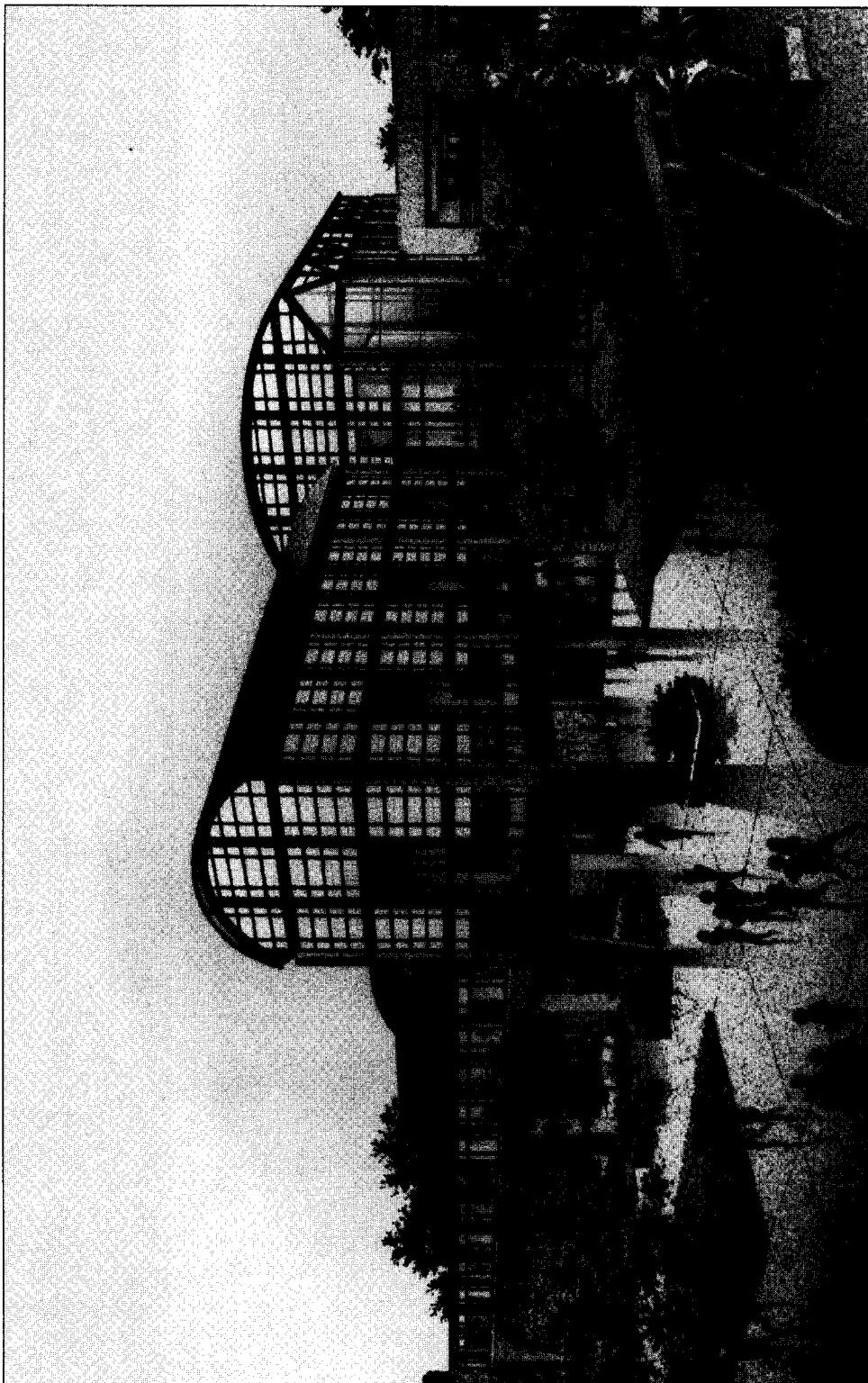


2.
ABOUT UTSA



The University Center

ABOUT UTSA

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HISTORY, MISSION, AND ORGANIZATION

History

UTSA celebrated its 25th anniversary in 1994. It was created by a mandate from the 61st Texas Legislature on June 5, 1969, to be a university of the first class offering bachelor's, master's, and doctoral degrees "as are customarily offered at leading American universities." The first class of 671 graduate students was admitted in June 1973; upper-division undergraduates were admitted in September 1975; and lower-division undergraduates were admitted in June 1976. The first commencement ceremony was in August 1974. The UTSA Alumni Association was formed in 1978.

UTSA received full accreditation by the Southern Association of Colleges and Schools in December 1976. UTSA's first endowed professorship was established in 1981 in the life sciences. The first endowed chair was established in 1985 in the College of Business. The UTSA Honors Program was initiated in September 1985.

UTSA now has 49 undergraduate degree programs, 26 master's degree programs, and two doctoral degree programs. With the support of the South Texas Border Initiative, UTSA will be introducing several new programs at each level during the next few years.

Ninety-nine percent of tenured and tenure-track faculty hold a doctorate or terminal degree in their fields. Forty UTSA faculty have won Fulbright Fellowships to teach and conduct research in a foreign country. UTSA is in the top 30 percent of public universities in the State in research expenditures.

UTSA is one of the fastest-growing four-year institutions in the state. The Fall 1995 enrollment was 17,389, and it is projected to reach over 20,000 by the year 2000. UTSA's growth in Hispanic students places it in the top nine of all Hispanic-serving public universities in the continental United States.

Space on the campus now totals over 1.3 million square feet. Several new buildings, including a facility for UTSA Downtown, are being constructed.

Mission

UTSA, a comprehensive public metropolitan university, is committed to freedom of inquiry and the creation of an environment in which people can teach, discover, learn, and enrich themselves and their community. Through its instructional, research, and public service programs, UTSA seeks to fulfill its mission, serve the needs of the multicultural population of San Antonio and the South Texas region, both on its main campus and at UTSA Downtown, and emphasize programs that contribute to the technological, economic, and cultural development of the city, region, and state.

UTSA is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor's, master's, and doctoral degrees. The University currently offers a wide range of academic programs leading to the bachelor's and master's degrees as well as doctoral degree programs in Neurobiology and

Computer Science. It also seeks to offer other appropriate doctoral programs in selected fields. The University offers students the knowledge and skills required to succeed in their chosen fields. In addition, UTSA provides the opportunity for all undergraduates to develop into truly educated individuals through the core curriculum.

UTSA provides access to its various degree programs to a broad constituency at multiple sites and maintains rigorous academic standards in requirements for successful completion of its programs. Through flexible scheduling, varied course offerings, and student support services, UTSA encourages attendance by both traditional and nontraditional students.

UTSA emphasizes a balance of excellent teaching, research and creative activities, and scholarship. To this end, UTSA recruits and retains faculty who exemplify this balance and encourages faculty to engage in public service activities appropriate to their academic fields. UTSA encourages and facilitates multidisciplinary instructional, research, and public service efforts through its administrative structure, degree programs, and personnel policies.

Through its broad research efforts, UTSA both creates new knowledge through basic research and applies that knowledge to today's problems through applied research. UTSA seeks to facilitate the transfer of research findings into the work environment through continuing education and graduate-level programs for maintaining and upgrading specialized skills of professionals employed in San Antonio and the South Texas region.

UTSA seeks to enrich the cultural environment of the University and the community through its fine arts and humanities programming.

Organization

UTSA is a component institution of The University of Texas System. Governance of the University is vested in the nine-member Board of Regents of The University of Texas System, whose members are appointed biennially by the Governor, with the advice and consent of the Senate, for six-year, staggered terms.

The Board of Regents delegates administrative authority to the Chancellor of The University of Texas System. The administrative authority of each component institution, such as UTSA, is in turn delegated to the President of that component.

The President at UTSA is assisted by a staff including a Provost and Vice President for Academic Affairs, a Vice President for Administration and Planning, a Vice President for Business Affairs, a Vice President for Student Affairs, a Vice President for University Advancement, and an Executive Director of the Institute of Texan Cultures.

The Provost and Vice President for Academic Affairs provides the President with advice and counsel on academic matters, acts as a liaison between the President's Office and faculty committees concerned with academic affairs, and has direct responsibility for the development, administration, and quality of all academic programs, the administration of the academic budget, development and implementation of academic policy, and all matters directly affecting faculty. The Associate Provost for UTSA

Downtown has the responsibility for coordinating the development and delivery of the University's academic program at UTSA Downtown at its temporary site in the Cypress Tower Building and at its permanent location on Durango Boulevard. The Vice President for Extended Education has responsibility for development of UTSA's extended education programs and for the University's business assistance centers.

The Vice President for Administration and Planning provides the President with advice and counsel on the general administrative services of the University and acts as liaison between the President's Office and all University standing committees. This officer is responsible for affirmative action, strategic planning, human resource development, policy development, and the Office of Institutional Analysis.

The Vice President for Business Affairs provides the President with advice and counsel on fiscal affairs and has direct responsibility for the business operation of the University, including operation of the Physical Plant, Information Technology, University Police, General Services, and the Business Manager's Office. This officer is also responsible for budget preparation and analysis, contract and grant administration, and personnel administration.

The Vice President for Student Affairs is responsible for overseeing student affairs and for providing advice to top administrators on all aspects of student activities at UTSA.

The Vice President for University Advancement is responsible for all areas of advancement, including development, communications, and alumni affairs within the academic colleges and coordination with the University of Texas Institute of Texan Cultures.

The Executive Director of the Institute of Texan Cultures is responsible for the administration and management of all Institute programs, activities, and exhibits; leadership in educational programming and content production; dissemination of historical and cultural information to the public and the schools; development and management of volunteer programs; and fund-raising.

UTSA Downtown

UTSA Downtown has been in operation since January 1994, at its temporary Cypress Tower location at 1222 N. Main Avenue. Students are offered a broad range of undergraduate and graduate courses. The permanent site for UTSA Downtown will be on Durango Boulevard, and the first building on that site will open in 1997. Planning for the second building has already begun.

Accreditation

The University of Texas at San Antonio is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor's, master's, and doctoral degrees.

ADMINISTRATIVE POLICIES AND SERVICES

Rules and Regulations of the Board of Regents

A student at UTSA neither loses the rights nor escapes the responsibilities of citizenship. Compliance is expected with both the penal and civil statutes of the State and federal governments, the *Rules and Regulations of the Board of Regents*, and the policies and procedures of the University.

All students of UTSA are subject to the rules and regulations governing student conduct and discipline as set out in Part One, Chapter VI of the *Rules and Regulations of the Board of Regents of The University of Texas System*, the *UTSA Handbook of Operating Procedures*, and the *UTSA Student Guide to UTSA*.

The *Regents' Rules and Regulations*, *Handbook of Operating Procedures*, and *Student Guide to UTSA* have full force and effect as they concern all UTSA students. The *Regents' Rules and Regulations* and the *Handbook of Operating Procedures* may be consulted in the offices of the President, the Vice Presidents, the Deans, and in the John Peace Library. The *Student Guide to UTSA* is available from the Office of the Assistant Vice President for Student Life.

Academic Advisement

New and transfer freshman students (under 30 semester credit hours accepted by UTSA) must receive academic advisement in the Academic Advising component (JPL 1.02.02, 691-5170) of the Tomás Rivera Center for Student Advising (TRC), unless they have been accepted into the Honors Program or are scholarship athletes. Undeclared majors with over 30 semester credit hours of coursework and Provisional Admission Program students must receive academic advisement in the Student Development component of the TRC (JPL 1.01.05, 691-4694).

New students entering UTSA with under 30 hours may immediately declare a major or may elect to remain undeclared/undecided. After the first 30 semester credit hours, students normally will select majors and will then obtain advisement in the Divisions or Colleges that offer their major programs. (Some programs encourage an early declaration of major, while others require one at a later point.)

All students with **Texas Academic Skills Program (TASP) deficiencies** (a failure to pass the math, reading or writing test sections) are required to complete their registration in the TRC (JPL 1.02.02) for each semester they attend UTSA until they pass the TASP. Students with TASP deficiencies are required by state law to be enrolled in, and to satisfactorily attend and participate in, a university remediation program.

Hazing

State law (§§ 4.51 through 4.58, Texas Education Code) defines hazing as "any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of

pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include students at an educational institution."

Hazing includes but is not limited to

- any type of physical brutality, such as whipping, beating, striking, branding, electric shocking, placing of a harmful substance on the body, or similar activity;
- any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects a student to any unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
- any activity involving consumption of food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects the student to an unreasonable risk or harm or which adversely affects the mental or physical health of the student;
- any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to such acts; and
- any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Penal Code.

Under state law, individuals or organizations engaging in hazing could be subject to fines and charged with a criminal offense. According to the statute, a person can commit a hazing offense

- by engaging in a hazing activity;
- by soliciting, directing, encouraging, aiding, or attempting to aid another in hazing;
- by intentionally, knowingly, or recklessly allowing hazing to occur; or
- by failing to report in writing to the Assistant Vice President for Student Life first-hand knowledge that a hazing incident is planned or has occurred.

The fact that a person consented to or acquiesced in a hazing activity is not a defense under the hazing law.

The penalty for failure to report hazing activities is a fine of up to \$1000, up to 180 days in jail, or both. Penalties for other hazing offenses vary according to the severity of the injury which results; they include fines from \$500 to \$10,000 and/or up to two years in jail.

In an effort to encourage reporting of hazing incidents, the law grants immunity from civil or criminal liability to any person who reports a specific hazing event to the Assistant Vice President for Student Life, and immunizes that person from participation in any judicial proceeding resulting from that report.

State law does not affect or in any way restrict the right of UTSA to enforce its own rules against hazing, and the University may take disciplinary action for conduct that constitutes hazing regardless of whether public authorities prosecute students under State law. Part One, Chapter VI, § 3.28 of the *Regents' Rules and Regulations* provides

that hazing with or without the consent of the student is prohibited by the System and a violation of that prohibition renders both the person inflicting the hazing and the person submitting to the hazing subject to discipline. Initiations or activities by organizations may include no feature which is dangerous, harmful, or degrading to a student, and a violation of this prohibition renders both the organization and the participating individuals subject to discipline.

Solicitation and Distribution of Materials

No individual, organization, group, association, or corporation may use the grounds, buildings, or facilities owned or controlled by any component institution or by the System, except as permitted by the provisions of *Regents' Rules and Regulations* and approved institutional rules and regulations. The term "solicitation" means the sale or offer for sale of any property or service, whether of immediate or future delivery; the distribution of material that is designed to encourage the purchase or rental of any property, product, or service; the oral or written appeal or request to support or join an organization other than a registered student, faculty, or staff organization; the receipt of or request of any gift or contribution; and the request that a vote be cast for or against a candidate, issue, or proposition appearing on the ballot at any election held pursuant to state or federal law. Exceptions to the prohibition on solicitation include, but are not limited to, collection of membership dues by faculty, staff, or student organizations and approved fund-raising performed by registered organizations.

Student Right-to-Know and Campus Security Act

In compliance with the Student Right-to-Know and Campus Security Act (20 U.S.C., § 1092(a), (e), and (f), as amended), UTSA collects specified information on campus crime statistics, campus security policies, and institutional completion or graduation rates.

Pursuant to the federal law, alleged victims of violent crime are entitled to know the results of campus student disciplinary proceedings concerning the alleged perpetrators. UTSA will make timely reports to the campus community on crimes considered to be a threat to students and employees and reported to campus police or local police agencies.

Every September, UTSA publishes and distributes a report of campus security policies and crime statistics to all current students and employees, provides copies of the report to applicants for enrollment or employment upon request, and submits a copy of the report to the Secretary of Education upon request. The annual campus crime statistics report references crimes that occur on property owned or controlled by UTSA and may be supplemented by listing crimes that occur off campus in buildings or property owned or controlled by student organizations that are registered by UTSA, when such statistics are available from local police departments. The annual security report contains UTSA's policy regarding sex-related offenses, including sexual assault prevention programs, education programs to promote awareness of sex offenders, administrative disciplinary procedures and sanctions for offenders, and counseling and student services for victims.

Before offering athletically based financial aid to prospective students, UTSA will provide certain information on graduation rates specified by the federal law to the prospective student and to the student's parents, guidance counselor, and coach.

UTSA Student Graduation Rate

UTSA serves undergraduate and graduate students from a wide range of backgrounds. Some undergraduate students are recent high school graduates; others are completing a degree after pursuing other goals. Some students work full- or part-time and extend their education over a longer period of time; and some students enroll in classes for personal or professional enrichment but choose not to pursue a degree.

For the portion of UTSA's students who began their first semester of attendance at UTSA in Fall 1987 as first-time freshmen enrolled full-time as degree-seeking students, the graduation rate within a six-year period was 41.7 percent. This percentage includes students who transferred to another college to complete their studies. This percentage is not likely to include students who may have subsequently decided to attend college part-time rather than full-time, extending their education over a longer time period; nor does it likely include students who later chose to become non-degree-seeking students. Additionally, not considered in the calculation of this graduation rate are students who initially enrolled at UTSA as part-time students, who transferred to UTSA to complete their degrees after attending elsewhere, or who attended for reasons other than to obtain a degree.

Student Grievances

UTSA students may need to pursue questions or concerns involving academic or non-academic aspects of student life. General grievance procedures are set forth below. Students may consult with the Office of Student Life if additional information is needed concerning the pursuit of any grievance.

A student with a grade grievance should refer to the Grade Grievance Procedure section in the General Academic Regulations chapter of this catalog.

A student grievance may involve a UTSA employee or other students. A student with a grievance involving a university employee should first seek to resolve the problem with the employee. If the matter cannot be resolved with the employee, the grievance can be forwarded to the employee's supervisor. A student who believes another student has violated the *Student Code of Conduct* may institute a proceeding against a student by filing a complaint with the Office of Student Life.

Financial Aid

The Office of Student Financial Aid administers programs to assist students and parents in financing an education at UTSA. Financial aid programs for undergraduate students include the College Work Study program, Pell Grants, Supplemental Educational Opportunity Grants, Texas Public Education-State Student Incentive Grants, Perkins Student Loans, and several Federal Family Education Loan (FFELP) programs.

A yearly determination of eligibility/financial need is required for most forms of financial aid. To be considered for financial aid, a student must

1. be officially admitted to UTSA;
2. file a Free Application for Federal Student Aid (FAFSA);
3. file a UTSA application for Financial Aid with the Office of Student Financial Aid;
4. meet deadlines set by the Office of Student Financial Aid;
5. not be in default on any Title IV, HEA loan made for attendance at any institution;
6. not owe a refund on any Title IV, HEA grant received for attendance at any institution;
7. make satisfactory academic progress as required to fulfill federal requirements for financial aid eligibility; and
8. be classified by the Admissions Office as a degree-seeking student.

Further,

- Transfer students must submit a Financial Aid Transcript from each postsecondary school attended, whether they received financial aid there or not.
- Students who are not United States citizens must provide proof of eligibility.
- Students selected for “verification” by the Department of Education during the processing of FAFSA applications will be asked for applicable documentation. This information must be provided to remain eligible for aid.

Once the application process is complete, students will automatically be considered for the Pell Grant and Guaranteed Student Loan programs. However, all other major forms of financial aid are granted on a first-come, first-served basis and have limited funds. Students are strongly encouraged to have their applications completed by March 31 of each year.

Further information and application forms are available from the Office of Student Financial Aid. A list of scholarships available to UTSA students is also available and is published each semester in the Schedule of Classes.

Veterans' Assistance

Educational benefits are available to veterans, eligible dependents of veterans, and personnel on active service in the Armed Forces. The Office of Veterans Affairs, located in the Office of Admissions and Registrar, provides the necessary forms and current information about the benefits provided under the law.

Students receiving veterans' assistance must keep themselves informed of and meet the academic standards of progress required of all VA recipients. These standards are set by Veterans Administration regulations and are monitored by the Texas Education Agency.

Identification Cards

Student identification cards are mandatory. A one-time, \$10 nonrefundable charge for student photo identification cards is assessed when the student first registers at UTSA. The student must go to the Photo I.D. Office to fill out the necessary form and have a picture made. If a student fails to have the card made or fails to claim the card during the first semester, the fee is forfeited and another photo identification charge will be assessed in the next semester.

The card is valid as long as the student remains enrolled at UTSA. A \$10 charge is assessed to replace a lost or stolen card. For information on I.D. cards, contact the Photo I.D. Office.

Availability of Directory Information

UTSA student educational and directory records are maintained in accordance with State and federal laws. Directory information is available upon public inquiry and includes a student's

- Name
- Current address
- Permanent address
- Phone number
- Date and place of birth
- Major and concentration
- Classification
- Participation in officially recognized activities and sports
- Weight and height (if the student is on an athletic team)
- Dates of attendance
- Degrees and awards received
- Most recent previous educational institution attended

A student's consent to release this information is presumed. Students who do not want this information available to the public must submit a written request for confidentiality to the Office of Admissions and Registrar. When a student has requested confidentiality, the University responds to public inquiry by verifying enrollment only.

In a regular (Fall or Spring) semester, the request for confidentiality must be turned in between the first day of registration and the 12th day of classes. In a Summer term, the request must be turned in between the first day of registration and the fourth day of classes. The request for confidentiality will remain in effect until the student makes a written authorization releasing the information.

For more specific information concerning the disclosure, review, release, and confidentiality of student records under the Family Educational Rights and Privacy Act (20 U.S.C., § 1232g), consult the *Student Guide to UTSA* available in the Office of the Assistant Vice President for Student Life.

Students with Disabilities

UTSA does not discriminate on the basis of disability. Special assistance is provided to students with disabilities through the Office of Disabled Student Services.

Lost and Found

All abandoned articles found on the UTSA campus are stored in the University Police Office. Lost items may be claimed by showing proper identification of ownership. UTSA will dispose of items that are not claimed within 60 days.

CAMPUS RESOURCES

The UTSA Library

The UTSA Library's goals are to support and enhance University instructional, research, and public service activities by supplying the full range of services necessary to provide access to information and resources for learning and scholarship to University students, faculty, and staff. The Library also contributes to the general advancement of knowledge by participating actively in local, state, and national programs for resource sharing, by studying new methods for service delivery, and by providing interpretive services to the public.

The UTSA Library is housed in the John Peace Library building and operates branch services for the UTSA Downtown campus. The collections include approximately 500,000 volumes, 100,000 government publications (federal, state, and local), 2 million microforms, and more than 2,200 subscriptions to periodicals.

The Library's collections reflect the broad range of programs offered at UTSA and a strong and increasing emphasis on electronic access and delivery of information. The Library is a designated federal and state document depository. The Special Collections Department focuses on Western Americana, Texana, and San Antonio history. Notable among the collections are the John Peace Collection of books and documents from the Texas Republic and the Kathryn Stoner O'Conner Collection of early Texan and Mexican materials.

The Library's catalog is available online and may be accessed from remote locations both on and off campus through the campus network, by modem, and through the Internet. Services enabling patrons to access materials not owned by the Library include interlibrary services, fax, and a variety of cooperative agreements with other libraries including TexShare, the UT System Electronic Reference Center, and the Council of Research and Academic Libraries.

Tomás Rivera Center for Student Advising

The Tomás Rivera Center for Student Advising (TRC) combines academic advising functions with an array of student support services. The Academic Advising component (JPL 1.02.02, 691-5170) of the TRC advises new students (first-time freshmen and transfer freshmen) entering UTSA with 30 or fewer semester credit hours of college

coursework. The Student Development component (JPL 1.01.05, 691-4694) advises undeclared majors with over 30 semester credit hours of course work and Provisional Admission Program students.

New students entering UTSA with fewer than 30 hours may immediately declare a major or may elect to remain undeclared/undecided. Some programs encourage an early declaration of major, while others require one at a later point.

All students with **TASP deficiencies** (a failure to pass the math, reading or writing test sections) are required to complete their registration in the TRC (JPL 1.02.02) for each semester they attend UTSA until they pass the TASP. Students with TASP deficiencies are required by state law to be enrolled in, and to satisfactorily attend and participate in, a university remediation program.

The TRC–Student Development (JPL 1.01.05) provides students with information on UTSA programs, services, and events. It oversees the UTSA Mentoring Program and offers assistance to academically underprepared students such as San Antonio Educational Partnership students, provisionally admitted students, and freshmen on probation.

The TRC's Learning Assistance Center also offers academic tutorial instruction in specific subject areas as well as general instruction in successful study habits and techniques. Tutors are provided on a consistent weekly schedule. Individual and group tutoring sessions are provided in most subject areas. Self-paced computer software programs are available on a walk-in basis to review concepts and practice skills. Study skills workshops are provided. Instructional video and audio tapes are available in subject areas that parallel and augment tutoring and study skills lessons. Supplemental Instruction classes also accompany certain high-risk courses.

Office of Academic Technology

The university-wide support services for UTSA classes are provided by the Office of Academic Technology. In addition to providing equipment, from overhead projectors to mobile multimedia stations, for use in all classrooms, this office provides two facilities: the Audio/Video Lab where faculty and students can create and edit video and audio productions and the New Media Lab where faculty have access to the latest in academic technology (such as desktop video teleconferencing, multimedia authoring software, 3D and animation software, World Wide Web page builders, and digital video editing software) to assist them in developing materials supporting their teaching efforts. Personnel operating these labs provide tutorial and general assistance to faculty and students developing projects on campus. Additionally this office is responsible for supporting special events scheduled at the University and the development of the distance education program at UTSA.

Office of Extended Education

The Office of Extended Education serves the region's adult, non-credit, professional, and continuing education needs through a range of targeted programs that match the University's unique resources with the lifelong learning needs of the region. Operating out of UTSA Downtown, the Office of Extended Education works collaboratively

with academic and non-academic units of the University to develop and present seminars, short courses, conferences, and programs for the general public, professionals, governmental agencies, and businesses. Instructional staff includes UTSA faculty and other professionals. Seminars, short courses, and programs are scheduled at convenient times and locations throughout the city. The UTSA Extended Education bulletin, published semiannually, provides information on seminars, short courses, and programs that are open to the public. The Office of Extended Education also provides specialized training to businesses, government agencies, and non-profit organizations needing customized programs for their employees.

Office of International Programs

The UTSA Office of International Programs supports international components in undergraduate academic programs, promotes international research, develops and manages cooperative agreements and programs for academic exchanges, encourages enrollment of qualified students from other nations, provides special services to international students to maximize their academic success and intercultural exchange, maintains active relationships between UTSA and its international alumni and past participants in study abroad and exchange programs, and provides assistance in obtaining financial aid for students and faculty wishing to study, teach, or perform research abroad.

UTSA maintains cooperative programs with the University of British Columbia (Vancouver, Canada), the National Autonomous University of Mexico (UNAM—Mexico City), the Autonomous University of Nuevo León (UANL—Monterrey, Mexico), Queensland University of Technology (Brisbane, Australia), Keele University (England), and Kyoto University of Foreign Studies (Japan). UTSA is in the process of forming partnerships with the University of Calgary (Canada) and Iberoamerican University (Torreón, Mexico). Special cooperation on specific projects has also occurred with Anhui and East China Normal Universities in China and Moscow State University in Russia. As well, through consortia agreements and participation in international programs, students are offered additional opportunities to study abroad.

UTSA is a member of the National Student Exchange program, which provides students the opportunity to study at over 110 institutions in 45 states, Guam, the U.S. Virgin Islands, and Puerto Rico. Member institutions include the University of Alaska system, the University of Hawaii, the University of Maryland, the University of Massachusetts, the University of Oregon, and State University of New York—Stony Brook, among others. Participating UTSA students pay in-state tuition and fees either at UTSA or at the host exchange institution.

Exchange and study abroad programs are available in many countries including England, Mexico, France, Spain, Australia, Japan, Canada, and Italy.

International Student and Scholar Office

The International Student and Scholar Office is a component of the UTSA Office of International Programs. The Adviser in this office assists visiting international scholars, exchange faculty, and undergraduate and graduate students with the procedures and documentation necessary for entering the United States and maintaining legal status. This office also provides support and programming for international students and faculty

visitors, and is responsible for international outreach programs in the communities and schools of South Texas.

Office of Minority Affairs

The Office of Minority Affairs provides college transition support services to help minority students and other under-represented groups to have successful and rewarding college experiences.

In addition, the Office presents programs that educate the UTSA and San Antonio communities about the varied cultural backgrounds of University students, offering culturally diverse students a sense of self-pride and belonging. It seeks to heighten sensitivity to multiculturalism and respect for individual differences.

Disabled Student Services

The Office of Disabled Student Services at UTSA coordinates support services and equipment for students with disabilities. Its goal is to help qualified students participate as fully as possible in university life. Some of the services and equipment available include registration assistance, note-taking, test accommodation, TDD, motorized scooters, adaptive computers, CCTVs, and a Braille printer.

Eligible students should contact the Office prior to the beginning of the semester to discuss their needs and make appropriate arrangements. A disability verification letter and an interview with the coordinator are required before services will be provided.

The UTSA Art Gallery

The UTSA Art Gallery provides excellent educational and cultural opportunities for students in all disciplines. Changing exhibitions feature aspects of contemporary and historical art. Occasional Gallery talks, lectures, and poetry readings are also presented for the UTSA and San Antonio communities.

The University Bookstore

The University Bookstore, operated by Barnes and Noble Bookstores Inc., is temporarily located on the first level of the Science Building. The University Bookstore will have a new location with the opening of the expansion to the University Center (projected for late Fall 1996). The Bookstore attempts to maintain a complete inventory of all required and recommended books for UTSA courses. In addition, the University Bookstore carries a complete line of general school supplies, writing instruments, art materials, soft goods, decals, greeting cards, and a variety of gift items.

The Computer Store

A UTSA owned and operated computer store is located on the first floor of the Science Building and offers computer systems and software at educational discounts to students, faculty, and staff. The Computer Store will move to the University Center with the opening of the expansion in Fall 1996.

Campus Dining

Dining facilities are available in the University Center, the John Peace Library building, and the Humanities and Social Sciences Building. Menu selections for students at the various dining locations include homemade entrees and vegetables, full self-serve salad bar, burgers, grilled sandwiches, deli bar, assorted desserts, and beverages. An additional dining facility will be located in the new Business Building (estimated opening, Fall 1996). A declining balance cash-card system, the Roadrunner Express Card, is available to all students, faculty, and staff and can be used at all campus dining locations. An account can be opened with a minimum of \$25. Bonus bucks are available for those purchasing over \$100 at a time. Purchases may be made with cash, Visa, MasterCard, or Discover Card. Campus Dining offices are located on the first floor of the John Peace Library Building (Hours: 8 a.m.-5 p.m. Monday through Thursday and 8 a.m.-4 p.m. Friday). Applications for the Roadrunner Card purchases can be made at this location.

Information Technology (Computing Resources)

Computing resources at UTSA include a Hitachi EX44, IBM 4381-M1, and a Sun 670 UNIX server, a modern student computing laboratory with 120 networked personal computers, and 80 terminals for academic IBM and UNIX use. With the completion of the new Business Building, presently under construction, a second student computing laboratory with approximately 200 workstations will be opened. Both student computing facilities are open and available for use 24 hours a day. Specialized facilities in the College of Sciences and Engineering include a Scientific Visualization Lab with Silicon Graphics workstations, a CAD/CAE lab with Sun and DEC workstations, and a high-performance computing lab. Other specialized student computing facilities supported by colleges and divisions are located in various buildings on campus.

A campus-wide, fiber-optic backbone network connects all facilities and provides links to wide-area networks (Internet, THENet) with electronic mail, file transfer, and remote log-in capabilities. Off-campus access is supported via dial-up modems that connect to all mainframe systems and network resources.

Administration information systems and the University Library On-Line Catalog (NOTIS) are supported on the Hitachi EX44 System. Services include automated telephone registration, integrated on-line student information, and other administrative support systems.

STUDENT LIFE

The University Center

The University Center is located on the West Paseo between the Humanities and Social Sciences Building and the Physical Education Building. The 139,000-square-foot community center provides essential programs, services, and amenities for UTSA students, faculty, and staff. The building includes the following administrative offices: Student Activities, Minority Affairs, Assistant Vice President for Student Life, Orientation and Freshman Year Programs, Student Judicial Affairs, Assistant Vice Pres-

ident for Student Development, Counseling Center, Alumni Programs, Career Services, Campus Dining Catering, and University Center Administration.

Services in the University Center include: the UTSA Bookstore, food service outlets including Chick-Fil-A, a game room, lounge space, television rooms, video arcade, information desk, an ATM, and a TicketMaster outlet.

Space dedicated to student volunteer activities includes: the Student Organizations office space, a desktop publishing room, a work room, the Student Publications office and production space, the Campus Activities Board office, the Student Government office, the Volunteer Services office, and a central mailbox area for all campus Registered Student Organizations.

Student Activities

Student activities enhance the classroom educational experience, assist students in developing leadership qualities and interpersonal skills, and create a stimulating campus environment. UTSA recognizes over 150 student organizations which involve almost 5,000 students. These Registered Student Organizations (RSOs) represent a variety of interest areas including: academic, service, cultural and minority, honorary, military, political, professional, religious, social, sports and recreation, and special interest.

The Student Activities Office provides administrative and advisory support for the Registered Student Organizations in addition to Student Government, the Campus Activities Board, the Volunteer Organization Involving Community Education and Services (V.O.I.C.E.S.), the Greek community, and leadership development programs.

UTSA Alumni Association

The UTSA Alumni Association seeks to strengthen ties among the University, its past, present, and future students, and the community in the interests of academic excellence. It provides scholarships to new and current students. Alumni-sponsored activities include an annual meeting each fall, the Dollars for Scholars 5K Run, and Homecoming events.

The Association was established in 1977 and incorporated in 1978. It is a dues-paying membership organization governed by a 21-member elected board of directors. A director of alumni programs manages the daily operations.

Intercollegiate Athletics

UTSA fields men's and women's teams for intercollegiate competition in Division I of the NCAA. Men's sports are basketball, baseball, cross country, golf, indoor and outdoor track, and tennis. Women's sports are basketball, cross country, indoor and outdoor track, softball, volleyball, and tennis.

All currently enrolled students receive free admission to any on-campus UTSA athletic event.

Intramural and Recreational Activities

UTSA offers a wide range of intramural programs and recreational activities. The facilities available in the Convocation Center and the Physical Education Building include gymnasiums for basketball, badminton, and volleyball, two weight rooms, ample indoor jogging space, an outdoor 400-meter synthetic-surfaced track with a grass playing infield, intramural fields for soccer, flag football, and softball, and a tennis center. A softball and baseball complex is next to the outdoor track.

Intramural sports offered include tennis, track, volleyball, badminton, shuffleboard, table tennis, softball, soccer, flag football, basketball, and billiards.

Living Accommodations

On-Campus. UTSA, in partnership with the private sector, has developed a contemporary approach to campus housing. Residence hall and apartment housing are available on campus.

Campus Housing—Residence Hall. Chisholm Hall is open to all students and offers traditional-style accommodations with two-person rooms with private baths. All utilities are included. Residents may make 24-hour-a-day use of the adjacent Activity Center, with TV, game room, and study lounge. A junior olympic-size swimming pool is open 15 hours per day. For additional residence hall information, contact Chisholm Hall at (210) 694-6700.

Campus Housing—Apartments. University Oaks Apartments offers efficiencies and one-, two-, and four-bedroom units. Other amenities include a swimming pool, jacuzzi, basketball and volleyball courts, and limited-access gates. Housing in University Oaks is available all year and offers various types of 9- and 12-month leases. For additional on-campus apartment information, contact the University Oaks Housing Office at (210) 561-8699.

Off-Campus. Student Housing Services, located within the Student Life Office, provides an off-campus housing directory to help students find accommodations in the San Antonio area. Contact the Student Life Office at (210) 691-4720 for on- or off-campus housing information.

HEALTH AND COUNSELING

Student Health Services

Services and Costs. The focus of Student Health Services is to provide first aid for injuries and limited medical and nursing care for minor illnesses. In cases of severe illness or a serious accident, the student will be transferred to a local hospital for treatment and will be responsible for the expenses incurred, including transportation. The student medical service fee allows free medical coverage for general use of the student clinic, and for on-campus physician visits. There are reasonable charges for student clinic laboratory tests and medications.

The UTSA Student Health Service emphasizes interdisciplinary health education, health promotion, prevention, wellness, and outreach programs to our student population, and uses non-physician and physician providers for primary health care.

Immunizations and Insurance. Incoming students must return the Health Information Form included in UTSA's application for admission to University Student Health Services. Current immunization for TD (tetanus-diphtheria) and MMR (measles, mumps, rubella) is highly recommended. Student Health Services can provide instructions on the quickest and most economical method to complete immunizations. International students must have a tuberculosis (T.B.) test within 90 days of admission. Students are advised to carry health and accident insurance. A UTSA group plan is available. All international students are required to maintain approved comprehensive health insurance while enrolled at UTSA. For information on cost and coverage, contact Student Health Services.

HIV/HBV. UTSA recognizes that Human Immunodeficiency Virus (HIV) and Hepatitis B virus (HBV) are serious public health threats. UTSA's policy on HIV and HBV infection, as well as educational pamphlets about methods of transmission and prevention of HIV and HBV infections, is available at Student Health Services.

Counseling Center

The Counseling Center provides professional services to help meet the personal and developmental needs of currently enrolled students. Staff psychologists use counseling techniques, psychological assessment, and other aids. All services are confidential and voluntary, and most are free to enrolled students.

Services include individual sessions for personal and educational concerns, services to couples with relationship difficulties, and regularly scheduled group sessions on topics such as vocational choice, assertion training, interpersonal communication skills, stress management, understanding sexual orientation, and living with HIV. The Counseling Center also helps students assess career choices or identify possible learning disabilities. In addition, self-help cassette tapes are available (in person or by phone) on a variety of topics, ranging from friendship building to managing anxiety and depression.

Orientation and Freshman Year Programs

The mission of the Office of Orientation and Freshman Year Programs is to provide academic and support services for freshmen during their first 30 semester hours at UTSA. All freshmen with no previous college credit hours are required to participate in orientation before registering for classes.

Orientation programs are offered for freshmen and transfer students each semester. During the summer, freshmen entering UTSA in the Fall participate in two-day orientation programs, which include tours of the campus, academic advising, registration, and exposure to campus services and programs. The summer program also includes family orientation programs designed to inform family members about UTSA services and programs and to assist in the transition of having a family member at college. Summer and Spring orientation programs are also conducted.

Other programs include Roadrunner Camp, an off-campus leadership development program for new freshmen entering UTSA in the Fall semester; and the Start-Up Seminar, a program for students reentering college life that emphasizes study skills development. Special programs and services just for freshmen include a Freshman Phone-a-Thon during the fifth week of classes, a Career Connections program in the Spring semester, a new student newsletter called the *New Student Notebook*, a parent and family newsletter titled *Family Focus*, and a Freshman vs. Faculty/Staff Volleyball Tournament each September. In addition, this Office coordinates the EDP 1702 Course, College Success Seminar, to assist students with their transition to college, focusing on academic issues and life and study skills.

Testing Center

The Testing Center provides University-wide testing services. Standardized tests are given on national and state testing dates. Local assessment tests are regularly scheduled. Calendar dates for all tests are available at the Center.

Students are encouraged to satisfy degree requirements through credit by examination (see General Academic Regulations). The Center offers a brochure on credit by examination at UTSA, which covers the various tests accepted for credit.

Career Services Center

The Career Services Center offers a variety of services and programs for career counseling and placement. The Center helps UTSA students and alumni develop effective job search techniques to secure full-time professional employment. Center staff offer individual and group training for developing job search skills and methods, including writing effective resumés, organizing a job search, and training for successful interviews. Students are seen with or without an appointment.

The Center maintains a library of employer recruitment literature, resource books, audiovisual equipment and tapes, pamphlets, magazines, and informational guides on such topics as organizing a job-hunting campaign, corresponding efficiently, preparing resumés, preparing for and being successful in job interviews, and identifying the average starting salary for specific careers. Career counseling is offered to students to assist them in career decisions. The DISCOVER software program, an interactive computer-based information system, is available for students' use. Two Career Fairs are held each year.

Students and alumni who wish to sign up for job interviews must register with the Center and develop a placement file. There is a \$10 registration fee and a \$10 disk purchase fee. The placement file will remain active for one year. Services include electronic resumé referral and on-campus interviews, where students and alumni meet representatives from business, industry, and government.

Student Employment and Internships (SEI)

The Office of Student Employment and Internships helps students seeking part-time employment, internships, and cooperative education positions. Interested students can

attend workshops on preparing a resumé, identifying skills for the world of work, interviewing, and researching the unadvertised job market.

Other services include an automated job bank, employer listings, and a cooperative education library. Internship and cooperative education information sessions are offered every semester.

Teacher Placement Service

The Teacher Placement Service is located in the Office of Teacher Advising, Certification, and Placement. It assists all UTSA undergraduates, graduates, or alumni who seek employment in the field of education by coordinating communication between students and employers and acting as a clearinghouse for student placement files. The Office also sponsors a semiannual teacher job fair.

Information concerning services and fees for placement files is available through the Office of Teacher Advising, Certification, and Placement.

RESEARCH ORGANIZATIONS

Institute for the Arts and Humanities (IAH)

The Institute for the Arts and Humanities is the research center for the College of Fine Arts and Humanities. It makes general information available on the arts of Western Europe and the Americas and provides assistance to individuals interested in research in the fine arts and humanities. The IAH is active in visual and performing arts, art history, architectural history, art criticism, literature, and foreign languages.

Research Center for the Visual Arts

This specialized center is a component of the Institute for the Arts and Humanities and focuses on the study of Iberian and Interamerican visual arts, art and architectural history, and art criticism.

Institute for Music Research (IMR)

The Institute for Music Research (IMR) was established to sponsor research primarily in the areas of music psychology and music technology. Activities of the IMR include providing a variety of computer services, hosting national and international conferences, conducting research, publishing conference proceedings and other research projects, and making presentations at state, national, and international meetings. On-line computer services are available worldwide via the Internet and include a bibliographic database of music research literature and a database of music-related computer software. Conferences include annual music technology conferences, an international music medicine conference, and a conference on music and the brain. Research projects include a variety of projects in music psychology and music technology, such as a PET scan of musicians and development of multimedia programs for music instruction. Publications and presentations also represent a wide variety of research activities in these fields.

Institute for Studies in Business (ISB)

The Institute for Studies in Business is the research component of the College of Business. The major objectives of the Institute are to offer the opportunity for faculty and students of the University to have a superior research environment, to encourage interaction between the business community and the University, and to provide applied economics and business training to students. While the Institute is an integral part of the College of Business, it interacts with the faculty of the other Colleges to provide an interdisciplinary approach to research and business education. The focus of activity at the Institute is on application of theories and research techniques to applied problems encountered in both public and private decision making. Specialized data files are maintained on a continuing basis, while a research library and computer systems guide interested users to sources of information. The knowledge and experience of the University's faculty and professional staff are utilized to undertake specific research projects in the broad categories of marketing, economic analysis and modeling, human resource planning, information systems, financial analysis, and economic development research. The Institute, therefore, draws upon the creative resources, energy, and talent of the faculty, of the Institute staff, and the students.

Center for Professional Excellence (CPE)

The Center for Professional Excellence coordinates efforts within the College of Business to support the personal and professional growth of those who will share the responsibility of keeping our institutions vital and on the road to competitive survival. Its mission is to bring University faculty and students and practitioners together to create a "lifelong" learning resource that serves their mutual needs.

The CPE offers a portfolio of extracurricular courses, workshops, conferences, seminars, consulting, and research programs to support professional excellence in business and other community institutions. In the spirit of a joint venture with community stakeholders, the CPE conducts focus groups and annual meetings to define needs and to explore ways in which University and community resources can be effectively coupled to address them.

Institute for Research in Sciences and Engineering (IRSE)

The IRSE serves as the research center for the College of Sciences and Engineering; it identifies research opportunities, assembles multidisciplinary teams from within the College of Sciences and Engineering and other Colleges, and assists in the development of grants and contracts. It interacts with the San Antonio community when additional expertise is required and participates in the Southwest Research Consortium. Specialized research centers are created when a research team becomes self-sustaining.

IRSE distributes information on federal, regional, and local funding sources bimonthly in the IRSE Newsletter. It also offers assistance to faculty in the preparation of proposals and the management of projects.

Center for Water Research

The Center for Water Research is a component of the College of Sciences and Engineering, organized under the Institute for Research in Sciences and Engineering. Research is conducted by the Center's staff and UTSA faculty and students in the major areas of hydrogeology, surface water hydrology, geochemistry, geophysics, and geotechnical engineering.

Research and analysis capabilities include stable isotope geochemistry, water chemistry, borehole geophysical logging, surface geophysical surveys, structural geology of aquifer systems, microbiology of bioremediation, leakage and contaminant studies, mathematical modeling of groundwater flow and contaminant transport, surface water modeling, economic analysis of water usage, formulation of decision models for water planning, and study of municipal water supply and treatment systems.

Institute for Research in Social and Behavioral Sciences (IRSBS)

The Institute for Research in Social and Behavioral Sciences coordinates the activities of four centers and two offices located in the College of Social and Behavioral Sciences. The centers and offices are designed to promote faculty and student research and to assist local agencies and citizens who need professional services from areas represented in the College.

Center for Archaeological Research

The Center for Archaeological Research, located in the College of Social and Behavioral Sciences, was established in September 1974. Among its objectives are: (1) to provide the opportunity for students to train in archaeology; (2) to promote archaeological research in the South and South Central Texas region, the Greater Southwest, and Mesoamerica; (3) to carry out archaeological research and services for private, federal, state, and local agencies as required by legislation; (4) to conduct public outreach and education programs for schools and other groups through its Legacy program; and (5) to sponsor conferences.

The Center's staff includes about 30 professionals and graduate and undergraduate students who have conducted archaeological investigations in various parts of Texas. Other research by the Center has included the study of the ancient Maya in Belize and Guatemala, as well as in the Mogollon region of the Greater Southwest. Results of Center investigations are published in nearly 275 volumes in 10 publications series: *Archaeological Survey Reports; Regional Studies; Special Reports; Guidebooks in Archaeology; Choke Canyon Series; Colha Project Interim Reports; Colha Project; Belize, Working Papers; Papers of the Colha Project; Rio Azul Reports, Rio Azul Project; Guatemala; and the Archaeology and History of the San Juan Bautista Mission Area, Coahuila and Texas.*

The Center has administered more than 400 contracts and grants to date, including a two-year study of the archaeology and ethnohistory of the Spanish mission complex at Guerrero, Mexico; a multi-year study of the prehistory and history of the Choke Canyon Reservoir area in southern Texas; a study of the early Mogollon farming sites in the Southwest; five seasons of excavation at the Maya site of Colha in Belize,

Central America; studies of the Rio Azul site in Guatemala; numerous projects at San Antonio's five Spanish missions; and studies of historic downtown San Antonio. Several projects have also been carried out in Louisiana and New Mexico.

In 1985, the Center launched its "Friends of Archaeology" program of public participation in support of archaeological research. Through the "Friends" program, the Center is able to provide seed grants for faculty and students and research assistant stipends for graduate and undergraduate anthropology majors, as well as the sponsorship of special lectures, special studies, and publication of important reports. In 1994 the Center enhanced its educational outreach activities by launching its Legacy program.

Center for Learning and Development Research in Education

The Center for Learning and Development Research in Education, in the College of Social and Behavioral Sciences, is designed to stimulate basic and applied research on learning and development, particularly as it relates to the educational process. Faculty and students from this College, as well as from other Colleges of the University, are encouraged to use the Center to help them study problems appropriate to this area. The objectives of the Center include promotion of research in learning and development in education; development of cooperative faculty-student research; cooperation with school districts, social service agencies, and community agencies on problems of mutual interest; and solicitation of funds for appropriate activities.

The Center helps identify and coordinate faculty, student, and community interests, needs, and resources. Many of the projects undertaken through the Center involve cooperative efforts among UTSA, local school districts, and the community.

Center for the Study of Women and Gender

The Center for the Study of Women and Gender, in the College of Social and Behavioral Sciences, is the only institution of its kind within the State of Texas. It promotes multidisciplinary, multicultural, and global research on women and gender. Specifically, the Center promotes, facilitates, and disseminates research by UTSA faculty and independent scholars on women and gender; promotes collaboration among academic institutions, corporate America, and the public sector on issues such as women's health, sexual harassment, affirmative action, and promotion and pay inequities; helps elementary and secondary schools, as well as institutions of higher education, integrate scholarship on women and gender into their curricula; collects primary and secondary historical sources of women and women's organizations in San Antonio and throughout South Texas; and sponsors public programming, such as events for Women's History Week, and public conferences which explore a variety of women and gender policy issues.

Center for Educational Development and Excellence (CEDE)

The Center for Educational Development and Excellence (CEDE), established in 1992 as a collaborative endeavor of educational and community institutions in San Antonio, is dedicated to the continuous lifelong development of teachers as learners in a culturally diverse, technologically enriched environment. The CEDE is dedicated to serving the teachers of the greater San Antonio and South Central Texas area with innovative

teacher education programs that are field based and technology oriented in order to meet the educational needs of the area's multicultural population.

UTSA is in partnership with four other universities (Incarnate Word College, Our Lady of the Lake University, St. Mary's University, and Trinity University); six school districts (Edgewood ISD, Harlandale ISD, North East ISD, Northside ISD, San Antonio ISD, and South San Antonio ISD); Education Service Center, Region 20; Alliance for Education; and the local business community (USAA). CEDE partners are currently working in 22 Professional Development Schools. UTSA's CEDE site is located in the College of Social and Behavioral Sciences. The CEDE central office is located on the UTSA campus.

Office of Professional Development in Education

The Office of Professional Development in Education, in the College of Social and Behavioral Sciences, is designed to promote professional development activities for educators. The office seeks to work with schools to develop programs that will fit the needs of both the professional educator and the local community.

Two delivery systems are available to meet these objectives: (1) graduate or undergraduate coursework for university credit in subject matter or professional education areas; (2) advanced academic training in subject matter and in areas such as classroom management training, pedagogy, and strategies and techniques for teaching through extended education.

Each of these programs can be offered on UTSA's main campus, at the Downtown campus, or at selected off-campus locales. Credit for graduate and undergraduate coursework is accumulated via standard academic procedures including conformity to graduate, special graduate, or undergraduate admission requirements. Continuing Education Units (CEU's) may be awarded for extended education coursework.

Office of Research on Teaching and Learning

The Office of Research on Teaching and Learning, in the College of Social and Behavioral Sciences, was established in response to the 1985 Texas educational reform legislation that mandates the performance appraisal of teachers. The Office has three main purposes: (1) to collaborate with educational institutions in assessing teaching processes in order to promote students' learning; (2) to study teaching in varied instructional settings; and (3) to interpret and disseminate research findings on the processes of teaching to the profession and the public.

The Office promotes collaboration among researchers, teachers, and administrators in school settings and in other educating institutions for the design, support, and conduct of research into variables of teaching and learning.

A major purpose of the Office is to interpret research on teaching for the profession and the public. The Office designs and develops workshops, conferences, and media productions, among other delivery systems, to broadly disseminate the meanings of research and to promote understanding of the complexities and dimensions of teaching.

Hispanic Research Center

The Hispanic Research Center operates under the auspices of the Provost and Vice President for Academic Affairs. Its mission is to provide an interdisciplinary University focus on research regarding Hispanics. The Center stimulates research on Hispanic populations in the United States and Texas and conducts faculty forums emphasizing research on Hispanics. Some research areas include social and political access, education, substance abuse, linguistics, culture, business and economic opportunity, mental and physical health, and United States–Mexican relations.

Institute of Texan Cultures

The Institute was established as the official State of Texas exhibit at HemisFair '68 and was transferred to The University of Texas System Board of Regents by the 61st Legislature in 1969. On February 14, 1986, the regents approved an enhanced educational mission for The University of Texas Institute of Texan Cultures, along with an administrative affiliation of the Institute with UTSA.

Since its inception, the Institute has served as an educational center for the interpretation of Texas history and folk culture. Displays of art and artifacts become a teaching laboratory as professionally trained staff members and volunteers use the exhibits as a setting for living history. The Texas Folklife Festival, held on the Institute's grounds for four days each August, attracts more than 10,000 participants and 70,000 visitors every year.