



UNIVERSITY OF
MARYLAND

OFFICE OF THE PRESIDENT

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May 21, 2021

James D. Fielder, Jr.
Secretary of Higher Education
Maryland Higher Education Commission
6 N. Liberty Street
Baltimore, MD 21201

Dear Secretary Fielder:

I am writing to request approval for a new Post-Baccalaureate Certificate program in Latin American and Caribbean Studies. The proposal for the new program is attached. I am also submitting this proposal to the University System of Maryland for approval.

The proposal was endorsed by the appropriate faculty and administrative committees. I also endorse this proposal and am pleased to submit it for your approval.

Sincerely,

Darryll J. Pines
President
Glenn L. Martin Professor of Aerospace Engineering

DJP/mdc

cc: Antoinette Coleman, Associate Vice Chancellor for Academic Affairs
Ann Wylie, Senior Vice President and Provost
Bonnie Thornton Dill, Dean, College of Arts and Humanities



Cover Sheet for In-State Institutions
New Program or Substantial Modification to Existing Program

Institution Submitting Proposal	University of Maryland, College Park
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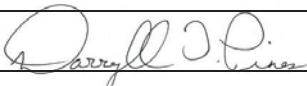
Each action below requires a separate proposal and cover sheet.

- | | |
|--|---|
| <input type="radio"/> New Academic Program | <input type="radio"/> Substantial Change to a Degree Program |
| <input type="radio"/> New Area of Concentration | <input type="radio"/> Substantial Change to an Area of Concentration |
| <input type="radio"/> New Degree Level Approval | <input type="radio"/> Substantial Change to a Certificate Program |
| <input checked="" type="radio"/> New Stand-Alone Certificate | <input type="radio"/> Cooperative Degree Program |
| <input type="radio"/> Off Campus Program | <input type="radio"/> Offer Program at Regional Higher Education Center |

Payment <input checked="" type="radio"/> Yes	Payment <input checked="" type="radio"/> R*STARS #	Payment	Date
Submitted: <input type="radio"/> No	Type: <input type="radio"/> Check #	Amount: \$850.00	Submitted: 5/17/21

Department Proposing Program	College of Arts and Humanities		
Degree Level and Degree Type	Post-Baccalaureate Certificate		
Title of Proposed Program	Latin American and Caribbean Studies		
Total Number of Credits	12		
Suggested Codes	HEGIS: 030801		CIP: 05.0134
Program Modality	<input checked="" type="radio"/> On-campus <input type="radio"/> Distance Education (<i>fully online</i>)		
Program Resources	<input checked="" type="radio"/> Using Existing Resources <input type="radio"/> Requiring New Resources		
Projected Implementation Date	<input checked="" type="radio"/> Fall <input type="radio"/> Spring <input type="radio"/> Summer Year: 2021		
Provide Link to Most Recent Academic Catalog	URL: https://academiccatalog.umd.edu/		

Preferred Contact for this Proposal	Name:	Michael Colson
	Title:	Senior Coordinator for Academic Programs
	Phone:	(301) 405-5626
	Email:	mcolson@umd.edu

President/Chief Executive	Type Name:	Darryll J. Pines
	Signature:	 Date: 05/21/2020
	Date of Approval/Endorsement by Governing Board:	

Revised 1/2021

A. Centrality to the University's Mission and Planning Priorities

Description. The **Post-Baccalaureate Certificate in Latin American and Caribbean Studies** will focus on the diverse cultures, histories, and literatures of Latin America and the Caribbean, as well as the political, economic and governmental systems within these regions. The program is designed for any University of Maryland (UMD) master's or doctoral student who has an interest in Latin America and the Caribbean. The program will provide a textured understanding of Latin America and the Caribbean and nurture an intellectual community centered on Latin American and Caribbean Studies. The program is intended to serve both students who wish to pursue an academic career in Latin American and Caribbean studies and students who wish to pursue a non-academic career in the private, not-for-profit, or government sectors.

Relation to Strategic Goals. As written in the University of Maryland's Mission Statement, one of the university's goals for graduate education is to "Expand interdisciplinary research and scholarly programs that address major intellectual and policy challenges of critical importance to the state, the nation, and the world, and to meet future workforce needs." This program will allow students enrolled in a variety of UMD graduate programs the opportunity to pursue their academic interests in Latin American and Caribbean studies and benefit from a network of like-minded students and faculty from different disciplines who engage with UMD's Latin American Studies Center.

Funding. The Latin American Studies Center within UMD's College of Arts and Humanities already offers an undergraduate minor and an upper-division certificate program, and also offers individual graduate courses in Latin American and Caribbean Studies. The Center has a budget that will allow the proposed program to operate at least for the first five years of the program. The Center's Director and Assistant Director will also serve as the administrators for this program. Affiliated faculty from different departments will teach in the program, using some graduate courses that have already been offered.

Institutional Commitment. The program will be administered by the Latin American Studies Center. In the event that the certificate program is discontinued, the courses will be offered for a reasonable time period so that enrolled students can finish the program. The faculty and administrative infrastructure will still be in place to work with students who have not finished the program.

B. Critical and Compelling Regional or Statewide Need as Identified in the State Plan

Need. Latin America and the Caribbean are critical regions for the United States and the state of Maryland. Challenges faced by these regions create difficult issues that the United States must address as a matter of both foreign and domestic policy. Furthermore, this region is a major source of immigration for the United States and Maryland in particular. Accordingly, the cultural, artistic, and social facets of Latin America and the Caribbean are also essential cultural, artistic, and social facets of the United States and Maryland. Understanding the different political, economic, social, cultural, and artistic aspects of this region and how these aspects

interrelate is therefore a matter of great importance for the state of Maryland. This interdisciplinary program will bring together graduate students from a variety of areas to explore these issues and inform and enrich their own disciplinary research.

State Plan. The need for this program is consistent with the *Maryland State Plan for Postsecondary Education's* Strategy 7: Enhance career advising and planning services and integrate them explicitly into academic advising and planning. This program provides a second-home for graduate students who want to explore how Latin American and Caribbean studies interface with their disciplines. By enrolling in this certificate program, students will broaden their network of professionals and academics who specialize in Latin American and Caribbean Studies, which will help them find research or career opportunities in Latin American and Caribbean Studies that they may not have known were there.

C. Quantifiable and Reliable Evidence and Documentation of Market Supply and Demand in the Region and State

Standard methods of determining program market supply and demand would not be useful in the context of this program. This certificate program will only be available for students already enrolled in established degree programs in the arts, humanities, and other programs that may intersect with Latin American and Caribbean Studies. The purpose of the degree is to enhance the value of the students' degree programs, contribute to the knowledge of Latin American and Caribbean Studies, and provide service to College Park's Latin American and Caribbean communities.

Regionally and nationally, US demographics suggest that there has been an increase in the number of residents originating in Central America. According to a tabulation of data from the U.S. Census Bureau, pooled 2013-2017, 4.8 percent of the Washington Metropolitan area population, or 293,000 people, are Central Americans. In the environs of the University, there are Central American and other Latin American and Caribbean community organizations working with young people in need of language and other instruction. Graduate students who currently work with the Latin American Studies Center mentor undergraduates and develop programs of support with these community organizations. This certificate program will afford students the opportunity to engage theoretically and practically with communities in which they have both a research and an experiential interest. The Center is particularly well placed to help expand educational opportunities for students focusing on the histories and cultures of Latin American and Caribbean communities. Students will emerge from this program with practical knowledge of the communities and community institutions in the area in which the University is located, and this practical experience will be valuable for professional pursuits whether in academia or in other professions.

D. Reasonableness of Program Duplication

According to MHEC's website, there are no Post-Baccalaureate Certificate programs in Latin American or Caribbean Studies at other institutions in the state of Maryland.

E . Relevance to Historically Black Institutions (HBIs)

No such certificate program currently exists at any of Maryland's Historically Black Institutions (HBIs).

F. Relevance to the identity of Historically Black Institutions (HBIs)

The proposed certificate program will be a value-added program for students in existing degree programs related to Latin American and Caribbean Studies. The program will make particular use of the College Park area, and will cater to a wide-range of academic interests. We do not believe this program will have an impact on the uniqueness or institutional identities of the state's HBI's.

G. Adequacy of Curriculum Design, Program Modality, and Related Learning Outcomes

Curricular Development. One major factor influencing both the decision to establish a graduate certificate and the development of the proposed curriculum is the long-standing involvement of an interdisciplinary group of graduate students in the intellectual community and work of the Latin American Studies Center. These students, from a variety of departments and programs across the university, have, for at least the last six years, held meetings at the Center, organized Graduate student conferences on Latin American Studies, and, during the last two years, mentored Undergraduate students in an exemplary capstone program. With no academic credential to show for it, these students have voluntarily built an intellectual community that could further benefit from the rigor provided by a colloquium and a focused choice of classes, and allow them the benefit of adding to their vitae a certificate acknowledging their commitment to intellectual interrogation of Latin America and the Caribbean.

Faculty Oversight. Merle Collins, Professor of English and Latin American Studies Center Director, in coordination with Eric Tomala, Assistant Director, will provide faculty oversight for the program.

Educational Objectives and Learning Outcomes. The overarching objective of the program is to provide students with a textured understanding of Latin America and the Caribbean and to nurture an intellectual community informed about the subject. The program's specific learning outcomes are as follows:

1. Students will be able to demonstrate a solid knowledge of the histories, politics, and cultures of Latin America and the Caribbean.
2. Students will be able to demonstrate an understanding of the historical role and impact of colonialism and various colonial countries – French, Spanish, Portuguese, British, Dutch – in the shaping of Latin America and the Caribbean, as well as the role of colonial and imperial histories in the shaping of regional perceptions of self and society.

3. Students will be able to demonstrate their ability to conduct specific research on the history and culture of one Latin American or Caribbean country as well as a good knowledge of that country's positioning in the wider region.
4. Students will be able to demonstrate a good knowledge of current debates, issues, theoretical and philosophical perspectives interrogating the societies and cultures of Latin America and the Caribbean.
5. Students will be able to demonstrate their ability to apply their knowledge about Latin America and the Caribbean in the praxis of an original research project or of a professional experience in an organization with a special interest in Latin America and/or the Caribbean.

These outcomes will be measured through an assessment of both the student's scholarly work and a required oral presentation at the Colloquium. Assessment of the presentation will be conducted once during the student's time in the three-semester Colloquium sequence, preferably in the student's final semester. In addition to the oral presentation, the student will submit a written statement to be evaluated by the Director of the Center.

Institutional assessment and documentation of learning outcomes. Student learning outcomes assessment in graduate programs is directed by the Graduate Outcomes Assessment Committee. Established in 2011, this committee is comprised of representatives from each college and school.

Course requirements. The total number of credits required for the certificate program is twelve. The certificate program's 12-credit curriculum includes the following courses:

- LACS608 Perspectives on Latin America and the Caribbean (3 Credits)
- LACS648 Colloquium (3 Credits)
- Praxis course (3 Credits):
 - LACS688 Experiential Learning in Latin America and Caribbean Studies
 - LACS689 Research Praxis in Latin American and Caribbean Studies
- Elective (3 Credits)
- Language Requirement

In addition to English, students must demonstrate advanced proficiency in one of the other languages of the Americas: indigenous languages, a creolized language such as Haitian Creole, colonial languages -Spanish, Portuguese, French - or other language considered by the program administration to be relevant to study of Latin America and the Caribbean. Proficiency may be certified through a language translation exam administered by an affiliate faculty member or through advanced-level coursework in the student's indicated language. If done through coursework, students must have a grade of "B-" or better in an advanced-level course. (Students who receive a grade lower than a "B-" may repeat the course).

The Colloquium course is a one-credit course take over three semesters for a total of three credits. An elective with content in Latin American and the Caribbean may be taken in any UMD department.

See Appendix A for course descriptions.

General Education. Not applicable as this is a graduate program.

Accreditation or Certification Requirements. There are no specialized accreditation or certification requirements for this program.

Other Institutions or Organizations. The department will not contract with another institution or non-collegiate organization for this program.

Student Support. The advising infrastructure for this program already exists by virtue of the Latin American Studies Center staff. Center staff will provide students with an understanding of the UMD learning management system, academic support services, financial aid resources, and cost and payment policies from their existing programs. Otherwise, the Graduate Catalog will provide information about curricular requirements. Individual course syllabi will specify any technical competency or equipment requirements. The Center staff will also advise prospective and enrolled students of the program requirements.

Marketing and Admissions Information. Marketing and admissions information will be available in the Graduate Catalog and available through the program advising office and website.

H. Adequacy of Articulation

As a graduate program, articulation is not applicable.

I. Adequacy of Faculty Resources

Program faculty. The program will rely upon current faculty affiliated with the Latin American Studies Center.

See faculty biographies in Appendix B for those currently expected to teach in the program.

Faculty training. The Teaching and Learning Transformation Center at the University of Maryland inspires and supports effective, engaging, efficient, and equitable teaching innovations among the university's instructors and assistants. This team provides faculty with training, resources, professional development activities, and individualized consultation to transform their classrooms and careers.

For the learning management system, faculty teaching in this program will have access to teacher development opportunities available across campus, including those offered as part of

the Teaching and Learning Transformation Center. For online elements of the coursework, instructors will work with the learning design specialists on campus to incorporate best practices when teaching in the online environment.

J. Adequacy of Library Resources

The University Libraries staff have reviewed the proposal and determined that the Libraries are able to meet, with its current resources, the curricular and research needs of the program.

K. Adequacy of Physical Facilities, Infrastructure, and Instructional Resources

The physical facilities and infrastructure needs for this program are minimal as faculty and students will use classrooms and office space that are already used by the Latin American Studies Center or affiliated faculty in their home departments.

The program is not a distance-education program. For ancillary online components of any program coursework, UMD maintains an Enterprise Learning Management System (ELMS). ELMS is a Web-based platform for sharing course content, tracking assignments and grades, and enabling virtual collaboration and interaction.

L. Adequacy of Financial Resources

Resources for the program will be provided by the College of Arts and Humanities' Latin American Studies Center, which has the capacity to launch the program. See Tables 1 and 2 for anticipated resources and expenditures. Below is an itemized description.

Resources: Tuition revenue will be used to support the program. Graduate tuition rates are based on approved resident and non-resident rates, on a per-credit basis.

Expenditures:

1. Faculty: 0.4 FTE faculty will be allocated to the program. Tuition revenue generated from the program will be used to pay all instructional expenses.
2. Administrative Staff: The Latin American Studies Center already manages activities and an undergraduate certificate and minor and will be able to implement and maintain the program.
3. Support Staff: The current support staff for the department's graduate programs will be able to implement and maintain the program. Accordingly, 0.1 FTE of administrative support will be required. This person is already on staff, and some of their duties will be redirected to support this effort.
4. Equipment: Because of the department's current operation of its graduate programs, equipment costs for this program are minimal and have been estimated to be \$1,500 at the outset of the program.
5. Library: As indicated in section J, current library resources are able to support the program, although \$250 per year will be dedicated for special purposes.

6. New and/or Renovated Space: As indicated in section K, no new space is required. Current space used by existing faculty and staff members who will be operating the program will be sufficient.
7. Other expenses: Other expenses are anticipated to be \$1,500 per year. This will help to facilitate the experiential aspects of the program.

M. Adequacy of Program Evaluation

Formal program review is carried out according to the University of Maryland's policy for Periodic Review of Academic Units, which includes a review of the academic programs offered by, and the research and administration of, the academic unit (<http://www.president.umd.edu/policies/2014-i-600a.html>). Program Review is also monitored following the guidelines of the campus-wide cycle of Learning Outcomes Assessment (<https://www.irpa.umd.edu/Assessment/LOA.html>). Faculty within the department are reviewed according to the University's Policy on Periodic Evaluation of Faculty Performance (<http://www.president.umd.edu/policies/2014-ii-120a.html>). Since 2005, the University has used an online course evaluation instrument that standardizes course evaluations across campus. The course evaluation has standard, university-wide questions and also allows for supplemental, specialized questions from the academic unit offering the course.

N. Consistency with Minority Student Achievement goals

The Latin American Studies Center will disseminate information about the certificate program via our faculty affiliates, who come from 22 different departments from across campus, and via our Graduate students who also come from diverse disciplinary backgrounds. The Graduate Student Collective is creating and distributing (electronically) a survey that will be used to gather and share information about the certificate. The Center will share information about the Certificate through our LISTSERV and at our events, and we will ask units from across campus to do the same. From Spring 2021, LASC intends to schedule the colloquium and other courses which will be part of a Graduate certificate when it is approved. This will inform students of the range of possibilities open to them.

O. Relationship to Low Productivity Programs Identified by the Commission

N/A

P. Adequacy of Distance Education Programs

N/A

Appendix A. Course Descriptions

LACS608 Perspectives on Latin America and the Caribbean (3 Credits)

This course exposes students to major theoretical, disciplinary, and/or methodological approaches to Latin American and Caribbean studies as practiced in the arts and humanities, and/or the behavioral and social sciences, including history, literary studies, anthropology, and political science. Topics include racial, social, ethnic, and national identities, demographic mobility, and cultural, economic, political, and intellectual exchanges in the Americas.

LACS648 Colloquium (3 Credits)

A Colloquium that will ensure an ongoing intellectual community among students, faculty, and guest scholars. The director of the Center and students will meet to discuss readings and presentations by guest speakers. Students will also present their work for feedback. With the assistance of the Director, students are invited to play an essential role in the planning and structuring of the Colloquium. Students take the one-credit course for three semesters for a total of 3 credits.

Praxis Requirement (Choose one of the following):

LACS688 Concentration in Experiential Learning (3 credits)

The concentration in experiential learning praxis may be of particular interest to students looking for an opportunity for practical work and experience outside academia. With approval of the Director, the experiential learning credits can be fulfilled with internships, the LASC undergraduate mentorship program, an applied research assistantship, or any program outside the University that is relevant. The three credits can be fulfilled in a span of more than one semester and can be a combination of the options. This concentration in experiential learning will be of particular value to students who are interested in pursuing careers outside academia. Examples of experiential learning might include internships at the Pan American Health Organization, the World Bank, or Casa de Maryland. With the approval of the director, students may satisfy this requirement by enrolling in relevant courses offered by or experiences supervised by LASC affiliate faculty and cross-listed with participating departments. In those cases, the affiliate faculty who act as the instructor of record will be responsible for providing adequate theoretical preparation for the student's learning experience. Otherwise, the course/experience will be taught/supervised by the LASC director, who will be responsible for providing adequate theoretical preparation for the student's learning experience.

LACS689 Concentration in Research Praxis (3 Credits)

The concentration in research praxis is intended primarily to serve students who are interested in academic research and teaching in Latin American and Caribbean studies by exposing them to a research experience supervised by an affiliate faculty member in Latin American and Caribbean studies. This might be a 3-credit intensive research seminar or independent studies tutorial involving a major research project or a 3 credit research assistantship in Latin American and Caribbean studies. Usually, students will satisfy this requirement by enrolling in relevant courses offered or research experiences supervised by LASC affiliate faculty and cross-listed with participating departments.

Appendix B. Faculty

Name	Title & Status	Credentials	Courses
Merle Collins	Professor of English and Comparative Literature and Latin American Studies Center Director; Full-Time	PhD Government, London School of Economics & Political Science	*LASC648: Colloquium (3 credits)
Michelle V. Rowley	Associate Professor of Women's Studies in the Harriet Tubman Department of Women, Gender, and Sexuality Studies; Full-Time	PhD Women's Studies, Clark University	*LASC648: Colloquium (3 credits)
Ryan Long	Associate Professor of Languages, Literatures, and Cultures (Spanish); Full-Time	PhD Spanish, Duke University	*LASC648: Colloquium (3 credits)
Ivan Ramos	Assistant Professor of LGBTQ studies in the Harriet Tubman Department of Women, Gender, and Sexuality Studies; Full-Time	PhD Performance Studies, University of California, Berkeley	*LASC648: Colloquium (3 credits)
John Drabinski	Associate Professor of English; Full-Time	PhD Philosophy, University of Memphis	LASC448U Theorizing the Americas (3 credits)
Laurie Frederik	Associate Professor of Theater, Dance and Performance Studies; Full-Time	PhD Anthropology, University of Chicago	LASC 602: Perspectives on Latin America and the Caribbean
Valérie Orlando	Professor School of Languages, Literatures, and Cultures (French and Francophone); Full-time	PhD French & Francophone Literatures Culture, Brown University	LASC 602: Perspectives on Latin America and the Caribbean

***Over the course of three semesters.**

Table One: Resources

TABLE 1: RESOURCES

Resources Categories	Year 1	Year 2	Year 3	Year 4	Year 5
1. Reallocated Funds	\$57,780	\$57,916	\$59,601	\$61,336	\$63,124
2. Tuition/Fee Revenue (c+g below)	\$0	\$0	\$0	\$0	\$0
a. #FT Students	10	10	10	10	10
b. Annual Tuition/Fee Rate	\$23,470	\$24,174	\$24,900	\$25,647	\$26,416
c. Annual FT Revenue (a x b)	\$0	\$0	\$0	\$0	\$0
d. # PT Students	5	5	5	5	5
e. Credit Hour Rate	\$820	\$845	\$870	\$896	\$923
f. Annual Credit Hours	6	6	6	6	6
g. Total Part Time Revenue (d x e x f)	\$0	\$0	\$0	\$0	\$0
3. Grants, Contracts, & Other External Sources	\$0	\$0	\$0	\$0	\$0
4. Other Sources	\$0	\$0	\$0	\$0	\$0
TOTAL (Add 1 - 4)	\$57,780	\$57,916	\$59,601	\$61,336	\$63,124

No new tuition revenue is assumed since the program is open only to students who are currently enrolled in a UMD master's or doctoral program. Reallocation resources come from the Latin American Studies Center, which has sufficient resources to deliver the courses in the certificate.

Table Two: Expenditures

TABLE 2: EXPENDITURES

Expenditure Categories	Year 1	Year 2	Year 3	Year 4	Year 5
1. Faculty (b+c below)	\$47,880	\$49,316	\$50,796	\$52,320	\$53,889
a. #FTE	0.4	0.4	0.4	0.4	0.4
b. Total Salary	\$36,000	\$37,080	\$38,192	\$39,338	\$40,518
c. Total Benefits	\$11,880	\$12,236	\$12,603	\$12,982	\$13,371
2. Admin. Staff (b+c below)	\$0	\$0	\$0	\$0	\$0
a. #FTE	0.0	0.0	0.0	0.0	0.0
b. Total Salary	\$0	\$0	\$0	\$0	\$0
c. Total Benefits	\$0	\$0	\$0	\$0	\$0
3. Total Support Staff (b+c below)	\$6,650	\$6,850	\$7,055	\$7,267	\$7,485
a. #FTE	0.1	0.1	0.1	0.1	0.1
b. Total Salary	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
c. Total Benefits	\$1,650	\$1,700	\$1,750	\$1,803	\$1,857
4. Graduate Assistants (b+c)	\$0	\$0	\$0	\$0	\$0
a. #FTE	0.0	0.0	0.0	0.0	0.0
b. Stipend	\$0	\$0	\$0	\$0	\$0
c. Tuition Remission	\$0	\$0	\$0	\$0	\$0
5. Equipment	\$1,500	\$0	\$0	\$0	\$0
6. Library	\$250	\$250	\$250	\$250	\$250
7. New or Renovated Space	\$0	\$0	\$0	\$0	\$0
8. Other Expenses: Operational Expenses	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
TOTAL (Add 1 - 8)	\$57,780	\$57,916	\$59,601	\$61,336	\$63,124