

U
MIAMI
COLLEGE of
ARTS & SCIENCES
Interdisciplinary & Professional Studies



*Graduate
Student
Handbook*

2020-2021





WELCOME

On behalf of everyone at the **Office of Interdisciplinary and Professional Studies (IPS)**, please allow me to welcome you to the first step on your journey to earn a graduate degree. We are thrilled to be your partners and support system along the way.

You are here because you are looking for a way to create your own understanding and knowledge of the world through choice and inquiry. From culture, to sustainability, to human rights, to the arts, you are a citizen of the world and you understand that not everything fits into one box. Interdisciplinary learning is authentic, involving critical, thinking, constructivism, synthesis, and autonomy... meaning that you are the author of your course of study and you are able to fill in the spaces between disciplines with your own unique world view. Studying across disciplines allows you to explore content that is rooted in the real world and applicable to any setting your career may take you.

Our graduate programs are innovative and personalized, designed to give you the competitive edge in the professional marketplace. Additionally, the IPS Office is here to provide you individualized advising and guidance, from enrollment to graduation and beyond. We encourage you to reach out to us. IPS holds events throughout the year designed to enhance your graduate experience and a robust network of alumni ambassadors available to provide career guidance post-graduation.

As a proud alum of the College of Arts & Sciences, I say with a full heart: *"Welcome to the U!"* We are glad that you are here.

Sincerely,

Maryann Tatum Tobin, Ph.D.

Assistant Dean for Professional Education
College of Arts & Sciences

**IPS Graduate Student Handbook
2020-2021**

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Introduction

This handbook provides general and program-specific information for the following degrees:

- Master of Arts in Global Health & Society (GHS)
- Master of Arts in International Administration (MAIA)
- Master of Arts in Latin American Studies (LAS)
- Master of Arts in Liberal Studies (MALS)
- Master of Science in Data Science (MSDS)

Any policies not addressed in this handbook can be found in the [Graduate School Handbook](#). While every effort is made to align this handbook with the Graduate School Handbook each academic year, the Graduate School is the administrative body that oversees and grants all graduate degrees. Therefore, to the extent that anything in this handbook is in conflict with anything contained in the Graduate Student Handbook, the Graduate Student Handbook published by the Graduate School is controlling, and all terms, conditions, and information contained in the Graduate School Handbook supersede this document.

Administration

Administration of your program falls to the Office of Interdisciplinary and Professional Studies (IPS), under the direction of the Assistant Dean for Professional Education and Personalized Learning. IPS is a branch of the Office of the Dean of the College of Arts & Sciences (A&S). As one of the University of Miami's 11 schools and colleges, the A&S works jointly with the Graduate School to admit, support, and facilitate these programs. However, the Graduate School is the school that ultimately awards the degree and oversees all graduate programs.

Senior Administration for Graduate Programs for the 2020-2021 Academic Year:

College of Arts & Sciences

Leonidas G. Bachas, PhD - Dean

Kenneth Voss, PhD - Senior Associate Dean for Graduate Education

Charles Mallery, PhD - Associate Dean for Graduate and Administrative Services

Maryann Tatum Tobin, PhD – Assistant Dean for Professional Education & Personalized Learning

Graduate School

Guillermo “Willy” Prado, PhD - Dean, Graduate School

Tiffany Plantan, PhD - Director of Education, Graduate School

IPS Graduate Program Directors for the 2020-2021 Academic Year:

Mitsunori Ogihara, PhD – Data Science

Louis HERNs Marcellin, PhD - Global Health and Society

Bradford McGuinn, PhD - International Administration

William Pestle, PhD - Latin American Studies

Daniel L. Pals, PhD - Liberal Studies

GENERAL POLICIES

University Policies for All Students

It is the policy of the University of Miami that no person within the jurisdiction thereof shall, on the basis of race, religion, color, sex, age, disability, sexual orientation, gender identity or expression, veterans status, or national origin, be excluded from, participation in, be denied the benefits of, or be subjected to discrimination or harassment (including all forms of sexual harassment and sexual violence) under any program or activity of the University, regardless of whether such program or activity occurs on-campus or off-campus. The University does not intend by this commitment to require compliance with this policy by governmental or external organizations that associate with but are not controlled by the University, except as required by law. The Executive Director of Workplace Equity and Performance is responsible for coordinating the University's effort to implement the nondiscrimination policy and Affirmative Action Programs for employees and students. The Executive Director may be contacted at the following address or telephone number:

Workplace Equity and Performance Office
Gables One Tower, Suite 100R
1320 S. Dixie Highway
Coral Gables, FL 33146
305-284-3064

More information regarding the student sexual harassment/violence policy may be found online in the [Student Rights and Responsibilities Handbook](#). For available resources and services contact the [Dean of Students Office](#), Phone: 305-284-5353; the [Counseling Center](#), Phone: 305-284-5511; and/or the [Sexual Assault Response Team](#) (S.A.R.T), Phone: 305-798-6666.

The University of Miami is authorized under Federal law to enroll non-immigrant alien students.

The University reserves the right to change any provision or requirement, including, but not limited to fees and tuition, at any time without notice. Degrees, courses, programs, activities, and like academic or non-academic offerings of the University may also be changed from time to time without notice. The University further reserves the right to require a student to withdraw at any time under University policies, as may be promulgated from time to time. Further, admission of a student to the University of Miami for any semester does not imply that such student will be enrolled in any succeeding academic semesters. It also reserves the right to impose sanctions on any student whose conduct is unsatisfactory. Any admission on the basis of false statements or documents is void when the misconduct is discovered, and the student is not entitled to any credit hour for work which the student may have done at the University prior to any discipline that may be taken as a result of such misconduct. When a student is dismissed or suspended from the University for cause, there will be no refund of tuition or fees paid. If a dismissed student has paid only a part of his tuition and fees, the balance due the University will be considered a receivable and will be collected.

There will be no refund of tuition, fees, charges or any other payments made to the University in the event the operation of the University is suspended at any time as a result of any act of God, strike, riot, disruption, or for any other reason beyond the control of the University.

The University of Miami is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award bachelor's, master's, specialist, and doctoral degrees. Contact the Commission on Colleges at:

1866 Southern Lane
Decatur, Georgia 30033-4097

or call 404-679-4500 for questions about the accreditation of the University of Miami.

Student Responsibility

All graduate students at the University of Miami are subject to the general standards and requirements of the University and its various departments in regard to attendance, examinations, payment of fees, and conduct, as well as to the specific requirements of the Graduate School. The graduate student is expected to assume the initiative in completing all requirements at the time specified.

To preserve its ideals of scholarship, conduct, and character, the Graduate School, or the student's academic program, reserve the right, and the student by his/her registration concedes the right, to require the withdrawal of any student for any reason deemed sufficient by the Graduate School, or the student's academic program, at any time.

It is the responsibility of the student to be informed concerning all regulations and procedures required. In no case will a regulation be waived, or an exception granted, because a student pleads ignorance of the regulation or asserts that he/she was not informed of it by an advisor or other authority. The student should become familiar with the Academic Bulletin, including:

1. The section presenting the requirements for the degree to be undertaken;
2. The offerings and requirements of the major department;
3. The Graduate Student Honor Code.

Only a Graduate Program, with approval of the Dean of the Graduate School and/or the Graduate Council, may waive requirements stated in the [Academic Bulletin](#).

Honor Code

Graduate students agree to abide by the [Graduate Student Honor Code](#).

The University of Miami expects all graduate students to adhere to the highest standards of ethics and academic integrity. All forms of academic fraud are strictly prohibited. These include, but are not limited to, plagiarism, cheating, collusion, falsification, violation of professional ethics or misrepresentation of research data. Students certify that all work (whether an examination, dissertation, thesis, research paper, research project, form of creative expression, experimental data, or any other academic undertaking) submitted for evaluation, presentation, or publication meets these standards.

Additionally, graduate students are expected to respect and appreciate the diversity of the community and to respect the rights of others, be they property, privacy, opinion, or expression. Any student found to be in violation of these standards is subject to disciplinary actions by the student's program and/or the Graduate School through the process described in the [Graduate Student Honor Code](#). All graduate students are bound by the rules and regulations of the University of Miami that apply to them.

Grievance Guidelines

These University of Miami Graduate Grievance Procedures provide an opportunity for the resolution of disputes involving graduate students in a fair and collegial manner. These Graduate Student Grievance Procedures supersede all prior such procedures in effect or formerly utilized at the graduate level. They do not supplant UM Students Rights & Responsibilities or any other published policy or procedure relating to graduate students. Additional information regarding grievance policies can be found in the [Graduate School Handbook](#).

Time to Completion

Time to completion starts when a student begins any graduate program. All master's degree work, regardless of single or dual degree status, must be completed within six years of the time of admission to graduate work. Exceptions to the time to completion policy may be granted by the Dean of the Graduate School at the request of the Graduate Program Director. For more information, please see *Leave of Absence* (pg. 8).

Recency and Validation for Over-aged Credits

Graduate credit hours transferred from another university may not be applied toward a graduate degree at the University of Miami if their age at the time of acceptance into the University of Miami program exceeds six years.

Continuous Enrollment

To maintain status as a graduate student, registration in each fall and spring semester is required. Otherwise, you will be dismissed from the program and will need to apply for readmission in order to return to active status. If you need to take a leave of absence, please contact your program coordinator. If you are working on your capstone, and you have completed all of your coursework, you may be required to enroll in a 1-credit course while you continue to work on your project/paper. Each program has a specified 800-level course for this purpose. Enrolling in one-credit of an 800-level course is considered full-time status.

Registration

Graduate students can register on the first day of registration and through the registration period. Academic calendar for dates of registration periods may be found [here](#).

To register for classes, please contact the IPS Office at 305-284-8783 to make an appointment to speak with your advisor. Students may not self-register.

Late registration fees will be applied to all registration forms submitted beginning the first day of classes. It is the student's responsibility to check the academic calendar to ensure you will not be charged fees by the Office of the Registrar.

Holds

A registration hold can be placed at any time and often without notification to students. Holds placed by the Office of Graduate and Administrative Services, Student Accounts, and Student Health and the Registrar's Office are the most common holds. A hold can be placed simply because your address is incorrect, an immunization record is needed, or you need an override from a professor. Holds may delay your registration and you may be unable to get your first choice in classes. Students can check for holds on their account via CaneLink.

Academic Holds are in place for ALL Arts & Sciences' graduate students. Self-registration is not permitted, and academic holds appear in CaneLink to remind students that they must meet with their advisor in order to register for classes. If you see a non-academic hold on your CaneLink account, please contact the IPS Office.

Full-time and Part-time Status

The categories of full-time students include:

- Graduate students taking 18 or more graduate credit hours during the calendar year (9 credit hours in a regular semester or 6 credit hours in a summer semester).
- Graduate students enrolled in any course numbered 800 or above for any credit amount.

In all cases, determination as to whether or not a student is in full-time study is the privilege of the Dean of the Graduate School.

The maximum number of credit hours allowed for full-time study is 12 for each semester and 6 for each summer semester. Exceptions to this policy can only be made by the Dean of the Graduate School or his/her designee and requires a signed recommendation from the Graduate Program Director.

If a student is considered part-time due to the number of credits that are taking, there are implications for any federal financial aid the student receives. However, part-time students are subject to the same Graduate School requirements as full-time students, with regards to *Continuous Enrollment*, *Time to Completion*, and the *Leave of Absence* policy.

Tuition and Fees

Tuition per credit is subject to change each academic year.

Graduate students are classified full-time if they carry nine (9) or more credits in a regular semester, or if they are enrolled in any 800-level course for any credit amount, in which case mandatory fees will apply. Please see the current [Graduate School](#) website for more information on fees, as well as available scholarships, financial aid, and funding opportunities.

Tuition may be paid at the Student Account Services Office located in the Ashe Building, online using CaneLink, or by mail. Payment after 5:00 pm can be done by using the drop box located at the Cashier's Desk in the Ashe Building (to the right of the main stairs). Students may also set up a monthly payment plan by contacting Student Accounts.

Some graduate programs may offer fee waivers. Please contact your program coordinator for additional information. Fee waiver applications submitted past the deadline will not be considered.

Veterans Assistance

The University of Miami's Veterans' Affairs (VA) Office assists veterans and dependents of veterans who are entitled to VA educational benefits under Chapters 30, 31, 33, 35, 1606, or 1607. UM also participates in the Yellow Ribbon program for qualified Chapter 33 recipients. Anyone needing information on veteran benefits is advised to contact the VA School Certifying Official at the Registrar's Office.

Class Cancellations

If a class for which you have registered is canceled, it is your responsibility to drop the course unless the listing department informs you differently. Notify the IPS office and complete a drop form as soon as you learn about the cancellation.

Dropping Courses

It is the student's responsibility to notify the IPS office by completing an Add/Drop form as soon as the decision is made to drop a course. If a student drops a course before the first day of classes, the refund will be 100%. A 'Percentage of Tuition' fee is charged for every day past the start of classes. Refund of tuition is based on date dropped. The refund schedule changes from term-to-term at the discretion of the Office of Student Account Services.

Students must also follow the required process as set forth by the Graduate School for withdrawing from courses. This process often requires that a signature from a Dean or the Dean's representative be obtained on a Change of Course form. Change of Course forms must also be submitted to the Office of Graduate and Administrative Service for the College of Arts & Science (by the program coordinator) and then the Office of the Registrar for final processing/review.

Withdrawals

Students must notify their Graduate Program Director and the Assistant Dean for Professional Education if they plan to withdraw from the program. Withdrawals, either from individual courses or from a graduate program, should be processed through your program's coordinator. Students who wish to officially withdraw from joint or dual degree programs should consult the program office for both disciplines. The date of withdrawal is that on which the student notifies the program office or the date of receipt of a letter requesting withdrawal. No withdrawal from the University is official until the student has consulted with the administrator of his/her program and has completed the necessary forms.

Students wishing to officially withdraw from the University of Miami must provide the Office of the Registrar notification of their intent to withdraw. Initial notification may be made in person, in writing, by fax, or by telephone. This notification will be recorded and used for notification purposes for the Federal Government. Repayment of any federal funds will be based on the date of notification.

Military Withdrawal

Tuition refunds of 100% are granted to students who withdraw due to military service, provided they do not receive credit hour for the course (see below under *Credit Hour for Courses After the 12th Week of the Semester*). If you receive federal financial aid and withdraw before you complete 60% of the semester, a pro rate calculation will determine the amount of financial aid you have earned. It is based on the amount of time you were enrolled. This calculation is independent of any charges incurred at the university.

Credit Hour for Courses After the 12th Week of the Semester

The following statement of policy was adopted by action of the Academic Deans' Council April 14, 1967:

1. On recommendation of the Dean of the school or college, students who withdraw after the 12th week of the semester because of official orders to active duty with the Armed Forces of the United States may be awarded credit hour in any course in which they have achieved a C or better up to the time of withdrawal. Instructors must certify that the student had achieved satisfactory accomplishment on the basis of previous work in the course by awarding an appropriate grade. Accomplishment of less than C should be entered on the permanent record as a withdrawal without prejudice (W).
2. Credit hour granted for a course under this policy should count toward graduation.
3. There should be no refund of tuition for courses for which credit hour has been granted. Refunds of courses not awarded credit hour should be on the same basis as complete withdrawals for military service.
4. The above recommendations are procedures for determining the awarding of credit hour and do not release the student from the usual withdrawal procedures.

Veterans and children of deceased or totally disabled veterans attending the University as students under the government's educational benefits bills must also clear their withdrawal with the main campus VA Officials in the Office of the Registrar who can be contacted at:

Phone: 305-284-2294 or
Email: registrar@miami.edu

Leave of Absence

A leave of absence may be granted to a student who may need to suspend their enrollment. Leaves of Absence are granted by the Graduate School, not by the IPS Office. However, IPS can assist you in applying for a leave if you are unable to stay continuously enrolled. Leaves of Absence are

granted on a case-by-case basis. Leave of Absence officially stops the *Time to Completion* clock. The *Petition for Leave of Absence* form may be found on the Graduate School [website](#).

Requests to extend the leave of absence beyond one semester (Fall or Spring) can be made only due to medical reasons during the leave period and require the submission of proper documentation. Once a student returns from an approved leave, he/she will need to submit an application for readmission form, also available on Forms page of the Graduate School [website](#).

Readmission

Any student granted a leave of absence must apply for re-admission in order to continue in their program. Additionally, any student who has been inactive in the program for more than one term, without an approved Leave of Absence, will be automatically withdrawn from the program and must also apply for readmission. Readmission applications must be approved by both the academic program and the Graduate School, and either unit reserves the right to refuse readmission for cause if no approved leave of absence for the student is on file. Readmission requests that are more than 5 years old will not be considered unless an approved leave of absence is on file, regardless of the circumstances.

If additional college work has been completed elsewhere since the last enrollment at the University of Miami, an official transcript of this will be required for readmission.

If readmission is not granted, and the student would like to continue to pursue admission, the student may apply as if they are new to the program. If the student seeking admission has earned credits towards the program and readmission was denied, those credits become invalid and must be repeated.

Grades and Credit Hours

The same letter grades are used for graduate and undergraduate students, but with somewhat different meaning.

Grade	Description
A	Excellent accomplishment
B	Good accomplishment
C	Fair, but below that expected of graduate students (C- is the lowest passing grade. Some programs may require higher standards.).
S	Symbol used for acceptable (U-unacceptable) thesis, dissertation, practicum, and internship credit hour. It may be used for regular courses under special circumstances with the prior approval of the instructor, department chairman, and the Dean of the Graduate School. The Graduate School considers a grade of “S” to indicate a minimum of a 3.0 GPA in a graduate course if a student has taken no prior coursework on the graduate level. A grade of “S” reflects that a student is in good academic standing.
D	Poor (not acceptable for credit hour toward the advanced degree)
F	Failure
W	Course dropped prior to the last day for withdrawing from classes as published in the official calendar of the university. Courses dropped after last date must have approval of

	Dean of the Graduate School. Credit hour can be earned only by successful repetition of the course.
I	Incomplete work in passing status with the instructor's permission to complete the course. (Not to be used for thesis or dissertation credit hours). The "I" should be changed to a letter grade within one (1) calendar year after it is given, unless the Academic Dean of the student's primary school or college and the Dean of the Graduate School approve the delay. If the "I" is not changed within one year, credit hour can be earned only by successful repetition of the course. (Note: Fellowships and financial aid may be withdrawn if there is an excess accumulation of "I"s on a student's transcript).
NG	Symbol assigned by Enrollment Services indicating that the instructor has not yet reported the student's grade. For a student to receive credit hour for the course, the instructor must report a passing grade prior to the student's graduation.

An average of B (3.0) is required for a graduate degree, and no "D" credit hour may be counted toward the degree. All work leading to the graduate degree and taken as a graduate student will be counted in computing the quality point average, including courses graded "D".

No transferred credit hours are calculated into the University of Miami Grade Point Average (GPA).

Award of Academic Merit

Students who obtain a 3.8 GPA or better will receive an Award of Academic Merit from the Graduate School. The Award is posted on the transcript.

Graduate Repeat Rule

A student may repeat a course in which a failing grade was earned, but the repetition of the course will not eliminate the previous grade from the record. A course may be repeated only once unless written authorization is provided by the Dean of the Graduate School. All grades are included in the computation of the quality point average. If a course in which an unsatisfactory grade (as determined by the program advisor) was earned is repeated and the repeat grade is a "C-" or higher, the number of credit hours required for graduation will be increased by the number of credit hours repeated.

Academic Probation

Any student who fails to maintain a 3.0 GPA at the end of the semester will be placed on *Academic Probation* for failing to meet satisfactory academic progress. No notation of probation will appear on the student's transcript, however, they will be issued a Letter of Probation from the Assistant Dean.

A GPA of at least 3.0 is required to complete a graduate degree, and no "D" credit hour may be counted towards the degree. Once on probation, the student must obtain a 3.0 cumulative GPA or better within the next nine hours of completed graduate-level coursework in order to obtain good standing within the student's program. Coursework such as independent study, thesis, project, or research hours cannot be included in these nine hours.

Failure to meet the criteria defined above will result in a recommendation to the Graduate School for dismissal from the program.

Grade Appeal Process

The Academic community is unanimous in its position that the grade an instructor assigns to a student is the instructor's responsibility and privilege. Any effort to alter this would be a violation of academic freedom. It is the instructor's responsibility to establish criteria for assigning grades. Grounds for appeal of how a grade was assigned are:

1. Award of a grade based on the student's race, religion, color, sex, age, disability, sexual orientation, gender identity or expression, veteran status, national origin or any other characteristic set forth in the University's Non-Discrimination Policy;
2. Award of a grade based on conduct that violates the University's anti-harassment or anti-retaliation policies; or
3. Failure to adhere to the grading criteria established for the course;
4. Violations of other policies/procedures for grading that are clearly defined in the *Faculty Manual*.

The Faculty Senate Student Affairs Committee (FSSAC) has responsibility for graduate student grade appeals. For more information, please consult the [Graduate School Handbook](#).

Levels of Graduate Study

Graduate study implies the need for a minimum of formal courses and a maximum of independent work under faculty supervision. Coursework, in itself, is not necessarily a determinant of graduate progress and achievement. All work taken by a graduate student in the major area or area of concentration shall be at the graduate level (600 or above). With the permission of the program of major concentration a student may take elective credit hours or transfer credits (not prerequisite to the major) below the 600-level.

Total Graduate Course Credit Hours	Maximum Course Credit Hours Below 600 Level
30	3
31 or above	6

Approval for students enrolled in a graduate degree program to take undergraduate credit hours can be made only after a minimum of 12 credit hours are completed. Undergraduate credit may not count toward the graduate degree requirements. Undergraduate credit may not be awarded retroactively, nor are credit hours accepted from another institution.

Transfer Credits

Students may transfer a maximum of 6 elective credits towards their graduate degree, upon approval of their Graduate Program Director and the Assistant Dean for Professional Education. All work, including credit transferred from other institutions, must be completed within six years of the time of admission to graduate work. Core courses may not be substituted for transfer credits.

Internships and ASPIRE

ASPIRE (Arts & Sciences Program for Internship-Related Experiences) is the College's liaison to the Toppel Career Center and can provide a database of internship experiences (paid and unpaid) related to your program. While paid internships are allowed, any internship must be approved by the Graduate Program Director and the Assistant Dean, and students who receive any financial support of any kind must notify the Office of Student Account Services prior to accepting a paid internship.

Students who wish to participate in internship experiences should contact the IPS Office **at the start of their program**, as securing internships can take time and, in some cases, require additional security clearances. Before beginning an internship, an Internship Placement Form must be fully-executed and in the student's file in the IPS Office. The Internship Placement Form is signed by the Graduate Program Director, the on-site internship supervisor, the student, and the Assistant Dean for Professional Education.

International students should clear their work instructions with International Student and Scholar Services. Questions regarding work for international students should be directed to [International Student and Scholar Services](#), Phone: 305-284-2928, E-mail: iss@miami.edu.

The Toppel Career Center offers *UMI 610 University Internship*, a 1-credit, no cost course, to facilitate both paid and un-paid internships. This is optional for students, but will appear on the student's transcript, if they elect to pursue an internship facilitated by Toppel. For more information on the Toppel Career Center, see *page 14*.

Graduation

It is the student's responsibility to apply for graduation through CaneLink during their final semester before the date indicated on the [Academic Calendar](#) and the Schedule of Classes. Students who previously applied for graduation but did not receive the degree must repeat the application procedure. Deadlines for the commencement program are firm. Students may walk in the commencement ceremony, but the program will indicate "in progress" if information is missing. Students will be degree candidates until they have been cleared for degree conferral by the Graduate School.

University of Miami commencement ceremonies are held in May and December only. There are no summer ceremonies. Those completing degree requirements during the fall, spring or summer sessions may, if they wish, participate in the commencement ceremonies of the previous or following May or December. Participation in the commencement ceremonies is contingent upon the following:

1. The student must have met the requirements for his or her program.
2. The student must have a minimum of 3.00 cumulative grade point average; all students receiving master's degrees must have completed a minimum of 30 credit hours.
3. The student may not have any outstanding debt including, but not limited to, tuition, fines, and fees. Tuition for the last semester of study must be paid in full by the beginning of the final semester.

Each May, the IPS Office hosts a graduation dinner honoring graduating students from all IPS programs (MAIA, MALS, LAS, GHS, and MSDS). Graduates are invited to bring a set number of guests to this private event to celebrate their accomplishments, regardless of whether or not they walk in the Commencement Ceremony.

Class Attendance and Absences

Regular and punctual class attendance is expected of all graduate students. It is the student's responsibility to know the instructor's policies regarding examinations, penalties for absences, and late or missed work.

VA students will be provided a grade report at the end of each semester period. A copy of the report will be placed in the student's permanent file maintained by the Veteran Affairs Office. Because of the far-reaching effects of these revisions in the VA educational benefits program, it is suggested that you exercise care and judgment in your program planning and in the selection of your courses.

Athletes, coaching Graduate Assistants, and other students who are supported by University Athletics must also adhere to the absences policy above, as well as the individual attendances policies of their professors. Athletes, coaching Graduate Assistants, and other students who are supported by University Athletics must clear their schedule with Athletic Advising and the NCAA Compliance Office.

Athletic Advisors must sign off on all *Course Request Forms* for students supported by University Athletics.

Remote Learning

At any point in the semester, as evident with the 2019-20 academic year's response to the COVID-19 pandemic, face-to-face classes may transition to remote learning with very little warning. It is recommended that all students have access to a personal computer and sufficient internet access, if required to learn remotely (online).

Modifications

These procedures may be modified or withdrawn with or without notice.

STUDENT RESOURCES

The Toppel Career Center

The Toppel Career Center assists undergraduate students, graduate students, and alumni in formulating their career plans and in pursuing graduate/professional school as well as full-time and internship opportunities. It is the intent and desire of the University of Miami and the Toppel Career Center to provide equal employment opportunities for students and graduates regardless of race, color, national origin, religion, gender, sexual orientation, age or disabilities. Toppel Center events are open to all students and alumni and range from general events to major-specific fairs.

The Career Expo is held twice a year and is inclusive of all industries and programs. Special Career Fairs are held for interested students in accounting, architecture, education, nursing and health sciences, non-profit, government, and green careers. For more information, call 305-284-5451, email toppel@miami.edu or visit 5225 Ponce de Leon Blvd., Coral Gables.

UM Libraries

Otto G. Richter Library on the Coral Gables campus, the University of Miami's main library and largest in the system, houses collections to serve disciplines in the arts, humanities, social sciences, and physical sciences. The library offers several services and benefits to students, such as: audiovisual equipment loans, large format and 3D printing, research data services, seminars, workshops and more. Smaller libraries are devoted to architecture, business, law, marine science, medicine, music, ophthalmology, and psychiatry. All are accessible to graduate students at UM. Combined, the libraries hold: 3 million volumes, 245,000 electronic books, 74,000 electronic and print serials, 3 million microforms, 300 electronic databases with desktop access, and a federal government documents depository. An active CaneCard is recommended for entry and book loans. Visit the [UM Libraries website](#) for more information or call 305-284-3233.

The Learning Commons

Located in the Richter Library on the Coral Gables Campus is the Learning Commons, which supports learning at the University of Miami through the co-location, coordination and enhancement of existing academic services. Complementing the classroom experience, the Learning Commons helps students in all disciplines pursue their own intellectual goals in conversation with peers and experts and with access to scholarly and creative resources. Within the Learning Commons are dedicated resources, including study space, specifically available for exclusively for graduate students.

The Writing Center

Housed within the Richter Library's Learning Commons is the Writing Center. Students are strongly encouraged to visit the Writing Center to learn more about writing and how to improve their writing skills. Writers at all levels can benefit from sharing their writing with someone who is both knowledgeable and trustworthy, someone who is not grading them or evaluating their work. The Writing Center's professional and friendly staff of faculty and graduate students will work with students in one-to-one consultations on all stages of the writing process: from note-taking and pre-writing to revision strategies and proofreading techniques. Students can make an appointment by calling 305-284-2956, or visiting the [Writing Center's website](#).

The Creative Studio

The University of Miami Libraries' Creative Studio has an array of multimedia equipment that can be checked out by current UM students and employees for both beginners and advanced users. For a list of equipment and learning? policies and procedures, please visit the [Creative Studio website](#).

The Camner Center for Academic Resources (ARC)

The ARC is open to all students for help in all subject areas. Students only need to schedule an appointment to meet with a personal tutor. The ARC also offers disability services. For more information, call 305-284-2800, email tutoring.arc@miami.edu or visit Room 2400 of the Whitten University Center, Coral Gables.

Office of Disability Services (ODS)

The ODS provides academic resources and support to ensure that students with documented disabilities are able to access and participate in the opportunities available at the University of Miami. ODS is the primary university office responsible for the coordination of auxiliary aids and services for students with disabilities. ODS provides academic accommodations and support to ensure that students with disabilities are able to access and participate in the opportunities available at the University of Miami. Individuals with disabilities must request academic accommodations through ODS. Accommodations are determined on a collaborative and case-by-case basis and are based on the documentation provided by the individual. ODS staff will work collaboratively with students to determine what academic adjustments and educational auxiliary aids are reasonable to ensure that students with disabilities are not subject to discrimination. Before a determination is made regarding a request for accommodations, the student must complete the proper forms and submit current, appropriate, and full documentation of the disability as required by ARC. All students seeking accommodations for a disability must register by the deadlines published by ODS. To schedule an appointment with ODS, call 305-284-2374 or email disabilityservices@miami.edu. ODS is located in Whitten University Center 2400.

Office of the Dean of Students

The mission of the [Dean of Students Office](#) is to foster the personal development of students by providing a range of programs and services that create an optimal learning and living environment. The Graduate Student Honor Code and the Student Rights and Responsibilities Handbook are two methods in which the University encourages ethical behavior in all its students. The Graduate Honor Council is a student organization which investigates violations of the Graduate Honor Code and decides appropriate action. The Dean of Students Office also oversees the University Chaplains Association, which consists of various campus ministries to serve the spiritual needs of students. For more information on these and other services offered by the Dean of Students Office, call 305-284-5353, email doso@miami.edu or visit Room 2250 of the Whitten University Center, Coral Gables.

The Sandler Center for Alcohol and Other Drug Education

The Sandler Center sponsors PIER 21, a comprehensive Prevention, Intervention, Education, and Referral program focusing on alcohol and other drug use, misuse and dependency. By working in partnership with all members of the campus community, the Sandler Center strives to promote

healthy lifestyles, educate students about high-risk behavior and increase awareness. For more information, call 305-284-6120, email pier21@miami.edu or visit Room 2250 of the Whitten University Center, Coral Gables appointment [online](#).

The Butler Center for Service and Leadership

The Butler Center provides numerous opportunities for involvement on campus, within the community and elsewhere. Event types and duration vary greatly and differ per organization and semester. Volunteer service is encouraged and facilitated by the Butler Center. Opportunities for leadership training and skill development are available. For detailed information about specific organizations or about the Center, call 305-284-8828, email leadandserve@miami.edu or visit Room 204 of the Shalala Student Center, Coral Gables.

Graduate Student Association (GSA)

The primary function of the GSA is to promote effective graduate student participation in University affairs. The GSA serves as a liaison between graduate students, faculty, and the administration. In addition, the GSA exists as a forum to support and improve the quality of the graduate student environment at the University of Miami. The University of Miami GSA is an active member of the National Association of Graduate-Professional Students. All graduate students at the University of Miami are members of the GSA. Visit the [GSA website](#) for more information. To contact the GSA, please call 754-800-1544 or email gsa@miami.edu.

Graduate Activity Fee Allocations Committee (GAFAC)

The Graduate Activity Fee Allocations Committee (GAFAC) oversees the distribution of the unallocated portion of the Graduate Activity Fee to individuals and groups of students throughout the school year. Any graduate student at the University of Miami who has paid the Graduate Activity Fee for all enrolled semesters, current and previous, may apply for GAFAC funding. Part-time students who wish to request GAFAC funding must request to be charged the Graduate Activity Fee when enrolling, since the fee will not automatically appear.

Students may apply for funding only once during the same academic year. All applications must be submitted before the event for which the funds being requested occurs. For more information, call 305-284-5631, email gafac@miami.edu or visit the Student Organization Financial Office, Suite 210, Shalala Student Center - 2nd Floor.

International Student and Scholar Services (ISSS) (move this heading to the next page)

The mission of the ISSS is to provide support services for international students, scholars (faculty and researchers) and observers. Every year, approximately 2,725 international students (undergraduate and graduate), scholars (professors and researchers), and observers from more than 110 countries representing every region of the world study, teach, conduct research, and observe at the University of Miami. ISSS assists international students and scholars with the unique challenges as well as opportunities internationals encounter while pursuing their academic goals at UM. Some of the support services provided by ISSS include: immigration advising, orientation, employment information and authorization, Federal income tax filing, advising regarding personal and adjustment problems, advocacy, and acting as a liaison to sponsors and governments. ISSS also works closely

with the Council of International Students and Organizations (COISO), the umbrella organization for all international student groups at UM, in highlighting the diversity of the University community and in planning cultural events and activities on campus, including International Week and United Nations Day. In addition, the department also advises the Model UN Club and the Model UN Team. For more information, call 305-284-2928, email iss@miami.edu or visit Room 2275 of the Whitten University Center, Coral Gables.

The Whitten University Center

The Whitten University Center, or the UC as it is commonly called, is centrally located on the Coral Gables campus and contains many essential resources. The UM bookstore carries all textbooks for classes offered at the University, as well as study guides, books, apparel, school supplies, and more. Call 305-284-4101 or visit the UM Bookstore just to explore. Other services offered at the UC include a Ticketmaster box office and post office. For more information on these and other services, call the UC at 305-284-2318.

The UM Bookstore

Textbooks can be purchased at the UM Bookstore located at the Whitten University Center. Textbooks can also be purchased through the [bookstore website](#). Book Horizons, located across from the Coral Gables campus, also sells textbooks. Additionally, amazon.com is a great source of new and used textbooks. For rare and out-of-print books, try alibris.com.

Dell and Apple offer University of Miami Students discounts on computers and accessories. These two systems have been approved by the University of Miami because they are compatible with the University Network. Desktop and laptop computers can be purchased from the University Bookstore. For more information, call 305-284-4104, email miami@bkstr.com or visit the *UTech Source* section of the bookstore.

GreenU and our Commitment to Sustainability

The main goals of the Green U program are coordinated through the Department of Facilities, Operations and Planning. This is currently an exciting time for Green U and the University of Miami as we make strives to reduce waste, energy, water consumption, and increase education for the community and beyond. Green U is a cultural movement at the University; each community member's participation is essential for success.

The Sustainability Committee is composed of a panel of diverse stakeholders and community members of our campus. It strives to promote a culture of environmental awareness through the university community, making sustainability one of the core value of our institution; we want to engage our students, faculty, staff, alumni and community as whole in improving our ecological footprint. We want to diffuse sustainable practices that acknowledge the necessary balance between humans and their surrounding environment, and that minimize the impacts on our natural resources; At the U, we transform lives through teaching, research and service. The mission of this committee is to develop an operational model that guarantees this commitment to sustainability.

Since 2017, we have decided to use the [Sustainability Tracking Assessment and Rating System](#) as the most appropriate tool for this endeavor. The Sustainability Tracking, Assessment & Rating System™ (STARS) is a transparent, self-reporting framework for colleges and universities to measure their sustainability performance. UM is an active member of the Association for the Advancement of Sustainability in Higher Education. In 2019, UM received a [Gold rating on STARS](#) for its achievements in sustainability performance. This ranking was allowed by the implementation of our [Sustainability Action Plan 2019](#). Our Sustainability Steering Committee will be preparing our Sustainability Action Plan 2022 based on the results on our STARS report, but you can already send us your feedback on potential improvement of sustainability performance at the U, contact green@umiami.edu.

Copying and Printing (UPrint)

UPrint is the wireless and networked student printing solution for students at the University of Miami. It is a user-friendly application based on the “Green U” initiative and should encourage responsible printing and copying. The UPrint system is expected to reduce waste of paper and consumables by 30%.

UPrint is available to students at select locations on the Coral Gables campus. For more information, visit the [UPrint website](#). UPrint provides the advantages of convenience, security, and sustainability and provides several services, including printing in black and white, printing in color, copying in black and white, copying in color, and scanning with Global Scan (this service is free and allows students to scan any document and send it via email).

Students starting the Fall semester are allocated *130 UPrint credits* for the entire year. Students starting in the Spring Semester are allocated *65 UPrint credits*. Students are allocated *20 UPrint credits* for Summer A and *20 UPrint credits* for Summer B, if enrolled in classes during those sessions. Once the student’s allocation is depleted, the student will be responsible for adding money to their UPrint account. UPrint credits do not roll-over.

Students can now print a document by sending an email via their ***University of Miami-issued email account** to a [UPrint Mobile](#) email address. This includes smartphones, tablets, laptops, and PCs, regardless of their operating system.

CaneCard and CaneID

The Cane Card is an on-campus student identification card. Students, faculty, and staff must present a government issued photo ID such as a driver’s license or passport when acquiring their card. The Cane Card provides access to on-campus student residences, the Otto G. Richter Library, computer laboratories, the swimming pool, the Patti and Allan Herbert Wellness Center (for those who purchase a membership), and other facilities where access has been granted. The Cane Card is also used to control lending privileges at the library, access to athletic and other events (fee required), the purchase of discounted Metrorail tickets, UPrint services, and meal plan privileges. All University of Miami students, faculty, and staff are required to carry their Cane Cards for identification purposes while on campus. Lost or stolen Cane Cards should be reported to the Cane Card office at 305-284-3096 during the week or canecard.pic@miami.edu.

Lost or stolen cards may also be reported to security 24/7 at 305-284-6666. After being reported stolen or lost, a card will be deactivated to prevent unauthorized use. Lost or stolen cards will be replaced for a \$20 fee (fee waived upon proof of police report). Damaged cards will be replaced for free upon exchange of the original damaged card. For all issues with Cane Express accounts, call Student Services at 305-284-6430.

A CaneID is a username/password authentication process that provides access to multiple UM Information Technology systems and services via one username and password. Your CaneID Password safeguards your access privileges on many UM systems and should only be known to you. If you suspect your password has been discovered or revealed to others, change your password. CaneID Authentication Service (CAS) is a login service that allows you to access multiple password-protected Web services on a central authentication server.

Directed Independent Language Study (DILS) *(not offered AY2020-21)*

Directed Independent Language Study (DILS) is designed to give motivated students the opportunity to study languages not currently offered through traditional classroom instruction at the University of Miami. The goal of the program is to assist students to gain linguistic and cultural competence primarily through active conversation in the language of their choice and to promote their ability to adapt and respond to new linguistic and cultural environments. Flexibility is one of the key components of the program as it responds to the students' language needs.

Composed of a minimum of two and a maximum of five students -- is based on a carefully structured relationship between the student, a native speaker of the target language (Language Partner), appropriate study materials, and an outside evaluator. Students in the program are expected to adhere to a daily schedule of work using the designated instructional materials; they are scheduled to meet in practice sessions with their Language Partners for one hour twice a week. They are tested at least once a semester by an outside evaluator who is a qualified language pedagogue at another institution of higher learning where they teach the target language. There is no 'teacher' in the program, as that term is understood in other instructional contexts. Students are the principal actors in a language program and are responsible for their language learning.

Students wishing to pursue language study in DILS must submit an application stating their goals and objectives. The DILS Director identifies appropriate curricular materials, Language Partners and qualified evaluators for students whose applications are considered. Only those applications will receive final approval for which adequate materials, Language Partners, and testing can be arranged. Since establishing the availability of these resources takes time, DILS applications must be submitted in the semester preceding the one for which study is proposed. Students in DILS are strongly encouraged to combine and further develop their on-campus language study with study abroad, field work, internships or work abroad.

DILS is open to qualified graduate students at the University of Miami. Language study in DILS does not earn credit; however, a notation is recorded on the students' transcripts of their language study in DILS. Only students in good academic standing should apply to the DILS program. Interested students should contact DILS Director Dr. Maria Kosinski at DILS@miami.edu.

Campus Entertainment

Tickets to many of UM's on campus entertainment events are offered to current students at a free or reduced rate.

The Cosford Cinema shows current and old movie releases. The 240-seat theater is available for instructional and public exhibitions. Sneak-peeks are shown periodically.

The Maurice Gusman Concert Hall hosts a myriad of performances, ranging from orchestra, to classical, to jazz and chorus. It is also used by students for recording and other musical projects.

The Concert on the Green is a public annual spring series usually consisting of two concerts. It is a wonderful way to relax and enjoy good music and company.

The Jerry Herman Ring Theatre is a venue hosting numerous stage dramas and musicals, performed by students in the Department of Theatre Arts as well as outside performance companies.

Check the [Canes Calendar/News@theU](#) for upcoming events.

Alumni Weekend

Alumni Weekend & Homecoming is a campus-wide event that takes place once a year (typically in November) on the Coral Gables campus, and the one time each year that all 'Canes - students, alumni, faculty, staff, families and friends come together to celebrate being a 'Cane!

It's the UM Alumni Association's biggest event of the year - truly a reason to celebrate! It is a time to return to your alma mater, reconnect with long-time friends, and relive your cherished University of Miami memories. It's a chance to see what all has changed on campus, and to find out what amazing things are happening at the U.

Events include affinity group meetings, receptions, the Homecoming Parade, the Boat Burning, and an amazing display of fireworks.

Dining Services

Well-situated dining options are located throughout campus. The Hurricane Food Court, Wellness Center Juice Bar, Subway, and Starbucks are among the various convenient food and beverage choices available. Specific meal plans ranging from five to 20 meals per week are available to all students, regardless of housing. For more information on dining services, call (305) 284-3584 or visit [Dining Services](#).

The Patti and Allan Herbert Wellness Center

The University of Miami Herbert Wellness Center is a top-quality facility, including a range of programs and classes for all fitness levels. The center boasts a variety of intramural and club sports, group exercise classes and instructional classes that promote healthy living. Personal trainers are available. It is open Mondays through Thursdays from 6am to 12am, Fridays from 6am to 11pm,

and weekends from 8am to 10pm For more information, call 305-284-8500, email wellnesscenter@miami.edu or visit 1241 Dickinson Drive, Coral Gables.

Parking and Transportation

UM offers several options to ease transportation around and between the campuses. Visit the [Parking and Transportation Services' website](#) or call 305-284-3096 for information regarding purchasing student parking permits and campus shuttle service, as well as maps for campus parking.

Cars on Campus

Parking on the University of Miami's Coral Gables campus is a privilege extended to those using the facilities of the University consistent with the terms of the University's Motor Vehicle Parking Code and other policies of the University as they are set or amended by the Provost. Parking privileges are extended only to those eligible members of the University community including trustees, faculty, administrators, staff, students, vendors, and visitors who have paid for a valid UM parking permit. In consideration of being allowed to use the University's facilities for parking, the purchaser of a parking permit agrees to be bound by the rules set forth in the Motor Vehicle Parking Code, and agrees to pay to the University any fine or administrative charge assessed for non-compliance with this code. Students, faculty, employees, and staff may not park in visitor parking spaces, and UM parking permits are not valid at parking meters. For more information, call at 305-284-3096 or visit Suite 100 of the McKnight Building in the Coral Gables campus.

Motorist Assistance Program

The Motorist Assist Program is designed to assist those who experience minor vehicle problems while on the Coral Gables campus. The Motorist Assistance Program can provide jump-starts for dead batteries, access to your locked vehicle, and temporary fixes for flat tires. For assistance, contact UM Police at 305-284-6666. The service is available 24/7.

Bicycles

The University of Miami is recognized as a bike-friendly university by the League of American Bicyclists. Bike racks are located throughout campus. To protect yourself against bicycle theft, lock your bike with a high-quality lock whenever leaving it unattended. It is also helpful to register the bike with the campus police at 305-284-6666 to assist with theft recovery. UMPD issues one free, u-style bicycle lock to all students at the time of registration. For more information visit the [UBike website](#).

Hurry 'Cane Shuttle

The University of Miami operates the Hurry 'Cane Shuttle during the fall and spring semesters. The shuttle fleet, including the bio-diesel fueled Optima buses, is equipped with state-of-the-art wheelchair accessible buses, is available free of charge to all University students, faculty, staff, and visitors, and serves most major campus buildings, parking lots, and the University Metrorail station. Hurry 'Cane Shuttle facilitates use of perimeter parking lots and provides a convenient means of traversing campus without using a personal vehicle.

The Hurry 'Cane Shuttle also offers transportation for students between the Coral Gables and Rosenstiel School of Marine and Atmospheric Science (RSMAS) campus on Key Biscayne. Please check the Parking & Transportation website for the RSMAS Shuttle schedule.

Public Transportation

The University's Transit Program offers incentives and discounts to full-time students, faculty and staff using the Metrorail, Tri-Rail, Metrobus, and Miami-Dade “Park and Ride” express buses. **Full-time students** receive **50%** off the monthly Metrorail pass. To obtain your discount code, visit the [Parking and Transportation Services' website](#). Metrorail provides transfers to Brightline, Tri-Rail, and the Miami International Airport.

Housing and Residential Life

While graduate housing is not provided on campus, the Office of Housing and Residential Life provides assistance to students, staff, and faculty with identifying off-campus housing options. A web-based search engine of community listings and information about off-campus apartment complex listings is available [here](#).

For more information about assistance with off-campus housing, call (305) 284-4505, email housing@miami.edu or visit 1211 Dickinson Drive, Coral Gables.

Campus Police and Emergency Management

The University of Miami Police Department has actively worked to maximize the safety and security of the Coral Gables campus for over 45 years. UMPD supports the University's mission through proactive community-policing efforts and 24/7 patrol by highly-skilled and experienced officers. UMPD also offers continuous crime prevention and safety programming for the University Community.

The University of Miami's Office of Emergency Management works to ensure that the University can preserve its mission of transforming lives through teaching, research, and service when impacted by a major emergency or disaster. The Office of Emergency Management provides a guide to [emergency preparedness](#), as well as overseeing the university's Emergency Notification Network (ENN). In case of any emergency, such as an approaching hurricane, please refer to the ENN for notice of closures. To ensure that your mobile device is properly registered to receive notifications, visit the [ENN website](#).

In case of emergency, dial 8-666 from any blue light phone or quick dial *711.

**OFFICE OF INTERDISCIPLINARY AND PROFESSIONAL STUDIES
COLLEGE OF ARTS & SCIENCES**

1300 Campo Sano Avenue, Suite 215
Phone #305-284-8783
Fax #305-284-2023

IPS Media Directory

College of Arts & Sciences (A&S): as.miami.edu

IPS Office: www.ips.as.miami.edu

Graduate School: grad.miami.edu

Programs:

GHS: globalhealth.miami.edu

LAS: las.as.miami.edu

MAIA: maia.miami.edu

MALS: mals.miami.edu

MSDS: msdatascience.miami.edu



A&S: /UMCAS
MAIA: /MAIAprogram
MALS: /UMiami.MALS
LAS: /UMLAPS



A&S: /school/UMiamiCAS
MAIA: /school/UM-MAIA-program



A&S: /UMiamiCAS

IPS Administration

Maryann Tatum Tobin, PhD - Assistant Dean



Dr. Maryann Tobin is Assistant Dean of Professional Education and Personalized Learning at the College of Arts & Sciences. She earned a Ph.D. in Teaching and Learning with a specialization in Literacy Instruction and a Master of Fine Arts in Communications, both at the University of Miami. An undergraduate alum of the College of Arts & Sciences, Dean Tobin oversees the Office of Interdisciplinary and Professional Studies, as well as new academic program development, enrollment management, online education, and the college's external communications and marketing initiatives. Dean Tobin was previously Associate Professor of Education at Nova Southeastern University, where she led a team that developed simulated learning experiences to certify pre-service and in-service teachers, as well as teaching graduate courses both in-person and online. Her research on digital literacy, problem-based learning, and multimodal curriculum development has been published with the *International Literacy Association* and the *National Council for Teachers of English*. Dr. Tobin maintains her Florida Department of Education Certifications in Clinical Education, English 6-12, and Reading K-12, and was Associate Teacher of the Year in 2001. In 2012, as recognition for her innovative work in education, Dean Tobin was named an Emerging Leader with Phi Delta Kappa International and the U.S. Department of Education, which honors America's top educators under the age of 40.

Frances L. Smith - Senior Program Coordinator (MALS, MAIA, and GHS)



Frances is a long-time UM Hurricane. As the manager for the Department of Biology for 16 years, she worked with many prestigious faculty, four department chairs, coordinated budgets that included almost every type of account used by UM and special projects such as working with the British Embassy to honor one of the co-discoverers of the DNA structure. She transferred to the Master of Arts in Liberal Studies (MALS) program in August 2015 and has become a dedicated MALS and MAIA representative. She has other connections with the "U" as well, graduating with her BBA in Management and Organizations in 2005, then completing her MALS degree in 2012.

Jeny Acosta Bouhout - Senior Program Coordinator (LAS and MSDS)



A native of Miami, Jeny earned her BA in Interpersonal Communication from Creighton University in Omaha, Nebraska. Upon graduation, Jeny spent five years in Morocco teaching English as a foreign language. She returned to the US to continue her teaching career as an elementary school teacher and comes to the University of Miami with significant experience in the professional and educational fields. An avid baker and proud mother of two, Jeny speaks Spanish and Moroccan Arabic and is an alumni of UM's Master of Arts in International Administration (MAIA) program.

Catherine Shaw - Recruiter



Cathy holds a BS in Journalism and Communications with a Minor in Business from the University of Florida. She recruits for the College of Arts & Sciences professional programs, generating new business, managing external and internal admissions, and facilitating special events. Prior to arriving at UM, Cathy served as Assistant Vice President and Branch Manager in banking with extensive experience in investment advising, mortgage loan origination, exempt level corporate recruiting, sales consulting, organizational development, and employee relations for the Southern Region of the South Florida market. A native of Miami, with a deep sense of commitment to others and passion for her community, Cathy is involved in several volunteer initiatives, including UM's Beaux Arts, Junior League of Miami, Fairchild Tropical Gardens, Switchboard of Miami, Baptist Hospital Foundation, Baptist Miami Cancer Institute, and The Montgomery Estate. Cathy is also licensed in Florida Real Estate.

Nicole Kornicks - Marketing Specialist



Nicole joined the Office of Interdisciplinary and Professional studies in June 2018. She attended the University of South Florida (USF) where she obtained her Bachelor of Arts in Marketing and her Master of Science in Marketing. Her area of concentration included marketing research and marketing strategy. Nicole is particularly interested in the field of sensory marketing and its influence on the consumer's decision to purchase. During her time at USF, Nicole worked as a supervisor in the Procurement Services department. Nicole decided to begin her marketing career at "the U" where she hopes to gain valuable industry knowledge and make a positive impact at the College of Arts & Sciences.

Daniela Mendoza - Administrative Assistant (move to next page)



Daniela is the administrative assistant for the Office of Interdisciplinary and Professional Studies. She comes to the University of Miami from the legal field, having previously worked in an administrative capacity with various Miami firms. She also served as a manager for the pre-litigation department of a local firm for seven years. Daniela is bilingual in English and Spanish and learning Portuguese. Inspired by her two children, she is continuing to pursue her undergraduate degree at UM.

MASTER OF ARTS IN GLOBAL HEALTH AND SOCIETY GHS

GRADUATE PROGRAM DIRECTOR: LOUIS HERNS MARCELIN, PhD

The GHS Program

The Master of Arts in Global Health and Society is the graduate degree offering of the College of Arts & Sciences' Global Health Studies program (GHS), which includes the undergraduate major in Global Health Studies, minor in Social Science & Medicine, and minor in Medical Humanities. GHS provides a comprehensive framework of global health that underscores the sociopolitical, economic, and geographic factors that, in addition to biomedical factors, impact health conditions of various countries and populations throughout the world.

The GHS program is 36 credits and offers a range of interdisciplinary courses that examine the emerging challenges to human health and security, the differential access and adoption of evidence-based health policies and practices, and how these interventions translate from international to community scales.

Our students gain the social science knowledge and methodologies to integrate stakeholders and researchers in the design, implementation, interpretation of community-based participatory studies. Additionally, graduates of our program acquire skills in leadership and advocacy, combined with a deep understanding of policy and governance, and are prepared to assist private, government, non-profit, and for-profit organizations formulate new global and community health strategies.

The GHS program is a member of the Consortium of Universities of Global Health (CUGH)



The GHS Curriculum

There are three tracks in the GHS program:

- Global Health Professional General
- Policy, Governance and Advocacy
- Community-Based Participatory Research, Monitoring and Evaluation (CBPR)

EPH courses are taught at the Miller School of Medicine's Department of Public Health Sciences.

The Miller School Campus is located in the Health District near Downtown Miami.

Global Health Professional Track

This track is designed for professionals who are already in the health field but require substantial social science and epidemiological knowledge and methodologies to complete their training. These students may have strong interest in (or are already working in) developing countries or underserved areas. The Global Health Professional track provides a training in both qualitative and quantitative research methods. It also allows students the ability to design their own program of elective courses according to their needs. Substitute courses may be permitted for some coursework that includes tailored research and independent study courses with faculty approval.

<i>Global Health Professional Track</i>		
Core Courses		
<u>APY 611</u> or <u>SOC 613</u>	Methods of Anthropological Research Or Qualitative Research Methods	3
<u>EPH 601</u>	Medical Biostatistics I	4
<u>EPH 612</u>	Global Health	3
<u>APY 612</u>	Advanced Medical Anthropology	3
<u>EPH 621</u>	Fundamentals of Epidemiology	3
<u>INS 639</u>	Globalization and Health	3
Electives		11-12
Capstone/Thesis		
<u>EPH 680</u> & <u>EPH 681</u> OR <u>APY 805</u> & <u>APY 810</u>	Practical Field Experience and Capstone Experience Project OR Graduate Internship: Professional Practice of Anthropology and Master's Degree Thesis Preparation and Writing	5-6
Total Credit Hours		36

Please note: EPH 612 is only offered as a winter intersession course, requiring students to attend class from 9am-5pm for one full week.

Depending on the student's choice of Capstone (5 credits) or Thesis (6 credits), the student may be advised to take either 11 or 12 credits of electives, so that their plan of study totals 36 credits.

Students may choose either a Capstone or a Thesis to complete their degree. The 5-credit Capstone is offered through the Department of Public Health Sciences at the Miller School of Medicine and requires 150 hours of fieldwork and a final project. The 6-credit Thesis is offered through the Department of Anthropology at the College of Arts & Sciences and includes an internship, usually completed over the summer, as well as a successfully defended thesis

Policy, Governance and Advocacy Track

This track provides graduate students a comprehensive framework of global health that underscores the sociopolitical, economic, and geographic factors that, in addition to biomedical factors, impact health conditions of various countries and populations throughout the world. It focuses on the global health policies and governance models that are aimed at addressing these challenges. This concentration prepares interested graduate students to understand and critically evaluate global

policy frameworks. Students in this track will analyze key issues and controversies in global health policy and delivery (e.g. priority setting, design of health systems, primary health care, equity considerations). Substitute courses may be permitted for some coursework that includes tailored research and independent study courses with faculty approval.

<i>Policy, Governance, and Advocacy Track</i>		
Core Courses		
<u>APY 612</u>	Advanced Medical Anthropology	3
<u>IGS 647</u> or <u>INS 645</u>	Disasters and Humanitarian Assistance Or Disasters, Terrorism and Global Public Health	3
<u>POL 655</u>	Public Policy and Health	3
<u>EPH 612</u>	Global Health	3
<u>EPH 614</u>	Global Outbreak	3
<u>EPH 616</u>	Global Health and Global Justice	3
Electives		12
Capstone/Thesis		
<u>APY 805</u> & <u>APY 810</u>	Graduate Internship: Professional Practice of Anthropology and Master's Degree Thesis Preparation and Writing	6
Total Credit Hours		36

Community-Based Participatory Research, Monitoring and Evaluation (CBPR) Track

This track will provide graduate students skills to build partnership and active participation to address critical health issues in communities throughout the world. It provides unique social science skills to integrate community members, local stakeholders, elected officials, and researchers in the design, implementation, interpretation of community-based participatory studies as well as uses of research and evaluation results to develop integrated policies to improve the wellbeing of community members. Community-Based Participatory Research is a methodology that has been widely endorsed by major global health players, including the NIH's Office of Behavioral and Social Sciences Research. Substitute courses may be permitted for some coursework that includes tailored research and independent study courses with faculty approval.

<i>CBPR Track</i>		
Core Courses		
<u>EPH 612</u>	Global Health	3
<u>APY 611</u>	Methods of Anthropological Research	3
<u>APY 616</u>	Advanced Workshop in Anthropology	3
<u>EPH 621</u>	Fundamentals of Epidemiology	3
<u>SOC 614</u>	Evaluation Research	3
<u>EPH 647</u>	Community Based Participatory Research	3
Electives		12
Capstone/Thesis		
<u>APY 805</u> & <u>APY 810</u>	Graduate Internship: Professional Practice of Anthropology and Master's Degree Thesis Preparation and Writing	6
Total Credit Hours		36

Global Health Capstone

The GHS program can be completed via a thesis or an internship.

Internship

This is a three- or six-month internship. Three-month internships are for 3-credits and are done in either semester or the summer. Six-month internships are for 6-credits and are done either from spring to summer or from summer to fall. Students will be assigned an internship supervisor in the academic unit and also at the location of the internship. The internship culminates with a report detailing the work done and knowledge gained, and a presentation to faculty and students in the program.

The University of Miami has a broad range of corporate, governmental, and NGO partnerships that provide internships in data science. The GHS provides exclusive experiential learning experiences and industrial connections for our students, both in program and post-graduation, with the cooperation of the Toppel Career Center.

Upon admission, students will be asked to declare if they plan to pursue an internship. If so, they should schedule a meeting with the Assistant Dean.

Thesis

Decision as to the thesis subject must be approved by the program.

Full-time registration is required during the semester or summer session in which a candidate defends the thesis. Students who wish to have this requirement waived must have a written request provided to the Graduate School by the Dean of their respective college or school, or the Dean's designee.

The thesis committee will consist of no less than three members.

The committee chair must be Regular Faculty from the student's program or department of concentration (this includes secondary appointments). In addition to the chair, one of the remaining members must also be Regular Faculty or have Graduate Faculty status in the student's program or department of concentration; the third member must be an outside member. "Regular Faculty" are faculty having tenured or tenure-earning appointments of a program or department. A thesis or dissertation committee cannot be chaired by a person unless they hold a higher or equivalent degree as the candidate for the graduate degree.

Exceptions to the committee composition may be approved by the Dean of the Graduate School.

The committee is nominated by the Graduate Program Director of the program concerned. The duties of the thesis committee are similar to those of the dissertation committee. When a student has completed coursework, it is recommended that those students in programs requiring a thesis discuss with their advisor a suitable topic and form a committee per guidelines noted above.

GHS students must defend their thesis by the date specified in the Academic Calendar and on the [ETD website](#), upload one Dissertation Editor-approved PDF conforming in style to the formatting

standards set by the Graduate School to the ETD database, and submit the three final forms to the Graduate School on or before the last day of exams in the semester the student wishes to graduate. Final forms include one Certificate of Defense Approval form, one ETD Final Content Approval form, and one ETD Availability Agreement form. The forms are available on the Forms page of the Graduate School [website](#).

All students are required to adhere to the following deadlines (and the requirements associated with these deadlines) posted on the [ETD website](#):

- 1) Deadline to defend the thesis, dissertation, or doctoral/lecture recital essay;
- 2) Deadline to submit the full draft of the thesis, dissertation, or doctoral/lecture recital essay draft for formatting review by the Dissertation Editor (Doreen Yamamoto, Associate Director of Programs);
- 3) Deadline to produce the final PDF; and
- 4) Deadline for completion.

It is the duty of the student to acquire a copy of the formatting guidelines for preparing theses and to conform to the requirements therein. It is recommended that students begin the process early in the semester by discussing with their advisors a suitable timetable for meeting these deadlines. The Graduate School also encourages students to contact the Dissertation Editor (Doreen Yamamoto, Associate Director of Programs) early in the semester at grad.dissertation@miami.edu if they have questions regarding any aspect of the ETD process.

A final public oral defense of the thesis is required. However, no one but the members of the thesis committee may interrogate the candidate. These examinations must be held at least two weeks prior to commencement.

GHS Faculty



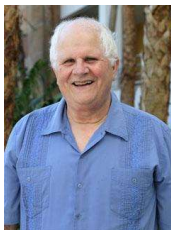
Louis Herns Marcelin, PhD is Director of the Global Health Studies Program. Dr. Marcelin is a sociocultural anthropologist whose research focuses on anthropology of family and kinship in the Americas. His research also examines questions related to health and human security, and the roles of power, violence, and marginalization in society (particularly in Brazil, Haiti, the Dominican Republic, and the United States). He began his career conducting extensive field research on family, kinship, and religious practices in rural and urban areas of Haiti, which became a widely-used and widely-cited reference among social scientists interested in understanding Haitian sociocultural dynamics. His five-year doctoral field study on “Family, Domesticity, and Kinship among Afro-Brazilians,” at the Universidade Federal do Rio de Janeiro analyzed family processes among Blacks in Northeastern Brazil. The study has proven critical for subsequent analysis of the political economy of race in Brazil, the social organization of exclusion, and the resilient nature of plantation structures that underlie the marginalization of people of African descent, not only in Brazil but throughout the Americas. In furtherance of these research interests, he was awarded NIH/NIDA research grants to implement the Haitian Adolescent Study over 13 years to investigate the intersections of marginalization, health risks, drug use, gang violence, and immigration processes in the United States (South Florida). In 2007, he led the creation of the Interuniversity Institute for Research and Development-[INURED](#) in Port-au-Prince, Haiti. INURED is a transnational and transdisciplinary institute with the mission to contribute to the development of high-level research and scientific training in Haiti and the Caribbean with the aim of improving the educational, socio-economic, and political condition of these societies. INURED has served as a conduit for cross-disciplinary collaborations between University of Miami students and faculty, their peers from other universities, with local community stakeholders through participatory research. These collaborative endeavors have given rise to milestone studies, including the first national study on Violence Against Children (VACS) in Haiti, funded by the Centers for Disease Control and Prevention (CDC); the study of Public Policies, Migration, and Development in Haiti, a 10-country comparative case study funded by the Organisation for Economic Co-Operation and Development (OECD); the study of Diaspora Impact on Recovery in Post-Conflict and Post-Crisis societies, funded by the International Development Research Centre (IDRC) as well as the

Study of Higher Education and Development in Haiti funded in part by the U.S. Fulbright Scholars program and INURED, among other important studies. Most recently, Dr. Marcelin served as the Principal Investigator for a post-disaster study of Hurricane Matthew in Haiti titled, “Mapping Assets-Access for Equitable Recovery and Reconstruction in southern Haiti. For more info visit [this site](#).



Imelda Moise, PhD is an Assistant Professor in the Department of Geography and Regional Studies. Trained as a health geographer, Dr. Moise's overarching program of research focuses on families and communities at risk. Her methodological expertise lies in utilizing quantitative and qualitative methods, often employing mixed methods study designs including geospatial analysis to examine the sociocultural and contextual factors associated with health inequities. She was recently awarded the College of Arts & Sciences Scholarly and Creative Recognition Award and the American Evaluation Association fellowship focusing on culturally responsive evaluation theory and practice. She also serves as a member of the Master of Public Health Advisory Committee at the University of

Illinois Springfield and is a member of the Vector Control Workgroup of the National Association of County and City Health Officials (NACCHO). She has completed work as the Principal Investigator of a RWJF New Connections award, “Examining age, racial and gender differences in the causes and contexts of alcohol-related trauma hospitalizations among adolescents and young adults (aged 10-24) in Illinois.” Dr. Moise is committed to geographic and public health research, teaching, and practice, and how they inform one another. She engages in scholarship of teaching and learning research to determine how to best prepare the next generation of geographers and global health professionals.



J. Bryan Page, PhD is a Professor of Anthropology. Dr. Page specializes in studying the consumption of drugs in urban, street-based settings. His 42-year career in the anthropology of drug use has focused on the consequences and impacts of various patterns of legal and illegal drug use in a wide variety of cultural settings. Among his funded projects supported by the National Institute on Drug Abuse and the National Institute of Mental Health are studies of: poly-drug use in the Seminole Tribe of Florida, poly-drug use among Cuban immigrants, prescription drug use among women, long-term marijuana use among Costa Rican working class men, HIV risk and disease progression among injection drug users (IDUs) in Miami, HIV risk among IDUs in Valencia, Spain, response to the HIV epidemic among Haitian Women, Haitian youth and gang activity, and needle cleansing behavior among Miami IDUs. These projects have resulted in the publication of over 100 peer reviewed articles and book chapters and numerous other materials, plus two peer reviewed books co-authored with Merrill Singer. After serving fourteen years a Chair of the Department of Anthropology, he is returning to a mix of teaching and research.



Shouraseni Sen Roy, PhD is a Professor in the Department of Geography and Regional Studies. Professor Sen Roy's research and teaching interests center on Climatology and GIS. Her work focuses on spatio-temporal patterns of precipitation across the Indian subcontinent, using advanced statistical GIS techniques to analyze trends in climatic variables. Research projects include: the impact of global teleconnections on the summer precipitation in India; trends in the occurrence of extreme precipitation events in India; diurnal patterns in the timing of winter precipitation in the United States; and the impact of cloud cover on diurnal temperature ranges. Her research has been published in *The International Journal of Climatology*, *Physical Geography*, *Monthly Weather Review*, *Geophysical Research Letters*, and *Climate Research*.



Justin Stoler, PhD is an Associate Professor in the Department of Geography and Regional Studies. Dr. Stoler's research explores the geographic patterns of urban health disparities and environmental influences on social and behavioral epidemiology. He holds a secondary appointment in the [Department of Public Health Sciences](#), and is an affiliate of the [Abess Center for Ecosystem Science & Policy](#). Dr. Stoler enjoys field work and has worked in several countries—including a decade of experience in Accra, Ghana—exploring links between neighborhood structure, geodemographics, the environment, communicable diseases, and water insecurity. Dr. Stoler employs a variety of spatial modeling techniques in his work, often integrating quantitative and qualitative methods, and co-directs the [Health Geographics Lab](#), which provides research opportunities to students at all levels. His courses blend GIS and geographic frameworks with contemporary population, environmental, and global health issues, and Dr. Stoler directs the interdisciplinary minor in [Social Science & Medicine](#).



Jyotika Ramaprasad, PhD is Professor in the School of Communication at the University of Miami. Previously, she has held positions of administrative responsibility as Associate and Interim Dean in Southern Illinois University, Carbondale. While her earlier research focused on newsflow, media representation, and advertising, her recent interests are in journalism studies and social and behavioral change communication. Almost all of Ramaprasad's past and current work is international in orientation spanning Africa, Asia, and Europe. She has also been a Fulbright scholar at an Indian institute of communication and a Fulbright Specialist in Germany and South Africa. In the area of journalism studies, Ramaprasad is part of two major collaborative projects: the BRICS media systems project funded by the Academy of Finland and the Worlds of Journalism Study (WJS) funded from various sources. For the BRICS study, Ramaprasad conducted in depth interviews with journalists in two cities in India. An edited volume, based on the empirical part of the BRICS study, in which the BRICS research team surveyed journalists in all BRICS countries, has now been published. Ramaprasad is co-editor of this book: Pasti, S., & Ramaprasad, J. (Eds.). (2017). *Contemporary BRICS Journalism: Non-Western Media in Transition*. NY: Routledge. For the WJS study, Ramaprasad collected quantitative data in two countries, Botswana and India. For this project too, she is coediting a book. In the area of social and behavior change, the current study that is most advanced in its execution, and has both research and applied parts to it, examines interactions between the Roma and health care professionals in Macedonia with the goal of improving their quality. Ramaprasad has taught international communication, graphics, advertising, theory, and method courses. Currently, she teaches communication for social change using both structural and individual level approaches from critical, psychological, and communication theory perspectives.



Viviana E. Horigian, MD, MHA, is Associate Professor of the Department of Public Health Sciences at the University of Miami, Miller School of Medicine. She is currently serving as the Director of Public Health Education and as a director of the Americas Initiative for Public Health Innovation. She is also the Executive director of the Florida Node Alliance of the National Drug Abuse Treatment Clinical Trials Network (CTN) housed at the University of Miami. The Florida Node Alliance is a partnership between scientists and program leaders at the University of Miami with scientist and practice leaders from community treatment agencies located in Florida, Colorado, North Carolina, Georgia, Massachusetts, Puerto Rico, and the Virgin Islands. As partners scientists and practitioners design and implement and train in interventions for alcohol and drug abuse treatment. Dr. Horigian has contributed to the design and implementation of the trials led by the Florida Node Alliance manages its day to day operations and has more than 15 years of experience in the implementation of multi-site randomized clinical trials. Most of her research within the CTN network has been dedicated to evaluating the effects of a family therapy intervention, Brief Strategic Family Therapy BSFT® for adolescent drug abuse. Dr. Horigian's research career has been committed to improving practice through the implementation of clinical trials in real-world settings, and more recently in creating the local capacities that would allow the implementation of such trials. She was honored with the 2015 National Institute on Drug Abuse (NIDA) International Program Award of Excellence. She is a member of the Society of Clinical Trials and the National Hispanic Science Network.



David Lee, PhD, has been a faculty member in the Department of Public Health Sciences at the University of Miami Miller School of Medicine since 1990 where he currently holds the rank of Professor. He also serves as the Chair of Graduate Programs, overseeing MPH, MSPH, and PhD programs in public health, epidemiology, and biostatistics. He has been involved in the mentoring of students including service on 25 dissertation committees and assisting students to obtain F30/F31 support for their graduate studies. Dr. Lee is a chronic disease and occupational epidemiologist and has been continuously funded as Principal Investigator on various grants from the National Institutes of Health and the Centers for Disease Control and Prevention since 1993. He also serves as Principal Investigator for the Florida Cancer Data System, which is the second largest state cancer registry in the United States. Dr. Lee is lead or co-author on over 200 peer-reviewed research articles. A strong emphasis on health disparity reduction is a crosscutting theme within his research portfolio. Additionally, students are active members of his research teams contributing to the 50+ student-led publications in leading biomedical journals including the American Journal of Public Health, Preventive Medicine, Cancer, Circulation, Diabetes Care, and the American Journal of Ophthalmology. Dr. Lee's current research interests include: public health applications of mindfulness practices (e.g., yoga, meditation) for the prevention and management of chronic disease, enhancing the health of the US workforce, population approaches towards the reduction of eye disease, and cancer surveillance and prevention.

MASTER OF ARTS IN INTERNATIONAL ADMINISTRATION MAIA

GRADUATE PROGRAM DIRECTOR: BRADFORD R. MCGUINN, PHD

The MAIA Program

The University of Miami's Master of Arts in International Administration (MAIA) Program is an interdisciplinary graduate degree designed to prepare students for careers in the administration of public and private organizations. Our program of study assists students in the identification, analysis and management of the complex problems that confront modern institutions. It combines academic considerations of politics and culture with those of business, finance and management to provide participants with the skills necessary to pursue a range of career objectives in both domestic and international contexts. Student learning outcomes for the MAIA program encompass five core domains of study, reflected in the required coursework:

- World Politics and Diplomacy
- International Organizations
- Global Cultures
- International Political Economy
- Strategic Management

The MAIA program is an affiliate of the Association of Professional Schools of International Affairs (APSIA).



MAIA Curriculum

MAIA with a Certificate in Security Management

The MAIA Concentration in Security Management combines MAIA with a Certificate in Security Management and is designed to prepare administrators of public and private organizations to meet multidimensional security challenges in the post-9/11 world. From threats posed by violent human actions to natural disasters and data security, management in times of acute crisis demands a unique array of insights and skills. The program is grounded in an academic, theoretical, understanding of security problems and emergency management strategies. It also emphasizes the development of the practitioner's arts within the strategic, tactical and operational realms of security administration.

<i>MAIA Core Courses</i>		15 credits
IGS 611	International Organizations	
IGS 612	International Administration	
IGS 613	Global Cultures: Religion, Communication, Security	
IGS 614	World Affairs and Diplomacy	
IGS 615	International Political Economy	
<i>Security Management Courses (choose 4)</i>		12 credits
IGS 644	Energy Security and Environmental Sustainability	
IGS 645	Human Security: Prevention and Mitigation	
IGS 646	Civil Security Management	
IGS 647	Disasters and Humanitarian Assistance	
IGS 649	Disruptive Technologies and the Cybersecurity Landscape	
IGS 617	Capstone in International Administration	3 credits
TOTAL		30 credits

Certificate in Security Management

The Certificate in Security Management aims to address issues related to the management of security for public and private organizations. It concentrates attention on the intellectual and operational challenges associated with the task of protecting people and property within a changing landscape of threat from human and natural sources. At the epistemic center of the program of study will be a complex understanding of security, requiring mastery of vocabularies across academic disciplines and conjoining insights of a technical and theoretical nature in a fashion that allows security managers to be effective and sensitive to the varied contexts shaping their decisions.

Interdisciplinary academic study in the complex field of security administration is essential as a point of both entry and advancement in this growing profession.

Students may complete a stand-alone Certificate in Security Management for 15 graduate credits, or they may complete a Concentration in Security Management as part of the MAIA program. To be admitted to the Certificate in Security Management, students must complete the same admission requirements for the MAIA program.

<i>Security Certificate Courses</i>		
IGS 613	Global Cultures: Religion, Communication, Security	
IGS 644	Energy Security and Environmental Sustainability	
IGS 645	Human Security: Prevention and Mitigation	
IGS 646	Civil Security Management	
IGS 647	Disasters and Humanitarian Assistance	
TOTAL		15 credits

MAIA with a Certificate in Geospatial Technology

The MAIA Concentration in Geospatial Technology combines MAIA with a Certificate in Geospatial Technologies, specifically Geographic Information Systems (GIS) and satellite remote sensing and is designed to benefit students who seek to enhance their skills in geospatial technology,

especially Geographic Information Systems (GIS) and satellite remote sensing. Students who earn a Geospatial Technology Certificate will enhance employment prospects and/or advance their careers in geospatial technology, particularly in job settings that stress the use of Geographic Information Systems (GIS) and satellite remote sensing.

<i>MAIA Core Courses</i>		18 credits
IGS 611	International Organizations	
IGS 612	International Administration	
IGS 613	Global Cultures: Religion, Communication, Security	
IGS 614	World Affairs and Diplomacy	
IGS 615	International Political Economy	
IGS 616	International Leadership, Strategy, and Decision-Making	
<i>GIS Certificate Courses</i>		9 credits
GEG 691	Geographic Information Systems I	
GEG 692	Remote Sensing of the Environment	
GEG 693	Geographic Information Systems II	
IGS 617	Capstone in International Administration	3 credits
TOTAL		30 credits

MAIA with a Concentration in Risk Communication

The MAIA concentration in Risk Communication, offered with the cooperation of the School of Communication, prepares students to work in leadership positions involving strategic crisis communication, public health emergencies, data management and decision-making.

Keep next section together if possible

<i>MAIA Core Courses</i>		18 credits
IGS 611	International Organizations	
IGS 612	International Administration	
IGS 613	Global Cultures: Religion, Communication, Security	
IGS 614	World Affairs and Diplomacy	
IGS 615	International Political Economy	
IGS 616	International Leadership, Strategy, and Decision-Making	
<i>Required Strategic Communications Course</i>		
STC 620	Public Relations Fundamentals	3 credits
<i>Strategic Communications Electives (choose 2)</i>		6 credits
STC 621	Writing for Public Relations	
STC 622	Design in Public Relations	
STC 623	Crisis Communications and Management	
STC 624	Media Relations	
IGS 617	Capstone in International Administration	3 credits
TOTAL		30 credits

MAIA with a Concentration in Health Equity and Human Rights

The MAIA concentration in Health Equity and Human Rights, offered with the cooperation of the School of Education and Human Development, prepares students for leadership positions in non-profit, government, and health sectors to analyze health inequalities across global borders and within countries, as well as develop relief plans and operationalize humanitarian aid.

<i>MAIA Core Courses</i>		18 credits
IGS 611	International Organizations	
IGS 612	International Administration	
IGS 613	Global Cultures: Religion, Communication, Security	
IGS 614	World Affairs and Diplomacy	
IGS 615	International Political Economy	
IGS 616	International Leadership, Strategy, and Decision-Making	
<i>Required Health Equity & Human Rights Course</i>		3 credits
IGS 647	Disasters and Humanitarian Assistance	
<i>Health Equity & Human Rights Electives (choose 2)</i>		6 credits
INS 609	Globalization and Human Rights	
INS 644	Global Health and International Development	
INS 645	Disasters, Terrorism, and Global Public Health	
INS 672	Global Health Policy and Ethics	
EPS 625	Multicultural Communities in a Globalized Society	
IGS 617	Capstone in International Administration	3 credits
TOTAL		30 credits

MAIA Independent Track

For students that wish to propose their own track within the MAIA program, an independent track is available. This requires that the students meet with their advisor and propose a course of study, selecting electives with the approval of their advisor.

<i>MAIA Core Courses</i>		18 credits
IGS 611	International Organizations	
IGS 612	International Administration	
IGS 613	Global Cultures: Religion, Communication, Security	
IGS 614	World Affairs and Diplomacy	
IGS 615	International Political Economy	
IGS 616	International Leadership, Strategy, and Decision-Making	
<i>Electives</i>		9 credits
IGS 617	Capstone in International Administration	3 credits
TOTAL		30 credits

Electives for MAIA students are available from the course offerings throughout the different departments at the University of Miami. The availability of these courses varies each semester.

Dual Degrees

Master of Arts in International Administration/Master of Public Administration MAIA/MPA

The MAIA/MPA program is designed to prepare students for a career of public service both domestically and internationally. Students will be exposed to the essential components of public service professionalism—excellence in technique, ethics and leadership—to help meet the challenges in the years ahead.

Our award-winning, student-oriented faculty is dedicated to helping you achieve this “professional edge” in small, stimulating seminars, convenient evening courses, super-modern facilities and an excellent record in placing graduates.

Average Program Duration: 2 years

Number of required credits: 60

Course List		
MAIA Core Courses ¹		Credit Hours
IGS 611	International Organizations	3
IGS 612	International Administration	3
or IGS 616	or International Leadership, Strategy, and Decision Making	
IGS 613	Global Cultures: Religion, Communication, and Security	3
IGS 614	World Affairs and Diplomacy	3
IGS 615	International Political Economy	3
MAIA Elective ²		3
MAIA Capstone		
IGS 617	Capstone in International Administration	3
Total MAIA Credits		21

¹ Courses may be substituted with advisor approval. (Should this continue to be an option?)

² Select from the following MAIA elective courses:

- *IGS 644 Energy Security and Environmental Sustainability*
- *IGS 645 Human Security*
- *IGS 646 Civil Security Management*
- *IGS 647 Disasters and Humanitarian Aid*

MPA CORE COURSES (24 credits)

Course List		Credits
POL 601	Budget and Financial Management and Administration	3
POL 606	Organizational Dynamics and Management	3
POL 610	Statistics for Politics and Public Administration	3
POL 622	Introduction to Graduate Public Administration	3
POL 646	Public Policy Process and Implementation	3
POL 647	Human Resource Management in Public Service	3

POL 651	Productivity in the Public and Non-Profit Sectors	3
POL 671	Government and Business	3

INTERNSHIP (3 credits)

Course List		Credits
POL 656	Public Service Internship	3-6

SPECIALIZED COURSES (12 credits)

Students select an additional four courses from those listed below, with at least one course from each of the subfields:

Course List		Credits
Organizational Management and Leadership		
POL 619	Introduction to Game Theory for Political Science	3
POL 624	Non-Profit Organizations: Law, Policy, and Management	3
POL 652	Total Quality Public Service Management: Achieving High Performance Government	3
POL 654	Politics and Ethics	3
POL 696	Special Topics in Public Administration, Policy, and Law	1-3
Topic: Organizational Security Management		
POL 697	Special Topics in International Relations	3
Topic: Ending War and Building Peace		
Equity, Ethics, and Legal Issues in Public Administration		
POL 626	Administrative Law	3
POL 657	Ethical and Managerial Issues in Government, Business and Non-Profit Organization.	3
POL 696	Special Topics in Public Administration, Policy, and Law	1-3
Topic: Equity and Diversity in Public Administration		
Topic: Issues in Judicial Politics		
Issues in Public Policy and Administration		
POL 625	Comparative Public Policy and Administration	3
POL 634	Applied Policy Analysis	3
POL 658	From Electronic Government to Digital Governance	3
POL 696	Special Topics in Public Administration, Policy, and Law	1-3
Topic: Bureaucratic Politics		
Topic: Money, Power, and Politics in American Cities		

***Master of Arts in International Administration/Master of Public Health
MAIA/MPH***

The MAIA/Master in Public Health (MAIA/MPH) degree is offered jointly by the College of Arts and Sciences and the Miller School of Medicine's Department of Public Health Sciences. The joint degree is designed for students who seek an in-depth knowledge of public health with training in international management, organizations, and administration. Students may complete the requirements for the MAIA and MPH degrees consecutively or in succession.

Students may choose to pursue one shared topic between both MAIA and MPH capstone experiences.

Average Program Duration: 2 years

Number of required credits: 60

MAIA REQUIREMENTS (30 credits)

Course List		Credit Hours
IGS 611	International Organizations	3
IGS 612	International Administration	3
IGS 613	Global Cultures: Religion, Communication, and Security	3
IGS 614	World Affairs and Diplomacy	3
IGS 615	International Political Economy	3
IGS 616	International Leadership, Strategy, and Decision-Making	3
IGS 617	Capstone in International Administration	3
MAIA Elective Courses		9
MPH Requirements		30
Total Credit Hours		60

MPH REQUIREMENTS (30 credits)

Course List		Credit Hours
Core Courses		
EPH 600	Introduction to the Science & Practice of Public Health	3
EPH 601	Medical Biostatistics I	4
EPH 617	Disease Prevention and Health Promotion	3
or EPH 620	Health Education and Behavior	
EPH 621	Fundamentals of Epidemiology	3
EPH 631	Public Health Administration	3
or EPH 632	U.S. Health Systems	
EPH 641	Environmental Health	3
Generalist Concentration		
EPH 602	Biostatistics II	3
or BST 625	Survey of Statistical Computing	
EPH 607	Interdisciplinary Health Communication	3
EPH 644	Fundamentals of Program Evaluation	3
or EPH 656	Qualitative Research Methods	
or EPH 647	Community Based Participatory Research	
Capstone		
EPH 682	Generalist Capstone Project	2
MAIA Requirements		30
Total Credit Hours		60

MAIA Core Courses

IGS 611 International Organizations

Offered Spring

Covers the entire spectrum of international organizations and the theoretical and practical issues relating to international organizations including peace and security, human rights, and economic development.

IGS 612 International Administration

Offered Spring

Presents a broad overview of concepts, theories, processes, and practical global challenges confronting professional public/nonprofit managers; discusses contemporary issues facing multinational corporations, non-government organizations, and public agencies; and analyzes the similarities and differences between public, non-profit and private management.

IGS 613 Global Cultures: Religion, Communication, and Security

Offered Fall

An overview of world religions and cultures as a backdrop of effective communication for international professionals. Religious and political conflicts have increasingly become a staple of our complex, globalized world. As a result, it is important for professionals working with international and non-governmental organizations to understand the religions and the cultures of the world to better facilitate their work in different societies in Africa, Asia, Europe, the Caribbean and the Americas. Since religion is an integral part of many cultures, understanding the religious implications of certain activities is important in navigating certain societies and facilitating the work of professionals, especially in regions where religion and political violence dominate foreign relations and foreign policy.

IGS 614 World Affairs and Diplomacy

Offered Fall

This course introduces the conceptual basics of international relations and trains students in analytical and critical thinking skills through familiarity with the broad palette of issues and actors that make up today's world politics. Topics include the origins of the state and its changing role in today's world and an examination of the actors in international relations and the issues before them.

IGS 615 International Political Economy

Offered Spring

Reviews the essentials of International Economics. It then provides students with an operational understanding of the theory of comparative advantage and its application to policy issues.

IGS 616 International Leadership, Strategy, and Decision Making

Offered Fall

Explores organizations from the strategic perspective of the leader, identifying common elements of thinking, structure, measures, outcomes, issues, and challenges faced by those who seek leadership roles in international administration.

Elective Courses within the MAIA Program

IGS 644 Energy Security and Environmental Sustainability

Offered Spring, Summer

The concepts of environmental sustainability and energy security will be covered, stressing the importance of energy and mitigation of climate change in formulation of country strategies, advancement of national interests and shaping of the international system.

IGS 645 Human Security: Prevention and Mitigation

Offered Spring, Summer

The theoretical approaches and the major global threats to human security along with some of the most promising policy solutions will be explored. Some of these human security threats are well known, like genocide, and others, like cybersecurity, are newly emerging.

IGS 646 Civil Security Management

Offered Summer

This course examines the management of civil crisis issuing from violent human actions. In the first section of the course, a framework will be developed that addresses the security of “civil space,” emphasizing actions threatening public order and individual safety. Emphasis will be placed on the burdens of “critical incident management” and the elements central to its success. These elements—planning and contingency, leadership and management, intelligence and analysis as well as operations and communication—will be engaged further in the second section. The final section of the course will examine specific threats to civil order and the management of systems designed to mitigate their effects.

IGS 647 Disasters and Humanitarian Assistance

Offered Summer

This course examines the management of disasters from natural causes. It is focused primarily on the theory and practice of response. At the center of this investigation is a difficult question: how to help? The answers are not obvious. Through the vocabularies of practitioners and the frameworks offered by academic literature, we will explore the ways in which responders respond, the lessons learned and the best practices that have emerged in the field of disaster response and humanitarian intervention.

IGS 648 International Business Finance (can substitute for IGS 615)

Offered Summer

International Finance provides a working knowledge of international financial issues, theories, concepts and practice. The first part of the course examines the mechanics of the foreign exchange market, reviewing spot, forwards, futures and options. The second part of the course constructs the four building blocks of international finance: interest rate parity (covered and uncovered interest rate arbitrage), purchasing power parity, the international Fisher (expectations) effect, and asset market equilibrium (money market and exchange market equilibrium). The role of the money supply in exchange rate and price level determination according to interest rate parity is stressed. The case for common currencies is reviewed. In the third part of the course, currency risk management is explored in detail. We then analyze Ponzi schemes and other fraudulent financial practices. We conclude with a review of financial leverage, moral hazard and the financial crisis of 2008-2009.

Internships and Curricular Practical Training (CPT)

Internships may be completed at any point in the MAIA program and are critical to students' pre-professional training. Upon admission, students will be asked to declare if they plan to pursue an internship. If so, they should schedule a meeting with the Assistant Dean, who will assist in registering them for *UMI 610 University Internship*, a 1-credit course offered through the Toppel Career Center. This course is offered at no cost to the student but does facilitate both paid and unpaid internships through the Toppel Career Center.

Students who complete an internship are encouraged to use that experience to inform their capstone.

Capstone

IGS 617 Capstone in International Administration

The capstone involves the composition of a paper with the guidance of a professor with expertise in your area of interest or the experiences in your internship. This experience gives students the opportunity to apply academic theory and acquired skills in international administration under real world conditions.

Capstone papers must be supervised by a member of the MAIA faculty and one additional reader, approved by the MAIA Graduate Director. Required forms must be completed within the first two weeks of IGS 617.

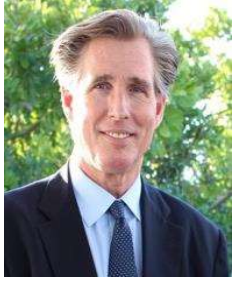
For students who require full-time enrollment, IGS 820 MAIA Masters Project may be taken in place of IGS 617. The requirements for completion remain the same. Students who are enrolled in IGS 820 are considered full-time and will incur full-time student fees.

Professional Development

The Master of Arts in International Administration program is oriented toward the student's professional objectives, with its emphasis on an integrated, problem-management approach to organizational life. The activities and projects of each course are calibrated to this goal. So too, the many speakers MAIA students will encounter during their studies, from the world of business, the national security system, law enforcement, emergency management and politics will add texture to their understanding of the universe of professional possibilities.

Throughout the MAIA program, weekend, online, and evening events will be held in which you will be able to network with invited guests. In addition, MAIA's cadre of in-class speakers provides a robust professional community dedicated to the success of MAIA students and alums.

MAIA Faculty



Bradford R. McGuinn, PhD is Director of the MAIA program and Senior Lecturer with the Department of Political Science and Director of the MAIA program. He holds a PhD in International Studies, with a concentration in Middle Eastern studies, from the University of Miami. His fields of research and teaching include international security, Middle Eastern studies, civil-military relations and political violence. Dr. McGuinn has lectured to groups in the United States military and law enforcement community on questions of violence and insurgency. He has contributed book chapters dealing with security questions in Latin America, West Africa, the Middle East and the Caucasus.

Dr. McGuinn's recent publications include: "The Reshaping of Iraq: Politics, Energy, Security," in Bruce Bagley, ed., *Politics of Energy and the Environment* (forthcoming), "Restatement: Egypt and Abdel-Fattah El-Sisi's Search for Order," in Bruce Bagley, ed., *Consequences of the Fall: Security, Sustainable Development and the Environment* (forthcoming), "Violence: El Salvador's 'Ill-Structured' Problem," in Jonathan Rosen and Hanna Kassab, *Violence in the Americas* (Lexington Books, April 2018), "Twilight Kingdom? Saudi Arabia and the American Challenge: Between Shale and Shi'ism," in Bruce Bagley ed., *After the Fall: Security, Sustainable Development and the Environment*, (Lexington Books, forthcoming), "Where Murder is Easy: The Fragile State of Liberalism in El Salvador," in Hanna Kassab and Jonathan Rosen, eds., *Fragile States in the Americas* (Lexington Books, 2017), "The Violence of Central America: The Obama Doctrine and the 'Liberal Imagination,'" in Kassab and Rosen, eds., *The Obama Doctrine in the Americas: Major Security Challenges* (Lexington Books, 2016), "Azerbaijan's Rites of Passage: Liminality, Centering and the Temptation of Strategic Autonomy," in Remi Piet and Licinia Simao, *Security in Shared Neighborhood's: Foreign Policy of Russia, Turkey and the EU* (Palgrave Macmillan, 2016), "In the Name of Vindice: Latin America's 'Endemic Pattern of Violence,'" in Bruce Bagley, Kassab and Rosen, *Reconceptualizing Security in the Western Hemisphere* (Lexington Books, 2015) and "Functional Dysfunction: Guinea-Bissau, Narcotics Trafficking and the 'Pathological Polity,'" in Marten Brienens and Jonathan D. Rosen, *A Time for Change: New Approaches to Drug Policies* (Palgrave, 2015).



Edmund Abaka, PhD is an Associate Professor in the Department of History. A graduate of the University of Cape Coast in Ghana, West Africa, Dr. Abaka earned his PhD in African History from York University and his Master of Arts in European History from the University of Guelph in Canada. While he teaches the general African history survey classes (History of Africa to 1800 and Africa Since 1800), he also offers specialized courses on Southern Africa (up to Nelson Mandela), Egypt and the Nile Valley (Egypt, Sudan and Ethiopia), West Africa Since 1800, and Pan-Africanism. His graduate classes include Africa and the African Diaspora, Slavery and Emancipation, European Expansion in Africa: Colonialism and Imperialism, and African Historiography. Dr. Abaka's research interests cover commodities and trade in pre-colonial West Africa, Slavery and Emancipation, and the African diaspora. He is currently working on a number of projects: The Hausa Diaspora in Asante and the Gold Coast 1800-1950, "The Land of Ras Tafari Makonnen": A Socio-Cultural History of Ethiopia, The Gold Coast Forts and Castles as Frontiers of the Euro-African Encounter, and The Return Migration of African-Americans to Africa in the 20th century.



Dr. Joseph Ganitsky is Research Professor of Management with the University of Miami's School of Business. He holds a Bachelor of Science Degree from the Universidad de los Andes in Industrial Engineering, his Master of Science in Industrial Management from the Georgia Institute of Technology and his Doctorate of Business Administration from Harvard University. His areas of specialization include strategic planning, international business, Latin American business and entrepreneurship. Research interests include global startups and entrepreneurship, competitive strategies of multinational and local firms in Latin America, corporate response to terrorism and strategies for the bottom of the pyramid. His publications include coauthoring "Foreign Investment Through Debt Equity Swaps," *Sloan Management Review*, Winter, 1988 and "The Debt Crisis: The Departure Point for a New Era for Decision Makers," *The Columbia Journal of World Business*, 21 (3), 1986. Dr. Ganitsky is also a consultant for several major corporations.



Maxime H. A. Larivé, PhD is an Adjunct Professor in the Department of International Studies at the University of Miami teaching for the MAIA program. He holds a position of Senior Research Associate at the European Union Center at the University of Illinois at Urbana-Champaign and Research Fellow at the European Union Center at the University of Miami. He currently works in the private sector conducting market research on questions concerning finance, insurance and new technologies. Dr. Larivé worked as a Consultant for the European Commission/PPMI serving as the country expert for the US on a global project studying the public perception of the EU. Dr. Larivé's lines of research focus on European security and defense, European politics, transatlantic security and politics, the internet of things, energy security, and international political economy. In 2014, he published his first manuscript titled *Debating European Security and Defense Policy: Understanding the Complexity* (Ashgate). In addition to his PhD from the University of Miami, Dr. Larivé holds a Maîtrise in History and Geography from the University of Nice-Sophia Antipolis and a Master's in Political Science from Suffolk University.



Dina Moulioukova, PhD is a Lecturer in the Department of International Studies at the University of Miami, and Assistant Director and co-founder of the Global Security Initiative. She completed her PhD at the University of Miami with focus on innovative approaches to security studies. Prior to her studies at UM, Dr. Moulioukova received her Master of Law degree (LL.M.) at the University of Cambridge. Her current research concentrates on different aspects of security, featuring theoretical approaches to our understanding of human and energy security as well as environmental sustainability. Dr. Moulioukova has also widely published on the topics of her research and is currently finalizing her book for publication. In addition to her academic interests, she has been engaged with a number of projects with the United States Agency for International Development and the Library of Congress.

MASTER OF ARTS IN LATIN AMERICAN STUDIES LAS

GRADUATE PROGRAM DIRECTOR: WILLIAM J. PESTLE, PHD

The Latin American Studies Program at the University of Miami takes an interdisciplinary approach to the study of the politics, economics, cultures, and societies of Latin America and the Caribbean. Courses in the program are offered in departments from every school and college at the University of Miami, and the program's faculty research topics ranging from development economics to immigrant health care, from indigenous music to Caribbean colonial literature, from the archaeology of the region's earliest people to present-day questions of resource conservation and management. Our students become true experts who can speak to a wide range of issues confronting Latin America; experts who can contribute proactively to development and cooperation as well as to business and political analysis in ways that their peers with a more traditional disciplinary focus simply cannot.

The interdisciplinary graduate programs in LAS offer excellent preparation for careers in international business, law, banking, work in philanthropy, economic development, the environment, government service, education, health care, or journalism.

Mission

The mission of the Master of Arts in Latin American is to offer students the tools and resources that enable them to advance and disseminate knowledge of the history, literature, culture, politics, and economics of the region using various theoretical and analytical approaches.

Goals

This graduate program furthers the skills and knowledge gained in undergraduate study and expects graduates to conduct scholarly research, formulate an academically rigorous and unique Master's thesis, and eloquently defend a thesis reflective of the student's enhanced expertise in the region. Graduates are prepared to either pursue further graduate study or find employment as experts with mastery of a particular region or peoples in Latin America or the Caribbean.

LAS Curriculum

The MA in LAS program consists of two core Latin American and Caribbean seminars, two regional fundamentals, and a minimum of three additional seminars to be taken as electives. Students writing a thesis also will be required to take one research methods course at the 600-level.

Core Courses		Credit Hours
LAS 601	Interdisciplinary in Latin American and Caribbean	3
LAS 602	Research Design in Latin American Studies	3
Two Regional Fundamentals courses ¹		6

Three electives from the list of LAS designated or combined courses (600-level or above) ²	9
One research methods course in the discipline of the student's specialization ³	3
Thesis, Capstone, or Comprehensive Exam ⁴	6
LAS 810 Pre-candidacy thesis credits (students may enroll in up to two semesters of this 3-credit course)	
LAS 697 Readings for the Comprehensive Exam (students may enroll in up to two semesters of this 3-credit course)	
Language Proficiency ⁵	
Total Credit Hours	30

¹ Regional Fundamentals are those courses that have a clear regional or sub-regional focus (e.g. Andean Region; the Caribbean; South America; Central America; Southern Cone; Brazil; South Florida) rather than a specific country focus.

² Electives may be taken from any pre-approved combined or core LAS courses at the 600-level or above, or from other courses approved by the academic director. With approval from the academic director, students may also take their elective credit hours with Latin Americanists in other Schools such as Communication, Law, Business, or Marine Sciences.

³ A Research Methods course may be chosen from any available and accessible Research Methods courses available at the University of Miami, but must be appropriate to the course of study chosen by the student and requires approval of the academic director. Under special circumstances, the research methods requirement may be waived with the prior approval of the academic director.

⁴ Students are required to write a master's thesis, create an equivalent capstone project, or pass a comprehensive exam. For each of these options, a committee consisting of at least three members is required. Students who opt for the comprehensive exam will take one more elective in the place of the Research Methods course and enroll in 6 credit hours of [LAS 697](#), rather than [LAS 810](#).

⁵ Students must demonstrate advanced language competence in Spanish, Portuguese, Haitian Creole, or French by passing a course taught in the target language at the 600-level or above, or by passing a language competency exam.

** Students who are simultaneously enrolled in a certificate program (other than GIS) at the University of Miami may double-count courses between the certificate program and the Master of Arts in Latin American Studies, with approval of the academic director. In select cases (such as methods courses), seminars and courses at the 600-level that do not specifically target Latin America or the Caribbean, but for which the final project or paper produced by the student is focused on Latin America may be counted towards the Master of Arts in Latin American Studies, subject to the approval of the academic director.

Joint Programs in Latin American Studies

M.A. in LAS with a Certificate in Geospatial Technology

The Master of Arts in Latin American Studies with Geospatial Technology certificate is a 30 credit hours interdisciplinary degree characterized by a high degree of flexibility in allowing students to create course of study focused on Latin American and the Caribbean, while allowing students to focus on obtaining specific skills in Geographic Information Systems (GIS). The GIS option allows students to work towards a graduate certificate in GIS through the department of Geographic and Regional Studies while working towards their Master of Arts in Latin American Studies.

Course List		Credit Hours
LAS 601	Interdisciplinary in Latin American and Caribbean	3
LAS 602	Research Design in Latin American Studies	3
GEG 691	Geographic Information Systems I	3
GEG 692	Remote Sensing of the Environment	3
GEG 693	Geographic Information Systems II	3
Three electives from the list of LAS designated or combined courses (600-level or above)		9

Capstone project	6
LAS 810 Pre-candidacy thesis credits (Students must enroll in two semester of this 3-credit course) ¹	
Total Credit Hours	30

¹ The 6 credit hours in [LAS 810](#) will consist of a GIS capstone project with a focus on Latin America, the Caribbean, or South Florida. Students will require a three-member committee to oversee the capstone project. A group project may be allowed with approval of the academic director.

M.A. in Latin American Studies/Master of Public Health Dual Degree

Miami is the gateway to Latin America. As such we recognize an urgent need for public health professionals with the training and expertise needed to meet the growing public health challenges both in Latin America and the Caribbean. This program is designed to train students for a career in public health with a focus on social policy, health management and health care in Latin America and the Caribbean, as well as expatriate communities in the United States.

Average Program Duration: 2 years, 5 semesters

Number of required credits: 54 (+6 for non-native speakers)

<i>Curriculum Requirements - Latin America Studies</i>		
Core Courses		Credit Hours
LAS 601	Interdisciplinary in Latin American and Caribbean	3
LAS 602	Research Design in Latin American Studies	3
Select 2 other LAS courses in consultation with the Academic Director		6
Language Requirements ¹		6
Regional Fundamentals in Latin America Electives ²		6
EPH 680	Practical Field Experience	3
LAS 697	Readings for the Comprehensive Exam (students may enroll in up to two semesters of this 3-credit course)	3
OR		
LAS 810	Pre-candidacy thesis credits	
Language Proficiency ⁵		
Total Credit Hours		30

¹ Students must demonstrate advanced language competency in Spanish, French, Portuguese, or Haitian Creole. Students may establish proficiency by passing one course taught in the target language at the 600-level or above, or by passing a language competency exam. A major indigenous language of Latin America may be substituted for either Spanish or Portuguese. Students may petition for a waiver of examination if they have gained language competency in another manner (i.e. native speaker, upper division coursework in target language, Peace Corps service, IB credits, or Defense Language Proficiency Test).

² Six credits worth of Regional Fundamentals in Latin America must be taken. These electives may be chosen from appropriate offerings in LAS, INS, POL, HIS, APY, or GEG, among others. Regional Fundamentals are those courses that have a clear regional or sub-regional focus (e.g. Andean Region; the Caribbean; South America; Central America; Southern Cone; Brazil; South Florida), or a cross-cutting thematic focus (e.g. Caribbean religions, Latin American Social Movements) rather than a specific country focus. The LAS Academic Director may approve courses from other departments.

<i>Curriculum Requirements - Public Health</i>		
Course List		Credit Hours
Core Courses		
EPH 600	Introduction to the Science & Practice of Public Health	3

EPH 601	Medical Biostatistics I	4
EPH 617	Disease Prevention and Health Promotion	3
or EPH 620	Health Education and Behavior	
EPH 621	Fundamentals of Epidemiology	3
EPH 631	Public Health Administration	3
or EPH 632	U.S. Health Systems	
EPH 641	Environmental Health	3
Generalist Concentration		
EPH 607	Interdisciplinary Health Communication	3
EPH 602	Biostatistics II	3
or BST 625	Survey of Statistical Computing	
EPH 644	Fundamentals of Program Evaluation	3
or EPH 656	Qualitative Research Methods	
or EPH 647	Community Based Participatory Research	
Required Public Health Electives		2
EPH-600, 700 level courses not already listed		
BST-600, 700 level courses		
Culminating Public Health Experience		
Students complete EPH 680 Practical Field Experience as indicated in the LAS curriculum		
Total Credit Hours		30

¹ Students must demonstrate advanced language competency in Spanish, French, Portuguese, or Haitian Creole. Students may establish proficiency by passing one course taught in the target language at the 600-level or above, or by passing a language competency exam. A major indigenous language of Latin America may be substituted for either Spanish or Portuguese. Students may petition for a waiver of examination if they have gained language competency in another manner (i.e. native speaker, upper division coursework in target language, Peace Corps service, IB credits, or Defense Language Proficiency Test).

² Six credits worth of Regional Fundamentals in Latin America must be taken. These electives may be chosen from appropriate offerings in LAS, INS, POL, HIS, APY, or GEG, among others. Regional Fundamentals are those courses that have a clear regional or sub-regional focus (e.g. Andean Region; the Caribbean; South America; Central America; Southern Cone; Brazil; South Florida), or a cross-cutting thematic focus (e.g. Caribbean religions, Latin American Social Movements) rather than a specific country focus. The LAS Academic Director may approve courses from other departments.

M.A. in Latin American Studies/Juris Doctorate Dual Degree

The University of Miami School of Law, in partnership with the LAS Program, offers a joint J.D./M.A. in Latin American Studies. This curriculum prepares Law School students for business, government, political, and nonprofit legal positions in organizations or institutions with a Latin American/Caribbean focus or presence. The program provides a solid theoretical framework and grounding in policy analysis, administration, and management. This joint program allows students to obtain both J.D. and M.A. degrees in 3 or 3 1/2 years, less time than obtaining the degrees separately. The first year is spent in the Law School and years two, three and four (if needed) are spent taking both Law and M. A. courses.

Admissions

To be admitted to this program, students must apply separately to both programs. Students may apply to the MA in Latin American Studies program prior to beginning Law School or anytime during the first or second year of Law School. Students may begin the MA program in the fall or spring semesters. For admission to the MA program students must complete an MA application. If

they apply before the end of their first year in Law School, they will not need to take the GRE exam. Their LSAT score will be used instead of the GRE. Acceptance by one program does not in any way indicate or guarantee acceptance by the other degree program.

Tuition and Fees

Tuition for J.D. courses will be paid to the Law School. Tuition for the MA courses will be paid to the College of Arts and Sciences. Law School scholarships may only be used towards tuition for Law School courses.

Courses and Credits

Students must complete 82 credits in the Law School and 6 credits will be double-counted from the MA courses to complete the total of 88 JD credits. In the College of Arts and Sciences, students must complete 21 credits in Latin American Studies courses, and 9 credits will be double-counted from the JD coursework to complete the total of 30 credits. Students will be required to complete a total of 103 credits for both degrees.

Juris Doctor (JD) Course Requirements

- During their first year of the joint program, students will be required to attend the JD program full-time.
- Students who begin in the JD program will be able to take courses in the Latin American Studies Master's program beginning the fall of their 2L year.
- Students must complete all JD requirements and all M.A. requirements as defined by their programs.
- Students may take summer law courses which may reduce the length of the joint degree program by up to a semester.
- Students may not take more than 16 credits/semester. Seventeen credits/semester may be taken with permission from the Associate Dean, Academic Affairs, School of Law.

LAS Requirements

- Required courses in LAS are: LAS601, LAS602, and a discipline-appropriate research methods course (to be approved by the degree director.)
- Two regional fundamentals courses in Latin American/Caribbean studies are also required.
- Students will be required to write a master's thesis, create an equivalent capstone project, or pass a comprehensive exam (each of which requires 6 credits of thesis/readings courses). These options all require a committee consisting of at least three faculty members.
- Language Requirement: Students must demonstrate advanced language competency in Spanish, French, Portuguese, or Haitian Creole. Students may establish proficiency by passing two courses taught in the target language at the 600-level or above, or by passing a language competency exam. A major indigenous language of Latin America may be substituted for either Spanish or Portuguese. Students may petition for a waiver of examination if they have gained language competency in another manner (i.e. native speaker, upper division coursework in target language, Peace Corps service, 18 credits or Defense Language Proficiency Test).

LAS Director



Will Pestle, PhD is an Associate Professor of Anthropology and Director of the Latin American Studies program. Dr. Pestle is a bioarchaeologist interested in the reconstruction of the lifeways of the prehistoric peoples of Latin America and the Caribbean. In his research, he uses a variety of biogeochemical analytical techniques to study patterns of subsistence, mobility, and environmental interaction in prehistoric human populations. He is in the sixth year of an international multi-disciplinary effort tracing patterns of exchange and migration in the Formative Period of the Atacama Desert of northern Chile and is completing a four-year NSF-funded project looking at the lived effects of Tiwanaku influence in Middle Period San Pedro de Atacama. Also, after 12 years of work at the southern Puerto Rican site of Tibes, he is now the director of a regional project focused on human-environment interaction in the southwestern Puerto Rican municipality of Cabo Rojo.

LAS Faculty Advisory Board

Tracy Devine Guzman, PhD

Associate Professor of Modern Languages and Literatures

Eduardo Elena, PhD

Associate Professor of History

Sallie L. Hughes, PhD

Associate Professor of Journalism and Media Management

Lillian Manzor, PhD

Associate Professor of Modern Languages and Literatures

Yolanda Martinez-San-Miguel, PhD

Chair and Professor of Modern Languages and Literatures

Lillian Yaffe, PhD

Senior Lecturer of International Studies

MASTER OF ARTS IN LIBERAL STUDIES MALS

GRADUATE PROGRAM DIRECTOR: DANIEL L. PALS, PHD

The MALS Program

You honor the inner life. You have deeper questions, need better answers. You want to read the books and talk about the ideas that shape our world. You have an inquiring mind, an experienced perspective, and a firm sense of purpose about learning. The Master of Arts in Liberal Studies program is designed for the student who seeks to develop the critical thinking that marks a truly educated person—for the student who brings a heightened awareness of the unanswered questions that confront an inquiring mind—for the self-motivated person who never stops asking the first question: why?

MALS students come from varied backgrounds. They are artists, business people, engineers, homemakers, lawyers, matriculating students, physicians, and teachers. The program gives them the opportunity for intellectual and personal growth and for sharing their experiences with others in a community of learning.

The MALS Curriculum

The Master of Arts in Liberal Studies degree is awarded when a student completes 30 credits – 9 required and 21 electives. The last 6 credits may be in the form of a thesis or additional courses. With the guidance of the director of the program, students may design a curriculum suited to their own interests and time constraints.

Core Courses

Core Courses are offered in the spring and fall semesters only. Students must take either MLS601 or MLS602 in their first semester of study.

- MLS 601 *Aspects of Creative and Reflective Thought*
- MLS 602 *Perspectives on Human Nature*
- MLS 603 *Theories of the Physical Universe*

Electives

The remaining twenty-one credits may be selected as follows:

- MALS Program Courses: Semester course offerings are sent via e-mail, and available on the [MALS website](#), 2 weeks prior to registration.
- Other University Courses: Students may enroll in approved courses in other departments within the University. Courses must be Humanities and theory-based at the 600 level or above. Outside courses must be approved by the MALS Director and students must meet any pre-requisites for the course.
- Directed Readings Courses: A Directed Readings course allows students to work independently with a MALS professor, researching a topic of their choice. Students must submit a two-page

proposal along with a minimum of 10 academic sources to the professor of record. Monthly meetings with your supervising professor are required. Final papers must be submitted on the last day of class for that semester and must be a minimum of 15 pages. MALS students are allowed two Directed Readings courses during their studies and must have a B average to register for a Directed Reading Course.

Writing Workshop

A writing workshop will be offered each semester (fall and spring terms only). All students are required to attend at least one session early in their academic career but are also welcome to attend multiple sessions.

MALS Capstone

The MALS program can be completed via a thesis or a portfolio.

Thesis

If desired six of the 21 elective credits may be in the form of a thesis. Students interested in pursuing a thesis should schedule a meeting with the MALS Graduate Program Director to discuss the intended topic.

Students will need to establish a Thesis Committee consisting of three members (one of whom should be the program director).

A thesis must be defended before the Graduate School deadline, and committee members must sign the Certificate of Approval and Signature page. The thesis should then be submitted electronically using the ETD Database. Final materials should be sent to the Graduate School.

For more information on thesis requirements please visit the [Electronic Theses & Dissertations](#) website.

Portfolio

Prior to graduation those students who have elected course work instead of a thesis are required to submit a portfolio as their final project. The portfolio is due at the end of your last semester of study and should be submitted to the IPS Office. Clearance for graduation cannot be given until the final portfolio has been received. The following are guidelines for your final project:

- The portfolio must include at least three (3) of your best papers.
- A two to three-page narrative placing the papers in context of your learning experience in the program.
- Include a cover page with your name, date and title of your project.
- The portfolio may be presented in a binder or electronically
- If in a binder, make two copies of the portfolio, one for yourself and one for the MALS program.

MALS Faculty

Daniel L. Pals, PhD

Director, MALS Program
Professor of Religious Studies and History

Edmund Abaka, PhD

Associate Professor of History

Hermann Beck, PhD

Professor of History

Eugene Clasby, PhD

Professor of English

Massimiliano Galeazzi, PhD

Professor of Physics

Thomas Goodman, PhD

Associate Professor of English

David Graf, PhD

Professor of Religious Studies

Henry Green, PhD

Professor of Religious Studies

John Kirby, PhD

Professor of Classics

J. Tomas Lopez, MFA

Chair and Professor of Art & Art History

Patrick McCarthy, PhD

Professor of English

John Paul Russo, PhD

Chair and Professor of Classics

George Wilson, PhD

Professor of Sociology

MASTER OF SCIENCE IN DATA SCIENCE MSDS

GRADUATE PROGRAM DIRECTOR: MITSUNORI OGIHARA, PhD

The MSDS Program

Data Science has been called “the sexiest job of the 21st century.” Founded on computer science, mathematics, statistics, and optimization techniques, data scientists add deep content knowledge in specialized applications such as communications, architecture, and marine sciences. Training data scientists requires an interdisciplinary approach that ensures that the students are able to take up the role of data scientist in any organization.

Many large companies today have data science departments. Data scientists who can not only perform various data analysis techniques but also are able to interpret the results by drawing on their domain knowledge into actionable items are in high demand, as executives seek talented individuals capable of unlocking the hidden value in big data to garner strategic insights and business results. The challenges of modern data science require data scientists to possess strong training in both data analysis technologies and also domain specific issues.

Here at the University of Miami, our graduate program is unique in that it welcomes applicants from all academic backgrounds. Our cross-curricular offerings provide a variety of educational, experiential, and ultimately, occupational pathways for graduates to apply data science methodologies to their respective fields.

The MSDS program is 30 credits and can be completed in one year, with internship opportunities and pre-requisite courses offered in the summer. Guided by an advisory board, the MSDS shares a strategic partnership with UM’s Institute for Data Science and Computing, home to the Triton and Pegasus Supercomputers.



The MSDS Curriculum

While declaring a track is not required, there are four tracks available in the MSDS program. The tracks allow students to specialize in data science applications, using resources specific to the host school/college. Regardless of track, all MSDS are ultimately granted by the College of Arts & Sciences, although unique track courses are taken at the host school/college.

- Technical Data Science – College of Arts & Sciences
- Smart Cities – School of Architecture
- Data Visualization – School of Communication
- Marine & Atmospheric Sciences – Rosenstiel School of Marine & Atmospheric Sciences*

*Track-specific courses are taught at the Rosenstiel School of Marine & Atmospheric Sciences - Key Biscayne campus.

MS in DATA SCIENCE Curriculum (no track)		
Core		
<i>Machine Learning or Data Mining (choose 1 course from the following)</i>		3 credits
	CSC 687	Machine Learning with Applications
	ECE 648	Machine Learning
	ECE 677	Data Mining
<i>Data Visualization (choose 1 course from the following)</i>		3 credits
	CSC 688	Data Science and Visualization
	JMM 622	Infographics and Data Visualization
<i>Statistics (choose 1 course from the following)</i>		3 credits
	EPS 702	Quantitative Methods II
	IEN 713	Applied Regression Analysis
	MTH 642	Statistical Analysis
Electives (at least 3 credits must be taken in Programming)		12 credits
<i>Programming</i>		
	CSC 686	Programming in Python for Scientists
	CSC 632	Introduction to Parallel Computing
	CSC 640	Algorithm Design and Analysis
	EPS 704	R programming
<i>Database Systems</i>		
	CSC 623 or ECE 672	Theory of Relational Databases Object-Oriented and Distributed Database Management Systems
	ECE 697	Advanced Big Data Analysis
<i>Data Visualization</i>		
	CSC 688	Data Science and Visualization
	JMM 622	Introduction to Infographics
<i>Machine Learning and Data Mining</i>		
	CSC 687	Machine Learning with Applications
	CSC 746 or ECE 653	Neural Networks and Deep Learning Neural Networks
	ECE 648	Machine Learning
	ECE 677	Data Mining
	ECE 730	Statistical Learning
	ECE 753	Pattern Recognition and Neural Networks
<i>Mathematics and Statistics</i>		
	EPS 703	Multivariate Statistics

	EPS 705	Measurement and Psychometric Theory	
	EPS 706	Categorical Data Analysis	
	EPS 707	Item Response Theory	
	EPS 708	Structural Equation Modeling	
	EPS 709	Introduction to Multilevel Modeling	
	EPS 711	Advanced Structural Equation Modeling	
	MTH 624	Introduction to Probability Theory	
	MTH 625	Introduction to Mathematical Statistics	
Data Science Applications (at least 6 credits, some tracks may specify additional courses)			
	ARC 594	GIS in Urban Design	6-9 credits
	ARC 684	RAD LAB-UM	
	ARC 685	BIM/Virtual Design and Construction	
	CSC 645 or ECE 637	Artificial Intelligence Principles of Artificial Intelligence	
	GEG 680	Spatial Data Analysis I	
	JMM 692	Interactive Data Visualization for the Web	
Internship/Capstone			
TOTAL:			30 credits

Technical Data Science Track

Track Advisor: Dr. Mitsunori Ogihara

The track in Technical Data Science is for students who wish to pursue careers in machine learning, data mining, data engineering, programming, and big data analytics. Most courses in this concentration are taken within the College of Arts and Sciences' Departments of Computer Science and Mathematics, and the College of Engineering.

MS in DATA SCIENCE - Concentration in Technical Data Science			
Core			9 credits
Data Science Tools (choose one course from each domain)			12 credits
<i>Programming (3 credits)</i>			
	CSC 686	Programming in Python for Scientists	
	CSC 632	Introduction to Parallel Computing	
	CSC 640	Algorithm Design and Analysis	
<i>Database Systems</i>			
	CSC 623 or ECE 672	Machine Learning with Application	
	ECE 697	Neural Networks and Deep Learning	
<i>Data Analysis (3 credits)</i>			
	ECE 697	Advanced Big Data Analytics	
	ECE 677	Data Mining	
<i>Statistics (3 credits)</i>			
	MTH 624	Introduction to Probability Theory	
	MTH 625	Introduction to Mathematical Statistics	
Data Science Applications/Electives			6 credits
Internship/Capstone			3 credits
TOTAL:			30 credits

Smart Cities

Track Advisor: Dr. Rodolphe el-Khoury

The track in Smart Cities is for students who wish to pursue careers in urban planning and design, information and communication technology, the internet of things, and sustainable built environments. Most courses in this concentration are taken within the School of Architecture.

MS in DATA SCIENCE - Concentration in Smart Cities		
Core		9 credits
Data Science Tools/Electives (3 credits must be taken in Programming)		9 credits
Data Science Applications		9 credits
	ARC 594	GIS in Urban Design
	ARC 694	RAD LAB-UM
	ARC 686	BIM/Virtual Design and Construction
Internship/Capstone		3 credits
TOTAL:		30 credits

Data Visualization

Track Advisor: Dr. Alberto Cairo

The track in Data Visualization is for students who wish to pursue careers in intelligence analytics, visual journalism, infographic design, interactive media, and geospatial technology. Most courses in this concentration are taken within the School of Communication and the College of Arts & Sciences' Department of Geography and Regional Studies.

MS in DATA SCIENCE - Concentration in Data Visualization		
Core		9 credits
Data Science Tools/Electives (3 credits must be taken in Programming)		9 credits
<i>Students interested in spatial visualization may also take any of the following electives:</i>		
	GEG 691	Geographic Information Systems I
	GEG 692	Geographic Information Systems II
	GEG 680	Spatial Data Analysis I
	GEG 681	Spatial Data Analysis II
Data Science Applications		9 credits
	CSC 688	Data Science and Visualization
	JMM 622	Introduction to Infographics
	JMM 692	Interactive Data Visualization for the Web
Internship/Capstone		3 credits
TOTAL:		30 credits

Marine and Atmospheric Sciences

Track Advisor: Dr. Benjamin Kirtman

The track in Marine and Atmospheric Sciences is for students who wish to pursue careers in climatology and meteorology, ocean sciences, hydrography, and applied remote sensing. Most courses in this concentration are taken within the Rosenstiel School of Marine and Atmospheric Science.

MS in DATA SCIENCE - Concentration in Marine and Atmospheric Sciences		
Core		9 credits
Programming		3 credits
	CSC 686	Programming in Python for Scientists
	CSC 632	Introduction to Parallel Computing
	CSC 640	Algorithm Design and Analysis
Data Science Applications		15 credits
	OCE 642	Physics of Remote Sensing I: Passive Systems
	OCE 686	Applied Remote Sensing
	OCE 642	Physics of Remote Sensing II: Active Systems
	OCE 687	Applied Radar Remote Sensing
	MES 660	Introduction to Marine Geographic Information Systems
	MES 661	GIS Laboratory
	Or any other courses selected from the concentration course lists for the RSMAS Master of Professional Science (MPS), with advisor approval	
Internship/Capstone		3 credits
		TOTAL: 30 credits

Data Science Capstone

The MSDS program can be completed via a thesis or an internship.

Internship

This is a three- or six-month internship. Three-month internships are for 3-credits and are done in either semester or the summer. Six-month internships are for 6-credits and are done either from spring to summer or from summer to fall. Students will be assigned an internship supervisor in the academic unit and also at the location of the internship. The internship culminates with a report detailing the work done and knowledge gained, and a presentation to faculty and students in the program.

The University of Miami has a broad range of corporate, governmental, and NGO partnerships that provide internships in data science. The MSDS provides exclusive experiential learning experiences and industrial connections for our students, both in program and post-graduation, with the cooperation of the Miami Institute for Data Science and Computing (iDSC). In addition, University of Miami's Toppel Career Center provides career education and advising for all students.

Upon admission, students will be asked to declare if they plan to pursue an internship. If so, they should schedule a meeting with the Assistant Dean.

Thesis

Decision as to the thesis subject must be approved by the student's advisor.

Full-time registration is required during the semester or summer session in which a candidate defends the thesis or dissertation. Students who wish to have this requirement waived must have a written request provided to the Graduate School by the Dean of their respective college or school, or the Dean's designee.

The thesis committee will consist of no less than three members.

The committee chair must be Regular Faculty from the student's program or department of concentration (this includes secondary appointments). In addition to the chair, one of the remaining members must also be Regular Faculty or have Graduate Faculty status in the student's program or department of concentration; the third member must be an outside member. "Regular Faculty" are faculty having tenured or tenure-earning appointments of a program or department. A thesis or dissertation committee cannot be chaired by a person unless they hold a higher or equivalent degree as the candidate for the graduate degree.

Exceptions to the committee composition may be approved by the Dean of the Graduate School.

The committee is nominated by the Graduate Program Director of the program concerned. The duties of the thesis committee are similar to those of the dissertation committee. When a student has completed coursework, it is recommended that those students in programs requiring a thesis discuss with their advisor a suitable topic and form a committee per guidelines noted above.

GHS students must defend their thesis by the date specified in the Academic Calendar and on the [ETD website](#), upload one Dissertation Editor-approved PDF conforming in style to the formatting standards set by the Graduate School to the ETD database, and submit the three final forms to the Graduate School on or before the last day of exams in the semester the student wishes to graduate. Final forms include one Certificate of Defense Approval form, one ETD Final Content Approval form, and one ETD Availability Agreement form. The forms are available on the Forms page of the Graduate School [website](#).

All students are required to adhere to the following deadlines (and the requirements associated with these deadlines) posted on the [ETD website](#):

- 1) Deadline to defend the thesis, dissertation, or doctoral/lecture recital essay;
- 2) Deadline to submit the full draft of the thesis, dissertation, or doctoral/lecture recital essay draft for formatting review by the Dissertation Editor (Doreen Yamamoto, Associate Director of Programs);
- 3) Deadline to produce the final PDF; and
- 4) Deadline for completion.

It is the duty of the student to acquire a copy of the formatting guidelines for preparing thesis and to conform to the requirements therein. It is recommended that students begin the process early in the semester by discussing with their advisors a suitable timetable for meeting these deadlines. The Graduate School also encourages students to contact the Dissertation Editor (Doreen Yamamoto, Associate Director of Programs) early in the semester at grad.dissertation@miami.edu if they have questions regarding any aspect of the ETD process.

A final public oral defense of the thesis is required. However, no one but the members of the thesis committee may interrogate the candidate. These examinations must be held at least two weeks prior to commencement.

MSDS Faculty Advisory Board



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