

STUDENT HANDBOOK

MASTER OF

URBAN PLANNING

AND POLICY

2006-2007 ACADEMIC YEAR

URBAN PLANNING AND POLICY PORGRAM

COLLEGE OF URBAN PLANNING AND PUBLIC AFFAIRS

UNIVERSITY OF ILLINOIS AT CHICAGO

LETTER FROM THE DIRECTOR

Dear Student:

Welcome to the Urban Planning and Policy Program (UPP) at UIC. This handbook is a general guide to the MUPP program and should answer most of your questions. You should refer to this handbook and to the procedures contained in it to guide your choice of study focus. Remember to work closely with your advisor so that you can promptly find solutions to unusual problems, which may arise in the planning of your work.

Much of the information in this program is shared digitally. Please regularly check the UPP WebPages at <http://www.uic.edu/cuppa/upp/>. It is also important that you get an e-mail account and make sure that you are on the MUPP listserver, which is used to make many announcements. All communication will go to your UIC e-mail account. Please make arrangements to have it automatically forwarded to another e-mail service or fax machine if you will not be able to check your UIC e-mail regularly.

We hope you enjoy your time in the Program and that you take full advantage of the many opportunities for learning and professional growth—both in and outside of the classroom.

Sincerely,

Martin Jaffe
Director

LETTER FROM THE UPPSA PRESIDENT

Welcome Students,

On behalf of the Urban Planning and Policy Student Association (UPPSA) board and current members, I would like to congratulate you on your decision to pursue graduate studies at the Urban Planning and Policy (UPP) program in the College of Urban Planning and Public Affairs at the University of Illinois at Chicago. We are enthusiastic about providing opportunities for your continued academic and professional development and we look forward to helping all students, both new and continuing, realize their vision.

As president of UPPSA, I am equally pleased to extend to you an invitation to join and participate in the many wonderful opportunities we have to offer. This year we are planning a full calendar of fun and exciting events. Some of the highlights include a scavenger hunt, masquerade ball, and spring break trip. UPPSA will continue to support the professional development of its members. To that end, UPPSA will host a practicing planner speaker series, support attendance to the national American Planning Association (APA) conference, publish a periodic student-written newsletter, and facilitate the annual Job/Internship Fair. We also have student representation on numerous academic committees within the College and at the APA Illinois Chapter Executive Board.

Last year during spring break, we had the incredible opportunity to visit New Orleans and help in the rebuilding process, participate in planning activities with area experts, and experience first hand the impact that Hurricane Katrina had on area residents. Building on this momentum, we are hoping to plan another engaging and meaningful trip that extends the tools and theories learned in the classroom and put our talents to good use.

I want to strongly encourage you to come out and participant in all of the activities and events that UPPSA has to offer. In addition, feel free to approach the Board with any questions or concerns you may have. We are here to serve as a point of contact between students and the administration, and want to improve the overall student experience. UPPSA holds general meetings several times each semester, and attending these meetings is a great way to learn about upcoming events and express any feelings you may have about the program.

Again, congratulations on your acceptance and we are looking forward to having an awesome year with you!

Warmest Regards,

Tonya Nashay Sanders
President, UPPSA

NOTICE

The purpose of this handbook is to provide information about the background, procedures, and policies of the MUPP program, as well as an introduction to graduate study at the University of Illinois in Chicago.

More information can be found in the [UIC Student Handbook](#), available from the Vice Chancellor for Student Affairs, and in the [UIC Graduate College Catalog](#), available from the Graduate College.

Each student is responsible for being informed and abiding by the rules and regulations in these documents.

The University of Illinois at Chicago is committed to maintaining a barrier-free environment so that individuals with disabilities can fully access programs, courses, services and all activities at UIC.

Students with disabilities who require accommodations for full access and participation in the College of Urban Planning and Public Affairs must be registered with the Office of Disability Services (ODS). Please contact ODS at 312-413-2183 (voice), or 312-413-0123 (TTY).

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1. BACKGROUND

This section describes the institutional setting in which the MUPP program operates. This setting includes the University, the Graduate College, the College of Urban Planning and Public Affairs, the Urban Planning and Policy Program, and a variety of research centers.

1.1. THE UNIVERSITY OF ILLINOIS AT CHICAGO

The University of Illinois at Chicago (UIC) is one of the major research universities of the nation. Its historical evolution includes the post World War II establishment of a branch of the Urbana campus at Chicago's Navy Pier, the formation of a separate Medical Center, the opening of the Chicago Circle Campus in 1965, and the consolidation of the Circle Campus and Medical Center in June 1982. The current University of Illinois at Chicago is a comprehensive institution of higher education, located just to the south and west of Chicago's Loop. It is the principal public university serving the Chicago metropolitan area. The University has varied programs of teaching, research, and public service designed in response to the needs of its urban environment. Both day and evening programs of study are offered by the university in a wide array of professional fields and academic disciplines.

1.2. THE GRADUATE COLLEGE

As graduate students, MUPP students are officially enrolled in the Graduate College. The Graduate College is the UIC unit responsible for monitoring all graduate programs, and has final authority over admissions, special petitions, and determining fulfillment of graduation requirements. The Graduate College is headed by a dean.

1.3. THE COLLEGE OF URBAN PLANNING & PUBLIC AFFAIRS (CUPPA)

The Urban Planning and Policy Program (UPP) is one of several units in the College of Urban Planning and Public Affairs (CUPPA). CUPPA is a nationally recognized innovator in education, research, and public service in support of the nation's cities and metropolitan areas. The College traces its roots to 1973 and is now one of the nation's largest academic programs focusing on urban issues.

The College of Urban Planning and Public Affairs plays a major role in the Great Cities program, UIC commitment to using research facility and service to meet the need of metropolitan Chicago, and urban area elsewhere. College also facilitates formation of partnerships with outside organizations, including government agencies, community groups, local corporation, and development institutions.

The College of Urban Planning and Public Affairs offers professional programs of graduate study and conducts funded research, technical assistance projects, and community service activities. The College offers a two-year professional program leading to a Master of Urban Planning and Policy degree through the Urban Planning and Policy Program, and a Ph.D. in Urban Planning and Policy. A Master and Ph.D. in Public Administration degrees are also offered through the Public Administration Program of the College.

1.4. THE URBAN PLANNING AND POLICY PROGRAM (UPP)

The Urban Planning and Policy Program (UPP), offers the graduate degrees of the Master of Urban Planning and Policy (MUPP), and the Ph.D. in Urban Planning and Policy. Since its creation in 1973, the MUPP program has graduated hundreds of students who pursue careers in planning and management throughout the nation and many foreign countries. The program provides the student with basic problem-solving and analytical skills as well as substantive preparation in area of concentration, including community development, economic development, globalization and international planning, physical planning and urban transportation. Graduates are employed with a variety of public and private organizations engaging in economic or neighborhood development, city and regional planning, international development, and housing.

The Ph.D. Program in Urban Planning and Policy offers advanced study of critical urban development challenges facing cities and metropolitan areas in the 21st century. Blending urban planning and public policy perspectives the Program provides a unique and powerful resource for the advanced study of challenging urban problems and their complex remedies. Students participate in an interdisciplinary learning community of faculty and research staff conducting a mix of applied and theoretical studies. Graduates will leave as scholars well prepared for positions as university professors, professional researchers or leadership roles in the public, private or nonprofit sectors.

1.5. UPP MISSION and GOALS

Mission: The Urban Planning and Policy Program fosters scholarship about cities, educates people to plan for cities and offers advice to city makers and users.

The program pursues the following goals:

Goal 1. Offer graduate professional education for people who want to do city planning, study urban policy and create innovative improvements for human settlements in the region, the nation and abroad.

Goal 2. Create, disseminate, and apply multi-disciplinary knowledge about urban and public affairs.

Goal 3. Conduct educational, research and public service activities that improve human settlement, especially in metropolitan regions.

Goal 4. Receive recognition as one of the top five planning schools in the United States.

For further information, contact Urban Planning and Policy at (312) 996-5240 or at upp@uic.edu. More information is available on the web at <http://www.uic.edu/cuppa/upp/>

1.6. FACULTY

Kheir Al-Kodmany	Physical planning, quantitative analysis, and urban design
Philip Ashton	Housing finance, community economic development, urban revitalization
John Betancur	Economic development and sociology
Saurav Dev Bhatta	Economic development, quantitative methods, trade, technology, and developing countries
Phillip J. Bowman	Race, ethnicity, and urban public policy issues; survey research methods
Douglas Gills	Community and economic development
Charles J. Hoch	Physical planning, housing planning and policy
Martin S. Jaffe	Land use and environmental planning, physical planning
Kazuya Kawamura	Freight transportation, transportation economics, environmental justice
Raffaella Y. Nanetti	International planning, community development, and social capital strategies
David C. Perry	Economic development, planning theory and political economy
Brent D. Ryan	Urban Design, Community and Neighborhood Planning, Urban Revitalization, Information Technology
Michael Shiffer (10% appointment)	Visualization, transportation, quantitative methods
Janet Smith	Housing, community development, poverty and race issues
Piyushimita (Vonu) Thakuriah	Transportation, statistics, and quantitative methods
Nik Theodore	Economic development, labor markets, urban policy
Rachel N. Weber	Local and regional economic development, industrial location, and public finance
Curtis R. Winkle	Health planning, management skills, program evaluation, statistics
Moira Zellner	Environmental planning
Tingwei Zhang	Quantitative analysis, urban design, international planning

1.7. ADJUNCT AND VISITING FACULTY LIST

William A. (Max) Dieber , Co-Director, GCUDV	UPP 502 - Planning Skills: Computers, Methods and Communication
Joseph DiJohn	UPP 563 - Transportation Management
Peter Levavi	UPP 533 - Development Finance
Daniel McGrath	UPP 504 - Economic Analysis for Planning and Management I
Erica Pascal	UPP 553 - Land Use Law
Leslie Pollock	UPP 555 - Physical Planning: Comprehensive Planning
Steve Schlickman	UPP 565 - Transportation Special Topics: Transportation Project Funding & Finance
Thomas P. Smith	UPP 558 - Land Use Planning
Van De Kloot	UPP 555 - Environmental Planning

1.8. PROFESSORS EMERITI

Shirley Buttrick	Professor Emeritus. Former Dean of Jane Addams College of Social Work (JACSW) from 1976-1980. Board of Trustees Chicago Community College system. Former Professor at: University of Maryland, University of Minnesota, Brooklyn College, and The University of Illinois.
George Hemmens	Professor Emeritus. BA, University of Illinois (1957); MRP, University of North Carolina (1959); PhD, Massachusetts Institute of Technology (1966). Planning theory, urban development, and public policy.
Chuck Orlebeke	Professor Emeritus. BA, Calvin College (1957); MA, Michigan State University (1959); PhD, Michigan State University (1965). Public finance, urban policy, and management skills.
David Ranney	Professor. BA, Emeritus, Dartmouth (1961); MA, Syracuse (1965); PhD, Syracuse (1966). Economic development.
Ashish Sen	Professor Emeritus. BS, Calcutta University (1962); MA, University of Toronto (1964); PhD, University of Toronto (1971). Statistics and quantitative methods, transportation.

1.9. STAFF

Valerie Werner, vverne1@uic.edu, Assistant to the Director

Wei Liu, weiliu@uic.edu, Assistant to the Director for Budgeting

Hazel Brown, memi@uic.edu, Admissions and Records Officer

1.10. CUPPA RESEARCH CENTERS

The College of Urban Planning and Public Affairs has five research centers, most of which employ Urban Planning and Policy students as research assistants. They are as follows:

1.10.1. [THE CENTER FOR URBAN ECONOMIC DEVELOPMENT \(UICUED\)](#)

UICUED provides technical support services to public, private, and community bodies in activities relating to community economic development and the retention and expansion of existing industry and commerce. Many students and faculty of the Program participate in projects sponsored by this Center.

UICUED addresses the economic needs of Chicago and other urban centers. Its major emphasis is on retaining and expanding the economic base of metropolitan areas and improving conditions for low- and moderate-income and minority populations. UICUED's pursues this goal through technical assistance to community organizations and local governments and through assistant to community organizations and local governments and through policy research.

UICUED'S professional staff have backgrounds in economics, urban planning, community organizing, business administration, social work, education, and the social sciences. They are assisted by research assistants from the College of Urban Planning and Public Affairs, other University faculty, visiting scholars, consultants, and support staff.

1.10.2. [THE NATHALIE P. VOORHEES CENTER FOR NEIGHBORHOOD AND COMMUNITY IMPROVEMENTS](#)

In 1979, Nathalie P. Voorhees Center for Neighborhood and Community Improvement (VNC) was founded with a major gift from Alan and Nathalie P. Voorhees. Since its founding, VNC has developed a reputation for responding to the technical assistance and research needs of many community organizations and coalitions in the Chicago area.

As a center unit within the College of Urban Planning and Public Affairs VNC offers hands-on experience to graduate students in the Masters of Urban Planning and Policy (MUPP) program. Graduate students and staff together undertake the research and outreach required to maintain VNC's strong commitment to community development in Chicago's neighborhoods.

For further information, contact the Center for Urban Economic Development at (312) 996-6336.

1.10.3. [URBAN TRANSPORTATION CENTER \(UTC\)](#)

The Urban Transportation Center (UTC) is a major resource for analyzing and proposing solutions to transportation-related problems. This multidisciplinary CUPPA research unit draws on the talents of faculty and students from several of UIC's colleges. The center

provides research assistantships for its graduate students, research offices, computers, and administrative services for externally supported research projects.

The center's objective is to enhance opportunities for collaboration of faculty and graduate students so that its roles is best seen as an extension of department-based research. Through its recruitment and support of graduate students, the center seeks to make an important contribution to departmental graduate degree program.

For further information, contact UTC at (312) 996-4820.

1.10.4. [THE GREAT CITIES INSTITUTE \(GCI\)](#)

The Great Cities Institute established March 1, 1995, provides opportunities for interdisciplinary, applied, research work to UIC scholars as well as students and project members outside. GCI is a key component of UIC's Great Cities Initiative and serves as a focal point for new initiatives in interdisciplinary work aimed at addressing urban issues in Chicago and other metropolitan areas. The Great Cities Institute consists of faculty, known as Scholars, selected from UIC departments and released from teaching to pursue their research projects for periods ranging from a semester to several years. In addition, the institute accommodates faculty and professionals from elsewhere for sabbaticals or through other arrangements.

The institute's work focuses on the integration of disciplines relevant to urban issues. It emphasizes issues of coordination and integration among areas such as health, education, public safety, urban development infrastructure and technology, social work culture and arts, and public affairs.

For further information, contact the Great Cities Institute at (312) 996-8700.

1.10.5. [THE SURVEY RESEARCH LABORATORY \(SRL\)](#)

The Survey Research Laboratory (SRL), of the University of Illinois at Chicago is a research and service unit established in 1964. At both its Chicago and Urbana offices SRL employs survey specialist in sampling, data collection, data reduction, and data processing. It has a staff of twenty survey professionals from various disciplines, including project coordinators, who direct and conduct entire surveys.

SRL provides survey research services to the faculty, staff, and students of the University of Illinois at Chicago and Urbana; other academic institutions; local, state, and federal agencies; and others working in the public interest. The laboratory maintains a staff of survey specialists from a variety of disciplines and provides the several services.

Project coordinators at SRL are experts in survey design, project management, questionnaire construction, and analysis. They provide the major link between project sponsors and SRL section staff members, guiding a survey through all the component phases from design and budgeting to analysis and report writing.

The Sampling Section has the experience and capability of employing the most sophisticated sampling procedures. This section has access to computer files listing all working telephone exchanges in the United States, census data, and other sampling resources.

For further information, contact SRL at (312) 996-5300.

1.10.6. [THE INSTITUTE FOR RESEARCH ON RACE AND PUBLIC POLICY](#)

The Institute for Research on Race and Public Policy (i.e., the Race & Policy Institute) is a multicultural research center that examines the intersection of race/ethnicity and public policy in a comparative context. The focus is on policy relevant research that has implications for historically under-represented people of color, with particular attention to Latinos and Blacks in urban settings. The institute draws on the abilities of those with expertise in urban planning and community economic development, education, the social and behavioral sciences, social work, business, and the health sciences to promote, coordinate, and conduct multicultural and multidisciplinary research designed to improve knowledge and understanding of historically under-represented groups.

Acting in partnership with the community and policy makers, the Institute supports action-oriented, socially relevant research that seeks to improve the quality of life and to raise social consciousness on the local, state, national, and international levels. The Institute provides mechanisms through which those customarily left out of the policy process can more effectively participate in the development, implementation, and dissemination of policy research products. This leads to research that is more culturally-grounded and of greater practical utility of communities of color. The Race & Policy Institute also houses the Community Consulting Network (CCN), an organization offering an innovative model for delivering organizational capacity building services to community based organizations.

For further information, contact the Institute for Research on Race and Public Policy at (312) 996-6339.

1.10.7. [THE GREAT CITIES URBAN DATA VISUALIZATION LAB](#)

Albert Schorsch III, Interim Director

The Great Cities Urban Data Visualization Laboratory conducts high-tech urban and regional visualization research serving UIC faculty, students, and external public and community agencies, integrating the growing media that combine databases, geographic information systems (GIS), statistical tools, three dimensional graphics, video, Web, and virtual reality. The laboratory accesses and assembles databases and visuals, develops systems for demand-responsive information, and supports and conducts research and teaching advancing the state of the art in urban and regional data visualization and public information access.

The faculty and students of the Urban Planning and Policy Program also work for two research centers outside of the College of Urban Planning and Public Affairs. Their descriptions follow:

1.10.8. THE CITY DESIGN CENTER

The City Design Center (CDC) was founded in 1995 by faculty in the College of Architecture and the Arts (CAA) and the College of Urban Planning and Public Affairs (CUPPA). Housed within CAA, the Center is co-directed by UPP Professor Brent D. Ryan and CAA Professor Roberta Feldman. The CDC takes a multi-disciplinary approach to the advocacy of design in the public interest, bringing faculty from both colleges together with community residents and public and nonprofit agencies to address design problems of common interest.

The CDC has an expanding range of programs of interest to UPP students, including Affordable Housing Design, Revitalizing Urban Business Districts, and Neighborhood Heritage Preservation. The CDC carries out these programs through a range of activities including sponsored research projects; national and international conferences and symposia; and UPP and Architecture studio courses. Many of these programs involve UPP students, primarily from physical planning, as research assistants.

For more information, contact the City Design Center at (312) 996-4717.

1.10.9. INSTITUTE FOR GOVERNMENT AND PUBLIC AFFAIRS (IGPA)

The Institute of Governmental and Public Affairs (IGPA) has a dual mission: to perform and distribute research on public policy issues and the public decision-making process, and to promote the application of research to the issues and problems confronting decision-makers and others who address public issues. IGPA does this by basic and applied problem-solving research, communicating research results to other researchers through scholarly publications, and applying research results through public service and continuing education programs that help practitioners understand and address the issues they face.

For more information, contact IGPA at (312) 996-6188.

2. GENERAL INFORMATION FOR MUPP STUDENTS

This section contains information on the academic advising, financial aid, the UPP student association and professional organizations.

2.1. ADVISING

Incoming students are assigned a UPP faculty member, who serves as an interim advisor. The advisor helps students to prepare a schedule for completion of required core courses and can discuss concentration options. During the first year of study, students should decide on an area of concentration, and request a permanent faculty advisor who is responsible for providing assistance in planning remaining coursework and completing all degree requirements.

Advisors are prepared to offer help in the following ways:

- scheduling concentration courses and electives
- reviewing registration plans for consistency with program requirements
- answering routine questions about concentration requirements, thesis/project procedures, leaves of absence, and continuity of registration
- securing internship placements

Students should meet with their advisors at least once per semester to discuss their progress in the MUPP program and to plan their next semester's work. Students sometimes change advisors. This may occur as students choose or change their areas of concentration or because of particular needs dictated by thesis or project topics. Students should feel free to request a change of advisors when necessary. Hazel Brown should be notified of such changes at (312) 996-6211.

2.2. REQUIRED PLAN OF STUDY

Your approved plan of study must be on file by the 5th week of your second full or part-time semester in order to avoid an advising hold on your registration. Complete a draft of your plan of study form, meet with your advisor, make revisions to the plan of study and submit to your advisor for approval. A copy of the form is shown at the end of this document. The form can also be found online as described below.

2.3. FORMS ONLINE

Most forms needed for the Urban Planning and Policy Program or the Graduate College can be found at <http://www.uic.edu/cuppa/upp/academic/academic-5.htm>

2.4. FINANCIAL AID

2.4.1. Research Assistantships (RA's)

RA awards are usually but not always made at the time of admission. The award letter will state the amount, the hours of work required, and the length—either one semester or a full academic year. Renewal or extension of an award is not automatic; you must apply in writing to the UPP director well before the end of the semester for a renewal.

Because the UPP Program does not have permanent funds for RAs, the availability of funds cannot be determined with precision. Some awards are made at various times during the academic year. This happens when new money becomes available from an external grant or contract or when students who had received an award commitment change their plans.

If you wish to be considered for an RA during the academic year, you should submit a letter of interest and your curriculum vitae to the director of the Urban Planning and Policy Program. If you are interested in a particular research center, provide that information to that center in addition to the UPP office. Decisions will be made in conjunction with the Program and the Center. Please remember that if you do receive an assistantship, in general a research assistantship through the university will not count as an internship.

2.4.2. Tuition and Service Fee Waivers

Each year UPP is allocated a fixed number of tuition and service fee waivers by the Graduate College. Awards are usually made at the time of admission for either one semester or one academic year. A renewal or extension is not automatic. Tuition and service fee waivers require full-time study (12 hours minimum). They are not available for part-time students.

Students interested in being considered for a tuition and service fee waiver should notify the director in writing.

2.4.3. Minimum Registration Requirements

If you are receiving financial assistance, you must meet the minimum registration requirement each semester or you will be charged tuition. The Graduate College will not approve exceptions to these requirements as listed below.

Tuition and service fee waiver

Fall and Spring semesters: 12 hours

Summer semester: 6 hours

Research Assistantships

Domestic students: 12 hours

Foreign students:

25% appointment 12 hours

<i>33% appointment</i>	10 hours
<i>40% appointment</i>	8 hours
<i>Summer - all students</i>	3 hours

2.5. UPP STUDENT ASSOCIATION

The Urban Planning and Policy Student Association (UPPSA) provides students in the Urban Planning Program with the opportunity to expand upon their coursework, through the creation and support of extracurricular social, academic, philanthropic and professional activities and events. Such activities include the annual job/internship fair, neighborhood tours, movie nights, monthly meetings and social gatherings. With UPPSA's assistance in fundraising, students attend the American Planning Association Annual Conference. The organization also selects the MUPP representative for the Student Representatives Council of the American Planning Association.

In addition, the student association is a vehicle for student input into the administration of the program, through student representation in faculty meetings and on various Program committees.

2.6. PROFESSIONAL ORGANIZATIONS

There are a number of professional organizations in the fields of planning and policy analysis which students may wish to join. Most offer reduced student membership rates. These include:

- [American Planning Association](#)
- [American Health Planning Association](#)
- [American Public Health Association](#)
- [American Society for Public Administration](#)
- [Association for Public Policy Analysis and Management](#)
- [International City Managers Association](#)
- [Metropolitan Planning Council](#)
- [National Association of Housing and Redevelopment Officials](#)
- [Planners Network](#)
- [Transportation Research Board](#)
- [Urban Land Institute](#)

3. THE MUPP PROGRAM

The graduate program is fully accredited by the Planning Accreditation Board of the American Institute of Certified Planning and the American Planning Association

There are ten long-term goals of the Masters of Urban Planning and Policy Program that are intended to provide students with the knowledge, skills and competence to become planning practitioners. (Approved March 5, 2004)

Goal 1: An awareness of the institutional and structural forces that influence the development of urban areas and the lives of urban residents.

Goal 2: Competence in state-of-the-art technology used in planning analysis.

Goal 3: The skills necessary to design and evaluate the feasibility, fairness, and potential effectiveness of alternative projects, programs, and policies.

Goal 4: Knowledge of the processes for implementing public plans and programs, particularly in the chosen area of Concentration .

Goal 5: A comprehensive program offering Concentration s in community development, economic development, physical planning, transportation planning and global and international planning, as well as the opportunity to develop a user-defined Concentration subject to faculty approval.

Goal 6: Exposure to the issues of efficiency, equity and social justice.

Goal 7: Experience in planning through internships, masters' projects, studios or research assistantships.

Goal 8: Exposure to practitioners through guest lectures and site visits.

Goal 9: Exposure to a diverse faculty and student body.

Goal 10: An advanced degree in urban planning and job placement assistance.

3.1. MUPP CURRICULUM

The MUPP curriculum has five components including core courses, a Concentration, the methods requirement, the professional practice experience, and either a master's project or thesis. There is also room in the curriculum for electives. Of the 60 credit hours, at least 8 hours must be in methods courses, beyond those required in the core. Methods courses taken as part of a Concentration may be counted toward this requirement.

3.1.1. DISTRIBUTION OF CREDITS

Component	Number of Courses (4 credit hours for each course)	Credit Hours
Core	5	20
Concentration	3	12
Methods Courses	2	8
Electives	2-5	8-20
Professional Practice Experience	1	4
Masters Project or Thesis	1 (project) to 4 (thesis)	4 (project) to 16 (thesis)
TOTAL	15 *	60 *

3.1.2. THE CORE

There are five core courses required for the MUPP degree. The core courses provide the backbone of planning knowledge for all MUPP students. Students should pay close attention to the order in which they take the core courses. The planning methods, data analysis, and economics analysis courses provide valuable conceptual tools that students will use in more specialized studies. For instance, students expecting to specialize in economic development should take economic analysis early on, while students in physical planning should take the planning methods and urban space courses at the outset.

Required Core Courses

UPP 500 History and Theory of Urban Planning
UPP 501 Urban Space, Place and Institutions
UPP 502 Planning Skills: Computers, Methods and Communications
UPP 503 Data Analysis for Planning and Management I
UPP 504 Economic Analysis for Planning and Management

Prerequisite Structure: Graduate Standing

Scheduling Goals

We attempt to have UPP 500, 501 and 502 taught three times per year and UPP 503 and 504 taught twice each year, once in the day and once in the night. However, all scheduling goals are tentative and are subject to change.

3.1.3. CORE COURSE WAIVERS

Students who have previously covered course material substantially similar to what is included in a core course may request a waiver of that course. If you wish to pursue this option, you should discuss it with any faculty member who teaches the course in question. Then if you come to an understanding that a waiver makes sense, you should submit a brief memorandum to the faculty member you consulted. The faculty member will sign off on the request and forward it to the UPP Director for inclusion in your record.

KEEP IN MIND THAT A WAIVER DOES NOT REDUCE YOUR TOAL CREDIT HOURS REQUIRED TO GRADUATE, BUT IT DOES ENABLE YOU TO TAKE AN ADDITIONAL COURSE IN YOUR CONCENTRATION OR ELECTIVE.

The waiver form can be found online on the UPP webpage. A copy of the form is shown at the end of this document.

3.2. AREAS OF CONCENTRATION

The concentration requirement is the completion of 12 hours (three courses of four credit hours each) of approved coursework in one of the concentration areas of community development, economic development, transportation, globalization and international planning, physical planning, or in a student designed *and* advisor approved concentration.

3.2.1. Community Development (CD) Concentration

Learning to foster urban improvements in aging neighborhoods offers demanding challenges for students of community development. The coursework includes the careful review of current theories about local organizing, asset management, citizen participation, ethnic and racial relations and government development policy. Students learn the arts of political communication, neighborhood planning, equity planning and consensus building at the grass roots level.

Requirements

UPP 540 Community Development I: Theory
UPP 541 Community Development II: Practice
UPP 54_ Community Development Elective

Prerequisite Structure: None

Scheduling Goals (Subject to Change)

Course	Semester	Time
Community Development I	Fall	Day/ Night Alternating
Community Development II	Spring	Day/ Night Alternating
Community Development Elective	Spring	Day/ Night Alternating

3.2.2. Economic Development (ED) Concentration

The modern city prospers when the local economy produces a diverse assortment of jobs. But the roller coaster of economic boom and bust often takes a heavy toll on local residents. Plants shut with little warning and the burdens of economic growth fall unevenly across the urban landscape. Cities and regions can take actions to improve the benefits of growth, reduce the costs and anticipate and counter their uneven distribution. The economic development Concentration first teaches students how to analyze the local economy and then use this analysis to formulate effective economic policies.

Requirements

UPP 530 Economic Development I: Analysis
UPP 531 Economic Development II: Planning
UPP 53_ Economic Development Elective

Prerequisite Structure

- UPP 504 is a prerequisite for Economic Development I.
- UPP 530 Economic Development I is a prerequisite for UPP 531 Economic Development II.
- UPP 504 Economic Analysis for Planning and Management is a prerequisite for all Economic Development Electives.

Scheduling Goals (Subject to Change)

Course	Semester	Time
Economic Development I	Spring	Day/ Night Alternating
Economic Development II	Fall	Day/ Night Alternating
Economic Development Elective	Spring	Day/ Night Alternating

3.2.3. Globalization and International Planning Concentration

Globalization is an ongoing process, transforming the political economies of nations around the world. It is affecting the spatial and social dimensions of cities and regions and the nature of planning. Students learn about the contested tenets of globalization, proceed to comparatively investigate specific impacts of globalization on cities and regions, and acquire skills in policy formulation and integrated development programming as place-specific responses to changes induced by globalization. The Concentration courses focus on the following regional blocks: North-America, European Union and the Mediterranean, Pacific Rim, and Latin America

Requirements

- UPP 520 International Planning I: Globalization and Development Theory
- UPP 521 International Planning II: Comparative Policies and Programs
- UPP 52_ International Planning Elective

Prerequisite Structures

- None

Scheduling Goals (Subject to Change)

Course	Semester	Time
International Planning I	Spring	Day/ Night Alternating
International Planning II	Fall	Day/ Night Alternating
International Planning Elective	Fall	Day/ Night Alternating

3.2.4. Physical Planning (PP) Concentration

The built environment provides the physical container for the growth and development of urban settlements. The physical planning concentration takes students through a three step curriculum. An introductory course introduces students to the language of physical planning at different scales. A methodological course follows that provides a basic foundation in concepts of visual reasoning, integrating this understanding with quantitative and verbal reasoning skills. Finally, students participate in a capstone studio course. The studio requires students to prepare a physical development plan or project for a real world client. Students may select UPP 552: The Urban Planning Studio or UPP 556: The Urban Design Studio. Urban Design Studio undertaken with architecture and is 8 credits. Especially important are electives in site planning, development finance, land use law and land use planning.

Requirements

UPP 550 Physical Planning I: Theoretical Foundations or UPP 550: Physical Planning: Special Topics
UPP 551 Physical Planning II: Methods or UPP 557 Site Planning
UPP 552 Physical Planning III: Studio or UPP 556 Urban Design Studio

Prerequisite Structure

Physical Planning I, II and III must be taken in order of sequence. They may not be taken simultaneously.

Scheduling Goals (Subject to Change)

Course	Semester	Time
Physical Planning I	Fall	Day/ Night Alternating
Physical Planning II	Spring	Day/ Night Alternating
Physical Planning III (Urban Design)	Fall	Day/ Night Alternating, 6 contact hours

3.2.5. Urban Transportation (UT) Concentration

The urban transportation concentration prepares students for professional practice in public and private transportation agencies. Emphasis in coursework is placed on the role of transportation of urban areas; the definition of transportation problems in terms of accessibility to sites of employment, housing, social services and recreation; the design of analysis for studying the physical, financial, and institutional feasibility of service provision mechanisms; the process of selecting projects for implementation; and system operation management.

Requirements

- UPP 560 Urban Transportation I: Introduction
- UPP 562 Urban Transportation II: Policy and Methods
- UPP 563 Urban Transportation III: Laboratory

Prerequisite Structure

Urban Transportation I is a prerequisite for Urban Transportation II and III.

Urban Transportation II and Urban Transportation III can be taken simultaneously.

Scheduling Goals (Subject to Change)

Course	Semester	Time
Urban Transportation I	Fall	Day/ Night Alternating
Urban Transportation II	Spring	Day/ Night Alternating
Urban Transportation III	Spring	

3.2.6. Student Designed Concentration

Students with special interests or career goals may design their own concentration in consultation with a faculty adviser. A student designed concentration must be approved by the director of the Program and a copy of the approved proposal should be placed in the student's file.

3.3. THE METHODS REQUIREMENT

Students are required to take at least two methods-related courses above and beyond core courses. Methods-related courses in a concentration may count towards meeting this requirement.

Following is a list of courses that automatically count towards the methods requirement. Other courses, including independent study and special topics courses may count towards this requirement with the approval of your advisor. All the following courses are 4 credit hour courses.

UPP 507: Computer Topics in Urban Planning
UPP 508: Geographic Information Systems for Planning
UPP 512: Evaluation Methods
UPP 513: Data Analysis for Planning and Management II
UPP 520 International Development I: Theory and Applications
UPP 521 International Development II: Comparative Planning and Policies
UPP 531: Economic Development II: Planning
UPP 533: Development Finance Analysis
UPP 537: Economic and Environmental Planning
UPP 541: Community Development II: Practice
UPP 551: Physical Planning II: Methods
UPP 553: Land Use Law
UPP 561: Urban Transportation II: Policy and Methods
UPP 562: Urban Transportation III: Laboratory
UPP 566: Advanced Methods of Transportation Planning I

3.4. THE PROFESSIONAL PRACTICE EXPERIENCE

The Professional Practice Seminar (UPP 591) consists of a one-night-per week seminar, plus 300 hours of internship. The 300 hours of internship may be waived for students who come to the program with professional planning experience or are already employed in a public or private agency doing planning. The 300 hours of internship are generally done concurrently with the seminar. It is possible to do the internship one semester prior to the seminar, with approval of the internship coordinator. Students may not do internships that count toward their degrees until they have completed 12 hours of course work.

A letter grade for the internship will not be filed until the seminar has been successfully completed. Students who receive an internship waiver must still participate in UPP 591. The seminar will be offered in the spring semester and the summer sessions.

Students enrolled in the Urban Planning and Policy Program enjoys a unique advantage: proximity to the city of Chicago and its surrounding suburbs. The metropolitan area offers endless possibilities for research and fieldwork; and CUPPA's faculty and students are active participants in the life of the city and region.

Over the years, students have been actively involved with governments at the city, county, state, and federal levels; with regional planning organizations; with community groups; and with private consulting firms, using their individual and collective skills in actual planning situations. Although most students do their internships in the Chicago region, students may also seek an internship placement in another U.S. location, or occasionally, a foreign country.

3.5. INTERNSHIP/JOB FAIR

To facilitate summer internship placements, the Program holds an Internship/Job Fair during the Spring semester. Representatives of employing agencies come to campus for the Fair and interview students for internships. (Prospective graduates may also be interviewed for full-time jobs.)

Field work placements should be selected according to the following criteria:

1. The agency should be interested in the purpose of the fieldwork, committed to making the experience worthwhile for the student, and capable of handling the student's needs.
2. The assignment should be related to the student's interests and area of concentration.
3. The student should have a clearly identifiable supervisor and a definable work task.
4. The assignment should usually result in a specific work product.

In order to ensure that all parties to the fieldwork assignment have a clear understanding of what is involved the Internship Agreement, forms are available on the UPP webpage (and reproduced below). The Internship Agreement form needs to be signed by the student, his or her prospective supervisor, and the faculty Fieldwork Coordinator. This agreement states: a) the nature of the work to be done, b) the supervisor, c) compensation (if any), and d) the expected final product (if any).

Each student's faculty advisor is responsible for overseeing the student's fieldwork assignment, and, if necessary, for taking steps to improve conditions or terminate the assignment.

The Fair, however, is only one way to find an internship. Students are encouraged, in consultation with their advisor or other faculty, to seek out appropriate internship placements on their own.

3.6. INTERNSHIP WAIVER

The internship requirement may be waived for those students who come to the program with professional planning experience or are already employed in a public or private agency. A request for a waiver should be endorsed by the Field Coordinator. To qualify for a waiver a student must submit a resume, a detailed statement of professional experience, date of employment and the name and contact information for the work supervisor.

3.7. MUPP MASTER'S PROJECT AND THESIS GUIDELINES

3.7.1. Purpose

The master's project or thesis is the final requirement of the MUPP program. The purpose of this requirement is to give the student experience in the conceptualization of a research or planning problem, the development of a methodology for addressing the problem, and the preparation of a document which carries out the analysis and communicates the results and conclusions reached.

3.7.2. Thesis and Project Differences

The thesis and project differ with respect to content, credit hours, and advising requirements.

A project is usually an exercise in applied research directed toward an actual planning problem. The project may focus on the definition of the problem, the context of the problem, and the analysis of alternative solutions or issues in implementation, monitoring, and evaluation. The primary focus in the project is the substance and the context of the planning application. A project is often developed in the context of a student's professional job experience or internship. When this applies, it should be clear that the student has direct and personal responsibility for any work product submitted as a master's project. Any questions on this point should be discussed with the faculty advisor.

Masters projects carry 4 hours of credit. Students are required to write and secure approval of a masters project proposal prior to registering for masters project hours. The project proposal can be reviewed and approved by any UPP faculty member.

A thesis is a more traditional piece of academic research, and frequently involves the analysis of historical materials and use of secondary sources. An exploration of planning theory or research methods would also be appropriate for a thesis. There are specific format requirements for theses. Students writing theses should obtain a copy of these guidelines from the Graduate College.

Students can earn from 8 to 16 hours of credit for thesis research. Thesis proposals must be reviewed and accepted by a faculty committee constituted according to requirements of the Graduate College.

Students who select the thesis must present their work to a formal thesis examination committee. The thesis committee must include three members of the UIC faculty. The chair of the committee must be a member of the UPP faculty. At least two of the committee members must be permanent members of the UIC Graduate Faculty. Most associate and full professors are members of the UIC Graduate Faculty.

Sample of projects and theses completed by MUPP graduates are available in the Architecture and Art Library, third floor Douglas Hall.

3.7.3. Registration

After students have completed a project or thesis proposal and have secured faculty approval, they should register for UPP 597 (project) or UPP 598 (thesis).

Both projects and theses receive either an “S” or “U” grade.

Students who do not complete their thesis or project work in one semester are required to register and pay for zero credit hours of UPP 597 or UPP 598 each semester until their work is completed.

3.7.4. Thesis and Project Proposals

The thesis or project proposal should contain a statement of the topic and a work plan. The thesis and project form can be found on the UPP website under Academic and Forms: <http://www.uic.edu/cuppa/upp/academic/academic-5.htm>

Thesis Proposal Format

1. Description of the research question or hypothesis.
2. Discussion of the importance of the topic.
3. Review of previous work and relevant theory.
4. Work tasks.
5. Management plan.
6. Outline of thesis document.

Project Proposal Format

1. Statement of the planning or policy problem.
2. Discussion of the importance of the problem, and previous work on it.
3. Work tasks.
4. Management plan.
5. Outline of project report.

The thesis committee or project advisor may require submission of a literature review or data collection plan as part of the proposal.

The work tasks should describe all steps which will be required to complete the thesis/project.

The management plan should include a project timetable indicating when specific work tasks will be started and completed, and anticipated level of effort for each task. The management plan should also include a schedule for submitting intermediate and final written reports, and an outline of all such documents.

The management plan should clearly indicate which tasks have been previously completed (e.g., as internship projects) or which will be completed by others (e.g., another student's work, consultants, agency staff).

The procedure for preparing the proposal is as follows:

- Draft a proposal covering the points listed above.
- Discuss it with your advisor and revise as necessary.
- Identify two or three faculty willing to serve on the committee (if the thesis option is being used).
- Schedule a formal meeting to discuss the proposal.

3.7.5. Filing the Approved Proposal

Once the proposal has been approved by the project advisor or thesis committee, the student's advisor should submit an approval form to the Director of Graduate Studies.

3.7.6. Renegotiating the Proposal

Any changes in the project or thesis should be discussed with the advisor or thesis chairperson. Significant changes should be approved in writing and filed with the MUPP office.

Any changes in thesis credit hours must be approved by the thesis committee and by the Director of UPP in writing. Students do not normally receive additional credit unless the scope of work is changed. Difficulty in getting or analyzing data is not a sufficient reason for changing the amount of credit to be awarded.

3.7.7. Submitting the Final Document

Two bound copies of completed masters project must be filed with the MUPP office along with a letter of acceptance from the project advisor. If you plan to graduate in the same semester that you complete your project, you must submit your approved copies by the TWELFTH week of the semester and by the SIXTH week during the summer term.

3.8. PLANNING TO GRADUATE?

You should file your Graduation Request Form only in the semester that you are actually intending to complete your degree requirements. Completion of the 60 hours for the MUPP degree requires students to not only fulfill 52 credits of coursework but also complete the internship and the internship seminar, and submit your approved master's project or thesis to the UPP program on or before its due date.

If you cannot complete all of your degree requirements within the semester in which you have already filed your petition for graduation – for example, by not completing your master's project on time – then you must re-file your Graduation Request Form in the semester in which all your degree requirements will be satisfied. If you file your Graduation Request Form in the spring semester, then you may participate in CUPPA's commencement ceremony held that spring, provided that you re-file your Graduation Request Form and complete your degree requirements by end of the following summer semester.

If both the Director of Graduate Studies and your academic advisor deem that it is unlikely that you will be able to complete your degree requirements by the end of the summer semester following commencement, you will *not* be allowed to participate in that year's commencement ceremony, despite filing your Graduation Request Form for that spring semester. Since the completion of your degree requirements will carry forward into the next academic year if not completed during the summer semester, you will only be allowed to participate in the CUPPA commencement to be held the following spring.

4. FORMS

Many of the forms required by the Master of Urban Planning and Policy Program and the Graduate College can be found on the UPP webpage at <http://www.uic.edu/cuppa/upp/academic/academic-5.htm>. Several of them are reproduced below:

4.1. PLAN OF STUDY
Urban Planning and Policy Program

The Urban Planning and Policy program believes it is important for students to receive good advising. During the first month of your second semester it is important that you meet with your advisor to discuss your plan of study. Your approved plan of study must be on file by the 5th week of your second full or part-time semester in order to avoid an advising hold being placed on your registration.

Complete a draft of your plan of study form prior to meeting with your advisor. Meet with your advisor to discuss your plan of study and make revisions as needed. The final plan of study needs to be submitted to your advisor for approval.

Student Name: _____

Date Submitted: _____

Advisor Name: _____

	Semester	
	Completed	/ Planned
Core		
UPP500	_____	/ _____
UPP501	_____	/ _____
UPP502	_____	/ _____
UPP503	_____	/ _____
UPP504	_____	/ _____
Specialization		
Course I: _____	_____	/ _____
Course II: _____	_____	/ _____
Course III: _____	_____	/ _____
Methods		
Course I: _____	_____	/ _____
Course II: _____	_____	/ _____
Specialization Electives		
Course: _____	_____	/ _____
Course: _____	_____	/ _____
Course: _____	_____	/ _____
Other Courses		
Course: _____	_____	/ _____
Course: _____	_____	/ _____
Course: _____	_____	/ _____

Internship

What semester do you plan on taking your internship? _____

What is the type of internship placement you are seeking? _____

If you are planning to request a **waiver** of the internship, what is the basis of your waiver request?

Master’s Thesis /Project

What semester will you be submitting your proposal? _____

Do you plan to do a project or a thesis? _____

Project: I plan to register for UPP 597 for 4 credit hours during the _____ semester.

Thesis: I plan to register for UPP 598 for the following semester(s) for a total of 8 to 16 credit hours.

Semester _____ Number of Hours _____
Semester _____ Number of Hours _____
Semester _____ Number of Hours _____
TOTAL HOURS _____

What ideas to you have for a topic? _____

Comments:

APPROVALS (May be done by email or signatures on a hard copy.)

Student’s Signature: _____ Date _____

Advisor’s Signature: _____ Date _____

DGS Signature: _____ Date _____

4.2. COURSE WAIVER REQUEST FORM
Urban Planning and Policy Program

MUPP students who have taken graduate-level courses at other institutions that are similar in content and rigor to UPP required and elective offerings may request a course waiver. In rare instances, students with substantial undergraduate training in a particular field (e.g., Economics) may also request a waiver of a required course (e.g., UPP 504).

Students with Planning-related work experience may be able to waive the 300 contact-hour field placement requirement of the MUPP Internship. They must, however, still take UPP 591, Professional Practice Seminar, even though the fieldwork may be waived.

A course waiver does not reduce the total number of credit hours required to complete your degree, but it does enable you to take an additional course in your specialization or an elective.

INSTRUCTIONS: To begin the process, first discuss your request with any faculty member who teaches the course you wish to have waived. If you come to an understanding that a waiver is warranted, submit this form to the faculty member, along with any documentation you can to support your request. This might include a hyperlink to a description of the course you took elsewhere or a hard-copy syllabus. If everything is in order, the faculty member will sign off on the request and forward it to the UPP Director of Graduate Studies for approval and inclusion in your student file.

Date: _____

Student Name: _____

Course(s) for which a waiver is requested: _____

Justification for Waiver:

Course Instructor: _____ Date: _____

Director of Graduate Studies: _____ Date: _____

4.3. INDEPENDENT STUDY/INDEPENDENT RESEARCH PROPOSAL
Urban Planning and Policy Program

Student: _____ SS# _____ has my
permission to register for UPP 593 / UPP 596 (circle one), Sec. _____,

Call #: _____, _____ Semester, 20____, for _____hours*. Student will
undertake course work with my supervision. A written report is required. Please
complete the following (if space provided is insufficient, please attach another sheet to
this form):

1. Give a brief description of the type of research or study to be undertaken during
the above semester:

2. Please provide a statement of research goals and objectives:

3. Indicate the nature of the final project report to be submitted:

Signed by:

Professor: _____ Date: _____

Director of Graduate Studies: _____ Date: _____

* UPP 593, 1-8 hrs. , S/U grade; UPP 596, 1-4 hrs.

4.4. MASTERS THESIS/PROJECT PROPOSAL APPROVAL
Urban Planning and Policy Program
(Attach Proposal)

Student's Name: _____ UIN: _____

Title of Thesis or Project:

Thesis or Project Advisor

Name:
Faculty Rank:
Department:
Graduate College Membership (yes or no):

Reader 1 (Thesis Only)

Name:
Faculty Rank:
Department:
Graduate College Membership (yes or no):

Reader 2 (Thesis Only)

Name:
Faculty Rank:
Department:
Graduate College Membership (yes or no):

Registration Plans

Project: I plan to register for UPP 597, call number #_____, for 4 credit hours during the _____ semester.

Thesis: I plan to register for UPP 598, call number #_____, for the following semester(s) for a total of 8 to 16 credit hours.

Semester_____ Number of Hours_____

Semester_____ Number of Hours_____

Semester_____ Number of Hours_____

TOTAL HOURS_____

Human Subjects Review

Please **check** the appropriate line and give any required rationales after reading clickable definitions and talking to your project or thesis advisor.

- This is a proposal for a project that is not “research” as defined under [45 CFR 46.102 \(d\)](#).*** “Research means a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge. Activities which meet this definition constitute research for purposes of this policy, whether or not they are conducted or supported under a program which is considered research for other purposes. For example, some demonstration and service programs may include research activities.” ***If you check this box, you must include a rationale explaining why it is not research below. An appropriate rationale would be that the project does not seek to develop or contribute to generalizable knowledge, but rather seeks to help solve a specific planning or policy problem. Any persons interviewed, whose records are reviewed or who are otherwise involved in the project must be treated ethically.***

Rationale: _____

- This is a proposal for “research” that does not involve “[persons](#)” in any way.** Note that population census data includes “persons.”

- This is a proposal for “research” that involves “persons” but not “[human subjects](#).”** *If you check this box, you must include a rationale explaining why it involves persons, but not human subjects below. An appropriate rationale would be that the research will not obtain either of the following:*

- 1. Data about a living individual through intervention or interaction with that individual, or*
- 2. Identifiable private information about a living individual*

Research with persons may not start until your proposal is fully approved.

Rationale: _____

- This is a proposal for “[research involving human subjects](#).”** An approved Institutional Review Board (IRB) [application](#) and related [training](#) is required before recruitment of human subjects can begin.

Approvals

The undersigned agree that the project or thesis is appropriate for the degree and agree that it should be subject to the Humans Subjects Review status checked above.

Student Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

(Thesis only) Reader 1 Signature: _____ Date: _____

(Thesis only) Reader 2 Signature: _____ Date: _____

DGS Signature: _____ Date: _____

UPP Director Signature: _____ Date: _____

REPLACE THIS PAGE WITH YOUR PROPOSAL

USING APPROPRIATE FORMAT BELOW

Thesis Proposal Format

- 1. Description of the research question or hypothesis.*
- 2. Discussion of the importance of the topic.*
- 3. Review of previous work and relevant theory.*
- 4. Work tasks.*
- 5. Management plan.*
- 6. Outline of thesis document.*

Project Proposal Format

- 1. Statement of the planning or policy problem.*
- 2. Discussion of the importance of the problem, and previous work on it.*
- 3. Work tasks.*
- 4. Management plan.*
- 5. Outline of project report.*
- 6. Rationale for project designation as “Not Research” (Required only if you checked “Not Research” in the project approval form.) An appropriate rationale would be that the project does not seek to develop or contribute to generalizable knowledge, but rather seeks to help solve a specific planning or policy problem.*

The thesis committee or project advisor may require submission of a literature review or data collection plan as part of the proposal.

The work tasks should describe all steps which will be required to complete the thesis/project.

The management plan should include a project timetable indicating when specific work tasks will be started and completed, and anticipated level of effort for each task. The management plan should also include a schedule for submitting intermediate and final written reports, and an outline of all such documents.

The management plan should clearly indicate which tasks have been previously completed (e.g., as internship projects) or which will be completed by others (e.g., another student's work, consultants, agency staff).

UPP Director Signature: _____ Date: _____

4.5. INTERNSHIP PLACEMENT AGREEMENT
Urban Planning and Policy Program
(Electronic form not accepted)

Date: _____

Student's Name: _____

Social Security # _____

Address: _____

Telephone: _____

This agreement between the Urban Planning and Policy internship program and the employer provides the following for the above named student to be employed in a professional planning capacity.

The student will receive his/her training in the following agency:

Address: _____

Student's Supervisor: _____

Title: _____ Telephone: _____

The rate of pay shall be _____ per hour. Compensation to the student is limited to the wages and does or does not (circle one) include any of the fringe benefits the employer provides its part-time or full-time employees. Employment will begin _____ and terminate _____. The work week for this period will be _____ hours for a total of _____ hours during the employment period.

Final Work Product (if applicable)

Objectives of the internship placement (to be completed by the agency supervisor and the student)

Objective 1 _____

Objective 2 _____

Objective 3 _____

Certification:

I certify that the above objectives define the outcome I expect to achieve as a result of this work experience.

Student's Signature _____

I certify that the above objectives represent valid and relevant learning outcomes with respect to the student's academic program.

UPP Coordinator _____

I certify that the above objectives have been agreed to and can be accomplished through available experiences in this position.

Agency's Representative _____

5. COURSE DESCRIPTIONS

5.1. UNDERGRADUATE

101 Introduction to Urban Studies

3 hours. General survey of urban issues and experience using an interdisciplinary approach.

202 Planning Great Cities

3 hours. What makes a city great, how cities change, can cities be planned, and how planners plan; characteristics of Great Cities and current urban planning issues.

302 Great Cities Internship

6 hours. Provides students an opportunity to apply theoretical knowledge and conduct research in metropolitan organizations through field placements and seminars. Same as POLS 302. *Prerequisite(s):* Junior or senior standing and grade point average of 3.00, or consent of the instructor.

403 Introduction to Urban Planning

3 OR 4 hours. Patterns of city growth, physical, socio-economic, and environmental issues. Contemporary planning issues. Future of cities. 3 undergraduate hours. 4 graduate hours. *Prerequisite(s):* Advanced undergraduate standing or consent of the instructor.

420 Great Cities: London and Chicago

1 TO 8 hours. Comparative investigation of urban, economic, social, and political issues in the two global cities. Includes classes, study, and living in London. Field work required. *Prerequisite(s):* Junior standing or above and selection by the Office of Study Abroad admission committee.

461 Urban and Regional Transportation Methods

3 OR 4 hours. Methods and models for analyzing and forecasting transportation requirements, costs and capacities. Same as CEMM 404. 3 undergraduate hours. 4 graduate hours. *Prerequisite(s):* Consent of the instructor.

470 Cohort Seminar for Urban Developers

3 OR 4 hours. Application of the financial calculator, use of spreadsheets, and other tools commonly used in real estate-based urban development projects. 3 undergraduate hours. 4 graduate hours. *Prerequisite(s):* Consent of the instructor.

471 Housing and Community Development for Urban Developers

3 OR 4 hours. Housing policy at federal, state and local levels affecting urban housing markets. Emphasis on assessment of market conditions affecting community development decisions. 3 undergraduate hours. 4 graduate hours. *Prerequisite(s):* UPP 470 or consent of the instructor.

472 Development Finance For Urban Developers

3 OR 4 hours. Key financial principles of real estate development, particularly those related to the financing of affordable housing. How to develop a real estate pro forma. 3 undergraduate hours. 4 graduate hours. *Prerequisite(s):* Consent of the instructor.

473 Organizational Essentials for Urban Developers

3 OR 4 hours. Theory and practice of management in public and non-profit settings. Focus on developing communication, leadership and legal skills for each step in development. 3 undergraduate hours. 4 graduate hours. *Prerequisite(s):* Consent of the instructor.

474 Community Development Process for Urban Developers

3 OR 4 hours. Developing affordable housing: development team, acquisition strategy, legal issues,

construction management and project sustainability, as it pertains to different types of housing developments. 3 undergraduate hours. 4 graduate hours. *Prerequisite(s)*: Consent of the instructor.

475 Sustaining the Housing for Urban Developers

3 OR 4 hours. Introduces students to a range of management issues: property management and maintenance, resident relations and services, and financial/ asset management as it relates to sustaining affordable housing. 3 undergraduate hours. 4 graduate hours. *Prerequisite(s)*: Consent of the instructor.

5.2. MASTER OF URBAN PLANNING AND POLICY CORE COURSES

500 History and Theory of Urban Planning

4 hours. Analysis of the development of the planning field and of the theories that have been developed for planning for change in the urban community.

501 Urban Space, Place and Institutions

4 hours. Political and economic approaches to urban structure and change. Includes intergovernmental relations, administrative organization and planning initiatives in urban space and institutions. *Prerequisite(s)*: Graduate standing in the Master of Urban Planning and Policy program or consent of the instructor.

502 Planning Skills: Computers, Methods and Communication

4 hours. Focuses on the use of computers to learn methods and communication skills commonly used in planning practice. *Prerequisite(s)*: Graduate standing in the Master of Urban Planning and Policy program or consent of the instructor.

503 Data Analysis for Planning and Management I

4 hours. Basic introduction to data analysis techniques most commonly used in urban planning. Addresses issues of decision-making based on limited or imperfect information. *Prerequisite(s)*: Consent of the instructor.

504 Economic Analysis for Planning and Management

4 hours. Basic micro, macro, and welfare economics theory; related analytical concepts including input-output, economic base, benefit cost. Economic forces which shape urban areas and affect public policy. *Prerequisite(s)*: Consent of the instructor.

5.3. GENERAL MASTERS AND PH.D COURSES

507 Computer Topics in Urban Planning

4 hours. Specialized computational abilities for various planning areas including data base, project scheduling, statistics, graphics, and simulations. Topics will vary each semester. *Prerequisite(s)*: Graduate standing in the Urban Planning and Policy program.

508 Geographic Information Systems for Planning

4 hours. Applications of Geographic Information Systems to urban planning and policy making. Same as GEOG 589. *Prerequisite(s)*: Graduate standing in urban planning and policy or consent of the instructor.

512 Evaluation Methods

4 hours. Methods used to evaluate policies and programs; quasi-experimental designs, valuation problems, and emerging evaluation methods. *Prerequisite(s)*: Consent of the instructor.

516 Issues of Class and Race in Planning

4 hours. Critically examines the significant role of race, class, ethnicity and gender as factors in planning public policy formation, implementation, and evaluation. *Prerequisite(s)*: Consent of the instructor.

517 Regional and Metropolitan-Wide Planning

4 hours. History of regional planning. *Prerequisite(s)*: UPP 500.

5.4. CONCENTRATION COURSES BY AREA

5.4.1. Globalization and International Development

520 International Development I: Theory and Applications

4 hours. Overview of international development theories and their practical applications. Particular emphasis is placed on globalization. Urban versions and applications of these theories. *Prerequisite(s):* Consent of the instructor.

521 International Development II: Comparative Planning and Policies

4 hours. Policies and practice of public sector planning and development in three regional areas of the world: Europe, South America, and Asia. *Prerequisite(s):* UPP 520 or consent of the instructor.

525 International Development: Special Topics

1 TO 4 hours. Special topics selected for intensive analysis in international development planning. May be repeated to a maximum of 8 hours. Students may register in more than one section per term. *Prerequisite(s):* Consent of the instructor.

5.4.2. Economic Development

530 Economic Development I: Analysis

4 hours. Theoretical perspectives, data, data sources and research techniques for analysis of regional, metropolitan and neighborhood economies. *Prerequisite(s):* UPP 504.

531 Economic Development II: Planning

4 hours. Overview of development strategies including financing, business development, industry retention and human resources; implementation and evaluation. *Prerequisite(s):* UPP 530.

533 Development Finance Analysis

4 hours. Financial feasibility analysis for residential, commercial, and industrial projects. Financial valuation and accounting principles, legal interests in real estate, and tax issues affecting cash flow and returns on investment. *Prerequisite(s):* UPP 504.

535 Economic Development: Special Topics

1 TO 4 hours. Special topics selected for intensive analysis in economic development. May be repeated to a maximum of 8 hours. Students may register in more than one section per term. *Prerequisite(s):* Consent of the instructor.

536 Urban Employment Planning

4 hours. The importance of employment as a focus in planning and policy making. History, theories and methodologies of urban markets; labor market analysis methodologies and emergent public policies. *Prerequisite(s):* UPP 504 or consent of the instructor.

537 Economic and Environmental Planning

4 hours. Analytical and economic methods for environmental planning and management. Applications to selected problems. *Prerequisite(s):* UPP 504 or UPP 554.

5.4.3. Community Development

540 Community Development I: Theory

4 hours. Critically examines community development as a field of practice, policy intervention, implementation and analysis; emphasis on community and social dynamics of disadvantaged groups. *Prerequisite(s):* Consent of the instructor.

541 Community Development II: Practice

4 hours. Examines the methods and techniques used or adapted in community development as a field of planning practice, analysis and evaluation: emphasis on community based settings, applications and foci. *Prerequisite(s):* Consent of the instructor.

542 Metropolitan Housing Planning

4 hours. Urban housing market structure and dynamics; impacts of government housing policy on market; development of local housing plans. *Prerequisite(s):* UPP 504 or consent of the instructor.

543 Planning for Community-Based Health and Human Services

4 hours. Investigates the needs of special populations such as the elderly or mentally ill, the role of the planner in serving these groups and community based strategies to meet needs.

544. Urban Revitalization and Gentrification

4 hours. Studies urban change and policies in U.S. cities since World War II. It pays special attention to changes associated with socio-economic restructuring and globalization, the challenges posed by them, and public and private responses.

545 Community Development: Special Topics

1 TO 4 hours. Special topics selected for intensive analysis in community development. May be repeated to a maximum of 8 hours. Students may register in more than one section per term. *Prerequisite(s):* Consent of the instructor.

547 Community Organization Practice

4 hours. Critically examines the context, development, status, and problems of organizing groups within communities of place, conditions and interest at various levels of analysis, relative to public formation, implementation and evaluation. *Prerequisite(s):* UPP 540 and UPP 541 and consent of the adviser and the instructor.

5.4.4. Physical Development

550 Physical Planning I: Theoretical Foundations

4 hours. Physical form, economic characteristics, social qualities and government structure of cities, suburbs and regions; theories of urban spatial organization and planning. *Prerequisite(s):* Consent of the instructor.

551 Physical Planning II: Methods

4 hours. Fundamentals of construction and infrastructure of cities and regions, including site engineering and landscape architecture, natural environmental factors, utilities and infrastructure, cost/benefit analysis, context of local government and planning process. *Prerequisite(s):* UPP 550.

552 Physical Planning III: Studio

4 hours. Analysis, evaluation, and development of land use and urban design plans for selected projects and clients. *Prerequisite(s):* UPP 551.

553 Land Use Law

4 hours. Legal constraints on land use control; constitutional and statutory principles and judicial review. *Prerequisite(s):* Graduate standing or consent of instructor.

554 Environmental Planning

4 hours. The relationship of federal and state environmental policies and legislation to urban and regional planning efforts. *Prerequisite(s)*: Consent of the instructor.

555 Physical Planning: Special Topics

1 TO 4 hours. Special topics selected for intensive analysis in such areas as housing and urban design. May be repeated to a maximum of 8 hours. Students may register in more than one section per term. *Prerequisite(s)*: Consent of the instructor.

556 Urban Design Studio

8 hours. Methods and tools for analysis, policy making and evaluation of urban spaces including theoretical approaches and trends, design elements, social dimensions, methods, policy formulation, computer applications, and project examples. *Prerequisite(s)*: Consent of the instructor.

557 Site Planning

4 hours. Quantitative and qualitative tools for analysis and evaluation of site plans, including standards of site plans, spreadsheet computer models, elements of site design, landscape architecture, and red penciling site plans.

558 Land Use Planning

4 hours. Urban land use planning strategies and various land use control techniques which can be employed to carry out development policies; social implications of land use policy and practice. *Prerequisite(s)*: Consent of the instructor.

5.4.5. Urban Transportation**560 Urban Transportation I: Introduction**

4 hours. Transportation planning and linkages between it and urban land use and regional economic development. Recent trends, traditional problems and emerging issues.

561 Urban Transportation II: Policy and Methods

4 hours. Formation and implementation of transportation policy at the national, regional, and local levels. Students will prepare an in-depth study of a major policy issue. *Prerequisite(s)*: UPP 560 or consent of the instructor.

562 Urban Transportation III: Laboratory

4 hours. Software packages for urban transportation planning, transportation GIS and air quality modeling. Heavy reliance on case studies. *Prerequisite(s)*: UPP 561 or consent of the instructor.

563 Transportation Management

4 hours. Transit system planning, scheduling, pricing policy, and management; traffic control techniques and demand management; paratransit alternatives. *Prerequisite(s)*: UPP 560.

565 Transportation: Special Topics

1 TO 4 hours. Examination of specific and current problems in urban and regional transportation. Topics to be determined at the time the course is offered. May be repeated to a maximum of 8 hours. Students may register in more than one section per term. *Prerequisite(s)*: UPP 560 and consent of the instructor.

569 Infrastructure Management

4 hours. Integrated approach to the management of infrastructure systems: design, construction, operations, maintenance and rehabilitation of facilities. Performance of facilities, approaches to management, and available tools and developing technologies. Same as CEMM 580. *Prerequisite(s)*: IE 201 or the equivalent or consent of instructor. Recommended background: Familiarity with computer spreadsheets.

5.5. PH.D ONLY

580 Dissertation Proposal Workshop

1 hours. Before students embark on their PhD research, they should have the opportunity to work with other students and faculty on refining their dissertation proposals. The dissertation workshop will help students identify their audience, select appropriate methods, and demonstrate the significance of their original research.

Prerequisite(s): Consent of the instructor.

583 Advanced Planning Theory

4 hours. Study of theoretical ideas and debates about planning; the rational model and its competitors; critical review of planning methods and practice; composing alternative plans. *Prerequisite(s):* Consent of the instructor.

584 Methods of Policy Analysis

4 hours. Analytic, allocative and evaluative techniques in public policy analysis. Preparation of case studies in problem analysis and policy recommendation. *Prerequisite(s):* Consent of the instructor.

586 Topics in Urban Planning Research

4 hours. Course highlights research activities and opportunities related to research centers. May be repeated.

587 Planning and Policy Research Practicum

4 hours. Ph.D. students work with a faculty member on engaged research related to their discipline. The topic and scope is determined by mutual agreement. *Prerequisite(s):* UPP 586 and consent of the instructor. Open only to Ph.D. degree students.

588 Research Design and Evaluation

4 hours. Methods used to evaluate policies and programs; quasi-experimental designs, valuation problems, and emerging evaluation methods. *Prerequisite:* Consent of instructor

589 Data Analysis for Planning and Management II

4 hours. Advanced topics in data analysis and model building including specific models used in urban planning. *Prerequisite(s):* UPP 503.

5.6. GENERAL COURSES

591 Professional Practice Experience

4 hours. Reviews issues and problems in professional practice; analyzes prerequisites for rational, strategic, and ethical planning; considers career options; defines professional goals. Includes professional experience for students without professional planning experience. *Prerequisite(s):* Graduate standing in urban planning and policy and an approved internship agreement or waiver of the internship.

593 Independent Research in Urban Planning and Policy

1 TO 8 hours. Advanced study and analysis of a topic selected by a student under the guidance of a faculty advisor. Satisfactory/Unsatisfactory grading only. May be repeated. Students may register in more than one section per term. *Prerequisite(s):* Consent of the instructor.

594 Topics in Urban Planning and Policy

1 TO 4 hours. Intensive analysis of selected planning problems or policy issues. May be repeated to a maximum of 12 hours. Students may register in more than one section per term. *Prerequisite(s):* Consent of the instructor.

596 Independent Study in Urban Planning and Policy

1 TO 4 hours. Advanced study and analysis of topic selected by student under the guidance of faculty advisor.

May be repeated. Students may register in more than one section per term. *Prerequisite(s)*: Consent of the instructor.

597 Master's Project Research

0 TO 4 hours. Preparation of plan, research report, or other document which demonstrates readiness for professional planning responsibility. Satisfactory/Unsatisfactory grading only. *Prerequisite(s)*: Open only to degree candidates, upon approval of student's faculty advisor.

598 Master's Thesis Research

0 TO 16 hours. Preparation of a major research paper under the guidance of a faculty committee. Satisfactory/Unsatisfactory grading only. *Prerequisite(s)*: Open only to degree candidates, upon consent of the director of graduate studies.

599 Ph.D. Thesis Research

0 TO 16 hours. Individual study and research. Satisfactory/Unsatisfactory grading only. May be repeated. *Prerequisite(s)*: Open only to degree candidates, upon approval of topic by the dissertation committee.

6. FALL SEMESTER 2005 SCHEDULE

The online Fall schedule can be found at:

<http://www.uic.edu/depts/ims/classschedule/UPP.htm>

URBAN PLANNING AND POLICY PROGRAM

UNIVERSITY OF ILLINOIS AT CHICAGO

COURSE	TIME	DAYS	LOCATION	CALL NUMBER	INSTRUCTOR
UPP101	9:30 - 10:45	TR	2236 2ADH	19512	FREESE
Introduction to Urban Planning					
UPP202	11-12:10	TR	2236 2ADH	13870	SHERRY
Planning Great Cities					
UPP500	6:00-9:00	W	2232 2ADH	13871	HOCH, C
History and Theory of Urban Planning					
UPP501	11:00-12:30	MW	2232 2ADH	13873	WINKLE
UPP501	6:00-9:00	M	2232 2ADH	23430	ASHTON
Urban Space, Place and Institutions					
UPP502	9:00-12:00	T	2232 2ADH	13874	ZHANG
UPP502	6:00-9:00	T	204 2TH	23431	AL-KODMANY
Planning Skills: computers, Methods and Communication					
UPP503	6:00-9:00	T	311 2AH	13875	WINKLE
Data Analysis for Planning and Management I					
UPP 504	9:00-10:30	MW	2232 2ADH	13877	KAWAMURA
UPP 504	6:00-9:00	R	311 2AH	23432	HOERETH
Economic Analysis for Planning and Management					
UPP507	6:00-9:00	R	2236 2ADH	25401	AL-KODMANY
Computer Topics in Urban Planning					
UPP508	9:00-12:00	R	2234 2ADH	13880	DIEBER/SAVAR
UPP508	6:00-9:00	M	137 2BSB	25402	DIEBER/SAVAR
Geographic Information Systems for Planning					
UPP525	9:00-12:00	R	2232 2ADH	19513	ZHANG
Globalization and International Planning II: Comparative Planning and Policies					
UPP531	6:00-9:00	T	310 2AH	13886	
Economic Development II: Planning					
UPP533	12:30-3:30	R	2236 2ADH	13887	ASHTON
Development Finance Analysis					
UPP535	9:00-12:00	T	167 2BSB	25527	THEODORE
Economic Development: Special Topics – Workforce Development					
UPP540	12:30-3:30	T	2232 2ADH	13888	KANDESH
Community Development I: Theory					
UPP542	6:00-9:00	W	135 2BSB	25549	SMITH
Metropolitan Housing Planning					
UPP 545	10:00-12:00	T	2234 2ADH	25406	PERRY, GILLS, WINKLE, SMITH
Community Dev: Seminar					

UPP 545	1:00-2:30	MW	2234 2ADH	25407	GILLS
Community Dev: After Katrina Disaster Analysis Planning					
UPP550	9:00-12:30	R	309 2BH	13892	HOCH
Physical Planning I: Theoretical Foundations					
UPP552	12:15-3:15	T		22386	RYAN
Physical Planning III: Studio					
UPP553	6:00-9:00	W	285 2BSB	23506	PASCAL
Site Planning					
UPP553	6:00-9:00	W	A003 2LCA	23506	PASCAL
Land Use Law					
UPP554	4:00-5:30	TR	A006 2LCA	21138	RETZLAFF
Environmental Planning					
UPP 557	4:00-5:30	TR	185 2BSB	21138	ZELLNER
Site Planning					
UPP558	6:00-9:00	R	100 2LH	25408	SMITH, T
Land Use Planning					
UPP560	6:00-9:00	T	309 2BH	13898	KAWAMURA
Urban Transportation I: Introduction					
UPP563	6:00-9:00	R	119 2BSB	25550	DIJOHN
Transportation Management					
UPP565	6:00-9:00	M	235 2BSB	25529	SCHLICKMAN
Transportation: Special Topics: Transportation Project, Funding, Finance					
UPP588	1:00-2:30	MW	300 2LH	23571	BHATTA
Research Design and Evaluation					
UPP594	12:00-2:50	R	2234 2ADH	25876	POLLOCK
Topics in Urban Planning and Policy – Comprehensive Planning					

NOTE: This course schedule is subject to change, consult bulletin board or Timetable Supplement for update. Consult Timetable for call numbers for UPP 593, 596, 597, 598 and 599. Remember these are variable credit courses, you must indicate the # of hours, and you must obtain the Professors permission prior to registering for these courses.

Changes to published timetable highlighted in **BOLD**

7. THE TWO YEAR PLAN SCHEDULE

DRAFT Two-Year Course Plan
 Subject to Change without Notice, Revised June 30, 2006
[Urban Planning and Policy Program](#)
[Back to Academics Section](#)
[University of Illinois At Chicago](#)

Academic Year												
	2005 – 2006						2006 – 2007					
Course	Fall			Spring			Fall			Spring		
	Instructor	Day	Time	Instructor	Day	Time	Instructor	Day	Time	Instructor	Day	Time
UNDERGRADUATE COURSES												
101. Introduction to Urban Studies	Freese	T R	9:30 - 10:45				Freese	T R	9:30 - 10:45	Freese	T R	9:30 - 10:45
101. Introduction to Urban Studies (Service Learning Section)	Freese	T R	11 - 12:15									
199. Independent Study in Urban and Public Affairs	Winkle	ARR	ARR	Winkle	ARR	ARR						
202. Planning Great Cities	Sherry	T R	11 - 12:10				Sherry	T R	11 - 12:10	Sherry	T R	11 - 12:15
202. Planning Great Cities (Service Learning Section)				Sherry	T R	11 - 12:15						
302. Great Cities Internship												

403. Introduction to Urban Planning				Betancur	T R	9:30 - 10:45				Betancur	T R	9:30 - 10:45
MASTERS CORE COURSES												
500. History and Theory of Urban Planning	Nanetti	W	6 - 9	Nanetti	M W	11 - 12:30	Hoch	W	6 - 9	Ryan	R	9 - 12
	Gills	R	12:30 - 3:30	Ryan	T R	4 - 5:30				Nanetti	R	6 - 9
501 Urban Space, Place and Institutions	Jaffe	M W	11 - 12:30	Ashton	M	6 - 9	Winkle	M W	11 - 12:30	Winkle	M	6 - 9
	Ashton	M	6 - 9				Ashton	M	6 - 9			
502. Planning Skills: Computers, Methods and Communication	Zhang		9 - 12	Zhang	W	6 - 9	Zhang	T	9 - 12	TBA	W	6 - 9
	Dieber	M W	4 - 5:30	Zhang	T	9 - 12	Al-Kodmany	T	6 - 9			
503. Data Analysis for Planning and Management I	Winkle	M	6 - 9	Bhatta	M W	1 - 2:30	Winkle	T	6 - 9	Bhatta	M W	1 - 2:30
				Kawamura	M W	4 - 5:30				Kawamura	T	6 - 9
504. Economic Analysis for Planning and Management	Kawamura	M W	9 - 10:30	Bhatta	R	6 - 9	Kawamura	M W	9 - 10:30	McGrath	R	6 - 9
	Bhatta	R	6 - 9				Hoereth	R	6 - 9			
GENERAL ELECTIVES												
507. Computer Topics in Urban Planning: Advanced Mapping and Visualization							Al-Kodmany					
								R	6 - 9			
508. Geographic Information Systems for Planning	Dieber and Savar	M	6 - 9				Dieber and Savar	R	9 - 12	Dieber and Savar	R	9 - 12

	Dieber and Savar	R	9 - 12	Dieber and Savar	R	6 - 9	Dieber and Savar	M	6 - 9	Dieber and Savar	M	6 - 9
516. Issues of Class and Race in Planning	Gills	M W	4 - 5:30									
517. Regional and Metropolitan-Wide Planning				Thomas	W	6 - 9				Thomas	W	6 - 9
INTERNATIONAL/GLOBALIZATION COURSES												
520. International Development I: Theory and Applications				Betancur	M	6 - 9				Betancur	T	12:30 - 3:30
521. International Development II: Comparative Planning and Policies	Nanetti	T	9 - 12							Nanetti	R	6 - 9
525. International Development: Special Topics: U.S. and World Cities				Nanetti	T	9 - 12	Zhang	R	9 - 12			
ECONOMIC DEVELOPMENT COURSES												
530. Economic Development I: Analysis				Weber	T	6 - 9				Ashton	M W	10:45 - 12:15
531. Economic Development II: Planning	Theodore	T	12:30 - 3:30				Bhatta	T	6 - 9			
533. Development Finance Analysis.	Weber	M W	1 - 2:30	Ashton	W	6 - 9	Ashton	R	12:30 - 3:30	Ashton	T	6 - 9
535. Economic Development: Special Topics--Revitalizing Urban Business Districts				Weber	R	9 - 12						
535. Economic Development: Special Topics--Workforce Development Studio							Theodore	T	9 - 12			

536. Urban Employment Planning												
537. Economic and Environmental Planning				Zellner	M W	4 - 5:30				Zellner	T R	4 - 5:30
COMMUNITY DEVELOPMENT COURSES												
540. Community Development I: Theory	Betancur	R	9 - 12				Betancur	T	12:30 - 3:30			
	Betancur	T	6 - 9									
541. Community Development II: Practice.				Smith	T	6 - 9				Smith	T	12:30 - 3:30
542. Metropolitan Housing Planning	Smith	R	6 - 9				Smith	W	6 - 9			
543. Planning for Healthy Cities				Winkle	R	12:30 - 3:30				Winkle	T	12:30 - 3:30
544. Urban Revitalization and Gentrification							CANCELLED					
545. Community Development: Special Topics--Ph.D. Seminar Two-credit hours				Smith, Betancur, Gills, Perry, Winkle	T	9 - 12	Smith, Betancur, Gills, Perry, Winkle	T Every other week	10 - 12	Smith, Betancur, Gills, Perry, Winkle	T Every other week	10 - 12
545. Community Development: Special Topics--"Aftermath of Katrina: Disaster Analysis Planning"							Gills	M W	1 - 2:30			
547. Community Organization Practice												
548. Community Development Methods and Techniques										Gills	M W	4 - 5:30
PHYSICAL PLANNING COURSES												

550. Physical Planning I: Theoretical Foundations	Ryan	T	s				Hoch	R	9 - 12			
551. Physical Planning II: Methods				Al-Kodmany	T	6 - 9				Al-Kodmany	T	9 - 12
552. Physical Planning III: Studio,	Hoch	T	12:15 - 3:15				Ryan	T	12:15 - 3:15	Zhang	M + 2 Saturdays	M 6 - 9 + 2 S 10 - 1
553. Land Use Law	Pascal	W	6 - 9	Jaffe	M W	1 - 2:30	Pascal	W	6 - 9	Jaffe	M W	1 - 2:30
554. Environmental Planning	Retzlaff	T R	4 - 5:30				Zellner	T R	4 - 5:30			
555. Physical Planning: Special Topics--Making Plans				Hoch	M W	11 - 12:30				Hoch	M W	11 - 12:30
555. Physical Planning: Special Topics--Comprehensive Planning												
556. Urban Design												
557. Site Planning	Pollock	R	12:30 - 3:30	Al-Kodmany	T	12:30 - 3:30				Al-Kodmany	R	6 - 9
558. Land Use Planning	T. Smith	R	6 - 9				T. Smith	R	6 - 9			
TRANSPORTATION COURSES												
560. Urban Transportation I: Introduction	Kawamura	T	12:30 - 3:30				Kawamura	T	6 - 9			
561. Urban Transportation II: Policy and Methods				Thakuriah	T	12:30 - 3:30				Thakuriah	T	6 - 9
562. Urban Transportation III: Laboratory				Kawamura	M	6 - 9				Kawamura	W	6 - 9
563. Transportation Management	DiJohn	T	6 - 9				DiJohn	R	6 - 9			

565. Transportation: Special Topics - Urban Mass Transit Technologies				Shiffer	R	9 - 12				Shiffer	T	12:30 - 3:30
565. Transportation: Special Topics - Transportation Project Funding and Finance	Schlickman	W	6 - 9				Schlickman	M (and 15 person limit)	6 - 9			
569. Infrastructure Management (CEMM 580)												
PHD-ORIENTED COURSES												
583. Advanced Planning Theory (PhD Only)	Hoch	R	12:30 - 3:30									
584. Methods of Policy Analysis (PhD. Only)												
588. Research Design and Evaluation							Bhatta	M W	11 - 12:30			
588. Evaluation Methods	Bhatta	M W	1 - 2:30									
580. Dissertation Proposal Workshop (1 Credit)										Hoch	ARR	ARR
589. Data Analysis for Planning and Management II				Thakuriah	R	12:30 - 3:30				Thakuriah	T	12:30 - 3:30
OTHER COURSES												
591. Professional Practice Experience				Hoch	W	6 - 7:30				Hoch	W	6 - 7:30
594. Topics in Urban Planning and Policy-- Community Development for Non-specialists (1 Credit)							Betancur, Gills, Smith, Winkle	R First 3 Weeks	12:30 - 3:30			

594. Topics in Urban Planning and Policy-- Economic Development for Non-specialists (1 credit)							Bhatta, Theodore, Weber	R Second 3 Weeks	12:30 - 3:30			
594. Topics in Urban Planning and Policy-- Globalization and International Planning for Non-specialists (1 credit)							Al-Kodmany, Betancur, Nanetti, Zhang	R Third 3 Weeks	12:30 - 3:30			
594. Topics in Urban Planning and Policy-- Physical Planning for Non-specialists (1 Credit)							Al-Kodmany, Hoch, Jaffe, Ryan, Zhang	R Fourth 3 weeks	12:30 - 3:30			
594. Topics in Urban Planning and Policy-- Urban Transportaton for Non-specialists (1 Credit)							Kawamura, Thakuriah	R Fifth 3 Weeks	12:30 - 3:30			
594. Topics in Urban Planning and Policy-- Grant Writing (1 credit)										Temener	R First 3 Weeks	12:30 - 3:30
594. Topics in Urban Planning and Policy-- Involving Youth in the Planning Process (1 credit)										Hoereth	R Second 3 Weeks	12:30 - 3:30
594. Topics in Urban Planning and Policy-- TBA (1 credit)										TBA	R Third 3 Weeks	12:30 - 3:30

594. Topics in Urban Planning and Policy-- Conflict Management and Negotiation (1 credit)										Werner	R Fourth 3 Weeks	12:30 - 3:30
594. Topics in Urban Planning and Policy-- TBA (1 credit)										TBA	R Fifth 3 Weeks	12:30 - 3:30
594. Topics in Urban Planning and Policy-- Design for Planners										TBA	M W	9 - 10:30
594. Topics in Urban Planning and Policy-- "Northerly Island" Cross-Specialization Studio	Zhang	R	9 - 12									
594. Topics in Urban Planning and Policy-- Sustainability Studio				Iverson	M W	9 - 10:40						
594. Topics in Urban Planning and Policy-- Urban Design Studio (To be taken with UPP 552 only) Two credit hours							Ryan (two credits)	R	4-5:30			
594. Topics in Urban Planning and Policy-- Global Perspectives on Poverty and Inequality										Bhatta	M W	4 - 5:30
594. Topics in Urban Planning and Policy-- Cultural Heritage Tourism				Gills and Bowman	M	6 - 9						
594. Topics in Urban Planning and Policy-- Contested Cities (4 credits)				Perry	R	6 - 9				Perry	R	6 - 9

594. Topics in Urban Planning and Policy-- Water Resources Planning	Jaffe	M W	1- 2:30									
594. Topics in Urban Planning and Policy-- Comprehensive Planning							Pollock	R	12 - 3:00			
594. Topics in Urban Planning and Policy-- Race and Policy Research Seminar (4 credits)				Bowman	W	6 - 9				Bowman	T	6 - 9
Course	Fall			Spring			Fall			Spring		
	2005 – 2006						2006 – 2007					

Summer Schedule

Course	2006			2007		
420 Great Cities: London and Chicago	Nanetti	TBA (6 Credit Hours)	TBA			
501 Urban Space, Place and Institutions	Hoch	T R	6 - 9			
533. Development Finance Analysis.	Ashton	S 9 -12 M 6 - 9	S 9 -12 M 6 - 9			
541. Community Development II: Practice.	Canceled					
544. Urban Revitalization and Gentrification	Betancur	S 9 -12 M 6 - 9	S 9 -12 M 6 - 9			
591. Professional Practice Experience	Gills	W	6 - 9	TBA	W	6 - 9
594. Special Topics: Great Cities Aboard (Berlin)	Canceled					
594. Special Topics: Introduction to Historic Preservation	Robinson and Peters	6/17 - 6/24 SUMTWRFS	9 - 5			

8. ACADEMIC CALENDAR

Fall Semester 2006

August 28, M	Instruction Begins
September 4, M	Labor Day holiday. No classes.
September 8, F	Last day to complete late registration and last day to add or drop a course.
September 15, F	Last day to file for graduation this term.
November 3, F	Last day to submit approved thesis/dissertaion for graduation this term.
November 23 - 24, Th - F	Thanksgiving holiday. No classes.
November 27, M	Last day for Graduate College to receive certificates of approval for master's project for graduation this term.
December 8, F	Instruction ends.
December 11 - 15, M - F	Final examinations.
December 16, Sa	Semester ends.

Spring Semester 2007

January 15, M	Martin Luther King, Jr. Day. No classes.
January 16, Tu	Instruction begins.
January 26, F	Last day to complete late registration and last day to add or drop a course.
February 2, F	Last day to file for graduation this term.
March 23, F	Last day to submit approved thesis/dissertaion for graduation this term.
March 26 - 30, M - F	Spring vacation. No classes.
April 13, F	Last day for Graduate College to receive certificates of approval for master's project for graduation this term.
May 4, F	Instruction ends.
May 7 - 11, M - F	Final examinations.
May 12, Sa	Semester ends.
May 13, Su	Commencement

Summer Session 2007

May 28, M	Memorial Day holiday. No classes.
May 29, Tu	Instruction begins.
June 1, F	Last day to complete late registration and last day to add or drop a course.
June 8, F	Last day to file for graduation this term.
July 4, W	Independence Day holiday. No classes.
July 6, F	Last day to submit approved thesis/dissertation for graduation this term.
July 13, F	Last day for Graduate College to receive certificates of approval for master's project for graduation this term.
July 18, W	Instruction ends.
July 19 - 20, Th - F	Final examinations.
July 21, Sa	Session ends.

9. PUBLIC FORMAL GRIEVANCE PROCEDURES

These procedures have been implemented to address complaints of discrimination on the basis of age and/or disability in any activity, policy, rule, standard, or method of administration that is related to the operation of University's programs.

9.1. Eligibility

These procedures may be used by any member of the public who alleges age (Under the Age Discrimination Act) or disability (Under Title II of the Americans with Disabilities Act) discrimination on the basis of class. However, anyone who wishes to challenge a decision made about them by an agent of the University of Illinois at Chicago (UIC) in the course of their employment or enrollment at UIC must utilize the UIC Academic Grievance Procedures.

9.2. Definitions

- A. **GRIEVANCE:** A written statement submitted by a Grievant identifying the activity, policy, rule, standard or method of administration he/she claims to be discriminatory on the basis of age and/or disability and explaining the manner in which that activity, policy, rule, standard or method of administration discriminates. All Grievances must be signed by the Grievant and must outline the Grievant's allegations in as much detail as possible.
- B. **GRIEVANT:** Any member of the public who submits a Grievance.
- C. **GRIEVANCE OFFICER:** The assigned investigator of the UIC Office for Access and Equity can be contacted at the address below:

Office for Access and Equity (M/C 602)
809 South Marshfield Avenue, Room 718
Chicago, IL 60612-7207
(312) 996-8670 Fax (312) 413-0055
www.uic.edu/depts/oae
- D. **APPEALS OFFICER:** The Associate Chancellor for Access and Equity or his/her designee.
- E. **DAYS:** Any reference to "days" herein shall refer to business days (excluding weekends and federal holidays).

- F. RECORD: The complete record of a Grievance will consist of the original Grievance and any supporting information or documentation submitted with that Grievance, the Grievance Officer's findings, the Appeal (if any) and any additional information or documentation submitted with the Appeal, the Appeal Officer's findings, and any communications and notices relative to the Grievance. The Record will be maintained for at least five (5) years following the final decision.

9.3. Grievance Process

- A. FILING OF THE GRIEVANCE: The Grievant must file his/her Grievance with the Grievance Officer no later than ten (10) days after he/she becomes aware of the offending activity, policy, standard or method of administration.
- B. INVESTIGATION: The Grievance Officer shall conduct an appropriate investigation of the issues raised in the Grievance. The Grievant shall be given an opportunity to submit any relevant evidence he/she may have to support the Grievance. Within fourteen days (14) of submission of the Grievance, the Grievance Officer shall issue his/her findings. In the event the Grievance Officer finds evidence of discrimination in the activity, policy, standard or method of administration, he/she shall make recommendations for change(s) and shall coordinate the efforts for change(s) with the department/unit/college whose activity, policy, standard or method of administration is at issue. Furthermore, in the event that the individual was adversely affected by a decision made pursuant to a discriminatory process, policy, activity, standard or method of administration, the individual will be given the opportunity for the decision to be reconsidered according to the revised process, policy, etc... In those cases where the Grievance Officer finds no evidence of discrimination, he/she shall send written notice of that finding to the Grievant within that 14-day time period. Said notice shall inform the Grievant of his/her right to appeal the finding to the Appeals Officer within five (5) days of receipt of the notice.
- C. APPEAL: An appeal of the Grievance Officer's findings must be in writing and must state the basis for the appeal, providing any additional evidence or information that may support the Grievant's claim of discrimination. The Appeals Officer shall review the Grievance Officer's record and any information/evidence submitted with the Appeal and shall issue findings within ten (10) days of receipt of the appeal. In the event the Appeals Officer finds evidence of discrimination in the activity, policy, standard or method of

administration, he/she shall make recommendations for changes. In those cases where the Appeals Officer finds no evidence of discrimination, he/she shall send written notice of that finding to the Grievant within that 10-day time period. There shall be no further levels of review or appeal beyond the Appeals Officer.

- D. DEVIATION FROM THE PROCESS: Upon proof of extenuating circumstances, the Chancellor and only the Chancellor may approve a deviation from these procedures (e.g., extension of a deadline).