



Master's Program Student Guide

Urban Studies Programs

2024-2025

Master’s Program Student Guide Urban Studies Programs 2024-25

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Welcome

This Student Guide is designed to serve as a guide to students in UWM's Master of Science Program in Urban Studies. The UWM Graduate School Bulletin contains the official description of the program, and the Graduate Academic Policy and Procedures and Master's Requirements describe important policy and requirements that students should be familiar with additional information posted on the Canvas site. This handbook provides supplementary information about the program in Urban Studies, important dates and resources for graduate students, and information about the curriculum and graduation.

Brief History of USP

The Master's program is one of the oldest graduate programs at UWM, created in 1963 with a Ford Foundation grant at a time when scholarship on cities and urban development was seen as critical in the context of the civil rights movement and the urban crisis. The program was housed in the Department of Urban Affairs. The PhD program, called Urban Social Institutions, began as an interdisciplinary program in 1977 (with faculty from several departments, chiefly sociology, history, and urban affairs) with the assumption that in order to examine complex urban problems, students must be literate in a variety of urban-focused disciplines. In 1988 both programs/degrees were combined to become Urban Studies Programs. Over 500 MS degrees and 100 PhDs have been awarded. USP graduates enjoy considerable career success and can be found in positions at all levels of government, in the nonprofit sector, in business, and in academic institutions serving as faculty and administrators.

Funding Opportunities

There are a variety of funding opportunities for graduate students in urban studies. There are a total of 7 assistantships in urban studies, 4 Project Assistantships and 3 Teaching Assistantships. There are also occasionally PAships available outside USP that our students can apply for in the Center for Economic Development (CED) or the Urban Affairs Association (UAA). Each year to be considered for one of these USP appointments, prospective and current students submit a PA/TA request form by January 5. This form is posted on the Canvas site and at the main office. There are also university-wide funding sources such as the Advance Opportunity Program fellowships (AOP), CED Economic Development Fellowship, and Graduate School Fellowships. PhD dissertators in USP are also eligible to apply for a dissertation research grant (see p. 22 for more information on funding opportunities).

Communication and Program Information.

All students are enrolled on the administrative Canvas site. Students can reach the Canvas main page by following the link: (<https://uwm.edu>) and select Canvas from the "Current Students" drop down menu at the top of the website, or you can go directly to the login page (<https://uwm.edu/canvas/>) Note: there is no www in the address. On the login page, login at the epanther account login space with your username and password (same as your UWM PAWS/email account). You should see "Urban Studies Programs" with the USP

program banner at the very top of the Canvas dashboard. Click on the site and you will be in the site.

All students are part of the USP Student listserv for announcements and important messages. Be sure to check your UWM email account regularly or have it forwarded to another account if you use a different email account. Urban Studies has a Facebook group and an Instagram account which you can join to follow postings on urban-related topics, and a Linked-In group so you can connect with our network of alumni and current students and faculty. Please consider joining both.

Advising

Each semester, usually prior to the next semester registration, (early November in the Fall and Late March in the Spring) two weeks are set aside for formal advising. All students are expected to meet with the Director or Associate Director at least once each semester to review upcoming course selections, and to develop their Program of Study. In addition to these two weeks, the Director and Associate Director are available at other times of the year for appointments with students.

MS Degree Requirements

The MS degree is comprised of two main components: coursework and a thesis/paper Master's project.

The minimum degree requirement is 30 graduate credits (of which 15 credits must be taken in 700 or above numbered courses) for the MS in Urban Studies. All Urban Studies students are required to take a core curriculum of 15 credits (1-3):

1. URB STD 921: Seminar: Research Methods in Urban Studies
2. Three of the following four interdisciplinary core courses:
 - URB STD 901: Seminar: Urban Social Structure
 - URB STD 913: Urban Political Process
 - URB STD 945: The Internal Structure of the City
 - URB STD 971: Seminar in the History of American Urban Problems
3. Quantitative course: NONPROF 792, SOCIOL 760*, URB PLAN 740, HIST 595G (grad section), or EDPSY 624G (grad section); ***SOCIOL 760 has a SOCIOL 461 Prerequisite.**
4. Remaining 15 credits of elective courses, which may include independent study (998), internship (927), and up to 3 credits of thesis/research (990). Students may want to use the Faculty Area Concentrations and Recommended Courses document to help plan their electives around a particular area (see below in this student guide).
5. Complete the Master's Paper or Thesis and defend it. Students need to form a committee of three, with two from USP who are from different departments.

Good Standing

To retain good standing, students must maintain a minimum 3.33 GPA and demonstrate progress toward completion of the MS in urban studies. **One important difference from undergraduate study is that a B- is considered a poor grade, and anything below that is viewed as a fail.** Graduate students should strive toward A/A- and B+ grades.

Incompletes

Although it may sometimes be necessary to take an incomplete, students should be sure to remove any incompletes early in the following semester. Incompletes after one year will lapse to a Permanent Incomplete. Note: Excessive incompletes may warrant the loss of funding support and constitute poor academic performance that limits program support to continue in the program.

Time Limit

The Graduate School has established a time limit for graduate degrees. Students are expected to complete all degree requirements from **within 5 years of initial enrollment.**

General Timeline for Master's Students

This is a *rough* guide for completing the MS degree within the 2-year, 4 semester period for a full-time student (students may opt to attend part-time, though students need to be cognizant of the 5-year limit). The assumption is that coursework requirements have been fulfilled or are in progress to be fulfilled within four semesters, a 3-2, 3-2 course load, for example; the focus of this timeline is that in addition to completing the course work (see below), students also give sufficient time to planning and developing your research topic and completing and defending your Master's Paper/thesis in a timely manner. Some students may go faster or slower at certain points (many students prefer writing the thesis during the summer months when they can devote more time to it, for example), but in general, you can think of this as a timeline that has worked for many students.

1. By the second semester of first year: Use this time to consider your research interests, past courses you've taken and projects you've done in them, faculty you've liked and shared an interest with, and come up with a research area that could serve as part of a Master's thesis/paper. Consult the Faculty bios on the USP website and the Faculty Area Concentrations and Recommended Courses document to help get an idea of potential committee members. Talk with other students, the Director/Assoc. Dir., and faculty you already know for ideas and as potential committee members. Make sure to have started your program of study

form and to have it completed and signed off on before defending. It is needed for your graduation application.

2. Early in the first semester of your second year, you should have a concrete idea of your research topic, the methodology you would use to study your topic, and be able to identify a possible chair/major professor for the Master's committee (see Canvas site link on Master's Paper Guidelines). **Consider reviewing other Master's Papers that are located in the USP office.** Decide on whether to do a thesis or paper. A thesis must conform to Graduate School formatting requirements (See Canvas site link on Grad School Thesis Formatting), and there are slightly different timelines for completing the thesis. Once completed, the final thesis is electronically sent to the Graduate School and USP. The final Master's paper/thesis needs to be electronically sent to beranekc@uwm.edu and once completed, will be kept in the USP office. The final Master's thesis/paper needs to be electronically submitted to the USP office before the Master's graduate application will be signed by USP.
3. Midway into the third semester, the student's Master's committee chair should be selected, and a thesis/paper project proposal written and approved by your chair (you will need to have your chair sign the proposal form and return it to the USP office). The proposal form is available on the Canvas site. If an IRB is required for your study, this should be approved now as well.
4. Work on your thesis/MS paper project should now commence in earnest; two additional committee members should be sought to fill out your committee to 3. **Your committee should comprise USP faculty from at least two departments, including one of whom is the chair (a third committee member can be from outside USP).** For usage of a non-affiliated member, you will need approval from the USP director. Send a current vita of the requested non-affiliated member to the USP director, and upon receiving approval; forward the Vita and approval to Carrie (beranekc@uwm.edu) and Jamie (jmh@uwm.edu). Students may opt to take a total of 3 credits of URB STD 990 with their committee chair/major professor as they begin work on their thesis/paper. URB STD 990 will count toward one of the 5 required electives for the degree.
5. **Within the first four weeks of the semester, you plan to graduate in, you need to apply for graduation with the Graduate School.**
6. Early in the fourth semester, primary and secondary research should be collected and analyzed, and the first draft of the thesis begun. This first draft should be given to your chair by the first couple weeks of the fourth semester. At this point, your chair may or may not want you to send the draft to the other committee members. *If you are completing a thesis, you will need to follow the Graduate School's formatting requirements (see Canvas site link).

7. Comments from your chair should be incorporated into a new draft completed by the half-way point in the fourth semester. Other committee members are likely to see this version as well.
8. Additional comments from all 3 committee members should be incorporated in a third (and final?) draft.
9. Get approval from the chair to proceed to defense. Check deadlines for defense dates.
- 10. At least 2 weeks before you defend, notify the USP office of your defense date and time, names of chair and committee members, title of thesis/paper, signed program of study form and location of the defense. If you plan to use the USP conference room for your defense, you will need to reserve it and make sure your defense date does not conflict with a class.**
11. If you have completed a thesis, the Graduate School will need to review your final draft for formatting by the thesis formatting deadline (see Grad School for deadlines).
12. If you are completing a Master's paper/thesis, the USP office will require that you submit an electronic copy of your paper to the USP office to Carrie Beranek at beranekc@uwm.edu (see Canvas site link for Master's Papers).

Note: Your graduation application to graduate will **not** be signed off on by the USP office until the final paper/thesis has been submitted to the office in electronic form.

USP Faculty Area Concentrations and Recommended Courses

The list of courses and faculty below is designed to help students in both the master's and doctoral program identify courses and faculty in specific subfields. **Two of the three committee member that make up the Master's Thesis/Paper student committee must be USP faculty [one of whom is chair] and must include at least two affiliated departments in USP).**

This is not an exhaustive list of courses and some of the recommended courses below may not be offered regularly. Master's students may take both U/G or Graduate-Only courses to fulfill their 15-credit elective requirement; however, students must be sure to have a **minimum of 15 credits that are 700 or above out of the 30 total needed for the degree.**

Community Organizations, Nonprofits, and Community Organizing/Development

Faculty:

Derek Handley (ENG), Jamie Harris (URB STD), Kirk Harris (URBPLAN), Doug Ihrke (POLSCI/PUBADMIN AND NONPROF), Joel Rast (POLSCI), Marie Sandy (ED POL/COM STD), Amanda Seligman (HIST), Aaron Schutz (ED POL/COM ST), Kristin Sziarto (GEOG), Lynne Woehrle (NURS)

Relevant Course Work:

URB STD 728: Urban Community Workshop
POLSCI 705: Professionals and Volunteers in Nonprofit
PUB ADM 769: Analyzing and Evaluating Public Policies and Programs
POLSCI/NONPROFIT 791: Nonprofit Advocacy and Public Policy
PUB ADM/NONPROFIT 792: Decision-making for Nonprofit and Public Organizations
NONPROFIT 793: Law of Nonprofit Organizations
PUB ADM 958: Seminar in Public Administration (subtitled) Financing Nonprofits
PUB ADM 958: Seminar in Public Administration (subtitled) International Nongovernmental Organizations
URBPLAN 684G: Planning Local Economic Development

Crime, Justice/Law, and Health

Faculty:

Anne Bonds (GEOG), Tina Freiberger (CRM JST), Kirk Harris (URBPLAN), Linnea Laestadius (PH), Aki Roberts (SOCIOL), Marie Sandy (ED POL/COM STD), Lynne Woehrle (NURS).

Relevant Course Work:

MSP 760: The Politics and Policy of Sustainability
MSP 770: Preparing for Sustainable Peace-building and Social Change
CR JST 671G: Juvenile Justice

Globalization and International Migration and Development

Faculty:

Anne Bonds (GEOG), Rina Ghose (IND ENG), Jamie Harris (URB STD), Jennifer Jordan (SOCIOL), Arijit Sen (HIST), Kristin Sziarto (GEOG), Chia Vang (HIST), Hyejin Yoon (GEOG).

Relevant Course Work:

URB STD 450G: Urban Growth and Development: A Global View
GEOG 540G: Globalization and the City
HIST 840: Colloquium on Global History (subtitled, only appropriate topics may apply)

HIST 840: Globalization of America-The Asian American Experience
HIST 940: Seminar on Global History (subtitled, only appropriate topics may apply)
POLSCI 952: The Politics of Developing Nations (subtitled, only appropriate topics may apply)
SOCIO 928: Seminar in Social Organization: (subtitled) Globalization and Technology

Housing and Gentrification

Faculty:

Anne Bonds (GEOG), Rina Ghose (IND ENG), Jamie Harris (URB STD), Amanda Seligman (HIST), Arijit Sen (HIST), Hyejin Yoon (GEOG).

Relevant Course Work:

URB STD 728: Urban Community Workshop
URB STD/ GEOG 945: (USP Master's Core Course): Internal Structure of the City
URB STD/HIST 971: (USP Master's Core Course): Seminar on the History of American Urban Problems
GEOG 441G: Geography of Cities and Metropolitan Areas
URBPLAN 762: Housing Markets and Public Policy

Methods and Methodology

Note: This list is provided to give students an overview of the variety of methods courses available that may be needed to complete one of the area concentrations, or as an elective for more in-depth work in methods, and to identify faculty who specialize in methods.

Faculty:

Anne Bonds (qualitative methods), Marcus Britton (methods, statistics), Rina Ghose (GIS, qualitative methods), Linnea Laestadius (qualitative methods), Amanda Seligman (historical methods, archival research), Robert Schneider (GIS, qualitative/quantitative methods), Arijit Sen (historical/oral history/archival), Kristin Sziarto (qualitative methods), Erin Winkler (qualitative methods).

Relevant Course Work:

Geographic Information System (GIS)

GEOG 726: Geographic Information Science
GEOG 826: Intermediate Geographic Information Science
URBPLAN 791: Introduction to Geographic Information Systems

Statistics

URB STD/SOCIO 982: Methods of Research and Analysis for Urban Social Institutions I
EDPSY 624G: Educational Statistical Methods
HIST 595G: The Statistical Analysis of Historical Data
POLSCI 701: Techniques of Political Science Research
SOCIO 760: Advanced Statistical Methods in Sociology

Quantitative Methods and Survey Design/Planning Methods

POLSCI 700: Scope and Methods of Political Science
SOCIOLOG 750: Research Methods in Sociology
SOCIOLOG 951: Seminar in Research Methodology
URBPLAN 721: Applied Planning Methods
URBPLAN 811: Applied Planning Workshop
URBPLAN 841: Seminar in Planning Analysis

Historical/Oral History/Archival

URB STD 728: Urban Community Workshop
URB STD/HIST 971: (Master's core course) Seminar on the History of American Urban Problems
HIST 713: Historical Research Methods
HIST 715: Research Methods in Local History

Program and Policy Evaluation

PUB ADM 769: Analyzing and Evaluating Public Policies and Programs

Qualitative/Ethnographic

URB STD 728: Urban Community Workshop
URB STD/SOCIOLOG 979: Qualitative Research Methods
AFRIC 800: Introduction to Qualitative Research Methods in African & African Diaspora Studies
PH 776: Qualitative Approaches in Public Health Policy

Public Policy*Faculty:*

Rina Ghose (IND ENG), Jamie Harris (URB STD), Kirk Harris (URBPLAN), Linnea Laestadius (PH), Aaron Schutz (ED POL/COM STD), Robert Schneider (URBPLAN), Amanda Seligman (HIST), Joel Rast (POLSCI), Hyejin Yoon (GEOG).

Relevant Course Work:

URB STD/SOCIOLOG 901: (Master's core course) Urban Social Structure
URB STD/HIST 971: (Master's core course) Seminar on the History of American Urban Problems
URB STD/POLSCI 913: (Master's core course) Seminar in Urban Political Process
POLSCI 751: Seminar in Public Policy Formation
PUB ADM 769: Analyzing and Evaluating Public Policies and Programs
POLSCI 972: Interest Groups and Public Policy
POLSCI 974: Seminar in Politics and Public Policy
POLSCI 976: Seminar in Comparative Public Policy
URBPLAN 692G/Arch 790: Transportation Workshop: Ideas for Bus Rapid Transit in the Milwaukee Region
URBPLAN 762: Housing Markets and Public Policy
URBPLAN 771: Transportation Policy and Planning
URBPLAN 772: Pedestrian and Bicycle Transportation
URBPLAN 857: Urban Design as Public Policy

Race and Ethnicity

Faculty:

Anne Bonds (GEOG), Marcus Britton (SOCIOL), Tina Freiburger (CRM JST), Rina Ghose (IND ENG), Derek Handley (ENG), Jamie Harris (URB STD), Kirk Harris (URBPLAN), Ryan Holifield (GEOG), Amanda Seligman (HIST), Arijit Sen (HIST), Kristin Sziarto (GEOG), Chia Vang (HIST), Erin Winkler (AFRIC), Hyejin Yoon (GEOG).

Relevant Course Work:

URB STD/SOCIOL 901: (Master's core course) Seminar: Urban Social Structure
URB STD/HIST 971: (Master's core course) Seminar on the History of American Urban Problems
URB STD/GEOG 945: (Master's core course) Internal Structure of the City
AFRIC 880: Seminar on Issues in African & African Diaspora Studies
GEOG 564G: Urban Environmental Change and Social Justice
SOCIOL 920: Seminar in Race and Ethnic Relations
SOCIOL 928 Seminar: Race and Ethnic Inequality

Urban Culture, Movements, and Space

Faculty:

Marcus Britton (SOCIOL), Derek Handley (ENG), Jamie Harris (URB STD), Ryan Holifield (GEOG), Jennifer Jordan (SOCIOL), Andrew Kincaid (ENG), Arijit Sen (HIST), Aaron Schutz (ED POL), Marie Sandy (ED POL/COM STD), Kristin Sziarto (GEOG), Hyejin Yoon (GEOG).

Relevant Course Work:

URB STD/HIST 971: (Master's core course) Seminar on the History of American Urban Problems
GEOG 443G: Cities of the World
GEOG 564G: Urban Environmental Change and Social Justice
GEOG 747: Spatial Analysis
HIST 841: Colloquium on Modern Studies
HIST 907: Seminar on U.S. Intellectual and Cultural History
POLSCI 952 The Politics of Developing Nations (subtitled, only appropriate topics may apply)
SOCIOL 928: Seminar in Social Organization: (subtitled: Political Sociology)

Urban/Metro Economic Development

Faculty:

Anne Bonds (GEOG), Marcus Britton (SOCIOL), Rina Ghose (IND ENG), Jamie Harris (URB STD), Ryan Holifield (GEOG), Joel Rast (POLSCI), Robert Schneider (URBPLAN), Kristin Sziarto (GEOG), Hyejin Yoon (GEOG).

Relevant Course Work:

URB STD/ PUBADM 965: Municipal Management
URB STD/HIST 971: (Master's core course) Seminar on the History of American Urban Problems

GEOG 540G: Globalization and the City
GEOG 564G: Urban Environmental Change and Social Justice
HIST 450G: Growth of Metropolitan Milwaukee
HIST 463G: History of the American City
URBPLAN 684G: Planning Local Economic Development
URBPLAN 720: Urban Development Theory and Planning
URBPLAN 762: Housing Markets and Public Policy

Urban and Suburban History

Faculty: (note: additional USP faculty outside history would be necessary to form a prelim, thesis, and dissertation committee)

Andrew Kincaid (ENG), Amanda Seligman (HIST), Arijit Sen (HIST)

Relevant Course Work:

URB STD/HIST 971: (Master's core course) Seminar on the History of American Urban Problems
HIST 463G: History of the American City
HIST 833: Colloquium on Urban History

Urban Politics and Administration

Faculty:

Rina Ghose (IND ENG), Doug Ihrke (PUB ADMIN and NONPROF), Joel Rast (POLSCI),
Kristin Sziarto (GEOG)

Relevant Course Work:

URB STD/POLSCI 913: (Master's core course) Seminar in Urban Political Process
URB STD/PUB ADM 965: Municipal Management
HIST 900: The City in History
PUB ADM/NONPROFT 792: Decision-making for Nonprofit and Public Organizations
PUB ADM 958: Seminar in Public Administration
POLSCI 974: Seminar in Politics and Public Policy
SOCIOLOG 928: Seminar in Social Organization: (subtitled: Political Sociology)

Urban Poverty and Inequality

Faculty:

Anne Bonds (GEOG), Marcus Britton (SOCIOLOG), Rina Ghose (IND ENG), Kirk Harris
(URBPLAN), Ryan Holifield (GEOG), Joel Rast (POLSCI), Amanda Seligman (HIST), Hyejin
Yoon (GEOG).

Relevant Course Work:

URB STD/SOCIOLOG 901: (Master's core course) Urban Social Structure
URB STD/GEOG 945: (Master's core course) Internal Structure of the City

URB STD/HIST 971: (Master's core course) History of American Urban Problems
GEOG 540G: Globalization and the City
GEOG 564G: Urban Environmental Change and Social Justice
HIST 460G: History of Poverty in America
SOCIOL 920: Seminar in Race and Ethnic Relations
SOCIOL 928: Seminar in Social Organization: (subtitled) Race and Ethnic Inequality; (subtitled)
Sociology of Welfare

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
AFRIC 700 – Theory/Methods of Qualitative Research in Africology			F		S, F	F	F			F	F	F	
EDPSY 624G – Educational Statistical Methods	S, F	S, F	S, F	S, F	S, F	S, F	S, F	S, F	S	S, F	S, F	S	S, F
GEOG 441G – Geography of the Cities and Metropolitan Areas	F	F	F	F	F	F	F	F	F	F	F	F, S	F
GEOG 443G – Cities of World	S	S		S	S	S	S, F	S	S	S	S	S	
GEOG 540G – Globalization and the City		F	S, F	F	F	F	F	F	F	F	F	F	
GEOG 564G – Environmental Change and Social Justice		S	S		S	S	S	S	S	S	S	S	S
GEOG 726 – Geographic Information Science	S	S	S	S, F	S, F	S, F	S, F	S, F	S, F	S, F	S, F	S	S, F
GEOG 727 – Qualitative Research			F			S		S		S			
GEOG 747 – Spatial Analysis	F	F	F	F	F	F		F	F	F		S	S
GEOG 826 – Intermediate Geographic Information Science	F	F	F	S, F	F	F	F	F	F	F	F	F	
GEOG 960 – Geographic Techniques								S	S		S		S
HIST 450G – Growth of Metropolitan Milwaukee	S										S	F	
HIST 595G – The Statistical Analysis of Historical Data	S, F	S, F	S, F	F	S, F	F		S, F	S, F	S, F	S, F	F	F
HIST 712 – Historiography and Theory of History									S	S	S, F	F	F
HIST 713 – Historical Research Methods		S		S, F			F		F	S		S	S

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
HIST 715 – Research Methods in Local History	S	S	S	S	S	S		S	S	S	S	S	S
HIST 840 – Colloquium on Global History	S, F	S	F	S	F	S, F	S, F	F	S, F	S, F	S, F	S, F	S, F
HIST 940 – Seminar on Global History	S, F	S, F	S	S	S	S, F	S	F	S	F	F	S	
POL SCI 700 – Scope and Methods of Political Science	F	F	F	F	F	F	F	F	F	F	F	F	F
POL SCI 701 – Techniques of Political Science Research	F	F	F	F	F	F	F	F	F	F	F	F	F
NONPROF 769 – Analyzing and Evaluating Public Policies and Programs	S	S	S	S	S	S	S	S	S	S	S		S
NONPROF 791 – Nonprofit Advocacy and Public Policy	F	F	F	F			S	S	S	S	S	S	
NONPROF/PUBAD M 792 – Decision-Making for Nonprofit and Public Organizations	F	F	F	F	F	F	F	F		F	F	F	F
NONPROF 793 – Law of Nonprofit Organizations	F	F	F				F			F	F	F	F
POLSCI 952 – The Politics of Developing Nations			F					S		S		S	
POLSCI 974 – Seminar in Politics and Public Policy				F		S		S		S		S	
PUB ADM 958 – Seminar in Public Administration	F	S, F	S, F				S, F	S					
URBSTD/PUBAD M 965 – Municipal Management	S	S	S				S		S			S	
SOCIOL 750 – Research Methods in Sociology	F	F	F	F	F	F	F	F	F	F	F	F	F
SOCIOL 760 – Advanced	S	S	S	S	S	S	S	S	S	S	S	S	S

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Statistical Methods in Sociology													
SOCIOL 928 – Seminar in Social Organization		F		S, F	F	F		S		F		S	F
SOCIOL 951 – Seminar in Research Methodology			S		S	S, F		S	S	S		S	
SOCIOL 979 - Qualitative Research Methods Seminar	S	S	F								F	F	F
SOCIOL 982 – Advanced Quantitative Analysis		S, F		F	F		F	F	F	F	F	F	F
URBPLAN 684G – Planning Local Economic Development	F	S, F	F	F	F	F	F	F	F				
URBPLAN 720 – Urban Development Theory and Planning	S	S	S	S	S	S	S	S	S	S		S	S
URBPLAN 762 – Housing Markets and Public Policy	S	S	S	S	S	S	S	S		S	F	F	F
URBPLAN 771 – Transportation Policy and Planning	S	S	S	S	S	S	S	S	S	S			
URBPLAN 810 – Public Policy Analysis	F	F	F	F	F	F	F	F	F		F	F	F
URBPLAN 857 – Urban Design as Public Policy	F	F	F	F	F		F		F		F		F
URB STD/ SOCIOL 901 – Urban Social Structure	S	S	S	S		S	S		S		S		S
URB STD/ POLSCI 913 – Seminar in Urban Political Process	S		S		F			S			F		S
URB STD 921 – Seminar Research Methods in Urban Studies	F	F	F	F	F	F	F	F	F		F	F	F

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
URB STD/GEOG 945 – Internal Structure of the City	S		S	S		S		S		S		S	S
URB STD/PUB ADM 965 – Municipal Management	S	S	S				S		S			S	
URB STD/HIST 971 – Seminar on the History of American Urban Problems	F	F	F	F	F	F	F		F	F	F	F	F
URB STD/HIST 980 – Growth of Urban Society	S	F				S		S					
URB STD/SOCIOL 982 – Advanced Quantitative Analysis		S, F	F	F	F	F	F	F	F	F	F	F	F
URB STD 983 – Contemporary Urban Social Structure and Change		F		S		S		S		S		S	S
URB STD 984 – Research Design for Urban Studies	F		F			S	F		F				

Urban Studies Programs Policies on Academic Misconduct

Adopted by USP faculty, February 13, 2009

Academic misconduct is a serious offense that can jeopardize a graduate student's career. Students who commit academic misconduct may be failed in the class by the instructor and/or be dismissed from their program of study and the University. In the interests of clarifying what the USP faculty consider to be academic misconduct, this policy sets forth specific examples of prohibited conduct.

Academic misconduct in USP includes but is not limited to:

- ❖ Plagiarism
- ❖ Cheating on an examination
- ❖ Collaborating on an assignment with another student when the instructor's policy is that it should be completed alone.
- ❖ Falsification of data
- ❖ Submission of the same prose to more than one course without prior permission of both faculty members. If a student is working on substantially similar papers in more than one course, it is the responsibility of the student to clarify with the instructors the appropriate work for each course.
 - To clarify, there are circumstances in which students may re-use prose that they have previously produced. Those circumstances are:
 1. Prose written for a class may be used in a conference paper
 2. Prose written for a conference paper may be used in a thesis or dissertation
 3. Prose written for a preliminary examination may be used in a dissertation
 4. Prose written for a class may be used in a thesis or a dissertation, but the major professor should be advised of this case. MS students who are pursuing option IV (coordinated activity in course work) are assumed to be doing this.

For a full description of UWM's policy on academic misconduct, see <https://uwm.edu/deanofstudents/academic-misconduct/>. The university policy specifies other forms of academic misconduct beyond those enumerated here. The USP Director shall circulate this policy to USP students at the beginning of each semester.

Graduate Student Academic Appeals and Grievance Procedures

UWM policies require that programs/departments adopt specific procedures for students who receive an adverse decision in an academic matter (e.g., grades, dropping a course, graduation decision). The final authority in all appeals for graduate students is the Dean of The Graduate School and Research. Appeals which reach The Graduate School are known as "Step Three" appeals, and the procedures which govern such appeals are specified in The Graduate School Bulletin. Appeals acted upon within Urban Studies are known as "Step One" and "Step Two" appeals. The procedures for appeals within Urban Studies Programs are described below.

Step 1a

The student will discuss the appeal or grievance with the faculty member responsible for making the initial decision within 30 days of the action that motivated the appeal/grievance. Every effort should be made to resolve the grievance at this time. If requested by the student, the faculty member will provide the student with a written statement of the reason for rejecting the appeal.

Step 1b

If Step 1a is adverse to the student, the student may, within 10 working days from the date of that decision, appeal the decision to the USP Director. (If the USP Director is the individual or a member of a committee toward whom the appeal or grievance is directed, the student may proceed from Step 1a to Step 2). The student may present to the Director, in writing or in person, evidence in support of the appeal or grievance. The Director shall investigate and seek information pertaining to the appeal from relevant individuals and render a decision. If requested by the student, the Director will provide a written statement containing the reason for the decision.

Step 2

If Step 1b is adverse to the student, the student may, within 10 working days from the date of that decision, appeal to the USP Grievance and Appeals Committee.* The student will present to the Committee, in writing, and in person, if desired, evidence in support of the appeal or grievance. The Committee will issue its decision in writing and provide copies to the student, the faculty member, and the USP Director.

Step 3

If Step 2 is adverse to the student, the student may, within 10 working days from the date of that decision, appeal to the Dean of The Graduate School and Research. Should

this occur, all written statements resulting from Step 1a, 1b, and 2 appeals will be forwarded to the appropriate official. Additional procedures governing Step 3 appeals are outlined in The Graduate School Bulletin.

Other administrative units on and off campus also process student complaints, utilization of the USP Academic Appeal and Grievance Procedure does not preclude concurrent or subsequent filing of complaints with other appropriate administrative bodies.

*The USP Grievance and Appeals Committee shall be appointed annually by the USP Director. It shall consist of a Chair and two additional members of the USP faculty. In the event that a committee member is the target of a Step 2 appeal or grievance or is judged by the USP Director to have a conflict of interest, the Director will appoint a substitute faculty member for the purpose of hearing that particular appeal or grievance only.

USP Standing Committees

Six committees govern the operation of the Master's Program:

- The **Steering Committee** advises the Director on policies and procedures.
- The **Student Affairs Committee** evaluates applicants for entry into the Program. This Committee also makes recommendations on fellowships and assistantships. In cooperation with the Director and Associate Director, this body monitors the progress of students in the Program. The Student Affairs Committee is empowered to recommend dismissal of students from USP if they fail to meet the Program's standards or those of the UWM Graduate School.
- The third governing body is the **Curriculum Committee**. This Committee is responsible for reviewing new course proposals, recommending courses in departments and schools for inclusion in the USP curricula, acting as the advisory committee for the major, and for proposing modifications in the various components of degree requirements or developing new programs.
- The fourth committee is the **Lectures and Programs Committee**. Its purpose is to plan and implement extracurricular seminars, conferences, talks, and other programs appropriate to the instructional and research activities of USP.
- The fifth committee is the **Grievance and Appeals Committee**.
- In addition, the whole program faculty meet twice each year to hear committee reports and conduct business.

USP Activities and Events

***e.polis* ejournal**

e.polis is a student-run ejournal. Students are encouraged to participate in producing each annual issue of *e.polis*. Students may join the editorial board, or submit an essay, book review, or journal article. The journal can be found at the link below:
<http://www4.uwm.edu/lets/urbanstudies/epolis/>

Fall Lecture and USP Speaker Series

Each year there is a Fall Social in late September to welcome new students and bring continuing students and faculty together to socialize. The Fall Social usually includes a speaker and reception. The speaker series organized by the Lectures committee runs throughout the year and may include colloquia of USP faculty or scholars from other universities.

Urban Studies State of Milwaukee Summit

Urban Studies Programs organizes a Milwaukee Summit each November. The Summit is a panel discussion. This event brings together experts from government, nonprofits and academia to discuss pressing issues that Milwaukee and the region face in the 21st century. Previous year's themes have been: Covid-19 and Racial Equity in Milwaukee: What have we learned and where do we go from here? (22); Immigration and the City in the Trump Era (18); Far From the American Dream: Fair and Affordable Housing Costs (17); A Frank Conversation about Race in Milwaukee (16); Inequality in Milwaukee: How Big A Problem Is It & What Can Be Done About It? (15); Home and Garden: Can Urban Agriculture Save Milwaukee's Neighborhoods? (14); Life After Vouchers, Expansion, Accountability, and Outcomes (13); Milwaukee and the Great Recession (11); The Future of Transit (10); Health and Urban Development (09); Economic Development and the City (08).

Student Research Forum

The Student Research Forum is Urban Studies' annual spring conference. The Forum provides a comfortable venue in which students, alumni, and faculty come together to investigate and discuss the complexities of the urban milieu. Organized by graduate students in the Urban Studies Programs, the Forum reflects the multidisciplinary nature of the curriculum as well as the varying interests of a diverse student body. The afternoon is organized around a luncheon & poster session, panel or roundtable session, an awards ceremony that culminates with a keynote address from a distinguished scholar in urban studies and a reception that follows the address.

UWM Funding Opportunities for Urban Studies Programs' Students

We encourage USP students and applicants to apply for the following forms of financial assistance available through USP and UWM. For your planning purposes we list the deadlines for the current academic year even though some of these dates have already passed; you may assume they will be similar in the upcoming year but should be aware that they might change.

Urban Studies Assistantships

Project Assistantship (open to MS and PhD students and applicants)

- Assist faculty in their research and USP office in event planning
- Appointments at the 50% levels, including tuition remission and health insurance (with low premiums paid by student).
- Renewable up to total of 2 years for MS students and 3 years for PhD students with sufficient academic progress and performance in the PAship.

- Deadline for new and current students: completed application in the USP office **by Jan. 5 each year.**

Teaching Assistantship

- Teach a section of URB STD 250 or URB STD 360 (only PhD students); teach discussion section in history (MS or PhD students eligible).
- Participate in pedagogy brown bags sponsored by USP
- Appointment at 50% level (PhD)/(Master's) including tuition remission and health insurance (with low premiums paid by student).
- Renewable up to total of 2 years for MS students and 3 years for PhD students with sufficient academic progress and performance in the TAship.
- Deadline for new students: completed application in the USP office **by Jan. 5** each year.

UWM Center for Economic Development Economic Development Fellowship

- Open to people who have participated in the Peace Corps, Americorps, or Public Allies
- <https://uwm.edu/ced/fellows/>
- Contact Lisa Heuler Williams (heuler@uwm.edu) and make sure that USP knows that you will be applying for an Economic Development fellowship.
- Deadline: check with Lisa Heuler Williams

Awards sponsored by the Graduate School

Graduate School Fellowship

- Open to both MS and PhD students, both new and continuing
- Provides a year of stipend, tuition remission, and health insurance
- \$1,000 travel award
<https://uwm.edu/graduateschool/types-of-funding/>
- Apply to the USP office, which forwards nominees to the Graduate School
Deadline: Jan. 5

Graduate School Dissertation Fellowship

- Open to current UWM Ph.D. students who have either achieved dissertator status or will achieve dissertator status by September 1 of the award year
- Provides a year stipend, tuition coverage and eligible for health insurance
- \$1,000 travel award
- Apply to the USP office, which forwards nominees to the Graduate School
- <https://uwm.edu/graduateschool/types-of-funding/>
- **Deadline: Jan. 5**

Advanced Opportunity Program

- Renewable awards for new and continuing qualified graduate students who are members of groups underrepresented in graduate study or who are otherwise disadvantaged. Applicants must be American citizens or permanent residents of the United States.
- Receive full tuition and eligible for health benefits.
- One-time, non-renewable \$1,000 travel award.
- Apply to the USP office, which forwards nominees to the Graduate School <https://uwm.edu/graduateschool/types-of-funding/>
- **Deadline for new and current students: Jan. 5**

Graduate School Student Travel Award

- Supports graduate student travel to conferences to present research
- \$1,000 cap for Ph.D. in expenses paid per student and
- \$500.00 cap per Master's Students. A student who receives support as a Master's Student here and then enrolls in UWM Ph.D. program would have a cumulative max of \$1,500 <https://uwm.edu/graduateschool/types-of-funding/>
- Deadlines: check office

Other Urban Studies Opportunities

USP Travel funding

- Supports graduate student travel to conference to present research
- Maximum award of \$500
- Funded by Henry W. Maier fund
- Recipients write short reports included in annual USP newsletter
- Deadline: rolling, contact USP office to apply

Urban Studies Award for Best Poster in Urban Studies

- Open to participants in the USP Student Research Forum held in April/May each year
- Award winners receive UAA conference registration fees waived and some travel support
- More information available on the USP Canvas site
- Deadline: TBA

USP Research Grant Award

- Up to \$1,500 to support costs related to dissertation research; \$500 for a Master's student's thesis research costs.
- Currently open only to doctoral students who have defended their dissertation proposals and Master's students who have an approved thesis proposal.
- Funded by alumni donations
- **Deadline: March 1**

Miscellaneous

UWM Center for Women's Studies, three scholarships

- Award amounts ranging from \$1,000 to \$2,500
<https://uwm.edu/womens-gender-studies/scholarships/>
- Deadline: check with Women's Studies office

UWM Center for Twenty-First Century Studies

- A variety of fellowships and funding opportunities
<https://uwm.edu/c21/fellowship/>
- Deadline: check with 21st Century Studies office

**Last updated 8/28/24. Any updates or revisions to this handbook will be posted on the website version.