

# GRADUATE HANDBOOK

## M.A. and Ph.D. Degrees

DEPARTMENT OF GEOGRAPHY AND URBAN STUDIES

COLLEGE OF LIBERAL ARTS

TEMPLE UNIVERSITY

1115 West Berks Street

Gladfelter Hall—3<sup>rd</sup> floor

Philadelphia, PA 19122-6089

[www.temple.edu/gus](http://www.temple.edu/gus)



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## CONTACTS

### Department Chair

Dr. Sanjoy Chakravorty

Room 308

215.204.1434

[sanjoy.chakravorty@temple.edu](mailto:sanjoy.chakravorty@temple.edu)

### Graduate Director

Dr. Carolyn Adams

Room 324

215.204.1432

[carolyn.adams@temple.edu](mailto:carolyn.adams@temple.edu)

### Graduate Administrator

Connie Coates-Beaufort

Room 309

215.204.7692

[gusgrad@temple.edu](mailto:gusgrad@temple.edu)

## WELCOME

Welcome to the graduate program of the department of Geography and Urban Studies (GUS). The department offers two graduate degrees:

- MA in Geography and Urban Studies
- Ph.D. in Urban Studies

This Handbook is designed for prospective and current students in the MA and Ph.D. programs. Prospective students can learn how to apply for admission and financial aid, and along with current students, understand the rules of the department, the college, and the university, and the resources available for graduate education. The Handbook will help you plan and undertake your individual program of courses and other requirements. Our goal is to provide clarity on how to get admission to the program and progress through it to a graduate degree while meeting the standards of our institution.

Some of the rules are department specific, and this Handbook is your best source for this information. Other rules emanate from the College of Liberal Arts (CLA), where the department is located, or the Graduate School, which is the body that guides all graduate education at Temple University, all its colleges and departments. This Handbook is also a good source for learning about CLA and Graduate School rules. The relevant matter is included in the text, and hyperlinks guide you to the original material, so that you can keep up with changes as soon as they are instituted at other levels.

## THE DEPARTMENT

The challenges and opportunities that face cities and metropolitan regions around the world are central to the well-being of billions of people around the globe. The graduate program of the department of Geography and Urban Studies focuses on the themes of *globalization*, *sustainability*, and *social justice*, three areas that increasingly are central to understanding such challenges and opportunities. The complexity and pace of economic, environmental and social change require that students are trained in interdisciplinary and spatially integrative analytical frameworks and specialized skills to apply to real-world conditions. Therefore, our curriculum emphasizes theory, applied research, and a range of spatial analytical methods including quantitative (emphasizing Geographic Information Science or GIS) and qualitative techniques.

The curricula for both the MA and Ph.D. programs are built on the faculty's research and pedagogical strengths and represent cutting-edge approaches to urban analysis. Our faculty excel at theoretical and applied analysis of metropolitan areas within their broader regional, national, and global contexts. Through course work, research experiences, and mentorship, we train our graduate

students to conduct theoretically-informed and empirically-grounded research in urban and metropolitan settings (US and international), understand spatially integrated, interdisciplinary analyses of complex urban processes and problems, and specialize in techniques for urban analysis with an emphasis on GIS, spatial statistics, and qualitative methods. Furthermore, students utilize our faculty's linkages with public agencies, educational institutions, community-based organizations, non-governmental organizations, and social movements in our region, many other regions in the US, and several significant international locations. There are rich urban resources located in other units of Temple University, and our program makes full use of those resources, especially by drawing on the expertise of graduate faculty conducting research and teaching courses in related areas in the College of Liberal Arts and across the University. Finally, the complex Philadelphia metropolitan region is a mirror and a setting for continuous engagement with critical urban issues.

Our doctoral students are prepared for careers in institutions of higher education (in urban planning, policy studies, and geography departments, and interdisciplinary international / environmental / development programs) and research-oriented organizations (think-tanks, policy institutes, non-governmental organizations). Our MA students are prepared for further graduate education as well as professional positions related to economic and community development, environmental sustainability, and social justice. Potential placements include local and governmental agencies, non-governmental organizations at the local and international scale, community-based and public interest advocacy organizations, and business.

## APPLICATION AND ADMISSION

Applications are reviewed by the Graduate Director and the Graduate Committee in the Geography and Urban Studies Department in conformity with the requirements established by Temple University's Graduate School and as described in the Graduate School's online *Policies and Procedures* at [www.temple.edu/grad/policies/gradpolicies.htm](http://www.temple.edu/grad/policies/gradpolicies.htm)

Also, for up to date requirements,

Ph.D. applicants see [www.temple.edu/gradbulletin/cla/Urban\\_Studies\\_Ph.D..htm](http://www.temple.edu/gradbulletin/cla/Urban_Studies_Ph.D..htm)

MA applicants see [www.temple.edu/gradbulletin/cla/Geography\\_Urban\\_Studies\\_MA.htm](http://www.temple.edu/gradbulletin/cla/Geography_Urban_Studies_MA.htm)

## ADMISSION STANDARDS

Decisions on admission are taken by the Graduate Director and the Graduate Committee of GUS.

Ideally, students entering the M.A. and Ph.D. programs must meet the following standards:

- Degrees needed:

- MA admission: A baccalaureate degree in any of the social sciences is appropriate. A bachelor's degree in another discipline may also be considered.
- Ph.D. admission: A baccalaureate degree is required. It should have been earned in Criminal Justice, Economics, Geography, Political Science, Psychology, Sociology, or Urban Studies, among other disciplines. A masters degree is not required.
- The applicant must score at least 1000 on the combined verbal and quantitative portions of the Graduate Record Examination (GRE).
- The minimum admission standard for all graduate students is an undergraduate grade point average of "B" or 3.0, or the functional equivalent for students who have attended universities outside the United States. The Dean of the Graduate School considers exceptions to the admissions requirement if the student meets one of these criteria:
  - Achieved a 3.25 cumulative grade point average in a least 9 credits of graduate work at an accredited university in the United States or equivalent academic performance in a university outside the United States.
  - Scored above the 65th percentile on the verbal and quantitative portions of the GRE.
  - Earned a 3.5 grade point average during her/his final two years of undergraduate work.
- Minimum English Language Requirements: An applicant who does not hold a baccalaureate degree from an institution in which the sole language of instruction is English is required to pass the [Test of English as a Foreign Language](#) (TOEFL) with a minimum score of 575 on the paper-based (PBT), 230 on the computer-based (CBT), or 88 on the internet-based (IBT) version.
- Letters of recommendation (at least three), which should be obtained from college/university faculty members familiar with the applicant's academic competence.
- A Statement of Goals should be approximately 500-1,000 words and include the following elements: why you are interested in Temple's Geography and Urban Studies program; your research and academic goals; your future career goals; your academic and research achievements; and any other information that you believe will be helpful to the Admissions Committee in evaluating your application. The Graduate Committee is particularly interested in students' interests and goals and whether they fit with our program offerings and faculty interests.
- A resume.
- The Graduate Committee may request a writing sample at its discretion.

Students should begin the application process well in advance of the anticipated matriculation date. Applicants should submit their completed applications by January 15<sup>th</sup> (including reporting the GRE and, where applicable, the TOEFL scores) prior to the fall semester in which they would enroll. Students who fail to meet the January 15<sup>th</sup> deadline will generally not be considered for financial aid. Normally it takes a few weeks to obtain transcripts and recommendations. Note that GRE scores are not received at Temple until about six weeks after the exam dates.

The Graduate Committee generally reviews applications and makes decisions within eight weeks of receiving all the necessary documents. Department financial aid decisions are typically made by March 15. Applicants can check with the Graduate Secretary to ascertain whether their files are complete.

## INTERNATIONAL STUDENTS

For international students, a month or two extra are required to evaluate non U.S. transcripts. It is helpful for applicants to send in a completed application package, including sealed transcripts and recommendations. The department strongly recommends that international applicants have their academic credentials evaluated by a professional credentialing service listed on the National Association of Credential Evaluation Services (NACES; [www.naces.org/members.htm](http://www.naces.org/members.htm)). The Graduate School does not require additional in-house evaluation of credentials that have been evaluated by the credentialing services listed on the NACES website. International applicants should consult the Graduate School website [www.temple.edu/grad/admissions/international.htm](http://www.temple.edu/grad/admissions/international.htm) for more information about the documentation required by them.

## NON-MATRICULATED STUDENTS

Prior to applying for admission, students sometimes seek to take courses as non-matriculated students. Students who wish to do so must apply for admission at the School of Continuing Education and must get the approval of the GUS Graduate Director before enrolling in courses. Students will be asked to submit grade transcripts from where they received their undergraduate degree and wherever they might have attended graduate school in the past.

## TRANSFER CREDITS

For students starting the M.A. program a maximum of 6 graduate credits from an accredited institution may be transferred into the Geography and Urban Studies program. The credits must be equivalent to coursework offered at Temple. In addition, at least half of the grades to be transferred must be A's in order to transfer and a grade below B is not acceptable. Ordinarily, the transfer credits should have been earned no more than five years prior to the student's matriculation at Temple.

For students entering the Ph.D. program, graduate coursework taken at an accredited institution as part of a master's degree program prior to matriculation at Temple may be accepted for Advanced

Standing Credit. An applicant must supply an official transcript from their prior graduate institution to the Graduate Director. The Graduate Committee will review the request. Only grades of B or better will be accepted. If the request is granted, the student receives advanced standing and is awarded a maximum of 24 credits. Normally, these credits should have been earned no more than five years prior to the student's matriculation at Temple.

Transfer credit is not automatically granted. After completing 12 semester hours, students must file a written request for transfer credit. This request is then reviewed by both the Geography and Urban Studies Department and the Graduate School.

An applicant who has taken Geography and Urban Studies courses as a non-matriculated student at Temple University can apply up to 9 semester hours toward the M.A. or Ph.D. course requirements, as long as the courses taken satisfy the degree requirements. Students considering applying to the M.A. or Ph.D. program while taking courses as a non-matriculated student should discuss their plans with the Graduate Director. Students should apply for transfer credit no later than having completed 6 semester hours as a non-matriculated student.

University rules restrict double counting of course credits for two degrees. The prohibition against double counting also affects students seeking dual majors, for example M.A. degrees simultaneously in GUS and Anthropology. Even if some courses satisfy degree requirements in both programs, such courses cannot be double counted towards both M.A. degrees.

## COSTS AND FINANCIAL SUPPORT

### COSTS

Please consult the Graduate School website for the latest schedule of tuition and fees. Go to [www.temple.edu/grad/admissions/tuition\\_fees.htm](http://www.temple.edu/grad/admissions/tuition_fees.htm)

### DEPARTMENTAL SUPPORT

The department of Geography and Urban Studies typically supports a portion of the graduate students as Teaching or Research Assistants. Most of the financial aid available is in the form of Teaching assistantships awarded by the Department. Students may not only assist professors in research and teaching but may, when they are sufficiently advanced in their coursework, teach courses on their own. Assistantships include full tuition, a stipend, and health insurance. (The amount of the stipend varies from year to year. Information on the amount for the current year is available from the Graduate Director.) Assistantships are awarded on a competitive basis. The department may also employ one or more advanced graduate students who have reached the dissertation stage as adjunct faculty. Assisting in research and undergraduate teaching helps graduate students integrate their studies and prepare for examinations, and provides valuable experience to those who plan on pursuing an academic career.

In making funding awards, the Graduate Committee places high priority on a student's academic performance and potential. The following rules and criteria guide the committee's decisions for continuing students on financial aid:

- Students must be making normal progress toward meeting their degree requirements, including maintaining a minimum GPA of 3.25.
- Two incompletes disqualify a student from consideration for financial assistance. Advanced students should note that no student will be awarded financial assistance who has not successfully defended a dissertation prospectus within a year of passing the qualifying examinations.
- To spread support more broadly and to provide an incentive for students to move quickly through course work and examinations and into the dissertation, the department typically will not provide financial aid for students who have already had three years of support as a Graduate Assistant.

Foreign students seeking support as teaching assistants should note that students whose native language is not English must pass a special test for Competency for Non-native Speakers of English in Instructional Capacity before they can assume any teaching-related positions.

## GRADUATE SCHOOL SUPPORT

The Graduate School offers Presidential and University Fellowships to the very best applicants on a competitive basis for newly and recently admitted Ph.D. students (and M.A. applicants who are committed to pursuing their Ph.D. at Temple). The department nominates students to the Graduate School for these awards. All application materials for such scholarships, including official report of GRE scores, *must arrive at the department no later than January 15th*. In addition to excellent grades and GRE scores, applicants are expected to have strong letters of recommendation and a strong statement of purpose.

The fellowships in this category are:

- *Presidential Fellowships* (for doctoral candidates not yet enrolled at Temple): up to \$20,000 per year plus tuition, for up to two years, plus up to two additional years of support as a teaching and/or research assistant.
- *University Fellowships* (for doctoral students not yet enrolled at Temple, as well as Temple graduate students who have not earned more than 24 graduate credits): at least \$18,000 and tuition, for up to two years, plus up to two additional years of support as teaching assistant and/or research assistant.

In addition to these programs, the university has a *Future Faculty Fellowship Program* for students who intend to become college teachers (see [www.temple.edu/grad/fff/](http://www.temple.edu/grad/fff/)). The program provides tuition

and a stipend comparable to a University Fellowship. Nominees to this program must be U.S. citizens or permanent residents. Applicants interested in this program should craft their statements of purpose carefully, emphasizing both eligibility under one of the criteria below and their commitment to a career in higher education. The following factors are considered in evaluating nominees:

- membership in an ethnic or gender group which is underrepresented in the nominee's discipline;
- record of exceptional and continuous leadership ability in substantial college or community activities;
- likelihood of successfully completing a terminal degree program; and
- exceptional circumstances or significant obstacles that a nominee has overcome in preparation for his or her education.

For students nearing completion of their dissertations, the Graduate School offers a limited number of *Final Year Doctoral Dissertation Completion Grants*. Doctoral candidates with approximately 6 months of anticipated writing to complete their dissertations may apply for this grant. These awards are given on a competitive basis. Students should apply for these awards only when all other department and university support have been exhausted, and when a persuasive case can be made that the dissertation will be completed within the time period of the grant. No more aid will be available after the awarding of such a grant. Interested students should speak to the Graduate Director at least one term before they plan to apply for the award. Applications can be made in the Spring or Fall semester.

#### OTHER FINANCIAL SUPPORT

The Office of Student Financial Services (215.204.2244) can advise students about federal and state loan programs.

Temple University maintains a centralized job listing of work-study jobs on the university campus. They are posted on [StudentJobs@temple.edu](mailto:StudentJobs@temple.edu). Students can reach the link via the TUPortal. Select Student Links, and the link is listed. To find a listing of work-study positions off-campus, consult [www.temple.edu/sfs/job-bank.htm](http://www.temple.edu/sfs/job-bank.htm). The following offices provide information on graduate student employment opportunities at Temple University. Some of these are hourly jobs, others provide stipends (sometimes with tuition remission and benefits as well). A student who did not receive departmental financial aid is encouraged to contact these offices as soon as possible:

- Student Financial Services, ground floor Conwell/Carnell Hall. [www.temple.edu/sfs/](http://www.temple.edu/sfs/)
- Paley Library, Personnel Office [www.library.temple.edu](http://www.library.temple.edu)

- Institute for Survey Research, 502 University Services Building [www.temple.edu/isr/](http://www.temple.edu/isr/)
- Measurement and Research Center, 300 Sullivan Hall [www.temple.edu/marc](http://www.temple.edu/marc)
- Office of Student Affairs (for Graduate Assistantships), 4<sup>th</sup> Floor Student Activities Center, [www.temple.edu/cares](http://www.temple.edu/cares).
- Social Science Data Library, 863 Gladfelter Hall [www.temple.edu/ssdl/](http://www.temple.edu/ssdl/)
- Graduate School, 501 Carnell Hall [mdev.temple.edu/gradschool/prospective/finances/](http://mdev.temple.edu/gradschool/prospective/finances/)
- Temple Writing Center. Contact Rebekah Buchanan at [rebekahb@temple.edu](mailto:rebekahb@temple.edu) or call at 215-204-0703.
- Residence assistantships See Director of Residences at [www.myhousing@temple.edu](http://www.myhousing@temple.edu) 215+204-4485.

## DEGREE REQUIREMENTS FOR THE MA

### **36 Credits Total**

#### Core Courses (12-15 credits)

History and Theory of Urban Studies (3)

Geographic Inquiry (3)

Critical Issues in Globalization, Sustainability, and Social Justice (3)

Public Policy for Urban Regions (3)

Statistics for Urban and Spatial Analysis (3) (Required if no equivalent course as undergraduate)

#### Two of the following Methods Courses (6 credits)

Qualitative Methods (3)

GIS I (3)

GIS II (3) (prereq: GIS I)

Census Analysis with GIS (3)

Community Based Program Evaluation (3)

Advanced Statistics for Urban Applications (3) (prereq: Statistics for Urban & Spatial Analysis or equivalent)

Four or five Electives from the Menu of Elective Graduate Courses (12-15 credits)

Outside courses may be taken with the approval of the Graduate Advisor.

Master's Research Paper (3)

## CORE COURSES

Students are required to take four core courses within the first four semesters of residency.

*History and Theory of Urban Studies*

*Geographic Inquiry*

*Critical Issues in Globalization, Sustainability, and Social Justice*

*Public Policy for Urban Regions*

## RESEARCH METHODOLOGIES AND STATISTICS

Students are required to take two out of the five core methodology courses in addition to Statistics for Urban and Spatial Analysis (or demonstrate that an equivalent course has been taken. Note that students are free to take additional methods courses as part of their elective course load, if they choose to focus more deeply on a particular methodological set.

*Statistics for Urban and Spatial Analysis*

*Advanced Statistics for Urban Applications*

*Qualitative Methods*

*GIS I*

*GIS II*

*Census Analysis with GIS*

*Community Based Program Evaluation*

## ELECTIVES

Students get specialized training through their selection of twelve credits of coursework from an elective menu of graduate courses (see Appendix A). Students work closely with their advisor to choose their advanced courses. Students are also able to take courses across the university with the permission of their advisor.

## RESEARCH PAPER

In their final semester, students work with an advisor to develop a high quality paper on a topic of their choice. The students meet as a class to facilitate their projects. The course is graded on a pass/fail basis. The instructor of the course and the paper advisor both must agree in order for the student to pass the course. If the student passes the class, but fails the paper s/he has one more semester to write an acceptable paper. If the student passes the paper, but fails the class s/he must pass the class the next time it is offered. A student who fails both is automatically put on probation and may risk being dismissed from the program (see below).

## ADVISING

The Graduate Director assigns students to an initial advisor based on area of interest and workload distribution. The Graduate Advisor must be a GUS faculty member. The advisor holds a required meeting with incoming students at the end of their first semester in the program to give them a chance to discuss any problems and to ensure that they are making good progress.

At the beginning of the fourth semester, students must identify a Paper Advisor for their final paper. The Graduate Director must be notified in writing. The advisor for the paper must be a departmental or affiliated member. It is usually the faculty member who serves as the student's Graduate Advisor.

## ANNUAL REVIEW

All MA students undergo annual formal evaluation by the Graduate Faculty in the Department as well as affiliated faculty serving on committees. The evaluation is to determine the student's readiness to continue in the program. The meeting takes place at the end of the spring semester after grades are due. The evaluation includes inspection of the transcript and commentary by the Graduate Advisor and relevant instructors.

The possible outcomes of this review are:

1. PASS (student continues with the normal next year of the program);
2. FAIL (student is recommended for academic dismissal); or
3. PROBATION (student is counseled to take specific courses or other actions to achieve the necessary readiness to continue in the program). In the case of a recommendation of

Probation, the student will be re-evaluated after an additional semester. If this second review does not result in a decision to PASS, the student is recommended for academic dismissal.

## SAMPLE PROGRAMS OF STUDY

Students entering the program with a BA regardless of whether they are pursuing a terminal MA or the doctoral program will complete the MA program. Students pursuing a terminal MA may enter the program part-time. For sample programs of study for students entering the program by different routes, see Appendix B.

## DEGREE REQUIREMENTS FOR THE PH.D.

### 61 Credits Total

36 Credits from GUS MA program may be transferred to fulfill requirements below.

Or up to 24 credits from another MA program may be approved for *advanced standing*.

Core Courses (15 credits)

Statistics (3 credits)

Four methodology courses from departmental menu and elsewhere (12 credits)

Electives

Qualifying Exams (1 credit)

Dissertation Proposal Defense (3 credits)

Dissertation Research (6 credits) and Defense

## CORE COURSES

The following five core courses must be taken by every Ph.D. student.

*History and Theory of Urban Studies*

*Geographic Inquiry*

*Critical Issues in Globalization, Sustainability, and Social Justice*

*Public Policy for Urban Regions*

*Research Design*

## RESEARCH METHODOLOGIES AND STATISTICS

Students are required to take Introduction to Statistics (or demonstrate that an equivalent course has been taken) and two out of the five methods courses listed below, plus two more methodology courses either or both of which may be in the department of Geography and Urban Studies or in other department(s). The intention of the core methodology course requirement is to ground students in multiple qualitative or quantitative methodologies. Thus, all students gain basic knowledge of at least two out of three methodological approaches: qualitative methods, statistical analysis, and GIS, with the choice of whether to focus more heavily on qualitative (i.e. qualitative methods and program evaluation) or quantitative (i.e. statistics and GIS) approaches. Note that students are free to take additional methods courses as part of their elective course load, if they choose to focus more deeply on a particular methodological set.

*Statistics for Urban and Spatial Analysis*

*Advanced Statistics for Urban Applications*

*Qualitative Methods*

*GIS I*

*GIS II*

*Census Analysis with GIS*

*Community Based Program Evaluation*

## ELECTIVES

Students get specialized training through their selection of at least six credits of coursework from an elective menu of graduate courses (see Appendix A). Students work closely with their advisor to choose their advanced courses. Students are also able to take courses across the university with the permission of their advisor.

## QUALIFYING EXAMS

The qualifying exams are taken after all coursework is complete. Normally the exams should be completed no later than 6 months after coursework is complete.

In conjunction with their Graduate Advisor (who must be a member of the GUS Department faculty), the student identifies at least two other faculty members of the exam committee. The two additional members may be GUS Faculty or Affiliated Faculty.

The exams have a written and oral component. Students choose two of three areas: theory, policy, and methods. They develop the parameters of the exams with their committee.

The written portion of the Qualifying Examination is used to assess the student's knowledge of the field and problem-solving abilities in the context of urban research. The committee approves reading lists for the student to prepare for the exam. Several different written examination formats are possible, at the discretion of the committee. These may include a single extended research problem prepared by the entire committee, individual papers prepared for separate examiners, or an alternate format approved in advance by the chair of the committee and the Graduate Director. Either a "closed book" three hour exam for each written paper or a 24 hour "open book" exam, sometimes submitted via e-mail can be considered. The written exams normally are taken within a two week period.

The oral portion of the Qualifying Examination is administered no later than two weeks after successful completion of the written portion. All parts of the written exam must be passed before the student can proceed to the oral exam. The oral portion of the examination may expand on the questions asked on the written exam, may include additional but related questions, and will assess the candidate's readiness to commence dissertation research. The oral exam is graded on a pass/fail basis. The Graduate Advisor/Chair and all but one of the remaining members of the examination committee must approve in order for the student to pass the oral examination. If the student fails the exam, s/he will be given the opportunity to re-take the exam, usually within a semester. If the student fails the second time, s/he will be recommended for academic dismissal.

Once the exams have been passed (1 credit hr), the student achieves candidacy.

## DISSERTATION PROPOSAL, RESEARCH AND DEFENSE

### *The Dissertation Committee*

The Graduate Advisor helps the student identify three additional members of the Dissertation Committee, to make a standard committee of four. One of these four should be external to the department. Affiliated Faculty may serve as external members.

### *Proposal*

Within the semester following completion of the qualifying exams, a candidate is expected to submit a 5-6 page preliminary dissertation proposal to the Dissertation Committee. Within one year of passing the exams and prior to beginning work on the dissertation, students are expected to submit a more substantial dissertation proposal to their Dissertation Committee. The proposal defines the research problem, scholarly significance, pertinent literature, and methodology. It should contain an outline of the projected document and a timeline for completion of the various tasks involved in the dissertation. Typically, much of the proposal will be used in the dissertation and/or in a grant proposal.

The Dissertation Committee Chair/Graduate Advisor schedules a meeting of the committee for the proposal defense. The student gives an oral presentation of the proposal and the committee members are expected to ask questions and give suggestions. The committee must approve the proposal and give written, specific instructions on how the student can improve her/his dissertation. The Dissertation Committee Chair/Graduate Advisor sends a letter to the Graduate Director indicating whether the proposal has been accepted (3 credit hrs) or rejected and summarizes comments from the overall committee. At this time, the student will normally be scheduled to present the proposal at a departmental colloquium.

### *Dissertation*

The Ph.D. dissertation is expected to make an original contribution to the field of urban studies. The dissertation must demonstrate formulation, design, and independent execution of a significant research project. The student must complete a minimum of 6 credit hours of dissertation research. There is no maximum, but students should note that seven years is the limit.

### *Defense*

As the student's field research and dissertation writing gets substantially underway, the Chair of the Dissertation Committee (Graduate Advisor) and other committee members monitor the progress made, and provide clear and timely indications of any reservations they have about the student's progress. When the student and the chair judge the dissertation complete and ready to be defended, the chair schedules the dissertation defense. The student makes a formal presentation at a public defense. Following the public presentation and discussion, the Dissertation Committee convenes with the candidate in a closed session for the defense. Directly after this session, the committee votes whether or not to accept or reject the completed dissertation.

## ADVISING

The Graduate Director assigns each incoming student to a Graduate Advisor based on area of interest and workload distribution. The advisor is a member of the Department of Geography and Urban Studies. The Graduate Advisor helps determine the student's schedule of classes for each semester, answers general questions about the program, helps the student define her/his research orientation, and assists with research skills preparation. The Graduate Advisor represents the student at the "Annual Review". The advisor also serves as the chair of the qualifying exam committee and the dissertation committee and helps the student to form these committees. Therefore, it may be necessary for the student to change advisors prior to the qualifying exams. That is, s/he has a free hand in choosing someone other than the department-assigned advisor for the qualifying exam and dissertation stage. This is normal and has no punitive consequences.

## ANNUAL REVIEW

All doctoral students undergo annual formal evaluation by the Graduate Faculty in the Department as well as affiliated faculty serving on committees. The evaluation determines the student's readiness to continue in the program. The meeting takes place at the end of the spring semester after grades are due. The evaluation includes inspection of the transcript and commentary by the Graduate Advisor, relevant instructors and relevant committee members. The possible outcomes of this review are:

1. PASS (student continues with the normal second year of their program);
2. FAIL (student is recommended for academic dismissal); or
3. PROBATION (student is counseled to take specific courses or other actions to achieve the necessary readiness to continue in the program). In the case of a recommendation of Probation, the student is re-evaluated after an additional semester. If this second review does not result in a decision to PASS, the student is recommended for academic dismissal.

## FOREIGN LANGUAGE

If appropriate to the proposed area of study, the student's committee may require that s/he acquire the necessary competence in a foreign language. The advisor supervises the completion of this element with input from the university's various language departments that administer examinations for graduate students needing to fulfill language competencies.

## TIME TO COMPLETION

Students admitted to the Ph.D. program are normally expected to attend full-time. A doctoral student entering with a BA should complete the Ph.D. in approximately 5 years. A doctoral student entering with a MA in a related field and advanced standing of 24 credits should complete the Ph.D. in approximately 3 years (see Appendix B).

## SAMPLE PROGRAMS OF STUDY

A student may enter with a BA and be accepted for the Ph.D. program or a student may enter with a MA in a related field and apply for advanced standing up to 24 credits (see Appendix B for sample programs of study for students entering the program by different routes).

## GENERAL RULES AND STANDARDS

This section is a supplement to, and elaboration of, the policies and procedures of the Graduate School, which can be found on-line at [www.temple.edu/grad/policies/index.htm](http://www.temple.edu/grad/policies/index.htm)

## FULL-TIME STATUS VERSUS PART-TIME STATUS

To be considered full-time, graduate students who are taking courses should be enrolled for at least 9 credits. A graduate student assigned a Teaching Assistantship that requires 20 hours of work per week may be considered to be full-time if s/he is enrolled for at least 6 credits, although most Teaching Assistants enroll for 9 credits in order to make progress in completing their required course work. Once a graduate student has completed course work, s/he must register for at least one credit per semester to be considered full-time while preparing the dissertation. It is important for dissertation students to register for at least one credit each semester in order to defer student loan payments. In order to defer loan payments, students should file the Full Time Status Form with the Graduate School by the first day of classes each semester (the form is accessible on-line at [www.temple.edu/grad/forms/index.htm](http://www.temple.edu/grad/forms/index.htm)). Students working on dissertations may be designated as full-time for up to a maximum of 6 semesters.

Although PhD students are normally expected to attend full-time, M.A. students are accepted for both part-time and full-time study. The department offers many courses in late afternoon and evening to accommodate part-time students who are employed during the day. However, Temple University reserves most forms of financial aid to full-time students at both levels. Part-time students are not eligible to be awarded Teaching or Research Assistantships or University Fellowships. Like full-time students, part-time students are expected to complete their degrees in a timely way. For M.A. students, the time limit is normally 3 years. For doctoral students, the Graduate School has set a limit of 7 years to complete the degree. In some cases, the Graduate School may approve an extension of the time limit (the form is accessible on-line at [www.temple.edu/grad/forms/index.htm](http://www.temple.edu/grad/forms/index.htm)).

## INCOMPLETES

An instructor may assign an Incomplete ("I") to a student who does not complete all coursework. The "I" may be changed to a letter grade if the student completes the coursework within one calendar year. The student must file a contract with the faculty member of record stating what outstanding work remains to be completed. The faculty member must sign the contract and retain it in the student's permanent departmental file. All work must be completed, graded, and the change of grade card filed with the Office of Academic Records within one calendar year of the assignment of the Incomplete. The default grade will become permanent if work is not completed per the contract or within one year of the assignment of the Incomplete grade. A student who receives a Permanent Incomplete and wishes to receive credit for that course is required to re-register, pay tuition, and retake that course to receive a grade.

## LEAVES OF ABSENCE

A graduate student may request a leave of absence from the Graduate School if s/he is unable to continue studying for a period of time. However, students should note that the Graduate School

rarely grants more than four semesters of leave and only in exceptional circumstances. Also, students should recognize that taking a leave of absence does not affect the time limits for completing degrees. To apply for a leave of absence, the student must first obtain supporting signatures on the official form from his/her Advisor and the department's Graduate Director (the form is accessible on-line at [www.temple.edu/grad/forms/index.htm](http://www.temple.edu/grad/forms/index.htm)).

## PARTICIPATION IN COLLOQUIA AND DEPARTMENT LIFE

Students who gain the most from graduate studies are those who involve themselves in the intellectual community represented by the department and the broader group of urbanists, planners, environmentalists, and community activists to whom this department is connected. All graduate students, whether full-time or part-time, are expected to participate in the life of the department and campus by attending colloquia within GUS and symposia and conferences sponsored by affiliated departments. Faculty members try to bring to students' attention various opportunities for students to attend, and to present their work at professional meetings in the city and region, as well as at national scholarly meetings.

## ACADEMIC GRIEVANCE PROCEDURE

When graduate students believe their academic work has been judged unfairly and need help to resolve this complaint, they should try first to communicate with the instructor whose judgment they believe to be unfair and/or with the department's Graduate Director.

A student must initiate the grievance procedure no later than the semester following the completion of the course from which the grievance has arisen. Formal grievances will be processed only during the fall and spring semesters of the academic year. The grievance process occurs in stages:

Stage I: The student prepares a written statement of the grievance, provides supporting documents (like copies of the student's work), and identifies his/her preferred remedy. The student gives copies of this material to the instructor, the Graduate Director, and the department chair. The instructor should respond in writing within one week of receiving the grievance.

Stage II: If the complaint is not resolved to the student's satisfaction during Stage I, the student may then write a letter of appeal to the department chair, again providing supporting documents. This letter of appeal with documentation is forwarded to the department's Graduate Committee. (Should any of the committee members be involved in the dispute, the department chair will appoint another member to replace that person.) The Graduate Committee may choose to interview any or all parties to the dispute. It may also request one or more faculty members (not involved in the dispute) to evaluate work where the assigned grade is contested. The Graduate Committee drafts a written statement of its findings and sends that statement to the student and the instructor.

Stage III: If the complaint is not resolved to the student's satisfaction during Stage II, the student may forward all of the relevant documents, including his/her letter of appeal, to the Associate Dean

for Graduate Affairs in the College of Liberal Arts, who will insure that the complaint is reviewed at the College level and convey the results to the student. The CLA Graduate Grievance Procedure is on-line at: [www.temple.edu/CLA/Students/GraduatePolicies/#Grievance](http://www.temple.edu/CLA/Students/GraduatePolicies/#Grievance)

## SERVICES

### COMPUTER RESOURCES

As soon as a student registers for classes, Temple University Computer Services will assign her or him an AccessNet ID. This can be used to send and receive e-mail, use BlackBoard software, connect to Temple's library, including its electronic databases, use OWLnet and TUPortal, and make full use of Temple's computer resources. To learn how to obtain a AccessNet ID, see <http://accounts.temple.edu> or call 215.204.8000 for help. Students are also eligible to enroll in free computer training seminars that cover subjects from basic word processing, to using BlackBoard software, constructing websites, and using digital cameras. For information about these computer seminars, see [www.temple.edu/cs/training](http://www.temple.edu/cs/training)

### HEALTH SERVICES

Once students have paid the Student Health Services Fee, they may use Temple's Student Health Services to get basic care, both routine and to address accidents or illnesses. This is not a full-service medical facility, and paying the Health Services Fee does not provide you with health insurance, since it does not cover many medical costs like specialists or hospital visits. For information about Health Services, see [www.temple.edu/studhealth/Index.htm](http://www.temple.edu/studhealth/Index.htm). Students are also eligible to obtain free Counseling Services at Temple to address a wide variety of personal, psychological, or emotional issues. To find out about free Counseling Services, see [www.temple.edu/counseling](http://www.temple.edu/counseling).

### HEALTH INSURANCE

Graduate students who are not otherwise insured can pay to enroll in a Student Health Insurance plan offered by Temple. Students can find out about the cost and extent of this insurance coverage by consulting the University's Human Resources office at [www.temple.edu/personnel](http://www.temple.edu/personnel). Graduate students who serve as Teaching Assistants or Research Assistants under the TUGSA contract have the benefit of being able to enroll in a health insurance plan that is largely subsidized by Temple University. See [www.tugsa.org](http://www.tugsa.org) for more information.

### STUDENT UNION

Graduate students at Temple University may choose to join the Temple University Graduate Student Association (TUGSA), a union that represents their interests and working conditions. To learn more about TUGSA, see [www.tugsa.org](http://www.tugsa.org)

## TRANSPORTATION AND PARKING

Fortunately, Temple's Main Campus is served by excellent public transportation provided by the region's transportation authority known as SEPTA. SEPTA operates buses as well as the Broad Street subway line that stops at the intersection of Broad Street and Cecil B. Moore Avenue. SEPTA also runs regional commuter trains that bring passengers from all over the region to a station only two blocks from Temple's Main Campus. [www.septa.org](http://www.septa.org). Students who drive to campus may gain access to gated parking lots either by purchasing parking passes or paying cash to use Visitor Parking. For information about using university parking lots, see [www.temple.edu/parking](http://www.temple.edu/parking)

## HOUSING

Graduate students have a wide range of affordable housing options. Detailed descriptions and information about cost and availability of on-campus housing can be obtained from the Office of University Housing (215-204-7184). Information about off campus housing options can be obtained from the university's coordinator of off-campus housing (215-204-3279), [www.temple.edu/housing](http://www.temple.edu/housing)

In seeking housing, students will want to consider access to the main campus which is 2 miles north of Center City (i.e., downtown). Classes are normally held in the late afternoon and early evening at the Main Campus. Faculty offices, library resources, and class rooms where most teaching assistants offer courses, are on the main campus. The main campus is easily accessible by public transportation (bus and train) and has sufficient fee-based parking lots.

## DISABILITY RESOURCES AND SERVICES

If a student has a disability (either physical or learning), they should consider registering with Disability Services before they request an accommodation in their studies. Typically, the Office of Disability Services will require letters from a health care provider before a student can register. Once registered, students may request that the Office of Disability Services make recommendations to instructors regarding such things as increased time to complete assignments, or exemption from foreign language requirements. Disability Services will keep the student's record there separate from her academic record in the department and the College of Liberal Arts. This record is confidential and will be destroyed five years after the student leaves Temple. [www.temple.edu/disability/about.htm](http://www.temple.edu/disability/about.htm)

## SEXUAL HARASSMENT AND SEXUAL ASSAULT

Sexual harassment and sexual assault subvert the mission and work of Temple University, and can threaten the career, educational experience, and well-being of students, faculty, and staff. Temple University is committed to providing a learning and working environment that emphasizes the

dignity and worth of every member of its community, free from discriminatory conduct. Sexual harassment and sexual assault, in any form or context, are inimical to this and will not be tolerated.

University policies on sexual harassment and sexual assault, which include procedures for filing complaints, are available upon request by contacting Sandra A. Foehl, Associate Vice President for Affirmative Action, 109 University Services Building, 1601 North Broad Street, Philadelphia, PA 19122-6099 or by calling 215-204-7303 (TTY: 215-204-6772). More information is also available at [www.temple.edu/affirmative\\_action](http://www.temple.edu/affirmative_action).

## CAMPUS SAFETY AND SECURITY

It is Temple University's policy to provide to all students, upon request, a copy of the University's policies and procedures regarding campus safety and security, as well as crime rates and statistics for the most recent three-year period. In doing so, Temple University complies with two important pieces of legislation: the Pennsylvania College and University Security Information Act, and the federal Right-to-Know and Campus Security Act. To receive a copy of "You and Campus Safety," write to Temple University Department of Campus Safety Services, 1101 West Montgomery Avenue, Philadelphia, PA 19122, or call 215-204-6262. To access Temple University's Campus Safety Services go to [css.ocis.temple.edu/default.aspx](http://css.ocis.temple.edu/default.aspx). The emergency safety number is 215.204.1234 (1-1234 from campus phones).

## DEPARTMENTAL AND EXTERNAL RESOURCE UNITS

### THE GIS LAB

The Specialized Learning Environment in Geographic Information Technologies is equipped to prepare students for developing skills to conduct research and to learn applications utilizing GIS applications. The GIT-SLE features 21 dual 3.02 GHz, multi-threading, Pentium Xeon workstations which are supported by a wide-range of associated peripheral devices for data input and extraction. Instructors, researchers and students learn and/or demonstrate information and techniques using the facility's advanced, digital, multi-media system. Each workstation supports a full compliment of ESRI and IDRISI GIS software applications together with Adobe Photoshop, Illustrator, and Macromedia MX Studio products for web-authoring and development. In addition to hardware and software, students, instructors and researchers have access to many datasets shared with the Social Science Data Library and the Temple-based Philadelphia Indicators Project. More data resides on the facility's dual 3.02 GHz Dell server.

### INTERNSHIPS

We encourage students to apply their skills and knowledge in a credit-bearing internship that utilizes their academic training. Assignments at planning, social service and other agencies, as well as firms

that specialize in mapping and geographic data analysis, have helped students secure employment. The internship is complemented by a seminar in which students discuss their experiences. See the Internship Coordinator of this department, Dr. Marilyn Silberfein ([pawling@temple.edu](mailto:pawling@temple.edu)) for more details and for information on possible internship sites. Another resource for internships is the College of Liberal Arts Center for Internships and Career Development. Contact Dr. Michael Szekely ([Michael.szekely@temple.edu](mailto:Michael.szekely@temple.edu)) for more information.

In recent years, for example, GUS students secured internships in places like the Office of the Treasurer, City of Philadelphia, the Delaware Valley Regional Planning Commission, and the New Kensington Community Development Corporation. Periodically, the department holds a Career Seminar, inviting back GUS alums to discuss their job trajectories and the importance of internship experiences. For example, in a recent session they represented a range of career directions from a GIS Content Specialist at NAVTEQ, to a Policy Director for a Philadelphia City Councilwoman, and an Environmental Planner at Greensgrow Farms.

#### THE METROPOLITAN PHILADELPHIA INDICATORS PROJECT

[www.temple.edu/mpip](http://www.temple.edu/mpip)

MPIP is engaged in creating web-based data repositories, mapping facilities, and state-of-the-region annual reports on the Philadelphia metropolitan region for a wealth of social, economic, political, environmental, and other indicators for different types of administrative units, such as municipalities and school districts.

#### THE INFORMATION TECHNOLOGY AND SOCIETY RESEARCH GROUP (ITSRG)

[www.temple.edu/itsrg/](http://www.temple.edu/itsrg/)

ITSRG combines research and education to increase access to information and communication technologies among underserved populations. ITSRG promotes individual empowerment to improve health, enhance educational opportunities, and support local environmental management and development goals. ITSRG is funded by the National Science Foundation, the School District of Philadelphia, and the Philadelphia Youth Network.

#### INSTITUTE FOR PUBLIC AFFAIRS

[www.temple.edu/ipa](http://www.temple.edu/ipa)

Temple University's Institute for Public Affairs conducts, supports, and disseminates interdisciplinary research to inform and improve public policy, focusing particularly on Philadelphia, the greater metropolitan area, and the Commonwealth of Pennsylvania. IPA research targets important social, economic, and political problems, and public policies that address them and seeks

to foster collaboration and intellectual exchange across disciplines, supporting scholars from all of Temple's seventeen schools and colleges.

#### PALEY LIBRARY URBAN ARCHIVES

[library.temple.edu/collections/urbana/index.jsp](http://library.temple.edu/collections/urbana/index.jsp)

The Urban Archives was established in 1967 to document the social, economic, and physical development of the Philadelphia area from the mid-19th century to the present. The Archives functions as a repository for organizational records and related materials, and as a research facility for those interested in urban studies. The Archives collections are particularly strong in areas involving social service organizations, unions, housing development, community organizations, and contain many records from organizations involved with African Americans, education, and crime.

#### SOCIAL SCIENCE DATA LIBRARY

[www.temple.edu/ssdl](http://www.temple.edu/ssdl)

The SSDL is Temple University's repository for computerized social science data and a primary center for expertise in the analysis and presentation of such data.

#### CENTER FOR SUSTAINABLE COMMUNITIES

[www.temple.edu/ambler/csc](http://www.temple.edu/ambler/csc)

The Center for Sustainable Communities at Temple University's Ambler campus was established in July 2000 to develop and promote new approaches to protect and preserve quality of life through sustainable development. A working resource for government agencies, community organizations, and developers, the Center provides objective information and services to improve decision-making relative to land use and water resources planning and development. The Center conducts interdisciplinary research and offers educational and community outreach programs.

#### CENTER FOR INFORMATION SCIENCE AND TECHNOLOGY

[www.temple.edu/ist](http://www.temple.edu/ist)

The mission of IST is to promote advanced research and education aimed toward solving challenging data mining, machine learning, pattern recognition, and optimization problems for an efficient knowledge discovery at large databases. Projects currently studied at the IST Center focus on management and analysis of sequence, spatial, temporal, spatial-temporal and stream data with an emphasis to practical solutions in Bioinformatics, Geoinformation Sciences, Brain Imaging, Computational Finance, Web and Video Mining

## THE BLOCKSON COLLECTION

[library.temple.edu/about/libraries/blockson.jsp](http://library.temple.edu/about/libraries/blockson.jsp)

The Charles L. Blockson Afro-American Collection is one of the nation's leading research facilities for the study of the history and culture of people of African descent. This collection of over 30,000 items has materials on the global black experience in all formats: books, manuscripts, sheet music, pamphlets, journals, newspapers, broadsides, posters, photographs, and rare ephemera. In addition, the collection houses selected artifacts, such as statues and busts. The collection must be used in-house.

## APPENDIX A: MA AND PH.D. PROGRAM REQUIREMENTS

### PATHWAYS OF ENTRY

1. Enter with BA and accepted for a terminal MA.
2. Enter with a BA and accepted for Ph.D. program.
3. Enter with a MA in a related field. The student may bring up to 24 credits towards the doctoral program based on an evaluation of previous courses. It is the student's responsibility to submit a request and evidence for advanced standing.

### MA PROGRAM IN GEOGRAPHY AND URBAN STUDIES

#### **36 Credits Total**

#### Core Courses (12-15 credits)

History and Theory of Urban Studies (3)

Geographic Inquiry (3)

Critical Issues in Globalization, Sustainability, and Social Justice (3)

Public Policy for Urban Regions (3)

Statistics for Urban and Spatial Analysis (3) (Required if no equivalent course as undergraduate)

#### Two of the following Methods Courses (6 credits)

Qualitative Methods (3)

GIS I (3)

GIS II (3) (prereq: GIS I)

Census Analysis with GIS

Community Based Program Evaluation (3)

Advanced Statistics for Urban Applications (3) (prereq: Statistics for Urban & Spatial Analysis or equivalent)

#### Three or four Electives from the Menu of Elective Graduate Courses (9-12 credits)

Master's Research Paper (3)

## PH.D PROGRAM IN URBAN STUDIES

### **61 Credits Total**

36 Credits from GUS MA program may be transferred to fulfill requirements below.

Or up to 24 credits from another MA program may be approved for *advanced standing*.

Core Courses (15 credits)

Statistics (3 credits)

Four methodology courses from departmental menu and elsewhere (12 credits)

Electives

Qualifying Exams (1 credit)

Dissertation Proposal Defense (3 credits)

Dissertation Research (6 credits) and Defense

## EXAMPLES OF ELECTIVE GRADUATE COURSES

### Theory and Process

Comparative Regional Development (3)

International Urbanization (3)

Political Ecology (3)

Urban Social Geography (3)

Urban Economic and Spatial Structure (3)

Sustainable Cities (3)

### Policy and Planning

Economic Development Planning for Cities (3)

Environmental Planning CRP 8213 (3)

Land Use Planning (3) CRP 8166

Medical Geography (3)

Poverty and Employment (3)

Sustainable Community Design and Development (3) CRP 5256

Urban Housing (3)

### Methodology

Statistics for Urban Spatial Analysis (3)

Qualitative Methods (3)

GIS I (3)

GIS II (3) (prereq: GIS I)

Census Analysis with GIS (3)

Community Based Program Evaluation (3)

Advanced Statistics for Urban Applications (3) (prereq: Statistics for Urban Spatial Analysis or equivalent)

## APPENDIX B: SAMPLE PROGRAMS BASED ON COURSE ROTATION

### SAMPLE CURRICULUM 1: TERMINAL MA IN GEOGRAPHY AND URBAN STUDIES

This is a sample curriculum for a full-time student attaining a terminal MA in Geography and Urban Studies. The student is interested in sustainability issues. The degree is completed in two years.

Year 1

Fall	Spring
History/Theory (3) Geog Inquiry (3) Stats for Urban/Spatial Analysis (3)	Critical Issues (3) Public Policy (3) Land Use Planning CRP 8166 (3)

Year 2

Fall	Spring
GIS I (3) Sustainable Community Design and Development CRP 5256 (3) Env Planning CRP 8213 (3)	Masters Research Paper (3) GIS II (3) Sustainable Cities (3)

**SAMPLE CURRICULUM 2: TERMINAL MA IN GEOGRAPHY AND URBAN STUDIES**

This is a sample curriculum for a full-time student attaining a terminal MA in Geography and Urban Studies. The student is interested in community development. The degree is completed in two years.

Year 1

Fall	Spring
History/Theory (3) Geog Inquiry (3) Stats for Urban/Spatial Analysis (3)	Critical Issues (3) Public Policy (3) Urban Housing (3)

Year 2

Fall	Spring
GIS I (3) Econ Dev Plng for Cities (3) Comm Based Program Evaluation (3)	Master's Research Paper (3) Intro to Urban Schools (3) URBED 5401 Neighborhds, Cities, Region (3) CRP 8156

### SAMPLE CURRICULUM 3: PH.D IN URBAN STUDIES, STUDENT ENTERS WITH BA

This is a sample curriculum for a full-time student in the doctoral program admitted with a BA. The doctoral degree is attained in five years, but could be accelerated with dissertation credits in the summer.

#### Year 1

Fall	Spring
History/Theory (3) Geog Inquiry (3) Statistics for Urban Spatial Analysis (3)	Critical Issues (3) Public Policy (3) Adv Stat for Urb Applications (3)

#### Year 2

Fall	Spring
GIS I (3) Comparative Regl Devel (3) Econ Devel Planning for Cities (3)	Master's Research Paper (3) GIS II (3) Race, Class, & Gender in Cities (3)

#### Year 3

Fall	Spring
Urban Econ and Spatial Structure (3) Community Based Program Eval (3) Urban Sociology (3) SOC 8361	Research Design (3) Sustainable Cities (3)

#### Year 4

Fall	Spring
Exams (1)	Proposal Defense (3)

#### Year 5

Fall	Spring
Dissertation Research (3)	Dissertation Defense(3)

**SAMPLE CURRICULUM 4: PH.D IN URBAN STUDIES, STUDENT ENTERS WITH MA**

This is a sample curriculum for a full-time student in the doctoral program admitted with a MA in Geography. The student receives the maximum of 24 credits of advanced standing. The doctoral degree is attained in four years, but could be accelerated with dissertation credits in the summer.

Year 1

Fall	Spring
History/Theory (3) Geog Inquiry (3) Community Based Program Eval (3)	Critical Issues (3) Public Policy (3) Research Design (3)

Year 2

Fall	Spring
GIS I (3) Urban Econ and Spatial Structure (3) Urban Sociology (3) SOC 8361	Exams (1)

Year 3

Fall	Spring
Proposal Defense (3)	Dissertation Research (3)

Year 4

Fall	Spring
Dissertation Research (3)	Proposal Defense (3)



## APPENDIX C. COURSE DESCRIPTIONS

### CORE COURSES

**GUS 5159. Geographic Inquiry**

This course familiarizes students with the theoretical, conceptual and methodological debates underlying the use of spatial analysis in the social sciences. Students will explore how place, space, and scale are conceptualized and utilized to examine urban processes as well as different approaches to spatial representation including visual, mathematical, digital, and cognitive.

**GUS 8011. History and Theory of Urban Studies**

This course provides students with the foundational knowledge to pursue graduate studies in the interdisciplinary field of urban studies. It surveys the historical and philosophical bases of contemporary urban studies and provides an introduction to contemporary explanatory frameworks and associated critiques in the social sciences.

**GUS 8016. Public Policy for Urban Regions**

This course introduces students to the major policy approaches used to sustain and develop cities and regions in the U.S. and beyond – i.e., direct government intervention, market models, and third sector institutions. The course examines the changes brought about by globalization in the scope and function of governments, including regulatory regimes and privatization of services and infrastructure. Students analyze the consequences of different policy approaches for social equity, environmental sustainability, and economic growth.

**GUS 8031. Critical Issues in Globalization, Sustainability, and Social Justice**

This course will explore the theories, facts, and debates related to globalization, sustainability, and social justice, the themes that are critical to understanding contemporary urban conditions and dynamics. The course will provide students an overview of a wide range of issues, in a number of US and international settings, and at several spatial scales. The material will be foundational for making decisions on research topics.

**GUS 8097. Research Design**

The goals of this course are to provide students with an understanding of the basic concepts underlying different spatial approaches to research design and analysis. The course emphasizes the fundamentals of designing investigations using a variety of methods and data to better understand urban processes, problems, and topics. Students learn to critically evaluate as well as conduct research, how to formulate meaningful research questions, how to design studies using different research methods, and how to develop a rigorous research proposal.

### RESEARCH METHODOLOGIES AND STATISTICS COURSES

**GUS 5062. GIS I**

This course prepares students with the knowledge necessary to effectively use GIS software packages, and covers fundamental principles such as spatial data models, database management systems, network modeling and geocoding, and basic vector and raster operations.

**GUS 5065. GIS II**

(Prerequisite: GUS 5062 or another basic statistics course at the graduate level)

Assumes basic familiarity with Geographic Information Systems. Focuses on applying GIS techniques to the study of such processes as urban sprawl, socioeconomic change, and ecological functioning of urban regions.

**GUS 5068. Census Analysis with GIS**

(Prerequisite: Prior course work or experience using GIS, or permission of the instructor)

Students gain an understanding of U.S. census geography and tabular data through the use of a GIS. Activities, discussions, and lectures familiarize students with U.S. Census Bureau data, while lab assignments and exercises provide experience using a GIS to analyze real world problems. By the end of the semester, students will have learned a variety of advanced GIS techniques and be able to make effective use of census data for academic research.

**GUS 5161. Statistics for Urban Spatial Analysis**

This course provides an introduction to statistical analysis of spatial phenomena and processes with an emphasis on urban applications using a variety of economic, demographic, health, crime and environmental data sets. The course covers the basic principles of sampling, probability, and tests of significance; spatial exploratory data analysis (SEDA); measures of association; ordinary least squares regression; factor, principal component and cluster analysis.

**GUS 5162. Advanced Statistics for Urban Applications**

(Prerequisite: GUS 5161 or another introductory statistics course taken at the graduate level) This course teaches advanced statistical methods to examine urban processes and patterns. The course covers spatial point pattern analysis, multivariate regression, logit and probit regression, spatial econometrics, Geographically Weighted Regression (GWR), and hierarchical linear modeling.

**GUS 5163. Qualitative Methods**

This course is designed to foster an understanding of the principles and appropriate application of qualitative methods in Urban Studies. The course will provide an overview of qualitative research design and emphasize the connections between grounded theory, explorative inquiry, and thick description with the research approach taken. Specific skills that will be introduced are: participant observation, in-depth and open-ended interviewing, oral histories, case study analysis, focus groups, narrative analysis, content analysis, archival analysis and social action methods. The course examines the limitations and advantages of qualitative approaches, triangulation with quantitative methods, and ethical issues in conducting research.

**GUS 8032. Community Based Program Evaluation**

The course focuses on how to design and conduct evaluation plans that are useful for improving community-based human service and educational programs, and the challenges encountered in conducting evaluations in real world settings. A major emphasis is on the various methods and issues involved in conceptualizing, planning, conducting, and utilizing program evaluations. Among the topics covered are logic models and program theory, evaluability assessment, needs assessment, and process and outcome evaluation design.

## ELECTIVES

**GUS 5014. Social Geography**

Acquaints students with social and cultural understandings of urban space in the U.S. city. Students are asked to use photography to explore how geography grounds itself on the landscape.

**GUS 5015. Land Use Planning**

An examination of the forces that influence land use planning in and around American metropolitan regions. Considers economic perspectives (land values), public interest perspectives (zoning subdivision, housing and building codes, redevelopment and renewal programs, etc.) and social perspectives of land use. Also examines separately housing, commercial locations, and industrial development.

**GUS 5018. Economic Development Planning for Cities**

Causes of economic decline in American cities, history of governmental policies to promote urban economic development, and major tools available to local economic planners, with special emphasis on the political issues of who controls the programs and who reaps the benefits.

**GUS 5021. International Urbanization**

This course examines urbanization around the world. The focus may include issues of rapidly industrializing areas, postcolonial and transition societies. Students will address topics related to the effects of rapid social and spatial change in a variety of settings. They will also examine the problems of providing housing and urban infrastructure in rapidly urbanizing areas, as well as the social and cultural tensions related to urban change.

**GUS 5044. Urban Housing**

On overview of the economic, social, physical, and political forces that have molded the present urban housing stock. Examination of the implications of present urban housing stock. Examination of the implications of present trends for the future and the development of rational housing policies, emphasizing the Philadelphia metropolitan area.

**GUS 5056. Political Ecology**

Political ecology is an integrated, interdisciplinary approach to the study of human-nature relations. This course examines resource use, the construction of landscapes, questions of structure-agency, and definitions of “nature” and “development.” We study cases at a variety of spatial scales and settings, and include examples from industrialized countries as well as non-industrialized regions. Topics are diverse, ranging from subsistence fishing to access to green space in cities. The critical roles of the state, non-government organizations, and individual actors in shaping social, political, and economic landscapes are considered.

**GUS 5061. Cartographic Production**

Advanced approaches to design and production of thematic maps.

**GUS 5071. Medical Geography**

An analysis of the factors responsible for the geographic patterns of disease, mortality, and health care services: the role of the environment in evaluating mortality and disease patterns.

**GUS 5075. Comparative Regional Development**

This course examines the transformations that, beginning with the European expansion 500 years ago, have to a large extent created the regional variation we see today. We consider theoretical approaches to understanding ‘modernization’ and ‘development’ and build on this foundation to look at the historic factors that have shaped different parts of the world. We examine the political, economic, social, spatial and environmental processes that have shaped those countries that share a colonial past (our primary focus) as well as North America, Asia, Japan, and Eastern Europe.

**GUS 5096. Problems of Environmental Quality**

Local urban environmental problems are considered by members of the class in research teams, with a view toward seeking possible solutions to them.

**GUS 5097. Race, Class, Gender in Cities**

Research seminar that examines the spatial dimensions of metropolitan inequality, focusing on how inequality is perpetuated along class, race, and gender lines. Topics include urban growth politics, zoning and land use planning, domestic architecture, racial segregation, poverty, and homelessness. Students will design a research proposal based on course materials.

**GUS 8021. Geography of Urban Services**

Analysis of concepts basic to understanding spatial service patterns. Emphasis is on use of models in service area delineation.

**GUS 8033. Urban Economic and Spatial Structure**

This course provides an introduction to the analysis of urban economic and spatial structure. Key ideas from urban economic theory (comparative advantage, scale economies, location economies, urbanization economies,

clustering, increasing returns) are introduced. They are combined with key ideas from trade theory (transportation cost and globalization) and the impact of federal, state, and local government policies on creating and changing the internal structures of cities and their consequences for access and distribution in fragmented metropolises.

**GUS 8043. Seminar on Homelessness**

Explores various issues relating to homelessness, with a focus on public policy and research. A dominant theme is how public policy decisions have contributed to this problem. Topics are the experience of being homeless, the epidemiology of homelessness, structural and individual theories of homelessness, the history of homelessness in the U.S., substance abuse and mental illness among the homeless, homeless women and children, homelessness in Philadelphia, and public policies needed to address the problem.

**GUS 8045. Poverty and Employment**

Examines the relationships among the globalization of the economy, economic restructuring, metropolitan labor markets, and poverty focusing on contemporary U.S. cities. The course will evaluate theoretical and public policy debates about employment and poverty. Particular attention will be paid to how class, gender, and racial inequities are reproduced in the urban economy.

**GUS 8047. Comparative Urban History**

Review of methodological tools for comparative readings and research on the history of cities, across cultural and chronological boundaries.

**GUS 8050. Environmental Seminar**

This course is designed to provide an understanding of the ecological consequences of contemporary economic development. The focus is on countries at the low end of the developmental scale in the countries of Latin America, Africa and South Asia. The course illustrates through case studies how changes in the relations of production give rise to increasing degradation of resources.

**GUS 8055. Sustainable Cities**

This course introduces the concept of sustainability and explores environmental problems linked to urbanization, drawing on historical analysis, social theory, landscape ecology, and city planning/design practice. Primary topics covered will include social and economic drivers of urban development and suburban sprawl; the principle of carrying capacity and the measurement of landscape-scale ecological function (e.g. habitat fragmentation); and the use of decision support tools to generate alternative policy scenarios for urban sustainability planning.