



NATIVE
AMERICAN
STUDIES

Graduate Handbook

Native American Studies
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Native American Studies at the University of New Mexico

Native American Studies (NAS) is an academic department committed to Indigenous research and scholarship. NAS offers a Master of Arts degree, Bachelor of Arts degree, and a minor degree granted through the College of Arts & Sciences. Our mission is to honor Indigenous experiences, strengthen Native Nations, and help build sustainable communities through academic excellence. NAS is designed to give students a background in Native American Studies theory, research, and relevant application of knowledge among Indigenous communities.

Introduction and Overview

Native American Studies Master of Arts (M.A.) degree

The Native American Studies Master of Arts (M.A.) degree is a distinctive program of study whose central mission is to support leadership development and community education that fosters critical investigation and interpretation, social justice, and social transformation of knowledge. NAS prepares students to be community-engaged leaders who work toward socially plural, culturally inclusive and healthy communities that drive positive human interactions and acknowledge the diversity of human experience and creative expression.

The NAS M.A. degree is a focus in ***Indigenous Leadership, Self-Determination and Sustainable Community Building***. The degree is offered in a multiple instruction approach where instruction is face-to-face, Zoom, and on-line. Zoom is an interactive webcasting technology to make it possible for students and instructors to interact in real time. Students can attend class and participate via the internet with a computer or laptop.

The purpose of the NAS M.A. degree is to provide present and future leadership of Native Nations, communities, and organizations with relevant leadership, research, and training in community building, policy development, and education that meets the highest academic and professional standards while reflecting the needs, circumstances, goals, and concerns of those communities and peoples. Students will learn to be researchers, critical thinkers, effective communicators, nation builders, and change agents of Native communities, organizations, and nations.

This handbook outlines the requirements and procedures set forth by NAS faculty for students enrolled in the program leading to the M.A. degree.

Admissions

Native American Studies welcomes applications from qualified students without regard to sex, gender identity, race, creed, color, religion, sexuality, age, or national origin.

A Bachelor of Arts (B.A.) or Bachelor of Science (B.S.) degree is required along with a minimum grade point average of 3.0 (on a 4.0 scale) in your undergraduate education or equivalent in the last two (2) undergraduate years in your major field to be considered for admission to the NAS graduate degree program.

Applications are due February 1 of each year for Fall admission. Applications will only be accepted for Fall admission. Students admitted to the NAS graduate program must notify the NAS Graduate Faculty Director of their decision by April 15 or within 3 weeks of receiving their NAS acceptance letter (whichever is later).

Application materials are uploaded to the online application (apply.unm.edu). To check application status, applicants may login to their application. Please see UNM's graduate catalog catalog.unm.edu and Graduate Studies' Application Guidelines grad.unm.edu/graduate-programs for more information.

NAS M.A. application requirements are:

- 1) Resume or Curriculum Vitae
- 2) Personal Statement (3-5 pages) that addresses educational goals, professional plans, interest in the M.A. degree program, and background in Native American Studies or Indigenous communities
- 3) Writing Sample (10-15 pages)—This should be original work that is academic, technical, professional or artistic in nature. Examples include a research paper, article, thesis, manuscript, reports, briefings, and film
- 4) Three letters of Recommendation. One must be from a faculty member
- 5) Official transcripts from all post-secondary academic institutions and coursework
- 6) Submit UNM Graduate admission application and pay fee online

After the application is complete, the applicant's materials are forwarded to the department for the NAS graduate admission committee to review and make a recommendation. The NAS graduate admissions committee will recommend to the Office of Admissions (or GEO for international applications) whether to accept or reject the applicant.

A student may receive one of two possible decisions: admit or deny admission. Students may defer admission to the next semester or following academic year with permission from the NAS Faculty Graduate Director. The process is completed through the Office of Admissions. Individuals who defer admission are not guaranteed possible funding for the next semester or following academic year.

Orientation

Incoming students are required to attend the NAS M.A. orientation. During orientation, incoming graduate students will receive general information about the NAS graduate program. Students should make an appointment once a semester with the NAS Graduate Faculty Director for guidance about the graduate program, advice in course selections, and discussion of other related matters.

Current Students

Student Responsibilities

Each NAS graduate student is responsible for understanding all NAS and UNM Graduate Studies policies and procedures. All students must read and understand the NAS Graduate Handbook, [Graduate Studies policies and procedures](#), [Student Code of Conduct](#), and [UNM Catalog](#). The responsibility for the completion of the master's degree requirements remains ultimately with the student. All students must maintain contact with the NAS Graduate Faculty Director.

Students should frequently check their myUNM account. All UNM students are required to utilize their UNM email for all university related correspondence. It is important to check your UNM email so you do not miss important notices. The University of New Mexico and Native American Studies conduct their business via UNM email only. Your UNM email also will be used for the NAS Grad listserv and UNM LEARN. The listserv is used for announcements about deadlines, presentations, and various opportunities.

NAS and UNM promotes a community and professional environment. As in our Native communities, we expect students to remember our Native teachings regarding the expectations of treating each other with respect, kindness, and support. Graduate students are expected to treat their peers, all students, faculty, staff, and UNM community at large in a respectful and professional manner. Any type of disrespectful or abusive behavior on the part of our students toward any member of the UNM community will be not tolerated. In the same manner, graduate students should expect to be treated in a professional manner by UNM faculty, staff, and students.

Our classroom and university should always be spaces of mutual respect, kindness and support, without fear of discrimination, harassment, or violence. Should you ever need assistance or have concerns about incidents that violate this principle, please access the resources available to you on campus, especially LoboRESPECT Advocacy Center and the support services listed on its website loborespect.unm.edu. Please note that, because UNM faculty, Teaching Assistants (TA), Graduate Assistants (GA), and staff are considered "responsible employees" by the Department of Education, any disclosure of gender discrimination (including sexual harassment, sexual misconduct, and sexual violence) made to a faculty member, TA, GA, or staff must be reported by that faculty member, TA, GA, or staff to the

university's Title IX coordinator. For more information on the campus policy regarding sexual misconduct, please see <https://policy.unm.edu/university-policies/2000/2740.html>.

As professionals, students are accountable for their responsibilities to adhere to program deadlines, and to maintain communication with the NAS Faculty Graduate director, faculty, and staff. Students are expected to hold a high standard of academic integrity and student conduct in their coursework, interactions with others, and in their research and scholarship. Failure to uphold these standards may result in suspension, expulsion, and/or reprimand. Violations of academic honesty includes, but is not limited to, cheating or copying, plagiarism (claiming credit for the words of works of another from any type of source such as print, internet or electronic database, or failing to cite the source), fabricating information or citations, facilitating acts of academic dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students. The university's full statement on academic honesty and the consequences for failure to comply is available in the UNM catalog and in the Student Pathfinder. At the graduate level, it is expected that students are familiar with these issues and that each student assumes personal responsibility in their work.

Requirements for the NAS M.A. Degree

The student will complete thirty (30) credit hours of graduate coursework credit. At UNM, graduate courses are defined as courses numbered 300*, 400*, 500 or greater (6 credit hours of 300* and/or 400* level course may be included with Graduate Studies approval). Students must take eighteen (18) credit hours of the required core courses including a three (3) credit hour foundation seminar. An additional twelve (12) credit hours must be elected from the Indigenous Leadership, Self-Determination, and Sustainable Community Building focus. These courses are chosen through communication with the NAS Faculty Graduate Director based on how well the courses complement the student's program of studies. A cumulative average GPA of 3.0 or better must be maintained at all times in graduate coursework approved by the NAS Graduate Faculty Director.

The M.A. degree is a coursework only program (Plan III) concluding with the completion of Native American Studies 590: Project of Excellence. The goal of NATV 590 is to demonstrate a student's accumulation of the theoretical foundation of NAS that can be successfully applied to address a target topic or issue relevant to a particular Native Nation, community, inter/national audience, group, or organization. Examples of work may include a research paper, community-based project, and/or research service-learning project. The student will work with a faculty of their choice to determine the project.

Summary of Program Requirement (30 credit hours total)

Required Core (18 credit hours)

- NATV 550 Indigenous Nations & Sustainable Communities Seminar (3)
- NATV 555 Native American Policy & Community Building (3)
- NATV 560 Research Method & Practice in Indigenous Scholarship (3)
- NATV 570 Indigenous Thought & Ethics (3)
- NATV 590 Project of Excellence (6)

Focus (12 credit hours)

- NATV 423* Self-Determination and Indigenous Human Rights
- NATV 445* Politics of Identity
- NATV 502 Education, Power, and Indigenous Communities
- NATV 522 Indigenous Community Approaches in Restorative Justice
- NATV 524 Principles of Leadership in Indigenous Contexts
- NATV 530 Gender & Indigenous Leadership
- NATV 535 Issues in Contemporary Native Leadership
- NATV 540 Indigenous Economies, Sustainability, and Environmental Protection

* These undergraduate courses can be taken for graduate credit with approval from the NAS Faculty Graduate Director. Graduate students are permitted to take up to 6-credits of 400 level coursework.

Other Course Options

In addition to the above courses, graduate students may petition for approval by the NAS Faculty Graduate Director to substitute up to 6-credit hours of appropriate 500 or above level UNM courses from the following related disciplines: American Studies, Community & Regional Planning, Law, Language Literacy Sociocultural Studies, or other interdisciplinary-related program.

AMST 552: Topics in Native American Studies

CRP 503: Community-based Practice

CRP 534: Foundations of Indigenous Planning

CRP 539: Indigenous Space Place Mapping

CRP 540: Pueblo Design & Planning

CRP 541: Navajo Design & Planning

LAW 552: Federal Jurisdiction

LAW 554: Indian Water Law

LAW 579: Tribal Courts

LAW 582: Economic Development in Indian Country

LAW 584: Indian Law

LAW 628: Law of Indigenous Peoples

LLSS 551: History of American Indian Education

LLSS 554: Teaching the Native American Child

LLSS 560: Language & Education in Southwest Native American Communities

LLSS 564: Issues in American Indian Education

LLSS 570: Science & Native American Education

Note: All M.A. students must meet with the NAS Faculty Graduate Director about their individual program of studies.

Culminating/Capstone

The student must choose a faculty member to work with for the required NATV 590: Project of Excellence course. The student must identify and select the faculty member he or she will work with by the end of their second semester in the program. The student will complete 6-credit hours usually over two semesters. The Project of Excellence will be determined between the student and faculty member. The Project of Excellence presentation must be scheduled near the end of the final semester of coursework, prior to graduation. All Projects of Excellence presentations will be posted to the NAS website, Facebook, graduate listserv, and other social media postings.

Additional Expectations

We encourage our students to participate in professional and academic conferences. In the past, students have presented and/or attended the American Indian Studies Association (AISA), Western Social Science Association (WSSA), and the Native American and Indigenous Studies Association (NAISA) conferences.

We also encourage our students to publish in academic journals or in American Indian venues such as Red Ink and American Indian/Native American Studies journals. Moreover, we also encourage our students to participate in graduate student organizations such as NASIRG and SNAGS.

Policies

Program of Studies

The program of studies is an academic plan for the student and NAS Faculty Graduate Director. It lists all coursework. The student is expected to meet with the NAS Faculty Graduate Director for advice on formulating their Program of Studies. After completing a minimum of 12 credit hours of the graduate program, students must submit a [Program of Studies](#). Fill out all the requested information and turn into Graduate Studies by the required deadline. Failure to submit this form on time will delay your graduation. The NAS Faculty Graduate Director will need to review and approve the form before submission to Graduate Studies.

How to Graduate: The following guidelines from Graduate Studies applies to all M.A. students: <http://grad.unm.edu/degree-completion/graduation-requirements/masters.html>

Transfer of Credit

A maximum of six semester hours of graduate credit taken at other institutions may be included in a Program of Studies with approval from the NAS graduate curriculum committee. Such courses must be from an accredited college or

university and must be acceptable for inclusion in graduate degree programs at that institution. Only courses with an A or B grade may be transferred and included in the program of studies. Transfer courses cannot be from an awarded degree.

Course Load

Full-time status at UNM is 9 credit hours during fall and spring semesters. Students supported on work-study, tribal scholarship or other financial resources may be required to take a minimum course load of 9 credit hours. Be sure to check with them. NAS does not employ Research or Teaching Assistants however any student employed as a Research or Teaching Assistant cannot be otherwise employed and must be registered for a minimum of six credit hours and a maximum of twelve credit hours per semester.

Continuous Enrollment

Students should be continuously enrolled for at least one credit hour during every Fall and Spring semester. Summer enrollment is required if students are completing NATV 590: Project of Excellence, graduating from the degree program, completing an "I" or incomplete grade or in any way utilizing university sources, facilities or faculty time. To maintain continuous enrollment, the credit hours(s) must appear in the student's Plan of Studies.

Grade of "W" is not considered valid registration for continuous enrollment purposes. "W" grades are received when students officially withdraw from a course after the drop/add period. Additionally, students completing work for a course in which they received a grade of "I" must maintain continuous enrollment as defined previously. Graduate students have one year to complete work for an incomplete grade. Additional information regarding incomplete grades can be found at <https://grad.unm.edu/resources/gs-forms/extension-incomplete.html>.

Graduate students planning to discontinue enrollment for a semester or more must notify Graduate Studies and NAS before the anticipated semester or discontinuation.

Time Limit

The NAS graduate program is a two-year program. We encourage all students to finish degree requirements in no more than three years. Graduate Studies set the maximum time toward a master's degree must be completed within seven years. The seven years begins with the semester and year of admission to the program.

Academic and Research Performance Evaluations

Performance Criteria

A graduate student is considered to be performing satisfactorily when:

- Student maintains a "B" average (3.0 GPA) or better for the M.A. program in graduate coursework approved by the NAS Faculty Graduate Director. If GPA falls below 3.00, the student must develop, with the director, an academic

performance improvement plan that includes conditions and timeframes for making satisfactory academic progress in their degree program.

Additional Performance Criteria Information

- The Graduate GPA is calculated from all graduate courses (300*, 400*, 500, and above) that appear on the transcript.
- The student is considered to be on academic probation until the conditions specified in the academic performance improvement plan are met and GPA is above 3.00.

Probation Policy

Graduate Studies handles all academic probations. Please see the UNM Catalog for further information at catalog.unm.edu.

Graduate Studies Requirements

The student must complete all other requirements as stated in the UNM Catalog and available at catalog.unm.edu. These include: Submission of approved Program of Studies (see Policies) outlining the planned course of work for the degree. This needs to be approved by the NAS Faculty Graduate Director prior to being submitted to Graduate Studies the semester before the intended graduation date.

Funding

WICHE

The University of New Mexico is a member of the Western Interstate Commission for Higher Education (WICHE). If you are interested in applying to the NAS master's program and you are from one of the participating states, then you might qualify to pay resident tuition. Participating states includes Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, South Dakota, Utah, Washington, and Wyoming. For more information about WICHE, visit their web-page: wiche.edu.

Graduate Studies

Graduate Studies provides a variety of forms of funding and financial assistance. You can go to the web-page to find information or through the Financial Aid office: grad.unm.edu.

Travel grants

Travel grants may be available for graduate students in degree programs whose papers have been accepted for presentation at national or regional meetings. Some funding may be available through the Graduate Student Professional Association. Go to the Graduate Studies web page for details on travel funds and other sources of funding for graduate students: grad.unm.edu.

Native American Studies Faculty

The Native American Studies faculty will have specific duties as faculty mentors, graduate admissions committee members, graduate curriculum committee members, and a graduate faculty director. Dr. Tiffany S. Lee is the chair of the department. Dr. Lloyd L. Lee will serve as the NAS graduate faculty director. All of the faculty will be faculty mentors to graduate students. A faculty mentor will be assigned to you at orientation. The faculty mentor can change as you progress through the graduate program. It is your decision and choice. Here is the listing of the NAS faculty:

- Tiffany S. Lee, Ph.D. (Diné/Lakota), Chair & Professor
- Gregory A. Cajete, Ph.D. (Santa Clara Pueblo), Professor
- Lloyd L. Lee, Ph.D. (Diné), Associate Professor & Graduate Faculty Director
- Robin Minthorn, Ph.D. (Kiowa Tribe of Oklahoma), Associate Professor
- Wendy S. Greyeyes, Ph.D. (Diné), Assistant Professor
- Leola Tsinnajinnie-Paquin, Ph.D. (Filipino/Diné), Assistant Professor
- Melanie K. Yazzie, Ph.D. (Diné), Assistant Professor

Additional Information

Voluntary withdrawal from UNM

- Students can withdraw from all courses on or after the first day of classes through the last day to drop from a course without Dean's approval using LoboWeb my.unm.edu. Go to Registration (Add/Drop Classes) option and drop all listed courses. Drops after the Dean's Permission is required may be done using the Enrollment Authorization-University Withdrawal form. Students may also contact Graduate Studies for advisement on withdrawal from all courses for medical, military, or emergency reasons.
- Students leaving the University during a semester without withdrawing according to the regulation are subject to faculty assigned grades.
- Students are responsible for all outstanding financial obligations when withdrawing.

Campus Safety

campussafety.unm.edu

University Libraries & Indigenous Nations Library Program

library.unm.edu

library.unm.edu/about/inlp.php

UNM has the largest library collection in the state. There are extensive electronic and digital services that make it possible to use the library 24/7 from any location. The four libraries in the system are Zimmerman Library, Centennial Science and Engineering Library, Fine Arts and Design Library, and Parish Memorial Library. The Indigenous Nations Library Program located in Zimmerman Library provides

Native American/Indigenous communities with a customized introduction to the UNM University Libraries resources and services. The Center for Southwest Research and Special Collections located in Zimmerman Library is nationally recognized. <https://library.unm.edu/cswr/index.php>

Accessibility Resource Center

as2.unm.edu

The Accessibility Resource Center is a department within Student Services. It provides comprehensive resources to the University community (faculty, staff, and students) in order to create equitable, inclusive, and practical learning environments.

Graduate Resource Center

unmgrc.unm.edu

The Graduate Resource Center offers dynamic supportive learning environment and support facilitated by peer consultations and workshops that help students develop strategies to be effective academics, researchers, and professionals.

American Indian Student Services

aiss.unm.edu

The American Indian Student Services provides cultural and academic programming for American Indian students attending the University of New Mexico in an effort to ensure their academic achievement and assist in the development of personal, cultural, and social success.

Graduate Checklist

| Items for Degree Completion | Timeframe | Action | Date Completed |
|----------------------------------|---|--|----------------|
| Complete Core coursework | 1 st , 2 nd , 3 rd , 4 th semesters | <ul style="list-style-type: none"> ✓ Registration ✓ Check with NAS graduate faculty director | |
| Complete all coursework | 1 st , 2 nd , 3 rd , 4 th semesters | <ul style="list-style-type: none"> ✓ Check with NAS graduate faculty director | |
| Presentation of NATV 490 project | 4 th semester | <ul style="list-style-type: none"> ✓ Check with Faculty member | |
| Submit Program of Studies | 4 th semester | <ul style="list-style-type: none"> ✓ Check with NAS graduate faculty director ✓ Submit to Graduate Studies | |
| Apply for Graduation | Check for Deadlines | <ul style="list-style-type: none"> ✓ grad.unm.edu | |