

**2.**  
**ABOUT UTSA**



## ABOUT UTSA

### Chapter Contents

<b>History, Mission, and Organization</b> .....	21
History .....	21
Mission .....	21
Organization .....	22
UTSA Downtown Campus .....	23
Accreditation .....	23
<b>Administrative Policies and Services</b> .....	24
Rules and Regulations of the Board of Regents .....	24
Academic Advisement .....	24
Hazing .....	25
Disciplinary Actions .....	26
Solicitation and Distribution of Materials .....	26
Student Right-to-Know and Campus Security Act .....	27
UTSA Student Graduation Rate .....	27
Student Grievances .....	28
Financial Aid .....	28
Scholarship Office .....	29
Competitive Scholarships .....	29
Veterans' Assistance .....	30
Identification Cards .....	30
Family Educational Rights and Privacy Act (FERPA) .....	30
Directory Information .....	31
Access to File .....	32
Challenge to Record .....	32
Copies .....	33
Complaints .....	33
Students with Disabilities .....	33
Lost and Found .....	34
<b>Campus Resources</b> .....	34
UTSA Libraries .....	34
Tomás Rivera Center for Student Success .....	34
Office of Academic Technology .....	35
Office of Extended Education .....	35
Office of International Programs .....	36
Study Abroad Office .....	36
Exchange Programs .....	36
Office of Minority Affairs .....	37
Disability Services .....	37
UTSA Art Gallery .....	37
University Bookstore .....	37
Computer Store .....	38
Campus Dining .....	38
Information Technology (Computing Resources) .....	38

<b>Student Life</b> .....	39
University Center .....	39
Student Leadership and Activities .....	39
UTSA Alumni Association .....	39
Intercollegiate Athletics .....	40
Intramural and Recreational Activities .....	40
Living Accommodations .....	40
<b>Health and Counseling</b> .....	41
Student Health Services .....	41
Counseling Center .....	41
New Student Programs .....	42
Testing .....	42
Career Services .....	42
Teacher Placement Service .....	43
<b>Research Organizations</b> .....	43
Research Center for the Visual Arts .....	43
Institute for Music Research (IMR) .....	43
Institute for Studies in Business (ISB) .....	44
Metropolitan Research and Policy Institute .....	44
Center for Professional Excellence (CPE) .....	44
Institute for Research in Sciences and Engineering (IRSE) .....	44
Center for Water Research .....	45
Center for Archaeological Research .....	45
Center for Learning Development and Research in Education .....	46
Center for the Study of Women and Gender .....	46
Center for Educational Development and Excellence (CEDE) .....	46
Hispanic Research Center .....	47
Institute of Texan Cultures .....	47

# **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 50 undergraduate degree programs, 31 master's degree programs, and 2 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-one UTSA faculty have won Fulbright Fellowships to teach and conduct research in foreign countries. UTSA is in the top 30 percent of public universities in the state in research expenditures.

UTSA is one of the fastest-growing universities in the state. The Fall 1997 enrollment was 17,494, 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 both campuses now totals over 1.8 million square feet. Several new facilities, including a second building at the UTSA Downtown Campus, 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 at UTSA and the UTSA Downtown Campus, 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. 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 by mastering the newly redefined 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 adds to the knowledge base 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 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 Office of the President 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 the UTSA Downtown Campus has the responsibility for coordinating the development and delivery of the University's academic program at the UTSA Downtown Campus. 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 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, the Business Manager's Office, and Institutional Analysis. 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 enrollment management 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 Campus**

The UTSA Downtown Campus has been in operation since January 1994 at its temporary Cypress Tower location and since 1997 at its permanent site on Durango Boulevard. Its mission is to offer bachelor's and master's degree programs in historically underserved areas; provide professional development and career advancement for adult learners; identify solutions for rapidly changing public sector needs; provide management and technical assistance for business entrepreneurs; foster expansion of the region's economic infrastructure; support technological and international growth; provide research and service to support teachers and transform schools; conduct public policy research; foster urban design creativity; and enhance cultural enrichment opportunities.

The Downtown Campus offers the Core Curriculum and programs or components of programs leading to bachelor's and master's degrees in a variety of fields. A broad range of undergraduate and graduate courses are provided in the humanities, social and behavioral sciences, education, and business.

### **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 of The University of Texas System*, 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 *Handbook of Operating Procedures*, and the *Student Guide to UTSA*.

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

### Academic Advisement

All new and transfer freshman students (under 30 semester credit hours accepted by UTSA) must receive academic advisement in the Tomás Rivera Center for Student Success (UC 1.01.02, 458-5170) unless they have been accepted into the Honors Program or are scholarship athletes. Honors students will be advised by the director of the University Honors Program, and scholarship athletes will be advised by the academic counselor in the Department of Intercollegiate Athletics. Undeclared/undecided majors with 30–45 semester credit hours of coursework are offered advising in the Tomás Rivera Center for Student Success (TRC) but are not required to be advised.

New students entering UTSA with less than 30 semester credit hours may immediately declare a major or may elect to remain undeclared/undecided. After the first 30 semester credit hours, students will normally select majors and 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.

Effective Fall 1998, all students must have taken the *Texas Academic Skills Program (TASP)* or an institutionally approved alternative test before enrolling in college-level courses. All students with TASP deficiencies (a failure to pass the math, reading, or writing test sections) are required to complete their registration in TRC 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 developmental education program. Students who initially fail one or more sections of the TASP must successfully complete the developmental program(s) prescribed and then retake the appropriate section(s) of the TASP. Students who fail the TASP may be allowed to take an approved college-level course.

## Hazing

State law (§§ 37.151 through 37.157, 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 an organization.”

The term includes

- 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 an unreasonable risk of harm or that adversely affects the mental or physical health or safety of a student
- any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student
- any activity that intimidates or threatens the student with ostracism; that subjects the student to extreme mental stress, shame, or humiliation; that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution; or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subdivision
- any activity that induces, causes, or requires the student to perform a duty or task that 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 commits a hazing offense

- by engaging in hazing
- by soliciting, directing, encouraging, aiding, or attempting to aid another in engaging in hazing
- by intentionally, knowingly, or recklessly allowing hazing to occur
- by failing to report in writing to the Associate Vice President for Student Life firsthand knowledge that a specific 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 not to exceed \$2,000, up to 180 days in jail, or both. Penalties for other hazing offenses vary according to the severity of the injury that results; they range from individual fines of \$4,000 and/or up to one year in jail to individual fines of up to \$10,000 and/or a state jail term of not less than 180 days or more than two years. Organizational penalties include fines of not less than \$5,000 or more than \$10,000. If the organizational hazing activity resulted in personal injury, property damage, or other loss, the penalty is a fine of not

less than \$5,000 or more than double the amount lost or expenses incurred because of the injury, damage, or loss.

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 Associate 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 *Rules and Regulations of the Board of Regents* provides that hazing with or without the consent of the student whether on or off campus is prohibited, 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 that is dangerous, harmful, or degrading to the student, and a violation of this prohibition renders both the organization and participating individuals subject to discipline.

## **Disciplinary Actions**

A student who has engaged in conduct that violates a rule, regulation, or administrative order of UTSA may have any one or more of the actions listed below imposed (Part One, Chapter VI, Section 3, *Rules and Regulations of the Board of Regents*). The disciplinary actions assessed in a particular case will be dependent upon the nature of the conduct involved, the circumstances and conditions that existed at the time the student engaged in such conduct, and the results that followed as a natural sequence of such conduct. For further explanation of each of the following actions, see the *Student Guide to UTSA*.

- disciplinary warning
- disciplinary probation
- withholding grades, official transcript, or degree
- bar against readmission or drop from current enrollment and bar against readmission
- restitution
- suspension of rights and privileges
- failing grade
- suspension
- expulsion
- educational programs
- revocation of degree, denial of degree, and/or withdrawal of diploma
- deferral of penalty
- other penalty as deemed appropriate under the circumstances

## **Solicitation and Distribution of Materials**

No individual, 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 the *Rules and Regulations of the Board of Regents* and approved institutional rules and regulations. The term "solicitation" means the sale, lease, rental, or offer for sale, lease, or rental of any property, product,

merchandise, publication, or service, whether for immediate or future delivery; an oral statement or the distribution or display of printed material, merchandise, or products that is designed to encourage the purchase, use, or rental of any property, product, merchandise, publication, 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 for any gift or contribution; or the request to support or oppose or to vote for or against a candidate, issue, or proposition appearing on the ballot at any election held pursuant to state or federal law or local ordinances. Exceptions to the prohibition 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.

## **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 nonacademic 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 Texas Public Education–State Student Incentive Grants and the Federal College Work Study program, Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, Federal Perkins Student Loans, Federal Family Education Loan Programs (FFELP), and various scholarships.

A yearly determination of eligibility and 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. meet deadlines set by the Office of Student Financial Aid
4. not be in default on any Title IV, HEA loan made for attendance at any institution
5. not owe a refund on any Title IV, HEA grant received for attendance at any institution
6. make satisfactory academic progress as required to fulfill federal requirements for financial aid eligibility (please see Satisfactory Academic Progress Policy below)
7. be classified by the Office of Admissions as a degree-seeking student.

Further,

- Transfer students must submit a Financial Aid Transcript from each postsecondary school attended whether they received financial aid or not.
- Students who are not U.S. citizens must provide proof of eligibility.

- Students selected for “verification” by the Department of Education will be asked for additional documentation. This information must be provided to remain eligible for aid.

Once the application process is complete, students will automatically be considered for Pell Grants, Federal Stafford Loans, and all other major forms of financial aid, provided that funds are still available. 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 published each semester in the Schedule of Classes.

## **Scholarship Office**

The Scholarship Office represents UTSA’s commitment to assist students with the cost of their education. The office provides students with information on scholarships and assistantships.

Applications are available at the Scholarship Office for the many UTSA scholarships it administers. In addition, it maintains a national database and a reference library to help students research scholarship and fellowship opportunities. The office also maintains a calendar of deadlines to help students with their planning.

## **Competitive Scholarships**

Scholarship and fellowship recipients selected through a competitive process, according to state of Texas requirements, are also entitled to a waiver of their nonresident tuition (Texas Education Code, sec. 54.064). For a scholarship or fellowship to be considered competitive, it must meet the following requirements:

- nonresident students (out of state and international) must be in competition for the scholarships with other students, including Texas residents
- no money may be earmarked for nonresident students
- awarding and disbursement of the scholarship must be conducted by UTSA
- donors may not designate a particular individual to receive a scholarship or fellowship award
- scholarship and fellowship committees must be officially recognized by UTSA
- recipients must receive a total of \$1,000 or more in one or a combination of competitive scholarships

In addition to specific qualifications required for various competitive scholarships and fellowships awarded by UTSA, the committee responsible for selection of a given scholarship or fellowship may consider factors such as the following in designating recipients:

- major
- classification
- financial need
- residency
- cumulative grade-point average

- institutional grade point average
- high school rank
- SAT and/or ACT score
- participation in extracurricular activities and community service
- leadership positions
- first-generation college student status
- work experiences

## **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 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 Workforce Commission.

## **Identification Cards**

Student identification cards are mandatory. Upon receiving a UTSA Card, a student may participate in a declining balance program that allows use of the card for purchases at UTSA retail outlets. Students must apply in person at the UTSA Card Office on the first floor of the John Peace Library Building

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 identification cards, contact the UTSA Card Office.

## **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g, and the Texas Public Information Act, Texas Government Code §552.001 et seq., are respectively federal and state laws providing for the review and disclosure of student educational records. In accordance with these laws, the University has adopted the following policy. Individuals are informed of their rights under these laws through this policy, which is included in the *Handbook of Operating Procedures*, the *Student Guide to UTSA*, and the graduate and undergraduate catalogs. The *Student Guide to UTSA* is available in the Office of the Associate Vice President for Student Life, catalogs are available in the Office of Admissions and Registrar, and the *Handbook of Operating Procedures* is available in the UTSA Library and most administrative offices.

The University will not permit access to or the release of personally identifiable information contained in student education records to any party without the written consent of the student, except as authorized by FERPA. FERPA's authorizations for release without consent include the following:

1. to appropriate University officials who require access to educational records in order to perform their legitimate educational duties
2. to officials of other schools in which the student seeks or intends to enroll, upon request of these officials and upon the condition that the student is notified and receives a copy of the record if desired
3. to federal, state, or local officials or agencies authorized by law
4. in connection with a student's application for or receipt of financial aid
5. to accrediting organizations or organizations conducting educational studies, provided that these organizations do not release personally identifiable data and destroy such data when it is no longer needed for the purpose it was obtained
6. to the parents of a dependent student as defined in section 152 of the Internal Revenue Code of 1954, provided a reasonable effort is made to notify the student in advance
7. in compliance with a judicial order or subpoena, provided a reasonable effort is made to notify the student in advance unless such subpoena specifically directs the institution not to disclose the existence of a subpoena
8. in an emergency situation if the information is necessary to protect the health or safety of the students or other persons
9. to an alleged victim of any crime of violence, the results of the alleged perpetrator's disciplinary proceeding may be released.

The University releases information in student education records to appropriate University officials as indicated in item 1 above when such records are needed by administrators, faculty, or staff to further the educational or business purposes of the student or the University.

A record of requests for disclosure and such disclosure of personally identifiable information from student education records is maintained by the Office of Admissions and Registrar for each student and is made available for inspection pursuant to this policy. If the University discovers that a third party who has received student records from UTSA has released or failed to destroy such records in violation of this policy, access to educational records is prohibited for five years. Respective records no longer subject to audit or presently under request for access are purged according to regular schedules.

### **Directory Information**

At its discretion, the University may release directory information, including the following:

Name, address, telephone number  
 Date and place of birth  
 Major field of study  
 Participation in officially recognized activities and sports  
 Dates of attendance  
 Most recent previous educational institution attended  
 Classification  
 Degrees and awards received  
 Date of graduation  
 Physical factors (height and weight) of athletes  
 Class schedules

Students may have any or all directory information withheld by notifying the Office of Admissions and Registrar in writing each semester during the first 12 days of class of a Fall or Spring Semester, or the first four class days of a Summer Session. Request for nondisclosure is honored only for the current enrollment period; therefore, a request to withhold directory information must be filed each semester or term in the Office of Admissions and Registrar.

### **Access to File**

Upon written request, the University will provide a student with access to his or her educational records. The Vice President for Business Affairs coordinates the inspection and review procedures for student education records, including admissions, academic, and financial files. Students wishing to review their education records must make written requests to the Vice President for Business Affairs listing the item(s) of interest. Education records covered by the act are made available within 45 days of the request.

A list of education records and those officials responsible for the records is maintained at the Office of Admissions and Registrar. The list includes the following:

#### **Academic Records**

- Office of Admissions and Registrar
- College, division, and faculty offices

#### **Student Services Records**

- Director, Counseling Center
- Director, Office of Student Leadership and Activities
- Associate Vice President for Student Life, Office of Student Life

#### **Financial Records**

- Vice President for Business Affairs, Office of Business Affairs
- Director, Office of Student Financial Aid

Educational records do not include the following:

1. financial records of the student's parents or guardian
2. confidential letters of recommendation placed in the educational records of a student before January 1, 1975
3. records of instruction, administrative, and educational personnel kept in the sole possession of the maker and not accessible or revealed to any other individual except a temporary substitute for the maker
4. records of law enforcement units
6. medical and psychological records
7. thesis or research papers
8. records that only contain information about an individual after the individual is no longer a student at the institution.

### **Challenge to Record**

Students may challenge the accuracy of their educational records. Students who believe their education records contain inaccurate or misleading information, or information that is otherwise in violation of their privacy or other rights, may discuss their problems

informally with the Office of Admissions and Registrar. If agreement is reached with respect to the student's request, the appropriate records will be amended. If not, the student is notified within a reasonable period of time that the records will not be amended and is informed by the Associate Vice President for Student Life of his or her right to a formal hearing.

Student requests for a formal hearing must be made in writing to the Associate Vice President for Student Life, who, within a reasonable period of time after receiving such requests, will inform students of the date, place, and time of the hearing. Students may present evidence relevant to the issues raised and may be assisted or represented at the hearings by one or more people of their choice, including attorneys, at the students' expense. The hearing officer who adjudicates such challenges is appointed by the Vice President for Student Affairs in nonacademic matters and by the Provost and Vice President for Academic Affairs in academic matters.

Decisions of the hearing officer are final, are based solely on the evidence presented at the hearing, consist of the written statements summarizing the evidence and the reasons for the decisions, and are delivered to all parties concerned.

The education records are corrected or amended in accordance with the decision of the hearing officer if the decision is in favor of the student. If the student finds the decision unsatisfactory, he or she may include with the education records statements commenting on the information in the records, statements setting forth any reasons for disagreement with the decision of the hearing officer, or both.

The statements are placed in the education records, maintained as part of the student's records, and released whenever the records in question are disclosed.

Students who believe that the adjudications of their challenges are unfair or are not in keeping with the provisions of the act may request in writing assistance from the University President.

### **Copies**

Students may have copies of their educational records and this policy. Copies will be made at the student's expense at rates authorized in the Texas Public Information Act, with the exception of official transcripts, which cost \$5. Official copies of academic records or transcripts are not released for students who have a delinquent financial obligation or financial "hold" at the University.

### **Complaints**

Complaints regarding alleged failures to comply with the provisions of the FERPA may be submitted in writing to the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue S.W., Washington, DC 20202-4605.

### **Students with Disabilities**

UTSA does not discriminate on the basis of disability. Special assistance is provided to students with disabilities through Disability 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**

## **UTSA Libraries**

The UTSA libraries' 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 libraries also contribute 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 collections of the UTSA Library and the UTSA Downtown Library include approximately 500,000 volumes, 130 electronic databases, 100,000 government publications (federal, state, and local), 2.3 million microforms, and 2,300 periodical subscriptions.

The libraries' collections reflect the broad range of academic programs offered at UTSA and strong and increasing emphasis on electronic access and delivery of information. The libraries are also designated federal and state document depositories. The Special Collections and Archives Department focuses on Western Americana, Texana, and San Antonio history. Notable is the John Peace Collection, which documents the history of Texas during the Spanish colonial period, the Mexican Republic, and the Republic of Texas.

The libraries' catalog is available online and may be accessed through the campus network, the Internet, or modem. Services enabling patrons to access materials not owned by the libraries include the Online Library System, the libraries' home page on the Internet, interlibrary loan (including document delivery), 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 Success**

The Tomás Rivera Center for Student Success (TRC) combines academic advising functions with an array of student support services. The TRC (UC 1.01.02, 458-5170) assigns each incoming freshman or transfer freshman (including those on academic probation or admitted provisionally) to an individual advisor who advises the student until 30 semester credit hours are completed (up to 45 if the student remains undecided about his or her major). Advising for all students with fewer than 30 semester credit hours is required each semester before registration.

New students entering UTSA with fewer than 30 semester credit 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.

Effective Fall 1998, *all* students must have taken the *Texas Academic Skills Program (TASP)* test or an institutionally approved alternative test before enrolling in college-level courses. *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 each semester until they pass the TASP. Students with TASP deficiencies are required by state law to be enrolled in and satisfactorily attend and participate in a university developmental education program. Students who initially fail one or more sections of the TASP must successfully complete the developmental program(s) prescribed and then retake the appropriate section(s) of the TASP. Students who fail the TASP may be allowed to take an approved college-level course. Students who earn a grade of "B" (3.0 on a 4.0 scale) or better in such a course in the skill area in which the deficit was assessed shall not be required to achieve the minimum passing standard on the TASP and shall not be prohibited from graduating or continuing with their program of study.

The TRC provides academic assistance programs designed to help students develop the skills they need to succeed in college work. It oversees the UTSA Mentoring Program and coordinates the Academic Development Program, a summer program for selected provisionally admitted students.

Learning Assistance, in the TRC, offers academic tutorial instruction in specific subject areas and general instruction on successful study habits and techniques. Learning Assistance also coordinates Supplemental Instruction classes, which provide small group discussion and study skills to students in historically difficult classes. Individual and group tutoring sessions are provided in support of freshman and sophomore classes not covered by Supplemental Instruction. Self-paced computer software programs are available on a walk-in basis for students who want to review concepts and practice skills. Study skills workshops and in-class preparations are also provided on a variety of topics.

## **Office of Academic Technology**

The University-wide support services for 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 audio and video 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. This office is also responsible for supporting special events scheduled at the University and the development of the distance learning program at UTSA.

## **Office of Extended Education**

The Office of Extended Education serves the region's adult, noncredit, 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 the Downtown Campus, the Office of Extended Education works collaboratively with academic and nonacademic 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 nonprofit organizations needing customized programs for their employees.

## **Office of International Programs**

The Office of International Programs supports international components in undergraduate and graduate academic programs; promotes international research by students and faculty; develops and manages cooperative agreements and programs for academic exchanges; provides special services to international exchange students to maximize their academic success and intercultural exchange; maintains active relationships with 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 conduct research abroad. The office also coordinates the Fulbright Scholar Program and the National Security Exchange Program.

### **Study Abroad Office**

The Study Abroad Office is a component of the Office of International Programs. The advisor in this office assists undergraduate and graduate students in locating universities overseas and preparing materials so students can study in foreign universities. The advisor also oversees the application process for international students interested in completing a one-year exchange program at UTSA. The office provides limited support for international visiting faculty and is responsible for international outreach programs in South Texas schools and communities.

### **Exchange Programs**

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 Université d'Aix Marseille (France), and the Instituto Tecnológico y de Estudios Superiores de Monterrey (Monterrey, Mexico). Additional cooperative linkages are being developed in Western Europe, Russia, Asia, and Mexico.

UTSA is a member of the National Student Exchange program, which provides students the opportunity to study at over 140 campuses in all 50 states, Guam, Puerto Rico, and the U.S. Virgin Islands. 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. Participating UTSA students pay in-state tuition and fees at UTSA or the host exchange institution.

## **Office of Minority Affairs**

The Office of Minority Affairs provides college transition support services to help minority students and other underrepresented groups 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.

## **Disability Services**

Disability Services (DS) 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 DS before the beginning of the semester to discuss their needs and make appropriate arrangements. A disability verification letter and an interview with the director begin the process for obtaining services.

## **UTSA Art Gallery**

The UTSA Art Gallery enhances the teaching, research, and outreach missions of the Division of Visual Arts and the College of Fine Arts and Humanities. Exhibitions and presentations in the gallery provide a forum for the consideration and interpretation of art works and for the cultural enrichment of the University and San Antonio communities.

The UTSA Art Gallery is concerned with the education of students pursuing a career in art. Programs reflect the academic curriculum, provide avenues for research, and present opportunities for the interpretation, design, preparation, and installation of exhibits.

In addition to sponsoring a variety of curated art exhibitions of regional and national interest, the UTSA Art Gallery also presents a biennial exhibition of works by art faculty and occasionally serves as a setting for special presentations, including poetry readings, award ceremonies, and lectures.

## **University Bookstore**

The University Bookstore, operated by Barnes and Noble Bookstores, Inc., is located on the first level of the University Center. The bookstore maintains a complete inventory of all required and recommended books for UTSA courses. In addition, the 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 University Bookstore at the Downtown Campus is located on the first level of the Frio Street Building and will move to its permanent location on the first floor of the Buena Vista Street Building in January 1999.

## **Computer Store**

A UTSA-owned and -operated computer store is located on the first floor of the University Center and offers computer systems and software at educational discounts to students, faculty, and staff.

## **Campus Dining**

Dining facilities are available in the University Center, the John Peace Library Building, the Humanities and Social Sciences Building, and the Business Building. Menu selections at the various dining locations include homemade entrees and vegetables, full self-serve salad bar, burgers, grilled sandwiches, a deli bar, assorted desserts, and beverages.

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 University Center (open 8 a.m. to 5 p.m. Monday through Thursday and 8 a.m. to 4 p.m. Friday). Applications for the Roadrunner Express Card can be made at this location. For more information, call (210) 458-4206.

## **Information Technology (Computing Resources)**

Computing resources at UTSA include a Hitachi EX44, IBM 4381-M1, a Sun 670 UNIX server, two modern student computing laboratories with 300 networked personal computers, and 40 terminals for academic IBM and UNIX use. 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 campuswide fiber-optic backbone network connects all facilities and provides links to wide-area networks (Internet, THENet) with electronic mail, file transfer, and remote login capabilities. Off-campus access is supported via dial-up modems that connect to all mainframe systems and UNIX 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 online student information, and other administrative support systems.

## STUDENT LIFE

### 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 students, faculty, and staff. The building includes the following administrative offices: Student Leadership and Activities, Minority Affairs, Associate Vice President for Student Life, New Student Programs, Student Judicial Affairs, Assistant to the Vice President for Student Affairs for Planning and Special Programs, Special Assistant to the Vice President for Student Affairs, Counseling Center, Alumni Programs, Career Services, Campus Dining, Tomás Rivera Center for Student Success, 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, a video arcade, an information desk, an ATM, and a TicketMaster outlet.

Space dedicated to student volunteer activities includes the Student Organizations complex, a computer room, a graphics room, the Campus Activities Board office, the Student Government office, the V.O.I.C.E.S. office, and a central mailbox area for all campus Registered Student Organizations.

### Student Leadership and 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 more than 140 student organizations involving more than 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 Office of Student Leadership and Activities 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 its ties among the University; 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 awards dinner, the Dollars for Scholars 5K Run, and receptions for admitted students and career connections.

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 governors. The Office 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 include 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 adjacent 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 is 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 a day. For additional residence hall information, contact Chisholm Hall at (210) 458-6700.

***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 year-round and offers various types of 9- and 12-month leases. For additional on-campus apartment information, contact the University Oaks Housing Office at (210) 354-7676.

***Off-Campus.*** Student Housing Services, located within the Office of Student Life, distributes an off-campus housing directory to help students find accommodations in the San Antonio area. Contact the Office of Student Life at (210) 458-4720 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.

Student Health Services emphasizes interdisciplinary health education, health promotion, prevention, wellness, and outreach programs to the student population and uses nonphysician 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 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, are available at Student Health Services.

### Counseling Center

The Counseling Center provides confidential professional services to help meet the personal and developmental needs of currently enrolled students. Staff psychologists and professional counselors 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.

## **New Student Programs**

The mission of the Office of New Student 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 that 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 that emphasizes study skills development for students reentering college life. Special programs and services just for freshmen include a Freshman Phone-a-thon during the fifth week of classes, a new student newsletter called the *New Student Notebook*, and a parent and family newsletter titled *Family Focus*. In addition, this office coordinates the College Success Seminar (EDP 1702), which focuses on academic issues and life and study skills to assist students with their transition to college.

## **Testing**

The testing office provides University-wide testing services. Standardized tests are given on national and state testing dates. Institutional placement tests are regularly scheduled. Calendar dates for all tests are available at the office.

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

## **Career Services**

Career Services provides comprehensive career planning, job search, and employment-related services to students and alumni.

Career planning services help individuals explore career options compatible with their personal goals, interests, and abilities. The sooner students seek career guidance, the better. All freshmen are encouraged to make use of this service sometime during their first year. Career-related testing, counseling, and job market information are available to students needing assistance in selecting a major, clarifying career goals, and confirming their choice of major.

Employment-related services are designed to help students conduct a successful job search. For students who need to work while going to school, information on job openings is available through the computerized UTSA Job Bank in Career Services.

As students progress in their coursework, they are encouraged to consider paid internships and cooperative education, which enable them to gain hands-on experience in their chosen field before graduation. Information about intern and co-op positions, job search workshops, resumé development, and career counseling are available. Students may also interview on campus with intern and co-op employers.

For seniors, finding a full-time, entry-level career position becomes increasingly important. Since many companies recruit during the Fall Semester for December, May, and summer graduates, seniors should contact Career Services two semesters before their planned graduation date to begin their search. Services include career counseling, access to on-campus interviews, resumé development, resumé-faxing services, and job search workshops.

Special career days and fairs throughout the year bring a large number of employers to campus. At these events, students may find out about available jobs, apply for positions, and learn more about companies for which they may want to work.

### **Teacher Placement Service**

The Teacher Placement Service is located in the Office of Teacher Advising, Certification, and Placement. It assists all 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**

### **Research Center for the Visual Arts**

The activities of the Research Center for the Visual Arts encompass the visual arts, art and architectural history, and art criticism, with a primary focus on historical studies of Iberian and Interamerican arts.

### **Institute for Music Research (IMR)**

The Institute for Music Research 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. Online computer services are available worldwide via the Internet and World Wide Web 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. Its major objectives 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 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, institute staff, and students.

### **Metropolitan Research and Policy Institute**

The Metropolitan Research and Policy Institute, located on the Downtown Campus, conducts applied science research on policy issues, provides training and issue-based education for individuals and agencies involved in policy-making, and provides direct services to nonprofit agencies and community groups in San Antonio and South Texas. Training programs include executive training seminars, conferences and colloquia, and pro bono seminars for community groups and neighborhood associations.

### **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, students, and practitioners together to create a lifelong learning resource that serves their mutual needs.

The CPE offers 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 supports learning communities to define needs and 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 and was organized in January 1987. Major areas of research include hydrogeology, surface water hydrology, geochemistry, geophysics, and geotechnical engineering. Research is conducted by engineers and scientists on the center's staff, members of the faculty, and undergraduate and graduate students.

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.

## **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 regions, 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 35 professionals and graduate and undergraduate students who have conducted archaeological investigations throughout Texas and in other states and countries. Results of center investigations are published in more than 300 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 multiyear 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 this program, the center is able to provide seed grants for faculty and students, and research assistant stipends for graduate and undergraduate anthropology majors. The program also allows the center to sponsor lectures and research projects and to publish special 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 and 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 is located in the College of Social and Behavioral Sciences. The only institution of its kind in Texas, the center promotes multidisciplinary, multicultural, and global research on topics related to 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 historical sources relating to women and gender in San Antonio and throughout South Texas; and sponsors public programming—such as events for Women's History Week—and public conferences that 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 (University of the Incarnate Word, Our Lady of the Lake University, St. Mary's University, and Trinity University); six school districts (Edgewood ISD, Harlandale ISD, North East ISD, Northside SD, 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, and the CEDE central office is located on the UTSA campus.

### **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 Latinos. The center's goal is to stimulate research and conduct forums on Latino populations in the United States and Texas. Research areas include issues of social equality, political access, education, substance abuse, culture, linguistics, business, economic development, mental health, and United States–Mexico relations.

### **Institute of Texan Cultures**

The institute was established as the official State of Texas exhibit at San Antonio's 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. Outreach programs touch the lives of Texans, especially students, through traveling exhibits, TexKit presentations, and "Lifetimes: The Texas Experience," an ITC/UTSA statewide radio program. The annual 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.