end of the course.
5. The Dean of the corresponding school must authorize these students' registration.
6. All these students must meet the requirements for the requested program of study, as well as other general admissions requirements.
7. All students who apply to UT under the previously mentioned categories may be invited to an interview with the School Admissions Committee.

INTERNATIONAL STUDENTS

Universidad Ana G. Méndez-Recinto de Gurabo accepts foreign students as permitted by immigration laws. Foreign students are subject to the admission, readmission and transfer requirements established by the Universidad Ana G. Méndez-Recinto de Gurabo.

Online and out of state students are part of international student component for internal purpose. However, online students do not have to comply with the same immigration laws.

ADMISSION APPEALS

Applicant students can appeal the admission decision. The plea has to be written to the dean of the school. The Dean will contact the applicant student. The appeal should be made within 15 days after student's knowledge about the decision. A copy of the plea should be sent to the admission office.

EFFECTIVE DATES

Admission and readmission at UT will be valid for one semester of the academic year, beginning on the date it is granted.

Application deadlines are determined by each School, since they are specific to each doctoral program. Admissions information requests and submission of required documents are processed by the Doctoral Studies Center.

All documentation and/or requests must be forwarded to:

UNIVERSIDAD ANA G. MÉNDEZ-RECINTO DE GURABO
ADMISSIONS OFFICE
PO BOX 3030
GURABO, PR 00778
(787) 743-7979 X 4270
utdoctorado@suagm.edu

TUITION AND SPECIAL FEES

Once a year the Office of the Vice President of Financial Affairs publishes a circular letter with information about tuition costs for all academic programs, and special fees for student services at of Universidad Ana G. Méndez-Recinto de Gurabo. Upon request, this document is available at the Bursar's Office to students and to anyone in the institution who requests it.

Tuition, fees and service charges must be paid in full during registration or at the time the student requests services. Payments can be made in cash or by checks, money orders, debit cards or credit cards. Receipts for all transactions must be requested and retained, and presented with any claim or request for adjustment. The Bursar's Office will not accept claims without receipts.

In accordance with established rules and regulations of the institution, the Ana G. Méndez University System may amend standards and tuition fees.

The Deferred Payment Plan is available to parents, tutors or adult students who do not receive financial aid. The recipient will sign a promissory note and payments will be made on or before the specified date on the promissory note. If the University is forced to contract legal or collection services in order to collect, the student will pay the legal and/or agency fees.

CLEAR STATEMENT

Students with an outstanding debt balance will not be allowed to take final examinations until such balance is paid in full. Upon receipt of payment, the Bursar's Office will issue a Clear Statement, which must be presented by the student at each examination. Students who do not comply with this requirement will receive a grade of Incomplete and will be required to pay a \$20.00 fee for each incomplete grade in order to have it removed from the record.

ADJUSTMENTS AND REFUNDS

Active students who request total withdrawal before 60% of the registration period had ended will receive an adjustment in the fees and assigned funds in accordance with federal regulations for programs with Title IV funds. In addition, students identified as NA (not attending) a course will be charged a 25% fee for each course in which they enrolled. These fees will not be covered by federal funds. During the add/drop course adjustment period, students can add or drop sections without additional cost.

FINANCIAL AID

Universidad Ana G. Méndez-Recinto de Gurabo makes every effort to help their students to obtain government financial aid. There are three types of categories of financial aid: fellowships, state funds and loans.

FELLOWSHIPS

The University offers two types of graduate fellowships: Teaching Assistantships and Research Assistantships. They are awarded based on academic merit and the students' professional goals. In order to apply, students must complete a FAFSA application and contact the Doctoral Studies Center for a fellowship application.

STATE FUNDS

The Puerto Rico Council on Education provides funds to supplement the cost of graduate education. This aid applies to all students who are eligible according to the student's eligibility index provided by the FAFSA evaluation.

FEDERAL DIRECT LOANS

The Financial Aid Office will recommend and process the loan directly to the U.S. Department of Education by electronic form. This loan must be repaid in cash; the repayment should begin six (6) months after the student graduates or ceases to study. The Federal Government will pay the interest while the student is enrolled in a recognized post-secondary institution. The interest is variable but does not exceed 8.25 per-cent. The borrower should check the interest rate on their promissory note.

FINANCIAL AID APPLICATION AND RENEWAL

Students who have participated in financial aid program during the first term do not need to renew their financial aid program during the same academic year if they comply with the requirements for continuing in the program. Financial aid must be requested through FAFSA form on the Web, in person at the Financial Aid Office or by mail at:

UNIVERSIDAD ANA G. MÉNDEZ-RECINTO DE GURABO

FINANCIAL AID

P O BOX 3030

GURABO, PUERTO RICO 00778

or visit the web:

<http://ut.suagm.edu/>

FAFSA includes the list of requirements and documentation necessary to apply for financial aid.

Important Note

The above-mentioned aid is conditioned to the availability of the respective federal, state and institutional funds. It is the student's responsibility to take the steps necessary to obtain financial aid from the government. Such aid is directed to the student as a citizen and not necessarily to the University. Universidad Ana G. Méndez-Recinto de Gurabo is a private, secular, non-profit institution, and is independent from any government.

The institution fully complies with the Privacy Rights of parents and Students Act of 1974 (Title IV of the U.S. Public Law 90-247), as amended, which specifically governs access

to records maintained by institutions to which funds are made available under any Federal Program for which the U.S. Commission of Education has administrative responsibility, and the release of such records. Such institutions must give parents of student's access to official records that are directly related to the students and opportunity for a hearing to challenge such records on the grounds that they are inaccurate, misleading or otherwise inappropriate.

Institutions must obtain the written consent of parents before releasing or relinquishing data with personal identification from the student records, except to certain specified parties; that parents and students must be notified of these rights; that these rights transfer to students at certain points; and that an office adjudicate complaints and violations of this law.

In order to receive financial aid students must have complied with the Satisfactory Academic Progress Policy.

DOCTORAL DEGREES ACADEMIC REGULATIONS

REGISTRATION FOR COURSES

- a. The Vice Chancellor of Student Affairs establishes the period for the registration process and includes the enrollment period in the calendar.
- b. For registration to be official, the bursar must validate the student's program-receipt.
- c. The official notification of admission is required to begin the enrollment process.
- d. Students are required to register during the period specified in the calendar.

Students are also required to register during the assigned calendar period, for day or evening sessions, and this information will become part of their academic record. The Institution has the right to change the time, the calendar or the classroom of announced courses and to close or eliminate sections or courses from its academic offering.

CLASSIFICATION OF STUDENTS

Full-time regular students at the doctoral level are those who have registered for programs of no less than three (3) credit hours and are degree-seeking candidates. Half-time students are those with an academic workload of one (1) to two (2) credit hours and are degree-seeking candidates.

ACADEMIC LOAD

Academic load will not exceed nine (9) credits per term or summer session for Business Administration, Education and

Environmental Sciences, fourteen (14) credits for Psychology and twenty-one (21) for Naturopathic Medicine. An academic load of more than the one specified by the program will require prior approval by the dean of the graduate program.

CENSUS

The Institution is not required by any state or regional accrediting agency to take attendance. Nevertheless, a census is made during the first weeks of each semester to determine whether the student attended at least once during the period of enrollment. This census is made for reporting requirements only.

Nevertheless, professors may take into consideration the student's attendance when grading and should explain the possible impact of absences on the student's final grade, if any. The student is also responsible for all material covered during the course, even if he misses classes during the semester. Thus, attendance is strongly recommended to better retain the student and facilitate achievement of his/her academic goals.

EVALUATION OF ACADEMIC ACHIEVEMENT

During each term, professors will evaluate their students based on a minimum of two evaluation components. At least one of the components should be a partial evaluation and the second must be a final evaluation element. The final deliberation regarding a student's evaluation will depend on the professor's academic judgment and evaluation methodology. The evaluation may consist of tests, projects, research papers, case studies, or any other relevant activities based on the nature of the course. Student evaluation methodology will vary according to the type of academic experience such as: courses, seminars, field experiences (laboratories, workshops, professional internships, practical training, etc.) and dissertation.

Students will be responsible for contacting their professors if they need to clarify issues regarding their evaluation. If a student has been absent for justified reasons, the professor has the authority to offer tests and/or other evaluation elements at a different date. Students are expected to complete all the required course work within the established course period. Otherwise, they will earn a zero grade for each evaluation element that was not completed during the course.

The professors are responsible of preparing and distribute the course outline and complete the academic calendar.

Also, professors must provide the grade for at least one evaluation element before the withdrawal deadline.

GRADING SYSTEM

The final grade of theoretical courses and seminars will be evaluated using the SUAGM system of percent values:

100-90	A
89-80	B
79-70	C
69-60	D
59-0	F

The cumulative grade point average (GPA) will be calculated according to the SUAGM grade numeric value systems:

A	4.00
B	3.00
C	2.00
D	1.00
F	0.00

In special cases, the following SUAGM letter system will use and will not impact the students' GPA:

W	Official Withdrawal
I	Incomplete Work
IP	In progress
P	Pass/approved
NP	No pass/not approved
NR	Not Reported
*	Repeated Course
WA	Administrative Withdrawal
WF	Stop attending the course and have not submitted official withdrawal
WN	Non Attendance – enrolled but did not attend classes

Student claims regarding grades will be considered under the following circumstances:

1. Grade calculation errors, absence of grades and/or evaluation
2. Violation of institutional academic policies related to course evaluation (claims based on method of evaluation used by professor or on judgment of content will not be honored).
3. Students who believe that there is an error in one or more grades should notify the Office of the Registrar within the first thirty (30) calendar days of the beginning of the next session.
4. An instructor may change a previously assigned grade by processing an official Change of Grade Form in the Registrar's Office. The instructor must submit the form to the Dean of the Academic Division within the number of days of the course's period or term. The Dean of the Academic Division will submit the form to the Office of the Registrar, who will officially make the changes.

5. Any changes requested outside of the established submission period must be justified in writing and must be approved by the Dean of the Academic Division or his/her representative.
6. Special cases related to grade claims and changes will be resolved by a committee headed by the Vice Chancellor. Members of this include the Dean of the Academic Division, a professor, the Registrar and a student appointed by the Chancellor. The group meets at the beginning of each academic year.

Committee decisions will be final and obtained by majority of votes. The Vice Chancellor will authorize any change of grades.

INCOMPLETE GRADES (I)

Students who fail to take the final examination and have at least one partial grade will be given an incomplete grade. Students must give the professor valid reasons for the absence from the final exam. It is the responsibility of the students to make the necessary arrangements with the Professor or Dean of the Academic Division to complete any final class requirements and/or take the final exam.

In order to remove the Incomplete, the student must take the final exam within thirty (30) days after the next semester has begun, or in accordance with the Academic Calendar. The Incomplete (I) will be considered to evaluate a student's academic satisfactory progress at the end of the academic year. After the removal of the Incomplete (I) he or she can appeal the institutional decision about his/her academic standing.

For financial aid to be awarded, the appeal must be made within the dates established by the Federal Government.

COURSE REPETITION

Students may repeat a course in order to improve their GPA, since credit will be given for the higher grade. If the grade earned on the second attempt is the same as the first, only one (1) grade will be used to calculate the cumulative average.

- a. Students who wish to repeat a course may do so. However, they must repeat all required courses for graduation where a D, F, W grade was earned, with the exception of students from Psychology that must repeat were a C was earned.
- b. The institution will allow students who earned a C, D, F, W or WN in a course, to receive financial aid to repeat the course provided that 150% of the intended courses have not been exceeded.

- c. Students who repeat a course will receive the highest grade earned.
- d. If the earned grade in a repeated course is the same as the previous grade, it will count for the cumulative average, but only once for the graduation GPA.
- e. Regarding Student Practicum courses, the student will only have two opportunities to repeat the course, upon recommendation and approval of the dean of the program and the practicum supervisor.
- f. Repeated courses will be considered to analyze a doctoral students' academic progress.

COMPREHENSIVE EXAMS

Each doctoral program requires the approval of a comprehensive examination to measure the student's academic achievement. In order to be eligible to take the comprehensive examination, students must have completed all the required courses, with the exception of dissertation courses. The doctoral program in Environmental Sciences requires that the student completes satisfactorily 50% of the courses in the academic program. Each School has provided guidelines or criteria for the exams.

1. Doctoral Program in Management and Management Information Systems (DBA)
 - a. The comprehensive exam will have an oral (20%) and written (80%) components.
 - b. A student must first complete the written component before attempting to take the oral.
 - c. A minimum of 80% is required to approve the comprehensive exam.
 - d. Students can register in dissertation courses only if they have successfully completed the comprehensive examination.
2. Doctoral Programs in Education (Ed.D.)
 - a. The comprehensive exam will have a written component divided in two sections (social context and specialization).
 - b. A minimum of 80% approval in each section of the comprehensive exam will be required.
 - c. Students can register in dissertation courses only if they have successfully completed the comprehensive examination.
3. Doctoral Program in Environmental Science (Ph.D.)
 - a. The comprehensive exam will have an oral and a written component.
 - b. A student must first complete the written component of the examination successfully before attempting to take the oral section.
 - c. A minimum of 80% approval in each component of the comprehensive exam will be required.
4. Doctoral Program in Psychology
 - a. The comprehensive exam will have a written component.

- b. A minimum of 80% is required to approve the comprehensive exam.
- c. Students can register in dissertation courses only if they have successfully completed the comprehensive examination.
- d. Students can start the internship if they have successfully completed the comprehensive examination.

COMPREHENSIVE EXAMS REVISION AND REPETITION

Students that are interested in a revision of the results of the comprehensive exam must do so in a written communication to the dean of the school within thirty (30) working days after receiving the results. The dean of the school in consultation with the coordinator of the program will revise the results. The dean will notify in written to the student the decision. If the student is not satisfied it can make a written request to the Vice-Chancellor of Academic Affairs.

Students who do not approve the Comprehensive Examination have the opportunity to retake the exam up to two times within a two-year period. If a student fails to successfully complete the exam after three opportunities within the stipulated period, then his/her case will be evaluated by the dean of the school. The Dean may take into consideration any of the following options:

1. Authorize or deny a student request to take the exam a fourth time.
2. Ask the student to repeat all courses which are considered necessary in order to approve the exam on a fourth attempt.
3. Notify the student that it cannot continue in the program.

DISSERTATION

General Criteria

- a. Each student will have a Dissertation Committee composed of three to five members depending of the school and the majority of the members should be from UT or from the SUAGM. The committee will be Chair by a UT faculty. The external members should have the credentials in order to be part of a committee. Exception should be approved by the Dean of the School.
- b. Each School Division has established a Dissertation Manual that defines processes, guidelines, style, and content considerations, according to the standards of the respective academic discipline. The format of the pages before the table of contents should follow the format provided by the Dissertation Manual from the CED, as well as the general guidance for margin, font, and pagination.
- c. The Dissertation will be graded as:
 - P= Pass/approved
 - IP = In progress
 - NP = No pass/not approved
- d. If a student does not complete his/her dissertation research within one academic session he/she must register for a dissertation course assigned to students who received IP grades.
- e. Students can maintain their IP status for the amount of years established by the program but it should not exceed five (5) years.
- f. Schools of assuring good quality and practices based on the standards of the discipline. All dissertations should be edited and revised based on the procedures establish by the schools.
- g. If a student does not complete the dissertation within a five (5) year periods, he/she must submit a letter to the Dean of the School to request an extension. The petition must include a recommendation from the Dissertation Committee Chair.

INDEPENDENT STUDY

Independent study coursework is offered as an alternative for students who need to take courses that are not offered during their graduation year or that are necessary for the academic development of the student. Students will be allowed to take up to two (2) independent courses.

ACADEMIC PROGRESS

- A. There will be three academic categories of students, based on student grades and the percentage of cumulative approved courses:
 - Students with outstanding academic progress
 - Students with satisfactory academic progress
 - Students on academic probation
- B. Students with outstanding academic progress are those with 3.50 GPA.
- C. Students with satisfactory academic progress are those with a GPA equal or above to the academic retention index and the percentage of approved credits.
- D. Students who receive transfer credits will be evaluated at the end of the first year. Transfer courses will be considered as attempted credits and they will be included in the approved credits variable. However, they will not be included in the retention index analysis.
- E. Students on academic probation are those with a GPA lower that the retention index and don't have the percentage of approved credits.

ACADEMIC INDEX

- A. The cumulative GPA is a general average of all the courses taken at the University during a student's participation in the Doctoral Program.
- B. Transfer courses which are equivalent to those required by the Program and are approved with a minimum grade of B will be considered for validation.

RETENTION INDEX

- A. The retention index is the minimum cumulative GPA that is necessary to complete all the required courses in the academic degree program.
- B. The retention index varies according to the total number of cumulative credit hours.

GRADUATION INDEX

- A. The graduation index is considered to be the cumulative academic GPA from all the courses required by the academic degree program.
- B. Students must earn a minimum 3.00 graduation index to earn their doctoral academic degree with the exception of Naturopathic Medicine which requires a 2.00 GPA.

REQUIRED CUMULATIVE CREDIT HOURS AND RETENTION INDEX

- A. The number of attempted cumulative credit hours is defined by the total sum of credit hours that a student is registered for during the academic year.
- B. All doctoral students should earn a retention index based on the amount of credit hours that are required by their academic degree program, as specified in the Appendices.

CUMULATIVE ATTEMPTED CREDITS AND RETENTION INDEX

- A. Upon completion of the degree, all students must complete all graduation requirements within a time period that does not exceed 150% of the total time necessary to complete all the required credit hours in the degree program.
- B. The total number of approved credit hours must meet the minimum graduation index.

- C. Academic progress evaluation is determined by the credit hours' percentage and the required academic index. All students will be evaluated in their academic year.
- D. If a student meets the 150% of total credit hours required by the degree plan, he or she may continue to work under the corresponding academic category. However, the student will not be eligible for federal or state financial aid programs.

ACADEMIC PROBATION

The academic probation period is one (1) year. Upon completion of the probation period, students must meet the required percentage of credit hours and grade point average as established by their academic degree program. Doctoral students, whose cumulative academic index is lower than the required retention index, will be suspended for a one (1) year period. The students may appeal their suspension decision.

ACADEMIC SUSPENSIONS

Students will receive a one (1) year academic suspension if the cumulative academic index is lower than the retention index, or if they have not met the percentage of required credit hours upon completion of their probation period. The University will not accept courses, diplomas or degrees earned by a student during the academic suspension period. Students who wish to be readmitted upon completion of their academic suspension period must meet the current university readmission requirements. Students who interrupt their studies or program during the probation period will still be considered on probation during the readmission process.

Readmitted students who have completed their one (1) year suspension period will be evaluated by the Admissions Committee of their academic program. Upon readmission, students will be placed on probation for a second period. If a student does not meet the required retention index and the percentage of approved credit hours during the second probation period, he or she will be suspended academically for a maximum period of two (2) years. If a student is subject to an additional academic sanction, he or she will be suspended permanently from the University. Under extraordinary conditions, the Academic Suspension Appeals Committee may approve an additional one (1) year probation period of one year if a student is able to complete all the graduation requirements within that academic year.

APPEALS

A student may appeal an institutional decision regarding satisfactory academic progress, if under extenuating or crisis circumstances he or she was not able to meet the requirements or conditions established by the University. The University will consider the following crisis or extenuating circumstances to accept a student's appeal and to grant an exemption from the Academic Progress Policies: illness of the student or a relative, economic crisis due to illness affecting the head of household, natural disasters, divorce, death in the immediate family, family problems, legal circumstances, military license, serve a jury in a legal trial, work problems, accidental physical incapacity and justified changes in academic objectives which cause an impact on the student's academic progress.

APPEALS COMMITTEE

Appeals Committee will be composed of one representative from each of the following offices: Dean of the School, Registrar, and Vice Chancellor for Student Affairs or designated representatives.

APPEALS APPLICATION

Students who meet any of the academic progress appeals criteria must submit all the necessary documentation to justify their request. If a student requests an appeal based on a mathematical or calculation error, and it is corrected by the Office of the Registrar, he or she will not go through the full Appeals process.

REINSTATEMENT OF FINANCIAL AID

If a student's appeal is accepted by the Appeals Committee, he or she will be eligible to receive financial aid as long as he or she meets the federal financial aid deadlines and guidelines. Appeals decisions are issued in writing by the Office of the Vice Chancellor for Student Affairs. This communication is issued by the Office of Admissions and Financial Aid to reinstate a student's financial aid package. If a student meets the conditions regarding his or her academic progress or those related to any academic sanction, he or she will be eligible to receive financial aid during the following enrollment period.

LEAVE OF ABSENCE AND ACADEMIC DISPENSATION

Any student can request an academic dispensation of the application of the rule of credits caducity and the time to complete the degree requesting a leave of absence. Leave of absence can have to be justified based on the following reasons: student sickness, physical incapacity, maternity and military service. The leave of absence is approved by the Dean of the School and the Dean of Doctoral Studies and is given for a maximum of 12 months. After exceeding 6 months, the license won't stop the payment of academic loan. After completing the license, the student will return to its original academic conditions without requesting readmission. Students that do not returned at the end of the license will be reclassified as inactive and will have to request readmission.

TRANSFER COURSES

In order to consider any transfer courses, students must be officially accepted to a doctoral program at the University. A maximum of 12 credits can be transferred and exception will be evaluated by the Dean of the School. Transfer courses will be evaluated by the Doctoral Committee of the corresponding program. Transfer Course Validation is conducted according to the equivalent courses offered at Universidad Ana G. Méndez-Recinto de Gurabo. Only courses completed with a grade of B or higher will be considered for transfer validation. Courses considered for transfer validation must have been taken within a three (3) year period of the course validation request. If this is not the case, these courses will be evaluated by the Dean of the corresponding School. The Dean of the School will evaluate and certify transfer course validations based on catalog and official course description and in consultation with the faculty. The Office of the Registrar will inform students about the outcomes of the transfer course validation process. Courses from earned or completed doctoral programs will not be accepted for transfer course validation.

COURSE SUBSTITUTION

The Dean of the corresponding School is authorized to evaluate substitute courses that have a similar academic content. Differences in credit hours will not be taken into consideration and will not affect the substitution process. However, in order to complete the total number of required credit hours, a student will need to take additional courses, upon recommendation of the Dean, to make up the difference in the total number of required graduation credit hours.

GRADUATION REQUIREMENTS

All doctoral students must apply for graduation at the Office of the Registrar within the stated academic calendar deadlines and guidelines. Students must approve all courses and requirements for the degree, as established and approved by the corresponding School and by the University. Students must earn a minimum GPA of 3.00, with the exception of Naturopathic Medicine that requires a GPA of 2.00. Students from Business Administration and Education can approve up to two courses with C and students from Psychology have to approve courses with A or B. The graduation academic index will be calculated by taking into consideration approved and required courses only. All students are subject to policies and guidelines that were valid during their first year at the University. As regards curriculum changes, students may choose a more recent curriculum that is valid at the time of graduation. Students cannot combine past and present curriculum requirements. Transfer students must complete at the University all required courses that were not approved as a result of the coursework transfer validation process. Official graduation statements or documents will not be released if a student has not met all financial obligations to the University. All readmitted students are subject to graduation requirements that are valid at the time of readmission.

COURSE EXPIRATION

All approved courses will expire ten (10) years starting from the last semester the student was active, with the exception of Psychology that courses will expire after seven (7) years.

GRANTING OF DOCTORAL DEGREE

Commencement exercises will be held once a year at the end of the second academic semester. Students who meet all the graduation requirements at the end of the first academic term or during a summer session will be able to apply for graduation and obtain their graduation certification from the Office of the Registrar prior to their graduation date. Students have to resolve any economical obligation with the institution prior of receiving any graduation certification and diploma.

STUDENT SERVICES

Universidad Ana G. Méndez-Recinto de Gurabo improves and advances the student experience by streamlining its student services into one centralized location, the Integrated

Student Services Center (CISE, from its Spanish acronym). The purpose of this Center is to provide competent professional assistance in two areas: (1) Enrollment management services and (2) Academic and personal support services. The Vice Chancellor of Student Affairs oversees the development and growth of these areas.

ENROLLMENT MANAGEMENT SERVICES

The **Office of Marketing and Recruitment** recruits new students, transfers and readmissions. It disseminates information on UT academic offerings, strengths and services through various promotion and recruitment activities. It coordinates and offers orientation activities to recruit students undergraduate, graduate and doctoral programs by means of integrated campaigns. The Office develops year-round activities of recruitment with key personnel of the schools.

The **Admission Office** processes admission requests and admits students within the parameters established by each school. It also analyzes documentation and maintains communication with the student on the status of his/her request for admission. The Office coordinates the process and admission of prospective students for the different schools.

The **Financial Aid Office** offers financial aid orientation. It also analyzes documentation and assigns state, federal and institutional funds. Among others essential functions, it also administers and coordinates Title IV programs and processes the funds of proposals, athletic, administrative and honor scholarships.

The **Bursar** is responsible for applying the fee policies and administering the payment plans that guarantee institutional incomes. This officer notifies and monitors the compliance of the fiscal policy established by the Vice Presidency of Financial Affairs, establishes the process of validation of registration, administers the application of federal funds refund policies and registers the private and public contracts of agencies. It also applies refund processes and the emission of checks to students, registers payments and maintains the collection system of the students' accounts.

The **Office of the Registrar**, in addition to handling student registration each term, provides various services for students. This office provides transcripts of students' academic records, verifies and certifies enrollment status, mails final grade reports, processes grade changes, orders and issues diplomas, processes changes in name, address, and telephone number.

ACADEMIC AND PERSONAL SUPPORT SERVICES

These services are provided in a variety of forms and settings including individual counseling and educational groups, workshops, seminars, formal classes, as well as the traditional one-on-one tutorial sessions. The Center's staff has been professionally trained and they are committed to helping students to make the most of their university experience. All services are provided on a strictly confidential basis, and respect the individuality of each student.

Counseling services are available to students with educational, personal, and decision-making concerns. A wide variety of programs, workshops, counseling opportunities and informational materials are provided to help Universidad Ana G. Méndez – Gurabo Campus students meet the challenges of university programs and experiences. There are individual counseling and testing services for occupational and educational assessment. These services are offered by two units, each targeting different needs and special populations: (1) Quality of Life and Student Well-Being Services and (2) Student Development and Retention Services. These services are offered from 8:00 am to 7:00 pm, Monday through Thursday, 8:00 to 5:00 pm on Fridays and from 9:00 to 12:00 on Saturdays.

The Quality of Life and Student Well-Being office designs, develops, and promotes an extensive system of programs, services and activities that facilitate the integration of multidisciplinary resources to create an atmosphere of respect, welfare and quality of life. The office promotes an ecological model of health, which encourages healthy life styles through activities related to awareness and education on topics such as violence prevention and the use of drugs, alcohol, and cigarettes. The Office encompasses, counseling and multidisciplinary services, a health services program, an education and prevention program (PREVEA), a community connection program, volunteer projects and student organization support. It also serves as a resource center for Internship and practicum students.

In addition, this office coordinates the "Easy Access" Program, which offers special services for disabled students. These services include: parking, educational goal planning, tutoring and other student needs. The students should register with the program at the beginning of their admission process.

The Student Development and Retention Services office is responsible for promoting the integration and adjustment of new students. It articulates the administration of diagnostic tests and carries out the academic orientation and counseling of first and second year students. The Office articulates projects for the improvement of the academic

performance and retention in association with the schools and off-campus centers. Individual and group counseling services, tutoring, extra-curricular activities and peer support groups are offered to improve new students' adjustment processes to university life.

Academic Development and Support services are available through two complementary programs of the Student Development and Retention Services Office. Their services are developed through funds awarded by the federal Department of Education and by other institutional funds. The Complementary Educational Services Program and the Supplementary Instruction Program promote support services for students with academic difficulties through tutoring, mentorships and supplementary instructional activities.

Career and Placement Services are offered by the Office of the Assistant Vice Chancellor of Career and Placement. This office is responsible for satisfying the employment needs of students, alumni and community members and for improving their employment skills, increasing productivity and competences, thus bringing about the client's effective placement. The office functions as a "one-stop" career center and through diverse alliances with the government's Employment Center (Consortium Caguas-Guayama), integrated services are offered such as counseling, vocational testing, evaluation of employment skills, preparation of résumés and letters of presentation, referrals to governmental agencies and access to Puerto Rico's Department of Labor updated employment offerings through a technological laboratory of resources.

To assist students in career planning, a career reference library is provided with the center's printed, audio and videotape materials about specific occupations, skills, and requirements for jobs, educational, and career matters. The computerized occupational information system provides current educational, and labor market requirements, skills specification and other information to be used in the decision-making process. Consulting services for student, faculty, administration and community members is offered through this unit. An active job placement assistance program maintains continuous communication with employers. A computer database of prospective employers is in use. Students may register for part-time and full-time jobs or seasonal employment while pursuing their academic programs. Vocational counseling services are also offered to high school students from nearby communities.

The services are sponsored by institutional funds and with funds from two federal proposals: Hispanic-Serving Institutions Assisting Communities (HSIAC) Program and AmeriCorps Vista.

The Scholarship and Internship Program provides the opportunity for active students to request special scholarships and permits students to participate in academic-professional and research opportunities in different companies and educational institutions globally. The activities promoted by this office complement the student's academic development and allow the development of professional abilities and personal skills to be integrated successfully in the work force. It also assists talented high school students in completing their university studies in the SUAGM. This program is funded by corporate, private, public, and institutional funds.

HEALTH SERVICES

Services are located in the CISE building. The health services staff consists of a part-time physician and a registered nurse. Their primary purpose is to provide students with emergency and ambulatory services. The student health services stress the concept of well-being and preventive medicine. Health education and counseling are available as well as treatment for medical problems. The staff is on duty Monday through Thursday from 8:00 a.m. to 8:30 p.m., Friday from 8:00 a.m. to 5:00 p.m. and Saturday from 8:00 a.m. – 12:00 p.m., and is available for emergencies, first aid, referral sources and medical counseling. Basic medical care is provided, but students are ultimately responsible for making arrangements for their own complete health care.

SERVICES FOR DISABLED STUDENTS

Federal and state regulations guarantee disabled students equal opportunity in post-secondary education. The university has created special support services to assist disabled students. These services include, but are not limited to, assistance in registration, counseling, financial aid, readers for the blind, interpreters for the deaf, class notes, as well as individualized classes and/or tutoring. Transportation services are available through a special partnership between Universidad Ana G. Méndez-Recinto de Gurabo and the government's Department of Vocational Rehabilitation. Services are coordinated in the Quality of Life and Student Well-Being Office.

AUTOMOBILES ON CAMPUS

The security director enforces traffic and parking regulations on and around campus. The parking system consists of express lanes with proximity readers (AVI electronic seal). In addition, in each entrance and exit station, ticket machines are installed to facilitate access to visitors.

DINING SERVICES

The Student Dining Service provides a variety of options for students who wish to dine on-campus. The cafeteria offers breakfast, lunch and dinner, Monday through Saturday. Hot meals and fast food are available. Vending machines for snacks and refreshments are also located throughout the campus.

STUDENT ACTIVITIES

A combination of both extra-curricular and co-curricular activities is available on campus providing students opportunities for all students to enhance their educational experience. The Office of Cultural and Social Activities is responsible for the diffusion and promotion of artistic events for the enjoyment and enrichment of the university community according to its needs and interests. Each year through the establishment of a visiting artist's series, outstanding musicians, singers, artists, dancers, lecturers and other performers share their talents and expertise with students. In addition to on-campus art exhibits and the academic schools present dance programs, musical concerts, athletic competitions, and theatrical productions.

STUDENT GOVERNMENT

Through student governing bodies, students have an opportunity for self-government and to participate with the faculty and administration in formulating appropriate policies. Student Council members are elected by secret vote by the members of the Student Government Assembly. The Council meets once a month. Students are represented in the institution's governing bodies through these councils. Opinions and recommendations are presented to the Vice Chancellor of Students Affairs. Its members participate in academic, discipline, sports, and cultural activities committees.

STUDENT PUBLICATIONS

The institutional newspaper *El Taíno* is published two times a year by students of the communication program. It serves as a medium for institutional activities and as a practicum experience for the students.

STUDENT ORGANIZATIONS

According to their interests, students may join religious, social service, and academic, professional, and honorary

groups. A fair is held at the beginning of each term to help new students get acquainted with and select the group or groups that interest them. All students are encouraged to actively participate in clubs and organizations.

UNIVERSIDAD ANA G. MÉNDEZ-RECINTO DE GURABO CHOIR

The Universidad Ana G. Méndez-Recinto de Gurabo choir offers students the opportunity to cultivate their musical abilities and talents and enables them to represent the University in activities on and off campus.

THEATER WORKSHOP

The theater workshop provides students with the opportunity to develop their abilities in the performing arts. The workshop organizes and produces one play per semester for the enjoyment of the university community and the community at large.

ATHLETIC AND INTRAMURAL PROGRAMS

Athletic and Intramural Programs within the Department of Physical Education, of the School of Education play an important role in the educational process of Universidad Ana G. Méndez-Recinto de Gurabo. The programs offer a wide range of recreational and intercollegiate competitive sports for all eligible students. Both individual and team sports have brought the university and individuals national recognition. An outstanding staff of administrators, coaches, and expert trainers work in unison to make the campus athletic programs for men and women a first-class endeavor. The university boasts 28 men's and women's varsity teams, which have won 240 champion and sub-championships since 1975. These triumphs include the record-setting achievement of winning male and female Intercollegiate Athletic League track and field championship 24 times since 1987. Universidad Ana G. Méndez-Recinto de Gurabo athletes have also been champions in basketball, weight lifting, decathlon, heptathlon, volleyball, beach volleyball, tennis, table tennis, swimming and relays. Each year, the intramural program allows participation of more than 7,000 active and passive students and faculty members. The teams are called the "Taínos" with their orange, black, and white colors. The sports facilities include indoor basketball and volleyball courts, tennis courts, free weight and Cybex machines gym, a 400-meter track, swimming pool, a baseball park, jogging trail and wellness center.

VETERAN'S SERVICES

The Veterans' Services Office, located in the Registrar's Office, is primarily concerned with the motivation of veterans and their dependents to effectively exercise their right to an education.

Veterans are assisted in the completion and processing of required documents for the purpose of establishing eligibility, certification of services and academic progress. These services are offered in close coordination with the Veterans Administration Office of Puerto Rico.

Veterans and their beneficiaries must complete their program of studies within the time established by their curriculum. Students who extend their studies beyond the time established by the program cannot continue to receive veterans' benefits. If the student is a recipient of the Pell Grant, he may resort to the 150% additional time established by the institutional standard for Satisfactory Academic Progress. Veterans will be evaluated utilizing both veterans' benefits and Pell Grant criteria, if they are beneficiaries of these.

Veterans Administration Office will not pay courses repeated in order to raise GPA. It will only pay failed courses (F, NP-Failure) or those that requires a minimum approval grade. Veteran's Administration Office will reduce benefits to the student as of the last day of attendance to a class.

VICE CHANCELLORSHIP OF INFORMATION RESOURCES INFORMATION RESOURCES

The Vice-Chancellorship of Information Resources (VCIR) is the primary information center for the UT main campus and additional locations. It provides students, professors, staff, and the external community services and resources that are aligned with the institutional priorities, goals and strategic plan. The VCIR is organized into four main structures: the Library, Archives, Information Technology and Informatics and Telecommunications units.

Library services, archives, collections, and technology resources play a crucial role in the support of the institution's mission for teaching, learning, research, and information literacy through guided independent instruction on the web and direct group instruction. During the past ten years, the VCIR has provided a place for both the physical and the Virtual Library.

LIBRARY

The Library administers collection development activities (acquires and catalogs materials) for its main campus and Additional Location libraries. The Library has support from the Coordinator for Automated Systems to administer and update the Online Public Access Catalog (Voyager) and the Virtual Library. The VCIR offers a remarkable collection of print, audiovisual materials, and electronic resources and a vigorous information literacy program conducted through guided independent instruction via the web and direct group instruction.

The Library offers intra-library loans within the two other SUAGM universities and has interlibrary loan agreements with other universities in Puerto Rico and the United States. Library instruction has always been an important service provided at the Library. Notwithstanding, the level of commitment and resources for a well-designed program of user instruction has varied over time. The Library is proactive in considering and foreseeing the future needs for equipment, resources, services, and technologies relevant to the varying needs of a modern student population. Library assessment is continual and ongoing. The goal is to assess the use of library resources, satisfaction with technologies and services, and to integrate results to enhance user satisfaction and learning experiences with library services and resources.

COLLECTIONS

The Library develops its collections according to the priorities of the programs to fulfill the information needs of its users. It actively seeks recommendations from faculty and administrators for the acquisition and development of library resources and services.

The library's collections include print, audiovisual materials, and electronic resources. There are books, electronic books, newspapers, maps, indexes, journals, periodicals, databases, and audiovisual materials. There is a special books' collection that was donated by the notable scholar Dr. Arcadio Díaz Quiñones in 1998. The Arcadio Díaz Quiñones print collection consists of approximately 2,709 volumes on the subjects of art, history, and literature. The Library also has special collections donated by Luis Trelles (Puerto Rican film critic), Mario Gaztambide, Dr. Albert O. Hirschman, Juan Manuel García Passalacqua (3,887), Dr. Ivonne Acosta Lespier, Edgardo Rodríguez Juliá (759), José Luis González (10,542), Francisco Manrique Cabrera (4,433) and a music collection of operas (1,547) donated by Antonio Monroig.

The information resources in the Library at Universidad Ana G. Méndez-Recinto de Gurabo are a combination of a healthy print collection (119,569 volumes) and an electronic collection (composed of newer information technologies). Both the print and electronic collections have responded to changes undergone in the institution from being solely a teaching to a teaching and research institution. During the past ten years, the Library has experienced demand growth in areas such as e-books (3,061,784) and e-journals (29,180). This augmentation in requests for electronic resources has been combined with user needs for research tools such as Refworks and searching technologies provided by applications from Exlibris (Voyager and Primo) and Ebsco Discovery. While the collections have been expanding, the planning, design and implementation of library services has concentrated on developing their advanced use in the academic community through an aggressive information literacy program which is part of the Freshmen Seminar that provides literacy information support to faculty, students, courses and programs to improve teaching, research and learning.

ARCHIVES

The *Biblioteca Museo Gobernador Pedro Rosselló* (BMGPR) was created as a result of Law 290 signed in 2000 by the Commonwealth of Puerto Rico, which allows all former governors of the island to designate a non-profit or educational institution as a depository of historical materials (documents, photographs, media files, and memorabilia) of their years in office, to safeguard and make accessible to the public for reference and study.

INFORMATICS AND TELECOMMUNICATIONS

The Informatics and Telecommunications unit, which is part of the VCIR, provides telecommunications and computer resources support (computer labs and network) to the academic community (students, professors, staff, and general public). Given that the Informatics and Telecommunication unit is interconnected to the Central Office of Information and Telecommunications (OCIT according to its Spanish acronym), located at the SUAGM headquarters, guarantees that any technology-driven project that impacts SUAGM is effectively managed by both units. The modern telecommunications infrastructure and hi-tech staff guarantees a constant assessment, evaluation, and modernization of both the technological needs of the Physical Library and Virtual Library. The Informatics and Telecommunications unit maintains a link with the Schools to help provide up-to-date computers and technologies

throughout the institution to offer excellent technologies and ample facilities that meet the needs of UT users.

During the past ten years, the VCIR has improved its library resources and services. A substantial expansion of the Virtual Library's e-books holdings has been completed to house more than three (3) million in the collection. The e-book collection includes among other outstanding databases: Safari Tech Books Online, Springer Engineering Books, E-Libros (Spanish online books in multidisciplinary topics), and Compustat.

DISTANCE EDUCATION

The Distance Education unit of the Vice Chancellor of Academic Affairs of the Universidad Ana G. Méndez-Recinto de Gurabo is committed to provide required academic support to the courses in their four forms: face to face, blended, on-line and with videoconferencing/telepresence using any technological means. In the face to face courses (web-supported), hybrid (blended) and on-line courses the technological tool used to incorporate all activities is the educational platform. In the videoconferencing/telepresence courses an interactive, bi-directional and multi-media transmission is used between two or more points.

The only on-line programs at UT are offered by the School of Business and Entrepreneurship which are Management, Marketing, Human Resources, and Materials Control and Administration. The goals and objectives of the on-line programs and courses are the same as those for face to face traditional courses. The Schools of Education, Engineering, Health Sciences and Natural Sciences and Technology are offering courses using videoconferencing and or telepresence.

The Distance Education Unit ensures that all professors that teaches an on-line course are duly certified. Also, the unit oversees the instructional design and the quality in order that the courses are either equal or better than a face to face one. The Unit provides structured surfing and synchronous and asynchronous tools in the institutional educational platform.

The face to face and on-line user's support (students and professors) is provided by the Central Office of Informatics and Telecommunications (OCIT). The Help Desk service provides the user's name and password to students and professors. The Technical Support Administrator of Educational Platform Servers allows the student's and professor's access of face to face and on-line courses using the user's name and password. The User's 24/7 Support provides technical help to all on-line students of the

graduate program of the School of Business and Entrepreneurship. The service is provided 24 hours for all 7 days of the week. The tests provided thru the Remote Proctor Now (RPNOW) tool are also configured.

MUSEUM AND CENTER FOR HUMANISTICS STUDIES DRA. JOSEFINA CAMACHO DE LA NUEZ

The Museo y Centro de Estudios Humanísticos Dra. Josefina Camacho de la Nuez of the Universidad Ana G. Méndez-Recinto de Gurabo has been a museum and center for the study of the humanities at the Universidad Ana G. Méndez-Recinto de Gurabo since 1980's. Its mission is to collect, preserve, study, and disseminate the artistic and humanistic expressions of the regional and national Puerto Rican culture for the enjoyment and benefit of the university community and the general public. The museum started in one of the wooden historic buildings on campus of the sugar cane plantation Santa Juana. The Museum has a permanent collection of 3,000 objects. It has recently inaugurated a new 25,000 sq. ft. state of the facilities with galleries dedicated to the Archaeology of Punta Canelero, Puerto Rican Folk Arts, Puerto Rican Poster Collection, the History of the Central Oriental Region, Colonial Paintings from Latin America of the Lola and Antonio Roig collection, the Ana G. Méndez historical collection and a rotating exhibition space. It also has an Education Learning Center, the Walter Murray Chiesa Folk Art Archives, a 209-seat auditorium, an interior sculpture garden, a museum store and a café.

EVENING AND SATURDAY PROGRAM

Students may enroll in the regular academic programs offered by the Evening and Saturday Program. The evening division operates Monday through Thursday from 10:00 a.m. to 9:00 p.m., from 8:00 a.m. to 6:00 p.m. on Friday, and from 7:00 a.m. to 3:00 p.m. on Saturday.

OFF-CAMPUS LOCATIONS

Universidad Ana G. Méndez-Recinto de Gurabo currently operates five (5) additional locations located in Barceloneta, Cayey, Isabela, Ponce, and Yabucoa. Each additional locations deliver the same curriculum that is offered at the UT main campus. Contact information is included below.

BARCELONETA

Ramón Díaz, Director / radiaz@suagm.edu

Postal Address

PO Box 2194, Barceloneta, PR 00617

Physical Address

Carr. PR 2 Km. 59.0
Sector Tiburón, Barceloneta, PR 00617

Phone: (787) 787-846-1777
Fax: (787) 846-1778

CAYEY

Maricelli Zaragoza, Director / ue_mzaragoza@suagme.edu

Postal Address

PO Box 9000, Suite 281, Cayey, PR 00737

Physical Address

Edificio Plaza Empresarial, primer y tercer piso
20 Ave. Antonio R. Barceló, Suite 107B Cayey, Puerto Rico

Phone: (787) 263-2177 Fax: (787) 263-0277

ISABELA

Luis A. Ruíz, Director/ um_lruiz@suagm.edu

Postal Address

7349 Ave. Agustín Ramos Calero, Isabela, PR 00662

Physical Address

Carr. PR 12, Km. 27.3,
Bo. Mora, Zona Industrial, Isabela
Phone: (787) 830-4160 / 5050/ 5055 Fax: (787) 830-5070

PONCE

Irma del Pilar Cruz, Director/ um_idelpilar@suagm.edu

Postal Address

PO Box 740, Mercedita, PR 00715

Physical Address

Carr. PR 14 Km. 3.4
Bo. Machuelo, Ponce, 00717

Phone: (787) 812-5001 Fax: (787) 812-5002

YABUCOA

Jessie Hernández, Director / jehernandez@suagm.edu

Postal Address

PO Box 25, Yabucoa, Puerto Rico 00767

Physical Address

Carr. PR 901, Km.1.4
Bo. Juan Martín, Yabucoa, 00767

Phone: (787) 893-6065, 266-0255/2066
Fax: (787) 266-0250

MAIN CAMPUS - GURABO

David Méndez, Chancellor / edmendez@suagm.edu

Postal Address

PO Box 3030, Gurabo, Puerto Rico 00778-3030

Physical Address

State Road 189, Km.3.3
Gurabo, Puerto Rico

Phone: (787) 743-7979 Fax: (787) 744-5394

ACADEMIC OFFERINGS 2019-2020

Master's Degree

Programs	Gurabo	Off-Campus locations				
		Barceloneta	Cayey	Isabela	Ponce	Yabucoa
Business and Entrepreneurship						
Accounting	x ²					
Computer Information Systems	x					
Finance	x					
Human Resources	x ¹	x ²			x ²	
International Business with Focus on Latin America	x					
Management	x ¹					
Marketing	x ¹					
Materials Management Control	x ¹					
Project Management	x					
Quality Management	x	x				
Supply Chain and Material Management	x					
Education						
Counseling	x					
Curriculum and Teaching	x					
Educational Administration	x					
Physical Education	x					
Primary School Teaching	x					
Special Education	x					
Teaching English as a Second Language	x			x		
Teaching of Fine Arts	x					
Engineering						
Administration of Telecommunications and Network Systems	x					
Computer Engineering	x					
Engineering Management	x					
Electric Engineering	x					
Mechanical Engineering	x					
Mechanical Engineering: Aerospace	x					
Mechanical Engineering: Alternative Energy	x					
Health Sciences						
Science in Nutrition	x					
Family Nurse Practitioner	x					
Speech-Language Pathology	x					
International School of Design and Architecture						
Architecture	x					
Liberal Arts and General Education						
Cultural Studies	x					
Natural Sciences and Technology						
Environmental Analysis	x					
Environmental Management	x					
Food Technology and Safety (Integrated BS/MS)	x					
Social Sciences and Communications						
Arts Administration	x					
Conflict Resolution	x					
Counseling Psychology	x	x				
Criminal Justice	x					
Forensic Sciences	x	x		x	x	
Human Services Administration	x					
Public Relations	x					
Professional Studies²						
Strategic Leadership and Management	x		x	x	x	x

Programs	Gurabo	Off-Campus locations				
		Barceloneta	Cayey	Isabela	Ponce	Yabucoa
Health Services Management and Evaluation	x				x	x
Instructional Design and Technology Integration w/ eLearning	x			x		x

¹Online program available

²Accelerated Program

Graduate Certificates

Programs	Main Campus	Off-Campus Centers				
		Barceloneta	Cayey	Isabela	Ponce	Yabucoa
Business and Entrepreneurship						
Accounting	x					
Clinical Trial Coordination and Management	x					
Computer Information Systems	x					
Counseling Psychology	x					
Criminal Justice	x					
Forensic Psychology (Doctoral level)	x					
Forensic Sciences	x					
Human Resources	x					
Human Services Administration	x					
Juvenile Justice	x					
Marketing	x					
Multimedia Journalism	x					
Network Security	x					
Project Management	x					
Quality Management	x					
Supply Chain and Material Management	x					

Doctoral Degrees

Programs	Main Campus	Off-Campus Centers				
		Barceloneta	Cayey	Isabela	Ponce	Yabucoa
Business and Entrepreneurship						
Information Systems Management	x					
Management	x					
Education						
Educational Leadership	x					
Teaching, Curriculum and Learning Environment	x					
Health Sciences						
Naturopathic Medicine	x					
Natural Sciences and Technology						
Environmental Sciences	x					
Social Sciences and Communications						
Counseling Psychology	x					

SCHOOL OF BUSINESS AND ENTREPRENEURSHIP

UT's School of Business and Entrepreneurship academic offer ranges from certificates to doctoral studies. Programs have been designed taking into consideration the needs and requirements of the industrial, entrepreneurial, professional and public sectors in the Island. The general areas of specialization in its academic programs are: Entrepreneurship, Management, Marketing, Accounting, Information Management and International Business. Other academic tracks such as quality, taxation, human resources and materials are offered under the main areas of specialization.

The School has visiting faculty in the Management and Management Information System programs proceeding from countries such as: Spain, Mexico, India and the United States. Its full-time faculty is integrated by highly competitive members, most of whom have doctorate degrees.

In the interest of achieving its objective of providing the student with a global business vision, the School of Business and Entrepreneurship maintains relationships and collaborative agreements with prestigious universities around the world.

PARTICIPATING INTERNATIONAL ORGANIZATIONS

- Consejo Latinoamericano de Administración de Empresas, CLADEA
- AACBS International Academy of International Business
- Fundación para la Educación Internacional, FESI
- Red Latinoamericana Emprendedora
- World Economic Forum (WEF)

COLLABORATIVE RELATIONS WITH OTHER INTERNATIONAL BUSINESS SCHOOLS

- Universidad Veracruzana
- Instituto Politécnico Nacional de México
- Universidad de las Américas, en Puebla
- George Washington University
- Instituto Tecnológico de Monterrey
- Universidad Autónoma de Madrid
- Universidad Politécnica de Madrid
- Universidad de San Pablo
- Groupe ESC Toulouse
- Oslo School of Management in Norway
- Argosy University
- Florida International University

- Other institutions in process in: Spain, Peru, Brazil, Chile, United States and Costa Rica.

SPECIALIZED ACCREDITATIONS



On April of 2011, the School of Business and Entrepreneurship has earned the specialized accreditation awarded by the "Association to Advance Collegiate Schools of Business" (AACSB, International). The School thus positions itself as the only institution to have that accreditation in Puerto Rico and the Caribbean. AACSB accreditation is the hallmark of excellence in business education, and has been earned by less than 5% of the world's business schools. The school renewed its accreditation in 2016.

MISSION

The Mission of the School of Business and Entrepreneurship at the Universidad Ana G. Mendez, - Gurabo Campus is to develop professionals, leaders and academics with a superior theoretical knowledge and practical skills for creating and developing new enterprises and effective management of existing business. Our students acquire the skills, values and sense of social responsibility in their business practices through education that is entrepreneurial in spirit, ethical in its approach and global in orientation. Excellence in teaching is enhanced by a faculty committed to professional development, intellectual contributions and service. As a professional school of business, we want to have a positive impact on the society, organizations and the communities of in which our students and alumni are a part.

VISION

The vision of the school is to be the leading school in business education and research in Puerto Rico and the Caribbean and the preferred partner for successful alliances for the government, private sector and non-profit organizations, both national and international.

FACULTY

Elizabeth Sánchez / Assistant Professor
PhD, Autonomous University of Barcelona

Angel Ojeda Castro / Associate Professor
DBA, Universidad del Turabo

Brunilda Aponte / Associate Professor
PhD, Universidad Interamericana de Puerto Rico

Carlos M. Rosa-Vázquez / Professor
DBA, Universidad del Turabo

Carlos R. Figueroa-Vega / Associate Professor
MS, Jackson State University

Carmen Vargas-Segarra / Professor
EdD, Nova University

César R. Sobrino / Assistant Professor
PhD, West Virginia University, US

Edgar Rodriguez Gomez / Assistant Professor
DBA, Universidad del Turabo

Enid Miranda Ramirez / Assistant Professor
DBA, Universidad del Turabo

Evelyn Lopez Gonzalez / Assistant Professor
DBA, Universidad del Turabo

Isabel Rivera-Ruiz / Professor
DBA, Argosy University

José A Flecha Ortiz / Assistant Professor
DBA, Argosy University

José O. Cruz / Assistant Professor
DBA, Universidad del León

Juan Carlos Sosa / Professor
PhD, Universidad de Puerto Rico

Juan J. Carrasquillo-González / Associate Professor
DBA, Pontificia Universidad Católica de Puerto Rico

Juan Valera Marquez / Assistant Professor
PhD, Universidad de Puerto Rico

Litza Meléndez-Ramos / Assistant Professor
PhD, Universidad de Extremadura

Luz M. Ríos-Negrón / Associate Professor

PhD, Universidad de San Pablo

María de los M. Santos-Corrada / Associate Professor
PhD, Universidad Complutense, Madrid

Maria Fonseca Rodriguez / Instructor
MBA, Universidad de Puerto Rico

María Zayas-Ortiz / Professor
PhD, Universidad Interamericana de Puerto Rico

Maribel Ortiz-Soto / Associate Professor
PhD, Universidad de Puerto Rico

Pablo A. Colón-Gruñeiro / Professor
MBA, Universidad de Puerto Rico

Pedro Ortiz Santos / Assistant Professor
PhD, Universidad Interamericana de Puerto Rico

Sandra Mena / Assistant Professor
PhD, Universidad de León, Spain

Sylvia Cardona-Colón / Assistant Professor
PhD, Universidad de San Pablo

Virgin Dones / Associate Professor
PhD, Universidad Interamericana de Puerto Rico

The Graduate Program in Business Administration is an evening and weekend program; one way the program is offered is through a distance learning modality using the Internet. The other way is through a traditional personal contact approach. Both programs are designed for professionals who hold leadership positions in the private and public sectors and want to extend their formal academic training. It is also open to those candidates who have finished undergraduate degrees in fields other than business administration, and want to redefine their careers by pursuing a Master's degree in Business Administration (MBA) to improve their job opportunities.

The broad range of academic and professional backgrounds of our graduate student population creates an enriching learning environment. A homogeneous conceptual academic base is accomplished through a common core curriculum component, required for all graduate students. This MBA curriculum content reflects a combined input from the faculty, the administration, and executives from corporate and public community. In addition, this business graduate program is intended to meet the business demands for MBA's from the community at large.

MBA PROGRAM GOALS AND OBJECTIVES

The Graduate Program, in both the traditional and the online distance learning modality, seeks to create a new breed of managers with the skills and understanding required to compete in a dynamic and global marketplace. Analytical skills are emphasized within the institutional study of the changing corporate structure found in the Puerto Rican and the U.S. economy. This supply of managers is created by incorporating the needs for training shown by different productive sectors of the economy, including the public sector.

To attain this goal, the objectives of the program may be summarized as follows:

- To provide students with the technical skills and the understanding of the socio-economic institutional framework within which businesses operate, enabling them to perform the responsibilities of leaders in executive positions.
- To improve and develop the technical skills required by persons currently holding positions in business administration.
- To keep the MBA curriculum content relevant in order to satisfy the needs for human capital training in business administration in the public and private sectors.

MBA CURRICULUM

The curriculum helps students with technical and managerial skills needed to effectively manage human resources, raw materials, financial resources, and working time in a global marketplace that is increasingly competitive.

The MBA program has two basic components: the core courses and the specialization courses. The strong core component requires 21 credits. The areas of specialization are: Accounting, Taxes, Materials Management, Marketing, Management, Quality Management, Project Management, Information Systems and Human Resources Management. Twelve (12) credits are required to partially complete the specialization component. In addition, students must take 3 elective credits and a Research Seminar (3 credits), in which a research project is developed.

In the MBA Online Program the students must take 3 elective credits and choose between a Specialization Test and an Integration of Knowledge Course (Capstone Course). A total of 39 credits are required for the MBA Online Program in any of the areas of specialization.

MASTER'S DEGREE

MANAGEMENT

The specialization in management allows the student to explore theoretical and practical elements of modern management, as well as changes in this field. Another objective of this concentration is to prepare the student for different key administrative tasks in commercial and industrial companies.

Total Credits	42
Core Courses	21
Required Specialization Courses	6
Additional Specialization Requirements	12
Degree Requirement	3

Core Courses		(21 credits)
ACCO 501	Managerial Accounting	3
ECON 519	Managerial Economics	3
FINA 503	Managerial Finance	3
MANA 501	Organizational Behavior	3
MANA 600	Research Methods	3
MARK 511	Marketing Management	3
STAT 555	Statistics for Decision-Making	3

Required Specialization Courses		(6 credits)
HURM 710	Human Resources Management	3
HURM 715	Advanced Supervision	3

Additional Specialization Requirements		(12 credits)
Management		
MANA 511	International Management	3
HURM 719	Leadership	3
MANA 705	Production and Operations Management	3
HURM 732	Occupational Health and Safety	3
MANA 720	Advanced Production Management	3
MANA 625	Total Quality Management	3

Entrepreneurial (12 credits)

ENR 600	Identification and Evaluation of Entrepreneurial	3
ENR 601	E-Commerce	3
ENR 602	The Business Plan	3
ENR 603	Organizational Structure and Design for PYMES	3

Degree Requirement (3 credits)

(Select one from this group)		
MANA 736*	Management Seminar	3
MANA 742*	Simulation	3

*One semester course

ACCOUNTING

The accounting specialization offers students the skills, mechanisms, and methods of analysis that the administrator needs to apply and process accounting data of in the planning, operation and control of business activities.

Total Credits 39-42

Core Courses 21

Required Specialization Courses 6

Additional Specialization Requirements 9-12

Degree Requirement 3

Core Courses (21 credits)

ACCO 501	Managerial Accounting	3
ECON 519	Managerial Economics	3
FINA 503	Managerial Finance	3
MANA 501	Organizational Behavior	3
MANA 600	Research Methods	3
MARK 511	Marketing Management	3
STAT 555	Statistics for Decision-Making	3

Required Specialization Courses (6 credits)

ACCO 702	Financial Accounting Theory	3
ACCO 706	Advanced Auditing	3

Additional Specialization Requirements (9-12 credits)

Accounting (9 credits)

ACCO 709	Budgeting	3
ACCO 710	Governmental Accounting	3
ACCO 711	Forensic Accounting	3

International Accounting (12 credits)

ACCO 712	International Accounting	3
ACCO 713	International Financial Markets	3
ACCO 714	International Banking	3
FINA 610	International Finances	3

Degree Requirement (3 credits)

(Select one from this group)		
ACCO 721*	Accounting Management	3
MANA 742*	Simulation	3

*One semester course

HUMAN RESOURCES

This specialization presents students with the most accepted practices by modern associates in the management of human resources and its function as a strategic element in the firm.

Total Credits 39

Core Courses 21

Required Specialization Courses 6

Additional Specialization Requirements 6

Degree Requirement 3

Elective Course 3

Core Requirements (21 credits)

ACCO 501	Managerial Accounting	3
ECON 519	Managerial Economics	3
FINA 503	Managerial Finance	3
MANA 501	Organizational Behavior	3
MANA 600	Research Methods	3
MARK 511	Marketing Management	3
STAT 555	Statistics for Decision-Making	3

Specific Specialization Requirements (9 credits)

HURM 710	Human Resources Management	3
HURM 715	Advanced Supervision	3
HURM 725	Labor Law	3

Additional Specialization Requirements (6 credits)

(Selected from this group)

HURM 714	Training: Planning and Direction	3
HURM 716	Personnel Recruitment and Selection	3
HURM 719	Leadership	3
HURM 720	Performance Evaluation	3
HURM 730	Compensation System & Benefits Management	3
HURM 732	Occupational Health and Safety	3
MANA 640	Collective Bargaining	3

Degree Requirement (3 credits)

(Select from this group)

HURM 735*	Seminar in Human Resources Management	3
MANA 742*	Simulation	3

*One semester course

Elective Course (3 credits)

QUALITY MANAGEMENT

The curriculum of this specialization provides the student with an exposure to the different theoretical currents and practices in the quality management. This specialization is committed to the development of the capacity to reconcile theory and practice for the benefit of the organization and of society in general. The student will be prepared to work in different manufacturing and service industries in functions related to quality management.

Total Credits	42
Core Courses	21
Required Specialization Courses	9
Additional Specialization Requirements	6
Degree Requirement	3
Elective Course	3

Core Courses (21 credits)

ACCO 501	Managerial Accounting	3
ECON 519	Managerial Economics	3
FINA 503	Managerial Finance	3
MANA 501	Organizational Behavior	3
MANA 600	Research Methods	3
MARK 511	Marketing Management	3
STAT 555	Statistics for Decision-Making	3

Required Specialization Courses (9 credits)

MANA 609	Quality Management	3
MANA 625	Total Quality Management	3
QUMA 655	Quality Statistics	3

Additional Specialization Requirements (6 credits)

(Select two from this group)

HURM 715	Advanced Supervision	3
QUMA 600	Six Sigma	3
QUMA 626	Teamwork Development	3
QUMA 727	Principles of International Quality Standards (ISO)	3
QUMA 728	Total Quality in Human Resources	3
QUMA 729	Re-Engineering	3

Degree Requirement (3 credits)

(Select two from this group)

QUMA 733*	Quality Management Seminar	3
MANA 742*	Simulation	3

*One semester course

Elective Course (3 credits)

(Select one from this group)

ENTR 600	Identificación y Evaluación de Oportunidades Empresariales	3
ENTR 601	E-Commerce	3
ENTR 602	The Business Plan	3
ENTR 603	Organizational Structure and Design for PYMES	3

INFORMATION SYSTEMS MANAGEMENT

This specialization provides a broad curriculum in the last technological innovations and aims to develop a level of competence in the use of emerging applications in the field of information systems. This specialization is committed to the development of the capacity to become an effective agent of change for the benefit of the organization involved and as well as the society in general.

Total Credits	45
Core Courses	21
Required Specialization Courses	18
Specialization Electives	6

Core Courses (21 credits)

ACCO 500	Financial Accounting	3
ECON 519	Managerial Economics	3
FINA 503	Managerial Finance	3
MAIS 525	Information Technology in Business	3
MANA 705	Production and Operations Management	3
MARK 511	Marketing Management	3
STAT 555	Statistics for Decision-Making	3

Required Specialization Courses (18 credits)

MAIS 605	Application Development Technology	3
MAIS 615	Systems Analysis and Design	3
MAIS 625	Object-Oriented Programming	3
MAIS 635	Database Management	3
MAIS 645	Business Data Communications & Networks	3
MAIS 655	E-Commerce Technology	3

Additional Specialization Requirements (6 credits)

(Select two from this group)
(These courses require a project development)

Information Technology

MAIS 704	Information Technology: Management and Policy	3
MAIS 708*	Information Technology: Project Management	3

Databases

MAIS 734	Database Object-Oriented Applications	3
MAIS 738*	Data Warehousing Management	3

Telecommunications and Computer Networks

MAIS 744	Optical Networks for Data Communications	3
MAIS 748*	Mobile and Wireless Data Communications	3

* One semester course.

MARKETING

This specialization provides the student the necessary skills, theory, and modern practices of the trade element within organizations. In addition, the specialization promotes technical competence and the development of the ability to make market investigations, marketing planning, sales forecasts, and promotion campaigns.

Total Credits	45
Core Courses	21
Required Specialization Courses	12
Additional Specialization Requirements	9
Degree Requirement	3

Core Courses	(21 credits)
ACCO 501	Managerial Accounting 3
ECON 519	Managerial Economics 3
FINA 503	Managerial Finance 3
MANA 501	Organizational Behavior 3
MARK 511	Marketing Management 3
MARK 703	Marketing Research 3
STAT 555	Statistics for Decision-Making 3

Required Specialization Courses	(12 credits)
MARK 610	Advanced Marketing Management 3
MARK 708	Consumer Behavior 3
MARK 709	Distribution Channels 3
MARK 711	International Marketing 3

Additional Specialization Requirements	(9 credits)
(Select one of the options)	

Marketing Business to Business	
MARK 713	New Products Management 3
MARK 716	Marketing Business to Business 3
MARK 718	Logistics 3

Services Marketing	
MARK 715	Services Marketing I 3
MARK 720	Services Marketing II 3
MARK 725	E-Marketing 3

People's Marketing	
MARK 730	Sport Marketing 3
MARK 735	Special Event 3
MARK 745	Political Marketing 3

Green Marketing	
MANA 502	Environmental Management 3
MARK 690	Green Marketing 3
MARK 695	Sustainable Development 3

Degree Requirement	(3 credits)
MARK 740*	Marketing Seminar 3
MANA 742*	Simulation 3
*One semester course.	

PROJECT MANAGEMENT

Specializing in project management will provide the student the knowledge and technical skills of the conceptual framework of project management. Offer the same educational opportunities to develop the skills of critical analysis in research in their area of specialization. It will develop the practical skills of the student in carrying out projects on the organizational stage management and will establish the importance of ethical professional conduct through courses so that students valued the same within their professional development.

Total Credits	45
Core Requirements	21
Specific Specialization Requirements	18
Degree Requirements	3

Core Requirements	(21 credits)
ACCO 501	Managerial Accounting 3
ECON 519	Managerial Economics 3
FINA 503	Managerial Finance 3
MANA 501	Organizational Behavior 3
MANA 600	Research Methods 3
MARK 511	Marketing Management 3
STAT 555	Statistics for Decision-Making 3

Specific Specialization Requirements	(18 credits)
MANA 722	Fundamentals in Project Management 3
MANA 724	Project Management in Human Resources 3
MANA 726	Strategic Planning in Project Management 3
MANA 728	Project Quality Management 3
MANA 729	Risk Management in Projects 3
MANA 730	Project Cost and Procurement Management 3

Degree Requirement	(3 credits)
(Select one from this group)	
MANA 739*	Project Management Seminar 3
MANA 742*	Simulation 3
*One semester course.	

Elective Course	(3 credits)
(Select one from this group)	
ACCO 500	Financial Accounting 3
INBU 500	Doing Business in Europe 3
ACCO 510	Sustainable Accounting and Finance 3
MANA 502	Environmental Management 3

Elective Course Suggested	
ENTR 600	Identification and Evaluation of Entrepreneurial 3
ENTR 601	E-Commerce 3
ENTR 602	The Business Plan 3
ENTR 603	Organizational Structure and Design for PYMES 3

INTERNATIONAL BUSINESS WITH FOCUS ON LATIN AMERICA

The specialty will require students to develop an applied research project in the area of International Business that demonstrates the integration of acquired knowledge (applied research), international business studies abroad (travel program) or a specialty examination.

Total Credits	48
Core Courses	21
Required Specialization Courses	18
Specialization Electives	6
Degree Requirement	3

Core Courses (21 credits)

ACCO 501	Management Accounting	3
ECON 519	Managerial Economics	3
FINA 503	Managerial Finance	3
MANA 501	Organizational Behavior	3
MARK 703	Marketing Research	3

MARK 511	Marketing Management	3
STAT 555	Statistics for Decision-Making	3

Required Specialization Courses (18 credits)

INBU 610	International Business Environment	3
INBU 709	International Businesses in Latin America and the Caribbean	3
INBU 710	Legal Environment of International Business	3
MANA 511	International Management	3
MARK 711	International Marketing	3
INBU 715	Managing Global Production	3

Additional Specialization Requirements (6 credits)

(Select two courses)

FINA 610	International Finance	3
INBU 711	Exports and Imports	3
INBU 712	Contemporary Issues in International Business	3
ACCO 613	International Accounting	3
MANA 612	International Strategic Management	3

Degree Requirement (3 credits)

(Select one course)

INBU 716	International Business Seminar	3
INBU 720	International Business Studies	3
MANA 742	Simulation	3

FINANCE

The program will provide students with theoretical and practical concepts of management and in particular entrepreneurial management with a strong emphasis on finance based on global and regional case studies and contexts. It will prepare students for roles in financial risk management and in addition provides a choice of corporate finance study, all with a global perspective. The emphasis is on developing a sound working knowledge of core disciplines and the analytical financial skills necessary to understand and direct the work of others, and to develop a finance operational specialist in cross commercial or entrepreneurial settings.

Program Mission:

The program will provide students with theoretical and practical concepts of management and in particular entrepreneurial management with a strong emphasis on finance based on global and regional case studies and contexts. This MBA in Finance, in general orientation, will prepare students for roles in financial risk management and in addition provides a choice of corporate finance study, all with a global perspective. Emphasis is given on developing a sound working knowledge of core disciplines and the analytical financial skills necessary to understand and direct the work of other functional and operational specialists in cross commercial or entrepreneurial settings.

Program Objectives:

Graduates of this program will be able to:

- Serve the advanced management needs of local, national and global enterprises.
- Produce knowledge and competencies for operational and strategic perspectives in accordance with new social and business trends.
- Acquire a sound working knowledge of the core disciplines of business supplemented by an in-depth study of the latest financial tools and techniques.
- Apply the conceptual frameworks and skills of critical analysis applicable to entrepreneurial operations in a global economy.
- Understand and apply financial concepts to a global and local context and within in a business environment, with emphasis in (Small and Medium Enterprises) SMEs and non-profit organizations.

Total Credits	39
Core Courses	21
Required Specialization Courses	6
Additional Specialization Requirements	6
Degree Requirements	3
Elective Courses	3

Core Courses	(21 credits)
ACCO 501 Management Accounting	3
ECON 519 Managerial Economics	3
FINA 503 Managerial Finance	3
MANA 501 Organizational Behavior	3
MANA 600 Research Methods	3
MARK 511 Marketing Management	3
STAT 555 Statistics for Decision-Making	3

Required Specialization Courses	(6 credits)
FINA 702 Corporate Finance	3
FINA 706 Investments and Financial Markets	3

Additional Specialization Requirements	(6 credits)
FINA 704 Entrepreneurial Finance	3
FINA 705 Options, Futures, and Other Derivate Markets	3
FINA 707 Risk Management in Financial Institutions	3
FINA 708 Finance in Public, SMEs and Non Profit Organizations	3
FINA 709 Global Corporate Finance and Sustainability	3
FINA 715 International Finance	3
FINA 716 Money, Banking and Investment Markets	3
FINA 717 Advance Investment Knowledge	3

Degree Requirement	(3 credits)
(Select one course)	
FINA 721* Advanced Finance Seminar	3
MANA 742* Simulation	3

Elective Course	(3 credits)
*One semester course	

Elective courses can be selected from this group:

ACCO 500 Financial Accounting	3
MATH 505 Quantitative Methods for Decision Making at Risk	3

SUPPLY CHAIN AND MATERIAL MANAGEMENT

The program will provide students a thorough preparation in supply chain and materials management skills and expertise

in consulting management from middle to senior level roles in the organizations, with a global and social perspective. The program also provides a comprehensive approach that integrates skills in project management and lean six-sigma problem solving techniques. It incorporates the use of tools, critical thinking, project management, and research and information technology skills especially in specific areas of the profession in the role of consultant.

Total Credits	45
Core Courses	21
Required Specialization Courses	18
Specialization Electives	3
Degree Requirement	3

Core Courses	(21 credits)
ACCO 501 Management Accounting	3
ECON 519 Managerial Economics	3
FINA 503 Managerial Finance	3
MANA 501 Organizational Behavior	3
MANA 600 Research Methods	3
MARK 511 Marketing Management	3
STAT 555 Statistics for Decision-Making	3

Required Specialization Courses	(18 credits)
MANA 603 Materials Management	3
SUMA 607 Supply Chain Management	3
SUMA 610 Strategic Cost Management	3
SUMA 612 Operations Management	3
SUMA 615 Demand Management and Forecasting	3
SUMA 618 Strategic Procurement	3

Degree Requirements	(3 credits)
SUMA 721 Advance Supply Chain and Materials Management Seminar	3
MANA 742 Simulation	3

Elective Courses	(3 credits)
QUMA 600 Six Sigma	3
MANA 625 Total Quality Management	3
ACCO 500 Financial Accounting	3
INBU 500 Europe Business	3

GRADUATE CERTIFICATES

MANAGEMENT

Total Credits	21
Required Specialization Courses	6
Additional Specialization Requirements	12
Degree Requirement	3

Required Specialization Courses	(6 credits)
HURM 710 Human Resources Management	3

HURM 715 Advanced Supervision 3

Specialization option

Management (12 credits)

MANA 511 International Management 3
 HURM 719 Leadership 3
 MANA 705 Production and Operations Management 3
 HURM 732 Occupational Health and Safety 3
 MANA 720 Advanced Production Management 3
 MANA 625 Total Quality Management 3

or
Entrepreneurial (12 credits)

ENTR 600 Identification and Evaluation of Entrepreneurial 3
 ENTR 601 E-Commerce 3
 ENTR 602 The Business Plan 3
 ENTR 603 Organizational Structure and Design for PYMES 3

Degree Requirement (3 credits)

(Select one from this group)
 MANA 736* Management Seminar 3
 MANA 742* Simulation 3

*One semester course

ACCOUNTING

Total Credits 18-21

Specific Specialization Requirements 6

Additional Specialization Requirements 9-12

Degree Requirement 3

Specific Specialization Requirements (6 credits)

ACCO 702 Financial Accounting Theory 3
 ACCO 706 Advanced Auditing 3

Additional Specialization Requirements (9-12 credits)

Accounting (9 credits)

ACCO 709 Budgeting 3
 ACCO 710 Governmental Accounting 3
 ACCO 711 Forensic Accounting 3

or
International Accounting (12 credits)

ACCO 712 International Accounting 3
 ACCO 713 International Financial Markets 3
 ACCO 714 International Banking 3
 FINA 610 International Finances 3

Degree Requirement (3 credits)

(Select one from this group)
 ACCO 721* Accounting Management 3
 MANA 742* Simulation 3

*One semester course

HUMAN RESOURCES

Total Credits 18

Required Specialization Courses 6

Additional Specialization Requirements 6

Degree Requirement 3

Specific Specialization Requirements (6 credits)

(Selected from this group)
 HURM 710 Human Resources Management 3
 HURM 715 Advanced Supervision 3
 HURM 725 Labor Law 3

Additional Specialization Requirements (6 credits)

(Selected from this group)
 HURM 714 Training: Planning and Direction 3
 HURM 716 Personnel Recruitment and Selection 3
 HURM 719 Leadership 3
 HURM 720 Performance Evaluation 3
 HURM 730 Compensation System & Benefits Management 3
 HURM 732 Occupational Health and Safety 3
 MANA 640 Collective Bargaining 3

Degree Requirement (3 credits)

(Select from this group)
 HURM 735* Seminar in Human Resources Management 3
 MANA 742* Simulation 3

*One semester course

QUALITY MANAGEMENT

Total Credits 21

Required Specialization Courses 9

Additional Specialization Requirements 6

Degree Requirement 3

Elective Course 3

Required Specialization Courses (9 credits)

MANA 609 Quality Management 3
 MANA 625 Total Quality Management 3
 QUMA 655 Quality Statistics 3

Additional Specialization Requirements (6 credits)

(Select two from this group)
 HURM 715 Advanced Supervision 3
 QUMA 600 Six Sigma 3
 QUMA 626 Teamwork Development 3
 QUMA 727 Principles of International Quality Standards (ISO) 3
 QUMA 728 Total Quality in Human Resources 3
 QUMA 729 Re-Engineering 3

Degree Requirement (3 credits)

(Select two from this group)
 QUMA 733* Quality Management Seminar 3

MANA 742* Simulation 3
*One semester course

Elective Course (3 credits)

MARKETING

Total Credits 24
Required Specialization Courses 12
Additional Specialization Requirements 9
Degree Requirement 3

Specific Specialization Requirements (12 credits)

MARK 610 Advanced Marketing Management 3
MARK 708 Consumer Behavior 3
MARK 709 Distribution Channels 3
MARK 711 International Marketing 3

Additional Specialization Requirements (9 credits)
(Select one of the options)

Marketing Business to Business
MARK 713 New Products Management 3
MARK 716 Marketing Business to Business 3
MARK 718 Logistics 3

Services Marketing
MARK 715 Services Marketing I 3
MARK 720 Services Marketing II 3
MARK 725 E-Marketing 3

People's Marketing
MARK 730 Sport Marketing 3
MARK 735 Special Event 3
MARK 745 Political Marketing 3

Green Marketing
MANA 502 Environmental Management 3
MARK 690 Green Marketing 3
MARK 695 Sustainable Development 3

Degree Requirement (3 credits)
MARK 740* Marketing Seminar 3
MANA 742* Simulation 3

*One semester course.

PROJECT MANAGEMENT

Total Credits 24
Required Specialization Courses 18
Degree Requirement 3

Specific Specialization Requirements (18 credits)

MANA 722 Fundamentals in Project Management 3
MANA 724 Project Management in Human Resources 3
MANA 726 Strategic Planning in Project Management 3
MANA 728 Project Quality Management 3
MANA 729 Risk Management in Projects 3

MANA 730 Project Cost and Procurement Management 3

Degree Requirement (3 credits)
(Select one from this group)

MANA 739* Project Management Seminar 3

Elective Course (3 credits)

*One semester course.

SUPPLY CHAIN AND MATERIAL MANAGEMENT

The program will provide students a thorough preparation in supply chain and materials management skills and expertise in consulting management from middle to senior level roles in the organizations, with a global and social perspective. The program also provides a comprehensive approach that integrates skills in project management and lean six-sigma problem solving techniques. It incorporates the use of tools, critical thinking, project management, and research and information technology skills especially in specific areas of the profession in the role of consultant.

Total Credits 24
Required Specialization Courses 18
Degree Requirements 3
Elective Courses 3

Required Specialization Courses (18 credits)

MANA 603 Materials Management 3
SUMA 607 Supply Chain Management 3
SUMA 610 Strategic Cost Management 3
SUMA 612 Operations Management 3
SUMA 615 Demand Management and Forecasting 3
SUMA 618 Strategic Procurement 3

Degree Requirements (3 credits)

SUMA 721 Advance Supply Chain and Materials Management Seminar 3
MANA 742 Simulation 3

Elective Courses (3 credits)

QUMA 600 Six Sigma 3
MANA 625 Total Quality Management 3
ACCO 500 Financial Accounting 3
INBU 500 Europe Business 3

ONLINE MASTER'S DEGREE

HUMAN RESOURCES @

Total Credits 39
Core Courses 21

Required Specialization Courses	12
Elective Courses	3
Degree Requirements	3

Core Courses	(21 credits)
ACCO 501 Managerial Accounting	3
ECON 519 Managerial Economics	3
FINA 503 Managerial Finance	3
MANA 501 Organizational Behavior	3
MANA 600 Research Methods	3
MARK 511 Marketing Management	3
STAT 555 Statistics for Decision-Making	3

Required Specialization Courses	(12 credits)
HURM 710 Human Resources Management	3
HURM 730 Compensation System and Benefits Management	3
HURM 725 Labor Law	3
HURM 732 Occupational Health and Safety	3

Elective Course	(3 credits)
HURM 715 Advanced Supervision	3

Degree Requirement	(3 credits)
(Select one from this group)	
HURM 738 Knowledge Integration in Human Resources	3
MANA 742 Simulation	3

MANAGEMENT @

Total Credits	39
Core Courses	21
Required Specialization Courses	12
Elective Courses	3
Degree Requirement	3

Core Courses	(21 credits)
ACCO 501 Managerial Accounting	3
ECON 519 Managerial Economics	3
FINA 503 Managerial Finance	3
MANA 501 Organizational Behavior	3
MANA 600 Research Methods	3
MARK 511 Marketing Management	3
STAT 555 Statistics for Decision-Making	3

Required Specialization Courses	(12 credits)
HURM 710 Human Resources Management	3
HURM 715 Supervision and Leadership	3
HURM 725 Labor Law	3
MANA 705 Production and Operations Management	3

Elective Courses	(3 credits)
(Select one from this group)	
HURM 732 Occupational Health and Safety	3
MANA 625 Total Quality Management	3

Degree Requirement	(3 credits)
(Select one from this group)	

MANA 736 Management Seminar	3
MANA 738 Knowledge Integration in Management	3

MATERIALS MANAGEMENT AND CONTROL @

Total Credits	39
Core Courses	21
Required Specialization Courses	12
Electives Courses	3
Degree Requirement	3

Core Courses	(21 credits)
ACCO 501 Managerial Accounting	3
ECON 519 Managerial Economics	3
FINA 503 Managerial Finance	3
MANA 501 Organizational Behavior	3
MANA 600 Research Methods	3
MARK 511 Marketing Management	3
STAT 555 Statistics for Decision-Making	3

Required Specialization Courses	(12 credits)
MANA 603 Materials Management	3
MANA 701 Inventory Control Management	3
MANA 705 Production and Operations Management	3
MANA 720 Advanced Production Management	3

Elective Courses	(3 credits)
(Select one from this group)	
MANA 606 Purchasing Management	3
MANA 609 Quality Control Management	3

Degree Requirement	(3 credits)
(Select one from this group)	
MANA 719 Knowledge Integration in Materials Management and Control	3
MANA 717 Materials Seminar	3

MARKETING @

Total Credits	39
Core Requirements	21
Required Specialization Courses	12
Degree Requirement	3

Core Courses	(21 credits)
ACCO 501 Managerial Accounting	3
ECON 519 Managerial Economics	3
FINA 503 Managerial Finance	3
MANA 501 Organizational Behavior	3
MANA 600 Research Methods	3
MARK 511 Marketing Management	3
STAT 555 Statistics for Decision-Making	3

Required Specialization Courses	(12 credits)
MARK 610 Advanced Marketing Management	3

MARK 615	Advertising and Promotion	3
MARK 616	Public Relations	3
MARK 708	Consumer Behavior	3
Elective Courses		(3 credits)
MARK 711	International Marketing	3

Degree Requirements		(3 credits)
(Selected from this group)		
MARK 738	Knowledge Integration in Marketing	3
MARK 740	Marketing Seminar	3

DOCTORAL PROGRAM, DBA

The Doctoral Degree in Business Administration (DBA) has been designed to provide students with the analytical, technical and managerial skills required in a changing and competitive global marketplace. There is also a strong research component that will enable students to investigate, analyze, and obtain the necessary expertise to excel in today’s business world as well as promote change. Analytical skills are emphasized.

This DBA Program will incorporate the new trends in information technology, which will allow faculty and students to incorporate research activities as well as to apply the acquired knowledge.

Program Objectives

The overall objective of the DBA Graduate Program is to provide a high-quality doctoral program, and to improve and refine advance skills required by persons currently holding professional positions in business administration, such as faculty or other managerial personnel. The program will also motivate students to conduct activities related to research and product development, as well as services and new economic activities.

The specific objectives of the program may be summarized as follows:

- Stimulate theoretical and applied research that will result in the improvement of services to the institution and the community at large, while maintaining the institution’s emphasis on quality learning and teaching.
- Develop competent professionals at the graduate level who will satisfy the business faculty needs at university level in Puerto Rico
- Promote the use of technology and non-traditional educational delivery systems.
- Establish partnerships between the University and the external community, by promoting research, cultural and community development projects that will enhance the quality of life.

DOCTORAL DEGREES

MANAGEMENT

Total	60
Core Courses	18
Specialization Required Courses	15
Specialization Elective Courses*	9
Research Course	18

Core Courses	(18 credits)	
ECON 760	Economic Analysis	3
MANA 750	Advanced Statistical Methods	3
MANA 754	Business Research Methods	3
MANA 762	Management Science	3
MANA 764	International Businesses Management	3
MAIS 835	IT Policy and Strategy	3

Specialization Required Courses	(15 credits)	
MANA 800	Business Data Analysis	3
MANA 802	Corporate Finance	3
MANA 804	Strategic Management	3
MANA 806	Organizational Design	3
ENTR 842	Entrepreneurship Management	3

Specialization Elective Courses*	(9 credits)	
(select three from this group)		
MANA 808	Business Consulting	3
MANA 810	Negotiation Strategies	3
MANA 820	Management of Innovations and Technology	3
MANA 822	Project Management in Business	3
MANA 824	Risk Management	3
MANA 830	Advanced Human Resources Management	3
MANA 832	Training and Human Resources Management	3
MANA 834	Seminar in Leadership	3
MANA 840	Management in the Service Industry	3
MANA 844	Managing Professional Service Organizations	3
MANA 850	Strategic Planning in Public Organizations	3
MANA 852	Project Planning and Programming	3
MANA 854	Management and Budgeting in Government	3
MAIS 857	Special Topics Business Intelligence	3

Research Courses*	(18 credits)	
RESM 862	Seminar in Management I*	3
RESM 864	Seminar in Management II*	3
RESM 866	Dissertation I	6
RESM 867	Continuation Dissertation I**	0
RESM 868	Dissertation II	6
RESM 869	Continuation Dissertation II**	0

*Enrollment in elective courses and research seminars requires advisor approval.

**Optional course three contact hours.

INFORMATION SYSTEMS MANAGEMENT

Total	60
Core Courses	18
Specialization Required Courses	15
Specialization Elective Courses*	9
Research Course	18

Core Courses (18 credits)

ECON 760	Economic Analysis	3
MANA 750	Advanced Statistical Methods	3
MANA 754	Business Research Methods	3
MANA 762	Management Science	3
MANA 764	International Businesses Management	3
MAIS 835	IT Policy and Strategy	3

Specialization Required Courses (15 credits)

MAIS 810	Information Systems Modeling	3
MAIS 815	Telecommunications Management	3
MAIS 820	Decision Support Systems	3
MAIS 825	Information Security Management	3
MAIS 830	Web-Based Information Architectures	3

Specialization Elective Courses* (9 credits)

MAIS 827	Data Warehousing Management	3
MAIS 832	Knowledge Management	3
MAIS 842	Web Services	3
MAIS 847	Special Topics in Information Security	3
MAIS 852	Multimedia Systems	3
MAIS 857	Special Topics in Computer Information Systems	3
MAIS 858	Data Mining	3
MAIS 859	Service-Oriented Architecture	3

Research Courses* (18 credits)

RESM 850	Seminar Information Systems I*	3
RESM 860	Seminar in Information Systems II*	3
RESM 866	Dissertation I	6
RESM 867	Continuation Dissertation I**	0
RESM 868	Dissertation II	6
RESM 869	Continuation Dissertation II**	3

*Enrollment in elective courses and research seminars requires advisor approval.

**Optional course three contact hours.

COURSE DESCRIPTIONS

(Courses marked with @ could be offered in both modalities, traditional or on-line.)

**ACCO 500
Financial Accounting
Three Credits**

This course studies the foundations of financial accounting geared to provide a broad view, including the forms of

business organization, the typical accounting cycle within them, the analysis of financial statements, and the management of different financial instruments.

**ACCO 501 @
Managerial Accounting
Three Credits**

This course emphasizes the study of managerial accounting within a framework of planning, control, and decision-making. It includes topics such as the cost-volume-profit relationship, capital investments, with a special interest in budget formulation and implementation.

**ACCO 510
Sustainable Accounting and Finance
Three Credits**

The last decades have witnessed the emergence of sustainability concerns for the enterprise. Specifically, one wonders whether it is possible that a company create value and still being socially responsible and sustainable. The empirical evidence so far tells us that companies can accomplish this, but it requires some conditions such as having a sustainable mindset, sustainable accounting and financial tools, and a set of appropriate market mechanisms that are able to manage environmental risk in a proper way. All these topics belong to a new exciting area called “sustainable accounting and finance”.

**ACCO 613
International Accounting
Three Credits**

This course deals with a comparative analysis of accounting concepts and practices in different countries and the convergence of international accounting standards. It focuses on the problems associated with accounting in multinational corporations, including the transfer of funds and income measurements, consolidation problems, issues in transfer pricing, and policies appropriate for international mergers and company valuation for acquisitions.

**ACCO 702
Financial Accounting Theory
Three Credits**

The course centers on the analysis of generally accepted accounting principles (GAAP), as established by the Committee on Accounting Research, the Accounting Principles Board, and the Financial Accounting Standards Board.

**ACCO 704
Advanced Accounting
Three Credits**

The course deals with case studies and analysis of special problems in the field of advanced accounting. Topics include

consolidated financial statements, foreign transactions, firm consolidations and mergers, as well as foreign trade and international accounting, and accounting of non-private non-government organizations.

ACCO 705
Income Tax in Puerto Rico

Three Credits

The course centers on the study of the conceptual structure of the income tax system, relevant legal aspects in Puerto Rico, and the analysis of income tax returns for all types of business organizations in Puerto Rico.

ACCO 706
Advanced Auditing

Three Credits

The course covers concepts and procedures involved in auditing, professional ethics, audit standards, disclosure problems, and audit opinions on financial statements.

ACCO 707
Federal Income Tax

Three Credits

The federal income tax laws for individuals and corporations will be examined. The course includes case studies to enable the student to bridge theory and practice.

ACCO 708
Computer Applications in Accounting

Three Credits

This course studies the adaptation and interpretation of accounting procedures and systems to electronic transaction processing.

ACCO 709
Budgeting

Three Credits

The course deals with the budget as the basis for an effective planning and control system in the public or private sector. It includes master budgets, capital investments, and strategic planning.

ACCO 710
Governmental Accounting

Three Credits

Study of the all types of funds common to governmental agencies (state and local) and not for profit entities. In the course are also included, financial reports such as: Government's comprehensive annual financial report, Wide government statements, and other, depending on the resources (fund) used in the entity. Budgets and its importance and preparation is part of the course.

ACCO 711
Forensic Accounting

Three Credits

Forensic accounting is one of the fastest growing areas of accounting today. Include the study of investigative accounting procedures and techniques used in litigation support. Covers the basic theories and principles of forensic accounting and their application. Topics to be covered include financial reporting fraud, employee fraud, income reconstruction methods, testifying as an expert witness, evidence management, cybercrime, and business valuations. The course discusses practical cases in order to understand the principles and procedures involved and their relationships within forensic accounting. The course is structured to enhance the ability of students to think critically and to develop the knowledge, skills and attitudes necessary to compete effectively in the rapidly changing world of accounting.

ACCO 712
International Accounting

Three Credits

The purpose of this course is introducing to the international dimensions of accounting, financial reporting, and financial control. Understand the global business, cross-border investing and external and internal financial communications. Emphasizes the Development and classification of accounting in Europe and Asia. It includes Reporting and Disclosure, Foreign Currency translation, Global Accounting and Auditing Standards and International Financial Statement Analysis. Also include Managerial Planning, Control and International Taxation and Transfer Pricing.

ACCO 713
International Financial Markets

Three Credits

The course discusses international financial markets and instruments including currency markets; international diversification and optimal asset allocation. One theme I will return to throughout the class is the globalization phenomenon and its effects on markets, asset allocation and the real economy. Some of the topics to be discussed are Globalization and the Multinational Corporation, Exchange market, Rate Systems, International Debt and Equity Financing and International Capital Budgeting.

ACCO 714
International Banking

Three Credits

This course deals with unstoppable globalization in that we are immersed, is affecting directly the change of the economy in the world and affecting all of the business activities and the contractual relationship, business and

financial matters particularly bound obligatory to the business bank, in which its intervention in the international commerce is absolute and determinant. In this course will be discuss the different methods of payments and collections, the contracts banking-financiers of the foreign trade, loan, opening of credits, rules and regulations of this procedures and leasing, forfeiting and the different warranties vinculated to the international operations such as advance payments bond, maintenance bond, performance bond, retention bond, tender bond and bid bond.

ACCO 715

**Cost Accounting
Three Credits**

The course deals with the study of the generally accepted cost accounting principles. Application of these principles in the planning and control of the elements of costs, including procedures for decision making. In addition, the study of standard costs, budgeting, analysis of variables and reasons leading to the success or failure of diverse programs of action.

ACCO 721

**Accounting Seminar
Three Credits**

The course centers on the study of contemporary topics relevant to accounting, from both theoretical and practical perspectives. The student will carry out a research project in the area of interest under the supervision of the instructor.

ACCO 745

**Corporate Income Tax
Three Credits**

This course focuses on the intensive study of statutes, regulations, and cases related to corporate income tax. Topics included are contribution consequences in the organization, distribution to shareholders, redemption of stock shares, liquidation of corporations and sales of assets and stock shares.

ACCO 746

**Income Tax, Society and Individual Corporations
Three Credits**

The course integrates the concepts and principles related to the consequences of contributions profits in partnerships and individual corporations. Emphasis is placed on differences and similarities of partnership and individual corporations. Students will study and analyze concepts, foundations, limitations and contribution practices.

ACCO 747

**Income Tax for Non-profit Organizations
Three Credits**

The course centers on the discussion of the significant rules for non-profit organizations. Topics included are rules for

non-profit organizations, categories of tax-exempt organizations, requirements to qualify, and restrictions. Charitable entities vs. private foundations will also be examined, as well as documentation and disclosure requirements.

ACCO 748

**Corporate Re-organizations
Three Credits**

The course centers on the study and analysis of contribution aspects of acquisitions, legal dispositions and problems related to transactions of tax-exempt organizations. Different types of reorganizations, parts of a reorganization, foreign corporations, utilities and benefits of the corporation and others contributions consequences will also be discussed.

ACCO 749

**Income Tax Planning Seminar
Three Credits**

The course centers on the study and analysis of financial concepts and taxation, in order to prepare the student in problem solving. Topics discussed include capital budget, tax arrangement, and techniques of the pacification contribution.

ACCO 750

**Taxes Seminar
Three Credits**

The course consists of investigation and analysis of tax problem solving, as well as steps involved in tax investigation processes, evaluation, and application to a specific situation.

ECON 519 @

**Managerial Economics
Three Credits**

The course centers on the application of microeconomic theory and the tools of analysis of decision sciences to achieve efficient solutions in an organization. It includes fundamental topics such as demand theory, production and cost theory, and market structure.

ECON 760

**Economic Analysis
Three Credits**

The course deals with basic conceptual tools for the study of decision-making in uncertain conditions. Topics to be developed include references and risk attitude of the decision maker and the relationship of these elements to the utility maximization effect. In the second part of the course, traditional techniques of linear programming to determine particular solutions in maximization or minimization

problems will be considered. We will focus on the interpretation of solutions (basic and general) and the existence of both. The third part of the course will cover basic notions of game theory. We will develop equilibrium concepts and study their applicability.

ENTR 600

**Identification and Evaluation of Entrepreneurial Opportunities
Three Credits**

The course is designed to develop capabilities to manage the process of venture creation, including feasibility analysis, business planning, managing growth and harvest. The course allows students to discover core aspects of entrepreneurship and identify resources to translate ideas into business concepts. The students will acquire knowledge of concepts, techniques, and skills necessary to identify and evaluate entrepreneurial opportunities and translate these into a business entity. Feasibility studies techniques, development of business plans, and strategies to launch and further grow a venture will be presented.

ENTR 601

**E-Commerce
Three Credits**

This course introduces students to a wide range of issues of e-commerce from a business perspective. It provides students with skills, and tools of technology needed to help students to develop an understanding of the technologies used in the construction and administration of successful e-commerce applications of all types in business. . Some topics explored in this course include: marketing strategies, security, privacy, infrastructure design, server management, legal liabilities, ethics, and acceptable use policies.

ENTR 602

**The Business Plan
Three Credits**

Planning in emerging ventures has many purposes and uses. Firstly, planning serves as a mechanism to guide the entrepreneurial intentions and behavior, while monitoring the expected versus actual results. Secondly, access to finance requires the preparation of formal written plans that allow investors to see a glimpse of the yet inexistent venture. Throughout this module, planning in nascent firms will be discussed from the perspective of nascent entrepreneurs and potential investors. At completion of this module, the students are expected to have prepared a formal business plan ready for soliciting finance or venture capital. Therefore, the course dynamic will take an action learning approach in which the students will be writing their business plan as they are being introduced to different concepts. The development of the formal business plan will be aided by the use of business planning software.

ENTR 603

**Organizational Structure and Design for PYMES
Three Credits**

This course is to help students obtain in-depth understandings of organizations through good comprehension of central theoretical perspectives and paradigms. This course will focus on determinants of an organization's success, focusing particularly on structure and design issues, as well as external environmental factors that impact organizational structure and functioning. A systems theory approach will be taken, making links to the strategic management, power and control literatures, as well as different forms of organizing ("rational" to "natural" organizing). Finally, the effect of macro-level factors on individual decisions and behaviors, and thus organizational effectiveness, will examine from a multiple levels-of-analysis perspective.

FINA 503 @

**Managerial Finance
Three Credits**

The methodology and concepts relevant to the financial decision-making process are studied. Within the framework of modern financial theory, this course examines how to manage the sources and uses of capital to achieve corporate goals. It specifically includes the study of financial analysis and financial planning techniques, long-run investment decisions, short-run liquidity needs, and long-run financial strategies and instruments.

FINA 610

**International Finances
Three Credits**

This course deals with unstoppable globalization in that we are immersed, is affecting directly the change of the economy in the world and affecting all of the business activities and the contractual relationship, business and financial matters particularly bound obligatory to the business bank, in which its intervention in the international commerce is absolute and determinant. In this course will be discuss the different methods of payments and collections, the contracts banking-financiers of the foreign trade, loan, opening of credits, rules and regulations of this procedures and leasing, forfaiting and the different warranties related to the international operations such as advance payments bond, maintenance bond, performance bond, retention bond, tender bond and bid bond.

FINA 620

**International Finance
Three Credits**

The course deals with financial management of foreign operations of international enterprises. Emphasis is placed on international investments and the financial constraints of the international environment and trade.

FINA 702

Corporate Finance

Three Credits

This course covers the theory and empirics of corporate finance. The starting point of the course is an introduction to the Modigliani-Miller irrelevance theorems, which describe a frictionless set-up in which capital structure is independent of the firms' characteristics or choices and is irrelevant for the valuation of the firm. A variety of deviations from this frictionless scenario are then studied. In these different cases we analyze optimal capital structure, payout policies, corporate taxation, financial distress, the use of capital structure as a signaling device, and control allocation, amongst others, and how these affect the firm's valuation and investment decisions. In addition, we will also cover topics related to corporate governance, initial public offerings, managerial compensation, financial constraints and mergers and acquisitions.

FINA 704

Entrepreneurial Finance

Three Credits

This course covers the financial aspects of small business entrepreneurship for owners of sole proprietorships, partnerships, and small nonpublic corporations. We cover (in varying degree) the following topics: economic concepts of finance, management functions, business organizations and ownership, elements of a business plan, problems with financial statements, vertical analysis, horizontal analysis, ratio analysis, profitability, bankruptcy, break-even analysis, forecasting, pro forma financial statements, current working capital management, effective rate of return, time value of money, techniques of capital budgeting, risk management, investment strategies, pension planning, and estate planning. There will be a heavy use of cases for the application of entrepreneurial financial concepts.

FINA 705

Options, Futures and Other Derivates

Three Credits

The purpose of this course is to help prospective financial managers, general managers and senior functional managers gain a thorough understanding of what financial derivatives are, how they work, how they are used, and how to measure the risks and rewards associated with them. While using and trading derivatives can add enormous value to a firm, a lack of understanding of risk management techniques can easily lead to disaster. It is, therefore, vital for financial and nonfinancial firms to be knowledgeable about the latest tools, tactics, and strategies for risk management using derivatives. This course consists of two parts. The first part of the course deals with the structure of futures markets, pricing of futures contracts and hedging with such contracts. The second part of the course deals with options markets;

strategies, pricing and position analysis and hedging with such contracts. The course will consist of lectures, discussions, problem solving, cases and market tracking.

FINA 706

Investments and Financial Markets

Three Credits

This course discusses Portfolio Theory with applications to the markets for equities, fixed income securities, and options. Risk analysis and investment strategies are discussed within the financial crisis context. The following question will be proposed to students: How can I increase the value of my firm by using investments? The answer to this question will be the object of study in this course. There will be a heavy use of cases and paper for the application of Investment theory so that an answer to the "course question" may be developed.

FINA 707

Risk Management in Financial Institutions

Three Credits

A financial institution faces market and credit risk every day: Changes in foreign exchange rates, interest rates, stocks, and commodity prices make organizations vulnerable to financial loss. As a result, uncertainty surrounds an organization's future and the fair market values of its assets and liabilities. This course offers insight on managing uncertainties and the successful use of hedging strategies and derivative instruments, demonstrating how to aggregate information from across an organization, combine different instrument types into one portfolio, perform scenario and stress tests, calculate at-risk measures, and deliver a customized report. Also presented is an overview of the most recent techniques used in credit-risk management, aimed at new models in this fast-developing area. Examples taken from well-known cases underline the importance of an adequate credit-risk management system.

FINA 708

Financial Management in Public, SME's and Non Profit Organizations

Three Credits

This course studies the finances of public, SME's and nonprofit organizations from an integrated point of view. The finances in public organizations are guided by the Government's fiscal, economic and monetary policies. These policies will have a direct impact on SMEs and nonprofit organizations. On the other hand, the Government needs to promote the creation and proliferation of SMEs and nonprofits to maximize economic growth in a country. This course discusses financial statements, legal financial requirements, structure of cash flows, investments opportunities, and financing for each type of organization. The concept of entrepreneurship is applied to expand the financial possibilities of each type of organization. There will

be a heavy use of cases for the application of financial concepts into each type of organization.

FINA 709

Global Corporate Finance and Sustainability

Three Credits

In this course the participants will be able to develop a body of knowledge, practices, attitudes, and skills needed to make financial decisions for global enterprises. The course is a continuation of Corporate Finance FINA 702. It takes on the topics where Corporate Finance leaves off. Its aim, precisely, is twofold: (a) to take the topics of Corporate Finance to a global platform, and (b) to further expand upon those topics in line with the most recent developments in financial strategies related to firm's sustainability and in business/economic practices that are global in nature. The course is a mix of about 70 percent finance and 30 percent economics. Both the finance and economics components are heavily cast in the framework of strategy and decision making in a global environment.

FINA 715

International Finance

Three Credits

This course is devoted to studying international monetary economics and finance both theoretically and empirically. We begin with a historical overview of the gold standard, the Bretton Woods's System, and current international monetary regimes and currency systems. We then examine theoretically and empirically the balance-of-trade and balance-of-payment accounts and their adjustments. Exchange rate systems and exchange rate determination and adjustments are also studied, with particular attention to empirical studies on exchange rate dynamics and their impact on macroeconomics. Special emphasis is given to the study of international monetary and financial arrangements, the financial sector, and financial instability and monetary and fiscal policy issues. Topics include issues of exchange rate volatility and its impact on the real and financial sector, foreign debt, capital flows, currency runs, and international portfolio choice; World Bank and IMF policies and issues concerning financial market liberalization; international financial regulations; and international financial architecture. There will be a heavy use of cases for the application of International finance concepts.

FINA 716

Money, Banking and Investment Markets

Three Credits

Money and banking is an interesting and diverse field of study. It may be focused from an investments point of view. Financial news channels on cable provide a nearly 24-hour stream of reporting and analysis of the conditions in the Investment markets around the world. Websites are created to provide more analysis -some good, some bad - on global

investment conditions. The host of financial crises in the emerging-market economies have served to remind economists, bankers and investors of the importance of the banking system, and to reconsider appropriate risk taking. The recent debates over globalization as seen in documentaries and the mass of new books published on the subject have neglected one of the most prominent features of this process – the role of investments (financial) instruments and ethics. The study of money, banking and investment markets should help to make sense of these topics. To do so, it will require some background in investment theory, a means to organize one's thinking, and a basic knowledge of some of the technical details and institutions, therefore, this course will concentrate in the interactions of several key players as banks as the primary financial intermediaries, the federal reserve as the executioner of monetary policy, the government as the initiator of fiscal policy and the private and institutional investors as the fuel of the economy through investment markets. This course presents a broad picture of the system to any prospective investor. The use of case study will enhance the integration of all parts of the system.

FINA 717

Advance Investment Knowledge

Three Credits

This course will provide the student with further immersion into the investment knowledge from a realistic and practical point of view: How is life being an investment broker? What does it take to become an investment broker? What is the practical difference between a broker and a dealer? The course discusses the micro structure of an investment market with emphasis in the role of an investment broker in the market inner workings. The use of case studies will be one of the main tools for discussion of different investment topics as well as the presence of real investment brokers in the class.

FINA 721

Advance Finance Seminar

Three Credits

Seminar style course in which they discuss cases, articles and lectures on contemporary issues in finance. Integrate concepts and skills acquired in major courses. The selection of cases, articles and lectures to be studied is designed to encourage analytical discussion, generate ideas and application of concepts and models relevant to financial decision making in an environment that simulates the one where you play in your work area future.

HURM 630

Employee Relations and Services

Three Credits

The course promotes discussion and analysis of related aspects of human relations in organizations, including

motivation, comprehensive approaches and fundamentals of human behavior, incentives, group dynamics, affirmative action programs, rewards, sanctions, and related theories within the organizational setting.

HURM 640
Collective Bargaining
Three Credits

This course provides the student with the fundamental skills needed to participate fully in any situation requiring bargaining skills. Analysis of the legal aspects and the historical experience of collective bargaining. Topics studied are: bargaining structure and techniques, arbitration administration, complaint and grievance procedures, and environmental influence on the process. Differences and similarities of collective bargaining between the private and the public sector are examined.

HURM 710 @
Human Resources Management
Three Credits

The course deals with philosophy, techniques and policies of the management of human resources in modern organizations. A conceptual model of personnel administration is discussed. The analysis is supplemented with classical case studies.

HURM 715 @
Advanced Supervision
Three Credits

The course provides the student with the skills and knowledge necessary to carry out effectively the managerial functions of planning, organization, direction and control of personnel.

HURM 716
Personnel Recruitment and Selection
Three Credits

The course centers on revision and analysis of the different stages of the personnel recruitment and selection process, beginning with the identification of the need to recruit, up to the moment an employment offer is made.

HURM 719
Proactive Leadership in the Organization
Three Credits

The course centers on the study and analysis of proactive leadership in an organization. It provides the knowledge needed to be a proactive leader in an organization.

HURM 720
Performance Evaluation
Three Credits

This course was designed to provide a general vision and understanding of the theory associated with performance

appraisal, its methods and the way it is related to the Human Resources System in the organization. It includes the discussion of performance appraisal methods and tools for the evaluation and development of performance appraisal instruments. The course will also provide a view of the legal aspects and international contexts of the performance appraisal.

HURM 725 @
Labor Law
Three Credits

The course promotes the analysis, evaluation, and discussion of local and federal laws pertaining to the employer-employee relationship in Puerto Rico. Topics discussed include fair employment practices, wage and salary legislation, anti-discrimination laws, promotion, termination, and other pay-related actions.

HURM 727
Concentration Test in Human Resources
Three Credits

This course was designed to provide students the opportunity to integrate knowledge obtained in their concentration, to review the main theoretical concepts, and to take the specialty test to obtain the degree. During the course, the students must review both theoretical and practical concepts of their concentration. At the end of the course, the student must take the concentration test.

HURM 730 @
Compensation System and Benefits Management
Three Credits

The principles underlying employee compensation are studied in the course. Different wage and salary systems and their benefits programs found in modern's businesses are examined. The creation, implementation and maintenance of a salary plan, together with the methods of job evaluation for value determination, are topics considered.

HURM 732 @
Occupational Health and Safety
Three Credits

The course covers fundamental aspects of existing legislation and policies regarding occupational health and safety, compensation, and distribution of responsibilities.

HURM 735 @
Human Resources Seminar
Three Credits

Course designed to guide students to conduct research within their area of study under the direction and supervision of professor. The course is an individualized development. The course includes identification and discussion of problematic situations that can be investigated, analysis and events that relate to it. It also includes the

recognition of independent and dependent variables of the problem, formulation of basic research questions, type of research, formulating hypotheses, and defining limitations of the study. It also discusses the aspect of the readings relevant to the research population and sample of the study, design of instruments to be used in data collection, identification and description of the operational procedures and statistics to be used in the analysis of data collected in the study. Then the student emphasizes the aspect of statistical presentation of the findings and their interpretation, summary, conclusions and recommendations.

HURM 737 @
Human Resources Concentration Test
Three Credits

This course was designed to provide the opportunity to the students to integrate the knowledge of their concentration, to review the main theoretical concepts and to take the Test to obtain the degree. During the course, the students must review both, theoretical and practical concepts of their concentration. At the end of the course the student must take the concentration test.

HURM 738 @
Knowledge Integration in Human Resources
Three Credits

This course was developed to provide to the student of the Graduate Program in Human Resources, the opportunity to examine and compare their knowledge with the actual conditions of the organizations. The student can identify, discuss and analyze in a critical way the concepts and theories in management using real situations of different organizations. The analysis will be in an integrative way in which the student can use the knowledge acquired in their concentration courses.

INBU 610
The International Business Environment
Three Credits

This is an introductory course in international business. The basic content of the course includes (1) an overview of the means of conducting international business, with an emphasis on what makes international different from domestic; (2) the effects of the social systems within countries on the conduct of international business; (3) the major theories explaining international business transactions and the institutions influencing those activities; (4) the financial exchange systems and institutions that measure and facilitate international transactions; (5) the dynamic interface between countries and companies attempting to conduct foreign business activities; (6) corporate strategy alternatives for global operations; and (7) international activities that fall largely within functional disciplines.

INBU 709
International Business in Latin America and the Caribbean
Three Credits

This course is focused on the business activities carried out across Latin America and the Caribbean. The course reveals macro environment aspects: politic, economy, legal and regulatory, technology, cultural and other and how they impact the multinational enterprise that wishes to establish itself in the region. Furthermore, it analyzes the particularities of the region from the functional perspective of the business organization.

INBU 710
Legal Environment of International Business
Three Credits

A study of the international political, bureaucratic, and legal structures regulating and governing international trade, including multilateral and bilateral arrangements. Schemes for the removal of trade barriers, methods of international contracting, and doing business abroad in the context of international legal environment will be a primary course focus.

INBU 711
Exports and Imports
Three Credits

Managing the export/import department; government regulations affecting imports; financing, insuring, transporting, and marketing of exported or imported raw materials and finished products; methods of purchasing foreign products and selling domestic goods abroad; joint marketing; licensing; distributor relations.

INBU 712
Contemporary Issues in International Business
Three Credits

This course is designed to provide students with the opportunity to examine and analyze topical issues in International Business. Such rapid changes in global environments may put potentially significant impact on the international business and the home and/or host nations associated. This subject assumes students to have fair degrees of understanding in the complexities of global cultural, political, economic, organizational, and financial forces of international business environments and recognize how they affect their firm. As contemporary issues around international business continue to evolve but many times unpredictably, challenges for firms to adjust, reshape and/or reconstruct their strategic directions and thereby organization and management structure become inevitable. This subject will introduce past, current and emerging issues in international business environments and equip students to apply theories/concepts learned from first hand international business subjects into more coherent and real-life practices.

INBU 715

Managing Global Production

Three Credits

This course explores the management of technology and its relationship to the dynamics of globalization in production in both the manufacturing and service industries. It focuses primarily on the management of international supply chains and on the coordination of manufacturing and service activities across different geographies. In addition to analyses of corporate logistics, the course emphasizes international business process outsourcing and the modeling of international business problems.

INBU 720

International Business Studies

Three Credits

The International Business Studies course is an intensive course that explores the business in the context of Latin America and the world. This course is taken outside of Puerto Rico in one of the Partner Universities of our School of Business. Possible topics are: marketing, bilateral trades, financial markets, strategy, work environment, culture, history and law. Also, some local companies will be visited.

MAIS 525

Information Technology in Business Administration

Three Credits

This is a core course that examines the development and application of information technology resources in business organizations. The course provides an overview of the changing nature of organizations as they evolve from the command and control model to an information-competitiveness. The array of technologies available to support and facilitate the attainment of organizational goals will also be studied. Requires laboratory.

MAIS 605

Application Development Technology

Three Credits

This core course deals with the development and application of information technology resources in business organizations. The techniques for increasing competitiveness and the array of technologies available to support and facilitate organizational goal are also studied.

MAIS 615

Systems Analysis and Design

Three Credits

This is a major course that provides the skills, background and understanding to effectively participate in the coding and testing phase of the system development life cycle. The course focuses on the use of algorithms, data structures, procedural abstraction, and mechanisms provided in modern programming languages.

MAIS 625

Object-Oriented Programming

Three Credits

The course deals with advanced topics in programming languages. It provides the opportunity to explore new business applications of emerging hardware and software technologies. The course expands the vision of object-oriented programming as a computing paradigm by exploring its role in modeling, analysis, design, programming, and databases, as well as organizational structure of information systems and processes for software development.

MAIS 635

Database Management

Three Credits

The course deals with techniques for managing the design and development of large database systems, including creating and using logical data models, client/server applications and object oriented programming. Tests of the architecture and structure of a relational database system are executed, in order to compare hierarchical databases and file system processing. Requires laboratory work.

MAIS 645

Business Data Communications and Networks

Three Credits

The course centers on foundations for the design of computer networks. Current methodologies, topologies, and practices in the computer communication networks will be covered.

MAIS 655

E-Commerce Technology

Three Credits

The course deals with management opportunities, challenges, and strategies involved in successfully developing and maintaining electronic commerce. The course includes topics in infrastructure design, server management, security, implementation, marketing, and strategies for E-commerce.

MAIS 704

Information Technology: Management and Policy

Three Credits

This is a major elective course that integrates information technology and information systems with business operation and management. It emphasizes the importance of technology for end-users in business. It also presents important concepts of information systems and business.

MAIS 708

**Information Technology: Project Management
Three Credits**

This is a major elective course that develops the skills and abilities needed by project managers to achieve a higher competitive level in today's organizations. It includes discussion of the business operational environment to develop roles, strategies and competitive projects.

MAIS 734

**Database Object-Oriented Applications Development
Three Credits**

This is a major elective course in which students will develop the necessary skills for designing and creating graphic interactive applications on a relational database. It also emphasizes the use of multiple strategies to support management decisions within the organization.

MAIS 738

**Data Warehousing Management
Three Credits**

The course is designed to prepare students for the management of data warehousing using databases. The student will learn how to plan, design, and develop all the methodology to build a successful data warehouse.

MAIS 744

**Optical Networks for Data Communications
Three Credits**

The course introduces the student to optical networks technology for effective business data communications. It includes the modern methods for multi-wavelength optical networks and emphasizes effective techniques for routing, switching, and data manipulation on optical networks.

MAIS 748

**Mobile and Wireless Data Communication
Three Credits**

This course introduces the student to designing wireless information technology. It includes the methodology to design user interfaces for mobile applications and Web sites that works in the mobile environment. It also provides a guide for redefining existing Web sites, working with wireless devices, cellular phones, and PDAs, taking advantage of the special properties of the current and next generation mobile networks.

MAIS 810

**Information Systems Modeling
Three Credits**

The course deals with establishing information requirements in enterprise wide applications and the process of translating these requirements into global design architecture. It includes a comparison of different methodologies for requirements analysis. Database architecture modeling in

the design process is emphasized. The students explore several approaches for completing design specifications that satisfy existing information requirements.

MAIS 815

**Telecommunications Management
Three Credits**

The course deals with fundamentals of effective management of organizations that develop, operate, and/or use telecommunications. Topics will include underlying technical aspects of voice and data networks, protocols and services, industry and regulatory structures and practices, and practical questions that arise from these issues. The management perspective is emphasized.

MAIS 820

**Decision Support Systems
Three Credits**

The course covers development, implementation, and application of Decision Support Systems (DSS). Discussions include how these systems can be applied to current business problems, as well as organizational issues associated with the implementation and usage of these systems. The course will consist of four main components: decision-making, data management for DSS, modeling techniques for DSS, and collaborative computing.

MAIS 825

**Information Security Management
Three Credits**

The course centers on the analytical methods of assessing and improving systems security and survivability. Emphasis is on studying the theory, mechanism, and implementation of information security and data protection. Topics include fundamentals of system architecture, formal models for computer security, system survivability analysis, security threats, and security architecture strategies and implementation.

MAIS 827

**Data Warehousing Management
Three Credits**

The course deals with the major activities involved in a data warehousing project and how it differs from other database systems. Topics include creating a database model that is specifically optimized for data warehousing, moving data from a source database to a warehouse, and using different tools to access the data in a warehouse with hands-on experience. Organizational and management issues and the common applications in which warehousing is being used today will also be discussed, as well as the kinds of support that Oracle DBMS provides for data warehousing.

MAIS 830

Web-Based Information Architectures

Three Credits

The course deals with design, creation, and usage of web sites and related software. The course focuses on how to use search engines optimally, design e-business sites, analyze competition, and how to archive page access paths in the service of successful e-commerce infrastructures. The course addresses issues related to the creation of search engines, as well as web-based information architectures.

MAIS 832

Knowledge Management

Three Credits

The course deals with integration and use of software in infrastructure management to streamline operations, boost productivity and achieve strategic planning goals. Topics include the use of Computer Aided Design (CAD), Computer Aided Facilities Management, Executive Information Systems and Knowledge Management (KM), in order to integrate these and other infrastructure management functions in new and emerging technologies.

MAIS 835

IT Policy and Strategy

Three Credits

The course covers the strategic use of information technology from a business perspective at the enterprise level. Emphasis is on the development and implementation of policies and plans to achieve organizational goals. Topics discussed include defining the systems that support the operational, administrative, and strategic needs of the organization, its business units, and individual employees. Students will study approaches to managing the function of information systems and the dual challenges of effectively controlling the use of well-established information technologies, while experimenting with selected emerging technologies.

MAIS 842

Web Services

Three Credits

Students will explore and construct web services designed for use in other servers over the Internet. Topics include design and implementation of new services that facilitate collaboration and education. Participants will design, develop, and deploy web services. If appropriate, the web services created will be linked together to demonstrate the concept of web service supply chains.

MAIS 847

Special Topics in Information Security

Three Credits

This course examines the characteristics of highly distributed applications, limitations of traditional security approaches,

new alternatives now being developed, and implications for critical infrastructures. Topics of current interest include: secure operating systems and networks, intrusion detection, cryptographic theory and applications, vulnerability analysis, and deceiving code detection.

MAIS 852

Multimedia Systems

Three Credits

The course centers on the study of theoretical and practical issues in designing multimedia systems. Topics include an introduction to multimedia systems, compression techniques, synchronization, user interface, storage, and operating system support for digital audio and video, as well as network and transport protocols for multimedia.

MAIS 857

Special Topics in Computer Information Systems

Three Credits

The course covers topics that are not included in the regular doctoral program curriculum. The topic will vary each semester and will be published one semester in advance.

MAIS 858

Data Mining

Three Credits

This course introduces data mining as a tool for support to the decision making process in base of the analysis of data obtained from informatics systems. During this process all the stages of the data mining process will be discussed: collection and aggregation of data for the creation of a data warehouse, warehouse cleaning and processing in order to create a minable data view; application of data mining techniques per se (association rule, Bayesian method, support vector machines, artificial neural networks, fuzzy techniques, statistical modeling, etc.); evolution of interpretability and the quality of the knowledge gained, and, finally, dissemination and the use of that knowledge.

MANA 501 @

Organizational Behavior

Three Credits

The course centers on the study of the conceptual and analytical foundations of human behavior in the organization. The impact of organizational variables of employee satisfaction and the performance of the organization will be examined. A case study approach is used.

MANA 505

Information Systems

Three Credits

This course covers the fundamental concepts and application of management science techniques to support business strategy. Emphasis is on systems planning, development,

and implementation. Computer laboratory is used for case solutions.

MANA 511
International Management
Three Credits

This course deals primarily with the managerial practices and functions that characterize successful international corporations. It covers issues of organizational structure, planning and budgeting systems, management development and human resources, ethics, cross-cultural issues, the applicability and adaptation of culture-bound policies, communications, and the management of multi-cultural teams. Emphasis is placed on the processes by which multinational organizations are managed, including conflict management, multi-country integration mechanisms, and negotiation strategies.

MANA 600 @
Research Methods
Three Credits

The course examines the nature and scope of research design and its application to management science. It also incorporates the statistical tools commonly used in the research process and in the development of a research proposal.

MANA 603 @
Material Management
Three Credits

This course presents an introduction to the concept of materials management and its functions of production planning and control, control of inventories, purchasing, and physical distribution. It includes a study of the techniques of materials control applicable to the manufacturing industry, emphasizing the relationship of these to the overall functioning of the enterprise.

MANA 606 @
Purchasing Management
Three Credits

The course centers on the study of concepts which define the function of purchasing in industry. The course will present the theoretical and practical aspects related to the function of purchasing and its organizational structure, selection and evaluation of suppliers, strategies for negotiation, budgeting, computerized systems, international purchasing and legal aspects.

MANA 609
Quality Control Management
Three Credits

This course is oriented toward the development of procedures for quality systems, requirements for the areas

of service, projects, manufacturing and employee involvement.

MANA 612
International Strategic Management
Three Credits

Operating in a global rather than domestic arena presents the manager with many new opportunities. However, with these new opportunities come the challenges of managing strategy, organizations, and operations that are more complex, diverse, and uncertain. Unlike purely domestic competitors, companies that compete across borders have to make choices about which product to offer around the globe; where to compete within the world; where to locate the various activities of the firm; and how to organize to effectively coordinate its worldwide activities. This course focuses on these challenges in order to develop and implement corporate strategies in a global environment. It is structured to provide students with conceptual and practical understanding of the strategic challenges of multinational corporate management.

MANA 621
Business Law
Three Credits

Local and federal laws relevant to business activities in Puerto Rico will be examined in the course. Students will discuss the interpretation of these laws and how they solve current problems faced by businesses in Puerto Rico.

MANA 625 @
Total Quality Management
Three Credits

The course centers on the presentation of the principles and concepts of the total quality management philosophy and its application in business and industry.

MANA 640
Collective Bargaining
Three Credits

The course promotes the analysis of legal aspects and the historical experience of collective bargaining. Topics studied include bargaining structure and techniques, arbitration administration, complaint and grievance procedures, and environmental influences on the collective bargaining process. Differences and similarities between collective bargaining in the private and the public sectors are examined.

MANA 641
Business Philosophy
Three Credits

The course deals with trends or philosophical currents adopted by the firm, on which an organizational policy consistent with its social responsibility is built. Topics

included the philosophical debate, business ethics, nature, evolution, strategies, and auditing of the social responsibility of the firm. The case study approach is used.

MANA 701 @
Inventory Control Management
Three Credits

The course centers on the discussion of the latest concepts, techniques and managerial foundations of inventory control and its application in different industries.

MANA 705 @
Production Management
Three Credits

This course deals with concepts, techniques and decision-making in production operations management. Among the specific topics included are: acquisition and utilization of raw materials, short and long term projections, job programming, purchasing and inventory control production scheduling according to demand, quality standards, and incentive systems.

MANA 708
Theory of Forecasting
Three Credits

This course is concerned with the necessity of predicting the behavior of products sales. Such predictions are used to improve planning of management activities. The student will learn different statistical models for the use of forecasts. The course will help the student to relate forecasts to planning and manufacturing activities. Different forecasting techniques will be evaluated both qualitatively and quantitatively.

MANA 711
Manufacturing Systems and Techniques
Three Credits

The main objective of this course is to familiarize the student with the latest developments in management geared toward "World Class Manufacturing". It will introduce the concept of "Just-in-Time" and its applicability in the area of manufacturing. It also includes the requirements and implementation of "Manufacturing Resource Planning".

MANA 713
New Products Management
Three Credits

The course centers on the study of the development of new products and services. Among topics analyzed are market opportunities, identification, concept tests, product design, prototype development, and the creation of a marketing mix to launch the product. Some legal aspects such as patents, trademarks and copyrights will also be discussed.

MANA 714
Management by Objectives
Three Credits

This course guides the students towards the practice of Management by Objectives (MBO). It includes techniques and tools used in management based on the objectives established by the organization. Emphasis is given to the identification of priorities, starting from the premise that human and fiscal resources are scarce, and on the need to maximize production and minimize costs.

MANA 717 @
Materials Management and Control Seminar
Three Credits

Course designed to guide students to conduct research within their area of study under the direction and supervision of professor. The course is an individualized development. The course includes identification and discussion of problematic situations that can be investigated, analysis and events that relate to it. It also includes the recognition of independent and dependent variables of the problem, formulation of basic research questions, type of research, formulating hypotheses, and defining limitations of the study. It also discusses the aspect of the readings relevant to the research population and sample of the study, design of instruments to be used in data collection, identification and description of the operational procedures and statistics to be used in the analysis of data collected in the study. Then the student emphasizes the aspect of statistical presentation of the findings and their interpretation, summary, conclusions and recommendations.

MANA 718
Study of Time and Motion
Three Credits

This course deals with technical areas for the study of manufacturing management. Concepts for development of time and motion studies will be covered in detail. Work methods in terms of time, value of work, and the human element will be systematically discussed.

MANA 719 @
Knowledge Integration in Materials Management and Control
Three Credits

This course was developed to provide to the students of the Graduate Program in Materials Management and Control, the opportunity to examine and compare their knowledge with the actual conditions of the organizations. The student can identify, discuss and analyze in a critical way the concepts and theories in materials management using real situations of different organizations. The analysis will be in an integrative way in which the student can use the knowledge acquired in their concentration courses.

MANA 720 @

**Advanced Production Management
Three Credits**

The course centers on the study of advanced topics in the following areas: functional arrangements of equipment and machinery, equipment acquisition, quality planning, operations, programming, purchasing of materials, storage operations, control of inventories, and administration of human resources.

MANA 721

**Planning of Production Facilities
Three Credits**

The course deals with techniques for procuring an orderly and efficient arrangement of the available physical space, materials, machinery and equipment, industrial processes and other relevant factors, in order to accomplish the most economical and productive manufacturing operation.

MANA 722

**Basic Principles of Project Management
Three Credits**

The course offers students theoretical and practical training in the use of a methodology that has been accepted and tested worldwide, specifically, the one proposed by the PMI® (Project Management Institute) in its PMBOK® guide (Principles Guide of the Project Management). This document has become the standard for managing different kinds of projects successfully.

MANA 723

**Project Management: Quality and Risk
Three Credits**

The course centers on the discussion and analysis of the principles of project quality and risk, as defined by the Project Management Institute (PMI) in the Project Management Body of Knowledge (PMBOK).

MANA 724

**Project Management Human Resources
Three Credits**

The course centers on the analysis of all the topics that have been related with the Human Resources, the communication, the contracting and the labor law, besides, this course details topics like: motivation, leadership, conflicts, decision taking, meeting driven, interviewers and more topics related. Also, this course analyses the faculties that a Project Manager must have and how should be his relation with the team work in particular and with all the people involved in the whole plan.

MANA 726

**Strategic Planning in Project Management
Three Credits**

This course was designed to develop students' competence in strategic definition and strategic planning, and their application to Project Management activities as one of the core processes of the discipline. The course also introduces students to the identification and development of the organization and Project Strategy. Students will also be introduced to the development of the strategic planning process based on organizational strategies and the development of the strategic plan for the Project. In addition, the importance of strategic decision making in the process will be emphasized.

MANA 727 @

**Concentration Test in Materials Management and Control
Three Credits**

This course was designed to provide students the opportunity to integrate the knowledge obtained in their concentration, to review the main theoretical concepts, and to take the specialty test to obtain the degree. During the course, students must review both theoretical and practical concepts of their concentration. At the end of the course the student must take the concentration test.

MANA 728

**Project Quality Management
Three Credits**

The course centers on the discussion and analysis of quality management principles in the context of the Project Management activity.

MANA 729

**Risk Management Project
Three Credits**

The course centers on the discussion and analysis of risk management principles in the context of the Project Management activity.

MANA 730

**Project Cost and Procurement Management.
Three Credits**

The course deals with project management concepts in the areas of project costs and acquisition. It will include costs estimation techniques, project budget preparation, and cost control. The course also includes discussion of costs and acquisition planning, hiring, auctions, managing and contract closing. The evaluation of the managerial process applied to different project experiences will be emphasized.

MANA 731
Business Policy
Three Credits

This is an interdisciplinary course that provides the student with the tools to approach specific business problems. It includes strategic formulation and policy design for the firm.

MANA 732
Occupational Safety and Health
Three Credits

The course centers on the study of legislation, regulations and standards on occupational health and safety pertaining to employers and employees. Topics for discussion include: safety legislation, accidental loss, employee compensation, the Occupational Safety and Health Act (OSHA), codes and standards of safety, managerial responsibility, risk and control, and planning for emergencies. Aspects such as the implantation and supervision of occupational health and safety will be emphasized.

MANA 736 @
Management Seminar
Three Credits

In this course the student has the opportunity to develop, under the instructor's supervision, a research paper on a specific aspect of the management of the firm.

MANA 737 @
Concentration Test in Management
Three Credits

This course was designed to provide students the opportunity to integrate the knowledge obtained in their concentration, to review the main theoretical concepts, and to take the specialty test to obtain the degree. During the course, the students must review both theoretical and practical concepts of their concentration. At the end of the course the student must take the concentration test.

MANA 738 @
Knowledge Integration in Management
Three Credits

This course was developed to provide students of the Graduate Program in Human Resources the opportunity to examine and compare their knowledge with actual conditions in organizations. The student can identify, discuss and analyze in a critical way the concepts and theories in materials management, using real situations of different organizations. By practicing integrative analysis, students will be able to use knowledge acquired in their concentration courses.

MANA 739
Seminar in Project Management
Three Credits

The course centers on the discussion and analysis of the principles of quality management in the context of project management, according to the methodology of the Project Management Institute (PMI) in the Project Management Body of Knowledge (PMBOK).

MANA 742
Simulation
Three Credits

The course is held in a simulated environment of businesses and their managers to get the most out of it. This program tries to business using the same variables, relationships, and developments in the world of business realities. Consists of several cycles of decisions (commercial, production, research and development, human resources, finance). The Simulator aim to provide a representation of business realities. Play business complexity, and at the same time achieve the pedagogical objectives previously commented, involves limiting the scenario of the game and therefore a set of rules that sketcher only the capacity for action of the participants. Simulation seeks to maximize the efficiency of the decision-making process, and get the most, joining a team of students (managers) responsible for the direction of a company competing in a market simulated by the program.

MANA 750
Advanced Statistical Methods
Three Credits

Students will gain experience working with advanced statistics. They must work with statistical software such as SPSS, analyzing data related to their areas of interest. Topics include multiple linear regression, discriminate analysis, factor analysis, cluster analysis, analysis of variance, and analysis of qualitative data.

MANA 754
Business Research Methods
Three Credits

The course promotes integration of scientific research and managerial decision-making. Students can note the variety of research in different areas of business, such as production, operations research, business policy and strategy, organizational behavior, human resources management, information systems, marketing, accounting, and finance. The course includes discussion of the research process, from the statement of the problem to the conclusions. Aspects of ethical considerations involved in conducting research, including cross-cultural research, will also be discussed.

MANA 762

**Management Science
Three Credits**

The course is an introduction to concepts and techniques in quantitative approaches to decision-making; modeling methodology (linear, integer, nonlinear, multiple-objectives programming). Modeling tools (sensitivity and post-optimality analysis); software; applications in production planning and scheduling, inventory planning, project management, distribution systems planning, facility sizing, product development, communication system design, trends in management and in the development of management science theory.

MANA 764

**International Business Management
Three Credits**

The course presents an overview of the particular aspects of doing business in a global context. It includes discussion of the importance of the global business, the selection of countries as markets, and the development of a coordinated international business strategy in the marketing, human resources, accounting, and financial functions of a business entity.

MANA 800

**Business Data Analysis
Three Credits**

The course centers on managerial data analysis to transform raw business data regarding management process and markets into organized information, in order to identify meaningful patterns and relationships useful to interpret and perform analysis for improved decision-making. The course stresses the theoretical development and the practical application of each technique. The student may integrate the use of statistical analysis capabilities of PC-based computer software, summarize raw data, and interpret patterns in those data, make and interpret statistical inferences, execute and interpret rudimentary regression analysis, recognize limitations of statistical analyses and identify pitfalls in their interpretations.

MANA 802

**Corporate Finance
Three Credits**

The course is an in-depth study of theoretical and empirical research on financial decision making; debt and equity valuation; risk analysis and risk management. Topics covered include investments decisions, capital budgeting and cost of capital decisions; corporate financing decisions and the financial markets; dividend policies and capital structure decisions; interactions of investment and financing decisions; financial planning; derivative securities, options, warrants, and convertibles; mergers, corporate control, and distress restructuring; international financial management.

MANA 804

**Strategic Management
Three Credits**

This course introduces doctoral students to the principal theoretical perspectives and analytical tools in complex case studies. It includes empirical findings in the strategic management process. The course explores diagnosing the firm's current situation and developing solutions to strategic and organizational problems. The perspective of the course is that of the general manager; the concern is how the organization builds sustainable competitive advantage in its respective industries. The primary focus is on understanding how the corporate level strategy adds value.

MANA 806

**Organizational Design
Three Credits**

This course is designed to train theorist/researchers, practitioners in the design, redesign and implementation of effective organizations. It will focus on the analysis, planning, implementation, and evaluation of both the social and technical systems of organizations, with emphasis on the structural changes necessary to improve and maintain productivity and the quality of work life. The course will emphasize the integration of diverse theoretical perspectives.

MANA 808

**Business Consulting
Three Credits**

This course provides an in-depth understanding of strategy consulting. The course explores dimensions of defining and understands the strategy consulting assignment, client relationship management, work methodology, and value creation, as well as presentation and follow-up. It examines individual, interpersonal, and organizational theories of development and of intervention effectiveness. It will develop students' understanding of how internal and external consultants add value to the organization.

MANA 810

**Negotiation Strategies
Three Credits**

The course deals with theory and research on effective negotiation strategies to build student understanding of, and skills for, managing differences and negotiation situations. The emphasis is on developing practical skills for effective negotiations that can be applied to real situations. Students should be prepared to learn from their own experiences and practice in this course.

MANA 820

Management of Innovations and Technology

Three Credits

The course centers on the importance of technology in organizations. This course considers the issues associated with introducing new technology into organizations and also covers the management of various types of technology and its role in the 21st Century organizations.

MANA 822

Project Management in Business

Three Credits

The course deals with skills and techniques in the project management field. With this body of knowledge students can help business organizations to meet their goals and expectations by using strategies to manage the process of planning, development, and control of projects.

MANA 824

Risk Management

Three Credits

The course centers on the comprehensive study of methods available for controlling risk and limiting financial exposure. Topics include insurance, underwriting, self-insurance, loss control, insurance fraud, worker's compensation, government regulations and an examination of current issues in the insurance industry.

MANA 830

Advanced Human Resources Management

Three Credits

The course is centered on advanced studies in Human Resources Management. Topics include employee selection, performance appraisal, compensation, training and development, human resources policy and strategy, and others areas of human resource management.

MANA 832

Advanced Human Resources Management

Three Credits

The course covers roles of training and organizational development in the growth, development, and success of organizations. Organizational development is examined in terms of components and different types of interventions. Topics include development, instructional design, delivery, evaluation, and the determination of the return of investment (ROI).

MANA 834

Seminar in Leadership

Three Credits

The course deals with organizational leadership and its relationship to organizational development and change. This includes leadership and ethical behavior, inter and intra

organizational leadership strategies, management theory and practice, and organizational culture.

MANA 840

Management in the Service Industry

Three Credits

The course is an overview of management principles applied in the service industry. It includes the application of management theories, effective characteristics, problems, communication, leadership, and particular management problems in service industries.

MANA 844

Managing Professional Service Organization

Three Credits

This course addresses critical needs of professional services organizations. The course is valuable for those planning on entering professional service in a management role, including such activities as consulting, financial advice, accounting, the law, and other aspects of service industries.

MANA 850

Strategic Planning in Public Organizations

Three Credits

The course covers theory and practice of the Strategic Planning Paradigm as a tool for public administration. Students can learn how to apply strategic planning to mission and vision statements, environmental scanning, identification of strengths and weaknesses, strategic policies, and others.

MANA 852

Project Planning and Programming

Three Credits

Most of the public work is developed by projects and the use of specific budgets. In this course students will learn how to develop project planning and how to use different tools for the programming of projects, such as the Precedence Diagram Method (PDM), Arrow Diagramming Method (ADM), Conditional Diagramming Method (GERT), and Expert Judgment, among others.

MANA 854

Management and Budgeting in Government

Three Credits

The course covers theory of public management and budgeting spending, including past and present applications in the federal government and in Puerto Rico. The course also integrates experiences of management and budgeting in other countries, so that students can compare different scenarios.

MANA 857

Special Topics in Entrepreneurship and Management

Three Credits

This course is designed to promote the discussion of changing and emerging topics in the field that could not otherwise be effectively captured in the curriculum. Two alternatives are available: (1) lectures from visiting professors and (2) participation in international conferences or seminars. Visiting professors must prepare the course guidelines under the name Special Topics in Entrepreneurship and Management and a subtitle that refers to the topic. All proposed topics or participation in conferences must be approved by the DBA coordinator prior enrollment.

MANA 832

Training & Human Resources Development

Three Credits

The course centers on the roles of training and organizational development in the growth, development, and success of organizations. Organizational development is examined in terms of its history, underlying assumptions, characteristics, components, and different types of interventions. Topics include effective training, needs assessment, program development, instructional design, delivery, evaluation, and determination of the return of investment (ROI).

MARK 511 @

Marketing Management

Three Credits

The course is aimed at developing students' capability for analysis and decision-making in situations requiring verbal and written solutions to marketing problems. It includes the study of strategic marketing, segmentation, positioning, and target market. Also included is the study of information systems, marketing research, psychographics and demographic characteristics of consumers.

MARK 610 @

Advanced Marketing Management

Three Credits

The course centers on the study of marketing management through the use of quantitative analysis and marketing policy. Students will engage in a detailed analysis of the responsibilities of the distribution manager, including planning, organizing, directing, and coordinating the activities of personnel in charge of specialized tasks, such as promotion, sale management, and pricing.

MARK 613

Sales Analysis and Forecasting

Three Credits

The course deals with analysis and forecast of sales by means of various techniques used by business and industry. Students become familiar with existing statistical models

used in sales forecasting. The course relates forecasting activities to planning and inventory management.

MARK 615 @

Advertising and Promotion

Three Credits

The course centers on analysis of problems related to marketing communications and promotions methods. It introduces basic concepts of management promotion, including institutional promotion and public relations.

MARK 616 @

Public Relations

Three Credits

This course will examine the origins of public relations in the United States and Puerto Rico, including characteristics and functions of the public relations specialist. It also includes the ecology and environment in public relations; ethics of public relations (research, planning, communication, and evaluation); means of communication; importance of public opinion, as well as uses of promotion, advertising and propaganda within the perspective of the Puerto Rican social, economic, commercial, and political system.

MARK 618

Pricing Strategy

Three Credits

The course centers on the study of strategies used by profit and non-profit organizations in fixing the prices for their goods and services. It will examine the relationship between prices and demand for a product and between pricing and other variables which determine the "market mix".

MARK 690

Green Marketing

Three Credits

This course attempt to discuss and analyze the strategies for the creation and develop green products and green businesses. The student should also learn the different possible strategies for the development of new markets in this area. In addition, there implications of these differences for the consumer behavior and the markets.

MARK 695

Sustainable Development

Three Credits

Discusses the three principal components of sustainable development (environment, society and economy) through a theory and practical discussion with the purpose of create conscience about the use of natural resources without to commit the capacity of future generations to satisfy their owns needs.

MARK 703

**Marketing Research
Three Credits**

This course examines the use of the scientific method in the acquisition, analysis and interpretation of marketing information. Various research methods, such as exploratory, descriptive and experimental approaches will be examined. The most recent studies in the systematic gathering of internal and external information needed for making marketing decisions will be considered.

MARK 708 @

**Consumer Behavior
Three Credits**

The course examines the different theories applied to explanations of consumer behavior. An analysis is made of how the consumer acquires and uses information in making judgments. It takes into account the effects on consumer behavior of demographic characteristics, personality and social group. Knowledge of consumer behavior is applied to strategies for marketing. Emphasis of the course is on research.

MARK 709

**Distribution Channels
Three Credits**

The course centers on analysis of management functions to administer the different market distribution channels in an organization.

MARK 711

**International Marketing
Three Credits**

The course is a systematic study of the international market. It views the market on a global scale and discusses the advantages that this evaluation may represent for business enterprises. It provides the conceptual frame of reference and the analytical tools, which will enable the manager to explore the alternatives and possibilities on a world scale and to understand the diversity and complexity.

MARK 712

**Sales Management
Three Credits**

This course is designed to provide the student with the most advanced concepts in sales management. It includes principles and concepts such as planning, direction, implementation, and control of the sales area. It provides an opportunity for the student to analyze different cases and to present possible plans of action for each.

MARK 713

**New Product Development
Three Credits**

The course is designed for the student to analyze the new product development processes and /or new services. We study the different stages as: Search market opportunities, proof of concept, product design, prototype development and the creation of the marketing mix to launch the product.

MARK 714 @

**Marketing Communications
Three Credits**

The course centers on the study of the functions of publicity, personal sales, advertising, sales promotion, and public relations in accomplishing the marketing objectives of the organization.

MARK 715

**Services Marketing
Three Credits**

Analysis of marketing strategies applied to services organizations. The student will understand the services nature and their implications of marketing strategy. The students will develop strategies to improvement the services.

MARK 716

**Industrial Marketing
Three Credits**

Analysis of marketing strategies applied to business to business markets. Design of marketing strategies needs to success in business markets. The student manages concepts like client analysis, consumer behavior (business), buyer-seller relation and strategic management technics.

MARK 718

**Marketing Logistics
Three Credits**

In this course we review the managerial decisions related to such fundamental logistics functions as customer service, transportation, inventory management, order processing and information system, warehousing, decision support systems, and the state of the art planning models and practical tools for integrating these functions into a total logistics system. After covering the basic logistics functions, the course focuses on their integration into supply chain processes or logistics networks. Consideration is given to supply chain design and management, including international issues. The orientation of the course is the marketing or physical distribution perspective, grounded in customer service philosophy as the driving force behind the design, implementation and, indeed, the performance of logistics systems or the entire supply chain.

MARK 719

**Knowledge Integration in Marketing
Three Credits**

This course was developed to provide students of the Graduate Program in Human Resources the opportunity to examine and compare their knowledge with actual conditions in organizations. The student can identify, discuss and analyze in a critical way the concepts and theories in materials management, using real situations of different organizations. By practicing integrative analysis, students will be able to use knowledge acquired in their concentration courses.

MARK 720

**Services Marketing II
Three Credits**

Analysis of marketing strategies applied to financial services. The student will understand the core of financial services. The marketing strategy decisions implications. The student will develop marketing strategies to improve the financial services.

MARK 725

**e-Marketing
Three Credits**

The goal of this course is to prepare students to be strategic decision makers in organizations (small or large) that are being impacted by the emerging digital technologies. The overall objective is to understand a broad range of E-Commerce tools and develop skills using Internet applications. Topics include e-commerce infrastructure, starting online business, developing promotional programs on the Internet, increasing traffic to web sites, and appreciation of the Internet as the future "Information Superhighway." Thus, a major aspect of this course will be the study of the Internet, its implications and its uses with principal focus of on understanding the managerial implications of E-Commerce and Internet Marketing.

MARK 730

**Sports Marketing
Three Credits**

This course is designed to provide the student with an overview of the major marketing issues facing the sport industry. Course content focuses on developing basic knowledge and understanding of sport marketing and sponsorship of recreational and professional events. Attention is given to the history of sport marketing, principles of marketing applied to the sport industry, sport consumer behavior, research tools, corporate sponsorship, and evaluation of sport marketing programs. The components of the course include developing products, surveying, utilizing sponsorships, special events, fund raising, public relations, promotions, press releases and the utilization of radio and television networks.

MARK 735

**Special Events Marketing
Three Credits**

Marketing strategies analysis to be use in the development and coordination of special events. Application of concepts of integrated marketing communication. The student will manage promotion strategies, exhibition and fairs. The student knowledge about business protocol.

MARK 737 @

**Concentration Test in Marketing
Three Credits**

This course was designed to provide students the opportunity to integrate knowledge obtained in their concentration, to review the main theoretical concepts, and to take the specialty test to obtain the degree. During the course, the students must review both theoretical and practical concepts of their concentration. At the end of the course the student must take the concentration test.

MARK 738 @

**Knowledge Integration
Three Credits**

This course was developed to provide to the students of the Graduate Program in Marketing, the opportunity to examine and compare their knowledge with the actual conditions of the organizations. The student can identify, discuss and analyze in a critical way the concepts and theories in management using real situations of different organizations. The analysis will be in an integrative way in which the student can use the knowledge acquired in their concentration courses.

MARK 740 @

**Marketing Seminar
Three Credits**

The course promotes analysis of marketing problems faced by modern management. The course offers a critical discussion of activities such as planning, design strategy, and marketing decision-making. Under the professor's guidance, the student will identify a problem related to the marketing of a specific product or line of products of a company and develop a research paper on the selected problem.

MARK 745

**Political Marketing
Three Credits**

Analysis of marketing strategies to the political environment. Study different political campaigns in Puerto Rico, United States and Europe. Study of possible reasons why certain strategies are more effective and their application in different environments.

MATH 505

Quantitative Methods

Three Credits

The student is introduced to the analytical tools necessary for satisfactory performance in academic courses which require a quantitative background. Among the main topics considered are linear and nonlinear equations, radicals, combined analysis, and the binomial theorem, as well as an introduction to differential calculus. These topics are discussed from the perspective of their applications to business management.

QUMA 600

Six Sigma

Three Credits

This course presents the quality tools used in manufacturing and service organizations in order to achieve improvements in productivity.

QUMA 626

Teamwork Development

Three Credits

The course promotes discussion, analysis, and comparison of the principles of quality theories.

QUMA 655

Quality Statistics

Three Credits

The course deals with statistical analysis applied to the quality process of the organization. Emphasis is placed on measuring the process of change and on effective decision-making.

QUMA 727

Principles of International Quality Standards (ISO)

Three Credits

This course presents the basic principles for the establishment of international quality standards, interpretation of the different standards, requirements for different certifications, and the implantation of the programs.

QUMA 728

Total Quality in Human Resources

Three Credits

The course presents the application of the principles and practices of total quality in human resources, with a view to using human resources management to help in the transformation of the organization.

QUMA 729

Re-Engineering

Three Credits

The course promotes discussion, analysis, and application of tools, techniques, methods, models, and technology for

transformation and re-engineering processes in the organization.

QUMA 733 @

Quality Management Seminar

Three Credits

In this course students will use knowledge they have obtained in their concentration to carry out research in the area of Quality in the company, under the instructor's supervision.

RESM 850

Seminar in Information Systems I

Three Credits

The course deals with principles and methods of scientific business research applied to management decision-making. Students formulate hypotheses and relevant problems related to the social context in the workplace, and integrate the research questions with an adequate design. The course presents the basic methodology in business research, including experimental, non-experimental, descriptive research, and correlation. Emphasis is placed on critical evaluation of the limitations of every design in terms of internal and external validity.

RESM 860

Seminar in Information Systems II

Three Credits

The course covers fundamental techniques in business research, integrating the most effective research design in a changing environment. Topics include design, configuration, measurement scaling, and sampling. Quantitative research using survey instruments focuses strictly on qualitative research data collection procedures. Issues of planning for data analysis, model building, and the data analysis process in light of current developments in the field of modeling will be discussed. It also deals with the issues of research reporting and evaluation, as well as contemporary ethical considerations in business research.

RESM 862

Seminar in Management I

Three Credits

The course deals with principles and methods of scientific business research applied to management decision-making. The students formulate hypotheses and relevant problems related to the social context in the workplace, and integrate the research questions with an adequate design. The course presents the basic methodology in business research, including experimental, non-experimental, descriptive research, and correlation. Emphasis is placed on critical evaluation of the limitations of every design in terms of internal and external validity.

RESM 864

**Seminar in Management II
Three Credits**

The course covers fundamental techniques in business research, integrating the most effective research design in a changing environment. Topics include design, configuration, measurement scaling and sampling. Quantitative research using survey instruments focuses strictly on qualitative research data collection procedures. Issues of planning for data analysis, model building and the data analysis process in light of current developments in the field of modeling will be discussed. The course also deals with the issues of research reporting and evaluation, as well as contemporary ethical considerations in business research.

RESM 866

**Dissertation I
Three Credits**

This is the first of two required courses on dissertation writing and was designed to help the student to produce a research proposal. This research proposal must have at least three (3) chapters as follows: Problem statement, Literature review and Methodology. This proposal should be the input for the second dissertation course.

RESM 867

**Continuation of Dissertation I
Cero Credits**

This is the continuation of the first of two required courses of dissertation writing and was designed to help the student to produce a research proposal. This research proposal must have at least three (3) chapters as follows: Problem statement, Literature review and Methodology. This proposal after approval by the Dissertation Proposal Committee will be the input for the second dissertation course.

RESM 868

**Dissertation II
Three Credits**

This is the second of the two required courses on dissertation writing. This document produced must be the result of the research developed by the student and must comply with the requirements established in the Dissertation Manual of the School of Business. This course should end with the student's oral defense of the dissertation.

STAT 555 @

**Statistics for Decision-Making
Three Credits**

The course centers on the study of concepts and statistical methods useful to administrators in their decision-making processes. The course covers descriptive statistics and inferential statistics. Computer applications are part of the course.

SUMA 607

**Supply Chain Management
Three Credits**

This course explores the challenges of integrating the various functions under the umbrella of supply chain management into the organizations. Students learn what it is an integrated supply chain management system and how will greatly improve an organization's profits, productivity and quality of their products and services, market share and profitability. Also, this course examines management and technical aspects of quality improvement. Specifically, will enrich the understanding of Total Quality Management (TQM) and Six Sigma concepts and techniques for managing, controlling and improving quality needed for continuous improvement of organization with an supply chain perspective.

SUMA 610

**Strategic Cost Management
Three Credits**

The course is designed to provide the student with an in-depth understanding of the role of management with cost reduction as a critical tool in the business strategy redirecting emphasis from price to total cost of ownership. This course starts with an in-depth presentation and understanding of direct and indirect costs of a product or system, the strategic role of purchasing, the procurement process and management with an emphasis on the role of information flow. It also considers the complexities and importance of strategic performance measurements, developing strategies on reducing/managing costs beyond the initial manufacturing cycle time and cost to make parts.

SUMA 612

**Operations Management
Three Credits**

This course examines the strategic, tactical and operational importance of operations management to the overall performance of the company. The course deals with the design and management of products, processes, services within the supply chains. The course addresses strategic issues like the size and location of manufacturing plants, supply chain technology; tactical issues like plant layout and structure, project management methods, and equipment selection and replacement. And Operational issues like production scheduling and control, inventory management, quality assurance, traffic and materials handling, equipment maintenance policies, capacity planning, aggregate planning, and Just-in-time.

SUMA 615

**Demand Management and Forecasting
Three Credits**

This course examines integrated supply chain models synthesizing demand forecasting, supply management, production, and enterprise systems. Students will explore

the integration of ERP technology utilizing information technology systems proficiently to support logistics management. The emphasis of the course is to gain exposure to specific business forecasting techniques, learn to apply statistical tools used to forecasting, evaluate supply chain performance, and design supply chain solutions. This course also reviews the strategic role of information systems, managing data resources, managing international information systems and ethical and social impact of information systems.

SUMA 618

Strategic Procurement

Three Credits

This course explains the role of purchasing and how purchasing fits into the overall structure of an organization and its importance in maintaining efficiency. Students learn how purchasing managers keep stock of inventory, work with vendors and evaluate the quality of goods. This course also addresses the art and science of negotiation learned through experience gained in simulated negotiations. Students are exposed to negotiate with vendors secure deals for supplies. This class reviews the laws and regulations that relate to purchasing. Because purchasing managers make many legally agreements with vendors, contract law is also emphasized, students learn about different types of contracts, enforcement of warranties and options for legal recourse in disputes with suppliers.

SCHOOL OF EDUCATION

VISION

In collaboration with the broader Universidad Ana G. Méndez-Recinto de Gurabo community and the professional community in school districts, the School of Education seeks to prepare professionals who are able to meet the challenges of education in a global society that is changing, diverse, and technologically oriented.

The School of Education will provide a high quality, student-centered and innovative environment to prepare reflective, collaborative and highly effective educational leaders who can address the needs of students and communities in Puerto Rico and abroad.

MISSION

The School of Education is committed to developing reflective, collaborative and highly effective educational leaders. We view teaching both as an art and as a science, learning as a reciprocal process, and service as a responsibility. Thus, we provide a learning environment that promotes individual creativity and fosters the synthesis of theory and practice. We facilitate the development of leaders who are sensitive to individual differences, to moral and equity issues and who, in their work as educators, will actively shape educational organizations.

The School of Education offers Bachelor's Degree programs in Elementary Education, Secondary Education, Special Education and Physical Education. The School of Education serves a diverse student body at the undergraduate and graduate levels on campus, off campus, and at several sites in the United States. We regard the diversity of our many units as a strong point which adds value to our identity.

The School of Education has a tradition of providing an educational environment that is conducive to interaction, innovation, reflection and service. The essence of our School is its people. From faculty and staff, students and alumni to community partners in private and public schools, the intense commitment and great sense of pride and responsibility in our role as educators is indicative of the core values sustained by the School of Education.

In carrying out our mission, we value:

- Excellence and innovation in teaching and learning
- Integration of pedagogical theory and practice

- Professional and personal integrity and responsibility
- Creativity and the development of significant projects that serve as examples in our field
- Active construction and application of knowledge
- A culture that stresses intellectual stimulation, academic excellence and personal dignity
- Teamwork and collaboration with schools, districts, institutions of higher education institutions and organizations in Puerto Rico and abroad
- A sense of community that is fostered by pride in the accomplishments of each of its members and programs

Goal and Objectives of the Graduate Program

- The goal of the Graduate Program in Education is to provide a diverse group of men and women with the theoretical and practical knowledge, skills, work ethic, vision and innovative spirit needed to become leaders in the educational enterprise.
- The academic experiences provided by the Graduate Program will enable the students to:
 1. Conceptualize the educational process from a broad perspective that will contribute to the fulfillment of their duties with ethics, competence and professional commitment.
 2. Apply research to the solution of educational problems in their respective programs.
 3. Acquire the theoretical and conceptual knowledge needed to be effective as educational leaders.
 4. Develop professional knowledge, technical skills and attitudes needed to design, implement and evaluate educational experiences in their particular programs

SPECIALIZED ACCREDITATIONS



Teacher preparation programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP).

FACULTY

Adlin Solá-Candelario / Assistant Professor
MEd, Universidad del Turabo

Angel M. Ginorio-Martínez / Assistant Professor
EdD, Northcentral University

Angela Candelario-Fernández / Professor
PhD, Fordham University

Carlos Guzmán / Instructor
MA, Caribbean University

David Méndez / Associate Professor
PhD, New York University

Debbie A. Quintana-Torres / Professor
EdD, University of Puerto Rico

Dennis E. Cumpiano-Carrero / Associate Professor
MA, New York University

Dulcinia Nuñez-Santos / Professor
EdD, Fordham University

Edna M. Oyola-Nuñez / Associate Professor
EdD, Universidad Interamericana de Puerto Rico

Elaine Guadalupe-Ahedo / Assistant Professor
EdD, Pontificia Universidad Católica de Puerto Rico

Evelyn Castro-Silva / Assistant Professor
MA, Universidad Metropolitana

Gladys Betancourt-Santos / Professor
EdD, Universidad Interamericana de Puerto Rico

Israel Rodríguez-Rivera / Instructor
MEd, Pontificia Universidad Católica de Puerto Rico

Juan M. González-Lamela / Professor
EdD, Nova University

Juana A. Mendoza-Claudio / Associate Professor
EdD University of Massachusetts, Amherst

Luis A. Mondríguez-Torres / Associate Professor
DBA, Northcentral University

Luis V. Dieppa-Roque / Assistant Professor
MS, Herbert Lehman College

Lymari Candelario-Piñeiro / Assistant Professor
EdD, Universidad Interamericana de Puerto Rico

Mayra Jiménez-Ramírez / Assistant Professor
MS, Universidad de Puerto Rico

Olga Espinosa-Dávila / Associate Professor
MA, Universidad de Puerto Rico

Pedro Rivera-Villegas / Associate Professor
PhD, Southern Illinois University

Pilar Dávila-Santos / Assistant Professor
EdD, Universidad Interamericana de Puerto Rico

Rafael Cartagena-Rodríguez / Professor
EdD, Nova University

Sayra Maldonado / Instructor
MA, Universidad de Puerto Rico

ACADEMIC OFFERINGS

It is recommended for students to verify the Puerto Rico Department of Education Teacher Certification Regulations to make sure they are taking the right courses according to the requirements for the certification in which they are interested.

MASTER'S DEGREE

EDUCATIONAL ADMINISTRATION

This specialty prepares candidates to be certified as educational administrators in public and private schools.

Total Credits	39
Core Courses	6
Required Specialization Courses	24
Degree Requirement	9

Core Courses	(6 credits)
EDUC 501 Principles and Development of Curriculum	3
EDUC 504 Leadership, Communication and Teamwork	3

Required Specialization Courses	(24 credits)
EDUC 503 Introduction to the Educational Enterprise	3
EDUC 506 Conflict Resolution in Schools	3
EDUC 510 Principles of Educational Management	3
EDUC 702 Administration of Financial Resources	3
EDUC 520 Educational Law and Regulation	3
EDUC 705 Planning and Evaluation in Education	3
EDUC 519 Human Resources Management in the Educational Enterprise	3
EDUC 515 Practicum in School Administration and Supervision	3

Degree Requirement	(9 credits)
EDUC 600 Educational Research Methods	3
EDUC 630 Statistics for Educational Research	3
EDUC 602 Lecture Seminar	3
or	
EDUC 617 Research Project in a School Setting	3

TEACHING ENGLISH AS A SECOND LANGUAGE

This specialty is designed to provide candidates with a background in the principles, theories and practice of second language acquisition, learning and teaching. It seeks to prepare educators who can assume positions of leadership in ESL education as teachers or English supervisors in public or private schools and as professors in institutions of higher education.

Total Credits	39
Core Courses	9
Required Specialization Courses	24
Degree Requirement	9

Core Courses	(9 credits)
EDUC 501 Principles and Development of Curriculum	3
EDUC 504 Leadership, Communications and Teamwork	3
EDUC 619 Professional Experiences Seminar	3

Required Specialization Courses	(21 credits)
EDUC 550 Second Language Acquisition	3
EDUC 551 Reading Processes in Second Language Settings	3
EDUC 553 Language, Cognition and ESL Curriculum Development	3
EDUC 554 Use of Computers in ESL Teaching	3
EDUC 564 Applied Linguistics for ESL Teachers	3
EDUC 566 Methods of Teaching English as a Second Language	3
EDUC 704 Teaching of Writing: From Theory to Practice	3

Degree Requirement	(9 credits)
EDUC 600 Educational Research Methods	3
EDUC 630 Statistics for Educational Research	3
EDUC 602 Lecture Seminar	3
or	
EDUC 617 Research Project in a School Setting	3

COUNSELING

This program has been designed to prepare candidates interested in becoming counselors in diverse occupational scenarios such as schools, universities, government agencies or private corporations.

Total Credits	48
Core Courses	24
Required Specialization Courses	12
Degree Requirement	9
Elective Courses	3

Core Courses (24 credits)

EDUC 580	Evaluative Psychology: Human Growth and Development	3
EDUC 581	Introduction to Counseling	3
EDUC 582	Legal and Ethical Issues in Counseling	3
EDUC 583	Instruments and Techniques for Diagnosis and Assessment	3
EDUC 584	Individual Counseling Techniques	3
EDUC 585	Group Counseling Techniques	3
EDUC 586	Career Counseling	3
EDUC 587	Internship	3

Required Specialization Courses

Select one of the following options:

School Counseling (12 credits)

EDUC 645	Introduction to School Counseling	3
EDUC 646	Development and Management of School Counseling Programs	3
EDUC 618	Children and Adolescents Counseling	3
EDUC 648	Practicum in School Counseling	3

Student Affairs on Higher Education (12 credits)

EDUC 649	Counseling in Students Affairs in Higher Education	3
EDUC 650	Counseling for Students Development in Higher Education	3
EDUC 651	Counseling for Prevention in Higher Education: The College Students Experiences	3
EDUC 652	Practicum in Counseling in Students Affairs in Higher Education	3

Degree Requirement (9 credits)

EDUC 600	Educational Research Methods	3
EDUC 630	Statistics for Educational Research	3
EDUC 602	Lecture Seminar	3
or		
EDUC 617	Research Project in a School Setting	3

Elective Courses (3 credits)

TEACHING OF FINE ARTS

This program has been designed as a professional development alternative for Fine Arts teachers. Candidates can select one of four track options: Music, Dance, Visual Arts or Theater.

Total Credits	39
Core Courses	6
Required Specialization Courses	12
Additional Specialization Courses	12
Degree Requirement	9

Core Courses (6 credits)

EDUC 501	Principles and Development of Curriculum	3
EDUC 504	Leadership, Communication and Teamwork	3

Required Specialization Courses (12 credits)

EDUC 540	Theories, Strategies & Resources for Teaching Fine Arts	3
EDUC 541	Use of Technology in the Teaching of Fine Arts	3
EDUC 542	Integration of Fine Arts in the Secondary School Curriculum	3

or

EDUC 592	Integration of Fine Arts in the Elementary School Curriculum	3
MSAA 701	Basic Principles of Administration of the Arts	3

Additional Specialization Requirements

Select one of the following options:

Option I – Music

EDUC 557	Organization of Vocal Music Groups	3
EDUC 558	Music Production Seminar	3
EDUC 559	Techniques for the Organization of Instrumental Groups	3
EDUC 612	Music Seminars/Workshops	3
EDUC 613	Music Seminars/Workshops	
EDUC 614	Music Seminars/Workshops	

Option II – Dance

EDUC 571	Seminar for Dance Production: Body Movement & Expression	3
EDUC 572	Development and Evolution of Dance	3
EDUC 573	Methodologies and Integration of Dance to Elementary School Teaching	3
EDUC 623	Dance Seminars/Workshops	3
EDUC 624	Dance Seminars/Workshops	
EDUC 625	Dance Seminars/Workshops	

Option III – Visual Arts

MSAA710	Administration of Museums	3
EDUC 543	Media, Techniques and Materials in the Visual Arts	3
EDUC 544	Visual Arts Production Seminar	3
EDUC 609	Visual Arts Seminars/Workshops	3

EDUC 610	Visual Arts Seminars/Workshops	
EDUC 611	Visual Arts Seminars/Workshops	

Track Option IV – Theater

M5AA 709	Administration of Representational Arts	3
EDUC 574	Theatrical Techniques	3
EDUC 576	Theater Production Seminar	3
EDUC 620	Theater Seminars/Workshops	3
EDUC 621	Theater Seminars/Workshops	3
EDUC 622	Theater Seminars/Workshops	3

Degree Requirement (9 credits)

EDUC 600	Educational Research Methods	3
EDUC 630	Statistics for Educational Research	3
EDUC 602	Lecture Seminar	3
or		
EDUC 617	Research Project in a School Setting	3

CURRICULUM AND TEACHING

This program has been designed for candidates interested in a professional development alternative that will further enhance their teaching skills. The program allows candidates to take credits in a discipline suitable for their needs and interests. Students can choose between different options.

Total Credits	39
Core Courses	3
Required Specialization Courses	15
Additional Specialization Requirements	12
Degree Requirement	9

Core Courses (3 credits)

EDUC 504	Leadership, Communication and Teamwork	3
----------	--	---

Required Specialization Courses (15 credits)

EDUC 500	Learning Theories	3
EDUC 501	Principles and Development of Curriculum	3
EDUC 505	Models and Systems of teaching	3
EDUC 513	Educational Measurement and Evaluation	3
EDUC 619	Professional Experiences Seminar	3

Additional Specialization Requirements

Select one of the following options:

Primary Teaching K-3 (12 credits)

EDUC 547	Language Development and Acquisition: Implications for Learning to Read and Write	3
EDUC 592	Integration of the Arts into the K-3 Curriculum	3
EDUC 593	Teaching of Science at the Primary School Level	3
EDUC 594	Mathematics in the Primary Schools	3

Elementary Teaching 4th to 6th (12 credits)

EDUC 561	Computer Applications for Teaching	3
----------	------------------------------------	---

EDUC 597	Social Sciences Curriculum and Methodology	3
EDUC 598	Science Teaching at Elementary Level	3
EDUC 599	Math Teaching at Elementary Level	3

Teaching Sciences (12 credits)

EDUC 663	Curriculum and Teaching Methodology	3
EDUC 664	Learning Assessment in Science	3
EDUC 665	Technology Integration into Science Teaching	3
EDUC 666	Current Trending in Science Teaching	3

Reading/Writing (12 credits)

EDUC 521	Use of Technology in the Teaching of Reading and Writing	3
EDUC 547	Language Development and Acquisition: Implications for Learning to Read and Write	3
EDUC 590	Methods of Reading Diagnosis and Assessment	3
EDUC 595	Integration of Reading into Content Area Curriculum	3
EDUC 596	Whole Language and the Development of Reading/Writing Processes	3
EDUC 560	Principles and processes for the teaching of reading	3
EDUC 608	Special Project in Reading	3

Educational Technology and Distance Education (12 credits)

EDUC 640	Instructional Design Principles	3
EDUC 641	Educational Technology Foundations	3
EDUC 642	Instructional Media	3
EDUC 643	Distance Education Foundations	3

Degree Requirement (9 credits)

EDUC 600	Educational Research Methods	3
EDUC 630	Statistics for Educational Research	3
EDUC 602	Lecture Seminar	3
or		
EDUC 617	Research Project in a School Setting	3

SPECIAL EDUCATION

This program has been designed for the professional development of special education teachers. Candidates will acquire knowledge, skills and dispositions needed to assume leadership positions as teachers, supervisors, or consultants in the field of special education.*

*To be certified as a special education teacher (alternate route) students should take 6 credits in Methodology for Teaching Reading skills and 3 credits in the Teaching of Mathematics. It is recommended that students take EDUC 596, EDUC 534 and EDUC 535.

Total Credits	39
Core Courses	15
Required Specialization Courses	15
Degree Requirement	9

Required Specialization Courses (15 credits)

EDUC 580	Human Growth and Development	3
EDUC 530	Psychosocial and Educational Implications of the Birth or Upbringing of Handicapped Students	3
EDUC 535	Inclusion and the Special Education Work Team	3
EDUC 539	Assessment and Instructional Design for the Teaching of Students with Disabilities	3
EDUC 546	Assistive Technology in the Special Education Field	3

Additional Specialization Courses (15 credits)

Select one of the following options:

Option I – Autism

EDUC 653	Nature and psychosocial aspects of students with autism	3
EDUC 654	Methods of communication in the child with autism	3
EDUC 655	Behavior management of students with autism	3
EDUC 656	Methodology for teaching autistics students	3
EDUC 657	Evaluation of children with autism	3

Option II – Special Education K-12

EDUC 658	Physical disabilities and health impairment in childhood and adolescence	3
EDUC 659	Sensory problems in childhood and adolescence	3
EDUC 660	The education of children and youth with cognitive	3
EDUC 661	Emotional disorders in childhood and adolescence	3
EDUC 662	Transitional process for special education students	3

Degree Requirement	(9 credits)
---------------------------	--------------------

EDUC 600	Educational Research Methods	3
EDUC 630	Statistics for Educational Research	3
EDUC 602	Lecture Seminar	3
or		
EDUC 617	Research Project in a School Setting	3

PHYSICAL EDUCATION

This program has been designed for the professional development of candidates interested in working in diverse sports and physical education scenarios. Candidates can select one of three different track options: Athletic Training, Health Promotion or Coaching.

Total Credits	39
Core Courses	3
Required Specialization Courses	15
Additional Specialization Requirements	12
Degree Requirement	9

Core Courses (3 credits)

EDUC 504	Leadership, Communication and Teamwork	3
----------	--	---

Required Specialization Courses (15 credits)

PHED 500	Advanced Evaluation and Care of Athletic Injuries I	3
PHED 501	Physiology of Exercise I	3
PHED 502	Applied Sports Psychology: A Bio-Psychosocial Approach	3
PHED 503	Theory and Methodology of Coaching	3
PHED 504	Sports Law & Physical Education	3

Additional Specialization Requirements (12 credits)

Select one of the following options:

Option I: Coaching

PHED 505	Biomechanical and Metrological Aspects of Exercise	3
PHED 506	Physiology of Exercise II	3
PHED 507	Training and Competitive Sports Psychology	3
PHED 508	Analysis and Interpretation of Data in Sports Performance	3

Option II: Health Promotion

PHED 509	Nutrition for Health Fitness	3
PHED 510	Critical Issues in Health Fitness Management	3
PHED 511	Assessment and Evaluation of Health Fitness Parameters	3
PHED 512	Strategic Planning in Health Promotion	3

Option III: Athletic Training

PHED 513	Administrative Issues in Athletic Training	3
PHED 514	Athletic Injuries Rehabilitation	3
PHED 515	Athletic Training I	3
PHED 516	Advanced Evaluation and Care of Athletic Injuries II	3

Degree Requirement		(9 credits)
EDUC 600	Educational Research Methods	3
EDUC 630	Statistics for Educational Research	3
EDUC 602	Lecture Seminar	3
or		
EDUC 617	Research Project in a School Setting	3

DOCTORAL PROGRAM

The doctoral program in education has been designed to enable teachers, college professors, community advocates and educational administrators to work in their respective communities while simultaneously developing new leadership skills and acquiring postgraduate training. The program allows students to strategically confront the complex realities and challenges facing educational institutions and examine them from a broad-base systems perspective.

GRADUATE CERTIFICATE

AUTISM

The Autism Professional Certificate has been designed for the development of professionals in the field of education, health or other disciplines interested in the wellbeing of people with the autism spectrum. Candidates will develop or strengthen knowledge, skills and dispositions needed to interact effectively with autistic people in a professional or personal setting. It offers a formation experience that will allow candidates to assume leadership roles as teachers, supervisors, or consultants in the field of special education.

Total Credits	24
Required Specialization Courses	24

Required Specialization Courses	(15 credits)	
EDUC 530	Psychosocial and Educational Implications of the Birth or Upbringing of Handicapped Students	3
EDUC 537	Inclusion and the Special Education Work Team	3
EDUC 546	Assistive Technology in the Special Education Field	3
EDUC 653	Assistive Technology in the Special Education Field	3
EDUC 654	Assistive Technology in the Special Education Field	3
EDUC 655	Assistive Technology in the Special Education Field	3
EDUC 656	Assistive Technology in the Special Education Field	3
EDUC 657	Assistive Technology in the Special Education Field	3

The School of Education takes great pride in being responsive to student initiatives and individual needs. Thus, in the doctoral programs learning is interactive, collaborative and competency-based, grounded in mutual respect among learner, faculty and the institution. The learning model of the program is based on the principles of adult learning and designed to accommodate the needs, requirements and learning styles of adult professionals.

Students in the doctoral degree programs will learn through a combination of structured course work and independent study. They will learn working collaboratively with peers and faculty. They will utilize a range of learning media, including face-to-face seminars, web-enhanced courses and electronic e-mail. This flexibility in learning modalities will emphasize academic understanding, research and writing skills and applied activities.

The faculty of the School of Education works together in presenting an integrated curriculum, involving students through research, case analysis, group projects, integrative experiences and cooperative learning. Learning is an interactive process, thus integration, student participation and teamwork will be reflected consistently in all courses.

The doctoral program includes the following specializations: Educational Leadership and Teaching, Curriculum and Learning Environment.

The curriculum consists of four elements. First, students will engage in the disciplined and critical study of the social context that has special relevance to education. Throughout the program, students will refer to this social context as background to analyze critical problems of practice. Second, students will analyze theories and acquire technical and professional skills in their respective specializations. Third, students will acquire and apply knowledge in research methodology to identify and analyze educational problems. Finally, through the dissertation, students will develop and exhibit abilities to engage in sustained research.

DOCTORAL DEGREE

EDUCATIONAL LEADERSHIP

Mission

To develop and enhance educational leaders who are dynamic, reflective, collaborative and highly effective.

Goal

To provide educational experiences that will enable individuals to develop their leadership potential and expand knowledge related to their vocational duties and aspirations.

Objectives

- Develop and enhance a body of knowledge and skills that will enable the student to study and analyze the social context of educational organizations.
- Develop the knowledge and skills to manage an educational project from the conception of an idea to its completion.
- Acquire financial knowledge and skills needed to manage an educational institution’s income and expense accounts appropriately.
- Study the current and emerging theories and applications used for the evaluation of instructional programs.
- Identify, examine and analyze different leadership styles, models and strategies.
- Study and examine current practices of instructional leadership in different types of educational organizations.
- Develop knowledge and skills that will enable the student to take a leadership role in the process of transforming educational systems.
- Develop the disposition to collaborate and establish community relations and strategies that will result in developing collaborative partnerships to transform educational organizations.
- Enrich and enhance educational technology skills to be applied in leadership roles as well as for personal development.
- Develop knowledge and skills that will enable educational leaders to successfully utilize research for solving educational situations in their organizations.

- Use statistics and methods of data collection for the interpretation and analysis of information.
- Develop the skills to conceptualize, initiate, develop and carry out research related to educational leadership.
- Use technology and information systems to improve educational processes.
- Develop the disposition to act deliberately, ethically and skillfully within the evolving realities of contemporary educational institutions.
- Develop the disposition to motivate and facilitate others to achieve educational excellence.

Total Credits	51
Core Courses	9
Required Specialization Courses	27
Degree Requirement	15
Elective Courses	3

Core Courses (9 credits)

Select three of the following courses:

EDUC 714	Historical and Philosophical Perspectives in Education	3
EDUC 715	Social, Cultural and Political Dimensions of Educational Organizations	3
EDUC 716	Contemporary Problems and Issues	3
EDUC 717*	Legal Issues in Education	3
EDUC 718	Ethics and Education	3

*Students whose prior academic concentration is not education, should take 3 additional credits in the Social Context of Education: EDUC 717.

Required Specialization Courses (27 credits)

Select one of the following options:

Organizational Processes (9 credits)

EDUC 801	Project Management in Education	3
EDUC 802	School Finance	3
EDUC 803	Evaluation of Instructional Programs: Theory and Application	3

Leadership (12 credits)

EDUC 804	Leadership: Models and Strategies	3
EDUC 805	Instructional Leadership	3
EDUC 806	Leading Organizational Change	3
EDUC 807	Leadership, Community Relations and Partnerships	3

Elective Courses (6 credits)

The student may select any of the courses available in the Doctoral Program. In order to select a course from the Librarian and Information Systems option, students must have prior academic preparation in this concentration.

Research Courses

EDUC 901	Research Methods in Education	3
EDUC 902	Statistics	3
EDUC 905	Dissertation II	3
EDUC 906	Dissertation II	3
EDUC 906	Dissertation III	3

TEACHING, CURRICULUM AND LEARNING ENVIRONMENT

Mission

To develop and enhance dynamic, reflective, collaborative, and highly effective educational practitioners in various areas of expertise.

GOALS

- To provide a diverse group of men and women with the theoretical and practical knowledge, skills, work ethic, vision and innovative spirit needed to become leaders in the educational enterprise.
- To provide educational experiences that will enable individuals to develop further competencies of professional leadership and knowledge related to their vocational duties and aspirations.
- To prepare skilled professionals in the education professions to contribute effectively in a pluralistic society.

OBJECTIVES

- Develop and enhance a body of knowledge and skills that will enable the student to study and analyze the social context of educational organizations.
- Examine theoretical and empirical research on human learning and information processing.
- Analyze current research on learning styles and models of teaching.
- Study and analyze principles and theoretical assumptions underlying curriculum and instructional design.
- Identify, examine and analyze the influence of interest groups on curriculum planning and development.
- Study current and emerging theories and applications for the evaluation of instructional programs.
- Utilize theory and applications of instructional systems design in the planning of instructional programs.
- Acquire new knowledge and skills that will enhance the graduate’s educational practice in a particular learning environment.
- Develop knowledge and skills that will enable the graduate to successfully utilize research for the resolution of educational situations in their organizations.
- Develop the skills to conceptualize, initiate, develop and carry out research related to his/her area of expertise.
- Develop knowledge and skills that will enable the graduate to become an effective educational practitioner in a particular learning environment.
- Develop knowledge and skills that will enable the graduate to successfully utilize research for the resolution of educational situations in their organizations.
- Use statistics and methods of data collection for the interpretation of analysis of information.
- Develop the disposition to collaborate with the community, educational institutions and agencies to promote the highest quality of education for children and adults.
- Use technology and information systems to improve educational processes.
- Develop the disposition to respect and address individual differences and diverse learning environments as integral parts of the educational experience.
- Develop the dispositions to act deliberately, ethically and skillfully within the evolving realities of contemporary educational institutions.

Total Credits

51

Core Courses	9
Required Specialization Courses	27
Research Courses	15

Social Context of Education Component (9 credits)

Select three of the following courses:

EDUC 714	Historical and Philosophical Perspectives in Education	3
EDUC 715*	Social, Cultural and Political Dimensions of Educational Organizations	3
EDUC 716	Contemporary Problems & Issues	3
EDUC 717	Legal Issues in Education	3
EDUC 718	Ethics and Education	3

*Students whose prior academic concentration is not education, should take 3 additional credits on the social Context of Education: EDUC 715.

Required Specialization Courses (27 credits)

Teaching (9 credits)

EDUC 809	Instructional Systems Design	3
EDUC 812	Teaching, Learning, and Cognition	3
EDUC 813	Models and Styles of Teaching and Learning	3

Curriculum (9 credits)

EDUC 803	Evaluation of Instructional Programs: Theory and Application	3
EDUC 814	Curriculum Theory and Design	3
EDUC 815	Curriculum Planning and Development	3

Learning Environments (9 credits)

Select three courses of one of the following options track:

Option A: Special Education

EDUC 816	Creating Learning Environments for Diverse Students	3
EDUC 817	Behavior Modification in the Classroom	3
EDUC 818	Early Identification of At-Risk Students	3
EDUC 828*	Seminar and Practicum in University Curriculum and Teaching	3

Option B: Second Language Acquisition

EDUC 819	Language Development Issues in the Curriculum of Puerto Rico's Public and Private Schools	3
EDUC 820	Teaching in Multicultural Environments	3
EDUC 821	Research on Second Language Acquisition and Bilingualism	3
EDUC 828*	Seminar and Practicum in University Curriculum and Teaching	3

Option C: Technology and Education

EDUC 808	Educational Technology	3
EDUC 810	Technology and Media in Education and Training	3
EDUC 811	Theory and Practice of distance Education	3

EDUC 828*	Seminar and Practicum in University Curriculum and Teaching	3
-----------	---	---

Option D: Library and Information Systems

EDUC 822	Electronic Databases and Information Systems	3
EDUC 823	Advanced Organization of Bibliographic Resources	3
EDUC 824	Seminar: Special Topics in Librarian and Information systems	3
EDUC 828*	Seminar and Practicum in University Curriculum and Teaching	3

OPTION E: Arts, Culture and Education

EDUC 825	Anthropological and Cultural Concepts in the Puerto Rican Curriculum	3
EDUC 826	Educational Research on the Teaching of Fine Arts and Popular Arts	3
EDUC 827	Artistic and Cultural Expressions in Latin America and the Caribbean	3
EDUC 828	Seminar and Practicum in University Curriculum and Teaching	3

OPTION F: Children, Families and Society

EDUC 720	Contemporary Theories of Child Development	3
EDUC 721	Teaching at the Pre-School/Primary Level Trends & Innovations	3
EDUC 722	Qualitative Research in Children's Education	3
EDUC 828	Seminar and Practicum in University Curriculum and Teaching	3

OPTION G: Higher Education

EDUC 723	Organization and Governance on Higher Education	3
EDUC 724	Student Services on Higher Education Institutions	3
EDUC 800	Higher Education Leadership and Administration	3
EDUC 828	Seminar and Practicum in University Curriculum and Teaching	3

Research Courses (15 credits)

EDUC 901	Research Methods in Education	3
EDUC 902	Statistical Methodology in Education	3
EDUC 903	Descriptive Research methods	3
or		
EDUC 904	Experimental Research Methods	3
EDUC 905	Dissertation I	3
EDUC 906	Dissertation II	3

*EDUC 828 is a one-semester course.

COURSE DESCRIPTIONS

EDUC 500

**Learning Theories
Three Credits**

The course centers on the study of the most important theories of learning, knowledge acquisition, and information processing. Special emphasis is given to the application of theory to enhance the learning-teaching process.

EDUC 501

**Principles and Development of Curriculum
Three Credits**

The course promotes the critical analysis of curriculum development theories, beginning with the various educational philosophies and their relation to the practical aspects of curriculum development. Various models exemplifying different curriculum theories are presented and analyzed. It also examines the curriculum model presently being used in the Department of Education of Puerto Rico. Students will have the opportunity to examine and evaluate specific curriculum projects.

EDUC 502

**Administration of Classrooms and Schools as Academic
Communities
Three Credits**

The course centers on the study and critical analysis of classrooms and schools as academic communities. It emphasizes discussion of topics such as restructuring of the education system, classrooms as laboratories, decentralization, total quality management, school autonomy, open school system and instructional leadership.

EDUC 503

**Introduction to the Educational Enterprise
Three Credits**

The course deals with the analysis of concepts, philosophical bases, theories and research that impact contemporary educational practices. Emphasis is given to educational innovations in the U.S.A. and Puerto Rico.

EDUC 504

**Leadership, Communications and Teamwork
Three Credits**

The course centers on the study and analysis of leadership concepts and practices, communication and teamwork as applied to the role of educators.

EDUC 505

**Models and Systems of Teaching
Three Credits**

The course centers on the analysis of models and systems of teaching, instructional methods and strategies. Emphasis on cognitive development, learning styles and teaching models as adapted to students' needs.

EDUC 506

**Conflict Resolution in Schools
Three Credits**

This course focuses on the knowledge, skills and abilities required to design, implement and evaluate effective conflict resolution programs in schools. Students will get acquainted with the following concepts: inter and intrapersonal conflict resolution, persuasion, problem solving and decision making in conflict in diverse organizations and will develop strategies that could address these conflicts.

EDUC 508

**Total Quality Management in Education
Three Credits**

The course focuses on the study and analysis of the total quality management theory applied to education. It includes the study of principles such as quality of services and product, teamwork, decentralized management, trust, and commitment.

EDUC 510

**Fundamental Concepts of Educational Management
Three Credits**

This is an introductory course in which the development of managerial thinking in this century is analyzed, and the new focus of managerial education for the autonomous school of the twenty-first century is discussed.

EDUC 511

**Strategies and Alternatives in Educational Administration
and Supervision in the Elementary School
Three Credits**

The course focuses on the study of systems and methods of administration, supervision and school management. It includes experiences in case studies, simulation and role-playing in the application of various organizational theories related to areas of vital importance for school administrators and supervisors. Special emphasis is given to the role and responsibilities of the elementary school administrator.

EDUC 512

Educational Innovations and Strategies

Three Credits

The course centers on the study and analysis of educational innovations in school administration and supervision and on the teaching and learning process. It considers innovations and new educational strategies being implemented in the United States and other countries. Emphasis is also given to practices being developed in the public and private educational systems of Puerto Rico.

EDUC 513

Educational Measurement and Evaluation

Three Credits

The course focuses on the study of techniques of measurement and evaluation applied to the teaching process. Emphasis is placed on the adequate planning for evaluation and other teaching evaluation instruments.

EDUC 514

Methods and Techniques of Educational Supervision

Three Credits

The course focuses on the study of the various practices and techniques of school supervision. The course emphasizes knowledge of different supervision models and the analysis and application of instruments for evaluating the effectiveness of the teaching-learning process.

EDUC 515

Practicum in School Administration and Supervision

Three Credits

The course consists of a series of field experiences encompassing all the tasks and functions of school administrators and supervisors. This provides students with the opportunity to apply theories of school administration and supervision. The student is placed in an educational institution, which serves him/her as a laboratory to carry out the administrative tasks required of school administrators. In addition to the supervised practice in a teaching center, the student must attend meetings with the practicum supervisor.

EDUC 516

Strategies and Alternatives in Educational Administration and Supervision in the Secondary School

Three Credits

The course focuses on the study of the systems and methods of administration, supervision and school management. It includes experiences in case studies, simulation and role-playing in the application of various organizational theories related to areas of vital importance for school administrators and supervisors. Special emphasis is given to the role and responsibilities of the secondary school administrator.

EDUC 518

Special Education Practicum

Three Credits

The course is a clinical experience for the student interested in a Special Education certification from the Department of the Education. During this practicum, the student assumes responsibility for designing and administering a special education program in a school district under the direct supervision of the special education area supervisor for that district.

EDUC 519

Human Resources Management

Three Credits

The course focuses on analyzing theories and practices of human resources management in educational settings. Emphasis is placed on human resources management cycles: planning, recruitment, selection, training, development, evaluation and compensation, especially as applied in the Puerto Rico Department of Education. Other topics discussed are motivation, communication and human resources legislation that apply to educational enterprises in Puerto Rico and the United States.

EDUC 520

Educational Laws and Regulations

Three Credits

The course focuses on the study and analysis of the legal aspects that regulate the educational process in Puerto Rico.

EDUC 521

The Use of Technology in the Teaching of Reading and Writing

Three Credits

The course provides an opportunity to explore, practice and handle different technologies available for the teaching of reading and writing in elementary and secondary schools. It includes discussion of ethical and legal issues concerning the use of the available technology for teaching of reading and writing.

EDUC 522

The World of Information Sciences, Computers and the School Library

Three Credits

The course focuses on the study of information sciences and the importance of the school library in this context. It includes an introduction to the use of computers in storage handling and information access. The course includes workshops in the use of microcomputers.

EDUC 523

School Library Management: It's Role in Curriculum Development

Three Credits

The course deals with principles of school library management. It includes an overview of theories and models for curriculum development and applications for libraries. Emphasis will be placed on strategies for integrating the school library into the curriculum and to the role of the school librarian in this process.

EDUC 524

Reference and Information Services

Three Credits

The course deals with processes related to reference services in the school library. Emphasis is placed on the integration of reference services to the student's learning processes. It includes topics such as: interviews with users, information search strategies, reference sources, information and referral services and the evaluation of reference services.

EDUC 525

Production and Use of Audiovisual Media

Three Credits

The course focuses on processes, equipment and materials related to the use of audiovisual media in libraries. Emphasis is placed on the integration of media to the teaching-learning process. Topics include production techniques, as well as selection and use of media.

EDUC 526

Organization of Bibliographical Resources

Three Credits

The course covers principles of bibliographical organization as an important factor for locating information. Different classification systems, including computerized systems, will be studied and analyzed.

EDUC 527

Development of Bibliographical Collections

Three Credits

The course deals with policies for the development of a bibliographical collection, and the process of selection, acquisition, and evaluation of the collection. Mechanisms for sharing resources, book markets, intellectual freedom and censorship are also discussed in this course.

EDUC 528

Library Services for Children and Adolescents

Three Credits

The course focuses on characteristics of children and adolescents and their implications for school library services. Strategies for assessing needs and interests, as well as activities and services appropriate for this population, will be

discussed. Emphasis is placed on information skills, critical thinking and reading programs.

EDUC 529*

Clinical Experiences in the School Library

Three Credits

The course offers practical experience in offering school library services, in coordination with the classroom teacher. Students will coordinate reading orientation and development of information and critical thinking skills program activities. Students will apply knowledge and skills acquired in their program of studies in the coordination of reading orientation and development of information and critical thinking program activities.

*Students enrolled in the Administration of School Libraries program, who do not have experience as school libraries must take this course to comply with certification.

EDUC 530

Psychosocial and Educational Implications of a Handicapped Student: Family, Society, Services, and Education.

Three Credits

The course focuses on the discussion and analysis of the impact of a student with physical, mental, emotional, and multiple handicaps in the family, society, and educational systems. Family and social systems will be studied in order to understand both systems' bi-directional influence in the lives of students with handicaps. The course includes discussion of the different psychological processes involved in managing a student with handicaps in family and educational systems. Professional collaboration and the educational possibilities, including transition services, across a variety of handicaps, will be studied.

EDUC 532

Special Education Administration

Three Credits

This course analyzes the processes and practices in the administration of special education programs. Students will examine the rendering of educational and complimentary services of special education within the context of mainstreaming and a nonrestrictive environment. Emphasis is placed on laws that regulate the rendering of such services, the problems inherent in complying with these laws, and the administrative practices related to them.

EDUC 534

Diagnosis and Teaching Methodology of the Student with Specific Learning Disabilities

Three Credits

The course centers on an in-depth study of specific learning disabilities, including their incidence, characteristics, evaluation procedures, and prognosis. Research regarding

learning disabilities diagnosis procedures and teaching strategies will be presented and analyzed as the scientific basis for educational program preparation. Students will learn multidimensional assessment techniques and procedures available for students with specific learning disabilities. Current practices in educational planning, classroom management and the processes of reading, writing, and performing mathematical procedures will be stressed. Involvement, roles, and responsibilities of family and other professionals will be discussed.

EDUC 535

Inclusion and the Special Education Work Team

Three Credits

The philosophy of inclusion is presented, studied, and analyzed. The evolution of special education laws and terms related to the interpretation of the “less restrictive environment” will be studied. The roles and responsibilities of each of the members of the special education team will be presented. The inclusion of children and youth with physical, emotional, and mental disabilities will be discussed. Environmental, routine, physical, and all other adaptations to include children and youth with disabilities in the regular education classroom will be studied. Teamwork, professional communication, and collaboration among the concerned professionals will be stressed.

EDUC 536

Contemporary Approaches in Early Intervention

Three Credits

The course focuses on the study and analysis of contemporary approaches in the early intervention field, including historical and evolutionary aspects. Philosophical, ethical, and legislative foundations will also be studied. Contemporary approaches and regulations for the provision of early intervention services in Puerto Rico will be analyzed, as they intend to reduce the future need for additional special education services. Students will become familiar with the Puerto Rico early intervention services delivery system called *Avanzando Juntos*, the Puerto Rico Department of Health Interagency Coordination Council (ICC), and the Puerto Rico Comprehensive System for Personnel Development (CSPD), established under IDEA.

EDUC 537

Management and Educational Strategies for the Student with Pervasive Developmental Disorders Attention Deficit or Other Psychiatric Disturbances

Three Credits

The course consists of the presentation, discussion, and analysis of different management and educational strategies and their applicability in the education of children with pervasive developmental disorders, attention deficit, or other psychiatric disturbances. Special emphasis will be

given to the implementation of management and educational strategies according to the student’s academic placement along the special education continuum. Special education students and parents’ rights and responsibilities will be studied. Application of behavior modification techniques will be studied as they relate to the inclusion of children with special needs into regular education classrooms.

EDUC 539

Assessment and Instructional Design for the Teaching of Students with Disabilities

Three Credits

The course focuses on assessment as the basis for individualized instructional design. Students will work with a variety of formal and informal assessment instruments. Adaptation of assessment instruments and procedures to provide for the needs of children with disabilities will be studied. Individualized instructional design based on identified strengths and needs, will be discussed. The integration of academic, clinical, and family goals into the curriculum will be emphasized. Students will be exposed to different curricular alternatives and will gain skills that will enable them to analyze and propose curricular changes based on their students’ needs.

EDUC 540

Theories, Strategies and Resources for Teaching Fine Arts

Three Credits

The course focuses on the study, discussion and analysis of theories that sustain the teaching of music, art, dance and drama in elementary and secondary schools. Exploration of innovative strategies used to motivate students in their artistic and creative experiences will be emphasized. The course includes an inventory of resources needed for the teaching of fine arts at the different school levels, as well as the exploration of available technology resources to teach these subjects.

EDUC 541

The Use of Technology in the Teaching of Fine Arts

Three Credits

The course centers on exploration, practice and handling of different technologies available for the teaching of music, visual arts, dance and theater arts in elementary and secondary schools. It includes discussion of ethical and legal issues concerning the use of the available technology for teaching fine arts.

EDUC 542

Integration of Fine Arts into the Secondary School Curriculum

Three Credits

The course focuses on the study and analysis of contemporary theories that sustain the integration of fine arts activities in the secondary school curriculum. Emphasis is on the development of study units that integrate one or more of the fine arts into the teaching of academic subjects in the secondary school. Strategies for assessment and evaluation of students who are involved in fine arts activities in the secondary school will be examined.

EDUC 543

Media, Techniques and Materials in the Visual Arts

Three Credits

The course centers on the study and analysis of innovative media, techniques and materials available for the teaching of visual arts in elementary and secondary schools. It includes an exploration of diverse approaches, such as technological media, that contribute to the development of students' creativity and ability to communicate through the visual arts.

EDUC 544

Visual Arts Production Workshop

Three Credits

This course uses experimentation and production as a mean for the art teachers to review and enrich their own artistic abilities, while practicing strategies and techniques that may be used in their teaching. Emphasis will be placed on creation of art forms, while also reviewing artistic criticism and aesthetics.

EDUC 546

Assistive Technology in the Special Education Field

Three Credits

The course presents a general vision of disabilities and the potential benefit of assistive technology to facilitate academic performance, communication, and the independence of students with special needs. Students will learn how mobility, sensory, and communication aids, adapted computer access, and environmental controls help people with different disabilities participate and fully interact in their homes, schools, and community. Students of this course will learn about the legal, administrative, and academic bases that support the technological aids needed in and out of the classroom by people with special needs.

EDUC 547

Language Development and Acquisition: Implications for Learning to Read and Write

Three Credits

The course deals with processes involved in the acquisition and development of language in children from birth to 8 years of age. Theories and curricular models that promote

maximum development of language skills are also studied. Emphasis is placed on the study of the whole language approach and reading-writing skills development.

EDUC 550

Second Language Acquisition

Three Credits

The course focuses on the analysis of theories related to the process of language development, learning, and second language acquisition. The influence of language acquisition on learning and literacy will be studied.

EDUC 551

Reading Processes in the English as a Second Language Classroom

Three Credits

The course centers on the study and analysis of current theories relating to reading processes. Different approaches to the teaching of reading and their application in the ESL classroom will be discussed. Students will also become acquainted with the different skills involved in the reading process and with various teaching and evaluation strategies that can be used in the ESL classroom.

EDUC 552

Teaching the Structure of the English Language to ESL Students

Three Credits

The course is an introduction to theories of English language phonology, syntax, and semantics, and their implications for developing English language understanding, speaking, reading and writing skills to speakers of other languages. Particular emphasis will be placed on the development of related teaching and learning approaches.

EDUC 553

Language, Cognition and ESL/Curriculum Development

Three Credits

The course consists of an examination of the relationship between language and related issues of human cognition in curriculum and instruction. Students will investigate seminal and recent studies from the fields of linguistics, philosophy, and psychology as these relate to the problem of curriculum and instruction.

EDUC 554

The Use of Computers in ESL Curriculum and Instruction

Three Credits

The course focuses on the discussion of the ways in which microcomputers can be used to enhance the learning of ESL. Emphasis will be placed on strategies for integrating the use of the computer and ESL curriculum effectively. Hands-on evaluation of ESL software using tutorials, simulations, and drill and practice are also included.

EDUC 555

**Development of Communication Skills in the ESL Students
Three Credits**

The course focuses on the identification of activities that promote second-language acquisition, emphasizing the active language skills of listening comprehension, speaking, and writing. It includes discussion of different acquisition models and their implications and applications in the classroom. Identification, selection and development of instructional materials and strategies for the teaching of the skills will be emphasized. Areas to be studied will include aural discrimination, attention and recall; vocabulary development, oral production and pronunciation, and the mechanics and process of writing.

EDUC 556

**Contrastive Analysis of English and Spanish
Three Credits**

The course centers on the method of contrastive analysis as it is applied to the English and Spanish languages. The theory of language transfers on which it is based is also discussed. Instructional strategies for the teaching of selected areas of language interference will be explored. Basic research techniques for the analysis of language in naturally occurring situations will be applied. The systematic comparison of the similarities and differences between the phonological, morphological, syntactic, semantic, and pragmatic systems of English and Spanish, effective teaching practices, and exposure to basic research procedures in this field of study are the fundamental bases of the course.

EDUC 557

**Organization of Vocal Music Groups
Three Credits**

The course focuses on the composition and organization of vocal music groups within the elementary and secondary schools. It includes the development of work units for the different school levels, as well as appropriate musical arrangements for the different age groups and vocal music groups. Techniques and methodologies to work with vocal music groups will be examined. The role of vocal music groups in the school curriculum will be discussed.

EDUC 558

**Music Production Seminar
Three Credits**

The course is a musical production seminar in which principles involved in the organization of musical activities are discussed. Activities and programs appropriate to the grade level and musical competence of children are developed. Musical activities will be integrated into academic subjects and other fine arts. The course includes practice of assessment and evaluation strategies appropriate to musical productions and the academic level of students.

EDUC 559

**Techniques for the Organization of Instrumental Groups
Three Credits**

The course focuses on the study and analysis of different instrumental groups that may be organized in elementary or secondary schools. Techniques used to create, conduct, rehearse and develop musicality in these groups will be examined.

EDUC 560

**Teaching of Reading and Writing at the Secondary Level
Three Credits**

This course examines the nature of reading comprehension and writing at the secondary level. It includes discussion of strategies to teach the stages required for the development of those skills. Thinking skills and critical thinking as a basis for the development of appropriate reading comprehension and writing levels in all content areas will also be discussed.

EDUC 561

**Computer Applications for Teaching
Three Credits**

The course focuses on the different uses of computers in education. It includes the following applications: text processors, electronic worksheets, statistical analysis programs, database systems, tutorials, educational games, simulations, common language programs, and specialized languages for creating educational modules.

EDUC 562

**Computer Applications for Educational Management
Three Credits**

The course centers on the use of computers as tools for educational administration. Computer applications (word processing, graphing, spreadsheets, databases, desktop publishing and presentations, statistical packages, and computer-mediated electronic communications) will serve as tools for developing activities such as budget and inventory control, student and personnel evaluation, statistical data and mail management, as well as report generation and presentation.

EDUC 563

**Principles of Bilingual Education
Three Credits**

The course deals with theory, goals, and research data on bilingual education. Topics include history, development, and content of various models of bilingual/bicultural education presently implemented in the U.S., foreign countries, and Puerto Rico.

EDUC 564

**Applied Linguistics for ESL Teachers
Three Credits**

“Applied Linguistics for ESL Teachers” provides the student with substantial knowledge of key concepts, issues, insights, and pedagogical implications of research in some of the issues related to ESL and applied linguistics. Some of the applied linguistic issues that will be examined in the course include the following: the use of phonics and phonemic awareness in learning to read, factors in teaching oral communication in social contexts, irregularities in English orthography and implications for teaching, word formation in vocabulary development and writing, and language proficiency in ESL.

EDUC 566

**Methods of Teaching English as a Second Language
Three Credits**

The course focuses on the study of various methods for teaching a second language, as well as their principles and foundations. Topics include evaluation, design and adaptation of materials for teaching English as a second language. The critical analysis of research on ESL methods is fundamental to this course.

EDUC 567

**Socio-cultural Aspects of Curriculum and Teaching in
Bilingual Settings
Three Credits**

Sociological and cultural issues that impact the development and implementation of both curriculum and teaching of students will be examined. Emphasis will be placed on the results of research conducted in this area.

EDUC 568

**Teaching Math and Science in Bilingual Settings
Three Credits**

The course is a review of recent research on the teaching of math and science (with emphasis on bilingual settings). It includes an intensive review of available curriculum materials and methods to teach mathematical and scientific concepts to LSP students.

EDUC 569

**Classroom-based Assessment Methods
Three Credits**

The course is an introduction to classroom-based assessment methodologies for determining oral language proficiency, reading progress, writing skills, mathematics development, learning styles, and social development.

EDUC 571

**Seminar for Dance Production: Body Movement and
Expression
Three Credits**

The course is a seminar/workshop of dance production, in which principles involved in dance activities are discussed. The production of dance programs is central to the course; this will be accomplished according to the ability and level of competence of the students. The course also includes the theory and practice of the motor skills of the human body, from the standpoints of movement and artistic expression.

EDUC 572

**Development and Evolution of Dance
Three Credits**

The course deals with the origin, evolution and development of dance throughout the human history. The role of dance in different cultures, from the Far East to the Western World, is discussed. The role of dance in the history of Puerto Rico is analyzed. The diverse manifestations of dance such as magical dance, social dance and representative dance are explored.

EDUC 573

**Methodology and Integration of Dance into Elementary
School Teaching
Three Credits**

The course deals with the integration of dance and corporal movement into the study and learning of other subject matters. Methodologies appropriate to this art form are identified and studied. How this art may contribute to the enrichment of the basic elementary curriculum is examined. The use of technological innovations to teach dance and corporal movement is discussed.

EDUC 574

**Theatrical Techniques
Three Credits**

The course focuses on diverse theatrical techniques used to enhance non-dramatic literature for the observer and to present a creative challenge to the performer. In this course students will learn theatrical techniques to be used with non-dramatic literary genres as well as with other written expressions.

EDUC 576

**Theatre Production Workshop
Three Credits**

This course uses the presentation of a one-act play or different scenes of dramatic work as a means of refreshing theatre techniques while practicing strategies and techniques appropriate for the integration of theatrical activities into teaching. Students in this course will take part in the entire process of preparing a play for production by developing a theatrical design.

EDUC 580

Educational Psychology: Human Growth and Development

Three Credits

The course deals with theories of human development as seen from different perspectives: biological, social, philosophical, historical and psychological. It examines the physical, moral, sexual, social and cognitive development of individuals from conception through the aging process. Human development is analyzed as a continuous process throughout the lifespan, giving special attention to the social and cultural context in which development occurs.

EDUC 581

Introduction to Guidance and Counseling Services

Three Credits

The course centers on a professional orientation to the counseling profession. Topics include history and philosophy, work setting and roles. Students will be introduced to theories, approaches and stages of the helping process.

EDUC 582

Legal and Ethical Issues in Counseling

Three Credits

The course deals with ethical and legal issues related to the guidance and counseling process. Emphasis is placed on legal dispositions related to the services, procedures and the rights of individuals involved in the process. Ethical codes and standards for the counseling profession will also be studied.

EDUC 583

Instruments and Techniques for Diagnosis and Assessment

Three Credits

The course focuses on instruments and techniques used for assessment, measurement, and evaluation. The purpose, characteristics and kinds of standardized tests, scales, observations and records will be analyzed. Emphasis is placed on aptitude, achievement, intelligence, and personality tests.

EDUC 584

Individual Counseling Techniques

Three Credits

The course deals with the study and analysis of the helping process of individual counseling. Emphasis is placed on the counseling process stages (establishing the relationship, assessing the problem, goal setting, initiating interventions, termination and follow-up). Topics include exposition, study and discussion of different techniques, with emphasis on the cognitive/behavioral and affective areas.

EDUC 585

Group Counseling Techniques

Three Credits

The course focuses on theories, techniques and procedures used in group guidance and counseling. Topics include: purposes and goals of group guidance and counseling, advantages/disadvantages, selection of members, roles, and leadership, as well as the different stages of the process.

EDUC 586

Career Counseling

Three Credits

The course deals with theories and principles of career counseling, combining theory and practice as they apply to career counseling. It includes knowledge and use of different occupational resources such as PROICC, standardized tests (Aptitude, Personality, and Occupational Interests) as well as other resources in a career center.

EDUC 587

Internship

Three Credits

This is supervised clinical experience in which students will put into practice the knowledge and skills acquired in the program. Students must complete 150 direct service hours in counseling activities in the selected scenario.

EDUC 590

Methods of Reading Diagnosis and Assessment

Three Credits

The course focuses on assessment as a tool in making instructional decisions about reading and writing. Topics include the uses, characteristics, interpretations, and limitations of a variety of formal and informal measures and approaches of reading/writing and related skills. A case-study approach is used. The course assists the student in becoming a knowledgeable consumer of assessment measures and of diagnostic support services.

EDUC 591

Perceptual Motor Development: Implications for Primary School Teachers

Three Credits

The course deals with the physical, social, emotional and cognitive development of children from 0 to 8 years of age and the implications for primary school teachers. It includes discussion and analysis of current development theories and their application in the child's maturational process. Course activities include practice of skills that will contribute to an adequate perceptual motor development in young children.

EDUC 592

**Integration of the Arts into the K-3 Curriculum
Three Credits**

The course focuses on modern theories related to the integration of the arts into the K-3 curriculum. Study units using one or more artistic expressions as teaching strategies will be prepared. Assessment and evaluation strategies appropriate to children's artistic performance will be discussed and analyzed.

EDUC 593

**Teaching of Science at the Primary School Level
Three Credits**

The course prepares teachers to engage students in science inquiry and to use constructivist teaching methodologies and new assessment strategies. Emphasis is placed on the history of science education and the analysis of the Science Education Standards.

EDUC 594

**Mathematics in the Primary Schools
Three Credits**

The course focuses on current methods of teaching mathematics at the K-3 level. It includes the study of an activities-based curriculum focused on problem-solving, as well as standardized instruments for curriculum and student evaluation and assessment. Emphasis is placed on the use of technology for problem-solving and decision-making.

EDUC 595

**Integration of Reading into Content Areas Curriculum
Three Credits**

The course deals with instructional strategies for integrating reading skills in social studies, sciences, mathematics and fine arts courses. Stress is on the acquisition of simple to complex reading skills in the school curriculum, through comprehension and critical thinking. The holistic approach in different subjects and school levels will be emphasized.

EDUC 596

**Whole Language and the Development of
Reading/Writing Processes
Three Credits**

The course focuses on the study of the theoretical bases of the whole language approach and its implications for the teaching of reading and writing. It includes analysis of strategies and materials that can be used to integrate reading and writing to the K-3 curriculum.

EDUC 597

**Social Studies Curriculum and Methodology
Three Credits**

Critical analysis of current methodology trends and issues in social studies curriculum and learning. Content and professional standards of the National Council for the Social

Studies and their relationship to Puerto Rico's curriculum are analyzed. Research and the use of technology are required in this course.

EDUC 598

**The Teaching of Science in the Elementary School
Three Credits**

Critical analysis of scientific activities, teaching strategies, student assessment and integration of the new technologies used in the science classroom. The student will study and compare curriculums from other countries with the Conceptual Framework and the content standards for the science program designed by the Department of Education of Puerto Rico.

EDUC 599

**The Teaching of Math in the Elementary School
Three Credits**

Analysis and discussion of up-to-date mathematics teaching trends for grades 4th through 6th. Emphasis will be given on instructional design process focused on a constructivist curriculum view supported by the application of inquiry, discovery and problem solving. An integration of information and communication technology to the instructional process will be presented as a support tool for mathematics teaching strategies. Assessment evaluation and measurement techniques will be integrated in the teaching-learning process.

EDUC 600

**Educational Research
Three Credits**

The course centers on the study of educational research methodologies and theory. Emphasis is given to practical applications of research findings and teacher-conducted research. Research course for all specialties.

EDUC 601

**Research Seminar for Thesis
Three Credits**

The purpose of this course is to prepare students to select a research problem, submit a proposal for the study of the problem and elaborate a thesis under the direction of the advisor. It is a research course for all specialties.

EDUC 602

**Seminar: Readings and Research in Educational Problems
Three Credits**

The course centers on research of the literature in a topic related to the student's major. Based on a review of recent literature and research, the student submits written work for the primary purpose of analysis of a problem. It is a research course for all specialties

EDUC 603

Research II

Three Credits

The course geared to completing the research required to obtain the Master's Degree in Education. As part of this course, students must complete the research study presented in their EDUC 602 proposal. They will present research findings as well as conclusions and recommendations based on the findings.

EDUC 605, 606 or 607

Special Topics Seminars

Three Credits

This is a one-credit course that provides a forum for the discussion of a specific topic or issue. Topics will be announced each semester, prior to enrollment. Students may take three seminars to complete three elective credits. These seminars will be offered to students enrolled in the Education and Public Affairs graduate programs with approval of the Program Chairperson. Professionals interested in the topic discussed may also participate through the Continuing Education Division.

EDUC 608

Special Project in Reading

Three Credits

The course centers on the application of theoretical knowledge acquired in previous courses to the teaching of reading as well as on the practical skills developed as educational practitioners. The course requires the design and development of a project geared to improving the reading abilities of elementary school students.

EDUC 609, 610, 611

Visual Arts Workshops/Seminars

Three Credits

These one-credit courses provide space for a workshop or seminar related to the visual arts. Topics may vary according to the availability of visiting lecturers or artists. Students may take up to three workshops or seminars in order to complete three credits that will be considered as an elective course. These seminars or workshops will be available to graduate students upon the authorization of the Director of the Graduate Program. Enrollment is available to graduate students, faculty of the University, and interested professionals, with the authorization of the Director of the Graduate Program.

EDUC 612, 613, 614

Music Workshops/Seminars

Three Credits

These one-credit courses provide space for a workshop or seminar related to a specific theme in music. Topics may vary according to the availability of visiting music lecturers. Students may take up to three workshops or seminars in

order to complete three credits counted as an elective. These seminars or workshops will be available to graduate students upon the authorization of the Director of the Graduate Program. Enrollment is open to graduate students, faculty of the University, and interested professionals, who must have the authorization of the Director of the Graduate Program.

EDUC 617

Classroom Research Seminar

Three Credits

The course centers on the development of a classroom research project in which the student will put into practice the knowledge acquired in the required coursework. This is a research course for all specialties.

EDUC 618

Children and Adolescents Counseling

Three Credits

This course examines the theories and strategies of intervention for children and adolescents counseling at school. It includes the study of the children and adolescents counseling, students of diverse cultures and students with special needs. Studies specific situations such as the abuse of controlled substances, school violence, child abuse, self-esteem, the duel, and the divorce will be studied.

EDUC 619

Professional Experiences Seminar

Three Credits

Course designed for students to examine, analyze and reflect about issues and tendencies related to their respective disciplines and how they impact education globally as well as their professional community students will explore alternatives to address the identified issues.

EDUC 620, 621, 622

Theater Seminars/Workshops

Three Credits

These one-credit courses provide space for a workshop or seminar related to a specific theater arts theme that may vary each semester, according to the availability of visiting lecturers, dramatists, or actors. Students may take up to three workshops or seminars in order to complete a three-credit elective course. These seminars or workshops will be available to graduate students upon the authorization of the Director of the Graduate Program. Enrollment is open to graduate students, faculty of the University, and interested professionals, with the authorization of the Director of the Graduate Program.

EDUC 623, 624, 625

Dance Seminar/Workshop

Three Credits

These one-credit courses provide space for a workshop or seminar related to a specific dance theme that may vary each semester, according to the availability of visiting dance lecturers or artists. Students may take up to three workshops or seminars in order to complete three elective credits. These seminars or workshops will be available to graduate students with the authorization of the Director of the Graduate Program. Enrollment is open to graduate students, faculty of the University, and interested professionals, with the authorization of the Director of the Graduate Program.

EDUC 630

Statistics for Educational Research

Three Credits

Identification of the adequate research approach for the solution of pedagogical problems. Emphasis is made in topics related to descriptive and inferential data analysis making emphasis in results' interpretation. Other topics that will be covered include elementary notions of probability, estimation, sampling, hypothesis testing, experts' criteria and experimental design.

EDUC 640

Principles of Instructional Design

Three Credits

Analysis of instructional design as a systematic process for planning learning experiences. The general design model applied uses the identification of learning needs to design and develop an instructional system supported by information and communication technologies. Also, several instructional design models will be discussed based on their theoretical foundations and learning strategies.

EDUC 641

Foundations of Educational Technology

Three Credits

Discussion of the development of the concept and the professional field of educational technology. Study of the background, foundations, issues, modern trends and practices related to educational technology. It emphasizes the discussion of social aspects and policies regarding the use and integration of technology in the educational setting.

EDUC 642

Instructional Media

Three Credits

Study of the historical development of the media use in teaching. The basic principles for media creation, selection and use in the instructional process will be discussed. Analysis of the importance of instructional design (ASSURE Model) and the methodological aspects for the creation of

learning experiences based on multimedia. Also, the comprehension of legal norms about the proper use of media and instructional materials will be emphasized.

EDUC 643

Foundations of Distance Education

Three Credits

Discussion of the theoretical and philosophical foundations of distance education. Exploration of current trends affecting distance educational and its implications for the design and development of learning experiences at a distance. Students will examine different models, theories and technologies used in the development and distribution of distance education. It will emphasize the role of internet and the learning/content management systems in the management for quality in distance education.

EDUC 645

Introduction to the School Counseling

Three Credits

Introduction to the school counseling profession. Evaluated professional aspects including history, organizational structure, and multicultural standards, legal and Ethical aspects. Explore the School Counseling as profession with emphasis in the cognitive, emotional, affective, academic and social areas in children and adolescents.

EDUC 646

Development and Management of School Counseling Programs

Three Credits

This course is designed to introduce students to the philosophy of counseling programs at the school in grades K-12 using the ASCA national model. Students must demonstrate professional knowledge, the skills needed to promote academic excellence, personal emotional development / social of all K-12 students. The emphasis in the programs of school counseling as critical components of the enterprise, education, planning, "accountability" and the assessment thereof.

EDUC 648

Practicum in School Counseling

Three Credits

This course is a formative experience in school counseling as required by the Council of Accreditation of Counseling and Related Educational Programs (CRACREP). It consisted of 100 hours of a practicum experience. The practicum must include direct service hours in individual and group interventions. It focuses on the development competencies in individual and group counseling in the school interacting with parents, students and school personnel.

EDUC 649

**Counseling in Students Affairs in Higher Education
Three Credits**

The purpose of this course is to provide the future counselor information about counseling roles in higher education institutions. Through the study of different theoretical perspectives students will analyze the philosophy and organizational culture of higher education institutions and their impact on counseling programs. Characteristics and profile of traditional and non-traditional students the role of student service offices and the relationship of counseling professional with the institution's mission and goals will also be topics of discussion.

EDUC 650

**Counseling for Students Development in Higher Education
Three Credits**

The purpose of this course is to provide prospective counselors with the strategies needed for the development and well-being of university students. During the course, students will have the opportunity to discuss resources needed for the transition from school to a higher education institution as well as legal and ethical issues pertaining university students. Topics discussed include cultural diversity, college adaption, students' needs and retention.

EDUC 651

**Counseling for Prevention in Higher Education: The
College Students Experiences
Three Credits**

This course includes the study and analysis of concepts related to the prevention and promotion of mental health, use of models of prevention and risk factors and protection for the creation of prevention programs within the campus. Also includes the prevention strategies and science based prevention services, also the strategic plan and the Prevention program evaluation.

EDUC 652

**Practicum in Counseling in Students Affairs in Higher
Education
Three Credits**

This course is a formative experience in student's affair counseling as required by the Council of Accreditation of Counseling and Related Educational Programs (CRACREP) for a 100 hours' practicum experience. The practicum must include a direct service hour in individual and group interventions. It focuses on the development of competencies in individual and group counseling in higher education institution interacting with faculty, students and student service personnel.

EDUC 653

**Nature and psychosocial aspects of students with autism
Three Credits**

This course offers students and overview and analysis of the spectrum nature of autism based on recent research. We will discuss the basic concepts and new discoveries about this condition. Be considered characteristic of the behaviors, attending and giving emphasis to the psychological aspects of a student with autism. Through the course will present the main models of intervention used to achieve effective social relations in the different environments that the student shares. Also, learning activities that emphasize the optimal development of social skills will be designed.

EDUC 654

**Methods of communication in the child with autism
Three Credits**

Presentation, discussion and analysis of the main methods of communication used in the intervention of students with autism as well as recommended strategies to address the problems of communication in this population. Students will analyze different etiologies related to the communication of the child with autism. The theories that have different approaches to intervene appropriately with students within the autism spectrum will be studied. This course also emphasizes the recommended techniques to work effectively the particular needs presented by each student. It also took into consideration the use of technological assistance to improve communication difficulties.

EDUC 655

**Behavior management of students with autism
Three Credits**

This course presents the main strategies used in the intervention and behavior management of students with autism. The basic principles of the suggested models for working with behavior modification will be discussed. Educational programs will be evaluated as well as existing approaches to intervene positively with behavioral patterns present in this population. It emphasized the application of the techniques with the purpose of evaluating their effectiveness in designing intervention plans that will lead to improved autistic behavior.

EDUC 656

**Methodology for teaching autistics students
Three Credits**

This course is aimed at understanding the concept of methodology and curriculum as a basis for instructional and educational design based on the strengths and needs of students with conditions that make up the autism spectrum. It presents the characteristics that describe the student with autism to emphasize the importance of adapting the procedures of assessment to meet the needs of these. The theoretical and philosophical basis and different curricular

alternatives and skills that enable them to integrate the curriculum goals according to requirements will be discussed. Educational programs will be evaluated as well as existing approaches to intervene positively with the learning process in this population. The processes of integration, inclusion, transition and independent living will be analyzed.

EDUC 657

Evaluation of children with autism

Three Credits

This course is aimed at understanding the process of evaluation of conditions that make up the autism spectrum. It presents the indicators, characteristics and behaviors that describe the student with autism with emphasis on early identification. It will also discuss aspects of alternative assessment to achieve an accurate diagnosis as an appropriate educational intervention. Students will learn about different scales of assessment and screening for autism, including those developed in Puerto Rico.

EDUC 658

Physical disabilities and health impairment in childhood and adolescence

Three Credits

The course presents an overview of the characteristics, prevalence, types and causes that can develop physical disabilities and health impairment. It emphasizes the different teaching methods and educational strategies that can be used with this population. It focuses on the intervention process and modifications to the elementary and secondary levels.

EDUC 659

Sensory problems in childhood and adolescence

Three Credits

The course presents an overview of teaching methodologies and educational strategies for people who have been diagnosed with any needs related to five senses. It emphasizes the teaching and modifications necessary to maximize the potential of students with auditory, visual, speech and/or sensory impairments. The course provides to the professional, the knowledge and skills on strategies for teaching these students in kindergarten through twelfth grade.

EDUC 660

The education of children and youth with cognitive

Three Credits

The course offers to the professional the knowledge and intervention strategies for teaching people with cognitive disabilities throughout their school years. Although, emphasize for teaching students with intellectual disabilities, learning disabilities and autism, during his studies at the preschool, elementary and secondary level. It is proposed to enable the professional development of tools to maximize

student performance and enable the professional development of tools to maximize student performance and enable it for proper integration into society.

EDUC 662

Transitional process for special education students

Three Credits

The course presents the methodology used for teaching handicap students who are in the process of entering high school. It proposes a vision for the process of transition to adulthood, emphasizing the development of activities that promote student skills in the areas of education, training, employment, independent living and other activities in the community.

EDUC 663

Transitional process for special education students

Three Credits

Study and critical analysis of the curricular content and methodological strategies used to create effective learning environments in science classrooms. Analysis and application of scientifically based literature and official documents from the PR Department of Education in the instructional design process for teaching science. Development and demonstration of instructional activities with emphasis in a constructivist learning approach.

EDUC 664

Learning Assessment in Science

Three Credits

The course explores theories and concepts underlying learning assessment for science education. Assessment topics to be discussed include theory of measurement, reliability, and validity; design, administration and use of assessment results to enhance student learning; and assessment accommodations for students with disabilities in a science classroom. It emphasizes the analysis of research identifying best practices and assessment approaches to be integrated them into the instructional process.

EDUC 665

Technology Integration into Science Teaching

Three Credits

The course discusses the integration of Information and communication technologies in the science classroom. It analyses the teacher's role in dealing with Internet growth and current educational technology tools. Emphasis is given to teaching science in a real context where technology, pedagogy, scientific content, beliefs and information resources intertwined. Appropriate selection, planning and technology integration is discussed as part of the design of face to face, hybrid and online learning environments..

EDUC 666

Current Trending in Science Teaching

Three Credits

The course discusses current educational trends that affect science teaching and learning. It analyses science from the perspective of an inherent need for human beings and a field and discipline of knowledge, for which students should develop a scientific thinking process. It emphasizes the instructional trends and research to design learning environments that foster problem solving through strategies of collaboration, information exchange, constructivism and authentic based on a local and global setting.

EDUC 702

Administration of Fiscal Resources

Three Credits

The course focuses on basic knowledge related to the administration of fiscal resources. Topics include the components of an operational budget preparation, administration and control, establishing financial priorities, budget transfer, and financial forecasts.

EDUC 703

Comparative Education

Three Credits

The course deals with education policies and practices in selected societies, and includes a comparative study of the Puerto Rican System. Specific problems are analyzed from a comparative perspective. Among the problems studied are: the relationship between primary, secondary and higher education levels; the relationship between public and private education: access to education, and quality education.

EDUC 704

The Teaching of Writing: Theory and Practice

Three Credits

The course centers on the study and analysis of theoretical and practical issues related to the teaching of writing. Students will improve their own writing while learning the writing process. Strategies for teaching the thinking/writing process and their applications to ESL teaching will be emphasized. The course uses a workshop format and is designed to model the recommended strategies.

EDUC 705

Planning and Evaluation in Education

Three Credits

The course deals with the conceptualization and practice of planning and evaluation in the educational setting. It includes analysis of approaches, tendencies, strategies for planning and evaluation, and the practical application of these concepts to real situations facing the administrative and teaching personnel in the education system.

EDUC 706

CD-ROMs and Online Databases as Information Tools

Three Credits

The course focuses on processes related to CD-ROM publication, selection, and evaluation. Emphasis is placed on strategies for the use of the thesaurus as a research tool. It includes Boolean search strategies and online database topics. Emphasis will be given to workshops using CD-ROM databases.

EDUC 707

Organization of Bibliographic Resources in Automated Systems

Three Credits

The course covers principles of information resources organization in an automated environment. Different classification systems and cataloging processes will be studied and analyzed, using automated library systems. Emphasis will be placed on workshops.

EDUC 708

Skills Development in Information Literacy

Three Credits

The course centers on the study of information literacy skills. Emphasis will be on the development of an information literacy program according to the client's needs. It includes the study of different instructional methods, including instructional design.

EDUC 709

Ethics and Professionalism in Information Literacy

Three Credits

The course deals with ethical issues pertaining to the information specialist profession. Topics include leadership, legislation related to information rights, equal informational opportunity, and the Privacy Information Act.

EDUC 710

The Use of Internet as an Information Resource

Three Credits

The course is an overview of the Internet System and its characteristics. Emphasis will be placed on Internet uses and strategies for information research. Three Internet workshops will be included.

EDUC 714

Historical and Philosophical Perspectives in Education

Three Credits

The course covers historical and philosophical bases of education in the context of Puerto Rico, the United States and other countries, and how they relate to the decisions taken by leaders in educational institutions. Special emphasis is given to defining a personal philosophy of education and identification of the philosophies that

permeate the different institutions represented by the participants in the class.

EDUC 715

Social, Cultural and Political Dimensions of Educational Organization

Three Credits

This course will examine the process of learning through the ages by critically examining cross-cultural research and developmental theories designed to describe and interpret the physical, social, emotional, intellectual and psychological processes involved. Emphasis is placed on the range of individual, family, environmental and cultural factors that may enhance or inhibit human growth and development, and on the critical role that human relationships play in the lifelong interactive processes of learning and growth. Through multifaceted inquiry utilizing self-reflection, case studies, theoretical analyses and child assessment and observation, participants will consider the implications for their work as educational leaders in approaching current challenges with students, parents, community, and teachers.

EDUC 716

Contemporary Problems and Issues

Three Credits

The course deals with problems and issues that relate to the present and future of public and private education. Problems are identified in a forum that brings experiences and current methodology together to address problems that course participants face as educators. Long range and short-range problem-solving strategies directed toward increasing the scope of curriculum options and expanding the broad applicability of instructional resources are addressed in terms of current situational models.

EDUC 717

Legal Issues in Education

Three Credits

The course centers on the discussion of a wide variety of legal issues which arise involving teachers, administrators, school board members, parents and students. Topics will include hiring, certification, supervision, evaluation, tenure, due process rights, discipline, child abuse and special education. Students will be expected to read and discuss a wide variety of court cases and primary source materials so as to extract important principles and practices, which will then be applied to hypothetical problems.

EDUC 718

Ethics and Education

Three Credits

The course deals with the study of educational policy developed through micro and macro political elements. Ethical and value issues confronting educational leaders will

be examined in order to demonstrate how individual values drive ethical behavior and decisions.

EDUC 719

Interpersonal Communication and Collaboration

Three Credits

The course focuses on theories and processes of interpersonal communication, including listening, sending and receiving messages, confrontation, problem-solving and conflict resolution. Emphasis is placed in Communication Theory, nonverbal communication, verbal communication, gender and cross-cultural communication conflicts.

EDUC 720

Child Development Current Theories

Three Credits

The study of the complexity of child development through examining physical, and social theories, as well as empirical studies from conception to early years. The emphasis is on the development theories and the importance for the learning process in the child; there will be pertinent literature search, discussion and critique. Topics also include the impact of culture and diversity on learning child ecology, and family and communication media.

EDUC 721

Preschooler/Primary Teaching in the 21st Century: Tendencies and innovations

Three Credits

This course examines the mainstream and innovative thought in Child Education for the 21st Century. How are we thinking about teaching, how do we put it into action in order to prepare the students for the challenges to come and how can we translate all this into an efficient curriculum. There will be lectures in a seminar setting that will provide the doctoral candidate with a solid base to analyze the different and newer tendencies in the field. This setting will also allow the student to develop their own positions, to defend them as well as appreciate and utilize viewpoints different from their own.

EDUC 722

Qualitative Research and Practice in Child Education

Three Credits

This course will make the student familiar with Qualitative Research in Child Education. It will focus on methodology, analysis and data interpretation. Based on the lectures we will offer the opportunity to discuss teaching strategies as well as research/investigation related to the child that age.

EDUC 723

Organization and Governance in the Higher Education Institutions

Three Credits

This course has been designed for doctoral students who work or intend to work in higher education institutions. Themes to be discussed and analyzed will be the organizational structure, and governance procedures used in higher education in Puerto Rico. To be discussed will be the duties and responsibilities of the different governing positions and bodies; and how the incumbents are appointed. The role of accrediting agencies will be examined. Research activities related to both academic and administrative governance will be required.

EDUC 724

Student Services in Higher Education Institutions

Three Credits

The course focuses on the analysis of theories, origin and practices related to student services in higher education institutions. The theoretical background, roles and responsibilities of student services personnel, organizational structures and relevant issues of this field are some of the topics to be analyzed.

EDUC 800

Leadership and Administration in Higher Education

Three Credits

This course, Leadership and Administration in Higher Education, will explore leadership in higher education and considerations related to the future status of higher education. The primary focus of the course is the study of the complexity of governance and structures in Higher Education. Contemporary issues affecting Higher Education will also be addressed. The examination of characteristics of successful leaders will occur through readings and personal interactions.

EDUC 801

Project Management in Education

Three Credits

The course deals with skills and techniques in the project management field. With this body of knowledge, students can help educational organizations meet their goals and expectations by using strategies to manage the process of planning, development and control of projects.

EDUC 802

School Finance

Three Credits

This is a general course in school finance. It is divided into four main areas: context of school finance, strategic planning as the basis for budgeting, budget process, and financial management in education. The student will have the opportunity to view school finance as a process in which

planning, budgeting and administration are integrated in order to achieve organizational goals.

EDUC 803

Evaluation of Instructional Programs: Theory and Application

Three Credits

The course focuses on an examination of evaluation strategies, techniques and models applicable to instructional programs. It includes the study of the application of objectives to evaluation, development of evaluation designs, and systematic approaches to assessment, as well as problems of implementation and accountability. The course allows students to analyze and design appropriate strategies for evaluating curriculum. Emphasis is on applications in fieldwork settings.

EDUC 804

Leadership: Models and Strategies

Three Credits

The course focuses on the development and practice of identified leadership skills. It includes comprehensive study of the theoretical basis for leadership, analysis of leadership and management processes, exploration of individual assets and liabilities of leaders, and the examination of leadership in groups.

EDUC 805

Instructional Leadership

Three Credits

This course focuses on leadership for the improvement of instruction. It covers current research on school and teaching effectiveness, instructional methodologies, staff development and school climate.

EDUC 806

Leading Organizational Change

Three Credits

The course centers on the study and analysis of theories of change and the role of the educational leader in initiating, developing, managing, and balancing processes of change in educational institutions. Emphasis will be placed on developing leadership skills for crafting a vision, mission, and strategic plans for change, as well as for aligning the work group behind the vision.

EDUC 807

Leadership, Community Relations and Partnerships

Three Credits

This course addresses the identification and utilization of community resources and the creation of partnerships, community linkages and collaboration efforts to provide for best educational practices and opportunities for students. Special attention is focused on the role of school and

community leaders in the development and improvement of networks.

EDUC 808
Educational Computing
Three Credits

The course centers on the study of multiple desktop operating environments used in education and training. Students will learn operational procedures for computer operating systems to connect to file servers, library resources, lost systems, electronic mail and Internet resources.

EDUC 809
Instructional System Design
Three Credits

The course is an introduction to the principles of instructional design with emphasis on the role of learning technology-based tools. Topics discussed include instructional design concepts that are fundamental for educators, including school psychologists, curriculum designers, special education teachers, administrators, and counselors. Students are introduced to different models of instructional design for systematic planning of learning activities in which information is transferred to a learner. Students will complete a series of instructional design assignments using both traditional teaching tools and modern technology-based tools.

EDUC 810
Technology Media in Education and Training
Three Credits

The course focuses on skills, knowledge, and hands-on experience needed to integrate educational technology into the learning environment. Emphasis is on the use of technologies to address different learning styles. Topics include the rapidly changing field of educational technology and its implications on the culture of the classroom and the roles of the teacher and the student. The development of skills necessary to make the student a competent user of computer and communications technologies will also be discussed.

EDUC 811
Theory and Practice of Distance Education
Three Credits

The course centers on the study of the theory and practice of distance education and its application to the planning, development, utilization and evaluation of distance education systems in educational environments.

EDUC 812
Teaching, Learning and Cognition
Three Credits

The course deals with theoretical and empirical research on human learning and information processing. Emphasizes is on current perspectives on the nature of mind, brain-based learning, academic learning, and implications for teaching. Analysis will center on processes underlying cognition.

EDUC 813
Models and Styles of Teaching and Learning
Three Credits

The course focuses on research findings related to effective teaching practices. Students analyze instructional models and strategies of teaching, and probe theories and research applicable to the different models. The dichotomy between the research of teaching and the practice of teaching and how it can affect diverse learning styles will also be discussed.

EDUC 814
Curriculum Theory and Design
Three Credits

The course focuses on discussion and analysis of theoretical assumptions underlying curriculum designs. Topics include decision-making skills needed to determine curriculum design, and problems related to curriculum design, as well as strategies for constructing, developing and implementing a curriculum that is consistent with specific theoretical principles.

EDUC 815
Curriculum Planning and Development
Three Credits

The course centers on analyzing the influence of contemporary society and state departments of education on curriculum planning and development. Topics include the historical context in which curriculum is developed and modified; theories related to the purposes of education and curricular expectations; learning theories as related to curriculum development and evaluation; environmental factors as they influence curriculum planning, and the impact of technological innovations on curriculum development.

EDUC 816
Creating Learning Environments for Diverse Students
Three Credits

The course focuses on an examination and discussion of the complexities of teaching. The powerful impact of classroom environment behavior and maturation upon learning will be discussed. The course examines topics such as student perceptions of the classroom and of what is required for anticipated learning to occur; ways teachers use to learn about their students; approaches to student motivation, and the concept of effective classroom instruction.

EDUC 817

**Behavior Management in the Classroom
Three Credits**

The course deals with approaches to classroom management and motivational strategies that will enhance student behavior and performance. Topics include applied behavior analysis, behavior analysis techniques, criteria and procedures for selecting, defining and measuring behavior, and behavior modification. Technology as a tool for behavior management is discussed and applied.

EDUC 818

**Early Identification of At-Risk Students
Three Credits**

This course delineates at-risk behaviors of youngsters, including substance abuse, teen pregnancy, delinquency, violence, and youth suicide. Data on the five at-risk categories, treatment approaches and prevention strategies that focus on the family, the school and the individual are presented. Legal issues and concerns for human service professionals will also be examined. This course is directed toward persons involved in counseling in education, psychology, social work, special education and other areas of human service.

EDUC 819

**Language Development Issues in the Curriculum of Puerto Rico's Public and Private Schools
Three Credits**

The course deals with issues related to the teaching and learning of Spanish and English in Puerto Rico's public and private schools. The course centers on analytic examination of education paradigms, language teaching methodologies, policies, and practices, as compared to bilingual education models in the United States and in other parts of the world. The course will also examine language teacher education and teacher training, in addition to the sociopolitical climate for language teaching on the island.

EDUC 820

**Teaching in Multicultural Environments
Three Credits**

The course deals with issues related to paradigms of the teaching and learning of Spanish, language teaching methodologies, policies, and practices, as well as English teaching in Puerto Rico's public and private schools. The course examines education analytically, as compared to bilingual education models in the United States and other parts of the world. The course will also examine language teacher education and teacher training, in addition to the sociopolitical climate for language teaching on the island.

EDUC 821

**Research on Second Language Acquisition and Bilingualism
Three Credits**

Research on second-language teaching and learning in classrooms will be examined critically. Theoretical issues, research methodology, and substantive findings will be discussed, with a view to examining implications for the conduct of future research, research directions and teaching practices in the second-language classroom.

EDUC 822

**Electronic Database and Information Services
Three Credits**

The course focuses on development and use of online, e-books and CD – ROMS information services. The study of available databases in different fields is included. Emphasis is placed on strategies for the use of the thesaurus as a research tool. It includes Boolean search strategies and online database topics. Topics covered also include conducting online and CD-ROMS searches, client interview, developing, promoting and evaluating online services, as well as current trends.

EDUC 823

**Advanced Organization of Bibliographical Resources
Three Credits**

The course centers on the study of information resources organization in automated environments. Different classification systems and cataloging processes will be studied and analyzed, using automated library systems and electronic resources. Emphasis will be given to workshops using computerized systems in information centers.

EDUC 824

**Seminar: Special Topics in Library and Information Services
Three Credits**

The course focuses on advanced topics, trends, and problems in library and information services. Students will be required to investigate selected topics related to their field and education in Puerto Rico.

EDUC 825

**Anthropological and Cultural Concepts in the School Curriculum of Puerto Rico
Three Credits**

Study and analysis of the most outstanding themes of cultural anthropology, folk arts and their relationship with the elementary and secondary school curriculum in Puerto Rico. Emphasis will be given to themes related to culture, religion, religious beliefs, myths, time and space, and the occurrence of these themes in folk arts of Puerto Rico.

EDUC 826

**Research in Folk Arts and Fine Arts Education
Three Credits**

The course is designed to provide doctoral students tools to develop research projects in themes related to the use of folk and fine arts in teaching other subjects, such as ethnomusicology, new discoveries of the effects of teaching arts on cognitive learning, folk arts as teaching strategies, the aesthetic and educational quality of artistic expressions, implications of high technology for teaching arts, and others. The student will design and complete a research paper related to one of the areas discussed in the class.

EDUC 827

**Artistic and Cultural Expressions in Latin American and Caribbean Education
Three Credits**

Study of one or more cultures of the Caribbean and/ or Latin America from the perspective of popular arts and their effect on the education of each country studied. A one week or longer trip to one of the countries selected will be organized o share experiences with teachers, students and artisans. Cultural and educational materials from Puerto Rico will be shared with the host country. A web of communication with other cultures and educational systems will be established. Upon returning, a conference will be organized to share experiences and knowledge with the students on campus. Each student will be responsible for trip expenses, unless as a group they have been able to raise funds to pay for the trip. Students who are not able to make the trip, will develop a virtual trip/investigation to be presented at the conference held by the group.

EDUC 828

**Seminar and Practicum in Higher Education
Three Credits**

This course has been designed to offer the doctoral student the opportunity to apply his/her knowledge and skills by being exposed to higher education experiences at the undergraduate and/or graduate level. The doctoral candidate will have the support and technical assistance of a professor, an expert in the field, to teach, design a new course, evaluate a program, design a proposal for external funding and/or design and carry out a research project for the School of Education. This experience will prepare the doctoral student to work in the higher education environment. Eligibility for this course will be determined by the Dean and the recommendation of at least two doctoral degree faculty members.

EDUC 901

**Research Methods in Education
Three Credits**

Basic concepts, methods, and problems in educational research are considered in this course, such as discovering

the periodicals in one's fields, steps in the research process, developing research questions, design of instruments, methods of data collection and analysis, interpreting results, and writing research reports.

EDUC 902

**Statistical Methods in Education
Three Credits**

The course is designed to equip doctoral students with the essential statistical concepts for developing statistical designs in their own research. In addition to the fundamental principles of descriptive and inferential statistics, students will learn to use computers to compute data and to interpret computer-generated results produced by statistical software (SPSS). Course topics include measurements of central tendency, variability, relative position, and correlation; sampling and probability distributions; tests of significance; t-tests; analysis of variance; chi-square tests; and regression analysis. Analysis of data with SPSS is emphasized.

EDUC 903

**Descriptive Research Methods
Three Credits**

The course centers on the structure and process of descriptive research in education. The content includes the concepts of relationships, correlations and descriptive paradigms, descriptive sampling techniques, collection and organization of data, reliability and validity standards, descriptive methodology, and statistical analysis. The course provides advanced doctoral students with the theoretical foundations necessary to understand qualitative inquiry and to enhance their abilities to conduct qualitative research and evaluation.

EDUC 904

**Experimental Research Methods
Three Credits**

The course deals with the structure and process of experimental research in education. It presents the concepts of probability, cause-effect relationships, and experimental or true experimental research studies that have internal and external validity. Students will learn to utilize correct experimental sampling techniques, collect and organize data systematically, adhere to acceptable reliability and validity standards in measurement, apply appropriate experimental methodology, perform inferential statistical analysis including t-tests with unmatched groups, analysis of variance (ANOVA) and analysis of covariance (ANCOVA), and infer cause-effect relationships. The student will master the language of experimental research, distinguish among various methodologies, conduct literature surveys that provide the foundation of investigation, critique experimental research, review the dissertation research process, and construct effective research proposals.

Computer applications, logistical issues, and ethical considerations will also be examined.

EDUC 905

Dissertation I – Education

Three Credits

The first of three required courses of dissertation writing is designed to aid the student in producing a sound proposal that will include the review of the literature. The proposal will then be submitted to the dissertation committee, who must notify the doctoral candidate and the Faculty of the School of Education, in writing, that the proposal has been accepted.

EDUC 906

Dissertation II – Education

Three Credits

The second of three required courses of dissertation writing is designed to aid the student in producing an introduction, a review of the literature, a conceptual framework that will justify his/her investigation and a description of the methodology for the dissertation. Students should have started the collection of data for the investigation proposed. It is completed with the successful completion of the first three chapters of the dissertation, with the approval of the candidate's dissertation committee.

EDUC 907

Dissertation III – Education

Three Credits

The third of the three required dissertation courses is designed to produce a completed dissertation which includes the results of the data search, the conclusions, any editing of previous chapters, and the successful oral defense of the entire dissertation before the committee.

EDUC 908

Practicum in Research and Evaluation

Three Credits

The course is a planned intensive experience that integrates theory and practice through the conduction of evaluation studies. Prior to registration, the student should prepare a proposal for approval by the instructor and the Dean of the School of Education.

EDUC 909

Research Independent Study

Three Credits

The course is a planned intensive research experience in an area related to education and is designed to meet the students' interests. Prior to registration, the student should prepare a proposal for approval by the instructor and the Dean of the School of Education.

EDUC 910

Planning, Research and the Grantsmanship Process

Three Credits

This course provides in-depth practical training in grant proposal writing in education. Through hands-on experience, students explore different types of funding sources, identify a funding source, develop a plan of action, and write a proposal according to the selection criteria or requirements of an identified funder. Intensive use of electronic methods (Worldwide Web, E-mail) to identify and obtain requests for funding and other information pertinent to grant writing is encouraged. Writing skills are also emphasized.

PHED 500

Advanced Evaluation and Care of Athletic Injuries I

Three Credits

The course deals with the theory and practice of procedures and techniques of evaluation, assessment and value of acute and chronic athletic injuries in the lower extremities. Non-traumatic pathology will be studied, as well as mechanical injury, muscular, skeletal and dermatological disorders.

PHED 501

Physiology of Exercise I

Three Credits

The course focuses on the study of mechanisms involved in the physiological and biochemical response to exercise.

PHED 502

Applied Sports Psychology: A Bio-Psychosocial Approach

Three Credits

The course centers on the study of psychology applied to the sports setting from a bio-psychosocial approach. Basic definitions and concepts of psychology are discussed at different levels. Socio-political implications of sports will be discussed, as well as the benefits of sports integration.

PHED 503

Theory and Methodology of Sports Training

Three Credits

The course centers on the analysis, interpretation, and application of data obtained from athletic performance during competition.

PHED 504

Sports Law and Physical Education

Three Credits

The course deals with important topics in sports law. The course will focus on legal aspects of education, sport training, health promotion and sports coaching. Analysis of articles and legal cases will be emphasized.

PHED 505

**Biomechanical and Metrological Aspects of Exercise
Three Credits**

The course focuses on qualitative and quantitative analysis of data of human movement during exercise processes. Analysis of mechanical and biological causes of movement under different conditions will be emphasized.

PHED 506

**Physiology of Exercise II
Three Credits**

The course deals with the study of the mechanisms that act upon the physiological and biomechanical responses to exercise and their relationship.

PHED 507

**Training and Competitive Sports Psychology
Three Credits**

The course focuses on analyzing psychological factors that affect positive outcomes in competitive sports. Topics include psychological preparation of athletes before a competition, the role of the coach and other professionals related to the training process, and the competition itself.

PHED 508

**Analysis and Interpretation of Data in Sports Performance
Three Credits**

The course prepares the candidate to analyze, interpret and apply data obtained in real sports situations and to analyze the individual's sports performance from a research perspective.

PHED 509

**Nutrition for Health Fitness
Three Credits**

The course deals with the role of nutrition in maintaining health and physical fitness. Topics include dietary guidelines, the role of carbohydrates, fats and protein in a healthy diet, and special needs for overweight individuals, children and athletes. Current research studies will be discussed.

PHED 510

**Critical Issues in Health Fitness Management
Three Credits**

This is a graduate seminar that comprises both formal and informal instructional elements. The professor, together with the class members, will select the key topical issues to be discussed. Additionally, expert guest speakers will be invited to share their knowledge on particular topics.

PHED 511

**Assessment and Evaluation of Health Parameters
Three Credits**

The course centers on the analysis of validity, reliability and objectivity as they relate to measurement techniques in

health promotion programs. The primary focus is on assessment instruments used to determine health risks, as well as on understanding epidemiological and evaluation concepts in health and fitness.

PHED 512

**Strategic Planning in Health Promotion
Three Credits**

The course focuses on the introduction and development of critical skills necessary for effective planning, marketing and managing of strategic activities related to health promotion programs.

PHED 513

**Administration and Issues in Athletic Training
Three Credits**

The course deals with administrative and organizational processes of the athletic training profession. Candidates will analyze and discuss administrative, legal, financial and organizational issues. Emphasis will also be given to medical-legal aspects of athletic training.

PHED 514

**Sports Injuries Rehabilitation
Three Credits**

The course centers on analysis, discussion and research of topics related to the rehabilitation of athletic injuries. Emphasis will be given to recent studies and techniques in the athletic training field. The course includes a laboratory practice.

PHED 515

**Athletic Training Practicum
Three Credits**

This is an academic experience that integrates theoretical knowledge with actual practice under the direct supervision of a certified athletic trainer. It includes practice in the prevention and treatment of acute and chronic athletic injuries as well as active participation in administrative and organizational areas of athletic training programs.

PHED 516

**Evaluation and Care of Athletic Injuries II
Three Credits**

The course focuses on theory and practice of identification, evaluation and treatment of acute and chronic athletic injuries. Topics include non-traumatic pathology, mechanisms of injuries, muscle-skeletal and dermatological disorders, mechanical principles of physical activities that cause trauma, and injuries due to overuse. The course includes laboratory practice.

JOSÉ DOMINGO PÉREZ SCHOOL OF ENGINEERING

School of Engineering Distinguished Professor:

William R. Dawes, Jr., Ph.D. in Physics
University of Arizona

Recognizing the need for engineering professionals in Puerto Rico's accelerating economic environment, the AGMUS Board of Trustees approved in August, 1990, the establishment of a School of Engineering at Universidad Ana G. Méndez-Recinto de Gurabo.

The School of Engineering started with an initial enrollment of 75 students in Academic Year (AY) 1990/91 and currently offers associate degrees in technology, baccalaureate programs in Mechanical Engineering, Electrical Engineering, Computer Engineering, Civil Engineering (as of 2013) and Industrial and Management Engineering, and a Master's degrees in Administration of Telecommunications and Network Systems and in Mechanical Engineering (with specializations in Alternative Energy and Aerospace Engineering), Computer Engineering, and Electrical Engineering.

The School is committed to the success of every student and pursues this goal by offering small classes taught by highly qualified faculty, a wide range of student services, modern facilities and equipment, and opportunities for undergraduates to participate in faculty-directed research, special design projects and industrial internships.

The School of Engineering is housed in the modern Sandia National Laboratories Engineering building, named in recognition of the support provided by the U.S. Department of Energy. This facility includes classrooms, instructional and research laboratories, offices for faculty and staff, meeting and conference rooms, a student study room, and offices for Student Association Chapters. It was occupied in August, 1992. The building was expanded in 1998 to house seven Electrical Engineering laboratories designed for instructional and research use. The building is equipped with 62,000 square feet including a 13,000 square foot expansion completed in 2009. In 2012, the main computer center of the SOE was remodeled to include four office spaces for tutoring as well as 50 new computers. In 2014 a new 1,800 ft² facility was built adjacent to the machine shop to provide premium spaces for student projects such as the SAE Minibaja, SAE Formula, and capstone projects. In addition, construction started on a new 5,000 ft² civil engineering wing to accommodate its laboratories and classrooms.

The School of Engineering has four academic departments:

- Department of Mechanical Engineering

- Department of Electrical and Computer Engineering
- Department of Industrial and Management Engineering
- Department of Civil Engineering

SPECIALIZED ACCREDITATIONS



Engineering
Accreditation
Commission

Baccalaureate programs in Mechanical Engineering, Electrical Engineering, Computer Engineering, Industrial and Management Engineering and Civil Engineering are accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org>.

MISSION

To provide our students at all degree levels, associate, bachelor and graduate, with an excellent education that allows them to become competitive at a national level in their chosen field of expertise, and responsive to the needs of their communities.

To serve the community through scholarly activities at the pre-college and college levels, through research and development, and through programs that serve the needs of industry.

VISION

The vision of the School of Engineering is to become the school of choice for all students interested in a technology or engineering degree, and to be recognized for its excellence in teaching and research.

FACULTY

Albert Espinoza / Instructor
Ph.D., University of Texas, Austin

Alcides Alvear / Associate Professor
M.S., Universidad de Puerto Rico

Amaury Malavé / Associate Professor and Director of
Puerto Rico Energy Center (PREC)
Ph.D., University of Wisconsin, Madison

Andrés Lorán / Assistant Professor
MS, Universidad Politécnica de Puerto Rico

Bernardo Restrepo / Associate Professor
Ph.D., West Virginia University

Eduardo Castillo / Assistant Professor
Ph.D., Rensselaer Polytechnic Institute

Gerardo Carbajal / Professor
Ph.D., Rensselaer Polytechnic Institute

Idalides J. Vergara-Laurens / Associate Professor
Ph.D., University of South Florida

Jannette Pérez, P.E. / Assistant Professor
M.S., Universidad de Puerto Rico

Jeffrey L. Duffany / Professor
Ph.D., Stevens Institute of Technology

Jintao Xiong / Assistant Professor
PhD, University of Massachusetts

José Almodóvar / Assistant Professor
Ph.D., University of Florida

José L. Colón / Professor
Electrical and Computer Eng. Department Head
D. Eng., Rensselaer Polytechnic Institute

José Santiviáñez / Professor
Ph.D., Northeastern University

Juan C. Morales, P.E. / Professor and Mechanical
Engineering Department Head
Ph.D., Universidad de Puerto Rico

Luz E. Torres / Associate Professor
Ph.D., Universidad de Puerto Rico

Mark A. Lau / Professor
Ph.D., University of Colorado at Boulder

Miguel Goenaga / Associate Professor
Ph.D., Universidad de Puerto Rico

Nelson R. Gómez-Torres, EIT / Associate Professor and Civil
Engineering Department Head
Ph.D., Universidad de Puerto Rico

Nelson Martinez / Instructor
MEME, Universidad Politécnica de Puerto Rico

Oscar A. Sáenz / Professor and Department Head
Ph.D., Florida International University

Rafael Rivera / Assistant Professor
Ph.D., San Pablo, CEU, Madrid, Spain

Roberto Callarotti / Professor
Ph.D., Massachusetts Institute of Technology

Rolando García, PE / Associate Professor and Associate
Dean
Ph.D., Universidad de Puerto Rico

Wilma Pabón / Assistant Professor
M.S., Universidad de Puerto Rico

Yahya M. Masalmah / Professor
Ph.D., Universidad de Puerto Rico

TECHNICAL STAFF

Omar Rodríguez / Telecommunications Laboratories
Supervisor
MS, Universidad del Turabo

FACULTY COLLABORATION

Three faculty members from external institutions have expressed their support to enrich the program through exchange of faculty and students, summer research activities for students, course development, and course teaching through non-traditional delivery modes. In alphabetical order (last name), the faculty members are:

Dr. Raúl Bayoán Cal
Assistant Professor, Department of Mechanical and
Materials Engineering at Portland State University

Dr. Luciano Castillo
Don-Kay-Clay Distinguished Engineering Chair in Wind
Energy at Texas Tech University President and Director of the
National Wind Resource Center (NWRC)

Dr. Zvi Rusak

Professor, Department of Mechanical, Aerospace and Nuclear Engineering at Rensselaer Polytechnic University

INSTITUTE OF TELECOMMUNICATIONS AND INFORMATION TECHNOLOGY

Rafael M. Rivera, PhD / Director

Recognizing the importance of telecommunications in the modern enterprise, the Universidad Ana G. Méndez-Recinto de Gurabo has established a unique organization within the School of Engineering, dedicated solely to the development of graduate and undergraduate degrees and certifications in this important discipline. The Institute of Telecommunications and Information Technology (IT+) has established the most advanced laboratory facilities in the Caribbean, dedicated to investigation and the learning and advancement of all disciplines comprised within, and related to, telecommunications.

VISION

The vision of IT+ is to become the most advanced center for education and investigation in the telecommunications area in Puerto Rico and the Caribbean, and therefore become the prime choice of students considering education in this area.

MISSION

The mission of the Institute of Telecommunications and Information Technology (IT+) is:

- To provide our students at all degree levels -associate, bachelors, and graduate- with an excellent education that will allow them to be competitive at a national level in the fields of telecommunications and information technology and responsive to the needs of the communities they serve.
- To serve the business and academic communities through scholarly activities at all levels, through research and development activities, and programs addressing the needs of these communities, industry and government.

OBJECTIVES

The objectives of this graduate program are:

1. To develop professionals in the telecommunications field who will have the necessary skills to effectively perform in the process of designing, implementing and

administering telecommunications systems in the modern enterprise.

2. To produce a graduate who will conduct him/herself with the highest sense of ethics and responsibility.
3. To develop a professional capable of directing the multiple and essential changes required by modern enterprise in the area of telecommunications and networking systems, thus contributing to the success and advancement of the corporation in the Americas.

TELECOMMUNICATIONS CURRICULUM

The School of Engineering offers academic programs leading to a master's of science degree in administration of telecommunications and network systems. The program curriculum consists of 33 credit hours distributed among four terms.

Full-time students who follow the recommended course schedules can complete the M.S. in telecommunications in two years. Program duration for part-time and transfer students will vary based upon course load and previous course work.

The School of Engineering reserves the right to make changes in course offerings, curricula, and other policies affecting its programs. In the specific case of a curriculum revision, current students will be moved horizontally to the new curriculum. Students will be required to take new courses at a level higher than that at which the student is currently enrolled but never courses at a lower level. All current and former students enrolled in the School of Engineering are subject to these conditions.

GRADUATING STUDENT PROFILE

Students who complete the MS in Telecommunications at the Universidad Ana G. Méndez-Recinto de Gurabo develop, as a minimum, the following profile:

- An ability to design and implement telecommunications and networking systems.
- An ability to design and implement voice and convergence systems.
- An ability to design, implement and maintain wireless communication systems.
- An ability to administer and participate in strategic management and decision-making processes as related to telecommunications and networking support systems.
- A recognition of the need for, and an ability to engage in life-long learning.

- An understanding of professional and ethical responsibility.
- An ability to maintain quality of service in telecommunications and networking systems.
- An ability to translate business needs into technical solutions that can support the overall business process.
- An ability to create plans for future deployment of technology that could significantly contribute to enhance and solidify the position of the enterprise in the business sector it serves.
- An ability to provide guidance, leadership and management to those under his/her supervision as well as direction in terms of activities and projects, both future and current.
- An ability to assist management in the preparation of the strategic budget plan in the areas of technology deployment.

2. Elective courses: 6 credits

The student will take two additional courses from the Network Security, Governance, Internet or Telecommunications electives.

3. Thesis or Network Project: 6 credits

The thesis dissertation will be on a research topic related to the effective implementation of telecommunications systems and its impact in the organization as directed by the appointed advisor. The project will cover all aspects of Network Design and Implementation.

The Faculty of the Institute of Telecommunications, through a set of measurable outcomes, and with the input of students and an Industry Curriculum Advisory Board, systematically measures the effectiveness of the program in satisfying its educational objectives and continuously strives to improve.

MASTER'S DEGREES

TELECOMMUNICATIONS AND NETWORK SYSTEMS ADMINISTRATION

Description

The Masters of Science with specialization in Telecommunications and Network Systems Administration provides students with an in depth knowledge of the principles of a Converged Networks including design, implementation, security and management with a strong hands-on approach.

The master degree consists of 33 credits distributed as follows:

1. Core and specialization courses: 21 credits

The core component includes introductory courses in telecommunications principles, local area networks, wide area networks, TCP/IP and convergence networks. Specialization courses expand into telephony and network design of both voice and data. It also includes a strong management component, concentrating on IT project management and telecommunications governance for information systems professionals. The graduate must design a complete convergence network under QoS parameters and prove its design in a laboratory environment.

CURRICULUM

Total Credits	33
Core Courses	21
Required Specialization Courses	6
Research Courses	6

Core Courses	(21 credits)	
TCOM 521	Introduction to Networking	3
TCOM 513	Information Technology (IT) Project Management	3
TCOM 503	Introduction to TCP/IP	3
NSEC 501	Network Security I	3
TCOM 514	Telecommunications Governance I	3
TCOM 556	IP Tel and Design and Implementation of Voice Networks	3
TCOM 507	Convergence of Technologies	3

Required Specialization Courses	(6 credits)	
NSEC 502	Computer Security I	3
NSEC 521	Network Security II	3
NSEC 522	Computer Security II	3
TCOM515	Telecommunications Governance II	3
TCOM 516	Telecommunications Management and Policy	3

Degree Requirements	(6 credits)	
TCOM 607	Thesis Advisory	6
TCOM 606	Network Design Project	6

MECHANICAL ENGINEERING

INTRODUCTION

Mechanical engineers adapt the principles of science, mathematics, and art to create useful machinery for the benefit of humankind. The applications of mechanical engineering range from sophisticated systems; for example, aircraft, wind turbines and automobiles, to a simple stapler. It is currently positioned among the top-ten careers with the highest demand in the labor market. This is due to the versatility of the profession which allows mechanical engineers to work in different environments such as design, manufacturing, construction, operations, agriculture, maintenance, consulting, and management, among others.

In order to provide cost-effective options within the profession, the School of Engineering at Universidad Ana G. Méndez-Recinto de Gurabo (UT) added to its academic offerings the Master's degree in Mechanical Engineering with two specialties to choose from: Renewable Energy and other alternative sources of energy (Alternative Energy), and Aerospace Engineering. You may also opt to not declare an area of specialization and follow a more traditional master's degree curriculum in mechanical engineering. All the options

are approved by the Board of Education of Puerto Rico (CEPR).

ALTERNATIVE ENERGY SPECIALIZATION

UT becomes the first institution in Puerto Rico to offer the specialty in Alternative Energy as a graduate engineering program. In times of great relevance in energy issues, this curriculum will provide the student an excellent background to understand the needs, the technology and the future of the alternative energy industry. This specialization will benefit from an excellent collaboration with the Puerto Rico Energy Center (PREC), located on the grounds of the School of Engineering of UT. The collaboration aims to develop research, development, and design projects that will have a direct impact on Puerto Rico, an island that is blessed with renewable energy sources such as solar, Aeolic (wind), and oceanic. Given the multidisciplinary nature of the specialization in alternative energy, UT will accept applications for admission from students with Bachelor's degrees in any engineering discipline, the natural sciences, and mathematics. Non-mechanical engineers will be accepted on a conditional basis as explained below.

AEROSPACE ENGINEERING SPECIALIZATION

The specialization in aerospace engineering is motivated by the significant growth in the number of aerospace industries that have settled in Puerto Rico in the past 10 years. This specialization will provide the necessary tools in design, computational analysis, and fundamentals of aerospace engineering to advance the interests of this sector. Elective courses are divided into two areas: 1. Structures/Mechanics, and 2. Aerodynamics/Propulsion. You may select courses from both branches. This specialization requires a Bachelor's degree in mechanical engineering or aerospace engineering.

Undeclared Specialization

If an area of specialization is not declared, a student will have the opportunity to collaborate with a professor in research in other areas of interest in mechanical engineering. There is currently an ongoing effort in the area of biomechanics which may be of high interest to many students.

CURRICULUM

The broad curriculum, which is based on 30 credits, provides the student the opportunity to achieve depth in the different theories and practices within this field. The student may choose to complete a research thesis (Plan 1) or a design/development project with report (Plan 2). These are graduation requirements for the degree of Master of Science (M.S.). The M.S. is the preferred choice if the student wishes to pursue interesting projects and perhaps continue doctoral studies. A third option is to only take courses (Plan 3) to

obtain the degree of Master of Engineering (M.Eng.). The M.Eng., which does not require a thesis or project report, is particularly attractive for professionals who are primarily interested in obtaining high-level knowledge in their field to become more competitive and successful in the workplace.

Four compulsory courses are required in all modes: Finite Element Analysis, Advanced Mathematics for Engineers, and Aerodynamics I. The fourth required course depends on the selected specialty. Please refer to the curricula of each specialty to see the entire course offerings.

FACULTY

The master’s program is founded on a solid Bachelor of Science degree in Mechanical Engineering program that is accredited by ABET since 2003. The full-time faculty that will teach regularly in the master’s program consists of a core of nine full-time professors from Mechanical Engineering and the PREC Research Director, from Electrical Engineering, who will teach some courses in the Alternative Energy specialization.

SCIENCE IN MECHANICAL ENGINEERING

GENERAL PROGRAM

The Master of Science with specialization in Mechanical Engineering provide an excellent educational environment that fosters the technical and professional development of students. Also, promote the application of new knowledge in the design and development of new products and processes and broaden the technical knowledge base of students’ through advanced courses in mechanical engineering.

Plan 1 (M.S. degree-Thesis)

Plan 1 is an excellent option for full-time students with a strong interest in research

Total Credits	30
Core Courses	12
Specialization Courses	12
Degree Requirement	6

Core Courses	(12 credits)
MEEN 501	Finite Element Analysis 3
MEEN 601	Advanced Mathematics for Engineers 3
MEEN 602	Advanced Mechanics of Materials 3
MEEN 604	Aerodynamics 1: Incompressible Flow 3

Specialization Courses	(12 credits)
MEEN 603	Advanced Fluid Mechanics 3
MEEN 671	Advanced Heat Conduction 3
MEEN 674	Micro & Nano Heat Transfer 3

MEEN 678	Advanced Topics	3
MEEN 679	Independent Study	3
*MEEN 502	Aircraft Design	3
*MEEN 611	Composite Materials	3
*MEEN 616	Introduction to Aeroelasticity	3
*MEEN 617	Dynamics of Rotating Machinery	3
*MEEN 623	Multi-Scale Turbulence: Aeronautics	3
*MEEN 630	Engineering Internship I	1
*MEEN 631	Engineering Internship II	1
*MEEN 641	Sustainable Energy: : Solar, Nuclear, Wind Energy Fuel Cell & Geothermal	3
*MEEN 672	Mechanical Vibrations	3
*MEEN 673	Computational Fluid Dynamics (CFD)	3
*MEEN 675	MEMS and Energy Harvesting	3
*MEEN 676	Design Optimization	3
*MEEN 681	Introduction to Biomechanics	3
*MEEN 682	Systems Engineering	3
*MEEN 683	Friction, Wear and Lubrication	3
*MEEN 684	Advanced Tribology	3
*MEEN 685	Applied Modern Control	3

* (Also available in other specialization areas)

Degree Requirements	(6 credits)
MEEN 697	MS Thesis 6

Plan 2 (M.S. degree-Special Project)

Plan 2 is ideal to conduct design and development in an area of particular interest

Total Credits	30
Core Courses	12
Required Specialization Courses	15
Degree Requirement	3

Core Courses	(12 credits.)
MEEN 501	Finite Element Analysis 3
MEEN 601	Advanced Mathematics for Engineers 3
MEEN 602	Advanced Mechanics of Materials 3
MEEN 604	Aerodynamics 1: Incompressible Flow 3

Required Specialization Courses	(15 credits)
MEEN 603	Advanced Fluid Mechanics 3
MEEN 671	Advanced Heat Conduction 3
MEEN 674	Micro & Nano Heat Transfer 3
MEEN 678	Advanced Topics 3
MEEN 679	Independent Study 3
*MEEN 502	Aircraft Design 3
*MEEN 611	Composite Materials 3
*MEEN 616	Introduction to Aeroelasticity 3
*MEEN 617	Dynamics of Rotating Machinery 3
*MEEN 623	Multi-Scale Turbulence: Aeronautics 3
*MEEN 630	Engineering Internship I 1
*MEEN 631	Engineering Internship II 1
*MEEN 641	Sustainable Energy: Solar, Nuclear, Wind Energy Fuel Cell & Geothermal 3
*MEEN 672	Mechanical Vibrations 3
*MEEN 673	Computational Fluid Dynamics (CFD) 3
*MEEN 675	MEMS and Energy Harvesting 3

*MEEN 676	Design Optimization	3
*MEEN 681	Introduction to Biomechanics	3
*MEEN 682	Systems Engineering	3
*MEEN 683	Friction, Wear and Lubrication	3
*MEEN 684	Advanced Tribology	3
*MEEN 685	Applied Modern Control	3

* (Also available in other specialization areas)

Degree Requirements

MEEN 694	Special Project	3
----------	-----------------	---

MECHANICAL ENGINEERING IN ALTERNATIVE ENERGY

The Master of Science in Mechanical Engineering with specialization in Alternative Energy prepare students for careers in the energy industry, including careers in research and development, to satisfy the emerging need of finding viable substitutes to the energy provided by fossil fuels. Also, provide basic and advanced knowledge of the computational and analytical tools used in the energy industry.

Plan 1 (M.S. degree-Thesis).

Plan 1 is an excellent option for full-time students with a strong interest in research

Total Credits	30
Core Courses	12
Required Specialization Courses	12
Degree Requirement	6

Core Courses (12 credits)

MEEN 501	Finite Element Analysis	3
MEEN 601	Advanced Mathematics for Engineers	3
MEEN 604	Aerodynamics 1: Incompressible Flow	3
MEEN 641	Sustainable Energy: : Solar, Nuclear, Wind Energy Fuel Cell & Geothermal	3

Required Specialization Courses (12 credits)

MEEN 642	Grid Integration & Sustainable Systems	3
MEEN 643	Energy Management, Practice, Policy & Ethics	3
MEEN 644	Photovoltaic Energy Conversion	3
MEEN 645	Wind Energy	3
MEEN 646	Solar Refrigeration and Air Conditioning	3
MEEN 648	Advanced Topics in Alternative Energy	3
MEEN 651	Ocean Energy	3
MEEN 652	Biofuels	3
*MEEN 611	Composite Materials	3
*MEEN 616	Introduction to Aeroelasticity	3
*MEEN 617	Dynamics of Rotating Machinery	3
*MEEN 623	Multi-Scale Turbulence: Aeronautics	3
*MEEN 630	Engineering Internship I	1
*MEEN 631	Engineering Internship II	1
*MEEN 672	Mechanical Vibrations	3
*MEEN 673	Computational Fluid Dynamics (CFD)	3
*MEEN 675	MEMS and Energy Harvesting	3
*MEEN 676	Design Optimization	3

*MEEN 681	Introduction to Biomechanics	3
*MEEN 682	Systems Engineering	3
*MEEN 683	Friction, Wear and Lubrication	3
*MEEN 684	Advanced Tribology	3
*MEEN 685	Applied Modern Control	3
*	(Also available in other specialization areas)	

Degree Requirements

MEEN	Thesis	6
------	--------	---

Plan 2 (M.S. degree-Special Project).

Plan 2 is ideal to conduct design and development in an area of particular interest

Total Credits	30
Core Courses	12
Required Specialization Courses	15
Degree Requirement	3

Core Courses (select 4 courses: 12 cr.)

MEEN 501	Finite Element Analysis	3
MEEN 601	Advanced Mathematics for Engineers	3
MEEN 604	Aerodynamics 1: Incompressible Flow	3
MEEN 641	Sustainable Energy: Solar, Nuclear, Wind Energy Fuel Cell & Geothermal	3

Required Specialization Courses (select 5 courses: 15 cr.)

MEEN 642	Grid Integration & Sustainable Systems	3
MEEN 643	Energy Management, Practice, Policy & Ethics	3
MEEN 644	Photovoltaic Energy Conversion	3
MEEN 645	Wind Energy	3
MEEN 646	Solar Refrigeration and Air Conditioning	3
MEEN 648	Advanced Topics in Alternative Energy	3
MEEN 651	Ocean Energy	3
MEEN 652	Biofuels	3
*MEEN 611	Composite Materials	3
*MEEN 616	Introduction to Aeroelasticity	3
*MEEN 617	Dynamics of Rotating Machinery	3
*MEEN 623	Multi-Scale Turbulence: Aeronautics	3
*MEEN 630	Engineering Internship I	1
*MEEN 631	Engineering Internship II	1
*MEEN 672	Mechanical Vibrations	3
*MEEN 673	Computational Fluid Dynamics (CFD)	3
*MEEN 675	MEMS and Energy Harvesting	3
*MEEN 676	Design Optimization	3
*MEEN 681	Introduction to Biomechanics	3
*MEEN 682	Systems Engineering	3
*MEEN 683	Friction, Wear and Lubrication	3
*MEEN 684	Advanced Tribology	3
*MEEN 685	Applied Modern Control	3
*	(Also available in other specialization areas)	

Degree Requirements

MEEN 694	Special Project	3
----------	-----------------	---

Plan 3 (M. Eng. degree)

Plan 3 caters primarily to working professionals who seek highly specialized knowledge

Total Credits	30
Core Courses	12
Required Specialization Courses	18

Core Courses (select 4 courses: 12 cr.)

MEEN 501	Finite Element Analysis	3
MEEN 601	Advanced Mathematics for Engineers	3
MEEN 604	Aerodynamics 1: Incompressible Flow	3
MEEN 641	Sustainable Energy: Solar, Nuclear, Wind Energy Fuel Cell & Geothermal	3

Required Specialization Courses (select 6 courses: 18 cr.)

MEEN 642	Grid Integration & Sustainable Systems	3
MEEN 643	Energy Management, Practice, Policy & Ethics	3
MEEN 644	Photovoltaic Energy Conversion	3
MEEN 645	Wind Energy	3
MEEN 646	Solar Refrigeration and Air Conditioning	3
MEEN 648	Advanced Topics in Alternative Energy	3
MEEN 651	Ocean Energy	3
MEEN 652	Biofuels	3
*MEEN 611	Composite Materials	3
*MEEN 616	Introduction to Aeroelasticity	3
*MEEN 617	Dynamics of Rotating Machinery	3
*MEEN 623	Multi-Scale Turbulence: Aeronautics	3
*MEEN 630	Engineering Internship I	1
*MEEN 631	Engineering Internship II	1
*MEEN 672	Mechanical Vibrations	3
*MEEN 673	Computational Fluid Dynamics (CFD)	3
*MEEN 675	MEMS and Energy Harvesting	3
*MEEN 676	Design Optimization	3
*MEEN 681	Introduction to Biomechanics	3
*MEEN 682	Systems Engineering	3
*MEEN 683	Friction, Wear and Lubrication	3
*MEEN 684	Advanced Tribology	3
*MEEN 685	Applied Modern Control	3

* (Also available in other specialization areas)

MECHANICAL ENGINEERING IN AEROSPACE ENGINEERING

The Master of Science in Mechanical Engineering with specialization in Aerospace Engineering prepare students for careers in the emerging aerospace industry in Puerto Rico, as well as for careers in aerospace research and development. Also, provide basic and advanced knowledge of the computational and analytical tools used in the aerospace industry.

Plan 1 (M.S. degree-Thesis)

Plan 1 is an excellent option for full-time students with a strong interest in research

Total Credits	30
Core Courses	12
Required Specialization Courses	12
Degree Requirement	6

Core Courses (select 4 courses: 12 cr.)

MEEN 501	Finite Element Analysis	3
MEEN 502	Aircraft Design	3
MEEN 601	Advanced Mathematics for Engineers	3
MEEN 604	Aerodynamics 1: Incompressible Flow	3

Required Specialization Courses (select 4 courses: 12 cr.)

MEEN 612	Aerospace Structural Analysis	3
MEEN 613	Flight Mechanics	3
MEEN 614	Propulsion Systems	3
MEEN 615	Aerodynamics II: Compressible Flow	3
MEEN 621	Boundary Layers	3
MEEN 624	Combustion	3
MEEN 628	Advanced Topics in Aerospace	3
MEEN 629	Independent Study in Aerospace	3
*MEEN 611	Composite Materials	3
*MEEN 616	Introduction to Aeroelasticity	3
*MEEN 623	Multi-Scale Turbulence: Aeronautics	3
*MEEN 672	Mechanical Vibrations	3
*MEEN 673	Computational Fluid Dynamics (CFD)	3
*MEEN 676	Design Optimization	3
*MEEN 682	Systems Engineering	3
*MEEN 683	Friction, Wear and Lubrication	3
*MEEN 684	Advanced Tribology	3

* (Also available in other specialization areas)

Degree Requirements

MEEN 697	MS Thesis	6
----------	-----------	---

Plan 2 (M.S. degree-Special Project).

Plan 2 is ideal to conduct design and development in an area of particular interest

Total Credits	30
Core Courses	12
Required Specialization Courses	15
Degree Requirement	3

Core Courses (select 4 courses: 12 cr.)

MEEN 501	Finite Element Analysis	3
MEEN 502	Aircraft Design	3
MEEN 601	Advanced Mathematics for Engineers	3
MEEN 604	Aerodynamics 1: Incompressible Flow	3

Required Specialization Courses (select 5 courses: 15 cr.)

MEEN 612	Aerospace Structural Analysis	3
MEEN 613	Flight Mechanics	3
MEEN 614	Propulsion Systems	3
MEEN 615	Aerodynamics II: Compressible Flow	3
MEEN 621	Boundary Layers	3
MEEN 624	Combustion	3
MEEN 628	Advanced Topics in Aerospace	3
MEEN 629	Independent Study in Aerospace	3
*MEEN 611	Composite Materials	3
*MEEN 616	Introduction to Aeroelasticity	3
*MEEN 623	Multi-Scale Turbulence: Aeronautics	3
*MEEN 672	Mechanical Vibrations	3
*MEEN 673	Computational Fluid Dynamics (CFD)	3
*MEEN 676	Design Optimization	3
*MEEN 682	Systems Engineering	3
*MEEN 683	Friction, Wear and Lubrication	3
*MEEN 684	Advanced Tribology	3
*	(Also available in other specialization areas)	

Degree Requirements

MEEN 694	Special Project	3
----------	-----------------	---

Plan 3 (M. Eng. degree)

Plan 3 caters primarily to working professionals who seek highly specialized knowledge

Total Credits	30
Core Courses	12
Required Specialization Courses	18

Core Courses (select 4 courses: 12 cr.)

MEEN 501	Finite Element Analysis	3
MEEN 502	Aircraft Design	3
MEEN 601	Advanced Mathematics for Engineers	3
MEEN 604	Aerodynamics 1: Incompressible Flow	3

Required Specialization Courses (select 6 courses: 18 cr.)

MEEN 612	Aerospace Structural Analysis	3
MEEN 613	Flight Mechanics	3
MEEN 614	Propulsion Systems	3
MEEN 615	Aerodynamics II: Compressible Flow	3
MEEN 621	Boundary Layers	3
MEEN 624	Combustion	3
MEEN 628	Advanced Topics in Aerospace	3
MEEN 629	Independent Study in Aerospace	3
*MEEN 611	Composite Materials	3
*MEEN 616	Introduction to Aeroelasticity	3
*MEEN 623	Multi-Scale Turbulence: Aeronautics	3
*MEEN 672	Mechanical Vibrations	3
*MEEN 673	Computational Fluid Dynamics (CFD)	3
*MEEN 676	Design Optimization	3

*MEEN 682	Systems Engineering	3
*MEEN 683	Friction, Wear and Lubrication	3
*MEEN 684	Advanced Tribology	3
*	(Also available in other specialization areas)	

COMPUTER ENGINEERING

The Master of Science with specialization in Computer Engineering provides a rigorous educational experience in computer engineering. The program affords an opportunity for practicing engineers and others to advance their technical competencies and develop professionally.

Each student is required to take five (5) designated core courses and complete the remaining coursework requirements by selecting from a wide range of electives in distributed systems, high performance computing, network security, computers, software engineering, and other department approved electives. Students may choose one of three study plans: M.S. with thesis, M.S. with project, or M.Eng. course-only. Successful completion of an M.S. degree will uniquely prepare graduates for future doctoral studies or challenging careers in industry; an M.Eng. Degree will greatly enhance professional qualifications for career advancement or future academic endeavors.

OBJECTIVES

1. To provide a solid foundation in major areas of computer engineering that will empower graduates to become intellectual explorers.
2. To produce graduates who are able to adapt to changes in technology through continuous personal and professional development.
3. To produce graduates possessing a high sense of professionalism to satisfy the needs of stakeholders.
4. To prepare graduates who are able to deliver into a specialized body of knowledge so as to produce scholarly research of high intellectual and scientific quality (thesis option).
5. To prepare graduates who are able to apply specialized knowledge to solve highly complex problems of practical importance (project option).
6. To prepare graduates who are able to apply specialized knowledge to solve highly complex problems of practical importance.

CURRICULUM

Total Credits	30
Core Courses	15

Required Specialization Courses 15

Core Courses (select 5 courses: 15 crs.)

CPEN 502	Advanced Analysis and Design of Algorithms	3
CPEN 503	Computer and Network Security	3
CPEN 504	Advanced Computer Architectures	3
CPEN 505	Database Management Systems	3
CPEN 550	Operating Systems Programming	3

Required Specialization Courses (select 5 courses: 15 crs.)

CPEN 511	Distributed Systems	3
CPEN 520	Numerical Optimization	3
CPEN 531	Secure Software Systems	3
CPEN 552	Computer Graphics	3
CPEN 640	Embedded Systems	3
CPEN 696	M.S. Project	3
CPEN 697	M.S. Thesis	6

ELECTRICAL ENGINEERING

The Master of Science with specialization in Electrical Engineering provides a rigorous educational experience in electrical engineering. The program affords an opportunity for practicing engineers and others to advance their technical competencies and develop professionally.

Each student is required to take five (5) designated core courses and complete the remaining coursework requirements by selecting from a wide range of electives in power systems, control systems, electronics, computers, digital signal processing, and other department approved electives. Students may choose one of three study plans: M.S. with thesis, M.S. with project, or M.Eng. course-only. Successful completion of an M.S. degree will uniquely prepare graduates for future doctoral studies or challenging careers in industry; an M.Eng. degree will greatly enhance professional qualifications for career advancement or future academic endeavors.

OBJECTIVES

1. To provide a solid foundation in major areas of computer engineering that will empower graduates to become intellectual explorers.
2. To produce graduates who are able to adapt to changes in technology through continuous personal and professional development.
3. To produce graduates possessing a high sense of professionalism to satisfy the needs of stakeholders.
4. To prepare graduates who are able to deliver into a specialized body of knowledge so as to produce scholarly research of high intellectual and scientific quality (thesis option).

5. To prepare graduates who are able to apply specialized knowledge to solve highly complex problems of practical importance (project option).
6. To prepare graduates who are able to apply specialized knowledge to solve highly complex problems of practical importance.

CURRICULUM

Total Credits	30
Core Courses	15
Specialization Courses	15

Core Courses (select 5 courses: 15 crs.)

ELEN 502	Advanced Linear Systems	3
ELEN 503	Solid State Electronics	3
ELEN 505	Probability and Random Processes	3
ELEN 510	Advanced Power System Analysis	3
ELEN 550	Digital Filters	3

Required Specialization Courses (select 5 courses: 15 crs.)

ELEN 511	Power System Dynamics and Control	3
ELEN 520	Digital Control Systems	3
ELEN 551	Detection and Estimation Theory	3
ELEN 632	Quantum Electronics	3
ELEN 650	Digital Image Processing	3
ELEN 651	Adaptive Signal Processing	3
ELEN 696	M.S. Project	3
ELEN 697	M.S. Thesis	6

ENGINEERING MANAGEMENT

The program offers a combination of technical with management subjects so graduates can contribute to the economic development of their societies. The curriculum will endow students with knowledge, skills, and attitudes necessary for employment in the management of technical settings and/or admission into graduate schools to pursue advanced degrees in Engineering Management or related fields.

OBJECTIVES

1. Prepare graduates to function as effective managers, supervisors or team leaders of technical operations in manufacturing, service, or government sectors.
2. Train graduates to apply specialized knowledge to improve activities or business processes with a systems perspective.
3. Provide the opportunity to acquire specialized knowledge so that our graduates are able to solve complex management, organization, and operational

problems in technical settings, allowing them to pursue careers in their areas of specialization.

CURRICULUM

Total Credits	30
Core Courses	12
Specialization Courses	12
Elective Courses	6

Core Courses (select 5 courses: 15 crs.)

IMEN 510	Engineering Management	3
IMEN 551	Advanced Engineering Project Management	3
or		
TCOM 513	Information Technology (IT) Project Management	3
IMEN 610	Statistics for Decision Modeling	3
IMEN 620	Advanced Enterprise Continuous Improvement	3

Required Specialization Courses (select 5 courses: 15 crs.)

IMEN 630	Supply Chain Management for Engineers	3
IMEN 635	Logistics Methods and Strategies	3
IMEN 640	Design and Operation of Logistics Networks	3
IMEN 645	Analytics for Decision Making	3

Elective Courses (select 2 courses: 6 crs.)

IMEN 660	Thesis I	3
IMEN 650	Graduate Project	3
ACCO 501	Managerial Accounting	3
INBU 610	The International Business Environment	3
HURM 710	Human Resources Management	3
MANA 501	Organizational Behavior	3
MSPA 520	Administrative Law and Ethics	3
MEEN 641	Sustainable Energy: Solar, Nuclear, Wind Energy Fuel Cell & Geothermal	3
MEEN 642	Integración a la Red y Sistemas Sostenibles	3
MEEN 643	Energy Management Policy & Ethics	3
MEEN 644	Photovoltaic Energy Conversion	3
MEEN 645	Wind Energy	3
MEEN 646	Solar Refrigeration and Air Conditioning	3

GRADUATE CERTIFICATES

NETWORK SECURITY

The program provides an in-depth introduction to key topics of network security and provides a balanced teaching philosophy with each class containing both a theory component and hands-on practice. The curriculum was specifically designed to cover the ten (10) core areas of Network Security as defined by the (ISC)2 – International Information Systems Security Certification Consortium. This will provide a solid background for obtaining widely-recognized industry-standard CISSP (Certified Information Security System Professional Certification). To complete the certificate program the student must take a total of 5 classes: one (1) introductory networking class and four (4) Network Security classes for a total of nineteen (15) credits. The Network Security classes will each follow the (4) credit-hour integrated Lecture/Lab class format. Since these classes are designed for working professionals, they will be offered in the regular evening sessions

Total Credits	15
Required Courses	15

Required Courses (15 credits)

TCOM 521	Introduction to Networking	3
NSEC 501	Network Security I	3
NSEC 502	Computer Security I	3
NSEC 521	Network Security II	3
NSEC 522	Computer Security II	3

COURSE DESCRIPTIONS

CPEN 502

Advanced Analysis and Design of Algorithms

Three Credits

Three credit-hours. Three hours of lecture per week. This course covers the fundamentals of analysis and design of algorithms, complexity of algorithms, searching, sorting, pattern matching, combinatorial problems, and graph algorithms.

CPEN 503

Computer and Network Security

Three Credits

Three credit-hours. Three hours of lecture per week. This course covers the basics of computer and network security. Topics in computer security include cryptography; security of computer programs, databases, operating systems; and multi-level security. Topics in network security include confidentiality, authentication, secure electronic transactions, IP security, intrusion detection, and firewalls.

CPEN 504

Advanced Computer Architectures

Three Credits

Three credit-hours. Three hours of lecture per week. This course provides an overview of high-performance computing: processor architectures, memory, input/output devices, interfaces, and storage area networks; parallel computing, grid and cluster computing, and Beowulf systems.

CPEN 505

Database Management Systems

Three Credits

Three credit-hours. Three hours of lecture per week. This course introduces techniques for building relational database management systems (DBMS): database architectures, storage, buffer management, indexing, algorithms, concurrency, query optimization, benchmarking, object-oriented databases, data warehousing, and data mining.

CPEN 511

Distributed Systems

Three Credits

Three hours of lecture per week. This course covers several topics in distributed systems: operating system architectures, network, distributed, and autonomous systems; design, concurrent programming, client/server models, synchronization, distributed process communication, time and resource scheduling, distributed/shared files and memory.

CPEN 520

Numerical Optimization

Three Credits

Three hours of lecture per week. This course introduces the central ideas behind the algorithms for the numerical solution of both unconstrained and constrained optimization problems.

CPEN 531

Secure Software Systems

Three Credits

Three credit-hours. Three hours of lecture per week. This course introduces the approaches and tools used to build secure software systems. The course covers architectural approaches to building secure software, software analysis, language-based approaches to building secure software, and run-time enforcement of security policies.

CPEN 550

Operating Systems Programming

Three Credits

Three credit-hours. Three hours of lecture per week. This is an advanced course in operating systems (OS). It focuses on the design and construction of a modern OS kernel. Topics include booting, system calls, process and thread abstractions, scheduling, synchronization, inter-process communication, memory management, file systems, device drivers, and network management.

CPEN 552

Computer Graphics

Three Credits

Three credit-hours. Three hours of lecture per week. This course is a hands-on class on advanced computer graphics. It covers major aspects of digital image generation: geometric modeling, computer animation, and rendering.

CPEN 640

Embedded Systems

Three Credits

Three hours of lecture per week. This is an introductory course in embedded systems. The course is project-oriented and emphasizes application issues, system specifications and modeling, system languages, synthesis, and verification.

CPEN 696

M.S. Project

Three Credits

Three credit-hours. Comprehensive study of a computer engineering problem and presentation of a project.

CPEN 697

M.S. Thesis

Six Credits

Six credit-hours. Research in an area of computer engineering and presentation of a thesis.

ELEN 502

Advanced Linear Systems

Three Credits

Three credit-hours. Three hours of lecture per week. This course provides the mathematical foundations of system theory that play an important role in control, communications, signal processing, information theory, networks and Internet applications, among others. Specifically, this course will delve into the theory of linear dynamical systems in both continuous and discrete time. A strong background in linear algebra is required.

ELEN 503

Solid State Electronics

Three Credits

Three credit-hours. Three hours of lecture per week. This course covers the physics of solid-state electronic devices, including p-n junctions, MOS devices, field-effect transistors, and bipolar transistors. In addition, principles of optoelectronics, integrated circuits, and high frequency and high power devices will be discussed.

ELEN 505

Probability and Random Processes

Three Credits

Three credit-hours. Three hours of lecture per week. This course introduces a broad range of topics such as random vectors, random sequences, and random processes, filtering of random processes, correlation, power spectrum density, and response of linear systems to random inputs.

ELEN 510

Advanced Power System Analysis

Three Credits

Three credit-hours. Three hours of lecture per week. This course introduces the theoretical framework associated with short circuit, power flow, and stability analysis. The course presents the models, techniques, and tools used for these types of studies with a practical perspective by emphasizing their application to the comprehensive analysis of a typical test system.

ELEN 511

Power System Dynamics and Control

Three Credits

Three credit-hours. Three hours of lecture per week. This course covers the dynamic processes in power systems including regulation of turbines, voltage control, system stability, and protection of transmission lines.

ELEN 520

Digital Control Systems

Three Credits

Three credit-hours. Three hours of lecture per week. This course introduces the student to the fundamental theory of digital control and sampled data control systems.

ELEN 550

Digital Filters

Three Credits

Three credit-hours. Three hours of lecture per week. This course presents the analysis and design techniques of modern digital signal processing for a wide variety of applications. The course will cover discrete-time signal analysis, fast Fourier transforms, and the design and implementation of digital filters.

ELEN 551

Detection and Estimation Theory

Three Credits

Three credit-hours. Three hours of lecture per week. This course introduces two fundamental problems in statistical signal processing, namely, detection and estimation. The first part of the course covers statistical decision theory, hypothesis testing, and performance analysis. The second part of the course deals with parameter estimation theory and optimal estimators.

ELEN 632

Quantum Electronics

Three Credits

Three credit-hours. Three hours of lecture per week. This course introduces the basic principles of quantum mechanics as they apply to semiconductor laser devices.

ELEN 650

Digital Image Processing

Three Credits

Three hours of lecture per week. This is an introductory course in digital image processing. It emphasizes general principles and presents the most common techniques for image processing. It covers image acquisition and display, color representations, sampling and quantization, point operations, contrast/color enhancement, image restoration/reconstruction, and feature extraction.

ELEN 651

Adaptive Signal Processing

Three Credits

Three hours of lecture per week. This course introduces some practical aspects of signal processing as they relate to adaptive systems. Applications of adaptive systems can be encountered in communications, radar, sonar, seismology, navigation systems, and biomedical engineering. This course

will present the basic principles of adaptation, adaptive signal processing algorithms, and application examples.

ELEN 696

M.S. Project

Three Credits

Comprehensive study of an electrical engineering problem and presentation of a project.

ELEN 697

M.S. Thesis

Six Credits

Six credit-hours. Research in an area of electrical engineering and presentation of a thesis.

IMEN 510

Engineering Management

Three Credits

Three hours of lecture per week. This course focuses on key engineering management functions, providing conceptual frameworks for an engineer to transition into a management position. The systems approach, orientation to business applications, the integration of multiple knowledge domains, and value creation perspectives traverse the contents to be covered.

IMEN 551

Engineering Project Management

Three Credits

Three hours of lecture per week. Advanced concepts, methodologies, and tools for the management of engineering projects. Coverage of the Project Management Body of Knowledge, focusing on practical aspects of project planning, organizing, scheduling resources management, and project's life cycle. Application of project management software.

IMEN 610

Statistics for Decision Modeling

Three Credits

Three hours of lecture per week. Concepts of probability, statistical analysis, and forecasting to support decision making, under conditions of uncertainty and risk, with emphasis on engineering management applications. Provide skills for effective spreadsheet model building and data analysis using Excel. The course covers analytics focusing on practical applications, via cases, of data analysis and decision modeling.

IMEN 620

Enterprise Continuous Improvement

Three Credits

Three hours of lecture per week. Advanced concepts and applications of contemporary quality management systems (e.g., ISO and GMP) and Lean Manufacturing. Integration of quality and management. Strategies to manage quality projects using quality management systems and methodologies. Six Sigma and other contemporary engineering management methodologies to designing or redesigning enterprise operations to maintain a competitive edge.

IMEN 630

Supply Chain Management for Engineers

Three Credits

Three hours of lecture per week. Concepts, framework, and analytical approaches for the management of supply chains. Through this course student will develop and understanding of the strategic role of a supply chain, the key strategic drivers of supply chain performance, and analytic methodologies for supply chain analysis.

IMEN 635

Logistics Methods and Strategies

Three Credits

Principles, strategies and decision rules for the business practice and operations of logistic systems. View of logistics as an interdisciplinary science. Systematic planning of efficient logistic systems and solution alternatives of practical problems and tasks are presented. Configuration, structure and organization of logistic processes and performance systems. Foundation for analytical logistics: rules and methods for planning and scheduling of specific logistics tasks and algorithms for mathematical modeling and optimization of logistic processes and networks. The economics of logistics, logistic costs and logistic pricing, are presented.

IMEN 640

Design and Operation of Logistics Networks

Three Credits

Elements, structures and processes of logistics networks and its most important subsystems: storage systems, commissioning systems, and transport systems. Functions and specification of performance requirements of these subsystems. Methods and strategies for design, selection and operation of logistic networks. Analysis of characteristics of logistic service providers and transport systems.

IMEN 645

Analytics for Decision Making

Three Credits

Three hours of lecture per week. Use of predictive modeling and optimization methods to support engineering management decision making, under conditions of risk and uncertainty. Students will build analytical, Excel-based, end-user models and perform analysis in support of the decision making process. The course includes spreadsheet modeling (with Excel), monte-carlo simulation, stochastic decision making, queuing modeling, and optimization.

IMEN 650

Graduate Project

Three Credits

Development of a comprehensive study, reporting the solution of an engineering management problem, where different topics covered in the master program are used. The report includes a literature review of research or applied research related to the project.

IMEN 660

Thesis I

Three Credits

Development and presentation of a research-based thesis proposal. Specific topic within the field of Engineering Management must be selected in consultation with thesis advisor

MEEN 501

Finite Element Analysis

Three Credits

Three hours of lecture/studio per week. Immersion into the use of the finite element method (FEM) to solve complex, real-world structural analysis and heat transfer problems. Applications using special-purpose finite element programs with emphasis on general-purpose (commercial) finite element software.

MEEN 502

Aircraft Design

Three Credits

Three hours of lecture per week; 45 hours per semester. Required introductory course for the aerospace engineering specialization. The objective of the course is to familiarize mechanical engineering master's students with aeronautical engineering fundamentals and their application in aircraft design. Focus on steps in preliminary design of general aviation aircraft with emphasis on the iterative aspects of design.

MEEN 601

Advanced Mathematics for Engineers

Three Credits

This advanced course in mathematics analyzes the functions of a complex variable and the calculus of residues. It also covers subjects such as ordinary differential equations, partial differential equations, Bessel and Legendre functions, and the Sturm-Liouville theory. Applications to engineering problems are presented.

MEEN 602

Advanced Mechanics of Materials

Three Credits

The present course presents an overview of stress analysis, strain analysis, the generalized Hooke's law, plain stress and strain, energy methods, unsymmetrical bending, torsion of thin walled beams and elastic stability.

MEEN 603

Advanced Fluid Mechanics

Three Credits

This course studies the mass conservation, momentum, and energy equations for continua. Exact solution to the Navier-Stokes equations is presented. Circulation and vorticity theorems, potential flow, surface waves and an introduction to turbulence and compressible flow are also covered.

MEEN 604

Aerodynamics I: Incompressible Flow

Three Credits

Three hours of lecture per week; 45 hours per semester. Required introductory course for all mechanical engineering master's students. Review of incompressible fluid mechanics. Aerodynamic performance of wings and bodies in sub-sonic regime. The contents divided into three components: subsonic potential flows, including source/vortex panel methods; viscous flows, including laminar and turbulent boundary layers; aerodynamics of airfoils and wings, including thin airfoil theory, lifting line theory, and panel method/interacting boundary layer methods.

MEEN 611

Composite Materials

Three Credits

Properties and microstructure of high-strength fiber materials (glass, carbon, polymer, ceramic fibers) and matrix materials (polymer, metal, ceramic, and carbon matrices). Specific strength and stiffness of high-performance composites. Rule of mixtures. Stress, strain transformations. Elastic properties of a single orthotropic material. Laminated plate theory. Failure criteria. Design of composite structures and components. Manufacturing processes.

MEEN 612

Aerospace Structural Analysis

Three Credits

Beam structures under combined shear, bending and torsional loads. Semi-monocoque structures: idealizations involving wings, ribs and fuselage bulkheads. Effects of taper and cutouts in stiffened shell structures, shear deformations and warping, location of elastic axis in open and closed sections, torsion of multicell sections. Stability analysis of columns: elastic restraints, energy methods. Stability of plate structures, beam-column analysis, coupled bending-torsion instabilities.

MEEN 613

Flight Mechanics

Three Credits

Performance, stability, and control of airplanes. General equations of motion for rigid aircrafts, aerodynamic forces and moments, quasi-steady and non-steady flight paths. Generalized performance methods and flight envelopes. Small disturbance theory, stability derivatives, longitudinal and lateral static stability. Basic airplane motion, response to control actions and to atmosphere disturbances. Simulation of aircraft performance and dynamics.

MEEN 614

Propulsion Systems

Three Credits

Analysis of thrust generation: propeller theory, combustion, reciprocating engines, gas turbines. One-dimensional compressible flow, Prandtl-Meyer expansions and oblique shock waves; application to diffusers and rocket nozzles. Linearized supersonic flow.

MEEN 615

Aerodynamics II: Compressible Flow

Three Credits

Three hours of lecture per week; 45 hours per semester. This course studies the aerodynamic performance of wings and bodies in compressible flow. Study the theory of supersonic and hypersonic airfoil.

MEEN 616

Introduction to Aeroelasticity

Three Credits

Three hours of lecture per week; 45 hours per semester. Introduction to aeroelasticity and loads. Static aeroelasticity. Effect of wing flexibility on lift distribution, divergence, aileron reversal and control effectiveness. Unsteady aerodynamic oscillation of airfoil in incompressible flow. Dynamic aeroelasticity, flutter calculations. Testing techniques.

MEEN 617

Dynamics of Rotating Machinery

Three Credits

This course introduces students to the field of rotor dynamics. The course initially covers basic concepts in machinery vibration using simplified models for single-mass rotor systems and then progresses to the analysis of realistic multi-mass rotor-bearing systems using advanced analytical techniques. Throughout the course, an emphasis will be placed in the calculation of critical speeds, the calculation of lateral forced response, and the determination of dynamic stability in rotor-bearing systems. The analytical techniques will be complemented with a laboratory experience in rotor balancing. At the end of the course the students will be introduced to the torsional analysis of rotor systems.

MEEN 621

Boundary Layers

Three Credits

Boundary Layer Theory. Concepts of laminar and turbulent flow. Boundary-layer approximations. Similarity and integral methods of solution. Internal flows, flow over surfaces, jets, rotating elements, and the effects of compressibility.

MEEN 622

Compressible Flow

Three Credits

This course describes the fundamental concepts and results for the compressible flow of gases. Topics to be covered include: appropriate conservation laws; propagation of disturbances; isentropic flows; normal shock wave relations, oblique shock waves, weak and strong shocks, and shock wave structure; compressible flows in ducts with area changes, friction, or heat addition; heat transfer to high speed flows; unsteady compressible flows, Riemann invariants, and piston and shock tube problems; steady 2D supersonic flow, Prandtl-Meyer function; and self-similar compressible flows.

MEEN 623

Multiscale Turbulence: Aeronautics

Three Credits

Derivations of conservation laws for velocity field, temperature for turbulent flow from the perspective of multiscale applications including wind energy, the atmospheric turbulent boundary layer & aerodynamics (re-entry, transonic flow, turbines). Asymptotic method & similarity transformations for high Reynolds number will be a major focus of the applications. The course will also deal with incompressible & compressible flow.

MEEN 624
Combustion
Three Credits

The present course covers the fundamentals of combustion, flame structure, flame speed, flammability, ignition, stirred reaction, kinetics and nonequilibrium processes, and pollutant formation. Also it is presented some applications to engines, energy production and fire safety.

MEEN 628
Advanced Topics in Aerospace
Three Credits

Study of advanced topics in aerospace.

MEEN 629
Independent Study in Aerospace
Three Credits

Individual study of specific topics in aerospace of academic and research interest.

MEEN 630
Engineering Internship I
One Credit

This practice-oriented course is intended to provide students with an internship in industry (work practicum) or academia (research experience in another university), within their academic discipline.

MEEN 631
Engineering Internship II
One Credit

This practice-oriented course is intended to provide students with an additional internship in industry (work practicum) or academia (research experience in another university), within their academic discipline.

MEEN 641
Sustainable Energy: Solar, Nuclear, Wind Energy Fuel Cell & Geothermal
Three Credits

The present course study the current and potential future energy systems, and it includes topics on resources, extraction, conversion, and end-use, with emphasis on meeting regional and global energy needs in the 21st century in a sustainable manner. Different renewable and conventional energy technologies will be presented and their attributes described within a framework that aids in evaluation and analysis of energy technology systems in the context of political, social, economic, and environmental goals.

MEEN 642
Grid Integration & Sustainable Systems
Three Credits

Students will learn a variety of alternative energy sources, along with energy processing technologies required for power system connection. System integration issues will be addressed, with consideration given to impacts on current design philosophies and operating procedures. Topics will be covered at a level suited to establishing a broad understanding of the various technologies, and of the associated system implications.

MEEN 643
Energy Management Policy & Ethics
Three Credits

Three hours of lecture/studio per week. The course will deal with efficient use and management of energy in wide range of industrial, commercial and domestic applications. The course will address recent government incentive and policy for renewable energy.

MEEN 644
Photovoltaic Energy Conversion
Three Credits

This course explain how solar cells convert light into electricity, how solar cells are manufactured, how solar cells are evaluated, what technologies are currently on the market, and how to evaluate the risk and potential of existing and emerging solar cell technologies. The present course scrutinizes what limits solar cell performance and cost, and the major hurdles — technological, economic, and political — towards widespread substitution of fossil fuels.

MEEN 645
Wind Energy
Three Credits

Main features of energy conversion by wind turbines. Emphasis on characterization of the atmospheric boundary layer, aerodynamics of horizontal axis wind turbines, and performance prediction. Structural effects, power train considerations, siting, and wind farm planning.

MEEN 646
Solar Refrigeration and Air Conditioning
Three Credits

This course offers fundamental knowledge on Radiant energy transfer and its application to solar exchangers; energy balances for solar exchangers, review of theory, economics, and practice of solar energy applications. Special attention is given to refrigeration and air conditioning systems.

MEEN 648

Advanced Topics in Alternative Energy

Three Credits

Study of advanced topics in alternative energy.

MEEN 649

Independent Study in Alternative Energy

Three Credits

Individual study of specific topics in alternative energy of academic and research interest.

MEEN 651

Ocean Energy

Three Credits

Three hours of lecture per week; 45 hours per semester. Learn ocean renewable energy technology principles and applications as well as the design considerations. Model and quantify the ocean energy sources and economic viability.

MEEN 652

MEEN 652 Biofuels

Three Credits

Three hours of lecture per week; 45 hours per semester. Learn principles on the generation, production and use of biofuels. Understand the challenges and merits of using biofuels.

MEEN 671

Advanced Heat Conduction

Three Credits

Analytical methods in conduction; Bessel functions, separation of variables, Laplace transforms, superposition, oscillating solutions; computer methods; finite differences, finite elements.

MEEN 672

Mechanical Vibrations

Three Credits

Concepts of mechanical vibration, including free and forced vibration of single- and multi-degree of freedom systems. Modal analysis and matrix formulation of vibration problems. Approximate solution techniques. Vibration and modal analysis of continuous systems: beams, rods, and strings. Introduction to the response of linear systems to random excitation. Numerous examples and applications of vibration measurement and analysis.

MEEN 673

Computational Fluid Dynamics

Three Credits

The present course study focuses on computational approaches to solve Navier-Stokes equations; which govern fluid flow in most engineering applications. Fundamental issues related with implementation of finite difference

methods (FDM), finite volumes (FVM) and finite element methods (FEM) will be discussed. These issues include: the discrete formulation, non-linear equation iterator (steady)/marcher (time-accurate), linear equation formulation, boundary condition prescription and linear equation solution.

MEEN 674

Micro and Nanoscale Heat Transfer

Three Credits

This course explores the methods and observations of thermophysical phenomena in size-affected domains. A study of various modern engineering applications, such as microchannel heat sinks, micro heat exchangers, and micro heat pipes is presented. Additionally the course covers methods that range from discrete computation to optical measurement techniques for microscale applications. The fundamental of nanoscale thermal phenomena in fluids is also studied.

MEEN 675

MEMS and Energy Harvesting

Three Credits

Three hours of lecture per week; 45 hours per semester. Discussion of micromachining and microfabrication techniques (including planar thin-film process technologies, photolithographic techniques, deposition and etching techniques, and other technologies) used for MEMS fabrication. Since MEMS encompasses a multi-domain approach, this course will cover the fundamentals of mechanical, electrical, fluidic, and thermal energy/signal domains for the design and analysis of devices and systems. Basics of sensing and transduction mechanisms will be covered (conversion of non-electronic signals to electronic signals, including capacitive and piezo-resistive techniques). Multiple examples of sensors and actuators and their applications will be reviewed. Energy harvesting applications from MEMS technology will be discussed as well.

MEEN 676

Design Optimization

Three Credits

Three hours of lecture per week; 45 hours per semester. The course covers two fundamental issues in engineering design: design theory and design practice. The first half semester will be used for learning fundamental design theory, and topics include: fundamentals of engineering design, optimality conditions, linear and nonlinear programming, primal and dual theory, topology/sizing/shape design. The second half will be allocated for practicing engineering design problems, and topics include: response surface method, robust design using Taguchi method and Genetic Algorithm, introduction of multidisciplinary design optimization, engineering uncertainty in design.

MEEN 678
Advanced Topics
Three Credits

Study of advanced topics in mechanical engineering.

MEEN 679
Independent Study
Three Credits

Individual study of specific topics in mechanical engineering of academic and research interest.

MEEN 681
Introduction to Biomechanics
Three Credits

Three hours of lecture per week; 45 hours per semester. The course provides an overview of the function and structure of the musculoskeletal system. It reviews the kinematic and kinetic concepts to be applied to biological tissues, and the strength of materials concepts for biological materials. Time dependent and independent mechanical behavior will be considered.

MEEN 682
Systems Engineering
Three Credits

Three hours of lecture per week; 45 hours per semester. The course covers the theory and practice of the discipline of systems engineering, the system life cycle and stakeholder involvement, as well as the explanation of the systems design process. It provides the knowledge and skills to engineer multidisciplinary systems.

MEEN 683
Friction, Wear and Lubrication
Three Credits

Three hours of lecture per week; 45 hours per semester. The objective of the course is to familiarize fundamental wear mechanisms of adhesive, abrasive, corrosive and surface fatigue; boundary and hydrodynamic lubrication; friction theories; surface topography characterization; Applications in journal and ball bearings, clutches and brakes.

MEEN 684
Advanced Tribology
Three Credits

Three hours of lecture per week; 45 hours per semester. The objective of the course is to be in depth study of selected topics in tribology, which includes wear and friction theories, oil film thickness calculations, contact mechanics, materials for tribology, and application in bearing and gear.

MEEN 694
Special Project
Three Credits

Comprehensive study of a mechanical engineering problem.

MEEN 697
MS Thesis
Three Credits

Research in the field of Mechanical Engineering and presentation of a thesis.

NSEC 501
Network Security I
Three Credits

Fundamental aspects of network security. Overview of active and passive security attacks. Case studies. Concepts of Confidentiality, Authentication, Integrity, Non-repudiation, Access Control and Availability. Electronic mail, IP and web security. Cryptography. Data Encryption Standard (DES), Public and Private keys, Key Generation, Key Distribution and Management, Digital Signatures.

NSEC 502
Computer Security I
Three Credits

Overview of Windows and UNIX operating systems including Microsoft Windows 2003 Server and SUN Solaris. Topics to be covered include the following: concept of domains and domain controllers, trust relationships, users and password administration, the active directory, Access Control Lists (ACLs), security audits, data backup and restoral, file encryption, shared drives and folders, Microsoft Exchange security, Kerberos, Radius servers, Remote Access Service, system event log, Network Monitor and Trusted Solaris.

NSEC 521
Network Security II
Three Credits

Local and Wide Area networks. Wired and Wireless networking equipment: routers, switches, firewalls access points. Intranets and Extranets. Software and hardware firewalls. Packet filtering. Firewall design principles and configurations. Bastion Hosts and Proxy Servers. U.S. Government TEMPEST. Virtual Private Networks (VPNs) and IP Security (IPSEC). Wired Equivalent Privacy and WTLS for wireless networks.

NSEC 522
Computer Security II
Three Credits

Multilevel security and trusted systems. Website vulnerabilities. E-commerce and Secure Sockets Layers (SSL). Intruders and Intrusion detection. Statistical anomaly detection. Password selection and protection schemes. System Forensics. Legal aspects of Network Security. Computer viruses, bacteria, worms, adware, unwanted programs, Trojan horses. Polymorphic, macro and stealth viruses. History of major virus attacks. Analysis of stack vulnerability. Virus detection schemes, templates, virus

scanning. Use of the Registry Editor to remove specific viruses such as the backdoor subseven virus.

TCOM 503
Introduction to TCP/IP
Three Credits

Underlying applications, components and protocols of TCP/IP and its necessary link to the Internet. How to identify TCP/IP layers, components and functions. Navigation tools, TCP/IP services and troubleshooting methodologies are also covered in this course.

TCOM 507
Convergence of Technologies
Four Credits

The course deals with functional requirements of a converged network and how various technologies make convergence possible by providing each of those functions. Emphasis is placed on the critical need for increased bandwidth by reviewing the standard LAN and WAN protocols used in the most common networking configurations. Several emerging protocols and technologies that promise to provide the quality of service necessary for the transmission of time-sensitive information will be introduced. Practical applications of convergence will also be discussed.

TCOM 508
Implementation of Data Networks
Three Credits

The course focuses on the process of designing and implementing a new network or network upgrade. This complex process has four major phases, each with its own inputs, tasks, and outputs: concept, development, implementation and termination. This process mirrors the engineering phased approach to design disciplines.

TCOM 509
Protocol Analysis
Three Credits

This is an advanced course for networking professionals and students who already grasp the general concepts of data communications and networking, but would like a more detailed understanding of the processes and protocols used in today's networks. Network architectures will be discussed from an OSI model perspective of the networking protocol stack, and a detailed analysis of the protocol will ensue using traces taken with protocol analyzers.

TCOM 511
Internet Technologies
Three Credits

The course is an overview of the Internet, its history, organization and structure. Different ways to access the Internet, both as an individual user and as a group of users will be discussed. Areas such as copyrights issues, bandwidth considerations, portal development, practical research using the internet, FTP and electronic mail, XHTML, web servers, graphics, scripts, tables, audio, video and security are covered.

TCOM 512
Internetworking Devices
Three Credits

This is an advanced course for networking professionals and other participants who grasp the general concepts of data communications and networking, but would like a more detailed understanding of internetworking and internetworking devices. The course focuses on issues encountered with network growth and the internetworking components that offer solutions to these problems. The components covered in this class include repeaters, hubs, bridges, switches, routers and gateways. Network Management and the Simple Network Management Protocol (SNMP) are also discussed.

TCOM 513
Information Technology (IT) Project Management
Three Credits

Information Technology (IT) Projects are major organizational investments. In today's Global Economy the level of success of these projects is paramount to Enterprise Sustainability and continued business. This class will concentrate on providing not only the basic PM skills but will concentrate on the particular techniques designed for technology based projects, ITPM. It will discuss and explain PMBOK techniques (Project Management Body of Knowledge), the ITPM cycle, tools and processes, scope definition, verification and control. ITPM estimation techniques, risk management, analysis, assessment, monitor and control methods will be covered also. Implementation, closure and evaluation techniques specifics for ITPM projects will also be presented and discussed.

TCOM 514
Telecommunications Governance I
Three Credits

IT governance is an integral part of the business and an integral part of corporate governance. IT governance consist of the leadership, organizational structures and processes that ensure that the organization's IT sustains and extends the organization strategies and objectives. The key goal of technology governance is enterprise sustainability. This series of two courses will cover the framework elements,

areas of focus, risk management, strategic alignment, performance measures, IT value delivery and resource management in the design of an effective IT governance plan and strategy. This first course will focus on the basics of IT governance including the legal framework, global standards and considerations, governance archetypes and will study practical cases in various organization types.

TCOM 515

Telecommunications Governance II

Three Credits

IT governance is an integral part of the business and an integral part of corporate governance. It governance consist of the leadership, organizational structures an processes that ensure that the organization's IT sustains and extends the organization strategies and objectives. The key goal of technology governance is enterprise sustainability. This series of two courses will cover the framework elements, areas of focus, risk management, strategic alignment, performance measurements, IT value delivery and resource management in the design of an effective IT governance plan and strategy. This second course will focus on the mechanisms for implementing IT governance, linking strategies and performance, leadership principles, business intelligence, real time business intelligence, changing landscape of the telecommunications industry. Multiple cases will be presented and the students will create a BI based strategy and roadmap.

TCOM 516

Telecommunications Management & Policy

Three Credits

This course presents and discuss the most relevant aspects of the telecommunications sector from policy, business and technology perspectives. It presents and studies the driving forces behind the changes in the telecommunications policy and the significant impact of legal and regulatory changes on business operation. It focuses on the globalized enterprise challenges, opportunities and threats. Such key issues as global economy and its impact on information and communications technologies (ICT's), enterprise strategy and telecommunications, standards, ISO's and good practices, challenges and risk involved in information and telecommunications management are thoroughly covered. The role of ICT's in innovation, value creation and global strategic positioning are also presented through actual cases.

TCOM 521

Introduction to Networking

Four Credits

This course introduces participants to the key concepts of data communications, telecommunications and networking. It provides an introduction to networking fundamentals including key acronyms, protocols, and components that are essential to understanding how networks operate. Students

will gain a high-level understanding of the OSI model, networking protocols, networking components, local area networks and wide area networks. Upon completion, the participant will have a basic understanding of how information travels from a source computer to a destination computer across a complex network.

TCOM 556

IP Telephony & Design and Implementation of Voice Networks

Four Credits

The course presents and explains the many and varied techniques, solutions, principles, and challenges both carriers and end users utilize, experience, and overcome in implementing voice-over IP services. This course explores the various protocols involved, the QoS challenges we face and their solutions, engineering principles to consider when designing a VoIP solution, market drivers and applications, security issues, and carrier options. The course deals with structure and design of telecommunication networks, both large and small. Topics include an overview of the public telephone network, and a description of the large networks and transmission facilities that switch telephone calls. PBX switching systems and an introduction to the science of traffic engineering will also be presented. The three most common methods of estimating the optimum trunk capacity of a phone system will be discussed, as well as practical advice for gathering the raw data necessary for traffic engineering calculations.

TCOM 606

Network Design Project

Six Credits

Development, analysis, simulation and implementation of a significant design project related to the area of Computer Networks. Discussion of design constraints and manufacturing cost, compatibility with the environment, aesthetics, safety, possible social, political, or ethical implications. Development of a prototype including discussion of the design cycle and experimental verification or simulations. A detailed written report and final presentation are required.

TCOM 607

Thesis Advisory

Three Credits

The purpose of this course is to establish the relationship and working environment between the student and thesis advisor. The student must select a subject matter and obtain advisor's approval. The thesis advisor will provide feedback and guide the student through the process of writing his thesis including guiding the student through the investigation proposal and process and is course studies the principles and methods and techniques of scientific investigation and proper academic redaction. At the end of

the course the student will have the written thesis proposal. Of not finishing it he will be to register the course again to culminate properly his proposal. For more details on the matter the student will have to be read to the Graduate Catalog and Academic Norms.

SCHOOL OF HEALTH SCIENCES

The School of Health Sciences is the place where excellent health professionals are prepared. Our students are prepared to serve with high integrity and professional ethics, patients of all ages and different conditions in the health areas. With academic offers that cover all academic levels and a variety of educational areas, the School is positioned as the first option for studies in health in Puerto Rico and the Caribbean. The School offers a balanced and unique combination between the academy, research, and clinical services.

MISSION

The School of Health Sciences prepares professionals with specialized curriculums that are regulated by specialized accreditation agencies standards. Our graduates are entrepreneurs leaders committed to prevention, holistic health, and research; prepared to serve Puerto Rico and other countries and to perform their duties with strong ethical and moral principles from an interdisciplinary and global perspective.

VISION

Being a school recognized for excellence in its academic programs, its specialized accreditations, their contributions to research, and high standards in community services framed within an entrepreneurship, interdisciplinary, and international perspective.

ACCREDITATIONS



Speech-Language Pathology

Probationary Accreditation by the Council on Academic Accreditation in Audiology and Speech-Language Pathology of the American Speech-Language-Hearing Association, 2200 Research Boulevard #310, Rockville, Maryland 20850, 800-498-2071 or 301-296-5700.



Nursing

The master's degree program in nursing at Universidad Ana G. Méndez, Gurabo Campus, is accredited by the Commission on Collegiate Nursing Education, 655 K Street NW, Suite 750, Washington, DC 20001, 202-887-6791.



Nutrition and Dietetics

Probationary Accreditation by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) from the Academy of Nutrition and Dietetics. 120 South Riverside Plaza, Suite 2190 Chicago, Illinois 60606-6995.

Council on Naturopathic Medical Education

Naturopathic Medicine

Candidate by the Council on Naturopathic Medical Education (CNME). PO Box 178, Great Barrington, MA 01230.



Technology Veterinary

Initial accreditation by the AVMA Committee on Veterinary Technician Education and Activities (CVTEA) since 2018 (Main Campus)

FACULTY

Alexandra García / Assistant Professor
DNP, University of Northe

Andres G. Ocasio Negrón / Instructor BS,
Universidad de Puerto Rico

Angel L. Rivera / Assistant Professor
MD, Universidad de Puerto Rico

Arysdelis Figueroa / Assistant Professor
ND, Southwest College of Naturopathic Medicine

Awilda Rosa Morales / Assistant Professor
EdD, Universidad del Turabo

Charmaine Alfonso / Lecturer
EdD, MS-RD Universidad Interamericana de Puerto Rico

Cynthia Hernández Aponte / Instructor
MSN, Caribbean University

Fernando Janer Sanchez / Assistant Professor ND,
Canadian College of Naturopathic Medicine

Frank Valentín Silva / Assistant Professor MD,
Universidad Autónoma de Guadalajara

Gianna E. Crisson-Cancel / Instructor
MS-CCC-SLP, Universidad de Puerto Rico

Grisel Rodríguez / Instructor
DrPH, Ponce Health Sciences University

Héctor Osuna León / Instructor MS, Universidad de
Puerto Rico

Iris D. Pérez Rosado / Instructor
MSN, Universidad de Puerto Rico
Recinto de Ciencias Médicas

Jayson Algorri Mulero / Instructor
MSN, Columbia Central University

José A. Gutierrez Rolón / Instructor
MSN, Dewey University

Josué Pacheco Castillo / Assistant Professor
Ed.D, Universidad Interamericana de Puerto Rico

Julio Cabán / Assistant Professor MVZ,
Universidad Nacional Autónoma de México

Kelli Killingsworth / Instructor
MPH, Universidad de Puerto Rico

Keyla B Garcia Crescioni / Assistant Professor PhD,
Universidad de Puerto Rico

Keyla N. Crespo Llado / Instructor MEd,
Universidad Interamericana

Krystal Domínguez / Instructor BS, Universidad de
Puerto Rico

Lacybeth Figueroa Ferreira / Instructor MPHED,LND,
Universidad del Turabo

Laudinely Gippson Reyes / Instructor
MSN, Columbia Central University

Leneika Vera / Instructor MS, Michigan University

Lillian R. Pintado / Associate Professor
AuD-CCC-A, Salus University

Lilliana R. Ríos Matos / Assistant Professor SLPD,
CCC-SLP, Nova Southeastern University

Luisa M. Ramírez Flores / Instructor MS, CCC-SLP,
Universidad del Turabo

Lushana M. Rosario de León / Instructor MS, CCCSLP,
Universidad de Puerto Rico

Lucila López Laboy / Instructor BS,
Universidad de Puerto Rico

Luz P. García / Instructor
MS-CCCC-SLP, Universidad de Puerto Rico

Maribel González / Assistant Professor
DHSC, MS-CCC-SLP, AT Still University

Milagros Rodríguez Pagán / Instructor
MSN, National University College

Mildred Negrón / Assistant Professor
DNP, FNP-BC, Chatham University

Minerva Mulero / Associate Professor
EdD, Pontificia Universidad Católica de Puerto Rico

Nydia Bou / Professor
EdD, Universidad Interamericana de Puerto Rico

Patricia Pabón / Assistant Professor DVM,
Ross University

Piyali Bhattacharya / Associate Professor
PhD, Jadavpur University of Calcutta, India

Rosalyn Vega / Instructor
MSN, Universidad Metropolitana

Shaiana Negrón Pagán / Assistant Professor DVM,
Ross University

Sherley T. Cotto / Instructor MSN, Columbia
Central University

Susana Rosa Rivera / Instructor
FNP, Universidad del Turabo

Tania Maldonado Mena / Assistant Professor DVM,
Universidad Nacional Pedro Henríquez Ureña

MASTER'S DEGREE

FAMILY NURSE PRACTITIONER

Description

Students are taught through a holistic perspective with a multidisciplinary and collaborative focus throughout the life span of the patient. Students are exposed to educational activities that will prepare them to increase health promotion, preventive health, and provide primary care services. Students will contribute to decrease morbidity and mortality in medically underserved, low-income populations, both globally and in Puerto Rico.

OBJECTIVES

1. Utilize national primary care guidelines and standards to promote high quality health care services.
2. Participate in the generation, application, and dissemination of research.
3. Participate in planning, development, and implementation of community health programs.
4. Utilize research to enhance the quality of health care.
5. Provide health promotion and disease prevention.
6. Maintain collaborative relationships with other health care professions.
7. Participate in continuing education through different methodologies, including online courses.
8. Maintain proficiency in computer skills and information technologies.
9. Participate in legislative and policy-making activities which influence health care.
10. Develop grant/proposal writing skills.

MASTER'S DEGREE IN NURSING WITH SPECIALIZATION IN FAMILY NURSE PRACTITIONER

Total Credits	51
Core Courses	17
Advanced Practice Core Courses	15
Specialization Courses	16
Elective Courses	3

Core Courses	(17 credits)
NURS 500	Theoretical Foundations of Advanced Practice Nursing 3
NURS 501	Public Health Policies, Ethics and Systems 3
NURS 502	Nursing Science & the Research Process 3
NURS 503	Nursing Research Project: From Proposal to Publication 3

NURS 505	Health Promotion and Disease Prevention: Transcultural Considerations	2
HESC 500	Statistics Applied to Clinical Research	3

Advanced Practice Core Courses (15 credits)

NURS 504	Advanced History-Taking and Physical Assessment	3
NURS 506	Advanced Pathophysiology	3
NURS 507	Advanced Pharmacology	3
NURS 508	Diagnostics & Differential Diagnosis	3
NURS 509	Pharmacology for FNP's	3

Specialization Courses (16 credits)

NURS 510	Primary Care I	4
NURS 511	Primary Care II	4
NURS 512	Primary Care III	4
NURS 513	Residency	4

Elective Course (3 credits)

(select from this group)		
CRJU 600	The Victim: Crime, Practices and Society	3
CRJU 640	Addiction Problems: Legal and Psychosocial Aspects	3
HURM 732	Occupational Health and Safety	3
MANA 501	Organizational Behavior	3
MANA 505	Informatics Systems	3
MANA 715	Supervision and Leadership	3

SPEECH-LANGUAGE PATHOLOGY

The Master's degree in Science with specialization in Speech-Language Pathology Program follows the highest standards of quality and professional ethics for the professional preparation of future SLP's. The curriculum prepares the student for prevention, evaluation, differential diagnosis and treatment activities. The curriculum prepares the student to take care of infants, children, adolescents and adults with communication, feeding and swallowing disorders.

Total Credits	64
Core Courses	46
Supervised Clinical Practicum	6
Specialization Project	9
Elective Courses	3

Core Courses	(46 credits)	
MSLP 500	Phonology	3
MSLP 510	Language Disorders in Children	3
MSLP 520	Audiology for the Speech-Language Pathologists	3
MSLP 535	Neuroscience Applied to SLP	3
MSLP 530	Fluency Disorders	3
MSLP 540	Voice Disorders	3
MSLP 630	Language Disorders in Adults	3
MSLP 525	Seminar: Multicultural Issues in SLP	2
MSLP 545	Seminar: Contemporary Professional Issues in SLP & Audiology	2

MSLP 570	Augmentative and Alternative Communication	3
MSLP 550	Clinical Assessment Skills	3
MSLP 590	Neurogenic Speech and Language Disorders	3
MSLP 580	Aural Rehabilitation	3
MSLP 620	Oral Motor and Swallowing Disorders	3
MSLP 555	Clinical Intervention Skills	3
MSLP 680	Knowledge Integration in SLP	3

Research Courses (6 credits)

MSLP 559	Research in SLP I	2
MSLP 569	Research in SLP II	2
MSLP 669	Research in SLP III	2

Clinical Courses (9 credits)

MSLP 595	SLP Clinical Practicum Workshop	3
MSLP 600	Clinical Internship I	3
MSLP 610	Clinical Internship II	3

Electives (3 credits)

(Select one)

MSLP 505	Early Intervention	3
MSLP 515	Seminar: Administration of School Based SLP Programs	3
MSLP 517	Deaf Culture & Sign Language Foundations	3
MSLP 560	Acoustics	3
MSLP 565	Language, Reading and Writing	3
MSLP 575	Emergent Literacy	3
MSLP 585	Supervisory Process	3
MSLP 615	Craniofacial Disorders	3
MSLP 625	Related Conditions to Speech- Language & Hearing Disorders	3
MSLP 635	Qualitative Research for SLP	3
MSLP 640	Counseling Strategies for SLP	3
MSLP 645	Computers in SLP	3
MSLP 650	Traumatic Brain Injury	3
MSLP 675	Auditory Disorders	3

Notes:

- All MSLP Courses must be approved with A or B grades
- Effective August 2010
- Students need to complete a minimum of 400 clinical practicum hours. A minimum of 375 hours must be accrued while the student is engaging in direct client-patient contact. Up to a maximum of 25 clinical observation hours will be counted toward the grand total.
- Students need to approve the PRAXIS examination in Speech-Language Pathology with 600 points. If a passing score of 600 in the PRAXIS examination is not achieved, the student must take and approve the MSLP Program Comprehensive Examination. The passing score of the MSLP Program Comprehensive Examination is 70 points. The test is given as part of the requisites of the MSLP 680 Knowledge Integration in Speech-Language Pathology course.
- Students need to complete a research project under the guidance of a faculty mentor. The project requirements include all chapters bind and ready for submission to UT library, a poster presentation, a publishable article, and a CD including everything handed in paper.

6. Students need to complete the Knowledge and Skills Acquisition (KASA) Summary Form for Certification in Speech-Language Pathology. Students must complete the form and obtain the Clinical Coordinator, Academic Advisor, and Program Director signatures.

NUTRITION SCIENCES

This program is designed for students who are interested in advanced academic training in food and nutrition in order to enhance their health-related profession. Program graduates will be able to assume a variety of careers in health care, community, entrepreneurship, as well as education.

Total Credits	36
Core Courses	15
Required Specialization Courses	12
Practicum	6
Elective Courses	3

Core Courses

MSNT 500	Sports and Exercise Nutrition	3
MSNT 510	Lifecycle Nutrition	3
MSNT 520	Health Communication	3
MSNT 530	Nutrition for Health	3
ENTR 602	The Business Plan	3

Specialization

ENTR 603	Organizational Structure and Design for PYMES	3
MSNT 550	Epidemiology of Public for Health Professionals	3
MSNT 560	Nutrition and Disease Prevention	3
MSNT 570	Nutrition in Alternative and Complementary Medicine	3

Practicum

MSNT 590	Nutrition Practicum	6
----------	---------------------	---

Elective (choose one) *(Elective chose one)

PSYC 510	Motivation and Learning	3
MHSA 674	Human Development	3

GRADUATE CERTIFICATES

CLINICAL TRIAL COORDINATION AND MANAGEMENT

The Graduate Certificate in Clinical Trial Coordination and Management is designed to meet the needs of management and coordination of clinical trials. The graduate will serve as auditor and executor of the state and federal laws for compliance in clinical trials. This will allow graduates to keep up with market demands, both locally and internationally.

Total Credits	21
Required Specialization Courses	21

Required Specialization Courses (21 credits)

CTCM 501	Biomedical Ethics in Research	2
CTCM 502	Introduction to Clinical Research	3
CTCM 503	Epidemiology in Clinical Research	3
CTCM 504	Introduction to Administration and Management of Clinical Trials	3
CTCM 505	Regulatory and Legal Issues in Clinical Trials	1
CTCM 506	Regulatory and Legal Issues in Clinical Trials	3
CTCM 507	Design and Protocol Development	3
CTCM 508	Advanced Clinical Trial Administration and Management	3

DOCTORAL DEGREE

NATUROPATHIC MEDICINE

Description

Naturopathic Medicine is a comprehensive system of health care within the complementary and alternative medicine world that incorporates many modalities. Naturopathic physicians encourage the self-healing abilities of the individual through the education and promotion of therapeutic methods and modalities. Naturopathic physicians are typically trained in a wide array of alternative therapies including herbology, homeopathy, massage hydrotherapy, physical medicine, behavioral medicine, Traditional Chinese medicine, Ayurvedic medicine, acupuncture, and nutrition therapy, as well as clinical practices such as minor surgery, pharmacology and obstetrics.

Mission

Develop naturopathic physicians who will provide excellent patient care through the application of the naturopathic medicine principles and philosophy within an evidence-based and evidence-informed, integrative, and humanistic healthcare model.

Vision

To become an internationally recognized naturopathic medicine program to impact, as a social tool, the community healthcare model of Puerto Rico.

ND Goals and Objectives

1. Provide comprehensive education in naturopathic medicine by integration of knowledge in the Basic Sciences and Clinical Services.
 - 1.1 Acquire a broad and in-depth knowledge of health promotion, risk reduction and disease prevention.
 - 1.2 Acquire an in-depth study of the human body.
 - 1.3 Integrate didactic and clinical experiences on illness and disease management.
 - 1.4 Develop excellent clinical skills to diagnose the causes of disease.
 - 1.5 Develop excellent clinical skills to treat patients who have diseases effectively, using naturopathic therapeutics.

2. Empower graduates as primary-care physicians who demonstrate:
 - 2.1 Well developed sense of personal wellness.
 - 2.2 Knowledge of their unique skills as healers.
 - 2.3 Knowledge of the scope of the practice and its limitations.
 - 2.4 Responsibility in finance and business.
 - 2.5 Clinical competence and confidence.
 - 2.6 Clinical research and evidence-based practice skills.

3. Foster a high degree of professionalism as a key member of the interdisciplinary health care team.
 - 3.1 Become a provider of excellence and consistent patient care.
 - 3.2 Demonstrate the ability to carry out a systematic approach to naturopathic medical diagnosis and treatment.
 - 3.3 Practice the principles of Naturopathic Medicine as adopted by the American Association of Naturopathic Physicians.
 - 3.4 Advocate for professional standards and political processes.
 - 3.5 Recognize the importance of professional ethics.
 - 3.6 Apply knowledge in global health care systems and policies.
 - 3.7 Respect cultural differences and an appreciation of human diversity.

4. Produce graduates committed to continuous improvement with the ability to:
 - 4.1 Apply practical knowledge in their practice setting.
 - 4.2 Continuously develop skills throughout their career as naturopathic physicians.

NATUROPATHIC MEDICINE

Total Credits 270

Clinical Science Education

Courses 49

Basic Science Courses 67

Naturopathic Clinical Practice

Courses 60

Naturopathic Clinical Science

Courses 36

Oriental Medicine Courses 17

Physical Medicine Courses 12

Clinical Nutrition Courses 12

Botanical Medicine Courses 9

Homeopathic Education Courses 8

Health Sciences Courses 12

Naturopathic Medicine Philosophy

and Practice Courses 6

Mind and Body Medicine Philosophy

and Practice Courses 6

Clinical Science Education Courses (49 credits)

NMDP 790 Clinical Pharmacology I 3

NMDP 800 Clinical Pharmacology II 3

NMDP 820 Clinical Pharmacology III 3

NMDP 744 Integrated Health Assessment I 6

NMDP 744-L Integrated Health Assessment Lab. I 0

NMDP 756 Integrated Health Assessment II 6

NMDP 756-L Integrated Health Assessment Lab. II 0

NMDP 764 Integrated Health Assessment III 6

NMDP 764-L Integrated Health Assessment Lab. III 0

NMDP 748 Diagnostic Imaging I 3

NMDP 760 Diagnostic Imaging II 3

NMDP 768 Diagnostic Imaging III 3

NMDP 936 Diagnostic Imaging Practicum 2

NMDP 746 Laboratory Diagnosis I 3

NMDP 758 Laboratory Diagnosis II 3

NMDP 758-L Laboratory Diagnosis II Lab. 0

NMDP 822 Environmental Medicine & Toxicology 3

NMDP 738 Minor Surgery 2

Basic Science Courses (67 credits)

NMDP 702 Clinical Anatomy I 5

NMDP 702-L Clinical Anatomy I Lab. 10

NMDP 706 Neuroanatomy 4

NMDP 714 Clinical Anatomy II 5

NMDP 710 Medical Histology 4

NMDP 704 Medical Physiology I 3

NMDP 708 Medical Physiology II 3

NMDP 716 Medical Physiology III 3

NMDP 718 Medical Physiology IV 3

NMDP 742 Human Pathology I 3

NMDP 754 Human Pathology II 3

NMDP 762 Human Pathology III 3

NMDP 778 Human Pathology IV 3

NMDP 772 Clinical Microbiology 3

NMDP 774 Immuno-genetics 4

NMDP 718 Biochemistry I 3

NMDP 734 Biochemistry II 3

NMDP 805 NPLEX Review I 2

Naturopathic Clinic Practice Courses (60 credits)

NMDP 825 Clinical Entry I 1

NMDP 900 Acupuncture Rotation I 2

NMDP 903 Patient Care Rotation I 6

NMDP 906 Physical Medicine Rotation I 2

NMDP 909 Clinical Entry II 1

NMDP 912 Acupuncture Rotation II 2

NMDP 915 Patient Care Rotation II 6

NMDP 918 Physical Medicine Rotation II 2

NMDP 924 Acupuncture Rotation III 2

NMDP 927 Patient Care Rotation III 6

NMDP 930 Physical Medicine Rotation III 2

NMDP 936 Diagnostic Imaging Practicum 2

NMDP 939 Acupuncture Rotation IV 2

NMDP 942 Patient Care Rotation IV 6

NMDP 945 Physical Medicine Rotation IV 2

NMDP 948 Clinic Specialty Shift-Naturopathic Oncology 2

NMDP 951 Preceptorship- Clinical Field Observation 2

NMDP 954 Acupuncture Rotation V 2

NMDP 957 Patient Care Rotation V 6

NMDP 960 Physical Medicine Rotation V 2

NMDP 963 Clinic Specialty Shift II- Homeopathy 2

Naturopathic Clinical Science Courses (36 credits)

NMDP 802 Gynecology 2

NMDP 804 Obstetrics 2

NMDP 804L Obstetrics Lab. 2

NMDP 806 Cardiology 2

NMDP 812 Pediatrics 2

NMDP 814 Ears, Eyes, Nose and Throat 2

NMDP 816 Rheumatology and Pain 2

NMDP 826 Oncology 2

NMDP 828 Dermatology 2

NMDP 830 Endocrinology 2

NMDP 832 Geriatrics and Aging 2

NMDP 834 Gastroenterology and Proctology 2

NMDP 838 Minor Surgery 2

NMDP 842 Emergency Medicine 2

NMDP 844 Urology 2

NMDP 846 Pneumology 2

NMDP 848 Neurology 2

NMDP 850 Mental Health and Psychiatry 2

NMDP 815 NPLEX Review II 2

Oriental Medicine Courses (17 credits)

NMDP 770	Fundamentals and Theory of Chinese and Oriental Medicine	3
NMDP 782	Traditional Chinese Medicine Diagnosis	2
NMDP 782-L	Traditional Chinese Medicine Diagnosis Lab.	0
NMDP 784	Meridians and Points I	2
NMDP 784-L	Meridians and Points I Laboratory	0
NMDP 706	Meridians and Points II	2
NMDP 706-L	Meridians and Points II Laboratory	0
NMDP 818	Traditional Chinese Medicine Pathology	2
NMDP 818-L	Traditional Chinese Medicine Pathology Lab.	0
NMDP 824	Acupuncture Techniques	2
NMDP 824-L	Acupuncture Techniques Laboratory	0
NMDP 845	Chinese Botanical Medicine	2
NMDP 855	Fundamentals of Ayurvedic Medicine	2

Physical Medicine Courses (12 credits)

NMDP 792	Hydrotherapy	1
NMDP 792-L	Hydrotherapy Lab.	0
NMDP 794	Introduction to Physical Medicine	2
NMDP 796	Physiotherapy Modalities	2
NMDP 798	Naturopathic Manipulative Therapy I	2
NMDP 808	Naturopathic Manipulative Therapy II	2
NMDP 810	Sports Medicine & Orthopedics	3

Clinical Nutrition Courses (12 credits)

NMDP 720	Clinical Nutrition I	3
NMDP 726	Clinical Nutrition II	3
NMDP 736	Clinical Nutrition III	3
NMDP 750	Clinical Nutrition IV	3

Botanical Medicine Courses (9 credits)

NMDP 766	Botanical Medicine I	3
NMDP 780	Botanical Medicine II	3
NMDP 786	Botanical Medicine III	3
NMDP 786-L	Botanical Medicine III Lab.	0

Homeopathic Education Courses (8 credits)

NMDP 712	Principles and Philosophy of Homeopathic Medicine	2
NMDP 728	Homeopathic Repertorization and Polycrest Remedies	2
NMDP 738	Mental and General Sections in Homeopathic Remedies	2
NMDP 752	Case studies in Homeopathic Medicine	2

Health Sciences Courses (12 credits)

NMDP 836	Basic Science Research	3
NMDP 840	Evidenced-Based Project	3
NMDP 965	Clinical Research on Complementary and Alternative Medicine	3
NMDP 732	Health Promotion and Disease Prevention	3

Naturopathic Medicine Philosophy and Practice Courses (6 credits)

NMDP 700	Principles and Philosophy of Naturopathic Medicine	3
NMDP 856	Medical Jurisprudence and Naturopathic Ethics	1
NPMP 707	Business Practice	2

Mind and Body Medicine Philosophy and Practice Courses (6 credits)

NMDP 722	Mind and Body Medicine I	2
NMDP 730	Mind and Body Medicine II	2
NMDP 740	Mind and Body Medicine III	2

Electives (3 credits)

NMDP 835	Clinical Specialty Shift IV Therapy	2
NMDP 845	Chinese Botanical Medicine	2
NMDP 855	Fundamentals of Ayurvedic Medicine	2
NMDP 965	Clinical Research on Complementary and Alternative Medicine	3

COURSE DESCRIPTIONS

(Courses marked with @ could be offered in both modalities, traditional or on-line.)

**CTCM 501
Biomedical Ethics in Research
Two Credits**

The course deals with moral theory and methods that emphasize the convergence of different theories on the moral justification. The structure of moral principles and the way of how you can identify and balance them will be explored. It will emphasize the aspects of veracity, privacy, conflict of interest, the distinction between clinical research and clinical practice, clinical trials and codes of ethics in research. Also, will emphasize research integrity, including individual and institutional responsibilities. It discusses important cases to illustrate ethical dilemmas on study design, informed consent, selection of subjects, conflict of interest, genetic research, use of animals, research with children and special populations and authorship and publication. Ethical conflicts associated with the development and implementation of clinical trials will be exposed.

CTCM 502

Introduction to Clinical Research

Three Credits

The course explores the clinical discovery process from a broad perspective and as an introductory reference. It does include a historical perspective on clinical research, researching bioethical questions, institutional review boards, and the unanticipated risks in clinical research, technology transfer, the clinical researcher and the media, a patient perspective of clinical research. The difference between clinical research and clinical trials will be discussed.

CTCM 503

Epidemiology in Clinical Research

Three Credits

This course presents the principles and methods used in epidemiology applied to clinical research with a focus on clinical trials methods. A historical perspective of epidemiology and topics related to the etiology, natural history of the disease, data sources and forms of measurement is presented. The most common designs used in epidemiology are studied and how to get a better understanding of the quality of the data collection in clinical research.

CTCM 504

Introduction to Administration and Management of Clinical Trials

Three Credits

The course analyzes the form and functions commonly associated with leadership and management of the research enterprise at the university or independent research institutions. The functions described include research initiation and proposal development and ends up with the audit from and internal or external unit. The model developed in this course place the function in one central unit. The course emphasizes the organization of the structure for research administration including strategic planning, human source management, policies and procedures, clinical trials, and performance evaluation.

CTCM 505

Introduction to Industry Practice

One Credit

This course will introduce the practical aspects of clinical research coordination in the industrial milieu. This course will cover topics in clinical research guidelines and regulations, the drug development process, the study protocol, before study activities, during study activities and after study activities. It will familiarize the student with the following documentation: Statement of the Investigator, Financial Disclosure Forms, Trial Serious Adverse Events, Data Collection Form, Subject Screening Log, VSMD Regulatory Compliance Worksheet for the Clinical Trials Records Binder, Physician Examination Forms, Master Study Drug Accountability Carton Log, Pre-existing Conditions and

Adverse Events Forms, Concomitant Medication Form and the Query Log.

CTCM 506

Regulatory and Legal Issues in Clinical Trials

Three Credits

This course is an exploration of ethical issues, including ethics review boards, current national and international standards and guidelines, legal principles and issues related to informed consent, liability, and regulatory and legal issues related to clinical trials. Laws relating to clinical trials as HIPAA law will be presented. Audit processes and information disclosure as opposed to the provisions of the statutes will be discussed.

CTCM 507

Design and Protocol Development

Three Credits

This course examines the development and implementation of clinical research. Emphasizes aspects of the research questions, sample size, participants and data collection measures and quality controls. Also exposes research such as medical test, clinical trials and research with existing data. Possible design approaches to perform an ethic, efficient and effective research are exposed.

CTCM 508

Advanced Clinical Trial Administration and Management

Three Credits

The course describes and analyzes the most important elements of sponsored programs in pre-award and post-award activities. It does introduce the topics of proposal development and submission the preparation of a budget for a research project and for, and function of contracts. The course also deals with the post-award activities including the determinants of facilities and administrative costs, financial reporting and audits, human research management, welfare of research animals, environmental health and safety, industrial research collaboration and patent earn copyrights, trademarks and trade secrets.

HESC 500

Statistics Applied to Clinical Research

Three Credits

The student has the opportunity to study and apply statistical methods useful in quantitative and qualitative analysis of clinical research. The course includes a review of descriptive and inferential statistics with simple invariable procedures. Statistical analyses of multivariable and complex hypotheses testing procedures are also discussed. The material is presented to facilitate students' application of the concepts learned in research courses and is focused on research utilization.

MSLP 500

Phonology

Three Credits

The course centers on the study and analysis of phonology. Topics include phonological analysis, distinctive features assessment, and manner, place, and voice analysis among other key elements for speech sample analysis. Linguistic treatment approaches as well as traditional approaches will be discussed. Issues related to students reading and writing performance will be presented and analyzed including phonological awareness theories and principles. Multidimensional analysis and interpretation of speech samples will be stressed as well as therapy stimulus selection.

MSLP 505

Early intervention

Three Credits

Assessment and intervention strategies for children birth to three with or at risk for specific language impairment are studied. The family-centered services model is studied and described. The early intervention team roles and responsibilities are discussed as well as current law mandates for early intervention.

MSLP 510

Language Disorders in Children

Three Credits

This course discusses the nature of language disorders in children from a developmental perspective to achieve a functional definition of what constitutes language disorders. Related conditions such as Autism, mental retardation, attention deficit disorder and sensory impairments are discussed as they relate to language disorders in children. Assessment procedures are studied including formal and norm reference tests.

MSLP 515

Seminar: Administration of School-Based SLP Programs

Three Credits

This course will provide the students with the knowledge and skills necessary to plan, initiate and maintain a collaborative program that enhances the student's communication skills in all educational related tiers. Legal, ethical and clinical components for functioning successfully in Puerto Rico and United States educational system will be discussed.

MSLP 517

Deaf Culture & Sign Language Foundations

Three Credits

The course is designed for the health science student who does not have previous Sign Language experience or knowledge of Deaf culture. The purpose of the course is to develop primarily receptive skills as well as expressive skills guided to the development of basic dialogue instructed in a

functional scenario. Students will also learn about the Deaf community and their culture. Legal aspects and related services will be discussed.

MSLP 520

Audiology for the Speech- Language

Pathologists

Three Credits

Study of the standard and special audiometric procedures including the interpretation of audiograms, use of hearing aids, and diagnostic clinical audiometry. This course is directed toward audiologic issues as they relate to the practice of Speech-Language Pathology.

MSLP 525

Seminar: Multicultural Issues in Speech- Language

Pathology

Two Credits

Study of bilingualism, second language acquisition, and its relation to normal language development. Study of minority groups' difficulties in the access to appropriate clinical and health services in Puerto Rico and abroad, including the legal aspects involved.

MSLP 530

Fluency Disorders

Three Credits

This course presents the theory, diagnosis and treatment of fluency disorders in children, adolescents, and adults. We will study the symptomatology of stuttering, survey theories of stuttering, and examine normal versus abnormal fluency development. It will focus on diagnosis of fluency disorders and differential diagnosis of stuttering and related disorders of fluency. A central focus will be placed on the design and application of appropriate treatment programs for young children, school-aged children and adults.

MSLP 535

Neuroscience Applied to SLP

Three Credits

Study of the nervous system across the lifespan in terms of the organization of the brain, descending motor and ascending sensory pathways, cranial nerves and muscles. The neural mechanisms of language, learning and memory are described. Diagnostic techniques in the field of neurology are presented. The effects of specific localized disease processes and brain injury on human speech and communication such as aphasia, alexia, agnosia, apraxia, dysarthria and dysphonia are discussed. Strategies for patient and family education are presented.

MSLP 540

**Voice Disorders
Three Credits**

Study of the speech mechanism as it relates to voice production. Analysis of voice and voice problems in children and adults, such as phonotrauma, psychogenic voice problems, neurogenic disorders, laryngeal cancer, and problems of professional voice are addressed. Diagnostic procedures and clinical intervention, prevention and remediation of voice disorders are studied.

MSLP 545

**Seminar: Contemporary Professional Issues in Speech-Language Pathology & Audiology
Two Credits**

Study of the issues related to the profession of speech-language pathology, service delivery, ethics, and legal considerations, funding issues, program administration, credentialing and professional issues. Content is in accordance with the American Speech-Language-Hearing Association Scope of Practice, Code of Ethics, Preferred Practice Patterns and guidelines for credentialing. The course also includes topics like certification standards, professional legislation, licensure, and liability. We will present information and resources that can be used for a professional lifetime. Professional activity, including advocacy for the profession and the clients/patients one serves, will be encouraged.

MSLP 550

**Clinical Assessment Skills
Three Credits**

During this course the students will study the aspects related to Speech Language Assessment clinical skills. Principles of observation, interviewing, effective interpersonal communication, self-evaluations, and theories in Language Assessment will be study and analyzed. The students will be able to select and administer Speech and Language Test and criterion tasks in Speech and Language. The students will describe the assessment report format and the writing process. Clinically related academic activities and practical experiences with children and adults will be provided. Assessment principles in each area will be studied according to the guiding principles and the fundamental components of preferred practice patterns of the American Speech-Language and Hearing Association.

MSLP 555

**Clinical Intervention Skills
Three Credits**

Study and analysis of the contemporary issues and techniques of treatment, observation, counseling, teamwork in speech-language pathology. Current legal issues and aspects in the practice of intervention in speech-language pathology are discussed. Introduction to interdisciplinary

treatment techniques are studied and exercised. Basic principles of speech language intervention and information reporting systems are analyzed and discussed. Therapy strategies are described. Methods for effective parent and family counseling are modeled.

MSLP 559

**Research in Speech-Language Pathology I
Two Credits**

This is the first course offered as part of the research track of the MSLP Program. Students will be introduced to all aspects and steps necessary to conduct responsible research. The course will take students from identifying a research problem and formulating research questions all the way through sampling methods, reviewing literature, and selecting the research design. Students will work with their research mentors in the development of their research proposal chapters I and II.

MSLP 560

**Acoustics
Three Credits**

A study of clinical research with special attention to the relationship between research outcomes and clinical practice. This course enable students to critically appraise research literature. Students learn how to critique a research study, formulation of research questions and research strategies, measurement, and ethics. Qualitative, observational, descriptive, single-subject, and case studies methodologies reviewed. It is the purpose to prepare the student as a future consumer of research output and to teach the basics for conducting and participating in research. Topics dealt with are: research topics and research questions, non-experimental designs, experimental designs, reporting research results, evaluating research, and research ethical aspects.

MSLP 565

**Language, Reading and Writing
Three Credits**

Study of language development and its influence on the acquisition of literacy skills. Examines contextual influences on language and literacy development and growth, reading and writing as integrated processes, and models appropriate practices to foster language and literacy.

MSLP 569

**Research in Speech-Language Pathology II
Two Credits**

This is the second course offered as part of the research track of the MSLP Program. In this course students will work with their mentors finishing the literature review and in the development of the methodology of their proposal. Human subjects in research, compliance, and SUAGM Institutional Review Board (IRB) requirements will be discussed.

MSLP 570

Augmentative and Alternative Communication

Three Credits

This course aims to develop an understanding of the strategies available to compensate the functional communication needs of children and adults with moderate and severe speech-language impairments. Basic principles of assistive technology (AT) and augmentative alternative communication (AAC) will be introduced, in particular the components of an AAC system and symbolization skills and levels. The principles of evidence-based practice are the focus of both the assessment process as well as the intervention phase.

MSLP 575

Emergent Literacy

Three Credits

This course focuses on the research based principles and practices for early literacy development of children aged birth to eight. Current law mandates related to the services of helping professionals such as Speech Language Pathologists on preventing reading and writing disabilities are described and analyzed. The use of appropriate materials and activities to promote early literacy skills on preschool children in collaboration with teachers and family are studied.

MSLP 580

Aural Rehabilitation

Three Credits

Discussion of the effects of a hearing impairment on speech and language development. The theoretical and methodological aspects of remediation are studied. Visual and manual communication, auditory training, and assistive listening devices are discussed and studied.

MSLP 585

Supervisory Process

Three Credits

This course presents conceptual and empirical literature on supervision including models, approaches, techniques, relationship, and process issues as well as ethical and legal considerations. The course provides the student with knowledge and skills for successful supervision. Comprehensive models of clinical supervision, self-assessment and developmental assessment of supervisees are included as well as intervention techniques in the supervisory relationship. Guidelines for developing a supervision contract are also reviewed.

MSLP 590

Neurogenic Speech and Language Disorders

Three Credits

Study of neurologically-based disorders of speech and language in children. Differential diagnosis and treatment of speech-language disorders in children with cerebral palsy, dysarthria, apraxia of speech, and all other acquired neurogenic disorders are studied and analyzed.

MSLP 595

SLP Clinical Practicum Workshop

Three Credits

An initial graduate clinical practicum experience supervised by Universidad Ana G. Méndez-Recinto de Gurabo in-house supervisors and carefully selected external supervisors. The experience emphasizes planning and conducting an emergent literacy program, preparing and selecting therapy materials, taking case histories, conferring with parents, writing therapy notes and plans, and making recommendations. A weekly one hour staffing will be held with students. Intervention management, professional organization, and service delivery issues will be discussed.

MSLP 600

Clinical Internship I

Three Credits

Hands-on clinical experience including observation, interviewing, basic assessment, clinical diagnosis, and intervention experiences.

MSLP 610

Clinical Internship II

Three Credits

This course is the continuation of MSLP 600. Students will complete the required 400 supervised clinical practicum hours during this course. Diagnostic and identification techniques along with intervention strategies, therapy techniques, record keeping, and report writing will be stressed.

MSLP 615

Craniofacial Disorders

Three Credits

Study of the anatomical, physiological, and psychosocial aspects of craniofacial disorders. Development, disorders, assessment, and intervention of speech, language, and hearing in patients with craniofacial disorders is analyzed. Basic anatomical information pertinent to craniofacial growth and development is described. Genetic and embryological information is studied. Specific protocol for observing orofacial structures are discussed.

MSLP 620

Oral Motor and Swallowing Disorders

Three Credits

Analysis 012121 of the assessment and management of oromotor swallowing disorders in children and adults with an emphasis on a neurodevelopmental approach. Oral-motor development and swallowing physiological anatomy is described. Etiology and classification of dysphagia is studied. Medical and nonmedical management issues in dysphagia are addressed in children and adults.

MSLP 625

Related Conditions to Speech- Language and Hearing Disorders

Three Credits)

This course expose students to the range of genetic, developmental, social and psychological conditions associated with speech, language, hearing and communication impairments and their disabling consequences. Methods of speech and language assessment and interventions including the intervention of a multidisciplinary team will be discussed. Alongside, theoretical background and current research, practical and clinical aspects are considered.

MSLP 630

Language Disorders in Adults

Three Credits

Study of the theoretical bases of acquired language disorders in the adult population. Diagnostic tools and treatment approaches based on theories of the nature of aphasia, apraxia, dysarthria and other adult language and cognitive disorders. Current trends in language and cognitive treatment in response to changes in the health care environment. Areas to be covered are acquired communication problems, traumatic brain injury, apraxia of speech, dysarthria and Alzheimer's disease among other language disorders. Adaptation of the environment, particularly home is studied.

MSLP 635

Qualitative Research in Speech- Language Pathology

Three Credits

Study, analysis, and application of the qualitative research paradigm for conducting research in speech-language pathology. Several approaches within the qualitative research paradigm will be discussed. Basic data collection procedures, analysis, and presentation will be studied.

MSLP 640

Counseling Strategies for SLP

Three Credits

Psychosocial and humanistic existential adapted theories such as psychoanalytic theories, cognitive-behavior and experiential approaches are studied to facilitate the

development of intervention skills for the speech pathology student. Emphasis is placed on the models of Alfred Adler, Albert Ellis and Carl Rogers. Self-evaluation and understanding of the student's feelings and attitude which develop during the therapeutic process is analyzed. The role of counseling in treating children and adults with communication disorders is discussed and relevant strategies are described. Multicultural considerations in counseling communicative disordered persons and their families are also included. This course is a complement to the technical and professional knowledge of the speech pathology student.

MSLP 645

Computers in SLP

Three Credits

All aspects of technological advancements have become increasingly present in the clinical applications of Speech-Language Pathologists. At present, computer and digital technology in general are tools that impact patient care in a very direct way both in the assessment and intervention processes; and this is a trend that will only increase in the future. Speech-Language Pathologists need to stay current in the skills needed to incorporate the technology that is increasingly available to improve the service delivery to patients.

MSLP 650

Traumatic Brain Injury

Three Credits

Neurophysiological, cognitive, neuropsychological, and social/emotional issues associated with traumatic brain injury are studied. Demographic information describing occurrence patterns and at-risk populations is provided. Primary and secondary mechanisms of injury are described. Stages of recovery are studied and family adjustment issues are discussed. Principles of language and cognitive assessment and intervention are analyzed.

MSLP 669

Research in Speech-Language Pathology III

Two Credits

This is the third course offered as part of the research track of the MSLP Program. The course includes the development phase of a research project. Students will conduct their research along with their research mentors. At the end of the course students will prepare a publishable paper about the research and will conduct a research poster presentation.

MSLP 670

Special Research Project

Three Credits

The course emphasizes the development phase of a clinical speech-language pathology research project focused on evidenced-based practice. Students organize a research

proposal using well-organized research paradigm. Ethical conduct of research with human subjects and research staff is discussed. Students demonstrate the implementation of a study that has received institutional approval including the AGMUS IRB. Students prepare, at the end of the course, a paper about the research and submit the paper for publication.

MSLP 675
Auditory Disorders
Three Credits

Auditory disorders through the lifespan will be the focus of this course. The etiology and onset of genetic disorders will be discussed. The development of acquired disorders will also be explained. Audiological results including audiometric configuration and middle ear function test will be presented. The type of hearing loss and the main manifestations of the auditory problem will be described. Clinical intervention strategies as well as the most established methodologies used to treat the conditions in children as well as in adults will be addressed. Implications for the speech-language pathologist and the communicological management of the disorders will also be presented.

MSLP 680
Knowledge Integration in Speech-Language Pathology
Three Credits

Integration, analysis, and application of all Master level Speech-Language Pathology courses (MSLP code courses). The course provides a means to guide students in their preparation for the Speech-Language Pathology local and national board exams.

MSNT 500
Sports and Exercise Nutrition
Three Credits

The course integrates nutrition principles, standards and guidelines, focusing on understanding how dietary needs have implications in sports and exercises. The content gives students comprehensive knowledge of nutrition and how it supports training, recovery and performance in sports and exercises, taking into account diet plans, supplements, eating disorders and exercise patterns, among others.

MSNT 510
Lifecycle Nutrition
Three Credits

The course will enable students to explore the role of nutrition from preconception until the older adult stage. Each life cycle is discussed taking into account physiological changes, as well as lifestyle factors and nutritional requirements. The content includes the study of special nutritional needs, aspects about physiology, and health concerns. Physical growth, eating problems and other nutrition-related conditions are examined for each stage of

life. Recommendations for improving the nutritional well-being of individuals throughout the life cycle will be discussed.

MSNT 520
Health Communication
Three Credits

Comprehensive overview of health communication that addresses different forms of delivering high quality health promotion messages at the individual, family, professional, organizational and societal level. Discussion includes various communication methods, mass media, the art of public speaking and social marketing, in order to persuade, influence, empower and support. Health communications includes how messages from interpersonal, organizational, cultural and media sources affect health behaviors, attitudes, actions of individuals and beliefs, in a variety of settings.

MSNT 530
Nutrition for Health
Three Credits

This course emphasizes the role of nutrition and lifestyle choices in promoting optimal health. Discussion of how dietary intake influences health and wellbeing. The content integrates aspects of food choices and health, and nutrition principles in the life cycle.

MSNT 550
Epidemiology of Public for Health Professionals
Three Credits

This course presents the basic tenets of epidemiology of public health for health professionals. Emphasis will be on definition, identification and prevention of nutrition related disease, as well as improving health of a population by improving nutrition. Malnutrition will be discussed on an environmental, economic and societal level to equip students with the necessary knowledge to explain, communicate and apply the basic principles of epidemiology in their professions and how their disciplines contributes to public health goals.

MSNT 560
Nutrition and Disease Prevention
Three Credits

Discussion of the etiology of major nutrition problems in different populations, the role of the diet in disease prevention and treatment, and the promotion of health through nutrition. The course focuses on improving food choices, dietary intake, and nutritional status. Students will examine nutrition issues facing at-risk populations, including pregnant and lactating women, infants, children, adolescents, adults and the elderly.

MSNT 570

Nutrition in Alternative and Complementary Medicine

Three Credits

This course discusses the role of nutrition in alternative and complementary medicine. Evidence based recommendations will be presented for the use of alternative and complementary medicine the wide range of approaches to health and well – being will be emphasize. The most commonly used therapies will be discussed as an adjunct to conventional medical care.

MSNT 590

Nutrition Practicum

Three Credits

This course is designed to provide students with practical experiences in the field of nutrition. Students eligible to enroll in this course must have completed a B.S. in Nutrition and Dietetics. Students will be supervised by licensed nutritionists and dietitians and registered dietitians in diverse settings. Settings may include but are not limited to nutrition programs, private practice, community programs, hospitals, academia, and wellness programs. Additionally, the interdisciplinary approach will allow the opportunity for students to collaborate with health professionals other than the licensed nutritionist and dietitian. A total of 150 hours is required to complete this course.

NURS 500

Theoretical Foundations of Advanced Practice Nursing

Three Credits

The course focuses on the discussion and analysis of a wide range of theories from nursing and other sciences. Scientific knowledge of care is presented as the central concept and essence of nursing. Emphasis is given to clinical care and research focused on a comprehensive and holistic approach. The practice of nursing is viewed as directly related to the development and revision of nursing theory, where advanced practice nurses can make important contributions.

NURS 501

Public Health Policies, Ethics and Systems

Three Credits

The nature of the U.S. health care delivery system, including Puerto Rico, is explored. The social, economic, cultural and political forces that impact the delivery of primary health care are discussed, with emphasis on how they influence nursing. The course includes discussion and analysis of professional aspects of advanced practice nursing, including how to implement the role. Public policies and legislation are discussed at local, national and global levels. The student examines health care policy development and analyzes the effects of policy on the health status of Puerto Rican communities. This course provides an opportunity for the student to design innovative strategies that may influence the direction of public policy to improve health care locally

and advance the profession of nursing in Puerto Rico. Factors influencing human essential moral status and the ethics of the health care systems will be discussed and analyzed. Different dilemmas are selected and analyzed in order to justify the most appropriate decisions and actions for their solution in an ethical manner.

NURS 502

Nursing Science and the Research Process

Three Credits

Discussion of professional nursing practice that is based on evidence to achieve optimal outcomes. Pragmatic considerations of scientific inquiry in the use and conduct of research in practice. The scientific method is presented as it relates to nursing research. Experimental and non-experimental methods of conducting clinical research are examined, with their ethical implications. Emphasis is given to the writing of a research proposal as the plan for a scientific project. Successful grantsmanship is presented as an art that requires sound planning for the project development of a well written proposal, and selection of an appropriate funding source.

NURS 503

Nursing Research Project: From Proposal to Publication

Three Credits

The research proposal for this course must have been approved in the previous course (NURS 502). This is the implementation phase of a clinical nursing research project focused on evidenced-based research. This phase is presented as requiring a set of thoughtful, careful, organized and sequential activities to conduct a research project focused on improving the quality of care. Ethical conduct of research with human subjects, animal subjects and research staff is discussed. In this course the student demonstrates the implementation of a study that has received institutional approval and contributes to the advancement of nursing practice. Emphasis is given to preparation of a scientific paper about the research and its submission for publication, as an essential step of the research process. The course aims to contribute to the development of a foundation for practice, to provide visionary leadership, and to achieve personal satisfaction.

NURS 504

Advanced History-Taking and Physical Assessment

Three Credits

The course focuses on discussion, performance and interpretation of the theoretical knowledge and development of psychomotor skills for advanced health assessments and techniques with clients of all ages and cultural backgrounds. Students will develop a client database and a differential diagnosis of common client complaints encountered in primary health care practice settings. They will demonstrate the ability to obtain and record a

comprehensive adult, elderly, adolescent, and well-client database.

NURS 505

Health Promotion and Disease Prevention: Transcultural Considerations

Two Credits

The course centers on discussion of health priorities according to Healthy People 2010. It includes the analysis of human caring as an essential dimension of advanced practice nursing work, especially when dealing with life crises, health maintenance problems, and change in health practices. Demands made by changing life-styles and disease patterns, new and complex technologies, shifting demographics, global economies, dramatic health system changes and sociobiological and environmental threats to health and safety will be discussed. Development of culturally competent holistic plans of care that address the health promotion and disease prevention needs of client populations will be emphasized. Theoretical models are presented as the means by which health care practitioners can give structure and organization to disease prevention and health promotion programs.

NURS 506

Advanced Pathophysiology

Three Credits

The course focuses on analyzing the complex interrelationships and interdependence of pathophysiological concepts that produce alterations in human functioning across the life span. This serves as a primary component of the foundation for clinical assessment, decision-making, and management for advanced nursing practice. Topics include an interpretation of natural history and clinical manifestations for specific illnesses, in terms of their etiology and pathogenesis. A description of the relationship between pathological changes in body defense and the illness experience is also included. The features of pathophysiological processes involved in the body's reactions to injury and infection, the immune response, circulatory disturbances and abnormalities of cellular growth will be emphasized. Topics also include a description of the relationship between pathophysiological processes and alterations in body fluids and the pathophysiological processes involved in altered endocrine, exocrine and neuromuscular functions.

NURS 507

Advanced Pharmacology

Three Credits

The course centers on an analysis of the essential pharmacotherapeutics for advanced nursing practice. Study of actions and effects of drugs on human systems across the life-span. Analysis of the scope of legal professional nursing responsibilities related to pharmacology in an expanded role

will be emphasized. Topics include description and identification of the actions, effects, uses and potential interaction of the major categories of drugs. The pharmacological processes of absorption, distribution, metabolism, excretion and the factors that influence the pharmacokinetics of drugs will also be emphasized. Topics also include an analysis of the physiological effects of drugs on the individual across the life-span and the factors which influence the patient response to therapeutic agents, adverse drug reactions and appropriate interventions. The controversies related to the bioavailability and bioequivalence of drugs will be discussed.

NURS 508

Diagnostics & Differential Diagnosis

Three Credits

The course focuses on a presentation of the critical thinking process necessary to form differential diagnoses. These differential diagnoses are established after analyzing the findings from the history, physical assessment, and results of laboratory findings (diagnostic findings). This course emphasizes the importance of ordering the correct diagnosis. It includes discussion and practice of proper specimen collection, handling of specimens, analysis of microscope slides, and radiologic examinations.

NURS 509

Pharmacology for FNPs

Three Credits

The course center on practical exposure to the general principles of providing and monitoring drug therapy for FNP's. Topics include identification of a disease, review of the drugs used to treat the disease, selecting treatments, special patient considerations and therapy adjustment. Finally, students will learn how to provide primary therapy, as well as second and third line therapy when the first line fails. The course also includes discussion of the prescription, monitoring and evaluation of pharmacological agents utilized to treat common disease states. The teaching needed by individuals and families to properly adhere to prescribed pharmacology therapy will be discussed. The roles and responsibilities of the FNP in prescribing pharmacological agents, monitoring and evaluating patient responses will also be discussed. The collaborative role of the FNP with the physician when consulting in providing, monitoring and evaluating the pharmacologic agents is identified and discussed.

NURS 510

Primary Care I

Four Credits

This course is the first of a three part series focusing on established primary care evidence based guidelines. Provides advanced practice knowledge of standard protocols through discussion in conference sessions and clinical

experience. Emphasizes wellness, illness prevention, treatment of chronic and acute diseases throughout the life span. Builds upon the advanced practice core courses of advanced pathophysiology, advanced pharmacology, advanced history taking, and physical assessment. Integrates theories of collaborative practice, cultural competencies, ethical and legal issues. Covers: Health Maintenance Issues, Skin Disorders, and Infection diseases, general symptoms, behavioral problems, mental health and HEENT. The clinical portion of the course will consist of 19 hours per week for the duration of this 8 week course making a total of 150 hours.

NURS 511
Primary Care II
Four Credits

This course is the second of a three part series focusing on established primary care evidence based guidelines. Provides advanced practice knowledge of standard protocols through discussion in conference sessions and clinical experience. Emphasizes wellness, illness prevention, treatment of chronic and acute diseases throughout the life span. Builds upon the advanced practice core courses of advanced pathophysiology, advanced pharmacology, advanced history taking, and physical assessment. Covers: Pulmonary and Cardiovascular Disorders, Gastrointestinal Diseases, Metabolic and Endocrine Disorders. The clinical portion of the course will consist of 19 hours per week for the duration of this 8 week course making a total of 150 hours.

NURS 512
Primary Care III
Four Credits

This is the third course of a three part series focusing on established primary care patient care evidence based guidelines. Provides advanced practice knowledge of standard protocols through discussion in conference sessions and clinical experience. Emphasizes wellness, illness prevention, treatment of chronic and acute diseases throughout the life span. Builds upon the advanced practice core courses of advanced pathophysiology, advanced pharmacology, advanced history taking, and physical assessment. Covers: Genitourinary Disorders, Prenatal Care, Postpartum and Family Planning, Women's Health Issues, Sexually Transmitted Diseases, Hematologic Disorders, Musculoskeletal Disorders and Ambulatory Emergencies. The clinical portion of the course will consist of 19 hours per week for the duration of this 8 week course making a total of 150 hours.

NURS 513
Residency
Four Credits

Culminating clinical experience consisting of 240 hours of clinical practice in an ambulatory setting providing comprehensive primary care services to underserved communities. Students will be paired with qualified and credentialed nurse practitioners or physicians who will be oriented and trained and certified to serve as preceptors. Provides a depth of practice during 8-hour clinical days. Students develop and refine FNP competencies through clinical hours/experience. Weekly seminar conferences provide a forum for clinical case study discussions, case presentations and preparation for the mock FNP certification test, which is required to be taken and passed in order to approve the course.

NURS 514 @
Nutrition in Nursing
Three Credits

This is a course offered to nursing graduate students as an elective option. The course is designed to fill the need for primary care and clinical nutrition education for advanced practice nursing students. Discussion of the fundamentals of nutritional care including assessing nutritional status, identifying risk factors, determining nutrient requirements, and selecting appropriate intervention. Life cycle nutrition, functional elements of nutrition support, pharmacologic considerations, trends in nutritional care, and nutritional considerations in specific disease states are also covered.

NURS 515
Concepts and Issues in Occupational and Environmental Health Nursing
One Credit

Concepts and issues in occupational and environmental health (OEHN) are discussed. Discussion of the implications for the OEHN and the changing population and work force, changes in health care benefits and their influence in the type of services available to workers. Work-related factors, workers in Labor Unions, work environment and its implications for OEHN as the legal concepts relevant to OEHN practice are described. The Acts of Occupational Safety and Health, the American with disabilities, family and medical leave. The professional issues advancing the specialty including the credentialing in nursing, ethics and ethical conflicts and the competencies in OEHN are also discussed with an overview and discussion of the economic, political and business forces and how they affect OEHN practice.

NURS 516

Application of Epidemiology in Occupational & Environmental Health

Two Credits

Principles of epidemiology and the application of the epidemiology model, to understand the relationship between work and health. This course will focus on the health and safety of the employed population. Describes the host as any susceptible human being, the agents, factors associated with illness, and injury as occupational exposures, and their classifications. The external conditions that influence the interaction of the host and agents in the environment are discussed and analyzed. The exposures, associated work-related diseases and conditions according to selected job categories. The student analyzes and use, findings from epidemiologic studies of worker populations and epidemiologic studies of work-related problems, to identify and prevent hazardous work-site exposures and to provide high-quality health services in their clinical practice.

NURS 517

Environmental Health and Toxicology

Two Credits

In this course the student is introduced to an effective community health practice, which requires a concentration of efforts and actions on specific parts of the environment. The development of knowledge based in the nursing process to the practice of environmental health and the principles of environmental practice are incorporated throughout this course. The student learns how the health personnel cope with risk conditions in the environment. The mechanisms and pathways of exposures to environmental health hazards and the basic prevention and control strategies, the interdisciplinary nature of effective interventions, and the role of a nurse in research and advocacy in the environmental health are discussed. The specific aspects of the toxic environment that must be addressed in health protection are discussed with emphasis to methods of assessing community risks to environmental exposures and potential health problems. Federal agencies which manage affairs related to toxic environment are discussed, including safety and health at the workplace.

NURS 518

Health, Ergonomics & Safety Hazard of the Workplace

Two Credits

This course prepares the student to manage factors associated with worker's increased risk to adverse responses to hazardous workplace exposure. The biologic, chemical, environmental/mechanical, physical, and psychosocial workplace hazards and the appropriate control measure for illness and injury are discussed. Description of the elements of a comprehensive ergonomics program, regulations of ergonomics, and its relationship with workers compensation law. Effective disaster planning and management according

to legislation are analyzed. Prevention strategies in eliminating or reducing exposure to risk factors are described. The student learns how to identify the strategic processes that are essential to the development, implementation, and evaluation of comprehensive occupational health and safety programs. Specific components of these programs and examples of programs that can be used as models in the occupational health setting are discussed. The student will be familiarized with OSHA Standards and programs that impact the health and productivity of the worker population.

NURS 519

Adult Care I

Four Credits

First part of a three part series course in Adult Nurse Practitioner Practice. Competencies in the diagnosis and treatment focused on Adult Nurse Practitioner practice. Presentation of the critical thinking process necessary to form differential diagnoses emphasizing the importance of ordering the correct diagnosis. Discussion, performance and interpretation of the theoretical knowledge and development of psychomotor skills for advanced health assessments and techniques with clients of adolescents and young, middle and older adults. This first part focuses on health maintenance, behavioral, metabolic, infections skin and problems of the eyes. The clinical portion of the course will consist of 15 hours per week for the duration of this 8 week course making a total of 120 hours.

NURS 520

Adult Care II

Four Credits

Second part of a three part series course in Adult Nurse Practitioner Practice. The student synthesizes theoretical, scientific and contemporary clinical knowledge for the assessment and management of both health and illness states. Development of competencies incorporating the concepts of health promotion, health education and disease prevention. Discussion of health priorities according to Healthy People 2010. Analysis of human caring as an essential dimension of advanced practice nursing work, especially dealing with workers crisis at the workplace, injury, health maintenance problems and change in occupational health practices. This second part focuses on the following systems: ENT, upper airways and lower respiratory system, cardiovascular and gastrointestinal. The clinical portion of the course will consist of 15 hours per week for the duration of this 8 week course making a total of 120 hours.

NURS 521

Adult Care III

Four Credits

Third part of a three part series course in Adult Nurse Practitioner Practice. The student synthesizes theoretical, scientific and contemporary clinical knowledge for the assessment and management of both health and illness states. Development of competencies incorporating the concepts of health promotion, health education and disease prevention. Discussion of health priorities according to Healthy People 2010. Analysis of human caring as an essential dimension of advanced practice nursing work, especially dealing with workers crisis at the workplace, injury, health maintenance problems and change in occupational health practices. This third part focuses on the following: genitourinary, gynecology, sexually transmitted diseases, HIV/AIDS, musculoskeletal, neurologic, and minor emergencies. The clinical portion of the course will consist of 15 hours per week for the duration of this 8 week course making a total of 120 hours.

NURS 522

Residency

Four Credits

Culminating clinical experience consisting 270 hours of clinical practice. Sixty (60) hours are urgent care evaluations where students complete injury assessments and treatment. Forty (40) hours in orthopedics focused on common injuries, forty (40) hours at occupational medicine clinics, forty (40) hours distributed in pulmonary, dermatology, and neurology patient care. Ninety (90) additional hours in the occupational health unit industry, focused on program planning and role immersion. Students will be paired with qualified and credentialed nurse practitioners or physicians who will be oriented and trained and certified to serve as preceptors. Weekly seminar conferences provide a forum for clinical case study discussions and case presentations.

NURS 523

Epidemiology and Biostatistics

Three Credits

This course presents the principles and methods of epidemiology and biostatistics applied to clinical practice. Seminar discussions are focused on the knowledge and skills needed for the clinical leader to assume accountability for client outcomes. This can be reached through the assimilation and application of research-based data to design, implement and evaluate health care.

NURS 524

Evidence-Based Practice

Three Credits

This course presents evidence-based practice (EBP) as an approach that enables the clinical leader to provide excellent quality of care in meeting the multifaceted needs of their

patients and families. Emphasis is given to the fact that when the healthcare provider knows how to find, critically appraise, and use the best evidence, and when patients are confident that their healthcare provider is using evidence-based care, optimal outcomes are achieved for all. The course includes weekly seminars and 50 hours of clinical experience where the student conducts a project applying the EBP model.

NURS 525

Health Care Systems and Organization

Four Credits

This course focuses on the role of the Clinical Nurse Leader in modern organizations which are presented as complex adaptive systems. Management implications of complex adaptive system theories are analyzed, giving particular attention to the specific prescriptions for information systems that emerge from these theories. Students are expected to participate in weekly seminar discussions based on key managerial approaches and to complete a total of 150 hours of clinical experience.

NURS 526

Clinical Nurse Leader I

Four Credits

This course is the first of a two part immersion experience in full-time practice on the Clinical Nurse Leader role. Each student has a designated clinical preceptor and a faculty member over a period of 8 weeks. The full-time immersion experience also includes weekly seminars for discussion of theoretical concepts. This first part focuses on the development of nursing leadership skills by providing knowledge and practice in: horizontal leadership, effective use of self, conceptual analysis of the CNL role and lateral integration of care. Students are expected to participate in weekly seminar discussions and to complete a total of 150 hours of clinical experience.

NURS 527

Clinical Nurse Leader II

Four Credits

This course is the second of a two part immersion experience in full-time practice on the Clinical Nurse Leader role. Each student has a designated clinical preceptor and a faculty member over a period of eight (8) weeks. The full-time immersion experience also includes weekly seminars for discussion of theoretical concepts. This second part focuses on care management and resource management. Students are expected to participate in weekly seminar discussions and to complete a total of 150 hours of clinical experience.

DESCRIPTION OF DOCTORAL COURSES

BASIC SCIENCE

Basic science courses within the naturopathic medicine program emphasize anatomy, physiology, and biochemistry, pathology and microbiology and functional medicine as the foundation for further basic sciences and all clinical courses. Emphasis is also given to histology, pathology, pharmacology, immunology, infectious diseases, embryology, neuroscience and research methods. Students advance beyond the simple learning of scientific facts and integrate systematically the information from basic science disciplines into a unified model of human organization and function. This educational style requires students to assume an active role in the learning process and encourages them to adopt this inquisitive behavior for a lifetime. Problem-solving, clinical cases and examples are an integral part of the basic science curriculum. The laboratory facilities at School of Medicine San Juan Bautista in Caguas will be utilized for the Human Gross and Developmental Anatomy (NMDP 702-L) course. Faculty from School of Medicine San Juan Bautista will teach this course.

**NMDP 702, NMDP 714, NMDP 702-L
Clinical Anatomy I, II, Clinical Anatomy Laboratory
Ten Credits theory and Ten credits laboratory in San Juan
Bautista School of Medicine**

In this course study of a strong foundation of Human Anatomy and Embryology with special emphasis on clinical correlations and integrations with other courses like physiology and pathology. Anatomical structures will be studied systemic-based and regional level. Each section will begin with the embryological development and congenital malformations. The course will continue with the anatomical structural regions of back, upper limb, thorax region, immunological system, and the abdominal region with all its organs. Special emphasis on anatomical correlations of clinical medicine with physical diagnosis will be provided on each of the regions or systems under study. The second course, In this course the anatomic structural regions of the endocrine system, pelvis and perineum, reproductive system, and lower limbs are studied. In addition, the head and neck region including the cranial nerves and special senses will be presented. Emphasis will be given to anatomical correlations and clinical medicine of each of the regions or systems under study. The Laboratory is designed for the student to learn the characteristics, development, functions and clinical aspects of the human body through dissection of human cadaver. The course will prepare the students to apply their knowledge of macroscopic anatomy to resolve clinical cases.

NMDP 704, 708, 716, 718

**Medical Physiology I, II, III, IV
12 credits (3 credits each)**

This is a fourth-term course sequence in which students in the first course, discuss the basic concepts of cellular structure and its function, the membrane physiology, nerves and muscles. The second course, focuses on cardiac, heart, and circulatory system physiology. The third course focuses on the study of the kidney, corporal fluids, and respiratory physiology. The fourth course focuses on the physiology of blood cells, immunity, and blood coagulation. Mayor topics of discussion are cellular respiratory process, basic immunology and types of cells, and particular focus is given to blood coagulation and formation of fibrin and thrombin following injury. Focus is also given to the study of carbohydrates and lipids.

**NMDP 710
Medical Histology
Four Credits**

Microscopic anatomy of all major body tissues, including an introduction to histopathology. The purpose of this course is to lead the student to understand the microanatomy of cells, tissues and organs and to correlate structure with function.

**NMDP 718, 734
Biochemistry and Cellular Systems I, II
Three Credits each**

This is a two-part course, the first course biochemical structures and passages of metabolism including the role of carbohydrates, proteins and the functions of the DNA. Discussion on the chemical and biological fundamentals of biochemistry. It emphasizes the gene expression and protein synthesis. The second course, deals with the metabolic reactions of lipids and nitrogen. It details the reactions between amino acids and the urea cycle, among other substrates. The metabolism of lipids is explained from a clinical point of view, with emphasis on the chemical reactions between the substrates in the liver. Emphasis is given in the state of hyperlipidemia and beta oxidation of lipids.

**NMDP 706
Neuroanatomy
Four Credits**

This course is intended to supply the basic knowledge of the structure and organization of the human central nervous system together with some understanding of its functional and clinical significance. For this purpose, it presents both neuroanatomy and neurophysiology as a single integrated discipline. Clinical correlations throughout the course are presented in a concise form to furnish some insight of the abnormal changes in function that go hand in hand with structural lesions of the nervous system.

NMDP 772

Clinical Microbiology

Three Credits

In this course study of the major concepts in microbiology and infectious diseases in a pathobiological framework and within the context of clinical cases. The basic concepts of microbiology, immunology, and pharmacology are introduced and how these disciplines are related to infections. A description of the major infection agents and the diseases they cause is presented. How the major systems of the body are affected by an infection is discussed.

NMDP 776

Functional Medicine

One credit

This course is about the study of the chronic dysfunctional states associated with physiological processes and the basic principles of functional medicine. This course provides the student a new philosophical base as the cause of the disease, which is not pathological, but a process of deregulation of the inflammatory and sometimes psychosomatic response.

NMDP 774

Immuno-Genetics

Four Credits

In this course the study of the basic functions, concepts and physiology of the immune system with emphasis on its role in protecting against microbial infections and tumors, immune deficiency states, autoimmunity, allergies, and viruses. It also covers the basis, diagnosis, and transmission of genetic disorders. An emphasis is given to the genetic basis of the immune response.

NMDP 742, 754, 762, 778

Human Pathology I, II, III, IV

(3 credits each)

In these course, the pathology of the most common disease are discussed. In the first Course This course discusses the response of the cell to hemodynamic and immunologic disorders and presents the study of the reactions of cells and tissues to abnormal stimuli and inherited defects, which are the main causes of the disease. Examines the environmental, infectious and diseases of infants and children are examined through its pathological characteristics. In the second course, In this course describes the most common pathologies encountered in cardiorespiratory and hematological systems. In the third course, In this course discussion of the endocrine and gastrointestinal physiopathology with a holistic focus. In the fourth course, In this course studies the pathology of the integumentary, musculoskeletal, and nervous system with a special focus on functional pathophysiology. The interaction of the different systems is discussed. Clinical cases are discussed and their pathophysiology.

CLINICAL SCIENCE EDUCATION

The clinical science courses teach the knowledge and skills necessary to understand and diagnose disease. To prepare for the role of primary-care physician, the student of Naturopathic Medicine must become skilled in correlating and presenting histories, subjective symptoms, physical signs and appropriate laboratory tests with a detailed evaluation of the body's level of health and the patient's mental balance and well-being.

NMDP 744, 744-L, 756, 756-L, 764, 764-L

Integrated Health Assessment I, II and III

Integrated Health Assessment Lab. I, II, III

Six Credits each (Laboratory are 0 credits)

This course is the first of a three part series. In this course study of the naturopathic perspective the format of a History and development of vital signs, behavior and mental status, skin, head, neck, thorax and lungs. In the second course, interventional strategies with patients are studied and physical examination are made with the application of reasoning to find the cause of the condition. The course all provide a initial practice to the differential diagnosis of symptom relevant to the systems covered. In the third course, a study of the health narrative of patients, performing physical examinations, and applying clinical reasoning to assess patient concerns. Particular attention is given to learning the emphasis of health history and physical exam skills needed for assessment of selected systems, life stages and special populations. The course also provides initial practice with differential analysis of symptoms relevant to the systems and populations covered. Finally, the course continues to coach learners to avoid the pathologizing attitude that may accompany the term diagnosis and promote a collaborative understanding of the experience of the patient as a person.

NMDP 746, 758, 758-L

Laboratory Diagnosis I, II

(Three Credits each, laboratory is 0 credits)

This two course sequence, is divided into the first course we discuss and analyze the most common diagnostic tests. Introduction to blood studies and coagulation and their clinical correlates and study of basic chemistry, microbiology, immunodiagnostic studies and their correlation with pathological state of diseases. the second course an in-depth discussion of diagnostic tests that reflect the current trends in clinical pathology and laboratory medicine. Each discussion starts with a general description of the test, its purpose and relative cost, patient preparation, normal findings and reference values, abnormal findings and their significance, and factors that can interfere with proper test administration and accuracy. In the laboratory, a discussion of clinical cases of most common diseases, with an emphasis

on the human body organ systems. Emphasis is given in the correct referral of patients.

NMDP 788, 800, 820

Pharmacology I, II, III

Three Credits each

Pharmacology is taught in three sequential courses: In the first course, Discussion of the principles of pharmacodynamics and pharmacokinetics (absorption, metabolism, distribution, excretion) of drugs. The classification and description of the pharmacodynamics, side effects, and the therapeutic uses of drug prototypes is studied. Special attention is given to drugs contained in the Caribbean and other naturopathic medicine formularies. Study of drugs acting at synaptic and neuroeffector junctional sites, central nervous system, and cardiovascular. In the second course, This course includes the study of the pharmacology of medications used to treat the most common diseases of kidneys, and inflammation, such as autacoids, immuno-modulators, blood and blood forming organs medications as well and those for gastrointestinal diseases. In the third course, Study of chemical treatments of parasitic infections, microbial disease, neoplastic disease, hormones, dermatology, ophthalmology, and toxicology.

NMDP 822

Environmental Medicine and Toxicology

Three Credits

Study of the fundamentals of toxicology including the principal groups of environmental xenobiotics. Human metabolism, excretion, and the obstacles to excretion of xenobiotics are discussed. The course covers assessment and treatment of xenobiotic overload-related illnesses.

NMDP 748, 760, 768

Diagnostic Imaging I, II, III

Three Credits each

Diagnostic Imaging is taught in three sequential courses. The first course study of the history of radiology and it's different diagnostic imaging. Also, the study of the functioning of the equipment of x-rays and how to order diagnostic imaging. Other diagnostic imaging are discussed such as ecograms, nuclear medicine, computerized tomography, magnetic resonance. The second course, study of the various pathologic conditions affecting the GI system and their radiographic manifestation. It will focus on the various pathologic conditions affecting the urinary system, endocrine and their radiographic manifestations. In addition, contrast of various pathologic conditions affecting the reproductive system and their radiographic manifestations. The third course, studies the radiographic manifestations of conditions affecting the musculoskeletal and nervous systems. The course focuses on the radiographic pathology

of head and neck, with a focus on the selection of appropriate imaging modality. Radiological Anatomy is examined to recognize common x-ray findings.

NMDP 738

Minor Surgery

Three Credits

This course discusses the procedures to diagnose conditions that can be safely treated with security through minor surgery in the doctor's office.

NMDP 774

Immuno-Genetics

Three Credits

In this course the study of the basic functions, concepts and physiology of the immune system with emphasis on its role in protecting against microbial infections and tumors, immune deficiency states, autoimmunity, allergies, and viruses. It also covers the basis, diagnosis, and transmission of genetic disorders. An emphasis is given to the genetic basis of the immune response.

NATUROPATHIC CLINICAL SCIENCE

These courses present the naturopathic perspective on diagnosis, prevention and treatment of disease by system and region. They integrate multiple treatment forms with the principles of naturopathic philosophy into case management and criteria for referral. Guest lecturers discuss their specialty areas in each course. Classes focus on learning how to gather clinically relevant information, the importance of physical exams and laboratory findings, creating a differential diagnosis and choosing appropriate therapeutics, both conventional and Naturopathic. Because of time element and large quantity of material, lecture is utilized as the main teaching methodology combined with a study guide for each course. The study guide points each student to information that is of particular importance for understanding the course and in preparation for the written exams. Specific areas of the course are illustrated with weekly case presentations.

NMDP 802

Gynecology

Two Credits

Study of Differential diagnosis, and management of the most common gynecological problems. Evidence-based naturopathic treatment protocols are discussed. Criteria for referral to the specialist and the integration of naturopathic medicine with conventional medicine is covered.

NMDP 804

Obstetrics

Two Credits

Study of the basic healthcare appropriate for the pregnant woman till birth. The student is prepared to screen for risks and to offer patients referrals and informed options related to hospital or out-of-hospital birthing process.

NMDP 804-L

Obstetrics Lab.

Zero Credits

In this laboratory students are trained to provide healthcare appropriately for pregnant woman till birth. The student is prepared to screen for risks and to offer patients referrals and informed options related to hospital or out-of-hospital birthing process.

NMDP 805

NPLEX Review I

Two Credits

The purpose of the NPLEX Part I - Biomedical Science Examination is to ensure that the student has acquired the foundation in biomedical sciences that is essential to clinical training as well as for practice as a naturopathic doctor.

NMDP 806

Cardiology

Two Credits

This course focuses on the differential diagnosis and treatment of conditions affecting the heart and circulatory system. Students gain knowledge about the estimate and treatment of the most common cardiac conditions and of appropriate referrals when needed.

NMDP 808

Naturopathic Manipulative Therapy II

Two Credits

Study of the techniques of assessment of positional deviations and assessment of joint mobility through static and motion palpation. Discussion and study of the grading of muscular strength and joint range of motion, differential diagnosis, and evaluation of disease and injury of the musculoskeletal system. Emphasis of the manipulative treatment of the sacro-iliac, lumbo-sacral, lumbar, thoracic, ribs, cervical and occipital spinal areas, extremities, and visceral manipulative techniques.

NMDP 810

Sports Medicine

Two Credits

Diagnosis and treatment of sports injuries likely to be seen by a general practice naturopathic physician. Methods of health tests, exercise prescription and the use of exercise as therapeutic modality are studied. Emphasis in the use of diet, exercise, soft-tissue therapies, physiotherapy, manipulative

techniques, and medicine used as treatment of sports and orthopedic injuries. Students evaluate sports and orthopedic injuries and analyze the appropriate treatments.

NMDP 812

Pediatrics

Two Credits

Study of the differential diagnosis of the pediatric conditions with emphasis on the referral to the allopathic primary doctor.

NMDP 814

Ears, eyes, nose and throat

Two Credits

Study of the concepts required for diagnosing, treating, and the referral related to ophthalmologic and otolaryngeal problems. Emphasis is placed on the integration of naturopathic and conventional therapeutics according to naturopathic medicine philosophy and evidence-based practice.

NMDP 815

NPLEX Review II

Two Credits

This course is designed to review the basic competencies for the NPLEX II Core Clinical Science Examination. The objectives are derived from the Naturopathic Physician Licensing Examination on Clinical Science Blue print and Study Guide.

NMDP 816

Rheumatology and Pain

Two Credits

Discussion of the inflammatory conditions involving the connective tissue structures of the body, including muscles and joints. Emphasis is placed on autoimmune disorders and their treatment, with conventional and naturopathic therapeutics.

NMDP 825, 909

Clinical Entry I, II

Two Credits

In this course the student under direct supervision evaluates standardized patients in a clinical setting for the following conditions: Blood and Lymphatic System, cardiovascular system, endocrine system, GI and Hepatobiliary System, Head and Neck, Immune System, Musculoskeletal System, Nervous System and manage different pathology under the principles and philosophy of naturopathic medicine and all of it's modalities. In this second course the student under direct supervision evaluates standardized patients in a clinical setting for the following conditions: respiratory, skin and nails, breast and axillae, pregnancy, pediatrics, geriatrics and psychiatry and manage different pathology under the

principles and philosophy of naturopathic medicine and all of its modalities.

NMDP 826

Oncology

Two Credits

In this course discussion of the diagnostic, etiologic, prognostic, preventive, and epidemiologic information for cancer of common sites. Conventional, naturopathic, and innovative treatment approaches are discussed. Addresses comorbidities, life-style and emotional factors, thus leading to an improved quality of life and increased survival of the oncology patient.

NMDP 828

Dermatology

Two Credits

In this course the study of the pathophysiology, strategies for diagnosis and treatment considerations of skin disorders. The principles of no suppressive and curative therapies based on scientific evidence are discussed. Emphasis is given on the relevant clinical aspects focused on the integration of conventional and naturopathic medicine are presented.

NMDP 830

Endocrinology

Two Credits

In this course study of the complex interactions of the body's hormonal systems. The causes and effects of hormonal imbalance are discussed. Diagnosis and treatment of the most common endocrine disorders are presented.

NMDP 832

Geriatrics and Aging

Two Credits

This course covers the process of aging and the social behavior related to the most common medical diagnosis of older populations. Interpretation and discussion of the most common strategies in diagnosis and treatment. Emphasis is placed on preventing, reversing, or retarding degenerative changes and the empowerment toward maximum wellness.

NMDP 834

Gastroenterology and Proctology

Two Credits

Study of the diseases of the digestive tract (including those of the anus and rectum) and associated organs. The course emphasizes risk factors, diagnosis, and treatment of such conditions (oral pharynx and distal esophagus, stomach, small and large intestine, rectum, liver, gallbladder and pancreas)

NMDP 842

Emergency Medicine

Two Credits

In this course, the students learn how to recognize and respond to medical emergencies with conventional and naturopathic techniques, while making appropriate decisions for referral. The course provides a brief history of emergency medicine and basic principles of resuscitation and shock. Clinical case studies are utilized as a tool to help students find ways to relate the basic science content from previous courses to its clinical application in the emergency medicine setting.

NMDP 848

Neurology

Two Credits

In this course analyzes the diagnosis of neurological disorders. Naturopathic and conventional treatments for the nervous system diseases are discussed. Appropriate collaboration with specialists is emphasized.

NMDP 850

Mental Health and Psychiatry

Two Credits

In this course, there is study and evaluation from a perspective of someone in the environment of mental health. Discussion and classifications of mental disorders and behavioral, how to recognize them and identify the natural methods for their treatment. The course analyses in a manner critical attention; patients in the psychiatric wards and institutions of mental health.

NMDP 846

Pneumology

Two Credits

This course has the study, knowledge and skills needed to diagnose and treat the most common respiratory diseases. A brief background on the anatomy and physiology of the respiratory system is discussed. Emphasis is placed on the study of the model conventional therapeutic and naturopathic treatments.

NMDP 844

Urology

Two Credits

In this course students obtain knowledge about diagnoses, management, and treatment of urological disorders. Emphasis is given on the Naturopathic and conventional diagnosis and treatment of diseases affecting the urinary tract and the male genital system.

PHYSICAL MEDICINE

These courses focus orthopedic assessment and therapeutic modalities such as touch and palpation, a variety of soft-tissue and osseous manipulation techniques, hydrotherapy and sports medicine.

NMDP 792, 792-L

Hydrotherapy

Two Credits, the laboratory is 0 credits

Study of the art and science of hydrotherapy. The course includes the history from water cures to constitutional hydrotherapy. The understanding of the physiological principles involved in the therapeutic use of water is emphasized. The Laboratory uses a variety of techniques of hydrotherapy including safety precautions and training on physiological effects.

NMDP 794

Introduction to physical medicine

Two Credits

Introduction to the study of physical medicine as a diagnostic and therapeutic tool. The theories of injury, inflammation and fibrosis repair are discussed. The orthopedic biomechanics and goals of various therapeutic treatments of common acute and chronic disorders.

NMDP 796

Introduction to physical medicine

Two Credits

Study of the principles of using exercise as a preventive and therapeutic tool. Students gain knowledge about doing health assessment, patients goals setting, and exercise programs prescriptions.

NMDP 798, 808

Naturopathic Manipulative Therapy I, II

Two Credits Each

The first course evaluates normal and abnormal findings of the spinal cord and extremities and emphasis on regional orthopedic physical exploration and osseous manipulation. The second course studies the techniques of assessment of positional deviations and assessment of joint mobility through static and motion palpation. Discussion and study of the grading of muscular strength and joint range of motion, differential diagnosis, and evaluation of disease and injury of the musculoskeletal system. Emphasis of the manipulative treatment of the sacro-iliac, lumbo-sacral, lumbar, thoracic, ribs, cervical and occipital spinal areas, extremities, and visceral manipulative techniques.

NMDP 810

Sports Medicine

Two credits

Diagnosis and treatment of sports injuries likely to be seen by a general practice naturopathic physician. Methods of health tests, exercise prescription and the use of exercise as therapeutic modality are studied. Emphasis in the use of diet,

exercise, soft-tissue therapies, physiotherapy, manipulative techniques, and medicine used as treatment of sports and orthopedic injuries. Students evaluate sports and orthopedic injuries and analyze the appropriate treatments.

ORIENTAL MEDICINE

The focus of this curriculum is to train students to practice safely and competently while providing basic competency in oriental medicine for the diagnosis and treatment of common disorders using traditional Chinese medicine, acupuncture techniques, Chinese botanical medicine, and ayurvedic medicine.

NMDP 770

Fundamentals and Theory of Oriental Medicine

Two Credits

This course introduces the fundamental concepts of oriental medicine, including Yin Yang, five elements theory, Zang-Fu organ systems, Qi, blood and body fluid, meridian systems, traditional Chinese medicine (TCM) etiology, treatment principles and eight phases theory.

NMDP 782

Traditional Chinese Medicine Diagnosis

Two Credits

The study of the principles and practices of diagnosis in Chinese medicine. The course studies the basic concepts of Taoist philosophy as they relate to the understanding of causes of disharmony and delves into the 4 pillars of Chinese diagnostic methods. Special emphasis is placed on the practice of the techniques discussed.

NMDP 784, 784-L

Meridians and Points I and Laboratory

Two credits

This course studies the comprehensive study of acupuncture meridians and points of the human body with reference to Traditional Chinese medicine. The traditional indications, precautions, and physiological responses according to modern research are emphasized. Palpation skills are introduced, and demonstrated. In the laboratory of the first course provides students with hands-on skills of points, meridians, and palpation.

NMDP 790 and NMDP 790-L

Meridians and Points II

Three Credits and Laboratory is 0 credits

Advanced study of palpation skills. Comprehensive study of meridians and acupuncture points in the human body according to traditional Chinese medicine. The laboratory of this course provide students with hands-on skills and a

thorough understanding of points and meridians. Advanced palpation skills are further developed.

NMDP 818 and 818-L

Traditional Chinese Medicine Pathology

Two credits

Study of the theoretical concepts necessary to identify key symptoms of the Zang-Fu organ patterns and the method of syndrome differential diagnosis of Traditional Chinese Medicine (TCM) according to the Zang-Fu organ system theory. Therapeutic principles and acupuncture treatments according to individual patterns are discussed. In the laboratory of this course application of the practical concepts to identify key symptoms of the Zang-Fu organ patterns and the method of syndrome differential diagnosis of Traditional Chinese Medicine (TCM) according to Zang-Fu organ system theory. Lab experiences in the application of therapeutic principles and acupuncture treatments for individual patterns will be provided.

NMDP 824, 824-L

Acupuncture Techniques

Two credits

Study of the basic needling techniques used in acupuncture including the topics of needle, tonification, reduction, moxibustion, and scalp acupuncture. Study of the use of needling maintaining aseptic and safety measures. In the laboratory course basic needling techniques used in acupuncture. Includes needle insertion, tonification, reduction, moxibustion and scalp acupuncture. Practical experience in needling technique and needling maintaining. Aseptic measure and safe needling techniques are emphasized.

NMDP 845

Chinese Botanical Medicine

Two credits

In this course the history of the use of the herbs in the Chinese medicine, botanical classification and taxonomy, medicinal properties of herbs, major groups and formulation principles, and the 55 most commonly used herbs. Also, commonly commercial available herbal preparations which are often used as therapies in Traditional Chinese Medicine are discussed.

NMDP 855

Fundamentals of Ayurvedic Medicine

Two credits

This course discusses the fundamental principles and practices of ayurveda as an introduction to Ayurvedic medicine. It considers the concepts of recognizing the different Ayurvedic body-type and psychological personality, customizing the health plan suited to the unique constitution of the individual, Ayurvedic nutrition and diet therapy,

Ayurvedic herbology and detoxification through Ayurvedic Pancha-Karma therapy.

BOTANICAL MEDICINE

The botanical courses provide training in the use of plant medicines in naturopathic practice, including their prescription, manufacture, and field recognition.

NMDP 766, 780, 786, 786-L

Botanical Medicine I, II, III, III-L

(One, Two and Three 3 credits each and Four 2 credits)

This is the first of a four-course series on Botanical Medicine. These courses are designed to prepare students for the use of botanicals in a naturopathic practice. Traditional, historical, and scientific uses of plants are explained. Students are encouraged to develop an appreciation for plants. Each course includes outdoor field trips to enhance the plant study. The first course, study of the use of botanicals in a naturopathic medicine. Explanation of the traditional, historical, and scientific uses of plants are explained. An introduction to alterative herbs is included and emphasis is given to the clinical application of the studied plants. The second course, studies the medical matter with a focus on the musculoskeletal, immune, urinary, respiratory and endocrine systems, EENT conditions, and on anti-inflammatory and anti-rheumatic plants. Emphasis is given to the clinical application of the studied plants. The third course, discussion of medica material with a focus on: the nervous, gynecological, male reproductive and cardiovascular systems; plants for dermatological disorders, plants for first aid and antimicrobial plants in general. Emphasis is given to the clinical application of the studied plants. The laboratory, experience with the purpose of applying the content of the botanic course sequence. Emphasis is given to clinical application of the plants studied.

NATUROPATHIC MEDICINE PHILOSOPHY AND PRACTICE

NMDP 700

Principles and Philosophy of Naturopathic Medicine

Three Credits

This course introduces the philosophical basis of naturopathic medicine and the role of the naturopathic physician in today's world. Students will examine the roots of naturopathic medicine and the historical development of naturopathic philosophy. Emphasis is placed on the six guiding principles of naturopathic care: "the healing power of nature, treat the whole person, first do no harm, identify and treat the cause, prevention, doctor as teacher".

NMDP 852

Business Practice

Two Credits

In this course discussion and analysis of the necessary competencies to obtain success as an entrepreneur. Explanation and application of the foundation to establish and operate a business: Develop a business plan.

NMDP 856

Medical Jurisprudence and Naturopathic Ethics

One Credit

This course examines the legal aspects of the law that regulates the practice of medicine in general and in particular naturopathic medicine. Discusses universal ethical principles in all branches of medicine, its root, ethical principles applicable to naturopathic medicine. Analysed ethical dilemmas generated by students, as well as studies of actual cases resolved by the Board of Examiners of doctors in naturopathy in Puerto Rico.

CLINICAL NUTRITION

The nutrition courses are designed to provide the student with a comprehensive knowledge of clinical nutrition. Emphasis is given to the use of diet and nutritional supplements to treat and prevent a wide variety of diseases.

NMDP 720, 726, 736, 750

Clinical Nutrition I, II, III, IV

Three Credits Each

This is the first of a four-course sequence on clinical nutrition. Students learn to use diet and nutritional supplements to treat and prevent a variety of diseases. This course provides a discussion of the foundation for a working knowledge of the actions, recommended intake, and therapeutic uses of macronutrients (carbohydrates, fats, proteins) and micronutrients (vitamins, minerals, accessory nutrients). Dose, toxicity, and deficiency issues for each vitamin and mineral are also discussed. This course explores diet and its relationship to health and disease. Emphasis is on the health effects of different foods and special diets. Students develop skills in diet assessment and counseling. This course integrates Nutrition 700 and 702 content and application in the clinical setting. Students learn to critically evaluate various nutritional therapies for the prevention and treatment of specific diseases. The course provides an evidence-based approach to clinical nutrition, with an emphasis on dietary manipulation, vitamin and mineral supplementation, and the use of accessory nutritional factors. The third course focuses on cardiovascular, musculoskeletal and neuropsychiatric disorders. The fourth course focuses on disorders of the gastrointestinal, integumentary, ENT and genitourinary systems.

MIND AND BODY MEDICINE EDUCATION

These courses emphasize the patient's ability to learn how to listen to their body for signs of health or imbalance. The naturopathic physician needs to listen closely for clues to the patient's health found in symptoms from the body, the mind, and the spirit. The patient collaborates in learning about self-care and how to experience a sense of well-being which comes from a state of health.

NMDP 722, 730, 740

Mind and Body Medicine I, II, III

Two Credits Each

These three courses sequential comprises the foundations necessary to understand the dynamics, medical science, psychobiology of mind and body healing. The first course, explores the field of mind-body medicine from a biopsychosocial perspective. The impact on health of interactions between biological systems and psychological dimensions receives special attention in the discussion. The course also guides the students through the practice and analysis of different mind-body practices. The second course, analyzes social and ecological factors related to health from a biopsychosocial perspective. The study of the importance of behavior for health and of models of behavior change serves as a starting point for the consideration of social determinants of health. The course also provides students the opportunity to develop and self-implement their own mind-body research project. The third course, study of the biopsychosocial model to the analysis of common and chronic conditions in the Puerto Rican society. Moreover, their treatment with mind-body therapies. The course prepares students to explore rigorously a mind-body topic of their choosing.

HOMEOPATHY

The courses in homeopathic medicine prepare the student to be competent in case-taking, and management of the patient through the prescription of homeopathic medicines for both acute and chronic conditions. Emphasis is on the recognition of the body's process of healing. Students are exposed to the historical, current and evolving use of homeopathic medicines in Naturopathic practice.

NMDP 712, 728, 738, 752

Homeopathy I, II, III, IV

Two Credits Each

This is the first of a four-course sequence on homeopathic education. The first course, In this course an introduction to the introductory principles of homeopathy. Topics include the history and philosophy of homeopathy and homeopathy in naturopathic medicine. Diverse remedies will be presented and the essential elements of homeopathic practice. Remedies for acute conditions will be covered

during this course. The second course, This course presents the discussion in constitutional homeopathy. Emphasizes the study and case analysis, evaluation of remedial action and the follow up interview. It is estimated and classified on the Repertoire of Kent, it's arrangement, scheme of the first 67 remedies. The third course, In this course we study the general and mental sections of constitutional homeopathy. Emphasis on case analysis and remedies, of the second group of remedies of Kent. It continues with the application of policrest remedies. The fourth course, In this course we analyze the prescription of remedies for acute ailments through the use of repertory of homeopathic medicine.

HEALTH SCIENCES

The courses of the health sciences curriculum address the fundamentals of advanced scientific method in medicine; health promotion and the practices and policies; and evidence-based research. Students learn scientific literature review and evaluation of reliability of published studies. They also select an area of interest and conduct an evidence-based clinical research project.

NMDP 836 **Basic Science Research** **Three Credits**

In this course students will prepare a proposal for a research in naturopathic medicine that complies with the ethical aspects and legal profession. Also develop competencies to develop a research project: understanding of ethical and legal aspects critical review of scientific literature, development and selection of the design of the study, methodology, planning, administration and budget, data analysis and contributions to future research based on health promotion and disease prevention.

NMDP 732 **Health Promotion and Disease Prevention: Transcultural Considerations** **Two Credits**

In this course the health priorities according to Healthy People 2020 will be discussed. The planification and citizens participation in Healthy People 2020 will be presented. Discussion of demands made by changing life-styles and disease patterns, new and complex technologies, shifting demographics, global economies, dramatic health system changes and sociobiological and environmental threats to health and safety.

NMDP 840 **Evidence-Based Project** **Three Credits**

In this course we study the practice based on evidence, in the care of the health of individuals. Evaluate the following

procedure: the way to identify, estimate critically and use the best evidence for patients in their health care. In this course, the student research project is implemented.

NMDP 965 **Clinical Research on Complementary and Integrative Medicine**

Three Credits

In this course, students make research about the integration of complementary and integrative medicine, evidence based and informed in the health system in Puerto Rico. Strategies are designed for clinical trials in naturopathic medicine and measure of results thorough research project of students. Moreover, the effects of placebo and the proven efficiency of naturopathic medicine in the modern age is discussed

SPECIALIZATION COURSES

NATUROPATHIC CLINICAL PRACTICE

Students gain practical clinical skills by working under the supervision of licensed naturopathic physicians both at UT primary teaching clinic and at other health care facilities. Students begin learning through observation and gradually gain more responsibility for patient care. All patient care is under direct supervision of licensed physicians.

NMDP 936 **Diagnostic Imaging Practicum** **Two Credits**

In this course students explore and use diganostic equipment with patients. Discussion of interpretation of images and the format of preparation of the report. It is required a minimum of 40 hours of practice.

NMDP 951 **Preceptorship- Clinical Field Observation** **Two Credits**

In this course students participate with an observation role with only minor assistance to their preceptor. Preceptor will also evaluate students, based on questioning of their understanding of the cases seen. The clinical portion of the course will consist of 5 hours per week for the duration of this 12 week course making a total of 60 hours which includes: Obstetrics/Midwifery, Gynecology and Physical Medicine.

NMDP 900, 912, 924, 939, 954 **Acupuncture Rotation I, II, III, IV, and V** **(Two Credits Each) 40 hours of practice required for each course.**

In these courses discussion and explanation of the principles of oriental medicine and acupuncture. Provide to the

students, opportunities under supervision to discuss theory and principles of clinical practice and diagnosis of oriental medicine and acupuncture. The second course, the student interprets diagnosis of oriental medicine and acupuncture, theory and principles of clinical practice under supervision. In the third course, we contrast under supervision diagnosis of oriental medicine and acupuncture, theory and principles in clinical practice. In the fourth course, students make organized diagnosis according to oriental medicine. In the fifth course, students make organized diagnosis according to oriental medicine. Acupuncture is a clinical practice, which requires 40 hours of clinical practice.

NMDP 906, 918, 930, 945, 960

Physical Medicine Rotation I, II, III, IV, and V

(Two Credits Each)

In these courses 40 hours of practice required for each course.

In the first course, the student under supervision develops the competencies of the principles of naturopathic medicine and the theory of practice with the focus on the implementation of the following tools: Tens Unit, Therapeutic Ultrasound, Diathermy, Sine (Interferential Wave), Low Level Laser Therapy. In the second course, of physical medicine competencies of development and application are given to develop proficiency in applying both principles and naturopathic philosophies and clinical theories in clinical practice. Emphasis is given in the examination in musculoskeletal, neurological, balance and gait analysis. Interpretation and documentation of medical history, physical examination and management plan are included. In the third course the student will develop competence in the principles and naturopathic philosophies as well as in clinical theories in practice with a focus on the implementation of the following tools: hyperthermic bath, constitutional hydrotherapy, hydrotherapy of contrast, massage, naturopathic manipulation, and the manipulation of joints cervical, thoracic, lumbar and sacral. In the fourth course, clinical physical medicine rotations provide students the opportunities to develop proficiency in applying the principles and philosophies naturopathic both clinical theories in clinical practice with a focus on the following therapeutic: Soft Tissue Manipulation(must complete a minimum of 3 in this category), Effleurage, petrissage, and tapotment, Myofascial release, Muscle energy stretching, Cranio Sacral Therapy, and Chinese Cupping Kinesiotaping under supervision and requires 40 hours of clinical practice.

NMDP 903, 915, 927, 942, 957

Patient Care Rotation I, II, III, IV, and V

(Six Credits Each) in these courses 120 hours of practice required for each course.

In the first course, In this course discussion of patient medical history founded in the principles and philosophy of naturopathic medicine. Under supervision, physical examination of real patient, with cardiac, respiratory, abdominal, pelvic, neurologic, gynecologic and of breast, masculine genital and musculoskeletal. In the second course, In this course interpretation of the evaluation and management of patient, with foundation in the principles and philosophy of naturopathic medicine. The students will perform under supervision complete physical exams, with designated cardiac, respiratory, abdominal, pelvic, neurologic, gynecologic and breast, genital masculine and musculoskeletal. In the third course, In this course compare and contrast evaluation and management of patients under supervision with other alternatives, based on the principles and philosophy of naturopathic medicine. The students will take full physical examinations with its history designated, cardiac, respiratory, abdominal, pelvic, neurological, gynecological and breast, male genital and musculoskeletal. In the fourth course, In this course, student makes clinical rotation in which information is reorganized in the evaluation and management of patient to provide recommendation of adequate treatment, founded in the principles and philosophy of naturopathic medicine. Physical Examination of the following are make: cardiac, respiratory, abdominal, pelvic, neurologic, gynecologic and of breast, genital masculine and musculoskeletal according to designated history. In the fifth course, In this clinical rotation, provide the student with scenarios to evaluate and manage patient with alternative therapies, based on the principles and philosophy of naturopathic medicine. The student will conduct physical examinations with its history designated, cardiac, respiratory, abdominal, pelvic, neurological, gynecological and breast, male genital and musculoskeletal under supervision.

ESCUELA INTERNACIONAL DE DISEÑO Y ARQUITECTURA

CURRICULAR GOALS AND CONTENT

The mission of our architecture program is to diversify the architectural practice through a multi-disciplinary approach. We intend to graduate well-rounded professionals capable of reinventing their practice within the local and global field demands. The diversity of academic backgrounds of our students will guarantee, in turn, diversity of professional execution, both in industry and in the private sector. This variety of perspectives will enable our students to become fundamental pieces in the roles of integrating a collaborative contemporary architecture practice both locally and globally.

The program has been designed in two areas. The first part of our proposed architectural program is based on a design studio in which a group of people will work together in a large open studio space developing their own individual design projects. Projects are developed through problem-based learning. This type of interaction provides the ideal environment for our students to understand where they are coming from, to individually develop their ideas, and to acquire all the knowledge needed for later collaboration processes while at also providing an opportunity for students to share ideas, learn from one another and contribute to each other productively. This strategy responds to the International School of Design and Architecture interdisciplinary and holistic approach to the development of our students.

The second part of the program is a design studio that begins with the selection of one project from all student projects. The studio, using the method of learning-by-doing, transforms into a design-build firm where students work in collaboration to achieve a hands on project. The students will work on every phase of the design, development and construction project, including all the methods and practice phases, as are viability study, concept and schematic design, design development, contract document, construction procurement and construction administration stages.

The mission of our program is to develop well-rounded professionals that can achieve different roles in the design and construction industry. By offering a problem-based learning and learning-by-doing education, the students will be prepared with a better understanding of the diverse knowledge and skills portrayed in an architect's work.

The Master of Architecture (M. Arch) is the proposed professional degree to be offered by the Escuela Internacional de Diseño y Arquitectura (EIDA).

Track I (with a duration of 3.5 years and 114 credits) will admit students with bachelor's degrees in fields other than architecture or design. Students, once evaluated, may be required to enroll in additional preparatory courses, as Art or Architectural History, Physics and Calculus courses.

Track II (with a maximum duration of 2 years and a maximum of 66 credits) will admit students with course credits required for completion of a bachelor's degrees in architecture, environmental design, or the equivalent. Transcripts will be evaluated and students in this track may receive advanced standing, as determined by the graduate program admissions committee.

The curricular goals for this program are:

- To create an architectural professional that balances theory and practice.
- To provide our graduates with the knowledge, skills and experience to practice architecture in the design and construction industries.
- To prepare our graduates to participate, in a collaborative manner, in professional teams of architecture and related disciplines.
- To promote diversity in the development of the professional that emerges from approaching different perspectives on economical, technological, cultural, and social issues but maintaining a consistency in actions, values, methods, and principles for the professional integrity.

GRADUATES

Graduates from the Master's Degree in Architecture will:

1. Be critical thinkers demonstrating knowledge in architectural history and theory discourses.

2. Be able to understand and develop the fundamentals issues pertaining the creation of buildings.
3. Be able to communicate graphically a representation of two- and three- dimensional design.
4. Understand and describe technological, environmental and structural systems affecting buildings.
5. Apply the laws, codes and standards that regulate the profession.
6. Apply the ethical principles that rule the profession.
7. Have the competence to viable a project accommodating needs of the client and general public.
8. Collaborate with other professionals and be able to assume a leadership role in the design and construction industry.

SPECIALIZED ACCREDITATION

In the United States, most registration boards require a degree from an accredited professional degree program as a prerequisite for licensure. The National Architectural Accrediting Board (NAAB), which is the sole agency authorized to accredit professional degree programs in architecture offered by institutions with U.S. regional accreditation, recognizes three types of degrees: the Bachelor of Architecture, the Master of Architecture, and the Doctor of Architecture. A program may be granted an eight-year, three-year, or two-year term of accreditation, depending on the extent of its conformance with established educational standards.

Doctor of Architecture and Master of Architecture degree programs may require a preprofessional undergraduate degree in architecture for admission. However, the preprofessional degree is not, by itself, recognized as an accredited degree.

The NAAB grants candidacy status to new programs that have developed viable plans for achieving initial accreditation. Candidacy status indicates that a program expects to achieve initial accreditation within six years of achieving candidacy, if its plan is properly implemented.

In order to meet the education requirement set forth by the National Council of Architectural Registration Boards, an applicant for an NCARB Certificate must hold a professional degree in architecture from a program accredited by the NAAB; the degree must have been awarded not more than

two years prior to initial accreditation. However, meeting the education requirement for the NCARB Certificate may not be equivalent to meeting the education requirement for registration in a specific jurisdiction. Please contact NCARB for more information.

The Escuela Internacional de Diseño y Arquitectura at the Universidad Ana G. Méndez is in candidacy for accreditation of the following NAAB-accredited degree program:

M. Arch. (non pre-professional degree plus 114 Graduate Credits- Track I)

M. Arch. (pre-professional degree plus 66 Graduate Credits- Track II)

Initial Candidacy granted: 2016

Next visit for continuation of candidacy: 2018

Projected year of initial accreditation: 2019

FACULTY

Yazmín Crespo Claudio/ Instructor

M. Arch., Cornell University

M. Des., Graduate School of Design, Harvard University

Teresita Del Valle/ Instructor

BArch, Cornell University

MLA, Universidad Politécnica de Puerto Rico

María Gabriela Flores Kearns/ Instructor

M.Arch., Rice Univesity

Fabiola Guzmán Rivera/ Instructor

M.Arch., Graduate School of Design, Harvard University

José Ramírez Rivera / Instructor

M.Arch., Universidad de Puerto Rico

MASTER'S DEGREE

ARCHITECTURE

The Master of Architecture degree program is intended to provide our graduates with the requisite educational background and practice experience to enter the profession of architecture. The program's focus balances historical, theoretical, technical, practice and design knowledge in the economic, social, and professional realms of architecture.

Students will also work in a design-build studio with a community-oriented project that includes research, schematic design, design development and construction of an innovative solution containing all practice phases, as are viability study, contract document, construction procurement and building administration stages. The program has been designed to fit the needs of a highly focused student that intends to complete architecture licensing process and to become fundamental pieces in the roles of integrating a collaborative contemporary architecture practice both locally and globally.

Total Credits	114
Core Courses	48
Specialization Courses	54
Elective Courses	12

Core Courses (48 credits)

ARCH 500	Architectural Design I	6
ARCH 501	Introduction to History and Theory	3
ARCH 505	Visual Thinking and Communication	3
ARCH 510	Architectural Design II	6
ARCH 511	Architectural History I	3
ARCH 512	Building Design + Construction Systems I: Materials + Technology	3
ARCH 513	Structural Systems I	3
ARCH 515	Computer Studio	3
ARCH 520	Architectural Design III	6
ARCH 521	Architectural History II	3
ARCH 522	Building Systems I	3
ARCH 523	Structural Systems II	3
ARCH 524	Codes and Regulations	3

Specialization Courses (54 credits)

ARCH 600	Architectural Design IV	6
ARCH 601	Theory in Architecture	3
ARCH 602	Building Systems II	3
ARCH 604	Project and Practice Management I: Contracts and Legal Issues	3
ARCH 610	Design/Build Studio I	6
ARCH 612	Building Design and Construction System II: Environmental Issues	3
ARCH 614	Project and Practice Management II: Cost	3
ARCH 615	Methods: Surfaces	3
ARCH 700	Design/Build Studio II: Construction Drawings and Project Manual	9
ARCH 704	Project and Practice Management I: Scheduling and Coordination	3
ARCH 710	Design/Build Studio III: Construction Field Hours	12

Elective Courses (12 credits)

Students may select six credits among specific professional interest courses and six credits as free electives.

**ARCH 500
Architectural Design I
Six Credits**

This course is a requirement in this program. It introduces students to fundamental architectural issues — form, program, site, materials, and structure — through projects that emphasize exploration and conceptual dimensions of architectural design and research.

**ARCH 501
Introduction to History and Theory
Three Credits**

This course is a requirement in the program. It is an introductory survey of the history and theory of the western architectural tradition. The course intends to help the student develop an understanding of the social, cultural, political and economic context in which architecture is produced and interpreted. The students will also become familiar with basic terminology and theoretical approaches.

**ARCH 505
Visual Thinking and Communication
Three Credits**

This is a required course in the program. It will cultivate the ability to communicate through drawing, thus enhancing visual, perception, and simultaneous thinking while developing the student's representational skills.

**ARCH 510
Architectural Design II
Six Credits**

This course is a requirement in the program. It addresses the role of architecture in constructing social relations by creating innovative proposals for contemporary dwellings and site while exploring the impact of new technological and social developments.

**ARCH 511
Architectural History: 1700-1900
Three Credits**

This course is a requirement in the program. It focuses its discussions in the architectural production of the 18th and 19th Century, and examines the importance of this particular period in the formation of the Modern Movement.

**ARCH 512
Building Design and Construction Systems I: Materials and Technology
Three Credits**

This course is a requirement in the program. It incorporates the content of Architect Registration Examination 4.0 Building Design and Construction Systems and as stated in NCARB, develops the application of knowledge and skills in the selection of systems, materials, and methods related to building design and construction.

COURSE DESCRIPTIONS

ARCH 513

**Structural Systems I
Three Credits**

This course is a requirement in the program. It incorporates the content of Architect Registration Examination 4.0 Structural Systems and as stated identifies and incorporates the fundamental principles of general structures in the design and construction of buildings.

ARCH 515

**Computer Studio
Three Credits**

This course is a requirement in the program. It emphasizes architectural representation and encourages the use of CAD process for exploration and documentation generating three-dimensional renderings and models with Rhino.

ARCH 520

**Architectural Design III
Six Credits**

This course is a requirement in the program. It will explore the conditions that define mixed-use space in a context defined by the inclusion of public space and the city and the interrelationship of site with structure.

ARCH 521

**Architectural History: 1900 – Today
Three Credits**

This course is a requirement in the program. It observes the development of western modernity in the transition between the 19th Century into the 20th Century, to the euphoric utopianism of the Avant Garde, on to Corporate Modernism in the Americas.

ARCH 522

**Building Systems I
Three Credits**

This course is a requirement on the program. It incorporates the content of Architect Registration Examination 4.0 Building Systems and, as stated, emphasizes on the evaluation, selection, and integration of plumbing and mechanical systems in building design and construction.

ARCH 523

**Structural Systems II
Three Credits**

This course is a requirement in the program. It incorporates the content of Architect Registration Examination 4.0 Structural Systems and as stated identifies and incorporates the fundamental principles of general structures emphasizing on lateral force in the design and construction of buildings.

ARCH 524

**Codes and Regulations
Three Credits**

This course is a requirement in the program. It incorporates the content of Architect Registration Examination 4.0 in various exams, and incorporates building and specialty codes, zoning, and other regulatory requirements in building design, construction systems and programming and planning in site developments.

ARCH 600

**Architectural Design IV
Six Credits**

This course is a requirement in the program. It focuses on the role of the architectural object as a component of the urban whole. The studio provides for the conception of architecture, not only as an objectified existence, but also as a intrinsic element of an urban system. The course's investigation will begin as an analysis of a localized urban context and will advance its investigations into a second stage, by the selection of a specific site included in the devised master plan. "

ARCH 601

**Theory in Architecture
Three Credits**

This course is a requirement in the program. It offers an overview of the role of treatises in architectural history. It approaches a critical review of influential texts and excerpts that shaped architectural thought, and serves as an intellectual scaffolding to scrutinize their further interpretation and application.

ARCH 602

**Building Systems II
Three Credits**

This course is a requirement in the program. It incorporates the content of Architect Registration Examination 4.0 Building Systems and, as stated, emphasizes on the evaluation, selection, and integration of mechanical, electrical, and specialty systems in building design and construction.

ARCH 604

**Project and Practice Management I: Contracts and Legal Issues
Three Credits**

This course is a requirement in the program. It incorporates the content of Architect Registration Examination 4.0 in various exams, and introduces students to the legal and

strategic characteristics of the design industry in contemporary professional practice and ethics.

ARCH 610
Design/Build Studio I
Six Credits

This course is a requirement in the program. It is the first course of the design/build studio: the application of knowledge and skills required for the schematic design and development of construction documents for a 1,000f2 structure. This course will integrate ARCH 612 and ARCH 614 in the studio.

ARCH 612
Building Design and Construction Systems II: Environmental Issues
Three Credits

This course is a requirement in the program. It incorporates the content of Architect Registration Examination 4.0 Building Design and Construction Systems and, as stated, develops the application of knowledge and skills by applying sustainable design principles to the selection, design and construction of building systems.

ARCH 614
Project and Practice Management II: Costs
Three Credits

This course is a requirement in the program. It will introduce the student with different types of estimates, estimating software, and the construction estimating process, and estimating the various parts of a project to consider cost implications of design decisions.

ARCH 615
Methods: Surfaces
Three Credits

This course is a requirement in the program. The course investigates materials, methods and strategies for making innovative building forms and systems. It incorporates the learning of computer programs to emphasize in the research and development of digitally fabricated prototypes.

ARCH 700
Design/Build Studio II
Nine Credits

This course is a requirement in the program. It is the second course of the design/build studio: the programming and planning of the 1,000f2 structure to begin construction. This course will integrate ARCH 702 and ARCH 704 in the studio.

ARCH 704
Project and Practice Management III: Scheduling and Coordination
Three Credits

This course is a requirement in the program. It complements ARCH 700 and covers the programming and management process of the design/build project, including the scheduling and coordination of the construction phase.

ARCH 710
Design/Build Studio III
Twelve Credits

This course is a requirement in the program. It is the last course of the design/build studio: the construction phase of the 1,000f2 structure. This course will integrate ARCH 712 and ARCH 714 in the project execution.

SCHOOL OF LIBERAL ARTS AND GENERAL EDUCATION

SCHOOL OF LIBERAL ARTS AND GENERAL EDUCATION

The Office of the Deanship of General Education was created in February 2012 to address particular needs of new students admitted to the University. In addition to offering first-year and second-year courses in the General Education Component (GEC), the Deanship of General Education provides an array of support services to students in their first and second year. Additionally, advanced undergraduate courses in English, Spanish, and History are offered as a service to Education majors or those interested in pursuing further study in those areas. In August 2017, the Deanship became the School of Liberal Arts and General Education. It continues working closely with all the schools and offices of the university to promote the success of all students.

MISSION

The mission of the School of Liberal Arts and General Education (SLAGE) of the Universidad Ana G. Méndez-Recinto de Gurabo is to provide students with fundamental intellectual and critical thinking skills to ensure that students are equipped to be responsible members of a global and technological society

In such, the SLAGE aims to prepare students with the necessary skills in oral and written communication, knowledge of global and historical issues, mathematic and scientific reasoning, technological competencies, and biological and social aspects of humans.

VISION

The vision of SLAGE is to provide students with a breadth of knowledge and experiences to think and reason across disciplines so that they are successful both inside and outside the academic world.

LEARNING OUTCOMES

The School of Liberal Arts and General Education aims to develop the following knowledge, skills, and attitudes in all students:

1. Identify and understand global issues from the social, economic and political perspectives
2. Comprehend the biological, behavioral and social aspects of human beings

3. Analyze the importance of historical and current world events
4. Understand and explain the multi-disciplinary nature of learning and problem solving
5. Explain the relationship and contribution of the arts and the humanities in the development of society
6. Apply ethical values and principles as a responsible citizen
7. Recognize the importance of the conservation of nature and the environment
8. Respect human rights, tolerance, diversity, and individual and cultural differences
9. Develop and apply critical thinking skills to solve problems
10. Communicate effectively in oral and written Spanish and functionally as English language learners
11. Develop and apply mathematical, reasoning skills and scientific inquiry methods
12. Achieve basic literacy in technology

FACULTY

Beatriz Cruz Sotomayor / Associate Professor
PhD, Universidad de Puerto Rico

Carmen Mercado Villafañe / Associate Professor
MA, Universidad Interamericana de Puerto Rico

Carmen Y. Rosado Sánchez / Instructor
MA Universidad de Puerto Rico

Cristóbal E. Santiago Berríos / Instructor
JD, Universidad Interamericana de Puerto Rico

Daniel Tapia Santiago / Assistant Professor
PhD, University of Illinois at Urban-Champaign

Doris Rivera Benitez / Associate Professor
MA, Universidad de Puerto Rico

Edwin Calderón Santana / Assistant Professor
EdD, Nova Southeastern University

Evelyn Martínez Sanabria / Professor
EdD, Universidad del Turabo

Evelyn Pérez Mass / Assistant Professor
EdD, Universidad Interamericana de Puerto Rico

Félix R. Huertas González / Professor

PhD, Centro de Estudios Avanzados de Puerto Rico y el Caribe

Gloria Maldonado-Pérez / Professor
MA, Universidad de Puerto Rico

Hiram Marrero Rosario / Instructor
JD, City University of New York

Ileana Canetti Mirabal / Associate Professor
MA, New York University

Javier Alemán Iglesias / Assistant Professor
PhD, Universidad Interamericana de Puerto Rico

Jennet Rodríguez Betancourt / Professor
PhD, Centro de Estudios Avanzados de Puerto Rico y el Caribe

José Calderón Rivera / Assistant Professor
PhD, Centro de Estudios Avanzados de Puerto Rico y el Caribe

José M. Castro de León / Professor
MA Ed, Universidad de Puerto Rico

José Orlando Sued / Assistant Professor
PhD, Centro de Estudios Avanzados de Puerto Rico y el Caribe

José R. Gómez Blanco / Assistant Professor
PhD Centro de Estudios Avanzados de Puerto Rico y el Caribe

Juan E. Roque Rivera / Assistant Professor
PhD, Universidad de Puerto Rico

Juanita Rodríguez Betancourt / Professor
PhD, Centro de Estudios Avanzados de Puerto Rico y el Caribe

Judith Soto Ledesma / Associate Professor
MA, Universidad de Puerto Rico

Julio Vélez Ortiz / Assistant Professor
PhD, Centro de Estudios Avanzados de Puerto Rico y el Caribe

Liza M. Pérez Sánchez / Assistant Professor
PhD, Centro de Estudios Avanzados de Puerto Rico y el Caribe

Lorna Polo Alvarado / Associate Professor
PhD, Universidad de Puerto Rico

Lourdes Encarnación Conde / Assistant Professor
EdD, Universidad Interamericana de Puerto Rico

Luz N. Lebrón Delgado / Assistant Professor
PhD, Centro de Estudios Avanzados de Puerto Rico y el Caribe

Maia Sherwood Droz / Assistant Professor
PhD, Universidad Complutense de Madrid

M. Elinor Medina Callarotti / Associate Professor
MEd, Harvard University

Philip R. Murray Finely / Assistant Professor
EdD, Universidad del Turabo

Rafael Pabellón Rivera / Professor
MEd, Universidad de Puerto Rico

René Rodríguez Ramírez / Associate Professor
PhD, Rutgers University

Sandra Pulliza Polo / Professor
EdD, Universidad Interamericana de Puerto Rico

Sylvia M. Casillas Olivieri / Instructor
MA, San Francisco State University

Zoran Vujisic-Jovovic / Assistant Professor
PhD, Rhodes University

MASTER'S DEGREE

CULTURAL STUDIES

Total Credits	30
Core Courses	21
Elective Courses	6
Research Courses	3

Core Courses (17 credits)

MACS 500	Modernism and Post-modern Culture	3
MACS 505	Introduction to Cultural Studies	3
MACS 520	Theory and Practice of Postcolonial Studies	3
MACS 600	Cultural Perspectives in the Mass Media Communications	3
MACS 625	Ethnicity and Race: Issues	3
PRCS 610	Introduction to Gender Studies	3
MACS 675	Research Methods	3

Elective Courses (6 credits)

SOHS 605	Ethno psychology in the Postmodern Era	3
MACS 630	Open Seminar for Cultural Studies Topics Electives	3
		6

Research Courses (3 credits)

MACS 640	Master's Dissertation Seminar	3
----------	-------------------------------	---

COURSE DESCRIPTIONS

(Courses marked with @ could be offered in both modalities, traditional or online.)

**MACS 500
Modernism and Post-modern Culture
Three Credits**

Analytical account of the canons of modern philosophy, and the challenges raised by the philosophy of postmodern culture. The course will present and contrast the ideas and values of both currents through the examination of their respective icons. There will be analyzed how, from 1990, the agendas of the postmodernism and the cultural studies interbred allowing an enrichment of both intellectual and cultural movements

**MACS 505
Introduction to Cultural Studies
Three Credits**

Analysis of Cultural Studies and the interpretation of cultural production (literature and art) as a text in the study of society. It explains the new paradigms and ideologies of modern and postmodern discourse in the context created by the postcolonial, multicultural and humanists studies of cultural criticism. It examines the relationship of key concepts such as: identity, Diaspora, gender, popular culture, diversity and globalization; relation between knowledge,

language and power within the construction of cultural discourse.

**MACS 520
Theory and Practice of Postcolonial Studies
Three Credits**

Analysis of the discourses generated in the formerly colonized Third World. It discusses the discourses, original or derivative, of national affirmation in the former colonies. It explores the theorists; the new models of postcolonial history and the discourses of domination and hegemony. It studies the role of nationalism after the Algerian war to the present, tricontinentalism and the future of the Postcolonial Studies as a method of analysis for the Twenty First Century.

**MACS 600
Cultural Perspectives in the Mass Media Communications
Three Credits**

The courses analyzes culture as a concept in mass media communications from different perspectives. It is a historical reflection on the development on the multiple perspectives and theories in mass media communications. It analyzes media as cultural industries and power entities. It promotes a critical and interdisciplinary analysis of mass media in the Puerto Rican social reality.

**MACS 625
Ethnicity and Race: Issues
Three Credits**

The course explores the categories of Ethnicity and Race and its historical relationship. It will promote and engage the active participation of Graduate Students in the clarification and understanding of controversial issues related both to Ethnicity and Race. A goal to be achieved will be to make a contribution to the process of the construction Ethnic identity and to the role attributed to race in that context.

**MACS 630
Open Seminar for Cultural Studies Topics
Three Credits**

An open space for seminars on special topics in Literature and Cultural Studies, created by the program's faculty or other invited academics and intellectuals, from Puerto Rico or abroad. The seminars will be thematically in line with the areas of research of the program.

**MACS 640
Master's Dissertation Seminar
Three Credits**

This is an advanced writing seminar that continues examining the different investigation modes in Cultural Studies. It equips the student for academic writing and research that focus on publishing. The student develops analytical and critical thinking skills in order to produce coherent and ethical scholarly papers. In addition, the

seminar includes the technical aspects for effective academic writing and publication.

MACS 675

Research Methods

Three Credits

Interdisciplinary experience that emphasizes historical and cultural aspects from a Qualitative perspective. A general exposition about the qualitative research in the modern scientific world. The paradigmatic bases of the quantitative and qualitative approaches will be contrasted and differentiated. Students will be related with different qualitative designs within Cultural Studies.

PRCS 610

Introduction to Gender Studies

Three Credits

It introduces gender studies in an interdisciplinary manner. It explores key concepts and definitions in gender studies such as the construction of gender identities and sexuality, its ideologies, policies and representations. The course uses biological, theoretical, and historical perspective concepts in order to analyze the construction of gender and sexual identities.

SOHS 605

Ethno psychology in the postmodern era

Three Credits

A general exposition of ethno psychology in the postmodern era is examine in this course. Different postmodern psychological orientations will be cover, as well as different paradigms that rule scientific activity. Topics appertain to the modern discourse will be exposed and discussed, from a postmodern perspective. Theoretical and research contributions of different Puerto Ricans ethno psychologists will be considered, especially, the work of Dr. Eduardo Seda Bonilla.

SCHOOL OF NATURAL SCIENCES AND TECHNOLOGY

The School of Science and Technology at Universidad Ana G. Méndez-Recinto de Gurabo responds to the educational needs of a society undergoing rapid economic growth and technological development. The School provides a rich learning environment in which students may pursue programs of higher education that will advance their career objectives while at the same time instilling the motivation to continue to learn and grow intellectually throughout life.

Mission

It is the mission of the School to foster liberal education, to encourage the generation of knowledge, and to contribute to the good of the community. The School promotes lifelong learning, research, social and professional responsibility, and growth. To these ends, the School challenges students to think critically and intuitively, to recognize and value diverse perspectives, and to solve problems creatively and with perseverance.

The objectives of the School are to:

1. Develop within graduates a broad proficiency in scientific knowledge and professional competence.
2. Provide high quality academic and practical training that will enhance the learning experience.
3. Develop in graduates the ability to think and analyze solutions for contemporary scientific problems using the scientific method.
4. Promote and develop research at all levels.
5. Prepare students to use modern technology and instruments in their careers.
6. Establish joint research projects with other institutions, national laboratories, and industries promoting diversity among students and faculty.
7. Foster lifelong learning and intellectual growth.
8. Instill in graduates a sense of values, which will foster responsible participation in civil and public affairs.

SPECIALIZED ACCREDITATION

The bachelor's degree in Sciences with concentration in Chemistry is member of de American Chemical Association since September 2016.



FACULTY

Adrinel Vázquez / Associate Professor
PhD, Universidad de Puerto Rico

Agustín Ríos-Ramos / Professor
PhD, Universidad de Puerto Rico

Anastacio Emiliano-Sosa / Professor
PhD, Universidad de Puerto Rico

César M. Lozano-Paulino / Professor
PhD, Universidad de Puerto Rico

Claribel Báez Felix / Associate Professor
PhD, Universitat Valencia (España)

Eileen Rodríguez / Associate Professor
PhD, Michigan State University

Eva L. Cáceres-Roure / Associate Professor
MS, Universidad de Puerto Rico

Francisco Márquez-Linares / Professor
PhD, Universidad de Valencia

Fred Schaffner Gibbs / Professor
PhD, University of Miami

Ileana González / Associate Professor
PhD, Universidad de Puerto Rico

Johanna Hudo / Instructor
MS, Universidad de Puerto Rico-Ciencias Médicas

José E. Sánchez-Villafañe / Associate Professor

MS, Universidad de Puerto Rico

José J. Ducongé-Hernández / Professor
PhD, University of Moscow

José R. Pérez Jiménez / Professor
PhD, Rutgers State University

Lisandro Cunci Pérez / Assistant Professor
PhD, Universidad de Puerto Rico

Margie Sánchez / Associate Professor
PhD, Louisiana State University

María F. Barberena / Associate Professor
PhD, Universidad de Puerto Rico

Maria Del C Cotto / Assistant Professor
PhD, Universidad del Turabo

María Ocasio / Associate Professor
PhD, Universidad de Puerto Rico

Mayra Cummings / Instructor
MS, Universidad Interamericana

Nilda Boria / Associate Professor
DMD, Universidad Central Rep Dom

Olga L. Quintero-Fonseca / Associate Professor
EdD, Universidad de Puerto Rico

Ruth Vallejo-Flores / Associate Professor
MS, Universidad de Puerto Rico

Santander Nieto-Ramos / Associate Professor
PhD, Universidad de Puerto Rico

Sharon A. Cantrell-Rodríguez / Professor
PhD, University of Georgia

Samuel I. Flores-Colón / Assistant Professor
PhD, University of Chicago

Teresa Lipsett-Ruiz / Professor
PhD, Fordham University

LABORATORY TECHNICIANS

Aida L González / Mathematics

Alba Miranda / Chemistry

Carlos Neira / Physics

Carmen Bonilla / Chemistry

Dalia Huguet / Chemistry

Francisco Díaz / Physics

Francisco Rivera / Biology

Iro García / Physics

Javier Vázquez / Mathematics

Lilliam Ruiz / Mathematics

Marcos Rodríguez / Biology

Zulma P. Ortiz / Biology

MASTER'S DEGREE

ENVIRONMENTAL MANAGEMENT ENVIRONMENTAL ANALYSIS

Description

The graduate program in environmental sciences at Universidad Ana G. Méndez-Recinto de Gurabo is scientific-technological in its nature. It seeks to develop professionals that will assume responsibility and leadership in their fields. They will be prepared to provide alternatives for the conservation of the environment and to present solutions to environmental situations in our society, enabling them to conserve, manage and restore natural systems. The program adopts the position of sustainable development formation, an approach we hope to instill in our graduates.

By participating in our interdisciplinary program, the student will develop a global vision of environmental situations and the possible alternatives originating from different perspectives.

Goals and Objectives

The goal of the program is to train professionals with research and academic skills, which enable them to work successfully in jobs that require natural resource conservation, environmental problem-solving and decision-making.

The Graduate Program has as its goal the pursuit and dissemination of knowledge in the interdisciplinary field of environmental science. The program offers a master's degree in environmental sciences with two specializations; one in Environmental Management, with a focus on the management and disposal of solid waste; and the other in

Environmental Analysis, emphasizing research on chemical processes and effects.

The graduate student of *Environmental Analysis* will be able to: suggest the best method and technology; characterize and classify environmental contaminants; evaluate chemical results; and apply the state and federal regulations.

The graduate student in *Environmental Management* will be able to: apply or establish the procedures for handling and disposal of waste; develop and work with the stability of the evaluation programs and the environmental management in private or public enterprises.

Curriculum

By using an interdisciplinary approach throughout the curriculum, this program gives the students the necessary theoretical and technical tools to develop successfully in the world of applied environmental sciences. The coursework will provide the student with the necessary environmental literacy to work toward a sustainable future.

The program has two specializations: environmental analysis and environmental management, with four basic components: the core courses, the specialization courses, the elective courses, and the research project.

The core courses are designed to offer our students the basic concepts in environmental sciences, law, waste, and quality standards. With the environmental research project, the graduate student continues learning how to evaluate the information, to establish the parameters for research, to write and defend a proposal, and to evaluate the results and offer scientific reasoning for them.

Students must have undergraduate courses in the Fundamentals of Environmental Sciences and Statistics for Environmental Sciences. These courses will be offered as leveling courses (ENSC 500 and STAT 505) and will not be considered for graduation purposes

MASTER OF ENVIRONMENTAL SCIENCES WITH SPECIALIZATION IN ENVIRONMENTAL ANALYSIS

Total Credits	35*
Core Courses	17
Required Specialization Courses	12
Research Courses	6

Core Courses	(17 credits)
STAT 750	Experimental Design 3
ENSC 751	Environmental Laws, Ethics and Public Policy 3

ENSC 752	Water Quality Management	3
ENSC 753	Soil Management	3
ENSC 754	Air Quality Management	3
ENSC 755	Graduate Seminar I	1
ENSC 756	Graduate Seminar II	1

Required Specialization Courses (12 credits) (Choose 12 credits from one area: Biology or Chemistry)

Biology		
ECON 700	Environmental Economics	3
ENSC 706	Wildlife Management	3
ENSC 707	Environmental Geology	3
ENSC 730	Solid Waste Management	3
ENSC 737	Renewable Energy Sources and Issues	3
ENSC 763	Environmental Evaluation	3
ENSC 790	Special Topics in Environmental Sciences	1-3
ENSC 839	Issues in Environmental Public Health	3
ENSC 841	Environmental Remediation	3
ENSC 865	Environmental Toxicology	3
BIOL 712	Applied Mycology	3
BIOL 713	Microbial Ecology	3
BIOL 843	Environmental Microbiology	3
ENSC 844	Environmental Biotechnology	3

Chemistry		
ECON 700	Environmental Economics	3
ENSC 707	Environmental Geology	3
ENSC 730	Solid Waste Management	3
ENSC 737	Renewable Energy Sources and Issues	3
ENSC 763	Environmental Evaluation	3
ENSC 770	Classification and Characterization of Hazardous Wastes	3
ENSC 790	Special Topics in Environmental Sciences	1-3
ENSC 839	Issues in Environmental Public Health	3
ENSC 841	Environmental Remediation	3
ENSC 865	Environmental Toxicology	3
CHEM 735	Environmental Chemical Analysis I	3
CHEM 736	Environmental Chemical Analysis II	3
CHEM 850	Environmental Catalysis	3
CHEM 852	Materials for Pollution Control	3

Research Courses	6
ENSC 810	Research Thesis 6

*Students are recommended to enroll in elective courses beyond the required academic degree load.

MASTER OF ENVIRONMENTAL SCIENCES WITH SPECIALIZATION IN ENVIRONMENTAL MANAGEMENT

Total Credits	35
Core Courses	17
Required Specialization Courses	12
Special Project or Internship	6

Core Courses	(17 credits)
---------------------	---------------------

ENSC 751	Environmental Laws, Ethics and Public Policy	3	ENGL 152	Fundamentals of Reading and Writing	3			
ENSC 752	Water Quality Management	3	ENGL 153	Advanced Communicative English	3			
ENSC 753	Soil Management	3	ENGL 231	Research and Writing	3			
ENSC 754	Air Quality Management	3	HUMA 111	Civilizations and Universal Culture I	3			
ENSC 755	Graduate Seminar I	1	HUMA 112	Civilizations and Universal Culture II	3			
ENSC 756	Graduate Seminar II	3	GESC 105	Freshman Seminar	3			
STAT 750	Experimental Design	3	GESC107	Introduction to Computers for Science Students	3			
ENSC 500	Fundamentals of Environmental Sciences	3	GESC 264	Introduction to Scientific Research	3			
STAT 505	Statistics as an Instrument in Research	3	SPAN 152	Fundamentals of Reading and Writing	3			
ENSC 763	Environmental Evaluation	3	SPAN 250	Writing Techniques	3			
			SPAN 255	Research and Writing	3			
			SOSC 111	Individual, Community, and Social Responsibility I	3			
Required Specialization Courses		(12 credits)	Core Courses*					
(Choose any 3 of the following courses)			40					
BIOL 843	Environmental Microbiology	3	BIOL 203	General Biology I	3			
CHEM 850	Environment Catalysis	3	BIOL 203L	General Biology I Lab	1			
CHEM 852	Materials for Pollution Control	3	BIOL 204	General Biology II	3			
CHEM 861	Nanotechnology	3	BIOL 204L	General Biology II Lab	1			
ECON 700	Environmental Economics	3	CHEM 203	General Chemistry I	3			
ENSC 706	Wildlife Management	3	CHEM 203L	General Chemistry I Lab	1			
ENSC 707	Environmental Geology	3	CHEM 204	General Chemistry II	3			
ENSC 709	Environmental Managing and Planning	3	CHEM 204L	General Chemistry II Lab	1			
ENSC 730	Solid Waste Management	3	CHEM 351	Organic Chemistry I	3			
ENSC 737	Renewable Energy Sources and Issues	3	CHEM 351L	Organic Chemistry I Lab	1			
ENSC 790	Special Topics in Environmental Science	1-3	CHEM 352	Organic Chemistry II	3			
ENSC 839	Issues in Environmental Public Health	3	CHEM 352L	Organic Chemistry II Lab	1			
ENSC 841	Environmental Remediation	3	MATH 152	Pre-Calculus	4			
Special Project or Internship		(6 credits)	MATH 152L	Pre-Calculus Lab	0			
ENVM 811	Special Group Project in Environmental Management	3	MATH 221	Calculus I	4			
ENVM 812	Internship in Environmental Management	3	MATH 221L	Calculus I Lab	0			
INTEGRATED BS/MS FOOD TECHNOLOGY AND SAFETY			PHSC 203	General Physics I	3			
<p>The joined BS/MS program in Food Technology and Safety allows students to understand the processes, regulations and science related to the manufacturing of foods and food preservation. Alumni will be able to work in the food industry or in the government as inspectors or analysts and will be able to make decisions regarding the safety of food products. Students will apply the best available technology in their graduate research to propose solutions to contemporary problems of public health concern.</p>			PHSC 203L	General Physics I Lab	1			
			PHSC 204	General Physics II	3			
			PHSC 204L	General Physics II Lab	1			
			Concentration Courses*			38		
			BIOL 315	Biostatistics	3	BIOL 315	Biostatistics	3
			BIOL 320	Microbiology	3	BIOL 320	Microbiology	3
			BIOL 320L	Microbiology Lab	1	BIOL 320L	Microbiology Lab	1
			BIOL 350	Biochemistry	3	BIOL 350	Biochemistry	3
			BIOL 321	Food Microbiology	3	BIOL 321	Food Microbiology	3
			BIOL 321L	Laboratory of Food Microbiology	1	BIOL 321L	Laboratory of Food Microbiology	1
BIOL 323	Industrial Microbiology	3	BIOL 323	Industrial Microbiology	3			
NUTR 201	Introduction to Nutrition	4	NUTR 201	Introduction to Nutrition	4			
FOOD 101	Introduction to Food Technology	3	FOOD 101	Introduction to Food Technology	3			
FOOD 201	Microbial Food Safety Hazards and Quality Control	3	FOOD 201	Microbial Food Safety Hazards and Quality Control	3			
FOOD 250	Food Safety and Protection related to Public Health	3	FOOD 250	Food Safety and Protection related to Public Health	3			
FOOD 300	Food Laws, Standards & Regulations	4	FOOD 300	Food Laws, Standards & Regulations	4			
FOOD 400	Food Biotechnology	3	FOOD 400	Food Biotechnology	3			
Total Credits		154						
Undergraduate Level		114						
General Education		36						
Core Courses		40						
Concentration Courses		38						
Elective Courses		8						
Graduate Level		32						
Undergraduate Level		114						
General Education Courses*		(36 credits)						

FOOD 450	Principles of Hazard Analysis and Critical Control Points (HACCP) & Good Manufacturing Practices (GMP)	4
MANA 260	Managerial Strategies	3

Elective Courses **8**

Graduate Level Courses (32 credits)

CHEM 504	Food Chemistry	3
CHEM 504L	Laboratory of Food Chemistry	1
FOOD 501	Food Safety Toxicology	3
FOOD 581	Graduate Seminar	1
FOOD 603	Comparative Food & Agriculture Systems	3
FOOD 605	Food Safety Disease Control	3
FOOD 606	Food Packaging & Processing	3
FOOD 607	Food Safety Risk Assessment	3
FOOD 611	Quality Management in the Food Industry	3
FOOD 691	Graduate Project I	3
FOOD 692	Graduate Project II	3
STAT 505	Statistic Instrument Research OR	3
STAT 755	Experimental Design	3

*See course descriptions in the Undergraduate Catalog.

DOCTORAL DEGREE

ENVIRONMENTAL SCIENCES

Environmental science as a distinct academic discipline has assumed an ever-increasing role in the race to understand the link between human activities and the natural environment, as well as the related impacts of humanity on individual species, ecological systems, and human health.

The study of environmental science draws heavily upon the biological, chemical, geological, and health sciences. To this basic core of knowledge, environmental scientists add a systems approach to examine issues, problems, and solutions as part of a larger ecologically connected continuum.

As human beings in this era, we are beginning to understand some of the results and repercussions of our activities. It becomes more apparent that the scientific community needs to devote much more effort to environmental baseline studies, ecological characterization, toxin bio-concentration studies, and in the development of remediation technologies.

The demand for doctoral degree-level researchers, scientists and educators with a firm grounding in the environmental sciences is high, and with renewed global focus on the improvement of environmental conditions and industrial and

agricultural processes that demand will increase over the next several decades.

Mission

The mission of the program is to stimulate pure and applied research that will improve the quality of life in the institution, the community, and the island. Our students will acquire the extensive academic and research foundations necessary to evaluate, prevent, and remediate environmental problems to safeguard our natural resources.

Ultimately, our graduates will supply their scientific expertise to industries and governments on environmental issues as well as in the development of new methodologies, technologies, and strategies to protect the environment through research in academia. Universidad Ana G. Méndez-Recinto de Gurabo (UT) will demonstrate excellence in environmental science through the success of its graduates in the institution, the community and the island.

Objectives

1. To provide graduate students with knowledge, skills and aptitudes needed for successful careers in environmental science at academic institutions, government agencies, and in industry.
2. To graduate professionals with scientific research training, high ethical values, and commitment to their society, environment, and culture.
3. To establish collaborative relationships between the University and the external community by promoting research, cultural and community development projects that will enhance the quality of life.
4. To facilitate and encourage international initiatives that will enhance scientific communication and exchange of scientific knowledge between Universidad Ana G. Méndez-Recinto de Gurabo and the world.
5. To create a database that will turn the University into island's leader in the understanding and solution of environmental problems as well as in the application of new technologies.

Curriculum

The doctoral (PhD) program in environmental sciences includes three specializations: chemistry, biology and pollution management. Students from each specialization will have the following characteristics:

Biology

Upon completion of the biology specialization, the student will be prepared to:

1. Evaluate, analyze, and apply the proper biotechnological techniques to a specific environmental problem.
2. Evaluate and characterize the role of microorganisms in contaminated environments.

3. Collect and evaluate experimental data using analytical instruments such as GC-MS and HPLC in conjunction with molecular and microbiological techniques such as polymerase chain reaction (PCR), protein analysis, bacterial isolations, and DNA manipulations.

Chemistry

Upon completion of the chemistry specialization, the student will be prepared to:

1. Analyze and explain the essential principles that govern the properties of contaminants and how they behave in the environment.
2. Describe properties and applications of materials for pollution control such as zeolites, active carbon, clays, and silica gel.
3. Collect and evaluate experimental data using laboratory instrumentation such as gas chromatograph-mass spectrometer (GC-MS), high performance liquid chromatograph (HPLC), Fourier-transformed infrared spectrometer, (FT-IR), and UV-V's spectrophotometer, among others.
4. Evaluate and prevent the possibility of an occupational epidemic disease caused by industrial toxic contaminants.

The doctoral program will emphasize research and the search for solutions to environmental problems. The curriculum is divided into four major components: core courses; specialization courses; elective courses; and research and courses.

Students must complete all core, specialization, and elective courses before their enrollment in dissertation courses.

The students will select a research/dissertation advisor prior to the end of their second semester of enrollment. The student should select his/her research/dissertation advisor primarily based on their common research interests. Once the research/dissertation advisor is selected, the advisor will communicate his/her commitment to the Dean of the Center for Doctoral Studies (CDS) in a formal letter that includes suggested research topics. The advisor-student team will have a period not to exceed two semesters following their agreement to assemble a dissertation committee and to notify the CDS with a formal letter signed by the student, advisor, and the selected dissertation committee members.

The students must complete a minimum of one year (full time commitment) dedicated to research under the direct supervision of the faculty advisor. This will be accomplished in two continuous semesters (Dissertation Research ENSC 997-998).

DOCTORAL DEGREE IN ENVIRONMENTAL SCIENCES (PHD)

Total Credits	56
Core Courses	17
Research Courses	21
Specialization Courses	18

Core Courses	(17 credits)
STAT 750	Experimental Design 3
ENSC 751	Environmental Laws, Ethics and Public Policy 3
ENSC 752	Water Quality Management 3
ENSC 753	Soil Management 3
ENSC 754	Air Quality Management 3
ENSC 755	Graduate Seminar I 1
ENSC 756	Graduate Seminar II 1

Research Courses	(21 credits)
ENSC 997	Doctoral Dissertation 6

Specialization Electives Courses	(18 credits)
(Choose one of the options: Biology or Chemistry)	

Biology	(9 credits)
BIOL 712	Applied Mycology 3
BIOL 713	Microbial Ecology 3
BIOL 843	Environmental Microbiology 3
BIOL 844	Environmental Biotechnology 3
ECON 700	Environmental Economics 3
ENSC 706	Wildlife Management 3
ENSC 707	Environmental Geology 3
ENSC 730	Solid Waste Management 3
ENSC 737	Renewable Energy Sources and Issues 3
ENSC 763	Environmental Evaluation 3
ENSC 790	Special Topics in Environmental Sciences 1-6
BIOL 839	Issues in Environmental Public Health 3
ENSC 841	Environmental Remediation 3
ENSC 865	Environmental Toxicology 3

Specialization Courses	(9 credits)
BIOL 903	Ecology and Conservation of Natural Resources 3
BIOL 914	Applied Tropical Botany 3
BIOL 995	Advanced Studies in Environmental Biology 1-6
ENSC 901	Environmental Risk Assessment and Management 3
ENSC 902	Environmental Quality Indicators 3
ENSC 960	Biodiversity Conservation and Management 3
ENSC 992	Experimental Methods in Remediation 3
ENSC 995	Advanced Studies in Environmental Sciences 1-6

Chemistry	(9 credits)
ECON 700	Environmental Economics 3
ENSC 706	Wildlife Management 3
ENSC 707	Environmental Geology 3
ENSC 709	Environmental Management and Planning 3
ENSC 730	Solid Waste Management 3
ENSC 737	Renewable Energy Sources and Issues 3
ENSC 790	Special Topics in Environmental Sciences 1-6

BIOL 839	Issues in Environmental Public Health	3
ENSC 840	Aquatic Environment Management	3
ENSC 841	Environmental Remediation	3
CHEM 850	Environmental Catalysis	3
CHEM 852	Materials for Pollution Control	3
CHEM 861	Nanotechnology	3

Specialization Courses (9 credits)

BIOL 903	Ecology and Conservation of Natural Resources	3
CHEM 953	Environmental Electrochemistry	3
ENSC 901	Environmental Risk Assessment and Management	3
ENSC 902	Environmental Quality Indicators	3
ENSC 960	Biodiversity conservation and Management	3
ENSC 992	Experimental Methods in Remediation	3
ENSC 995	Advanced Studies in Environmental Sciences	1-6

COURSE DESCRIPTIONS

**BIOL 560
General Mycology
Three Credits**

The course focuses on the study of fungi from the standpoint of their mycological characteristics. Emphasis is on collection, culture, identification, characterization, ecology, diversity, and biological and economic importance. Includes the Oomycetes, Chytridiomycetes, Zygomycetes, Ascomycetes, Basidiomycetes and Fungi Imperfecti. Theory ipresented through lectures will be tested during the laboratory period.

**BIOL 615
Environmental Industrial Microbiology
Three Credits**

The course deals with industrial application of microorganisms in antibiotic production and production of other chemicals. Topics include environmental biotechnology, transformation, product stability, protection against impairment of spoilage, as well as environmental impact of solid and liquid waste management.

**BIOL 619
Microbial Ecology
Three Credits**

The course centers on the study of microorganisms and their interaction with the biotic and abiotic environment, which includes bacteria, fungi, algae and protozoan and cellular molecules. Emphasis is on the role of microorganisms in the global ecosystem and the preservation of environment quality.

**BIOL 620
Applied Tropical Botany
Three Credits**

The course is an introduction to the structure and function of the plant body. It includes establishing theoretical and practical bases for the study of plant diversity and principles of plant conservation.

**BIOL 625
Topics in Biology
Three Credits**

The course deals with modern topics related to biology. Each semester a topic will be discussed using recent literature. Topics such as conservation, biodiversity, evolution, applied ecology, biotechnology, bioinformatics, contamination, ecosystem management, hydrology, and remote sensing will be covered.

**BIOL 683
Special Topics in Biology
One to Three Credits**

The course will cover special topics in biology that may become available from time to time, including specific topics in environmental biology, ecology, zoology, botany, microbiology, or cellular and molecular biology. The format may include traditional classroom study, intensive workshops, and field courses, given by visiting professors or regular faculty. Students will take exams, submit reports and give oral presentations. Content may vary by semester. The specific content of a given semester will be indicated in a subtitle in parenthesis following the title "Special Topics in Biology" in the course calendar (programming) and student transcripts. The student may repeat the course under different subtitles for a total of 9 credits.

**BIOL 684
Advanced Master's Level Study in Biology
One to Three Credits**

Advanced study in Biology. Content may vary by semester. The student may register for a total of 1-3 credits in any semester. The specific content of a given semester will be indicated in a subtitle in parenthesis following the title "Advanced Master's Level Study in Biology" in the course calendar (programming) and student transcripts. Permission from instructor and approval of the Graduate Program are required before the student may enroll. The student may repeat the course under different subtitles for a total of 9 credits.

**BIOL 712
Applied Mycology
Three Credits**

This course covers the characteristics of fungi, their diversity and their importance in the environmental and in

biotechnology. This includes the role of fungal communities, succession, decomposition, nutrient cycling, pollution and fungal interactions. In addition, we discuss the importance of fungi in biotechnology such as the production of medicine, food, generic engineering and remediation. The course includes practical techniques for isolation, cultivation and identification of fungi, physiological tests, enzyme assays and fermentation.

BIOL 713

Microbial Ecology

Three Credits

Study of the microorganisms and their interaction with the biotic and abiotic environment. Includes bacteria, fungi, algae and protozoan and cellular molecules. Emphasis will be given to the role of the microorganisms in the global ecosystem and the preservation of the environment quality.

BIOL 843

Environmental Microbiology

Three Credits

The course covers general principles in environmental microbiology, and describes the different taxonomic groups and their importance in terrestrial and aquatic systems. The role of microorganisms in terrestrial and aquatic systems will be discussed. Other topics include principles of biodegradation and bioremediation, describing how microorganisms can be used to eliminate or decrease organic and metal pollutants in the environment. Aereomicrobiology, microbiology in deep surface, waste water treatments and drinking water will also be discussed.

BIOL 990

Experimental Microbiology

Three Credits

The course focuses on hands-on research that introduces students to the strategies, instruments and challenges associated with microbiology research. The student will take on independent and original research projects. The areas of attention are the following: (1) isolation and identification of microorganisms based on traditional and modern techniques; (2) analytical imaging and microscopy techniques for identification and characterization of microorganisms, and (3) bioinformatics. Since communication is an especially important component of scientific research, this course also helps improve the written and oral communication skills of the students. One hour of lecture and three laboratory hours.

BIOL 994

Practical Course in Microbiology in Extreme Conditions

Three Credits

This is a practical course that describes the interrelations of microorganisms with non-biotic factors and biogeochemical cycles. Topics include the effect of non-biotic factors on

microorganisms that thrive in extreme conditions (e.g. acidity, alkalinity, salinity, pressure, temperature, oxidation-reduction potential, oxygen variability, as well as tolerance of microorganisms to organic compounds and metals). Emphasis is on organic contamination. Comparative bioenergetics of microorganisms that inhabit extreme environmental conditions and the ecology and genetics (genes) that have enabled them to survive will be discussed. The course also includes a study of the use of extremophiles in biotechnological applications and their possible exploitation by this industry. The practical laboratory includes the application of diverse techniques for sampling, chemical analysis and estimation of microbial diversity. One hour of lecture and two laboratory hours.

CHEM 504

Food Chemistry

Three Credits

An in-depth coverage of the chemical structures of major food components and the chemical reactions occurring during storage and processing. Relationship of chemical composition to properties and to physical and chemical stability of foods. Chemical reactions will be covered extensively. Special attention will be given to dairy and poultry products, red meats, vegetables, and cereal grains.

CHEM 504L

Laboratory of Food Chemistry

One Credits

Application of the chemical structures of major food components and the chemical reactions occurring during storage and processing. Relationship of chemical composition to properties and to physical and chemical stability of foods. Chemical reactions will be covered extensively. Special attention will be given to dairy and poultry products, red meats, vegetables, and cereal grains. Practical laboratory activities will emphasize the concepts.

CHEM 735

Environmental Chemical Analysis I

Three Credits

This is the first of two semesters of Environmental Chemical Analysis. The course emphasizes the theoretical study of origin, destination, control and analysis of environmental pollutants in air, water, soil and sediments. Several sampling methods are described; and quantitative analytical methods for several pollutants in air, water, soil, sediments, and other environmental matrices are discussed. The fundamentals of environmental data acquisition, basics of environmental sampling and analysis, and environmental sampling design are also discussed. Furthermore, several analytical techniques and instrumental descriptions are also discussed

CHEM 736

Environmental Chemical Analysis II

Three Credits

This is the second of two semesters of Environmental Chemical Analysis. It emphasizes the application of several methodological techniques for the analysis of environmental samples. It includes the theoretical discussion of specific analytical methods, and the practical applications of such methods through laboratory experiences.

CHEM 761

Forensic Chemistry

Three Credits

The course covers theoretical bases and the application of laws and methods to the chemical analysis of organic and inorganic matter in forensic research. Methods of analytical and instrumental chemistry in the preparation of samples, the logistic of and analytical process, and the complements of instrumental techniques to the usual problems encountered in forensic investigation will be discussed. Interpretation of results in a scientific, statistically representative and judicially verifiable manner will also be included.

CHEM 850

Environmental Catalysis

Three Credits

The course covers the following topics: Crystallography of the solid surface, chemistry of the solid surface, adsorption sites, acid catalysis by metals and semiconductors, bi-functional catalysis, reactions of: combustion, oxidation, reduction, photolysis. Catalytic oxidation over supported noble metals, selective catalytic reduction on zeolites, and thermal decomposition over metals, oxidation over heavy metals; oxides combustion catalysts and sulfur reduction with Cu on alumina catalysts, and heterogeneous photocatalysis .

CHEM 852

Materials for Pollution Control

Three Credits

Study of the governing principles of materials properties and behavior. Emphasis in atomic and nuclear structure, ionic covalent, metallic bonding and Van der Waals interactions, molecular orbital theory, crystallography and chemistry of materials, defects and diffusion, phase diagrams, conduction and magnetic properties, synthesis and modifications of zeolites, active carbon preparation, silica, porous polymers and the application of zeolites, active carbon, clay and silica gel to pollution control.

CHEM 850

Environmental Catalysis

Three Credits

The course deals with fundamentals of catalytic processes for purification of exhaust gases. Catalysis for clean production will also be an important part of the course. Topics covered include the following: crystallography and chemistry of the solid surface, adsorption sites, catalysis by acids, metals and semiconductors; bi-functional catalysis, reactions of combustion, oxidation, reduction, photolysis; selective catalytic reduction on zeolites, and thermal decomposition over metals; oxidation over heavy metals oxides, combustion catalysts, and sulfur reduction with Cu on alumina catalysts; heterogeneous photo-catalysis on semiconductor catalysts.

CHEM 852

Materials for Pollution Control

Three Credits

The course deals with pollution control materials, ionic, covalent and metallic bonding, Van der Waals interactions, the molecular orbital theory, the atomic bonding theory, crystallography, crystal chemistry of materials, phase diagrams, phase transformations, synthesis and modification of zeolites, active carbon preparation, pillared clays preparation, and silica gel preparation. Polymers, polyethylene, polyvinyl chloride, polystyrene, teflon, polyurethane, phenol-formaldehyde resins, ionic exchange resins, and catalytic air will also be discussed.

CHEM 853

Environmental Electrochemistry

Three Credits

The course focuses on the following topics: electrolyte solutions, electrochemical potential, electrochemical equilibrium, Donnan equilibrium, activity coefficients, Debye-Huckel theory, cell potential, Nernst equation, Faraday laws, the electrochemical cell, half-cell potential, redox reactions, charge and mass transport, electrolysis and electrodeposition, kinetics of the Electrochemical reactions, the Tafel equation, electrochemical technology and the environment, electroanalytical chemistry, instrumentation, electrode design, electrochemical reactor design, electrochemistry of organic pollutants, electrochemistry of inorganic pollutants, and potentiometric sensors.

CHEM 854

Adsorption and Ionic Exchange in Solid Materials

Three Credits

The course deals with the theory and practice of adsorption in solids materials and ionic exchange. The theoretical topics include the description of the solid surface and the interactions between the surface and the adsorbate, microporous and mesoporous adsorbents, thermodynamics

of adsorption, adsorption in the liquid-solid surface, as well as thermodynamics and kinetics of ionic exchange. Experimental methods in adsorption and ionic exchange in solids are also covered. Measurements of adsorption and ionic exchange isotherms, breakthrough curves, diffusion coefficients in micro porous solids are presented through lectures and experiments.

CHEM 881
Experimental Methods in Adsorption and Ionic Exchange in Solid Materials
Three Credits

The course centers on measurement of adsorption isotherms, thermo-programmed desorption, calorimetry of adsorption, and measurement of the diffusion coefficient of molecules in microporous solids. Topics include measurement of ionic exchange isotherms, calorimetry of ionic exchange, and measurement of the diffusion coefficient of cations during ionic exchange. Determination of the breakthrough curves during dynamic adsorption and ion exchange will be presented. Two hours of lecture and two laboratory hours.

CHEM 885
Instrumental Methods for Materials Characterization
Three Credits

The course focuses on methods for characterizing the structure and properties of materials, principally solid materials. The fundamentals of the different techniques existing to identify solids and their importance from the environmental point of view will be discussed. Structure characterization techniques including optical, X-ray and electron microscopy, magnetic resonance and electro-calorimetric methods applied to solids will be covered.

ECON 700
Environmental Economics
Three Credits

The course focuses on analysis and study of the economic principles associated with renewable and non-renewable resource management, pollution, environmental protection and regulations, from a global perspective. The course emphasizes the application of economic principles to the environmental economy.

ENSC 500
Fundamentals of Environmental Sciences
Three Credits

The course is an introduction to the environmental sciences. Structure and function of natural ecosystems, types of environmental contaminants and the effect of contaminants on human health and the environment will be covered.

ENSC 520
Applied Environmental Legislation
Three Credits

The course focuses on the study of laws and regulations established to control activities that affect the quality of the environment and natural resources. It includes analysis of the relationship between government agencies and how laws and regulations are used to establish environmental policy. Emphasis is on sustainable development and its importance for the protection of the environment.

ENSC 530
Solid Waste Management
Three Credits

The course deals with fundamental concepts required for the adequate management of solid waste. It includes discussion of regulations and solutions related to the generation, transportation, storage and disposal of solid waste.

ENSC 540
Aquatic Environment
Three Credits

The course deals with sources of supply, contamination, and disposal of waste. It includes study of physical-chemical characteristics of water, supplies, contamination, disposition of its contaminants, management of rainwater, importance of the environmental laws that regulate aquatic wastes, the local situation, and involvement of public and government agencies.

ENSC 541
Air Pollution and Standards of Quality & Control
Three Credits

The course focuses on principal sources of contamination; topics include nature, transformation, motion, removal and effect of contaminants on public health and natural ecosystems. Quality standards and programs for the control of the contamination will be discussed, as well as the local situation and the importance of laws and regulations that have been established.

ENSC 550
Hazardous Waste Management
Two Credits

The course focuses on selection of parameters and methods for waste characterization and classification. It includes selection of sampling procedures and an introduction to evaluation.

ENSC 563
Environmental Evaluation
Three Credits

The course focuses on the study of the procedures established for the preparation of environmental auditing, assessments and impact statements.

ENSC 582

Seminar I

One Credit

The course consists of presentations and discussion by scientists and researchers on recent topics in environmental sciences. Topics include thesis results, design of new equipment, application of new technology, new efforts and advances of government agencies and private companies, and local and international issues in environmental science. Special guests and faculty members will present topics.

ENSC 600

Environmental Planning and Management

Three Credits

The course deals with theoretical components of the environmental planning processes. Important topics for the development of an implementation plan and the essential components of a monitoring plan are discussed.

ENSC 610

Hazardous Waste Operations, Emergency Response and Hazard Communication

Three Credits

The course focuses on fundamental concepts required for the development and implementation of a hazard communication program, adequate management of chemical substances and hazardous waste, and management of environmental emergencies.

ENSC 635

Environmental Chemical Analysis I

Three Credits

The course focuses on the theoretical and experimental study of the chemical analyses that are used to characterize inorganic environmental contaminants found in soil, water, and air samples. Analyses will include toxic metals, gases, and cyanide.

ENSC 636

Environmental Chemical Analysis II

Three Credits

The course deals with theoretical and experimental chemical analyses of water, soil, and air samples, in order to characterize environmental contaminants. Analyses will include oxygen demand, chemical and physical properties of water, and organic contaminants such as pesticides, solvents and aromatics.

ENSC 640

Wastewater Treatment

Three Credits

The course focuses on microbiology and characteristics of waste waters, as well as their treatment processes. A brief introduction to the control of activated sludge plants will also be presented.

ENSC 645

Remediation

Three Credits

The course focuses on state-of-the-art treatment technologies applicable to industrial waste and hazardous waste site remediation. Several types of chemical and biological treatments will be discussed. Emphasis will be on those technologies that have proven to substantially diminish the toxicity of hazardous constituents and/or have reduced the likelihood of migration of such constituents from the waste of concern.

ENSC 646

Bioremediation

Three Credits

The course deals with general concepts in bioremediation in soil and aquatic systems. This includes the use of microorganisms and their function and interaction in the environment, phytoremediation, abiotic and biotic parameters that affect the bioremediation processes, anaerobic processes in bioremediation, molecular techniques in bioremediation, and risk assessment.

ENSC 650

Special Topics in Environmental Chemistry

Three Credits

The course focuses on theoretically and practically advanced chemical techniques for environmental analyses. Specific methods to measure organic and inorganic pollutants are discussed, in particular novel methodologies for trace and in situ measurements. The theoretical fundamentals of the techniques are presented, together with the instrumental and applications.

ENSC 665

Industrial Toxicology

Three Credits

The course centers on the study of toxic agents that affect humans. Chemical reactions and their effects on normal physiological activities of the organism will be analyzed.

ENSC 682

Seminar II

One Credit

Students will learn to write proposals about research topics. Topics to be considered are as follows: design of equipment, application of new technology, new efforts and advances of government agencies and private companies, and local and international issues in environmental science. Students will present their analyses.

ENSC 683

Special Topics in Environmental Science

Three Credits

The course will cover special topics in Environmental Science that may become available from time to time, including specific topics in. The format may include traditional classroom study, intensive workshops, and field courses, given by visiting professors or regular faculty. Students will take exams, submit reports and give oral presentations. Content may vary by semester. The specific content of a given semester will be indicated in a subtitle in parenthesis following the title "Special Topics in Environmental Science" in the course calendar (programming) and student transcripts. The student may repeat the course under different subtitles for a total of 9 credits.

ENSC 684

Advanced Master's Level Study in Environmental Science

One to Three Credits

Advanced study in Environmental Science. Content may vary by semester. The student may register for a total of 1-3 credits in any semester. The specific content of a given semester will be indicated in a subtitle in parenthesis following the title "Advanced Master's Level Study in Environmental Science" in the course calendar (programming) and student transcripts. Permission from instructor and approval of the Graduate Program (Assoc Dean) are required before the student may enroll. The student may repeat the course under different subtitles for a total of 9 credits.

ENSC 691

Master's Thesis Research I

One to Three Credits

A supervised independent scientific research project in environmental science, leading to the completion of the master's thesis requirement. The student will enroll for the number of credits determined by the student's Committee and Chair (Research Advisor/Supervising Professor), but not for less than a cumulative total of 6. No more than 3 credits (cumulative total) may be used for preparation of the master's thesis proposal. No more than 3 credits of ENSC 691 may be taken in a regular semester, nor more than 3 in a summer session. Requires permission from the student's Committee and Chair (Research Advisor and Supervising Professor) and approval of the Coordinator for Graduate Studies and Research.

ENSC 692

Master's Thesis Research in Residence (continuation)

One to Three Credits

Used to establish research in residence status for the Master of Science in Environmental Science, after the student has been enrolled for the permissible cumulative total in master's thesis research (ENSC 691). The student will be regarded as in full-time residence (study) as determined by the University. Requires permission of the student's Thesis Committee and Chair (Research Advisor and Supervising Professor) and approval of the Coordinator for Graduate Studies and Research.

ENSC 703

Ecology and Conservation of Natural Resources

Three Credits

The course centers on the study and analysis of topics in ecology and conservation of renewable natural resources, including their multiple uses for timber, water, range, recreation, and wildlife.

ENSC 706

Wildlife Management

Three Credits

This course is designed to strengthen knowledge and skills in specific techniques used for wildlife and habitat management and research. The course focuses on how to collect, record, analyze, apply, and report ecological and environmental data by critically understand, evaluate and assess wildlife management. Field trips will allow student to observe and practice techniques application.

ENSC 707

Environmental Geology

Three Credits

Study of earth history, processes and resources. Relationship between geologic factors, society, and environmental pollution.

ENSC 721

Topics in Biodiversity

Three Credits

Students will explore data and discuss its importance, investigate threats, research issues, review values, and examine solutions in biodiversity and conservation biology. The effects that economics, education, politics, and lifestyle have on biodiversity are also considered.

ENSC 730

Solid Waste Management

Three Credits

Study of the fundamental principles and technological trends of solid waste management, and the physical, chemical and biological methods for solid waste disposal and processing (composting, recycling, landfilling and thermal treatments). Emphasis is given on the advantages of reduction of waste generation. The statutory framework and the strategies for waste will also be addressed.

ENSC 737

Renewable Energy Sources and Issues

Three Credits

The course is an introduction to energy resources and the environmental impacts of their use. Basic energy concepts, global resources, environmental issues and applications will be discussed. The economic and environmental advantages of alternative energy sources vs. traditional sources are discussed.

ENSC 751

Environmental Laws, Ethics and Public Policy

Three Credits

Study of the laws and regulations established to control the activities that affect the quality of the environment and the natural resources. Analysis of the theory and application of environmental ethics and the public policy to the environment.

ENSC 752

Water Quality Management

Three Credits

Study of the microbiology of waste waters, the conventional water and wastewater treatment operations, process fundamentals, hydraulic design of water and wastewater treatment operations, mass transfer, mass balance flow and batch reactors. Other topics to be covered are: screening and sedimentation, aeration, coagulation and flocculation, water softening, disinfections, aerobic biological treatments, anaerobic treatments, wetlands, ponds and systems, sludge processing and effluent disposal.

ENSC 753

Soil Management

Three Credits

The course will cover the principal soil properties including genesis, dynamic and development, soil physical and chemistry properties, soil fertility and fertilizers; dynamic role of clay and oxide material; organic material; role and dynamics of the major microorganisms; soil transformation in tropical soils, soil and water conversation; drainage and irrigation; soil pH and salinity; plant nutrition; new techniques for soil sampling and testing; pH and organic amendments: tillage and cropping systems: soli uses; advances in soil classification and survey, techniques for soil conversation and use in urban development; government agencies and programs; study cases in soil management.

ENSC 754

Air Quality Management

Three Credits

Analysis of air quality management with a focus on the causes and effects of air pollution and how it effects the environment. The effects on humans, plants and animals will be studied. Meteorology, climatology, chemistry, air pollutants, air quality assessment and control of emissions from stationary sources along with measures to prevent and control will be emphasized along with the regulations and laws established.

ENSC 755

Graduate Seminar I

One Credit

During this course the student will learn how to conduct a scientific research, will received a general orientation on the procedures to complete the thesis or dissertation, and will learn how to write a scientific paper. The course will cover the fundamentals of scientific research, technical writing using CSE, and the fundamentals of a research proposal.

ENSC 756

Graduate Seminar II

One Credit

Student will learn to write the thesis or dissertation proposal following the format specifications established by the Graduate Environmental Science Program. The students will presents their preliminary thesis or dissertation proposal.

ENSC 763

Environmental Evaluation

Three Credits

Study of the procedures established for the preparation of environmental auditing, assessment and Impact Statements.

ENSC 790

Special Topics in Environmental Sciences

One to Three Credits

The course will cover special topics in Environmental Science that may become relevant from time to time. The format may include traditional classroom study, intensive workshops, and field courses, given by visiting professors or regular faculty. Student will take exams, submit reports and give oral presentations. Content may vary by semester. The specific content of a given semester will be indicated in a subtitle in parenthesis following the title "Special Topics in Environmental Science" in the course calendar (programming) and student transcripts. The student may repeat the course under different subtitles for a total of 6 credits.

ENSC 770

Classification and Characterization of Hazardous Waste

Three Credits

Study of the current statutes, guides and regulations for the characterization, classification and management of hazardous waste. The significance of the responsibility of

"candle to grave" regulation will be explained. The role of science will be emphasize, describing physical and chemical properties of the hazardous waste, as the analytical methods to be applied when doing an environmental analysis. Also the evaluation for site remediation will be covered.

ENSC 790

Special Topics in Environmental Sciences

One to Three Credits

The course will cover special topics in Environmental Science that may become relevant from time to time. The format may include traditional classroom study, intensive workshops, and field courses, given by visiting professors or regular faculty. Student will take exams, submit reports and give oral presentations. Content may vary by semester. The specific content of a given semester will be indicated in a subtitle in parenthesis following the title "Special Topics in Environmental Science" in the course calendar (programming) and student transcripts. The student may repeat the course under different subtitles for a total of 6 credits.

ENSC 801

Environmental Risk Assessment and Management

Three Credits

Various methodologies for evaluating and managing risks from environmental contaminants and technological hazards will be examined. Topics include basic concepts of environmental risk assessment, risk assessment methods, and risk perception, including characterization and quantification of human health impacts, and evaluating ecological risk. Legislative and regulatory initiatives that are attempting to base decisions on risk assessment, along with the controversy that surrounds such approaches will also be discussed.

ENSC 802

Environmental Quality Indicators

Three Credits

The course deals with the following topics in microbiology: bacteria, algae, fungi, protozoa, viruses, worms, metabolism and growth, pathogens, indicators of fecal contamination, coliforms, streptococci, clostridiums, and coliphages. Other topics include chemical contaminants, acids, ammonium, heavy metals, nitrate, nitrite, fluoride, sulfides, cyanide; selenides, arsenic, asbestos; hydrocarbons, VOC, PAHs, PCBs and dioxins, pesticides, trialomethanes, mercaptans, amines, ethers, aldehydes, soap and detergents, radioactive contaminants, turbidity, pH. Air quality: SO_x, NO_x, CO_x, ozone, lead, VOC, particulate matter, emission survey, ambient air monitoring. Meteorology and contaminant distribution will be discussed. The following will also be discussed: biogeochemical cycling; N, S, P cycling; microbial evolution; soil microbiology, N-cycling; Soil-borne & water-borne

diseases; indicator organisms; C-cycling; K-cycling; air quality and water quality.

ENSC 803

Water Treatment Systems

Three Credits

The course deals with conventional water and wastewater treatment operations, process fundamentals, hydraulic design of water and wastewater treatment operations, mass transfer, mass balance, and flow and batch reactors. Other topics to be covered are the following: screening and sedimentation, aeration, coagulation and flocculation, filtration, water softening, disinfections, aerobic biological treatments, anaerobic treatments. Wetlands, ponds, land systems, sludge processing and effluent disposal will also be discussed.

ENSC 805

Solid Waste Management

Three Credits

The course deals with basic principles and trends in solid waste management. Physical, chemical and biological methods for solid waste disposal and processing, such as composting, thermal technologies and land filling, are discussed. Emphasis is on the advantages of reduction of waste production. Characterization, storage and transport of solid wastes will be also covered.

ENSC 806

Air Quality Management

Three Credits

The course presents an overview of the field of air quality management, with emphasis on the causes and the effects of air pollution and how it affects the environment, including the effects on humankind, plants and animals. Air pollution meteorology, climatology, chemistry, atmospheric pollutants, air quality, and emissions assessment, control of emissions from stationary sources, prevention and control measures will be emphasized.

ENSC 810

Research Thesis

Three Credits

A supervised independent scientific research project in environmental science, leading to the completion of the master's thesis requirement. The student will enroll for the number of credits determined by the student's Committee and chair (Research Advisor/ Supervising Professor), but not for less than a cumulative total of 6. No more than 3 credits (cumulative total) may be used for preparation of the master's thesis proposal. No more than 3 credits of ENSC 810 may be taken in a regular semester, no more than 3 in a summer session. Requires permission from the student's Committee and Chair (Research Advisor/ Supervising

Professor) and approval of the Coordinator for Graduate Studies Research.

ENSC 839

Issues in Environmental Public Health

Three Credits

The course focuses on major concepts and principles relevant to environmental health. Emphasis is on the chemical, biological and physical agents and factors that are environmentally mediated and constitute a risk to humans. Sources, environmental pathways of transmission, exposure dose relationships, and adverse health effects are discussed, giving special attention to susceptible populations. The principles and methods of risk assessment and risk management are identified and applied throughout the course as a unifying theme.

ENSC 841

Bioremediation Processes

Three Credits

The course covers bio gradation and the bioremediation process in soil, sediments, aquatic systems and air. Emphasis is on metabolic study of the microbiological process to degrade xenobiotic substances and of bio-transformation of inorganic compounds. Interaction of microorganisms with non-biotic factors in soil, water and air will be discussed. Topics include growth-linked associations to acclimatization, activation, detoxification, kinetic thresholds and sorption. Other topics covered include chemical structure and prediction of biodegradation products, and co-metabolism, as well as in-situ and ex-situ bioremediation. Phytoremediation and plants used as bio-indicators, genetic pools, bioengineering and new technologies will also be discussed.

ENSC 844

Environmental Biotechnology

Three Credits

The course focuses on the emerging role of biotechnology in human society and the global environment. Basic concepts in genetic engineering are introduced in a relatively non-technical way as a foundation for studying the implications of biotechnology in agriculture, food, medicine, industry, and ecology. Concepts of microbiology, microbial ecology, and environmental chemistry will be introduced and synthesized to provide an understanding of bioremediation and other areas of environmental biotechnology. Controversial aspects of biotechnology are addressed.

ENSC 845

Soil Management

Three Credits

The course deals with principal soil properties including genesis, dynamic and development; soil physical and

chemistry properties, soil fertility and fertilizers; dynamic role of clay and oxide material; organic material; role and dynamics of the major microorganisms; soil transformation in tropical soils; soil and water conservation; drainage and irrigation; soil pH and salinity; plant nutrition; new techniques for soil sampling and testing; pH and organic amendments; tillage and cropping systems; soil uses; advances in soil classification and survey; techniques for soil conservation and use in urban development; government agencies and programs; study cases in soil management;

ENSC 860

Biodiversity Conservation and Management

Three Credits

The course deals with conservation of biological diversity "in situ" and "ex situ". Topics discussed include the following: policy, environmental impact and strategies regarding the conservation and management of biological diversity; local and international norms and legislation about the conservation and management of biological diversity; commercialization and economic regulations in the conservation and management of biological diversity; evaluation and solutions of environmental impact and practices in the conservation and management of biological diversity; sustainable work of protected areas; tourist management; science and biotechnology for the conservation and management of biological diversity; education, environmental conservation, spreading and international cooperation from the conservation and management of the biological diversity.

ENSC 865

Environmental Toxicology

Three Credits

The course emphasizes the effects of environmental contaminants in the living organisms starting from the molecules and ending with the ecosystem. It will emphasize the possible link between environmental exposure at sub-lethal doses of those contaminants and their molecular interactions at the individual level with alterations of function of the ecosystems and human health. We will study how the knowledge in the field is used for the making of risk assessment.

ENSC 906

Environmental Science Seminar

Three Credits

The course centers on contemporary issues in environmental sciences. The student is expected to review, discuss, and present an oral report on a topic related to contemporary environmental issues. Topic areas for selection include environmental biology, environmental chemistry, environmental microbiology, environmental toxicology, and water quality management, as well as solid and hazardous waste management.

ENSC 907

Special Topics in Environmental Science

Three Credits

The course will cover special topics in environmental science that may become available from time to time. The format may include traditional classroom study, intensive workshops, and field courses, given by visiting professors or regular faculty. Students will take exams, submit reports and give oral presentations. Content may vary by semester. The specific content of a given semester will be indicated in a subtitle in parenthesis following the title "Special Topics in Environmental Science" in the course calendar (programming) and student transcripts. The student may repeat the course under different subtitles for a total of 12 credits.

ENSC 992

Experimental Methods in Bioremediation

Three Credits

The course focuses on application of recent innovative technology in bioremediation. The following topics will be discussed: microbiological treatment of various environments (soil, sediments and water) contaminated with organic and inorganic compounds; microbial nutrition and environmental requirements; microbial destruction of environmental pollutants; the bioremediation laboratory; applied bioremediation; anaerobic biodegradation; surface bioremediation of soils and sludges; bioreactors; aquifer bioremediation; lagoon bioremediation; vadose zone bioremediation, and developing bioremediation technologies. Two hours of lecture and two laboratory hours.

ENSC 993

Rotation

One credit per rotation for a maximum of three rotations

This is a practical course in which the doctoral student selects a topic related to current research in the School of Science and Technology. With the approval of the advisor research can be done in industry and/or at another local or international university. A minimum of 10 hours per week of research is required. The student will write the results in scientific publication style. This work must be presented orally in the seminar class and the written paper will be submitted to the PhD coordinator.

ENSC 995

Advanced Study in Environmental Science

One to Three Credits

Advanced study in Environmental Science. Content may vary by semester. The student may register for a total of 1-3

credits in any semester. The specific content of a given semester will be expressed in a subtitle in parenthesis following the title "Advanced Doctoral Level Study in Environmental Science" in the course calendar (programming) and student transcripts. Permission from instructor and approval of the Graduate Program (Assoc Dean) are required. The student may repeat the course under different subtitles for a total of 9 credits.

ENSC 997

Doctoral Dissertation Research

One to Six Credits

A supervised independent scientific research project in environmental science, leading to the completion of the doctoral dissertation requirement. The student will enroll for the number of credits determined by the student's Committee and Chair (Research Advisor/Supervising Professor), but not for less than a cumulative total of 15. No more than 6 credits (cumulative total) may be used for preparation of the dissertation proposal. No more than 6 credits of ENSC 997 may be taken in a regular semester, nor more than 3 in a summer session. Requires permission from the student's Committee and Chair (Research Advisor) and approval of the Coordinator for Graduate Studies and Research.

ENSC 998

Doctoral Research in Residence (continuation)

Cero Credits

Used to establish research in residence status for the Ph.D., after the student has been enrolled for the permissible cumulative total in doctoral dissertation research (ENSC 997). The student may be regarded as in full-time residence (study) as determined by the Dean of Doctoral Studies. Requires permission of the student's Dissertation Committee and Chair (Research Advisor and Supervising Professor) and approval of the Coordinator for Graduate Studies and Research.

ENSC 997-98

Dissertation Research I & II

Six Credits

Proposed student's advisory committee members must approve research. Original research must be carried out on a selected topic in environmental science in the student's chosen specialization. The student must complete a minimum of one year (full time commitment of at least 135 hours per semester) dedicated to research, under the direct supervision of the faculty advisor. Each doctoral student is expected to consult with members of the dissertation committee at frequent intervals throughout the progress of the research, and shall be required to submit a progress report to each committee member at least once each semester. Student must produce, present and defend a

document of publication quality. Duration: Two continuous semesters.

ENVM 690

Special Group Project in Environmental Management

Three Credits

Special Group Project in Environmental Management is an integral part of the total education of the professional student in the Environmental Management program. It is intended to represent the student's major academic focus, and demonstrate the student's competence in that area. Students will work collaboratively in small groups to develop an applied issue environmental management or an applied or basic research problem. Special projects may originate with a faculty member, with students, or in collaboration with partners or sponsors from industry, a government agency or program, or other institution or foundation, and are conducted with guidance and participation of a faculty mentor. Student teams may create budgets, develop timelines, and describe deliverables. Maximum enrollment is seven (7) students per section.

ENVM 695

Internship in Environmental Management

Three Credits

Students participate in an internship suited to the student's career interests in an industry, a government agency or program, or other institution or foundation directly related to his or her area of study. All internships require the approval of the student's academic advisor (internship supervisor) and the School's Office of Graduate Studies and Research, and approval of a written proposal (prepared and prior to the semester of the internship) that documents the justification, goals, objectives, specific activities and expected outcomes of the internship. The internship must last at least one semester and will begin during or after the summer session following the first full year (minimum 24 credits) of coursework. The university will maintain communication and coordination with both the student and the sponsoring employer during the internship. Maximum enrollment is one student per section.

ENVM 811

Special Group Project in Management

Three Credits

Special group project in Environmental Management is an integral part of the total education of the professional student in the Environmental Management Program. It is intended to represent the student's major academic focus and demonstrate student's cognitive competence and skill in that area. Students will work collaboratively in small groups to develop basic problem solving experience in

environmental research and management. Special projects may originate with a faculty member, with students, or in collaboration with partners or sponsors with participation of a faculty member. Student teams may create budgets, timelines, and describe deliverables. A research paper and public seminar about the project are required. Maximum enrollment is seven (7) students per section.

ENVM 812

Internship in Environmental Management

Three Credits

Students participate in an internship suited to the student's career interest in an industry, government agency, or program, or other institution or foundation directly related to his/her area of study. Internships require the approval of the student's academic advisor, and of the director of the Graduate Program. Approval of written proposal (prior to the semester of the internship) that documents the justification, goals, objectives, specific activities and expected outcomes of the internship must be presented to the academic advisor. The internship must last at least one semester following a minimum of 24 credits. The university will maintain communication and coordination with both the student and the sponsor.

FOOD 501

Food Safety Toxicology

Three Credits

Study of toxic kinetics and toxic dynamics in consumption animals or plants; include dose response relationships, absorption, distribution, storage, biotransformation and elimination of toxicants. Emphasis in the study of natural toxins in animals, plants and fungi, toxics molds and mycotoxins, marine toxins in food, naturally occurring toxicants, toxicants forms during food processing, pesticides residues in food marine toxins in food, bacterial toxic genesis and evaluations of target organ toxicity.

FOOD 581

Graduate Seminar

Three Credits

Students will learn to write proposals about research topics. Topics to be considered are as follows: design of risk assessment plan, application of new technology for the food industry, new efforts and advances of government agencies and private companies in the protection of food chain and food services, food science research, and local and international issues in food science. Students will present their proposals.

FOOD 603

Comparative Food & Agriculture Systems

Three Credits

This course analysis the different pathways of food production systems. Include the European, Asian and

American techniques for culture and production food. Emphasis in economic issues, soil, hydrologic and waste management systems of bioengineering for food productions. Include the study of cells and tissues techniques, aquaculture techniques processing with aseptic elements of processing.

FOOD 605

Food Safety Disease Control

Three Credits

The food safety disease control course is aimed for students interested in the study of diseases from a population based perspective. The course begins with an overview of globalization and epidemiology of foodborne diseases. The course will describe the biotic and abiotic factors that affect disease rates and the distribution of disease prevention. The course will also include up-to-date information and statistical analysis of emerging foodborne disease from around the world.

FOOD 606

Food Packaging & Processing

Three Credits

FOOD 606 covers important topics for the packaging and food processing. The course begins with the history of proper processing and packaging of food and regulators. Among the most important issues to be discussed are the different types of packages, packaging equipment, factors involved in the choice of package, aseptic packaging, shelf life studies, modified atmosphere packaging, active packaging for e-commerce and provisions, fasteners, seal integrity, tamper evidence. The course will also cover labeling and distribution issues including: automatic identification and data capture, graphic design printing, proper labeling and distribution. The combination of up-to-date topics will help students understand the importance of aseptic packaging and processing of food and techniques to ensure that kind of quality.

FOOD 607

Food Safety Risk Assessment

Three Credits

This course starts with the basic principles of risk assessment and where it fits in to the risk analysis process. It also looks at resource, strategy and communication issues that management face in risk assessment. In-depth focus on the applications of first hazard analysis and the identification of food safety hazards, as well as the emerging importance of risk assessment. Include risk assessment of food additive, food irradiation, animal drug residues, and food allergy response assessment, human health risk assessment of lead, arsenic and mercury in the human food chain.

FOOD 611

Quality Management in the Food Industry

Three Credits

The course discusses hygienic practices, requirements for sanitation programs, and modern sanitation practices in food processing facilities. At the end of this course, students will have the knowledge to develop and maintain a sanitation program.

FOOD 691

Graduate Project I

Three Credits

A supervised independent scientific project in food safety, food management or food science, leading to the completion of the master's requirement. The student will enroll in this course once his advisor gives authorization and has an approved proposal.

FOOD 692

Graduate Project II

Three Credits

Continuation of a supervised independent project in food safety, food management or food science, leading to the completion of the master's requirement. The student will enroll in this course once his advisor gives authorization and has approved FOOD691.

GEOL 607

Environmental Geology

Three Credits

The course focuses on the study of earth history, processes and resources. The relationship between geologic factors, society and environmental pollution are emphasized.

PHIL 700

Environmental Ethics and Public Policy

Three Credits

The course centers on the study and analysis of ethical and public policy principles applied to the environment. The major issues in environmental ethics, such as ecocentric ethic, biocentric ethics, anthropocentric survival ethics, deep ecology, ecofeminism, social ecology and other traditional ethical theories will be discussed, as they relate to environmental policy.

STAT 505

Statistics as a Research Tool

Three Credits

The course focuses on work with statistics software. It includes the following topics: experimental design, sampling, data collection, descriptive analysis, and statistical inference. The student will carry out a small research project in which these concepts and skills will be applied.

STAT 700

Statistical Procedures for Analysis of Environmental Data

Three Credits

The course focuses on the relationship between probability and statistics. It emphasizes the characteristics of environmental quality data, statistical measures and distributions, system changes and outliers, control charts, regression and correlation (simple and multiple), and software applications

STAT 750

Statistics and Experimental Design

Three Credits

The course focuses on hypothesis testing of environmental quality. It covers sampling distribution, hypothesis testing, designed experiments (completely randomized design, randomized complete block design, Latin square design, and factorial experiments), parametric and non-parametric analyses, as well as statistical software applications.

SCHOOL OF SOCIAL SCIENCES AND COMMUNICATIONS

The School of Social Sciences and Communications of Universidad Ana G. Méndez-Recinto de Gurabo offers degree programs which enable students to compete optimally in the workplace. At the undergraduate level, the School offers a Bachelor of Arts degree in social sciences, with majors in criminology, psychology, social work and communications. It also offers a Bachelor's Degree in Humanities, with majors in socio-humanistic studies and graphic arts. In addition, the school offers a Master's Degree in Public Affairs, with specialties in criminal justice, human services, arts administration, and forensic sciences, as well as a Master's Degree in Psychology, with a specialty in counseling psychology.

VISION

To develop productive and effective members of the global community with a professional, social, ethical and humanistic foundation.

MISSION

The school provides high quality academic programs at both the undergraduate and graduate level in the social sciences and communications. The School undertakes this in a setting where excellence in teaching and learning are encouraged in the classroom, in practical internships, in the use of technology, in research, in communication media and in community projects. The basic goal is to provide our graduates not only competency in their chosen field, but also the diversity of experience needed to understand and appreciate the relationship between social sciences, communication and other disciplines.

The general objectives in all School curricula and programs are to:

1. Maintain academic excellence through study, teaching and social research.
2. Promote the knowledge and preservation of Puerto Rican and universal cultural values.
3. Develop the understanding that collaboration is necessary to achieve the sharing of ideas within disciplines, institutions, communities and nations.
4. Develop the capacity to analyze problems and seek solutions.
5. Promote understanding of the human condition, helping students to view the world with compassion and promoting responsible and ethical behavior.
6. Provide the student with interdisciplinary knowledge that makes it possible to understand modern society and its primary social problems.

7. Help the student to obtain a scientific and philosophic education, analytical and observant of human and organizational behavior.
8. Foster critical analysis and research of the economic, social and political situation in Puerto Rico today, and encourage interest in searching for alternative models and solutions.
9. Prepare the student to pursue graduate studies in the social sciences and communication fields.

SPECIALIZED ACCREDITATIONS



Accredited by the
American Psychological Association

The Doctoral Program in Counseling Psychology is accredited by the American Psychological Association (APA) since September 27, 2016.



The bachelor degree in Arts in Social Work is accredited by the Council on Social Work Education (CSWE) since 2012.



The bachelor's degree in Communications and Film Production, Video and Multimedia are accredited by the Accrediting Council on Education in Journalism and Mass Communications (ACEJMC) since 2018.

FACULTY

Alice M. Del Toro-Ruiz / Associate Professor
PhD, Centro de Estudios Avanzados de Puerto Rico y del Caribe

Carlos M. Cordero / Associate Professor
PhD, University of Minnesota

Carmen C. Ortiz-Velázquez / Associate Professor
MS, University of London

Carmen T. Ruiz de Fischler / Associate Professor
PhD, Florida State University

Cristobal Santiago Berrios / Instructor
JD, Universidad Interamericana de Puerto Rico

Delza Canto / Instructor
MA, Universidad Interamericana de Puerto Rico

Edward H. Fankhanel-Seda / Associate Professor
EdD, Argosy University

Efraín Torres Montalvo / Assistant Professor
PhD, Universidad Computense de Madrid

Francisco Millán / Instructor
PsyD, Universidad del Turabo

Ivette Soto / Adjunct Faculty
PhD, Universidad de Málaga

Jessica Velázquez Rodríguez / Assistant Professor
PsyD., Universidad del Turabo

Joaquín Vázquez / Instructor
MA, Universidad de Puerto Rico

Jorge Berríos / Assistant Professor
PhD, Escuela de Medicina de Ponce

Katia Gil de Lamadrid / Associate Professor
PhD, Centro Caribeño de Estudios Postgraduados

Luis Rosario Albert / Assistant Professor
PhD Universidad de Navarra

Lydael Vega / Instructor
MA, Universidad Interamericana de Puerto Rico

Marco A. Gil de Lamadrid-Gautier / Professor
PhD, Centro de Estudios Avanzados de Puerto Rico y el Caribe

María Del C. Santos-Gómez / Professor
PhD, Centro Caribeño de Estudios Postgraduados

María E. Ortiz / Instructor
JD, Universidad de Puerto Rico

María Mercedes Ortiz Rivera / Associate Professor
Ph. D., Universidad de Puerto Rico

María Vera / Instructor
MA, Universidad del Sagrado Corazón

Migdalia Camacho-Hernández / Associate Professor
Ph.D., Universidad de Puerto Rico

Paulina Lebrón López / Instructor
MSW, Universidad de Puerto Rico

Pedro Rodríguez / Instructor
MA, Universidad de Puerto Rico

Ricardo Izurieta-Ortega / Associate Professor
JD, Universidad de Puerto Rico

Ricardo Fernández-Díaz / Associate Professor
JD, Universidad Interamericana de Puerto Rico

Silma Quiñónez-Roldán / Assistant Professor
PhD, Professional School of Psychological Studies

Sylvia Burgos Marrero / Instructor
M.S.W. Universidad de Puerto Rico

Tomasita Pabón Delgado / Associate Professor
JD, MAP, Universidad de Puerto Rico

Ursula Aragunda-Kohl / Associate Professor
PsyD, Carlos Albizu University

Víctor Manuel García / Professor
PhD, Universidad de La Habana

Vidamaris Zayas Velázquez / Assistant Professor
PsyD, Universidad Carlos Albizu

William T. Casper-Quiñones / Professor
PhD, Universidad Complutense de Madrid

MASTER’S DEGREE IN PSYCHOLOGY

The Graduate Program in Psychology is designed to train competent professionals with a solid academic, theoretical and practical preparation, which enables them to qualify for the psychology licensing examination (as established by Law 96 of 1983, as amended, which regulates the practice of psychology in Puerto Rico.)

This program began in 2000 with a specialization in counseling psychology. Counseling psychology is a branch of psychology which focuses primarily on problems of social, educational and vocational adaptation.

Objectives

- Expose students to the principal ethical and professional issues in psychology.
- Demonstrate knowledge of the basic principles of research, including statistical, descriptive and inferential analysis.
- Develop the ability to evaluate and revise the instruments of psychological measurement and of counseling psychology.
- Demonstrate a general knowledge of human development.
- Present the theoretical and ethical fundamentals of counseling for career development particularly in diverse or heterogeneous groups.
- Develop knowledge of the factors which affect personality development.
- Develop knowledge of the physical, emotional, intellectual and emotive context of children and adolescents.
- Develop the capacity to recognize developmental crises and to diagnose mental disorders.
- Articulate treatment strategies related to counseling psychology.
- Recognize problems of an intercultural nature in counseling and the appropriate techniques to treat them.
- Develop knowledge of the theories and techniques of counseling psychology of addiction.
- Recognize the dynamics of the evolution of the family as an institution and the critical junctures of its development.

Curriculum

The curriculum provides the student with the required knowledge and skills to practice as a psychologist. The courses are grouped into three categories: core courses, specialization courses, and electives.

The core courses include 8 three-unit courses which study the topics covered on the licensing examination in psychology in Puerto Rico.

The twenty-five credits in the specialization consist of five courses in counseling psychology and four courses (10 credits, 400 hours) of practice.

In the elective courses, the student chooses three credits in courses which discuss specific areas in counseling psychology, such as: psycho-counseling in cases of drug/alcohol abuse, and cognitive therapy, among others.

MASTER’S DEGREE

COUNSELING PSYCHOLOGY

The master’s degree in psychology, with specialization in counseling psychology, requires a minimum of 52 graduate hours, distributed in the following manner:

Total Credits	51
Core Courses	28
Specialization Courses	17
Elective Courses	6

Core Courses (28 credits)

PSYC 500	Human Growth and Lifespan Development	3
PSYC 501	Social Basis of Behavior	3
PSYC 506	Research Methods and Statistics	3
PSYC 503	Theories of Personality	3
PSYC 504	Psychopathology	3
PSCY 505	Cognitive Assessment and Measurement	4
PSCY 510	Motivation and Learning	3
PSYC 520	Biological Basis of Behavior	3
PSYC 508	Test Constructions: Theory and Application	3
PSYC 507-V	Introduction of Professional Issues in Psychology Seminar	1

Specialization Courses (17 credits)

CPSY 601	Foundations and Techniques in Counseling Psychology	3
CPSY 602	Counseling Models and Techniques	3
PSTC 730	Advance Group Counseling	3

Specialization Courses (17 credits)

PSYC 550	Practicum I	2
PSYC 551	Practicum II	3
PSYC 574	Practicum III	3
PSYC 599	Practicum IV	3

TEST 500-1	Comprehensive Exam Part 1	0
TEST 500-2	Comprehensive Exam Part 2	0

Elective Courses (6 credits)

CPSY 607	Counseling Psychology: a Reflective Practice	3
CPSY 615	Cognitive Therapy	3

CPSY 603	Systemic Counseling	3
CPSY 605	Psychological Interventions with Children and Adolescents	3
CPSY 738	Sexual Counseling and Therapy	3
CPSY 720	Psychological Counseling in Cases of Drug / Alcohol Abuse	3
CPSY 625	Sexual Assault Counseling	3
CPSY 630	Career and Occupational Counseling	3
CPSY 700	Atypical Sexual Behaviors	3
CPSY 710	Animals as co-therapists in health care settings	3
CPSY 728	Psychological interventions with people LGBTT	3
PSYC 730	Projective Personality Assessment	4

GRADUATE PROGRAM IN PUBLIC AFFAIRS

The *Graduate Program in Public Affairs* is committed to an efficient rendering of services by private and public institutions.

This program began in 1990 in response to an existing need to train professionals to assume a multiplicity of roles such as analysts, evaluators and planners in the public administration field as well as in the administration of human services in both the public and private sectors.

The academic and professional orientation of the program enables the students to analyze the doctrines and principles of public administration which are involved in the implementation and evaluation of public policy.

Because the program prepares students for positions of high responsibility in the field of public affairs, the seminars and field projects emphasize application of concepts and analytical tools to the real problems of our present-day society.

It also focuses on the political, economic and organizational aspects of developing, implementing and evaluating public policy.

Students who are presently in the program are working in various government agencies and in private corporations.

The program has several distinct characteristics:

1. A core curriculum in public affairs (public administration), with specializations in:
 - a. Criminal Justice
 - b. Human Service Administration
 - c. Art Administration
 - d. Forensic Sciences
 - e. Conflict Mediation
2. A close student-faculty interaction.

3. A student body which comes from various public and private agencies.
4. A distinguished faculty which has practical experience in public administration.

Objectives

The primary objective of the program is to:

1. Offer students the professional tools to meet the challenges of public administration.
2. Develop competent professionals with effective leadership in the implementation of programs and services in Puerto Rico.
3. Upgrade the professional preparation of administrative personnel in public and private agencies, enabling them to explore and utilize effective strategies in the decision-making process.

Curriculum

The curriculum is interdisciplinary, focusing on analysis of administrative processes, decision-making and the organization of public and private institutions at the local, national and the international levels.

It provides students with a solid education, which will enable them to plan, design and evaluate programs and services in the public administration field and particularly in the areas of criminal justice, human services, conflict mediation, and the arts. It fosters broad and programmatic responsibility and leadership.

The master's degree in Public Affairs will normally require the completion of a minimum of 39 – 42 semester hours of approved graduate study. In addition to credit-hour requirements, students must develop a basic familiarity with computers, submit a research paper while registered in the research seminar course, pass a comprehensive examination, and have maintained a grade point average greater than 3.00.

This study is to be undertaken in two phases, the public administration core and a selected area of specialization. Students will take the core courses during their first year. These core courses provide students with fundamental knowledge on public policy and organization theory as well as with the theoretical and conceptual basis for the study of public administration. The courses in research methods, quantitative methods and the research seminar provide the student with the tools needed to carry out research in the area of specialization.

The public affairs core consists of 7 courses (21 semester hours). Students must also complete the requirements of one of the following specializations, thus permitting the

development of expertise in a particular field of academic and professional interest.

1. Human Services Administration

This specialization consists of an intensive review of fundamental problems in the development and administration of human services programs.

2. Arts Administration

The specialization in arts administration is designed for students interested in arts management, marketing, and planning, and students who have an interest in artistic organizations (such as museums and theatres). Emphasis is on analysis of cultural policy and public and private subsidy of the arts. Students will be expected to complete a research seminar in arts administration or an internship at an approved practice center.

3. Criminal Justice

This specialization prepares students to function effectively in administrative roles within the criminal justice system. The program prepares the student to understand the nature and methods of effective leadership, and to be able to identify problems and institute procedures for studying and solving them.

4. Forensic Sciences

The specialization in forensic sciences is designed to prepare professionals in criminal investigation techniques to identify and analyze the physical evidence located at the crime scene.

5. Conflict Mediation

Graduates from the specialization in Conflict Mediation are prepared to work as neutral interveners or mediators in family and labor conflicts in administrative and judicial procedures. Students will develop attitudinal, cognitive and attitudinal skills to facilitate obtaining agreement of parties in conflict.

Students will develop skills needed to conduct conflict resolution in an ethical and confidential process, so as to assist parties in talking about their disagreements.

Students will be qualified to encourage face-to-face dialogue, discuss concerns and issues, build understanding, and search for win/win solutions.

CRIMINAL JUSTICE

Graduates of the Master of Public Affairs with specialization in Criminal Justice will be trained to administer, design and evaluate service programs within the components of the Criminal Justice System of Puerto Rico related to prevention,

security, protection and investigation of crime and delinquency.

Total Credits	39
Core Courses	21
Specialization Courses	15
Elective Courses	3

Core Courses (21 credits)

MSPA 500	Theory, Practice and Change in the Administration of Public Policy	3
MSPA 505	Computer Education for Public Administrators	3
MSPA 510	Research and Quantitative Methods in Public Administration	3
MSPA 520	Administrative Law and Ethics	3
MSPA 530	Planning and Evaluation: Theories, Methods, and Techniques	3
MSPA 540	Seminar: Planning, Development and Evaluation of Human Resources	3
MSPA 550	Fiscal Resources Management	3

Specialization Courses (15 credits)

CRJU 500	Foundations, Practice and Changes in the Administration of the Criminal Justice System	3
CRJU 520	Philosophy of Punishment	3
CRJU 565	Seminar: Program Design and Evaluation in the Criminal Justice System	3
CRJU 715	Seminar: Special Situations in the Administration of Correctional Programs	3
MSPA 710	Research Seminar	3
	or	
MSPA 720	Internship or Practice	3

Electives (3 credits)

CRJU 505	Fundamental Principles of Law	3
CRJU 510	Law and Society	3
CRJU 540	The Police and Juridical Changes	3
CRJU 575	Rehabilitation and Delinquent Treatment Programs	3
CRJU 600	Seminar: Crime, Victims and Society	3
CRJU 630	Organization and Administrative Techniques of the Police System	3
CRJU 635	Mental Health and the Law	3
CRJU 640	Addiction: Legal and Psycho-Social Aspects	3
CRJU 645	Comparative Correctional Systems	3
CRJU 650	Special Laws in Criminal Justice Administration	3
CRJU 730	Criminality, Crime Control and Criminal Justice	3
MSPA 600	Seminar: Special Topics in Public Affairs	3

HUMAN SERVICES

Graduates of the Master of Public Affairs with specialization in Human Services will be able to manage, design, plan and evaluate programs of services related to personal and social

development of individuals, families and communities to improve the quality of life of society. In addition, they will develop leadership skills that will enable them to organize communities and thus become agents of social change. They will be able to participate effectively and efficiently in the processes of public policy formulation. They will know strategies for the search of funds, preparation and administration of proposals for the operationalization of objectives and programmatic goals.

Required Core Courses	21
Specialization Courses	15
Elective Courses	3

Core Courses (21 credits)

MSPA 500	Theory, Practice and Change in the Administration of Public Policy	3
MSPA 505	Computer Education for Public Administrators	3
MSPA 510	Research & Quantitative Methods in Public Administration	3
MSPA 520	Administrative Law and Ethics	3
MSPA 530	Planning and Evaluation: Theories, Methods and Techniques	3
MSPA 540	Seminar: Planning, Development and Evaluation of Human Resources	3
MSPA 550	Fiscal Resources Management	3

Specialization Courses (15 credits)

MHSA 604	Human Services Administration: Organizations, Policies and Alternatives	3
MHSA 608	Leadership and Community Development	3
MHSA 612	Seminar: Program Design in Human Services	3
MHSA 622	Grant-Writing and Fundraising	3
MSPA 710	Research Seminar	3
	or	
MSPA 720	Internship or Practice	3

Elective Courses (3 credits)

MSPA 600	Seminar: Special Topics in Public Affairs	3
MHSA 652	Seminar: Contemporary Issues in Human Services Management	3
MHSA 654	Legal Aspects in Human Services Administration	3
MHSA 655	Counseling Techniques and the Help Process	3
MHSA 656	Grants Management	3
MHSA 658	Intergovernmental Relations	3
MHSA 668	Seminar: Human Behavior in Organizations	3
MHSA 672	Labor Law	3
MHSA 674	Human Development	3
MHSA 676	Total Quality Management in Human Services Organizations	3

ARTS ADMINISTRATION

The graduate of the Master of Public Affairs with specialization in Arts Administration will be able to manage, design, plan, direct and evaluate artistic and cultural organizations such as museums and visual arts centers. In addition, you will learn strategies to raise funds and develop skills in writing proposals.

Total Credits	39
Core Courses	21
Specialization Courses	15
Elective Courses	3

Core Courses (21 credits)

MSPA 500	Theory, Practice and Change in the Administration of Public Policy	3
MSPA 505	Computer Education for Public Administration	3
MSPA 510	Research and Quantitative Methods in Public Administration	3
MSPA 520	Administrative Law and Ethics	3
MSPA 530	Planning and Evaluation: Theories, Methods and Techniques	3
MSPA 540	Seminar: Planning, Development and Evaluation of Human Resources	3
MSPA 550	Fiscal Resources Management	3

Specialization Courses (15 credits)

MSAA 701	Basics Fundamentals of Art Administration	3
MSAA 703	Arts Marketing	3
MSAA 707	Grant-Writing and Fundraising for the Arts	3
MSAA 709	Administration in Representational Arts	3
MSPA 710	Research Seminar	3
MSPA 720	Internship or Practice	3

Elective Courses (3 credits)

MSAA 708	Museology	3
MSAA 710	Museum and Visual Arts Center Administration	3
MSAA 725	Seminar: Special Themes in Arts Administration	3

FORENSIC SCIENCES

The graduate of the Master of Public Affairs with specialization in Forensic Sciences will be able to administer, design and coordinate criminal investigation projects, protection and analysis of the evidence collected and guarded at the scene of crime as well as expertise in judicial processes in the areas of physical aspects of evidence, Forensic photography and drawing of sketches, analysis of doubtful documents and for the clarification of crimes.

Total Credits	42
Core Courses	21

Specialization Courses 18
Elective Courses 3

Core Courses (21 credits)

MSPA 500	Theory, Practice and Change in the Administration of Public Policy	3
MSPA 505	Computer Education for Public Administration	3
MSPA 510	Research and Quantitative Methods in Public Administration	3
MSPA 520	Administrative Law and Ethics	3
MSPA 530	Planning and Evaluation: Theories, Methods and Techniques	3
MSPA 540	Seminar: Planning, Development, and Evaluation of Human Resources	3
MSPA 550	Fiscal Resources Management	3

Specialization Courses (18 credits)

FORS 730	Forensic Investigation and Identification Techniques	3
FORS 735	Investigation and Gathering Evidence at Crime Scene	3
FORS 740	Forensic Photography and Drawing	3
FORS 745	Expert Witness in Court	3
FORS 750	Examination of Questioned Documents	3
MSPA 710	Research Seminar	3
MSPA 720	Internship or Practice	3

Electives (3 credits)

FORS 760	Forensic Psychology	3
CRJU 600	Crime, Victims and Society	3
CRJU 630	Organizational and Administrative Techniques of the Police	3
CRJU 635	Mental Health and the Law	3
CRJU 640	Addiction Problems: Legal and Psycho-Social Aspects	3
CRJU 715	Seminar: Special Situations in the Administration of Correctional Programs	3

CONFLICT MEDIATION

Graduates of the Master of Public Affairs with specialization in Conflict Mediation are prepared to work as neutral interveners or mediators in family and labor conflicts in administrative and judicial procedures. Students will develop attitudinal, cognitive and attitudinal skills to facilitate obtaining agreement of parties in conflict.

Students will develop skills needed to conduct conflict resolution in an ethical and confidential process, so as to assist parties in talking about their disagreements.

Conflict mediation is a confidential and voluntary process that aims to reach win/win solutions for people who are in conflict with one another.

Students will be qualified to encourage face-to-face dialogue, discuss concerns and issues, build understanding, and search for win/win solutions.

Total Credits 41
Core Courses 21
Specialization Courses 17
Elective Courses 3

Core Courses (21 credits)

CRJU 510	Law and Society	3
MSPA 500	Theory, Practice and Change in the Administration of Public Policy	3
MSPA 510	Research and Quantitative Methods in Public Administration	3
MSPA 520	Administrative Law and Ethics	3
MSPA 530	Planning and Evaluation: Theories, Methods and Techniques	3
MSPA 540	Seminar: Planning, Development and Evaluation of Human Resources	3
MSPA 550	Fiscal Resources Management	3

Specialization Courses (17 credits)

CMED 600	Alternate Methods in Conflict Resolution: Fundamentals, theories and Principles in Public Affairs	4
CMED 610	Judicial System of Puerto Rico and Alternate Methods of Conflicts Resolution	3
CMED 620	Mediation: Legal and Psychosocial Aspects Related to Violence in the Family	3
CMED 640	Applied Mediation to Labor Cases	3
CMED 660	Practice: Strategies and Techniques Applied to Public Affairs	4

Elective Course-Select one (3 credits)

SPSY 613	The Mediation of Conflicts and Prevention of Violence in the Schools	3
CRJU 635	Mental Health and Law	3
MHSA 672	Labor Law	3

FORENSIC SOCIAL WORK

The Master of Social Work with specialization in Forensic Social Work is a specialized practice that focuses on the interrelationship between social services systems and legal systems for disputes to be resolved in court. This specialization is focused on the development and application of skills as an evaluator and forensic expert.

Total Credits 54
Core Courses 27
Specialization Courses 27

Core Courses (27 credits)

SOWO 500	Human Behavior and Social Environment I	3
SOWO 504	Social Policy and Social Welfare Services	3
SOWO 505	Research in Social Work	3

SOWO 506	Analysis of social reality, Oppression and Social Justice	3
SOWO 507	Human Behavior and Social Environment II	3
SOWO 510	Professional Social Work Practice Fundamentals I	3
SOWO 511	Professional Social Work Practice Fundamentals II	3
SOWO 512	Practicum I: Social Work Practicum I	3
SOWO 513	Practicum II: Social Work Practicum II	3

Specialization Courses (27 credits)

FSWO 600	Fundamentals of Forensic Social Work	3
FSWO 610	Ethical and Legal Aspects and Jurisprudence in Forensic Social Work	3
FSWO 612	Forensic Evaluation	3
FSWO 625	Expert Report and Testimonial Expertise	3
FSWO 630	Application of Diagnostic Criteria of Mental Disorders	3
FSWO 635	Forensic Focus on Substance Abuse	3
FSWO 650	Practicum I: Forensic Social Work Practice	3
FSWO 660	Practicum II: Forensic Social Work Practice	3
FASW 675	Evaluation of the professional of Social Work	3

SOCIAL WORK WITH FAMILIES

The Master in Social Work, with a specialization in Families, is designed to prepare students to exercise advance practice with couples, families with children, adolescents and/or elderly in diverse agencies or organizations.

The curriculum allows the acquisition and application of theoretical-methodological knowledge and specialized advanced skills in the intervention process with the biopsychosocial, spiritual, cultural and relational factors that impact families. The application of research, social policies, diversity, human rights, social, economic and environmental justice, as well as the differentiated use of models for the effectiveness assessment of the practice with diverse families.

Total Credits	54
Core Courses	27
Specialization Courses	27

Core Courses (27 credits)

SOWO 500	Human Behavior and Social Environment I	3
SOWO 507	Human Behavior and Social Environment II	3
SOWO 504	Social Policy and Social Welfare Services	3
SOWO 505	Research in Social Work	3
SOWO 506	Analysis of social reality, Oppression and Social Justice	3
SOWO 510	Professional Social Work Practice Fundamentals I	3
SOWO 511	Professional Social Work Practice Fundamentals II	3
SOWO 512	Practicum I: Social Work Practicum	3
SOWO 513	Practicum II: Social Work Practicum	3

Specialization Courses (27 credits)

FSWO 642	Psychosocial and Legal Aspects of Violence in the Family	3
FASW 670	Family Therapy I	3
FASW 671	Family Therapy 2	3
FASW 672	Intervention with Diverse Couples	3
FASW 673	Intervention with children and adolescents	3
FASW 674	Intervention with the elderly adults and their family	3
FASW 675	Evaluation of the Professional Practice	3
FASW 680	Practicum III: Social Work Families Practicum 3	3
FASW 681	Practicum IV: Social Work Families Practicum 4	3

PUBLIC RELATIONS

The Master in Communications with specialization in Public Relations prepares comprehensive public relations, able to build and maintain relationships between organizations and their audiences, with the knowledge about the new digital platforms that exist in the field of communications. It offers students the knowledge of new trends in the field of public relations, focused on a globalized and changing world. Curriculum design focuses on theory and practice.

Total Credits	33
Core Courses	15
Specialization Courses	15
Elective Courses	3

Core Courses (15 credits)

COMM 510	Contemporary Theories of Communication	3
COMM 515	Research Methods in Communication	3
COMM 517	Communications and New Media	3
COMM 511	Development and Management of Media Enterprise	3
COMM 520	Advanced Writing for the Media	3

Specialization Courses (15 credits)

COMM 530	Identity and Corporate Image	3
COMM 535	Crisis Communication	3
COMM 537	Strategic Communication in Public Relations	3
COMM 538	Strategic Management of Public Relations and Digital Convergence	3
COMM 550	Project	3

Elective Course-Select one (3 credits)

COMM 543	Journalism and Public Affairs	3
COMM 531	Strategies for Public Relations	3
COMM 512	Legal and Ethics Aspects of Communications	3

GRADUATE CERTIFICATES

HUMAN SERVICES

Total Credits	18
(Select from this group)	
MHSA 604	Human Services Administration: Organizations, Policies and Alternatives 3
MHSA 608	Leadership and Community Development 3
MHSA 612	Seminar: Program Design in Human Services 3
MHSA 622	Grant-Writing and Fundraising 3
MSPA 710	Research Seminar 3
MHSA 652	Seminar: Contemporary Issues in Human Services Management 3
MSHA 653	Fundamentals of Counseling 3
MHSA 654	Legal Aspects in Human Services Administration 3
MHSA 655	Counseling Techniques and the Help Process 3
MHSA 656	Grants Management 3
MHSA 658	Intergovernmental Relations 3
MHSA 668	Seminar: Human Behavior in Organizations 3
MHSA 672	Labor Law 3
MHSA 674	Human Development 3
MHSA 676	Total Quality Management in Human Services Organizations 3

CRIMINAL JUSTICE

Total Credits	18
(Select from this group)	
CRJU 500	Foundations, Practice and Changes in the Administration of the Criminal Justice System 3
CRJU 505	Fundamental Principles of Law 3
CRJU 510	Law and Society 3
CRJU 520	Philosophy of Punishment 3
CRJU 540	The Police and Juridical Changes 3
CRJU 565	Seminar: Program Design and Evaluation in the Criminal Justice System 3
CRJU 575	Rehabilitation and Delinquent Treatment Programs 3
CRJU 600	Seminar: Crime, Victims and Society 3
CRJU 630	Organization and Administrative Techniques of the Police System 3
CRJU 635	Mental Health and the Law 3
CRJU 640	Addiction: Legal and Psycho-Social Aspects 3
CRJU 645	Comparative Correctional Systems 3
CRJU 650	Special Laws in Criminal Justice Administration 3
CRJU 715	Seminar: Special Situations in the Administration of Correctional Programs 3
CRJU 730	Criminality, Crime Control and Criminal Justice 3

FORENSIC SCIENCES

Total Credits	21
Core Courses (18 credits)	
FORS 730	Forensic Investigation and Identification Techniques 3
FORS 735	Investigation and Gathering Evidence at Crime Scene 3
FORS 740	Forensic Photography and Drawing 3
FORS 745	Expert Witness in Court 3
FORS 750	Examination of Questioned Documents 3
MSPA 710	Research Seminar 3
Electives (3 credits)	
FORS 760	Forensic Psychology 3
FORS 761	Forensic Chemistry 3
CRJU 600	Crime, Victims and Society 3
CRJU 630	Organizational and Administrative Techniques of the Police 3
CRJU 635	Mental Health and the Law 3
CRJU 640	Addiction Problems: Legal and Psycho-Social Aspects 3
CRJU 645	Comparative Correctional Systems 3
CRJU 715	Seminar: Special Situations in the Administration of Correctional Programs 3

MULTIMEDIA JOURNALISM

Total Credits	18
Core Courses (12 credits)	
COMM 540	Journalism and Globalization 3
COMM 541	Fundamentals of Multimedia Journalism 3
COMM 542	Journalistic Writing for Multimedia 3
COMM 545	Investigative Journalism for Multimedia 3
Elective Course (6 credits)	

JUVENILE JUSTICE

Total Credits	21
Core Courses (18 credits)	
JJUS 515	Juvenile Justice: Juridical and Criminological aspects 3
JJUS 525	Social and Psychoeducational Intervention in Juvenile Justice 3
JJUS 545	Juvenile Justice Comparative Systems 3
JJUS 555	Seminar: Research and Analysis of contemporary problems in Juvenile Justice of Puerto Rico 3
JJUS 585	Program Design for Services to Youths in Conflict with the Law

JJUS 595	Administration and Evaluation of Service Programs for Youths	3
----------	--	---

Elective Course (3 credits)

MHSA 622	Grant-Writing and Fundraising	3
CRJU 575	Rehabilitation and Delinquent Treatment Programs	3
CRJU 635	Mental Health and the Law	3
CRJU 510	Law and Society	3
CRJU 520	Philosophy of Punishment	3
CMED 620	Mediation: Legal and Psychosocial Aspects Related to Violence in the Family	3

POST GRADUATE CERTIFICATE

FORENSIC PSYCHOLOGY

Students will have the option to train in civil and criminal areas, and in both Puerto Rico and Federal rules, procedures and case law. Upon completion of the three or four course sequence (11-14 credits), the student will be awarded a certificate of proficiency, which will identify specialized knowledge and supervised practice in the field of Forensic Psychology. The certification in Forensic Psychology will meet specialization requirements established by the Puerto Rico Licensing Board for Psychologists.

Total Credits 11-14

Criminal Track (11 credits)

FPSY 880	Psychology and Law: Criminal	3
FPSY 889	Forensic Mental Health Assessment	4
FPSY 891	Psychology and Law: Expert Testimony	4

Civil Track (11 credits)

FPSY 886	Psychology and Law: Civil	3
FPSY 889	Forensic Mental Health Assessment	4
FPSY 891	Psychology and Law: Expert Testimony	4

Criminal and Civil Track (14 credits)

FPSY 880	Psychology and Law: Criminal	3
FPSY 886	Psychology and Law: Civil	3
FPSY 889	Forensic Mental Health Assessment	4
FPSY 891	Psychology and Law: Expert Testimony	4

DOCTORAL DEGREE

COUNSELING PSYCHOLOGY

The Doctoral degree in Counseling Psychology will facilitate the management of personal and interpersonal functioning across the life span with a focus on emotional, social, and vocational aspects. As health services providers, counseling psychologists focus on typical, as well as atypical or dysfunctional development as it applies to humans as

individuals, families, groups, and systems. Through the integration of theory, research and practice candidates will learn different techniques to help people improve their well-being, alleviate distress and maladjustment, resolve crisis, and increase their ability to live more highly functioning lives.

The doctoral program in Counseling Psychology, responding to the Institutional mission and goals, will:

- Stimulate pure and applied research, which will result in the improvement of services to the institution and the community, while at the same time maintaining the emphasis on quality learning and teaching.
- Promote ethical and cultural values, to enable students to make better use of their judgment, rights, and obligations.
- Promote the uses of technology and non-traditional delivery systems.
- Establish collaborative relationships between the University and the external community, by promoting research and cultural and community service projects that will enhance the quality of life.

Total Credits	50
Core Courses	17
Specialization Courses	13
Evaluation Courses	6
Elective Courses	6
Dissertation	2
Internship	6

Core Courses (17 credits)

PSYC 800	Ethics and Professional Standards	2
PSYC 806	History and Systems in Psychology	3
PSYC 810	Advanced Psychopathology	3
PSYC 820	Objective Personality Assessment	3
PSYC 840	Diversity: Culture, Ethnicity, Gender and Racial	3
PSYC 815	Cognitive and Affective Bases of Behavior	3

Specialization (13 credits)

CPSY 805	Professional Issues in Counseling Psychology	1
CPSY 832	Evidence Based Practices in Individual Counseling	3
CPSY 833	Advanced Group Counseling	3
OR		
CPSY 834	Marriage and Family Counseling	3
CPSY 906		
CPSY 907		
CPSY 908		
CPSY 909		

Evaluation (6 credits)

PSYC 930	Qualitative and Quantitative Methods and Statistical Design	3
PSYC 938	Consultation and Supervision	3
TEST 800	Doctoral Candidacy Exam	0

Counseling Psychology (3 credits)

Directed Electives Courses

CPSY 738	Sexual Counseling and Therapy	3
CPSY 720	Psychological Counseling in Cases of Drug/Alcohol Abuse	3
CPSY 625	Sexual Assault Counseling	3
CPSY 630	Career and Occupational Counseling	3
CPSY 700	Atypical Sexual Behaviors	3
CPSY 710	Animals as co-therapists in health care settings	3
CPSY 728	Psychological intervention with LBGTB Individual	3

General Psychology Elective Courses (3 credits)

PSYC 725	Neuropsychological Assessment	3
PSYC 936	Program Evaluation Methods	3
PSYC 730	Projective Personality Assessment	4
FPSY 880	Psychology and Law: Criminal	3
FPSY 886	Psychology and Law: Civil	3
FPSY 889	Forensic Mental Health Assessment	3
FPSY 891	Psychology and Law: Expert Testimony	3

Dissertation Courses (2 credits)

CPSY 957	Doctoral Project I	1
CPSY 958	Doctoral Project II	1

Internship (6 credits)

CPSY 961	Internship (Part Time)	4
or		
CPSY 962	Internship (Full time)	3

Free Electives (9 credits)

*Semester courses.

* All courses and the candidacy exam must be approved before internship enrollment, including a master level practicum. The internship is a one academic year experience.

COURSE DESCRIPTIONS

CMED 600

Alternate Methods in Conflict Resolution: fundamentals, theories and principles in Public Affairs
Four Credits

The course focuses on an analysis and discussion of the fundamentals, theories and principles that guide Mediation as an alternate method for conflict resolution. It includes an

analysis of the mediator authority in conflicts resolution and the ethical dilemmas that guide professional behavior without prejudice.

CMED 610

Judicial System of Puerto Rico and Alternate Methods of Conflicts Resolution
Three Credits

The course consists of an analysis of the organizational structure of the Judicial System of Puerto Rico, functions and procedures pursued in referral cases by the courts, as well as alternate methods of conflict resolutions. The study of legal terminology is also included.

CMED 620

Mediation: Legal and Psychosocial Aspects Related to Violence in the Family
Three Credits

The course centers on an analysis of principles, procedures and negotiation of Mediation in family cases. It includes analysis of causes and manifestations in violence. An analysis of gender violence and other aspects related to violence in the family is also included.

CMED 640

Applied Mediation to Labor Cases
Three Credits

The course provides an analysis of theoretical and practical aspects related to the mediation process in labor relations. Emphasis is on collective bargaining, illegal practices, and procedures for claims and grievances.

CMED 660

Practice: Strategies and Techniques Applied to Public Affairs
Four Credits

The course deals with the practical application of knowledge, skills and abilities of Mediation as an alternate method of conflict resolution.

COMM 510

Contemporary Theories of Communication
Three Credits

Study of concepts, models and communication epistemology and the history of the theories of communication as foundations of contemporary communication. Application of contemporary paradigms of theories of communication to the communication disciplines. Study of the principal theories of communication in organizations and analysis of applications of the theories studied in multimedia journalism and / or public relations.

COMM 511

Development and Management of Media Enterprise

Three Credits

The course provides students with the theoretical frameworks on management of mass media; organization and behavior of firms (newspapers, magazines, radio, television, film, and music); industry analysis and market structure, and business challenges presented by the Internet and media convergence.

COMM 512

Legal and Ethics Aspects of Communications

Three Credits

The course addresses the relationship between law, ethics and communications in the context of the Information Society. The course presents the theory about information rights, intellectual property and communication rights.

COMM 515

Research Methods in Communication

Three Credits

Study of scientific knowledge and research and its applications to communication sciences. Analysis and application of different types of communication research. Development of the theoretical framework for communication research. Study of the quantitative and qualitative communication research, and the design and implementation of these techniques. Analysis of the concepts of universe, reliability and representativeness of the samples. Application of different methodologies to conduct communications research. Design of communication research projects, principally in multimedia journalism and public relations.

COMM 517

Communications and New Media

Three Credits

Study of the concepts of globalization, the information society and that of the postindustrial society as the social context of the new media. Study of the INTERNET as a communications new media and of postmodernism as the cultural logic of the information society, its postindustrial expression, globalization and the new media. Presentation of the history of the society of information and the turn of the XX Century as the catalytic of the new media and its cultural and social logics.

COMM 520

Advanced Writing for the Media

Three Credits

The course studies the particularities of traditional and new media and its impact on writing for the media. The new demands in the digital era are also explored. The course studies the structures for news, press releases, speeches and messages for social networking. It also discusses the changes

in the distribution and consumption of these products by the audience.

COMM 530

Identity and Corporate Image

Three Credits

The course studies the components of identity and corporate image, as well as steps for developing the brand that distinguishes the organization are studied. The socio-historical development of the image, identity and reputation like its evolution in the digital era is analyzed. The interaction of different disciplines that interact and collaborate in the process of building identity and corporate image is also studied.

COMM 531

Strategies for Public Relations

Three Credits

The course studies the strategies and techniques for public communication. Also analyzes the platforms that exist to disseminate and project messages and efforts of the organizations, their advantages and disadvantages.

COMM 535

Crisis Communication

Three Credits

The course studies the public relations crisis experienced by organizations. Also, analyze the causes and steps to create a communication plan to run during crisis and how to learn from past crisis. The course also studies strategies to prevent crisis, including the use of digital platforms as part of the plan.

COMM 537

Strategic Communication in Public Relations

Three Credits

The course studies the components for the development of a strategic communications plan for an organization, using research and selecting targets and precise tactics to various audiences, including the media. Also studies how to identify a spokesperson for the organization as well as the skills necessary to be an effective communicator for the entity.

COMM 538

Strategic Management of Public Relations and Digital Convergence

Three Credits

Study of the components of public relations and digital convergence. Audits of public relations as a basis for conventional and digital strategic direction. Application of digital techniques and traditional communication in public relations. Design and development of a strategic public relations plan, with emphasis on digital convergence.

COMM 540

Journalism and Globalization

Three Credits

This course provides graduate students with the knowledge and appropriate skills to work as journalists in a globalized world. Explore this profession in global context; analyze the impact of the digital era in news and the distribution for domestic and international audiences.

COMM 541

Fundamentals of Multimedia Journalism

Three Credits

The course studies the main theories about the origins of multimedia journalism, concepts and current purposes. Also studies practical concepts of multimedia journalism; converge of text and audiovisual in cyber platforms; the essential elements of ethics and law; the evolution of journalism; and the different journalistic genres applied to multimedia.

COMM 542

Journalistic Writing for Multimedia

Three Credits

This course provides students with the skills to write with fluency, conciseness and coherence that require multimedia. Also studies research concepts for multimedia, development of contacts and sources, and the techniques for the emerging social media.

COMM 543

Journalism and Public Affairs

Three Credits

This course studies the media coverage of public policies of the government of Puerto Rico, and the United States government. Also studies the Constitutions of both countries and their political and democratic development. Explore the current challenges for the reporter who covers government sources.

COMM 544

Environment, Conflict and Crisis News

Three Credits

The course studies the practical concepts for media coverage of crisis, such as environmental disasters, strikes, war, terrorism, conflict and similar situations. Also studies the ways in which journalists should report this type of news with responsibility and ethics; the limitations and security measures.

COMM 545

Investigative Journalism for Multimedia

Three Credits

The course studies the theoretical and practical concepts of investigative journalism and its history and evolution in the digital world. Studies this journalistic genre in traditional

media and multimedia; and the skills required for the performance of this product.

COMM 550

Project

Three Credits

In the course, students will conduct a research project according to their specialty area (Multimedia Journalism or Public Relations), integrating the knowledge, abilities and skills acquired at the University during his graduate studies.

CPSY 601

Foundations and Techniques in Counseling Psychology

Three Credits

The course focuses on the historical development of counseling psychology in Puerto Rico. The student will become familiar with the principal theories used in the practice of counseling psychology. Ethical principles of the psychologist's code of conduct and related issues in the practice of counseling psychology will be discussed.

CPSY 602

Techniques and Models of Counseling Psychology

Three Credits

This course provides the link and application of the theoretical models to the Counseling Psychology practice.

CPSY 603

Systemic Counseling Psychology

Three Credits

The course centers on presenting basic knowledge about group processes. Different theoretical approaches will be studied. In the same vein, ethical and professional issues related to group dynamics will be analyzed and discussed.

CPSY 605

Counseling Psychology of Children and Adolescents

Three Credits

The course deals with the principal psychopathological disorders and therapeutic techniques in the treatment of children and adolescents. Due to its importance in contemporary society, a portion of the course will focus on child abuse.

CPSY 607

Counseling Psychology: A Reflective Practice

Three Credits

The course is centered on theoretical perspectives and technical tools of the helping relationship. From the reflective practice viewpoint, students will become familiar with ethical and professional implications affecting the practice of counseling.

CPSY 610

Special Issues in Counseling Psychology

Three Credits

The course deals with analysis and discussion of pertinent topics related to the foundations and practice of counseling psychology.

CPSY 615

Cognitive Therapy

Three Credits

The course focuses on principles of cognitive therapy and their applications in counseling psychology.

CPSY 612

Sexual Counseling

Three Credits

This course will present the basic concepts of human sexual conduct, including the history of sexuality, the human sexual response and sexual dysfunctions as stated in the DSM-IV TR. In addition, the basic sexual therapeutic interventions for such dysfunctions, and sexual counseling of different groups will be presented.

CPSY 620

Psychological Counseling in Cases of Drug and Alcohol Abuse

Abuse

Three Credits

The course will study and analyze different counseling theories and techniques used in the treatment of alcohol and drug abuse.

CPSY 625

Sexual Assault Counseling

Three Credits

The course focuses on the study of the dynamics of sexual abuse, sexual assault and sexual harassment. It includes an introduction to the psychological counseling techniques for the treatment of children or adult victims of sexual abuse, sexual assault, or sexual harassment.

CPSY 630

Counseling Psychology for Careers and Occupations

Three Credits

Theory and practice previously acquired will be applied to different settings. Students will be exposed to numerous career counseling theories, techniques and concepts of life planning, as well as guidelines for implementing and evaluating career counseling through lifespan programs.

CPSY 700

Atypical Sexual Behaviors: Etiologies and Treatments

Three Credits

Analysis of atypical human sexual behaviors: etiologies and treatment modalities. Etiology and therapeutic treatment and management of sexual offenders.

CPSY 710

Animals as co-therapists in health care settings

Three Credits

The course focuses on the study of the relationships and interactions produced between humans and animals/pets. Topics include the benefits these relationships on mental, physical and emotional well-being, as well as the history and development of this field within an interdisciplinary approach. Students will also study scientific research, models, conceptual frameworks and theories in order to broaden their knowledge. They will also review the skills used in the modality known as Animal Assisted Therapy.

CPSY 720

Psychological Counseling in Cases of Drug and Alcohol

Abusers

Three Credits

This course will study and analyze the theoretical models and the techniques used in the counseling of alcohol and drug abusers.

CPSY 728

Psychological interventions with people LGBTTT

Three Credits

This course provides an extensive view of the lesbian, gay, bisexual and transgendered (LGBTTT) sexual orientations; emphasis is given in sexual identity development models as well as specific psychological needs of these persons. Critical analysis about assessments and evidence based psychotherapy interventions. Additionally, it will allow the student to become sensitive to the LGBTTT lifestyle.

CPSY 730

Psychologists Ethical and Professional Responsibilities

Three Credits

Critical analysis of the ethical and legal standards, in the state and federal levels that regulate the professional practice of psychology in Puerto Rico. Discussion of the responsibility of the psychologists to know and observe the norms established by the regulating agencies such as the Junta Examinadora de Psicólogos de Puerto Rico, the laws that regulate the professional practice, the jurisprudence and the Codes of Ethics that professional organizations have established to practice the profession.

CPSY 738

Sexual Counseling and Therapy

Three Credits

This course will present the basic concepts of human sexual behavior: the history of sexuality, the human sexual response and sexual dysfunctions as stated in the DSM. In addition, it will present the basic sexual therapeutic interventions for such dysfunctions as well as sexual counseling.

CPSY 805

Professional Issues in Counseling Psychology

One Credit

The course presents a critical revision of the history of Counseling Psychology and its relationship with other helping professions. It includes an analysis of issues related to professional practice, licensing, certification, responsibility, roles, and identity of the psychological counselor. Organizations and professional journals will also be examined.

CPSY 825

Diagnosis and Treatment Planning in Counseling

Three Credits

This course discusses the specific steps for developing an effective treatment plan based on assessment data and the recognition of the uniqueness of each client. Treatment plans will include a variety of interventions and approaches based on both behavioral problems and/or DSM IV (RT) diagnosis.

CPSY 832

Advanced Individual Counseling

Three Credits

This course provides an advanced examination of individual counseling. Classic models of counseling are explored and their appropriateness in various case studies are evaluated. Concepts and techniques from major therapeutic approaches are explored.

CPSY 833

Advanced Group Counseling

Two Credits

This course will provide the students with the intensive knowledge, the relevant references and the development of skills in group psychological counseling. Emphasis will be placed on the area of group's types, group dynamics, and group psychotherapy (groups with mental conditions, among others) norms in group process, leadership styles, leaders and co-leaders and treatment plan. Confidentiality, selection procedures, ethics, and multicultural diversity are considered.

CPSY 834

Marriage and Family Counseling

Two Credits

This course presents the foundations of marital and family counseling. The students will study the emergence and the tenets of the major theoretical constructs in marriage and family therapy, including psychoanalytic, behavioral, experiential, strategic and structural models. The specific therapeutic interventions derived from these models are evaluated.

CPSY 835

Advanced Practicum in Counseling Psychology

Three Credits

The course is a comprehensive experience in which students under supervision see clients for individual, group, family counseling, and psychotherapy.

CPSY 841

Counseling in Community Settings

Three Credits

This course presents early intervention therapeutic models in community settings. The focus of the course is on psychoeducational and interpersonal communication, decision-making, and developmental models. A perspective on prevention is also studied.

CPSY 900

Advanced Doctoral Practice II

Three Credits

This advanced doctoral practicum allows students to be placed in a community site to gain additional clinical experience. They will also have weekly didactic session where they will be exposed to advanced concepts of Evidence Based Practice (EBP) and Empirically Validated Treatments (EVT) in psychology. Student will have the opportunity to discuss cases among them in group supervision and will benefit of weekly individual supervision as well. It is expected that students integrate different sources of information on EBP and EBT to psychological assessments as well as in their individual counseling and psychotherapy sessions. 250 hours of practice.

CPSY 905

Advanced Doctoral Practice III

Three Credits

This advanced elective doctoral practicum allows students, who want additional hours of practicum, to continue to enhance their clinical skills and competencies following the same description of CPSY 900. 250 hours of practice

CPSY 906

Practicum I

Three Credits

The course is a didactic and experiential training intended to strengthen the development and consistent application of interpersonal skills in advanced practice. Emphasis is placed on the systematic and critical analysis of interpersonal skills of students and their implications for the therapeutic relationship. The course will provide an advanced link to the graduate student with the principles of the case conceptualization to the process of psychological counseling.

CPSY 907

Practicum II

Three Credits

Didactic and clinical experience approach in enhancing the skills related to case conceptualization and treatment planning based on evidence-based practices. A minimum of 300 hours of clinical practice (250 at the practicum site, 30 hours of course meeting for didactic and 20 hours of research experience) are required.

CPSY 908

Practicum III

Three Credits

Didactic and clinical experience approach in enhancing the skills related to case conceptualization and treatment planning based on evidence-based practices. A minimum of 300 hours of clinical practice (250 at the practicum site, 30 hours of course meeting for didactic and 20 hours of research experience) are required.

CPSY 909

Practicum IV

Three Credits

Didactic and clinical experience approach in enhancing the skills related to case conceptualization and treatment planning based on evidence-based practices. A minimum of 300 hours of clinical practice (250 at the practicum site, 30 hours of course meeting for didactic and 20 hours of research experience) are required.

CPSY 955

Dissertation I — Counseling

Two Credits

The first of two required blocks of dissertation writing is designed to produce an approved proposal. The review of the literature will be the major component of Chapter 1 of this proposal, and methodology will be the major component of Chapter 2. (See Dissertation Manual)

CPSY 956

Dissertation II — Counseling

Two Credits

The second dissertation block is designed to produce a completed dissertation which includes the results of Chapter 3, the conclusions of Chapter 4, any editing to previous chapter work, and the successful oral defense of the entire dissertation before the committee. (See Dissertation Manual)

CPSY 957

Doctoral Project I

Students unable to complete any of the dissertation blocks in the stipulated time may register for an extension under this course number. (See Dissertation Manual)

CPSY 958

Doctoral Project II

One Credit

This is a continuation of Doctoral Project I. The student will integrate and apply the scientific literature review and its application to a specific problem in the clinical practice of counseling psychology. The student must demonstrate the knowledge and skill necessary to integrate science in to the practice of counseling psychology. An oral defense on the project is required.

CPSY 960

Internship in Counseling Psychology

Six Credits

As a requirement for all doctoral candidates in counseling psychology, students must complete a minimum of 2,000 service hours (one academic year) in an approved counseling clinic, private or public, under the supervision of a certified psychologist. (See Internship Manual)

CPSY 961

Internship (Part time)

Six Credits

Required course for all Counseling Psychology doctoral candidates that will begin a part time internship. The internship should begin within the months of July or August and end after two full years from the exact date of the beginning of the internship. The student will complete a minimum of 2000 hours in two full years, in which 25% will be in direct face to face contact with clients/patients. The intern will receive a minimum of one hour of individual supervision per week by a licensed doctoral level counseling or clinical psychologist that will be responsible for the cases and actions of the intern. The intern will be at an internship center for a minimum of 20 hours per week. The intern will pay a internship fee of \$2,000.00 that can be paid in four installments at the beginning of each semester. The rating will be given after the completion of all the requirements of the internship program established in the Internship Manual. A student in an internship program is classified as a full time student.

CPSY 962

Internship (Full time)

Six Credits

Required course for all Counseling Psychology doctoral candidates that will begin a full time internship. The internship should begin within the months of July or August and end after a full year from the exact date of the beginning of the internship. The student will complete a minimum of 2000 hours in a full year, in which the 25% will be in direct face to face contact with clients/patients. The intern will receive a minimum of two hours of individual supervision per week by a licensed doctoral level counseling or clinical

psychologist that will be responsible for the cases and actions of the intern. The intern will be at the internship center for a minimum of 40 hours per week. The intern will pay a internship fee of \$2,000.00 that can be paid in two installments at the beginning of each semester. The rating will be given after the completion of all the requirements of the internship established in the Internship Manual. A student in an internship program is classified as a full time student.

CRJU 500
Foundations, Practices and Changes in the Administration of the Criminal Justice System

Three Credits

The course deals with theoretical, judicial and practical principles inherent in the criminal justice system in Puerto Rico. Students will be involved in problem-solving situations, which will permit them to analyze, evaluate, and propose alternative solutions to practical administrative problems.

CRJU 505
Basic Legal Principles in Criminal Justice

Three Credits

The course covers constitutional rights, with an emphasis on civil rights, penal rights, and criminal procedures in Puerto Rico. It will also include the sources of positive rights, the Constitution and jurisprudential decisions.

CRJU 510
Law and Society

Three Credits

The course deals with the relationship between law and society. It centers on a theoretical and investigative vision of our legal system and procedural and substantive aspects of the legislative process. A discussion of the influence of social factors in the approval process of the law, vis-a-vis the influence of the law on societal changes will be included.

CRJU 520
Philosophy of Punishment

Three Credits

The course covers the meaning of punishment throughout history, theories on its origin, its cultural relativity, and dominant philosophies on punishment. Students will view the different arguments proposed historically to defend or reject punishment from the points of view of retribution, deferment, social protection and rehabilitation, among others, as well as alternative methods of punishment.

CRJU 540
The Police and Juridical Changes

Three Credits

The course centers on the study of the dynamics involved in police functioning, as it is impacted by changes operating at the legislative level and subsequent judicial interpretations.

The course will analyze the effects that these have on criminal investigations and how they affect the rights of delinquent persons.

CRJU 565
Seminar: Program Design and Evaluation in the Criminal Justice System

Three Credits

Various aspects of administrative programming and evaluation will be examined. The course involves theoretical and research concepts and problem analysis related to programming and program evaluation in the criminal justice system. It also includes design and study of evaluation instruments for police programs. Students will engage in analysis and management of strategies for operationalizing objectives, decision-making, and problem-solving.

CRJU 575
Criminal Treatment and Rehabilitation Programs

Three Credits

The course centers on an analysis of corrective philosophy and existing public policy regarding the rehabilitation of criminals and the relevant legal and constitutional dispositions. It will also analyze the different treatment and rehabilitation programs currently in effect at the various penal institutions in response to public policy. Treatment and rehabilitation models proposed and/or currently operating in Puerto Rico, the United States and other countries; their expectations, findings, and scientific grounding will be discussed. Students will also look at trends and reforms in rehabilitation programs for inmates.

CRJU 595
Seminar: Criminal Justice Investigation

Three Credits

The course focuses on an analysis of the administrative systems and the interrelationship of functions which affect public and private organizations. Students will consider the activities of planning, organization, design and formulation and adoption of decisions. They will also study problems related to the impact of government regulation on the private sector and its effect on administrative activity, as well as theories and concepts of human relations and behavior. The course provides the student with the tools needed for carrying out research in the specialization area.

CRJU 596
Internship

Three Credits

This is a supervised guided experience in select organizations and programs. Students will have to complete 130 hours in administrative functions.

CRJU 600
Seminar: Crime, Victims and Society

Three Credits

The course focuses on an analysis of the responsibility of the state in protecting the life and property of its citizens. It will examine the possibility of the state compensating the victim of a crime for damages resulting from the criminal act. It will also look at the doctrine of restitution, compensation for damages by the offender, as part of a sentence intended to alleviate the impact of the damages and as part of the rehabilitation process of the criminal. Policies and practices regarding this issue in other jurisdictions will be comparatively analyzed.

CRJU 630

Organizational and Administrative Techniques of the Police

Three Credits

The course deals with the study of the organization and administration of the Puerto Rican police force. Emphasis is placed on organizational theory, administrative techniques, and procedures, as well as police administration and supervision programs. It analyzes alternative objectives, strategies, programs, institutional approaches, roles, perspectives and interagency relations of the police.

CRJU 635

Mental Health and the Law

Three Credits

The course centers on an analysis of the relationship between the mental health system and the law. It includes an in-depth look at the application of behavioral sciences techniques to the legal framework. Discussions concerning aspects such as diagnosis, risk, treatment, hospitalization, and mental disability viewed from a psycho-legal perspective, as well as the rights and responsibilities of institutional clients, their employees and the state, will also be included.

CRJU 640

Addiction Problems: Legal and Psychosocial Aspects

Three Credits

The course deals with the study of the medical-legal aspects of drug addiction and alcohol abuse. It includes an analysis of the legal structure, from the framework of state and federal laws in the use and abuse of drugs and alcohol. Legislation, treatment and prevention programs will also be discussed.

CRJU 645

Comparative Correctional Systems

Three Credits

The course consists of a comparative study of correctional systems in Europe, the United States, Canada, Latin America and Japan. The study will be carried out from the perspectives of historical development, administrative organization, correctional philosophy, human resources, and

treatment and rehabilitation programs for inmates. It will also consider the administrative and judicial mechanism to protect the rights of inmates, as well as post-prison assistance. Trends and prison reforms in each country will also be reviewed.

CRJU 650

Special Laws in Criminal Justice Administration

Three Credits

The course centers on an analysis of the special laws which regulate our legal conduct, including the basis for their creation, enforcement techniques, and jurisprudence. Students will discuss laws relating to weapons, confiscations, explosives, controlled substances, illegal numbers games, electoral law, transit vehicles, and mortgage institutions, among others.

CRJU 715

Seminar: Special Situations in the Administration of Correctional Programs

Three Credits

The course focuses on an analysis of the correctional scenario, including the psychological, administrative, and disciplinary perspectives. Students will explore the subculture of the penitentiary and how it is manifested. This course will focus on themes, situations, controversies, and problems inherent in this scenario, scientific findings, program dynamics and decisions or legislation which impacts the correctional system.

CRJU 730

Criminality, Crime Control and Criminal Justice

Three Credits

The course promotes a critical analysis of criminality from a sociological perspective. Particular emphasis is placed on the relationship of public policy, and the criminal justice administration: decision-making, implementation of programs, and evaluation of police participation. Students will discuss different strategies and models to reduce crime, as well as the new tendencies toward privatization of criminal justice services.

FASW 670

Family Therapy I

Three Credits

This course aims to provide students with knowledge about the historical trajectory and theoretical foundations of family therapy. Allows the critical analysis of the models of family therapy used in family interventions, as well as the application of the postulates and techniques of each model.

FASW 671

Family Therapy II

Three Credits

This course is the continuation of the Theoretical Frameworks and Models of Family Therapy 1, and aims to continue the analysis of family therapy models based on the systemic theoretical framework. It will focus on the application of the postulates and techniques of each model according to the family context.

FASW 672

Intervention with Diverse Couples

Three Credits

The course provides knowledge on the theoretical and practical fundamentals of professional intervention with diversity of partners. Focuses on the critical analysis of strategies and recommended intervening techniques with biological, social, cultural and relational factors that impact relationships. It emphasizes interpersonal skills and knowledge of human behavior and social environment necessary to establish an effective working relationship with the participants of their services.

FASW 673

Intervention with Children and adolescents

Three Credits

This course provides the students with a knowledge base, theories, models, techniques and specialized strategies required for the evaluation and intervention with children and adolescents in situations of risk and complex processes that are conflicting. Emphasis will be given to intervention with psychosocial problems, developmental and traumatic experiences, according to professional ethical principles.

FASW 674

Intervention with Elderly Adults and their Family

Three Credits

This course provides students with the knowledge base on the theoretical foundations, skills and models of professional intervention with older adults. Emphasis will be given to the critical analysis of sociodemographic, biopsychosocial and spiritual aspects related to the adult population, as well as social policies and their impact on the family, based on the commitment to diversity and ethical professional differences.

FASW 675

Evaluation of the Professional Practice

Three Credits

This course allows the application of specialized theoretical-methodological knowledge for the critical evaluation of based practice professional intervention. It allows the application of the principles and the model of the practice based on evidence as well as the scientific methodology to evaluate the effectiveness of the interventions. Emphasizes the use of quantitative and qualitative instruments, framed on the ethical principles of the profession.

FASW 680

Practicum III: Social Work Families Practicum

Three Credits

Practice III is the third practice course of the Social Work with Families Specialty. It provides the opportunity to integrate specialized theoretical-methodological knowledge and to develop advanced skills in the intervention process with couples and diverse families. It emphasizes the interdisciplinary collaboration according to the ethical principles of the profession, as well as in the differentiated use of models for the evaluation of the effectiveness of the practice. Requires 250 hours of practice.

FASW 681

Practicum IV: Practicum Social Work Families

Three Credits

Practice IV is the last practice course of the curriculum of Social Work with Families Specialty. It provides the opportunity for the application of specialized theoretical and methodological knowledge and advanced skills in the intervention process with couples and families with children, adolescents and / or older adults in various agencies or organizations. Emphasizes the different use of models for the evaluation of the effectiveness of the practice. Requires 250 hours of practice.

FORS 730

Forensic Investigation and Identification Techniques

Three Credits

The course deals with different methods and techniques used to identify and analyze physical evidence located at the crime scene. The following subjects will be discussed: elements of the crime scene and physical evidence, such as hair, fibers, paint, drugs, fires and explosives, fingerprints, DNA, firearms, and documents.

FORS 735

Investigation and Gathering Evidence at Crime Scene

Three Credits

The course focuses on responsibilities of criminal investigators to protect the crime scene, process and gather the evidence, and any other duty necessary in order to achieve the successful criminal prosecution of the accused.

FORS 740

Forensic Photography & Drawing

Three Credits

The course deals with photography techniques control of negatives, design and assembly of an index of photographs, among other topics. In reference to drawings, the student will be taught how to develop seven forensic drawing techniques in which a crime scene will be illustrated with measurements and distance between objects.

FORS 745

Expert Witness in Court

Three Credits

The course centers on the important role of the forensic investigator as an expert witness with the responsibility of working toward solving crimes. The student will learn and practice techniques related to testifying in court and responding to questions presented by the defense attorney and prosecutor. A court exercise will provide the student with practice.

FORS 750

Examination of Questionable Documents

Three Credits

The course focuses on the study and analysis of the theory and principles of handwriting and hand printing, duplicating processes, paper manufacture and fiber analysis, studies of different types of paper and methods of examining questionable documents.

FORS 755

Research Seminar

Three Credits

The course deals with the investigative study of techniques, visions, and models, and the administration, planning and formulation of the decision-making process applied to the forensic sciences.

FORS 760

Forensic Psychology

Three Credits

The course deals with theory and practical strategies which will clarify the psychological conditions involved in the different judicial and mediation processes. It includes instruction of how to organize information in a scientific manner, thus validating the results from investigations performed within the juridical scenario.

FPSY 880

Psychology and Law: Criminal

Three Credits

This course will address the skills and competencies necessary for effective legal collaboration and expert testimony in the area of criminal law. The substantive areas of criminal law to be examined are: pretrial issues (competence to stand trial, competence to plead, right to bail); trial issues (affirmative defenses of criminal responsibility, temporary insanity, diminished responsibility, duress); pre-sentencing issues (mitigating and attenuating factors at the time of sentencing, competence to be sentenced); and, death penalty issues (Atkins hearings and intellectual disability, competence to be executed, mitigation factors). Psycho-legal controversies will be addressed in criminal cases of child abuse and maltreatment, domestic violence, substance abuse, and sexually violent predators.

FPSY 886

Psychology and Law: Civil

Three Credits

This course will address the skills and competencies necessary for effective legal collaboration and expert testimony in the area of civil and family law. The substantive areas of civil law to be examined are: involuntary treatment, civil commitment, assessment of competence for legal guardianship, personal injury (tort), and, sexual harassment and hostile environment in the work place. The substantive areas of family law to be examined are: child custody, parental rights, visitation, adoption, child maltreatment. The substantive areas of juvenile law are: waiver of jurisdiction, emancipation, rights of minors to consent to treatment.

FPSY 889

Forensic Mental Health Assessments

Four Credits

This course will address the advanced skills and competency needs of students that are required for assessments performed in legal referrals. The historical development of FMHA will be discussed including the formulation of specialty guidelines and clinical procedures responsive to legal directives. The FMHA course will train students in the selection, administration, correction and analysis of psychological tests most used in forensic referrals. The FMHA will provide training in interviewing techniques; clinical observation; and, integration of documents and third party data into clinical case conceptualization. Students will be trained in the model of personality analysis of Kellerman and Burry, used by graduate clinical training programs since 1981.

FPSY 891

Psychology and Law: Expert Testimony

Four Credits

This course will address the skills and competencies necessary for effective legal collaboration and expert testimony. Students will perform a forensic mental health assessment in collaboration with a legal aid clinic, district attorney's office, or court referrals. The assessment findings will be presented as expert testimony in a moot court in the classroom. Should the case go to trial, the student will be expected to present the assessment findings in court.

FSWO 600

Fundamentals of Forensic Social Work

Three Credits

Study of the origin and development of Forensic Social Work in the context of administration of justice. Emphasis on analysis of social worker's functions in a judicial environment, including the main processes of the social-legal system and its relationship with the different roles in the professional practice.

FSWO 610

Ethical and Legal Aspects and Jurisprudence in Forensic Social Work

Three Credits

The study and analysis of the ethical and legal aspects of jurisprudence in the intervention of the Forensic Social Worker. Appreciation of the components of penal laws, and procedural the substantive and aspects of family rights applicable to the practice of social work.

FSWO 612

Forensic Evaluation

Three Credits

This course is based on the application of scientific methodology and critical thinking in forensic evaluation. Presents the use of differentiated types of social forensic evaluation, instruments, rating scales and assessment tools in the forensic evaluation process.

FSWO 625

Expert Report and Testimonial Expertise

Three Credits

Application of scientific methodology, critical thinking and evidence-based practice in drafting expert's report. Theoretical and legal study of expert testimonial Witnesses in Puerto Rico's courts and its implications for Forensic Social Work.

FSWO 630

Application of Diagnostic Criteria of Mental Disorders

Three Credits

Study of the descriptive and dynamic aspects of mental disorders with emphasis in the forensic scenario and its implications in the Forensic Social Work practice.

FSWO 635

Forensic Focus on Substance Abuse

Three Credits

Study of clinical and social manifestations of substance abuse, the legal consequences and forensic scenarios of treatment and rehabilitation. Analysis of intervention models.

FSWO 642

Psychosocial and Legal Aspects of Violence in the Family

Three Credits

Analysis of the psycho-social and legal aspects of violence within the family: etiology, epidemiology, and evaluation of jurisprudence and related laws.

FSWO 650

Practicum I: Forensic Social Work Practice

Three Credits

First supervised practice experience in a non- governmental agency or organization. Allows analysis of the philosophy,

values and organizational policies and performance of the roles of professional social work in the forensic interdisciplinary agency team or organization.

FSWO 660

Practicum II: Forensic Social Work Practice

Three Credits

Continuation of the supervised practice experience (FSWO 650). Demonstration of legal specialized knowledge in ethical, legal and case law Application of jurisprudence of the skills in the drafting of social reports and the process of expert testimony.

JJUS 515

Juvenile Justice: Juridical and Criminological Aspects

Three Credits

Discussion and analysis of legal and criminological aspects that regulate and explain juvenile justice. Discussion of the criminological theories related to juvenile delinquency and the functions of the Administration of Juvenile Institutions.

JJUS 525

Social and Psychoeducational Intervention in Juvenile Justice

Three Credits

Discussion and analysis of the social and psychoeducational interventions for youths. Study of the types, characteristics, processes and levels of the interventions according with the environment where the intervention will be performed. Analysis of the actions and results of the intervention.

JJUS 545

Juvenile Justice Comparative Systems

Three Credits

The course consists of a comparative study of juvenile justice systems in Europe, Mexico, Spain, Argentina and the United States. The study will be carried out from the perspectives of historical development, administrative, organization, philosophy, human recourses, and treatment and rehabilitation programs for the youth.

JJUS 555

Seminar: Research and Analysis of Contemporary Problems in Juvenile Justice of Puerto Rico

Three Credits

The course focuses on research and analysis of the contemporary problems in the Juvenile Justice systems of Puerto Rico including administrative, and social perspectives. Students will explore and conduct research project about themes, issues, program dynamics and public policy or legislation which situations impacts the juvenile justice systems.

JJUS 585

Program Design for Services to Youths in Conflict with the Law

Three Credits

The course is designed for students to design service programs for children in conflict with the law according to their needs. Discussion, analysis and application of principles, approaches and models in the design of programs whose services are effective, efficient and of high quality. After completing the course students will design a service program for youths in conflict with the law.

JJUS 595

Administration and Evaluation of Service Programs for Youths

Three Credits

Various aspects of administrative programming and evaluation will be examined. The course involves theoretical and research concepts and problems analysis related to programming and program evaluation in the Juvenile Justice System. It also includes design and study of evaluation instruments for and juvenile justice service programs in the administration of programs. Students will engage in analysis and management of strategies for operationalizing objectives, decision-making and problem-solving in the administration and evaluation of service programs.

MHSA 604

Human Services Administration: Organizations, Policies and Alternatives

Three Credits

The course centers on discussion, analysis and application of administrative procedures in the human services programs. It includes the study of the organization, policies, and alternatives for community development.

MHSA 608

Leadership and Community Development

Three Credits

The course deals with discussion, analysis and application of leadership techniques for community development and human services organizations. It includes the study and application of problem-solving techniques, leadership development, and the mobilization of inter-organizational resources.

MHSA 612

Seminar: Program Design in Human Services

Three Credits

The course centers on discussion, analysis and application of models, theories and scopes for program design. It includes the study of structural and programmatic designs of human services organizations.

MHSA 622

Grant-Writing and Fundraising

Three Credits

The course deals with models, techniques and strategies for fundraising and grant writing.

MHSA 644

Research Seminar: Project in Human Services Administration

Three Credits

The course centers on development of a research project related to administrative procedures in a human services organization.

MHSA 645

Internship

Three Credits

This is a supervised guided experience for graduate students in selected human service organizations. Students will have to complete 130 hours in administrative functions in an organization devoted to human services.

MHSA 652

Seminar: Contemporary Issues in Human Services Management

Three Credits

The course deals with contemporary issues in human services management. It includes an analysis of tendencies and alternatives for enriching the administration of human services.

MHSA 654

Legal Aspects in Human Services Administration

Three Credits

The course focuses on an analysis of the legal aspects, by-laws, and ethical principles in human services administration.

MHSA 655

Counseling Techniques and the Help Process

Three Credits

The aim of this course is to analyze from a conceptual and practical level the individual helping relationship. The necessary skills, knowledge and attitudes of an effective helping process will be analyzed. The ethical and professional point of view as well as its implication to the practice of counseling will be considered and discussed.

MHSA 656

Grants Management

Three Credits

The course covers theories, models, scope, and techniques for effective and efficient grants administration.

MHSA 658

Intergovernmental Relations

Three Credits

The course deals with an analysis and discussion of the theoretical, constitutional, political and fiscal aspects of the intergovernmental relationships among state, federal and local governments.

MHSA 668

Seminar: Human Behavior in Organizations

Three Credits

The course deals with an analysis of the systematic relationship between human behavior, organizational objectives and clientele services. An analysis of the psycho-social system in organizations is also included.

MHSA 672

Labor Law

Three Credits

The course centers on an analysis of the constitutional principles, laws, regulations, and judicial decisions that protect public employees in Puerto Rico.

MHSA 674

Human Development

Three Credits

The course deals with theories of human development. It includes an analysis of the relationship among physical, intellectual, and social influences on all stages of human development.

MHSA 676

Total Quality Management in Human Services Organizations

Three Credits

The course centers on the application of the Total Quality Management theory in human services organizations. It includes study of the principles of teamwork, decentralized management, labor commitment, and quality manager.

MSAA 701

Basics Fundamentals of Arts Administration

Three Credits

The course presents a general view of arts administration, within which the theoretical, philosophical and practical principles of the field are analyzed to prepare students whose professional objective is a career in arts management.

MSAA 703

Arts Marketing

Three Credits

The course focuses on strategies for the exchange of goods, services and ideas in selected markets.

MSAA 707

Grant Writing and Fundraising for the Arts

Three Credits

The course deals with essential principles of fundraising and grant writing in arts administration.

MSAA 708

Museology

Three Credits

The course focuses on concepts and models of collection, conservation and communication in museology and museography. The objective is to prepare and update personnel of museums, galleries, and cultural centers.

MSAA 709

Representational Arts Administration

Three Credits

The course covers key aspects of the administration of representational arts, such as festivals, concerts, musical spectacles, dance, theater and other popular arts.

MSSA 710

Museum and Visual Arts Center Administration

Three Credits

The course centers on an analysis of the theoretical, ethical and practical principles of museum and visual arts administration.

MSSA 725

Seminar: Special Themes in Arts Administration

Three Credits

The course deals with relevant and pertinent topics in the administration of the arts. The student will explore specific information and strategies utilized by arts administrators and renowned exponents of artistic achievement. Distinguished professionals in the field will be invited as guest lecturers to discuss current tendencies in the arts administration.

MSSA 711

Research Seminar

Three Credits

The course focuses on the development of a research project related to such administrative procedures as planning, marketing, and evaluation in an arts organization.

MSAA 712

Internship in Arts Administration

Three Credits

This is a supervised guided experience in selected arts organizations for graduate students. Students will have to complete 130 hours in administration in an art organization.

MSAA 725 - 726

Special Topics on Arts Administration I and II

Three Credits Each

Analysis and discussion of relevant and pertinent topics in the administration of the arts. The student will explore

specific information and strategies utilized by arts administrators and exponent of renown artistic achievement. Distinguished professionals in the field will be invited as lectured to discuss current tendencies in the administration of the arts.

MSPA 500

Theory, Practice and Change in the Administration of Public Policy

Three Credits

The course covers modern age theories and ideologies which guide and shape the development, administration, and evaluation of public policy. This course focuses on understanding the concepts of individualism, collectivity, and community development espoused by behavioral philosophers and scientists. It includes an analysis of the conceptual requirements of planning, as well as its methods and applications. The course also promotes a critical analysis of the various models which translate public policy and its application to specific approaches and concrete actions.

MSPA 505 @

Computer Education for Public Administrators

Three Credits

The course covers basic knowledge in the use of computers (computer literacy). Three basic areas are developed: (1) the ability to use the technological innovations, (2) the ability to incorporate the technological innovations into a particular area of interest, and (3) the ability to implement strategies and policies geared to the improvement of the administration team.

MSPA 510

Research and Quantitative Methods in Public Administration

Three Credits

The course deals with concepts in research methodology and statistics which are applicable to the public affairs program. A multidisciplinary approach appropriate for the public affairs professions will be presented. The course will also develop in students the capacity for objective decision-making with a minimum of prejudice and subjectivity. Practical elements of methodology and applied statistics will be emphasized.

MSPA 520

Administrative Law and Ethics

Three Credits

Students become familiar with the set of legal norms and regulations concerning the various organizations, institutions, and public agencies, as well as with the criminal justice system, the ordinances of services legally pertaining to these agencies, and the relations between these agencies and the individuals receiving those services. It includes the

dispositions which govern administrative processes, as well as ethical models in public administration.

MSPA 530

Planning and Evaluation: Theories, Methods and Techniques

Three Credits

This course prepares students to face administration problems, to find possible solutions, and to evaluate results once a particular alternative is implemented. It presents a broad view of the various planning theories in order for students to enter into the process of implementation and evaluation.

MSPA 540

Seminar: Planning, Development and Evaluation of Human Resources

Three Credits

The course will cover the following areas: (1) concepts and theories on communication, leadership, human motivation, perception, emotions, personality, mental health and the decision-making process; (2) principles of organization and administration in Puerto Rico; (3) analysis of the components which comprise the administration of human resources, such as recruitment and selection of personnel, job classification and evaluation, retribution systems, human resources evaluation, personnel training, retirement, motivation, and human relations in public administration, as well as patterns of individual and group associations in the organizational scene.

MSPA 550

Fiscal Resources Management

Three Credits

The course centers on the study of the administration and formulation of fiscal policy in the public sector and in nonprofit organizations. It includes an analysis and evaluation of concepts, theories, models, scope, and strategies in the budgetary process.

MSPA 710

Research Seminar for Public Affairs

Three Credits

The seminar offers students the opportunity to carry out an investigation integrating the knowledge obtained through the analysis of administrative systems and their contingent functions and how they affect public and private institutions. Students will analyze planning, organizational, and design activities and the decision making process in the organization.

MSPA 720

Practicum in Public Affairs

Three Credits

Supervised practicum in administrative functions in a public or non-profit organization. Students will complete 130 service hours in the application of knowledge, theories, values, methods, and administrative skills in the organization.

PSYC 500

Developmental Psychology

Three Credits

The course presents a general view of the philosophical, historical, sociological, biological, and psychological foundation of human development. It includes an introduction to different developmental theories and their exponents, as well as the different stages of human development: physical, motor, moral, sexual and cognitive. Changes during each stage will be analyzed and discussed.

PSYC 501

Social and Ethnological Aspects

Three Credits

This course is about the dynamic relationship between social psychology and ethnological foundations of personality development.

PSYC 502

STATISTICS

Three Credits

Analysis and discussion of statistical methods and its applications to Psychology.

PSYC 503

Theories of Personality

Three Credits

The course deals with the principal theories of personality formation and functioning. These theories will be critically analyzed in order to weigh their sociocultural relevance and implication in the practice of counseling psychology.

PSYC 504

Psychopathology

Three Credits

The course centers on the study of behavioral and personality disorders; considerable emphasis will be given to those disorders of higher prevalence in Puerto Rican society. Analysis of different disorder models will be considered; usage and management of the Diagnostic and Statistical Manual of Mental Disorders DSM IV (TR) will also be covered.

PSYC 505

Psychological Assessment and Measurement

Three Credits

The course covers basic topics in psychological assessment, such as its historical development, basic statistical analysis, test construction, ethical standards, evaluation as a process, and the role of computers. Different tests will be used, including the Weschler Scales, Raven, Vineland, Bender, Beery, Draw a Person and the Woodcok Muñoz Battery.

PSYC 506

Research Methods and Statistics

Three Credits

The course introduces students in behavioral research methods and statistics related to investigations in psychology. Tools to better understand the assumptions and limitations of current research will be discussed. Finally, the course promotes a learning approach to research design and statistics in line with today's research by drawing examples from real investigations and providing students with opportunities to learn and apply concepts.

PSYC 507-V

Introduction of Professional Issues in Psychology Seminar

Three Credits

This seminar aims to help in the formation of professionals who are aware of their own values and have the capacity of respecting and for human diversity. The seminar will focus on the development of awareness of the self through the process of identifying the social and academic community of which they form part. Through the seminars it is expected that students become aware of two fundamental aspects of human experience: the interpersonal and intrapersonal reality. In interpersonal experience social and community dimension where emotional ties are built and communication skills are developed. In the intrapersonal experience the cognitive, emotional and somatic aspects in building a personal and professional identity will be worked on. Also, this course is intended to help student learn how to apply the basic rules of APA Style in writing term papers, research reports, and journal articles. The course follows the organization of the sixth edition of the Publication Manual, providing a comprehensive overview of elements of manuscript preparation.

PSYC 508

Test Construction: Theory and Application

Three Credits

Discussion and analysis of major principles and concepts of test construction in psychological measurement. Methods for determining validity and reliability will be examined by performing class exercises. The content also includes the study of scaling methods such as Guttman, Thurstone, and Likert scales. Moreover, students will apply knowledge from the course to construct their own assessment instruments.

PSYC 510

Motivation and Learning

Three Credits

This course focuses on different theories concerning motivation and learning processes. Their scope, importance and relation to human behavior will be discussed.

PSYC 520

Foundations of Neurophysiological Psychology

Three Credits

The course deals with the structure and function of the nervous system. Considerable emphasis is placed on the relationship between the organism and behavior, and the higher cortical process.

PSYC 530

Research Methods

Three Credits

The course is an introduction to research methods for behavioral sciences. This course will provide an opportunity for students to learn basic concepts and statistical analysis for data processing. Emphasis is on scientific research as a way to improve the professional practice of psychologists. It also promotes a balanced emphasis between conducting and consuming research.

PSYC 550

Practicum I – Initial Interview and Psychological Contact

Two Credit + one contact hour

Through a didactic and experiential approach, this course aims to help in the personal and professional growth of the psychologist, under supervision of a faculty member. Its rationale rests on both the intra and interpersonal development of the student (control of feelings, attitudes and prejudices towards the client and behavior), as well as on the skills and knowledge related to the initial interview associated with the establishment and development of the therapeutic relationship, and conceptualizing about the psychological relationship, decision-making, self-evaluation and the psychological contract, among others. The student will also learn and master the concepts of the Code of Ethics in Psychology of Puerto Rico.

PSYC 551

Practicum II – Diagnostic and Psychotherapeutical Intervention Plan

Two Credits + one contact hour

This course provides prospective counseling psychologists with the experience needed to deal with the diagnosis, conceptualization and development of a psychological intervention plan.

PSYC 574

Practicum III

One Credits

This practicum provides for the acquisition of basic psychotherapeutic intervention skills for individual modality. The supervised practicum encourages the development of these skills during the therapeutic process.

PSYC 575

Practicum III - Psychotherapy Intervention: Individual Modality

Three Credits

This practicum provides the student direct experience in psychological intervention. Individual, couples and family assessments and treatments allows students the opportunity to apply different theoretical models in the evidence based interventions. A minimum of 200 hours of practice and 45 hours of course reunion for supervision and didactic intervention are required.

PSYC 599

Practicum IV: Psychotherapy Intervention Group Mode

Three Credits

This practicum course provides the student the opportunity to enhance the psychotherapeutic intervention skills acquired in PSYC 574. Emphasis is given to the integration of knowledge and skills on evidence-based practices in psychological interventions, ethical issues and solving models.

PSYC 725

Neuropsychological Evaluation

Three Credits

This course includes different evaluation methods to assess the degree of damage to the central nervous system. It covers cognitive, behavioral and emotional functioning.

PSYC 730

Projective Personality Assessment

Three Credits

This course will focus on the Rorschach Inkblot Test as a perceptual-cognitive, problem solving task for the assessment of personality. The Rorschach: Comprehensive System developed by John Exner (1993) will be the approach emphasized for the test's administration, scoring and interpretation. The main objective of the course is that through practice, the student will be able to administer and interpret the Rorschach using Exner's system.

PSYC 800

Ethics and Professional Standards

Two Credits

This course provides a critical examination of the codes of ethics and laws that regulate the practice of psychology in Puerto Rico. It also examines the APA Code of Ethics and the Guidelines for the Practice of Counseling and Clinical Psychology. A study of the local and federal laws that in

some way protect and regulate the psychologist and the population served is also conducted.

PSYC 805

Psychopharmacology

Two Credits

The objective of this course is to study the history and use of psychotropic drugs. Emphasis is placed on understanding the uses of these drugs, their mechanisms, side effects, and the conditions under which they are used. Relationships between major DSM IV (RT) classifications and appropriate medications are presented.

PSYC 806

History and Systems in Psychology

Three Credits

The course centers on a critical analysis of the historical development of psychology, including philosophical and scientific antecedents and the systems that have impacted contemporary psychology. The relationship between psychology theories and social events and the present status of psychology in Puerto Rico will also be discussed.

PSYC 810

Advanced Psychopathology

Three Credits

This course deals with the identification, evaluation, and the descriptive psychopathology of personality disorders. The student will be able to compare different approaches to the diagnosis, understanding and treatment of personality disorders.

PSYC 815

Cognitive and Affective Bases of Behavior

Course Syllabus Medullar

Three Credits

This course will focus on the principal theories and current research regarding the fields of cognition and emotions. Discussion of historical antecedents of the main theories and concepts, the most important investigations that have shaped both fields in the past and current knowledge of the multiple cognitive and affective processes. Each will be discussed from their biological, social and psychological perspective and will likewise, explore the clinical applications and implications of the findings in counseling psychology.

PSYC 820

Advanced Assessment

Three Credits

This course focuses on the advanced study of the application of personality assessment procedures such as MMPI. Alternate methods for measuring human behavior are also studied. Laboratory practice of 30 hours is required (PSYC 820 L).

PSYC 840

Racial, Gender, Ethnic, and Cultural Diversity

Two Credits

This course is designed to analyze the impact of cultural differences in the practice of counseling psychology. It includes a discussion of the interactive effects of gender, race, and ethnicity. Cross-cultural counseling methods are also studied.

PSYC 843

Family Violence

Three Credits

This course will provide an introduction to family violence. It will include definitions, theories, and identifiable causes, relevant issues related to victims and legal aspects.

PSYC 850

Models of Clinical Supervision

Three Credits

This course examines the current definitions and applications of clinical supervision; the major models of clinical supervision will be discussed.

PSYC 930

Qualitative, Quantitative Methodology and Descriptive Statistics

Three Credits

From a pragmatic point of view, this course is meant to give the graduate students an overview of the main types of scientific approaches used in psychological research: qualitative, quantitative and mixed. The main goal of the course is to provide students the necessary information about different paradigms used in the psychological field, as well as the descriptive statistical concepts needed to understand, mainly, in the quantitative approach.

PSYC 931

Descriptive Research Methods

Two Credits

This course focuses on the structure and process of descriptive research in psychology. The concepts of relationships, correlations, descriptive paradigms and descriptive statistical analysis are presented. Computer applications, logistical issues and ethical considerations are also examined.

PSYC 932

Experimental Research Methods

Two Credits

The course deals with the study of the structure and processes of experimental research in psychology. The concepts of probability, cause-effect relationships, experimental and quasi-experimental paradigms will be discussed. Ethical considerations will also be examined.

PSYC 933

**Consulting Psychology
One Credit**

Basic concepts in psychology consulting, theories and practical processes of consulting are discussed in the course. The areas of research, evaluation, education, and training are included.

PSYC 936

**Program Evaluation Methods
Two Credits**

This course emphasizes the acquisition of knowledge and skills in program evaluation methodology. Alternative evaluation approaches are surveyed with a focus on developing a management/decision-oriented evaluation plan. This seminar also serves as a practicum for the conceptualization and development of a doctoral research study that employs a program evaluation model.

PSYC 938

**Supervision and Consultation in Counseling Psychology
Three Credits**

This course will present and analyze the major supervision models and their application to psychotherapy and diverse contexts; among them, educational/training settings. It will present the differences between the supervisor and consultant role. Most common consultation settings for psychologists such as schools and organizations will be presented and discussed. Some of the contemporary strategies and techniques, such as coaching and mediation will be presented and practiced.

SOWO 500

**Human Behavior and Social Environment
Three Credits**

Study of the human development stages and the influence of biological, psychological, and socio-cultural elements in the individual, family, and group functions in a social environment. Analysis of the ethnic, gender and the contribution of culture and the socio-economic and historical factors in social behavior.

SOWO 504

**Social Policy and Social Welfare Services
Three Credits**

Study of social policy in the United States, Puerto Rico and Latin America. Analysis of the development and relationship with Social Work from a social, economic, historical and political perspective.

SOWO 505

**Research in Social Work
Three Credits**

Study and application of social scientific research, integrating professional ethics in the design of a research proposal in Social Work.

SOWO 507

**Human Behavior and Social Environment II
Three Credits**

The course allows the necessary knowledge to understand and analyze the factors that contextualize the practice of social work at the mezzo and social macro level. It emphasizes the critical analysis and integration of the macro theories used in the practice of social work with groups, in organizations and in diverse communities.

SOWO 506

**Analysis of Social Reality, Oppression and Social Justice
Three Credits**

Critical structural conditions that contextualize the practice of social workers in Puerto Rico analysis. Study of the manifestation of oppression and theoretical frameworks in practice with diverse populations.

SOWO 510

**Professional Social Work Practice Fundamentals I
Three Credits**

The first of two courses of foundations of the professional practice of social work, of regular curriculum. It is directed to the study of the purpose, roles and the regulating organisms of the Social Work profession. It allows the acquisition of knowledge about the historical trajectory of Social Work and the ethical principles that govern the profession. It examines the practice of social work as a method and process of intervention with individuals and families (micro-systems), through a generalist perspective, with emphasis on the process of human communication and professional interview.

SOWO 511

**Professional Social Work Practice Fundamentals II
Three Credits**

It is the second of two courses of foundations of the practice of Social Work, of the regular curriculum. It contributes to the student's acquisition of essential knowledge for a generalist intervention at the mezzo and macro systemic level (groups, organizations and communities). Emphasizes the acquisition of knowledge about concepts, methods and models of social work with groups, organizations and communities, within the ethical principles of the profession.

SOWO 512

**Practicum I: Social Work Practicum
Three Credits**

This is the first of the courses required in the Professional Practice component and allows the student to demonstrate professional and ethical behavior by insertion into a practice

setting (agency or direct service organization) under the supervision of a Social Work professional. It facilitates the development of skills in the application of the Generalist Method in the indirect and direct service with individuals and diverse families, as well as in the documentation and writing of files. Requires a minimum of 200 hours of practice.

SOWO 513

Practicum II: Social Work Practicum

Three Credits

The Practicum II course is the second of the courses required in the Professional Practice component. It allows the continuation of practical experience in a social service organization under the supervision of a Social Work professional. Emphasizes the integration of knowledge acquired about human behavior and social environment, human rights, social, economic and environmental justice. The course facilitates the development of skills in the application of the Generalist Method and the application of ethical values and standards in indirect and direct service in organizations with diverse groups and communities. Requires a minimum of 200 hours of practice.

SPSY 600

Psychological Services in Educational Settings

Three Credits

Analysis of the psychologist's roles and duties in the school setting as evaluator, therapist, consultant, researcher and trainer. The integration of psychological services to the school professionals, teachers, administrators, parents and students.

SPSY 602

Legal and Ethical Issues of the School Psychology Services

Two Credits

Critical analysis of the codes of ethics, local and federal laws that regulate the practice of school psychology in PR.

SPSY 604

Psychoeducational Diagnosis of Exceptional Persons

Four Credits

Basic evaluation methods for diagnosis of exceptional persons: psychological and educational strategies in psychoeducational assessment, Evaluation in the school setting: academic progress, basic skills, social performance and cognitive aspects.

SPSY 608

Behavior Modification I: Principles and Procedures

Three Credits

Analysis of the principles and procedures of behavior modification. Will examine how environmental events influence human behavior, what behavior modification is and how it works.

SPSY 609

Behavior Modification II: Discipline handling and problem solving at school

Three Credits

Approaches and technics related to different disciplinary models. Analysis and discussion of the most effective disciplinary strategies for the different problems confronted by teachers and students; consequences of each strategy; ethical and legal implications.

SPSY 613

Conflict Mediation and the Prevention of School Violence

Three Credits

Critical analysis of the mediation process as a method of managing conflicts in a non-adversative way in the school setting: theoretical foundations, stages in the mediation process, strategies and technics that have proved to be effective in handling disputes among teachers, parents, and students.

SPSY 650

Special Issues in School Psychology

Two Credits

Analysis and discussion of relevant topics of the principles and the practice of school psychology: consulting, traumas, short term therapies, crisis intervention, family and school interaction.

TEST 500-1

Comprehensive Exam Part 1

Cero Credits

This course provides students the opportunity and time to prepare for the comprehensive exam. The examination of a master degree will be offered in writing. In this test, the student will demonstrate mastery of the specialty Forensic Social Work, through the critical analysis and application. Students will take exams after completing the required courses. The number of times you can take these tests determine the academic standards of the Institution.

TEST 800

Comprehensive Exam of the Doctorate in Counseling Psychology

Cero Credits

Comprehensive Exam of the Doctorate in Counseling Psychology.

SCHOOL OF PROFESSIONAL STUDIES AND CONTINUING EDUCATION

The mission of the AHORA Program of the School of Professional Studies and Continuing Education is to provide an accelerated educational process to adult students. The program differs from traditional methods of instruction in that professional experience of participants is incorporated into the classroom to create an interactive, challenging and dynamic environment. Faculty members have professional experience and have been specially prepared to work with adults as innovative educational facilitators. AHORA is designed exclusively for the adult student; it offers a professional environment, as well as integrated, personalized and individualized services. To fulfill this mission, the School of Professional Studies intends to:

1. Promote adults to value continuous learning and increase their contribution to the world of employment
2. Facilitate adult students reaching attaining their educational goals
3. Create a learning community that facilitates building new knowledge which is based on and is applicable to the professional and personal reality of adults
4. Provide integrated student services of quality and easy accessibility to adult students
5. Recruit and develop staff who knows and are able to meet the needs of adult students effectively
6. Integrate technology into the academic, service and administrative processes
7. Develop academic offerings that respond to the present needs of the professional and business world
8. Establish a continuous process of feedback and assessment of all the processes and services.

Description of the Accelerated Program of Studies

The AHORA Program is accelerated because all of its courses are offered in five or eight week sessions. During each session, classes meet once a week for four hours. The accelerated methodology is based on a learning process shared between the professor and the student. Each student receives a module which serves as a study guide and indicates the assignments and activities that must be completed to prepare for class. Our faculty is specially selected and trained to work with adult students through the accelerated mode, facilitating a class environment where learning is built on experiences and the assignments performed by the students. This model of accelerated studies can be applied to the different academic programs of the institution, to new academic programs or any other academic program where adult students participate. The courses are offered evenings and Saturdays (morning and afternoon). The student may take a maximum of two classes

per session, completing six credits every five or eight weeks. Registration is continuous, with courses beginning fourteen times a year, and the possibility of completing up to fifty-four credits in an academic year. This way, the program provides greater flexibility for students, since they can accelerate their academic progress or design a class program that conforms to the different commitments they may have during the year.

FACULTY

Edna Orta/ Instructor
MBA, Universidad Metropolitana

José Sánchez / Associate Professor
DBA, Universidad del Turabo

MASTER'S DEGREE

INSTRUCTIONAL DESIGN AND TECHNOLOGY INTEGRATION WITH ELEARNING

The graduate of this program will work as a designer, consultant and evaluator of instructional materials in educational systems, and in corporate training systems. It will integrate technology, media, and elements of distance education into educational contexts. It will also promote and maintain an effective communication that will allow you to transmit the vision of the educational unit.

Total Credits	39
Core Courses	18
Specialization Courses	18
Elective Courses	3

Core Courses	(18 credits)
ETEG 500	Applied Instructional Design Models 3
ETEG 501	Fundamentals of Educational Technology 3
ETEG 502	Fundamentals of Distance Education 3
ETEG 503	Curriculum Design and Instructional Design for the Adult Learner 3
ETEG 504	Technology Immersions 3
ETRE 525	Applied Research 3

Specialization Courses	(18 credits)
ETEL 600	E-learning, Technology Integration and Multimedia 3
ETEL 601	Development of Corporate Virtual Training 3
ETEL 602	Distance Education Assessment 3
ETEL 603	E-learning and Virtual Learning Communities 3

PRTE 630	Instructional Design and Technological Project I	3
PRTE 640	Instructional Design Technological Project II	3

Elective Courses (3 credits)
(Select one course)

ETEL 604	Applied Instructional Designs for the Corporate World	3
ETEL 605	Applied Instructional Designs for the Corporate World	3

STRATEGIC MANAGEMENT AND LEADERSHIP

The graduate of this program will be a professional qualified to exercise leadership in the management of companies in a precise, efficient and ethically responsible manner. He will be a person capable of assimilating technological and market transformations to turn current and future challenges into opportunities for innovation and design of non-traditional solutions as a competitive advantage of the company. It will promote the union of thought and action of the members of the company around the projects and processes necessary to respond to the vision and business opportunities.

Total Credits	39
Core Courses	21
Specialization Courses	12
Elective Courses	3
Grade Requirement	3

Core Courses (21 credits)

ACCO 501	Managerial Accounting	3
ECON 519	Managerial Economics	3
FINA 503	Managerial Finance	3
MANA 501	Organizational Behavior	3
MANA 600	Research Methods	3
MARK 511	Marketing Management	3
STAT 555	Statistics for Decision-Making	3

Specialization Courses (12 credits)

STMG 600	Leadership and Entrepreneurial Vision	3
STMG 601	Strategic Management	3
STMG 602	Technological Applications and Information Systems	3
STMG 603	Business Communication	3

Specialization Elective Courses (3 credits)

(Select one course)		
PRMG 530	Introduction to Program Management	3
PRMG 640	Project Management II: Project Planning	3
STMG 608	Strategies for Change, Professional and Entrepreneurial Development	3
STMG 604	Organizations in a Global Economy	3

Grade Requirement (3 credits)

STMG 738		
----------	--	--

HEALTH SERVICES MANAGEMENT AND EVALUATION

The graduate from this program will be a professional leader in the health services industry. He (She) will be distinguished by the knowledge and holistic vision in the field of evaluation of health services, compliance with regulations, the quality of the services and ability to make healthy decisions in the organization. He (She) will have a complete knowledge in planning, research, legal and financial aspects, ethical values and technology. The graduate of this academic offering will be a professional, leader, expert, communicator and visionary who will contribute to the identification and establishment of models for evaluating services in health services providers.

Total Credits	39
Core Courses	21
Specialization Courses	18

Core Courses (21 credits)

HESM 500	Leadership and Organizational Behavior in Health Services	3
HESM 510	Strategic Planning in Health Services Organizations	3
HESM 520	Fundamentals of Accounting and Finance in Health Services	3
HESM 540	Health Services Information Systems	3
HESM 550	Research Methods in Health Services	3
HESM 560	Applied Biostatistics	3
HESM 570	Fundamentals of Epidemiology	3

Specialization Courses (18 credits)

HEMG 600	Fundamentals in the Evaluation of Health Services	3
HEMG 610	Legal and Ethical Issues in the Evaluation of Health Services	3
HEMG 620	Quality Management in Health Services	3
HEMG 630	Evaluation Models Analysis	3
HEMG 640	Effectives Strategies for the Evaluation of Health Services	3
HEMG 650	Development of an Evaluation Model for Health Services	3

COURSE DESCRIPTIONS

ETEG 500

Applied Instructional Design Models

Three Credits

An introduction to Instructional Design (ID) theories. ID Models will be studied, such as Mayer (1999) SOI model; Merrill (1983, 1994) CD Model; Jonnassen (1999) CLEs Model, ASSURE ISD model (1985). This model integrates the Robert Gagné Instructional event, as well as, ADDIE (1975) and Dick and Cary (1990) models. This course will analyze, conduct needs assessment, improvement of performance, systematic design of materials, teaching strategies, and evaluation, both formative and summative, of instructional materials.

ETEG 501

Fundamentals of Educational Technology

Three Credits

Educational technology fundamental theories, concepts, and trends will be studied. Terminology, definitions, and development of the educational technology will be analyzed from a professional and reviewer perspective. The role of the Educational technologist and the professional practices will be analyzed in accordance to the most recent changes in technology of the 21st Century. The course will include research, case studies, and readings related to the field.

ETEG 502 @

Fundamentals of Distance Education

Three Credits

Distance Education's fundamental theories and philosophy will be discussed. Students will evaluate the technologies that might be incorporated into distance education, as well as, teaching and learning strategies for the modality. Emphasis will be given to the Internet, video clips, video-conference, and the selection and impact of the most appropriate medium and technologies for both synchronic or asynchrony distance education instruction.

ETEG 503

Curriculum Design and Instructional Design for the Adult Learner

Three Credits

Introduction to the principles of curriculum design for an adult population, and the development of innovative strategies to be used with this population will be discussed. The use of evaluation methodology and the selection of constructivism strategies for instructional design and implementation will be emphasized.

ETEG 504

Technology Immersions

Three Credits

Study and integration of the most commonly used applications and software for Instructional design purposes.

New technological trends and open source multimedia, WEB 2.0, the new world of virtual reality, and its contributions to corporate organizational processes in cultural, educational, and social environment will be studied

ETEL 600

E-learning, Technology Integration and Multimedia

Three Credits

Introduction to the effective use of instructional media and e-learning strategies for promote new skills and knowledge, with the support of internet communication technologies. The planning and production, design of an instructional module that integrates the different technologies and available multimedia as learning tools will be discussed. Instructional media evaluation as teaching and learning support (video, audios, CDs, DVDs).

ETEL 601 @

Development of Corporate Virtual Training

Three Credits

This course emphasized in the design, concepts and strategic planning required for developing corporate training related to personnel professional development. Students will analyze the philosophic concepts that guide the different virtual training models. It emphasizes the selection, adaptation and practices of different methods, strategies and activities used today online in organizations.

ETEL 602 @

Distance Education Assessment

Three Credits

Study of different strategies and phases of the assessment that allows interpretations and use of the data collection related to the students learning process. A systematic approach for developing significant learning and comprehension required to develop student's knowledge as a result of the educational experience will be emphasized. Electronic assessment techniques like e-portfolios, e-rubrics, and e-forms will be used, as well as a variety of Open Technologies that support distance education.

ETEL 603 @

E-learning and Virtual Learning Communities

Three Credits

Study of media and technology used in distance education, such as video clips, audio, blogs, wikis, and open source, among others. Classes will be conducted synchronized and asynchronous in order to promote the new virtual environment of the 21st Century. Critical analysis of the principles and theories of e-learning, communication media research, and effective teaching techniques for implementing virtual learning communities will be covered.

ETEL 604 @

**Applied Instructional Designs for the Corporate World
Three Credits**

An introduction to the theories and foundations of the systematic design of instruction by integrating learning strategies focused on the corporate world. Among the topics, the analysis of improving employee performance, through a systematic design of materials, learning experiences and integrating technologies for the adult learner, implementation of the ID, need of assessment, and formative and summative evaluations will be covered.

ETEL 605

**Applied Instructional Designs for the Academy
Three Credits**

Introduction theories and Foundations of systematic instructional design based on Dick and Carey model, focusing on the strategies for the adult learner integrating constructivism. The student will design a unit using the nine steps of this model in the instructional design including the strategies for an adult population.

ETRE 525

**Applied Research
Three Credits**

Analysis of research methods and the integration of methodology to the real World. Compilation, organization and analysis of data for decision making process and for the implementation of changes. Immersion of statistical data with the research methodology. Development of measurement and evaluation instruments, as well as researcher's responsibility in relation to federal regulations of the Institutional Review Board (IRB). The course devotes special emphasis to the research skills as applied in this particular field of knowledge, but maintaining the tradition of the scientific investigation. Application of results to the distance learning discipline.

ETRE 525

**Applied Research
Three Credits**

Analysis of research methods and the integration of methodology to the real World. Compilation, organization and analysis of data for decision making process and for the

HEMG 600

**Fundamentals in the Evaluation of Health Services
Three Credits**

Discussion of the development of the discipline, the scope, effectiveness and efficiency of the evaluation of health services. After completing the course the student will demonstrate the added value of discipline, the importance of the specialty and the models of greater relevance in health services. We will study the components of planning, institutional goals, budget development, strategic thinking and continuous qualitative and quantitative monitoring mechanism in the healthcare scenario.

HEMG 610

**Legal and Ethical Issues in the Evaluation of Health Services
Three Credits**

The course will train students in the knowledge related to the legal and ethical issues in research and evaluation in the health sector in Puerto Rico and the United States. Will prepare the student to exercise control in matters relating to patient rights, risk management, ethics and compliance. Meet specific regulations, Patients' Rights HIPAA Law, Federal Law 45 CFR 46 Parts A, B, C and D and biosafety principles. As an educational resource, case studies will be included.

HEMG 620

**Quality Management in Health Services
Three Credits**

After completing the course the student will integrate essential concepts and processes of Quality Management in the evaluation of health services. Students will explore trends in health services and compliance with state regulations of the Department of Health and the federal Center for Medicare and Medicaid Services (CMS). It will reinforce the skills to examine and identify solutions to existing problems in the evaluation of health services from the perspective of Total Quality Management. There will be a compilation of the most important historical events of the quality movement. Will discuss how the quality has impacted organizations, success factors, teamwork and customer satisfaction. Will present quality initiatives taken at local and international levels to ensure the quality of services.

HEMG 630

**Evaluation Models Analysis
Three Credits**

Analysis of the different models of program evaluation, including needs assessment, formative research, process evaluation, monitoring outcomes, impact assessment and cost analysis; as part of the course the students will be taught to develop indicators, statistical analysis, and development of an evaluation plan to measure the impact on the organization. The course last eight (8) weeks. The course includes two contact hours of laboratory weekly.

HEMG 640

**Effectives Strategies for the Evaluation of Health Services
Three Credits**

Analysis of processes related to Program Management. Comprehension

HEMG 650

**Development of an Evaluation Model for Health Services
Three Credits**

Practical application of the principles and methods of assessment in the management of health services, programs and policies. Distinction between the advantages and disadvantages of different research methods, understanding

the concepts of cost-benefit and cost-effectiveness. The approach is aimed at the development of a model for program evaluation and use of information obtained in the evaluation of programs or cases. The course is eight weeks. The course includes two laboratory contact hours weekly.

HESM 500

**Leadership and Organizational Behavior in Health Services
Three Credits**

The course will present how organizational behavior involved in the role, performance and leadership of the manager in health services. It will present the concepts of leadership, difference between leaders and managers, attitudes, personality traits, emotional intelligence and its importance in the environment of health services, in addition to developing successful teams and delegation of authority. The student will identify how individuals learn and how personality is involved in the process of learning and decision-making. There will be case studies.

HESM 510

**Strategic Planning in Health Services Organizations
Three Credits**

The students will study the components of planning, institutional goals, budget development, strategic thinking and continuous monitoring mechanisms qualitative and quantitative in healthcare scenario. Assessment methodologies will be discussed to compare different situations. Work plans will be developed, institutional goals, budget, and continuous monitoring mechanisms qualitative and quantitative healthcare scenarios.

HESM 520

**Fundamentals of Accounting and Finance in Health
Services
Three Credits**

This course explores the essential practices of accounting and finance applied to the health sector. The student will apply the concepts learned from the environment of healthcare settings, including: costs, forecast, future costs, direct and indirect costs, "ratios", patient's day's costs, case mix, productivity, inventory analysis, balance sheet, EBITDA, among others. It will focus on the development and interpretation of daily and monthly financial reports as a measure of risk prevention and institutional stability. The course will include additional practice exercises and the use of computer programs.

HESM 540

**Health Services Information Systems
Three Credits**

Students will learn the basics of design, requirements, applications, operation, control and regulation of computer systems in the health services. Be trained in the use and benefits of electronic medical records, disclosure protocols and operation, as well as to use information management systems to enter data, analyze them and obtain information

for research and evaluation purposes. Students will know and indicate links requirements for various applications such as Laboratory Information System (LIS), Picture Archiving and Communications System (PACS), Billing and Collection (Billing and Collection), and others. The course includes two laboratory contact hours weekly.

HESM 550

**Research Methods in Health Services
Three Credits**

Summary of research methods that apply to the management of health services, students will analyze the various research designs and conduct quantitative or qualitative studies. Students will be strengthened between the drafting process of applied research reports that help management in decision making. The course lasts eight (8) weeks. The course includes two contact hours of laboratory weekly.

HESM 560

**Applied Biostatistics
Three Credits**

Study of the principles and basic concepts of applied statistics and inferential analysis principles in health services. Emphasis is placed on the assessment and analysis of descriptive statistics, hypothesis testing and estimation. It covers the basics of inferential statistics applied to hypothesis testing, mean proportions and variances in the process of health management and evaluation. Identify and recognize the importance of regression and correlation analysis. The course includes two laboratory contact hours weekly.

HESM 570

**Fundamentals of Epidemiology
Three Credits**

It emphasizes the importance of the manager and evaluator of health services and its importance as a leader in creating solutions that meet the needs of communities. Application of the epidemiological method in the management of health services. It will take into account the principles of epidemiology as a control and eradication of diseases to solve the health problems of the population. The course describes the natural history of the disease and the inclusion of statistics strategies for health promotion and disease prevention. It also discusses the advantages and limitations of various epidemiological designs.

PRMG 640

**Project Management II: Project Planning
Three Credits**

Analysis, action plan development and usage of effective methods in project management. Study of processes in the planning and initial phases of projects. Critical analysis of inputs, products, tools and techniques used in project management processes. Application of related terminology and definitions.

PRTE 630

**Instructional Design and Technological Project I
Three Credits**

Individual supervised project consisting of presenting an innovative technological instructional design as a solution to a real educational problem of practical nature. Discussions will be held to guide students in identifying the problem, present the hypothesis, research, data collection, data analysis, interpretation, presentation, and conclusions. Significant information must be presented to prove the need of the technology integration as a tool for virtual education environments.

PRTE 640

**Instructional Design Technological Project II
Three Credits**

Individual supervised project consisting of research and critical analysis of instructional design models for virtual educational environments. Study of the model's process for distance education and e-learning will be emphasized. Discussions will be held to guide students in identifying the problem, present the hypothesis, research, data collection and data analysis, interpretation, presentation and conclusions. Significant information must be presented to prove the need of the Instructional Technologist and the performance of students' involvement in virtual learning communities.

STMG 600

**Leadership and Entrepreneurial Vision
Three Credits**

Analysis of roles and styles of a leader as an agent of change through the articulation and construction of the organization's vision and mission. The course includes theoretical and analytical studies of types of leadership strategies, leadership styles and organizational context in which the leader works. Human resources strategies for empowerment and their impact in the organizational culture are also explored. Application of theoretical knowledge in relation to individual, interpersonal and group behavior within the organization. The course addresses the study of leadership and organizational behavior in a continuous changing global environment.

STMG 601

**Strategic Management
Three Credits**

Analysis and application of concepts such as ethics and social responsibility. Evaluation and application of elements related to identifying opportunities and analysis of business strengths and weaknesses. Emphasis in the application of the vision, mission, goals and objectives for the development of strategies in the planning process. Development of a strategic plan that includes identification and evaluation of alternatives for its control. This course is targeted to the

development and application of analytical skills related to strategic planning.

STMG 602

**Technological Applications and Information Systems
Three Credits**

The course develops strategic management skills in entrepreneurial leaders for the operational integration of different information resources. It allows for the identification, analysis and evaluation of alternatives for the improvement of the organizations' effectiveness. The course also emphasizes the importance of technology for strategic planning and problem solving. This course focuses in the development and application of the knowledge and skills needed to understand, evaluate and make decisions related with information systems.

STMG 603

**Business Communication
Three Credits**

This course develops the needed communication skills for the efficient, effective and successful performance of the modern leader. It emphasizes the relationship between effective leadership and communication, its role, both internally and externally. Also included are the types of communication in the organization, reinforcing with the critical use of various techniques and the integration of technologies that support the management process of the effective leader. This course analyze the responsibilities and tasks inherent in properly informing management decisions, how to handle communication in times of crisis and the expectations and tendencies of the leader as a communicator. It also emphasizes the support provided by the leader in the processes of changes and challenges of communication and the leader in the entrepreneurial dynamics.

STMG 604

**Organizations in a Global Economy
Three Credits**

This course studies of the opportunities that global economy offers to management. Analyze economic principles based on problem examination and the challenges presented on a globalized economy. It includes decision making on financial, economic and stock market issues. This course evaluates strategic opportunities and risks regarding organizational development in the global context.

STMG 608

**Strategies for change, professional and entrepreneurial development
Three Credits**

Strategic analysis of topics in the areas of power relations and resistance to change, motivation, and human behavior. Tolerance and respect for diversity and group dynamics. Evaluation and design of strategies for the development of a world-class organizational culture. Emphasis in

environmental and structural forces within the organization. Appraises the different variables related to the organizational capacity for managing change and the development of plans and strategies.

CONTINUING EDUCATION

The Continuing Education Program endeavors to strengthen social structure and to foster and develop academic programs according to the educational needs of the individual. These programs do not necessarily function under traditional academic rules, and their intention is to:

1. Update the student's knowledge.
2. Supply educational opportunities for personal growth to people from a variety of educational backgrounds, thus satisfying certain social, personal or occupational needs.
3. Implement professional training, both on-campus and in-house, to enhance the occupational advancement and personal development of personnel in the public and private sectors.
4. Promote community activities that explore and seek solutions to social, political, and economic problems.
5. Organize service programs for people who want to enrich their leisure time.

The program designs seminars, continuing education courses, conferences and life enrichment courses. Industries, government agencies, community institutions and the community in general benefit from this program.

Appendix A

Satisfactory Academic Progress Tables

Postgraduate Certificate Programs		
Credits Attempted	% of Credits Earned	GPA
1 – 15	60%	3.00
16 +	67%	3.00

Master’s Degree Program Engineering Management		
Credits Attempted	% of Credits Earned	GPA
1 – 15	60%	3.00
16 +	67%	3.00

Graduate Degree Programs (Masters and Doctorates)		
Credits Attempted	% of Credits Earned	GPA
1 – 18	55%	3.00
19 – 36	60%	3.00
37 +	67%	3.00

Naturopathic Medicine Doctorate Program		
Credits Attempted	% of Credits Earned	GPA
1 – 72	55%	2.00
73 – 145	60%	2.00
146 +	67%	2.00



UNIVERSIDAD
ANA G. MÉNDEZ

UAGM
Recinto de Gurabo

**ADDENDUM TO THE GRADUATE CATALOG - 2019-2020
(EXTENDED UNTIL JULY 30, 2021)**

Contents

Veteran services	1
Transcripts	1
Student records	1
Study Abroad and Exchanges	1
Master in Communication in Multimedia Journalism	2
Master of Accountancy	5
Doctor of Philosophy in Cultural Studies.....	8

Addendum to the catalog include the following information:

Veteran services

The student is responsible for notifying any change that occurs in their enrollment to the Certifying Officer and the Department of Veterans and inform any changes such as; change of institution, academic goal or program. The student should use the corresponding forms of each chapter. A student who used the Veteran's benefits at another institution must present the credits' transcript of origin, no later than two semesters upon enrollment.

The benefit for eligible Veterans students for GI Bill (Chapters 31, 33, 30, 1606 and 35) is requested online by accessing <https://www.va.gov/>. The beneficiary must comply with the requirements of the U. S. Department of Veterans Affairs before applying.

The Certifying Officer is located at the Registrar's Office (787) 743-7979 ext. 3566 who is responsible for handling all procedures related to Veteran beneficiaries.

Transcripts

Official transcripts, which bear the seal of the Institution, will not be given to students or alumni, but sent directly to institutions specified by the students in their official requests to the Registrar's Office. In those cases, where a student is in debt with the Institution, the Registrar will not certify the courses approved until the student has paid the debt.

Any claim concerning a transcript request must be presented at the Registrar's Office no later than 90 days after making the request.

Student records

The Registrar's Office is responsible for the administration, management and safeguarding of all academic student records and academic transactions. These includes the following responsibilities:

- Courses enrollment and withdrawal
- Issues grade reports,
- Unofficial and official transcripts,
- Degree certifications and
- Diplomas

Candidates for admission, readmission, or transfer and special students may not register until each has received an acceptance letter from the Office of Admissions.

Study Abroad and Exchanges

Students taking courses abroad or out-of-state must do so under a collaborative agreement for student exchange between UAGM-Gurabo Campus and a partner institution, and/or under the guidance and approval of the corresponding academic department. The approval or transfer of credits from foreign or out-of-state institutions, must follow the institutional academic norms related to credit transfer, special permits, and academic progress.

Addendum to catalog to include the following programs:

Master in Communication in Multimedia Journalism

The Master in Communications with specialty in Multimedia Journalism prepares journalists capable of building journalistic products in accordance with the demands of the digital age; with knowledge about the new digital platforms that exist in the field of Communications. It offers students knowledge about new trends in the field of journalism and its demands, focused on a globalized and changing world. Curriculum design focuses on theory and practice.

Curriculum (33 credits)

Course	Title	Credits	Requirements
Core courses (15 credits)			
COMM 510	Teorías Contemporáneas de la Comunicación	3	
COMM 515	Métodos de Investigación en Comunicación	3	
COMM 517	Comunicación y Nuevos Medios	3	
COMM 511	Creación y gestión de empresas mediáticas	3	
COMM 520	Redacción avanzada para los Medios de Comunicación	3	
Specialization courses (15 credits)			
COMM 540	Periodismo y globalización	3	COMM 510
COMM 541	Fundamentos del periodismo multimedios	3	COMM 510, COMM 520
COMM 542	Redacción periodística para multimedios	3	COMM 510
COMM 545	Periodismo investigativo para multimedios	3	COMM 510, COMM 515, COMM 520
COMM 550	Proyecto	3	TODOS LOS CURSOS
Elective courses (3 credits)			
COMM 543	Periodismo y Asuntos Públicos	3	
COMM 544	Periodismo de ambiente, conflicto y crisis	3	
COMM 512	Aspectos Legales y Éticos de la Comunicación	3	

COMM 510 - Contemporary theories of communication

Study of concepts, models and communication epistemology and the history of the theories of communication as foundations of contemporary communication. Application of contemporary paradigms of theories of communication to the communication disciplines. Study of the principal theories of communication in organizations and analysis of applications of the theories studied in multimedia journalism and / or public relations. Three Credits.

COMM 515 - Research methods in communication

Study of scientific knowledge and research and its applications to communication sciences. Analysis and application of different types of communication research. Development of the theoretical framework for communication research. Study of the quantitative and qualitative communication research, and the design and implementation of these techniques. Analysis of the concepts of universe, reliability and representativeness of the samples. Application of different methodologies to conduct communications research. Design of communication research projects, principally in multimedia journalism and public relations. Three Credits.

COMM 517 - Communications and New Media

Study of the concepts of globalization, the information society and that of the postindustrial society as the social context of the new media. Study of the INTERNET as a new way of communications and of postmodernism as the cultural logic of the information society, its postindustrial expression, globalization and the new media. Presentation of the history of the society of information and the turn of the 20th Century as the catalytic of the new media and its cultural and social logics. Three credits.

COMM 541 - Fundamentals of Multimedia Journalism

The course studies the main theories about the origins of multimedia journalism, concepts and current purposes. Also studies practical concepts of multimedia journalism; converge of text and audiovisual in cyber platforms; the essential elements of ethics and law; the evolution of journalism; and the different journalistic genres applied to multimedia. Three credits.

COMM 542 - Journalistic writing for multimedia

This course provides students with the skills to write with fluency, conciseness and coherence that require multimedia. Also, studies research concepts for multimedia, development of contacts and sources, and the techniques for the emerging social media. Three credits.

COMM 543 - Journalism and public affairs

This course studies the media coverage of public policies of the government of Puerto Rico, and the United States government. Also studies the Constitutions of both countries and them political and democratic development. Explore the current challenges for the reporter who covers government sources. Three credits.

COMM 544- Environment, conflict and crisis news

The course studies the practical concepts for media coverage of crisis, such as environmental disasters, strikes, war, terrorism, conflict and similar situations. Also studies the ways in which journalists should report this type of news with responsibility and ethics; the limitations and security measures. Three credits.

COMM 511 - Development and management of media enterprises

The course provides students with the theoretical frameworks on management of mass media; organization and behavior of firms (newspapers, magazines, radio, television, film, music); industry analysis and market structure, and business challenges presented by the Internet and media convergence. Three Credits.

COMM 520 - Advanced Writing for the Media

The course studies the particularities of traditional and new media and its impact on writing for the media. The new demands in the digital era are also explored. The course studies the structures for news, press releases, speeches and messages for social networking. It also discusses the changes in the distribution and consumption of these products by the audience. Three Credits.

COMM 540 - Journalism and globalization

This course provides graduate students with the knowledge and appropriate skills to work as journalists in a globalized world. Explore this profession in global context; analyze the impact of the digital era in news and the distribution for domestic and international audiences. Three Credits.

COMM 550 – Project

In the course, students will conduct a research project according to their specialty area (Multimedia Journalism or Public Relations), integrating the knowledge, abilities and skills acquired at the University during his graduate studies. Three Credits.

COMM 512 - Legal and Ethics Aspects of Communications

The course addresses the relationship between law, ethics and communications in the context of the Information Society. The course presents the theory about information rights, intellectual property and communication rights. Three Credits.

Master of Accountancy

The Master of Accountancy aims to advance knowledge about new accounting and contribution practices, the evaluation of business performance, tax planning, forensic accounting techniques and procedures, including fraud investigation and the analysis of financial statements, companies prepared on the basis of international accounting standards. It also aims to advance knowledge about the study of the ethical and legal considerations of the accounting profession, the professional judgment and the independent attitude necessary to exercise and apply the managerial skills necessary to succeed in a competitive business environment.

Curriculum (30 credits)

Course	Title	Credits	Requisites
Medular Component (30 Credits)			
ACCO 702	Financial Accounting and Reporting I	3	
ACCO 703	Financial Accounting and Reporting II	3	ACCO 702
ACCO 706	Auditing and Attestation	3	
ACCO 731	Internal Auditing	3	
ACCO 711	Forensic Accounting and Fraud Examination	3	
ACCO 733	Information Systems Auditing	3	
ACCO 728	Business Environment and Concepts	3	
ACCO 707	Federal Income Tax	3	
ACCO 730	Business Law and Regulations	3	
ACCO 724	Accounting Research and Communication	3	
		30	

ACCO 702 - Financial Accounting and Reporting I

The content of the course will cover the basic theory of accounting and practice, as well as the discussion of standard procedures established in the accounting profession. Study of the bodies that produce the generally accepted principles of accounting, the regulations of the Securities and Exchange Commission, the "Company Accounting Oversight Board" (PCAOB) and other governmental entities that establish procedures and reports. The course will emphasize the understanding and preparation of financial statements. In addition, it will include a detailed analysis of assets, liabilities, income, expense and capital accounts; as well as: cash and cash equivalents, accounts receivable, inventory, plant and equipment property, investment, intangible assets, goodwill, current liabilities, long-term debt, capital accounts, income and expense recognition, compensation and benefits and accounting for income taxes. Three Credits.

ACCO 703 - Financial Accounting and Reporting II

The course will cover complex accounting transactions, the difference between accounting principles generally accepted in the United States and international financial reporting standards. The rules and principles of government accounting and non-profit institutions will be discussed. On the other hand, complex accounting transactions will be studied like: accounting changes and error corrections, business combinations, contingencies, derivatives and hedge accounting, international monetary exchanges, leases, research and development, programming costs, subsequent events and fair market value. Three Credits.

ACCO 706 - Auditing and Attestation

In the course the processes of planning, risk assessment will be discussed and will include the study and evaluation of the internal control structure. In addition, we will study how the audit will be conducted and how the auditor obtains and documents the evidence. The formation of the auditor's opinion will be analyzed, according to the different types of reports required. The aspects of professional ethics will be discussed. Three Credits.

ACCO 731 - Internal Auditing

The course will introduce the students to the Internal audit field. They will be able to understand the internal audit function as a trusted advisor to management as well as and assurance and compliance professional. The course will discuss in detail the Institute of Internal Auditors International Professional Practice Framework, the Internal Control—Integrated Framework of the Committee of Sponsoring Organizations of the Treadway Commission, Enterprise Risk Management. Three Credits.

ACCO 711 - Forensic Accounting and Fraud Examination

Include the study of investigative accounting procedures and techniques used in litigation support. Covers the basic theories and principles of forensic accounting and their application. Topics to be covered include financial reporting fraud, employee fraud, income reconstruction methods, testifying as an expert witness, evidence management, cybercrime, and business valuations. Forensic accountants help prevent and investigate corporate fraud. From tracking terrorist funding, to helping organizations stay compliant with Sarbanes-Oxley, to exposing money laundering, tax evasion and embezzlement. Three credits.

ACCO 733 - Information Systems Auditing

The course covers management's role in controlling information technology and addressing the major risks related to technology. Topics include information security, contingency planning, desktop computer controls, systems development controls, computer center operation controls, assurance of information related to on-line, client-server, web-based, internet, and other advanced computer systems. Students will learn approaches to evaluating and addressing technology risk throughout the organization from the perspective of internal and external auditing in addition to the view of every end user. Three credits.

ACCO 728 - Business Environment and Concepts

This course provides an overview of all the knowledge and skill that a professional accountant and auditor must demonstrate when performing professional services. This course will present five diverse subject areas. These content areas are corporate governance, economic concepts and analysis, financial management, information technology, operations and cost management. Three credits.

ACCO 707 - Federal Income Tax

Discussion and analysis of the federal income tax law and the practices of the federal Internal Revenue Service and its procedures. Discussion of income tax principles for individuals and business entities. Application of legal provisions to prepare tax returns and how to represent clients before the Federal Internal Revenue System. Three credits.

ACCO 730 - Business Law and Regulations

Discussion of legal aspects of the business including the effect and implications of the principal and agent, contracts, relationship of debtor and creditor, business regulations and the different legal alternatives of the

business structure. In addition, the principles of ethics and the duties of the accountant will be discussed. Three credits.

ACCO 724 - Accounting Research and Communication

Discussion and analysis of the techniques, strategies and basic tools of investigation in the area of accounting, auditing and taxes. Development of oral and written communication skills in the business environment. Three credits.

Doctor of Philosophy in Cultural Studies

The degree of Doctor of Philosophy (Ph.D.) in Cultural Studies is a program of study that aims to prepare graduate students in this field of research. The program offers an interdisciplinary approach, with theoretical and critical emphases, of the study of culture and society. It aims to offer tools to understand and analyze contemporary culture, which is characterized by its diversity, especially in the space of postcolonial and subaltern reality. The program is oriented towards the development of competencies that allow original research and other works that constitute significant contributions to knowledge in a specific area, as well as prepare the graduate with the ability to interpret, discuss, and explain humanistic and cultural disciplines.

Curriculum (54 credits)

Core Courses(13 cursos – 39 créditos)

Course	Title	Credits	Requisites
CUST 701	Los Estudios Culturales, Poscoloniales y Subalternos	3	
CUST 702	Filosofía, Historia y Literatura: Aproximaciones a los Estudios Culturales	3	CUST 701
HIST 703	Temas en Historia Cultural	3	CUST 702
CUST 800	Metodología e Investigación en Estudios Culturales I	3	CUST 702
CUST 801	Metodología e Investigación en Estudios Culturales II	3	CUST 800
CUST 802	Seminario de Investigación en Estudios Culturales I	3	CUST 801
CUST 803	Seminario de Investigación en Estudios Culturales II	3	CUST 802
LITE 804	Literatura de la Diáspora Puertorriqueña	3	HIST 703
CUST 805	Acercamientos Culturales a los Estudios de Género	3	HIST 703
COMM 806	Medios y Globalización	3	HIST 703
CUST 807	Historia y Literatura	3	HIST 703
CUST 808	Relaciones Metrópolis-Colonias: Un Acercamiento Poscolonial	3	HIST 703
CUST 809	Geopolítica y Geocultura en la Era de la Globalización	3	HIST 703

Elective courses (3 courses– 9 credits)

Course	Title	Credits	Requisites
CUST 901	Seminario Abierto de Estudios Culturales I: Teoría Fílmica	3	HIST 703
CUST 902	Seminario Abierto de Estudios Culturales II: Semiótica de los Medios y el “Performance”	3	HIST 703
LITE 903	Escribir el Caribe: Temas Recurrentes en la Literatura del Caribe Contemporáneo	3	HIST 703
CUST 904	Cultura y “Performance” en la Literatura y Cine del Caribe: Un Estudio sobre la Transformación en Identidad y Género	3	HIST 703
LITE 905	Desdibujando Fronteras entre la Ficción y la Historia: La Nueva Novela Histórica en el Caribe	3	HIST 703
CUST 906	Cultura Visual	3	HIST 703

Doctoral Thesis (2 courses – 6 credits)

Course	Title	Credits	Requisites
CUST 915	Investigación para la tesis doctoral I	3	Todos los cursos medulares
CUST 916	Investigación para la tesis doctoral II	3	CUST 915

CUST 701 - Cultural, Postcolonial and Subaltern Studies

This course studies the theoretical relationship among cultural studies, postcolonial studies, and subaltern studies. It also emphasizes medullary concepts of these areas of studies. Additionally, the discourse of affirmation, representation, and resistance of colonial and subaltern subjects will be examined. As a part of this dynamic study,

nationalism and feminism as expressions within the colonial and subaltern context will be discussed and analyzed. Three Credits.

CUST 702 - Philosophy, History and Literature: An Approach to the Reading of the Cultural Production

The didactics of philosophy, history, and literature will be examined as cultural products that explore the different ways of reading in these disciplines. It analyzes how Cultural Studies contributes to an ever more integrated view of these three disciplines and their intertextuality and the historical cross-fertilization between them. Also, the debates and critique of postmodern cultural studies related to the fields of literature, history, and philosophy will be emphasized. Three Credits.

703 - Cultural History Topics

This course studies topics such as popular culture, elite culture, power, resistance, Postcolonial Studies, European imperialism, among others. It emphasizes the concept of culture as a branch of History. It spotlights the study of culture according to different important historiographical schools that study contemporary society. It also examines cultural history according to the perspective of Postcolonial Studies. Three Credits.

CUST 800 - Methods and Research in Cultural Studies I

The first part of this course is an exploratory study of the 'discourse on method' and its translation as 'method of discourse' in Cultural Studies in relation to the institutional and onto-epistemological category of truth. It studies the methodological tools that the 'epistemological slide' contained in the analytical category of discourse provides to the production of knowledge in Cultural Studies. It examines semiotics, discourse analysis, deconstruction, archeology and genealogy as methodological instruments of Cultural Studies. The idea of knowledge as its relation to ethics, history and the figure of the analyst in semiotics, discourse analysis, deconstruction, archeology and genealogy is also studied. Three Credits.

CUST 801 - Methods and Research in Cultural Studies II

The second part of the course explores the 'discourse on method' and its translation as 'method of discourse' in Cultural Studies in relation to the institutional and onto-epistemological category of truth. It studies the methodological tools that the 'epistemological slide' contained in the analytical category of discourse provides to the production of knowledge in Cultural Studies. It examines reading formations, iconography, ethnography, writing and the text as methodological instruments of Cultural Studies. The idea of knowledge as its relation to ethics, history, and the figure of the analyst in Cultural Studies in reading formations, iconography, ethnography, writing and the text is also studied. Three Credits.

CUST 802 - Seminar on Research in Cultural Studies I

This seminar examines the different approaches to research in Cultural Studies. It analyzes the disciplinary, interdisciplinary, and anti-disciplinary research models in Cultural Studies. The course evaluates the differences between critical, traditional, and Cultural Studies theorizing. In addition, this seminar equips the student with the methodology and the necessary skills for the design of a research proposal in Cultural Studies. Three Credits.

CUST 803 - Seminar on Research in Cultural Studies II

This is an advanced writing seminar that continues examining the different investigation modes in Cultural Studies. It equips the student. Three Credits.

LITE 804 - Literature of the Puerto Rican Diaspora in the United States

This course examines the different periods of the literary production of Puerto Ricans in the United States from the beginning of the 20th century to the present. A variety of literary genres with topics such as colonization, migration, identity, social class, race, language, gender, displacement, nation, and hybridity will be studied. The

course analyzes the literature about the migratory experience written by Puerto Ricans on the island and on the mainland during different historical periods, and how the literature of the diaspora represents a challenge to the colonial and national canon of Puerto Rico. From a cultural studies perspective, literary and discursive postcolonial and subaltern theories pertinent to the analysis of the texts are studied. Three Credits.

CUST 805 - Cultural Approaches to Gender Studies

This course addresses gender studies from a cultural perspective. It implies an interdisciplinary approach, from where to explore key concepts in gender studies such as the construction of gender identities and sexuality, its ideologies, policies and representations. The course uses biological, theoretical, and historical perspective concepts in order to analyze the cultural construction of gender and sexual identities. Three Credits.

COMM 806 - The Media and Globalization

The course analyzes of the forms and characteristics of media culture in the first part of the XXI Century as they are directly related to the development of international capitalism. It studies the concepts of spectacle, simulation, and performance as foundational elements of contemporary culture. The course studies the "world aesthetics" in traditional media (film, radio and/or television) and new media (Internet) as these are a reflection and reflect the characteristics of international capitalism. Analyzes globalization and neoliberalism as the institutional matrix of the postmodern restructuring of contemporary capitalism from which the cultural forms of contemporary society stem from. Three Credits.

CUST 807 - History and Literature

This course studies history through selected literary texts. It aims to examine literary narratives from a historical perspective. It analyzes social reality beyond the texts and links the extra-textual reality of both writers and readers. It also analyzes the narrative structure of history, and examines history and literature as a cultural artifact. . Three Credits.

CUST 808 - Metropolis-Colony Relations: A Post-colonial Approach

This course studies the political, material, economic, and cultural interactions within the metropolis-colony relationship by analyzing the effects of this phenomenon from both frontiers or worlds. It examines the origins and developments of the metropolitan political relationship by exploring the adjustments or reformulations from the beginning of such policies until the present. The course also emphasizes the postcolonial and subaltern discourse and their relationships to power in the metropolis-colony. Three Credits.

CUST 809 - Geopolitics and Geoculture in the Era of Globalization

The course analyzes the existence and development of the world-system in the contemporary world. It studies the geoculture as a new field in the global system. The course also examines the development of imperialism during the XIX and XX Centuries and the changes generated by globalization in the contemporary world from a postcolonial perspective. Three Credits.

CUST 901 - Open Seminar in Cultural Studies I: Film Theory

The course analyzes the possibilities of cinema and the ethical parameters available within them, so as in the contemporary condition of cinema. Study of Jean Luc Godard's work as an expression of the ethical, political and aesthetic possibilities of cinema. It explores the imagination as an ethical, political and aesthetic concept. Three Credits

CUST 902 - Open Seminar in Cultural Studies II: Media Semiotics and Performance

This seminar studies and analyzes the production processes of different meanings in the media. Diverse aspects produced by the media in the contemporary visual world will be addressed through a semiotic perspective.

Through a thorough study of media products, the seminar identifies and analyzes the fabrication of meanings in media discourse and the latest theoretical and interdisciplinary proposals in art: performance. The course culminates with a comparative study between media and performance. Three Credits

LITE 903 - Writing the Caribbean: Recurrent Themes in Contemporary Caribbean Literature

The purpose of this course is to analyze the recurring themes of contemporary Caribbean literature. It studies topics such as plantation, migration, identity, transculturation, slavery, and others. The literary complexities and their cultural production in general will be analyzed, which characterizes the nations of that cultural space. Three Credits

UST 904 - Culture and Performance in Caribbean Literature and Film: A Study of Transformation in Identity and Gender

This course examines the essence of carnival, masks, and performance in public and private spaces represented by Caribbean authors and filmmakers. It explores the development of characters and multiple identities through performance, while it reinterprets the production of meaning in different cultural proposals on masks. The course analyzes the contribution of selected authors and filmmakers to the social transformation of carnival, performance, and theater with particular attention to gender and identity. It also includes theoretical readings that reinforce the conceptual framework of the course. Three Credits

LITE 905 - Blurring Borders between Fiction and History: A New Historical Novel in the Caribbean

The course will focus on the analysis of key concepts, identified by the critique (Menton, Aínsa, Pons) of the rewriting of history, intertextuality, metafiction, parody. It is about defining how these discursive strategies reformulate the notion of truth and problematize the metanarrative, converting the new historical novel into one of the main literary manifestations of postmodernity. Three Credits

CUST 906 - Visual Culture

From a historical and theoretical perspective, this course studies theoretical images reproduced in contemporary culture. Also, it examines symbolic cultural elaborations and the historical condition of the organization of image study in today's culture. Three Credits

CUST 915 - Doctoral Dissertation Research I

From a historical and theoretical perspective, this course studies theoretical images reproduced in contemporary culture. Also, it examines symbolic cultural elaborations and the historical condition of the organization of image study in today's culture. Three Credits.

CUST 916 - Doctoral Dissertation Research II

This course is supervised research that requires the student to investigate and work on his/her doctoral dissertation in an area of cultural studies. The student must complete an original research dissertation and defend it according to the stipulations established in the Dissertation Manual of the School. Three Credits