

Academic Catalog

2018-2019



MEXICAN AMERICAN CATHOLIC COLLEGE



Academic Catalog

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Disclaimer:

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About MACC



The Logo

The stylized flower symbol is formed by the convergence of four C's representing the heart of what MACC's mission strives to accomplish: Cross-Cultural Conversion and Communion. The different color of each petal represents the diversity in our Church and society. The cross and golden circle are symbolic of Christ in the Eucharist who draws the four C's into a unity in diversity. The image of Our Lady of Guadalupe has the same four-petal flower above her womb, marking the presence of Jesus Christ. Speaking in the language and symbols of our indigenous ancestors, Mary models a perfectly inculturated evangelization. MACC is dedicated to follow her example in the new evangelization of the Church in America.

The Seal

The MACC seal incorporates the College's name, logo, and the year it was established. MACC has been educating leaders for service and ministry for over forty years, first as a cultural center and now as a bilingual Catholic College.

About MACC

Our Mission

MACC's mission is to empower and educate leaders for service in a culturally diverse Church and society by offering a biliterate, multicultural formation program that can lead to a BA and MA degree in Pastoral Ministry.

MACC's mission is accomplished through the following core purposes:

- To offer biliterate, educational and ministry formation programs –including language and cultural studies – that meet the pastoral priorities of the Catholic Church especially for leadership in Hispanic Ministry;
- To conduct interdisciplinary research, publish resources, and provide certificates in specialized training and continuing education;
- To confer post-secondary degrees of higher education in religious studies, namely Bachelor of Arts and Master of Arts degrees in Pastoral Ministry, that are offered consistent with the teachings of the Magisterium of the Roman Catholic Church, and in accordance with the exemption granted by the State of Texas from Chapter 132.002(a)(2) of the Texas Education Code;
- To provide other educational and charitable services that meet the strategic goals set by the Board of Trustees and that continue MACC's historical commitment to the Gospel of Jesus Christ and the Church's teachings on the sacredness of human life, peace, justice, respect for cultural diversity, and public policies that promote the common good.



Our Catholic Identity

MACC's Catholic identity is integral to every dimension of the institution—its mission, goals, curriculum, library, research, and community life. MACC's Catholic identity is a living reality that is expressed in relationships of mutual respect, daily prayer and

the celebration of the Eucharist, a commitment to social justice and global solidarity, and an ongoing dialogue between faith and reason. Together, MACC's teachers and students seek the truth that leads to a deeper encounter with Jesus Christ.

As an independent Catholic institution of higher learning, MACC is committed to upholding academic freedom and integrity. MACC's governance and administration is carried out in faithful union with the Archbishop of San Antonio, the United States

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Conference of Catholic Bishops (USCCB), and the Holy See. In the Spirit of *Ex Corde Ecclesiae* and the USCCB's published guidelines for its implementation, MACC requires all faculty who teach "Catholic theological disciplines" to seek a mandatum from the Archbishop of San Antonio, to sign a profession of faith, and to pledge an oath of fidelity as suggested by the motu proprio issued by John Paul II in the Apostolic Letter *Ad tuendam fidem*.

Our History

MACC began as a cultural center in 1972, a time of great social change and renewal in the Catholic Church. Mexican Americans and other minorities joined the struggle for civil rights in the 1960s and '70s, courageously risking security, reputation, and life itself to ensure liberty and justice for all Americans. Mexican Americans took pride in their unique identity as loyal American citizens with strong cultural roots and resisted the assimilation of their treasured Spanish language and Mexican traditions.

Within this social context and in response to the call of the Second Vatican Council, MACC was established as the first pastoral center dedicated to researching the Mexican American experi-



ence, fostering leadership, and promoting understanding and appreciation of cultural diversity in the Church and society. What began as a very specific mission soon became a model for other Hispanic pastoral centers around the country and a key resource for translations, innovative programs, and the development of the USCCB's national plan for Hispanic Ministry.

In the following decades, MACC embraced a broader mission to foster unity in the culturally diverse Church and society of the United States. MACC achieved accreditation for its ministry formation program in Hispanic and Multicultural Ministry from the United States Conference of Catholic Bishops in 1998. Through

a very successful capital campaign, MACC's beautiful new campus and facilities opened in the spring of 2000. Thousands of students have benefitted from MACC's specialized programs. Alumni presently serve as bishops, priests, deacons, diocesan directors, and in many other lay leadership positions throughout the country.

In 2008, MACC reorganized as a Catholic college designed to meet the growing needs in Hispanic Ministry for biliterate theological education at the post secondary level. MACC has degree-granting authority through an exemption from the Texas Higher Education Coordinating Board rules and regulations because it is primarily a religious institu-

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tion of Higher Education. (See *H.E.B. Ministries v. Texas Higher Education Coordinating Board*, 235 S.W.3d 627 (2007)). MACC achieved certification from the U.S. Department of Homeland Security to sponsor student visas, and is now working towards regional accreditation. MACC is also approved by the Veteran's Administration to train veterans and other eligible persons.

MACC is in close partnership with the University of the Incarnate Word, the Oblate School of Theology, Assumption Seminary, and other institutions of higher education and ministry formation. MACC also serves the Archdiocese of San Antonio by offering courses for their Deaconate Formation Program, and MACC's mobile faculty teach in workshops and conferences throughout the country and in international settings.

Regional Accreditation

MACC is not regionally accredited. The Board, faculty, and staff are committed to offering the academic programs according to the high standards expected of accredited institutions. MACC has signed articulation agreements with regionally accredited institutions to collaboratively offer specific courses and programs. The accreditation of these institutions does not extend to or

include MACC or its students. Although the institutions may accept certain course work in transfer toward a credential from MACC or collaborates in other ways for generation of course credits of program credentials, other colleges or universities may or may not accept this work in transfer, even if it appears on their transcript. This decision is made by the institution subsequently considering the possibility of accepting such credits.

Collaboration

MACC collaborates closely with other institutions and is a member of several professional associations, including the following:

- The Catholic Archdiocese of San Antonio
- The Texas Catholic Conference (TCC)
- The USCCB's Secretariat of Cultural Diversity in the Church
- Assumption Seminary
- University of the Incarnate Word
- Mundelein Seminary (St. Mary of the Lake University)
- St. Meinrad's Seminary

- St. Mary's Seminary in Houston, TX
- The Catholic Church Extension Society

Membership

- The Association of Catholic Colleges and Universities (ACCU)
- The National Catholic Council on Hispanic Ministry (NCCHM)
- La RED – A National Network for Latino Youth and Young Adult Ministry
- National Federation for Catholic Youth Ministry (NFCYM)
- The National Catholic Association of Diocesan Directors for Hispanic Ministry (NCADDHM)
- National Leadership Roundtable on Church Management (NLRCM)

Related Institutions

Since its founding, MACC has worked very closely with many institutions of higher education to educate leaders for ministry. This spirit of collaboration is

About MACC

central to MACC's core values and mission. MACC has inter-institutional agreements with the following, related institutions:

Assumption Seminary traces its roots back to 1874 when the Archdiocese of San Antonio was established in what was then mission territory. This long history of priestly formation has resulted in hundreds of priests and several bishops who have served and currently minister throughout the United States. To prepare seminarians for intercultural ministry, Assumption was instrumental in founding MACC in 1972. It was housed there until 2000 when its own campus opened across the street. This close proximity allows the two institutions to continue to share campus facilities and work closely to fulfill the requirements of the USCCB's Program for Priestly Formation and the Education of Seminarians. The Rector of Assumption Seminary is an ex-officio member of the MACC Board, and faculty appointed to Assumption Seminary by the Archbishop may also serve as adjunct faculty of MACC. College-level students accepted at Assumption Seminary will also be admitted into MACC's Bachelor of Arts in Pastoral Ministry program and will major in Philosophy upon satisfaction of MACC admissions requirements. Seminarians can also



enroll in MACC's Pre-Theology, Graduate, and language courses (Spanish & ESL).

The University of the Incarnate Word (UIW) has a stellar reputation for excellence in higher education dating back to 1881 when it was formally established by the Sisters of Charity of the Incarnate Word. Formerly a college, it was fully accredited by the Association of Colleges and Secondary Schools in 1925. The graduate division was added in 1950, and the school became co-educational in 1970. In 1996, it became a university. In 1998, the university was accredited by the Southern Association of Colleges and Schools to award doctoral degrees in addition to bachelor's and master's degrees.

UIW and MACC share many

common mission elements, including a commitment to develop leaders in a culturally diverse world and to engender a spirit of Christian service and social justice in their students and faculty. The two institutions have collaborated for more than forty years in delivering quality education in the area of pastoral ministry with special emphasis on the Hispanic community to students from many countries in the world, particularly from San Antonio, South Texas, Mexico, and Latin America. Because of this long-standing history of collaboration, UIW is committed to supporting and assisting MACC in achieving academic autonomy and accreditation. Through a Collaborative Academic Arrangement with UIW, a student can obtain a complete dual Bachelor

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of Arts in Pastoral Ministry, with a certificate of completion from both institutions. Students who want to participate in the dual degree program should contact the Registrar for additional information.

Oblate School of Theology (OST) was founded in 1903 as a seminary and continues to prepare men for the priesthood from dioceses across the United States and from a number of religious communities. Today, the school also prepares men and women religious and laity from Catholic and other Christian traditions for a variety of ministries.

Oblate School of Theology is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools and by the Association of Theological Schools in the United States and Canada to award master's degrees and the Doctor of Ministry degree. OST transfers some of MACC's language and pastoral ministry courses, and MACC's pre-theology program can fulfill some of its degree programs' prerequisite requirements. MACC and OST enjoy a collaborative and mutually enriching relationship.

An OST representative serves on the MACC Board of Directors,

and the President of MACC serves as a trustee on the OST Board.

Our Lady of the Lake and St. Mary's University are Catholic universities located within three miles of MACC. Both institutions have a long and prestigious history in Catholic higher education. They are accredited by the Southern Association of Colleges and Schools to award bachelors, masters, and doctoral degrees. MACC works with both universities to promote intercultural education, Hispanic and multicultural ministry, social justice initiatives, and library agreements.



The MACC Community

Board of Trustees

Officers

†Most Rev. Patrick F Flores, DD, Archbishop of San Antonio, Chair Emeritus (San Antonio, TX)

Very Rev. Larry Christian, Vicar General, Archdiocese of San Antonio and Pastor, St. Ann Catholic Church, Chairman (San Antonio, TX)

Very Rev. Jaime Robledo PSS, Rector, Assumption Seminary, Vice-Chair, (San Antonio, Texas)

Sister Rose Weidenbenner, RSM Administrative Assistant & Grant Development, ARISE, Treasurer (Alamo, TX)

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Most Rev. Michael J. Boulette, Auxiliary Bishop, Archdiocese of San Antonio (San Antonio, TX)

Rev. Jonathan Felux, Director of Vocations and Seminarians, Archdiocese of San Antonio (San Antonio, TX)

Dr. Glenn Edward James, Associate Provost for Institutional Effectiveness, University of the Incarnate Word (San Antonio, TX)

Ms. Joan Martínez, Director of the Academy for Lay Ecclesial Ministries, Archdiocese of San Antonio (San Antonio, TX)

Sister Jane Ann Slater, Chancellor & Archbishop's Liaison to Institutions of Higher Education, Archdiocese of San Antonio (San Antonio, TX)

Dr. Scott Woodward, VP for Academic Affairs and Dean, Oblate School of Theology (San Antonio, TX)

Ex-Officio Members

Most Reverend Gustavo García-Siller, DD, Archbishop of San Antonio (San Antonio, TX)

Dr. Arturo Chávez, MACC President and CEO (San Antonio, TX)



Campus Life

Student Conduct

The Mexican American Catholic College is committed to the education of the whole person and takes seriously the intellectual, moral, and spiritual development of all of its students. The college expects its students always to strive to live in accordance with Christian virtue and to encourage one another to live this way. The College Honor Code, available in the Student Handbook, articulates this expectation and calls students to work toward their degree completion with utmost integrity.

Dining Services

Those students who live on campus may prepare their own meals in the Fiesta Room's kitchen and/or purchase a meal plan. Meal plans include breakfast, lunch, and dinner in Assumption Seminary's St. Joseph's Dining Hall. The cafeteria is open seven days a week and is staffed by the *Hermanas Josefinas*, a Mexican congregation of Sisters that has served the seminary for several decades. The cafeteria has a varied menu that offers nutritious and delicious options.

Disability Services

Students with disabilities must register with the Academic Dean in order to receive appropriate

academic accommodations. In accordance with Section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act of 1990, MACC provides disability services to students who furnish the appropriate documentation.

Health Services

Students are required to carry their own health insurance. The Student Services and Housing Department furnishes a comprehensive list of health providers to students. Additional information is also included within the Student Handbook. In accordance with Texas law, all students are required to be vaccinated against meningitis.

Housing

While most of MACC degree-seeking students live off campus, housing is available on a beautifully landscaped campus. MACC's campus is secure and housing facilities include four dormitories that provide both private and shared quarters. The bedrooms are fully furnished, air conditioned, and wired for telephone and internet services. Each dormitory has laundry facilities and a common area. MACC's student body is a culturally diverse community, and living on campus can greatly enhance the overall quality of MACC's educational and min-

istry formation programs. The Student Services and Housing Department oversees all matters of campus life.

International Student Services

MACC welcomes the applications of international students. We provide an array of services to international students, including programs in both English and Spanish as Second Languages (ESL and SSL), programs that build intercultural competencies, comfortable and secure housing, academic support services, and a hospitable campus culture.

The Registrar is the Designated School Official (DSO) assigned to provide assistance to international students (see section 6 International Students). This assistance includes the following:

1. Helping with prospect inquiries.
2. Facilitating the admission process and payment of the SEVIS fee.
3. Applying for F-1 student visa.
4. Providing guidance, resources, and support for maintenance of F-1 status, housing arrangements, and associated issues.
5. Conducting a comprehensive orientation.
6. Offering services to help with home-to-college transition.



The Elizondo Library and Archives

The Mexican American Catholic College has a unique on-campus library and archival collection named in honor of Rev. Virgilio Elizondo, MACC's founding president and a pioneer in Hispanic Ministry and theology. The purpose of the Elizondo Library and Archives is to provide biliterate educational resources and support services that further advance MACC's mission. The library is located on the first floor of the Our Lady of Guadalupe Student Center and houses a

focused collection of books, periodicals, audiovisual resources, and reference materials in Spanish and English. The archives also contain original manuscripts, primary documents, records, and other valuable historical and contemporary material for scholarly study. Students can use the computer resources located in the library to access the Internet and electronic databases.

The library staff and volunteers are available to provide guidance to students in their research projects. Borrowing privileges are extended only to persons with a valid MACC identifica-

tion card and in good standing with the library. The library's resources are also available to student researchers from other colleges and universities and to the general public.

The Mabee Library at the University of Incarnate Word

The J. E. and L. E. Mabee Library at the University of the Incarnate Word is an extraordinary academic and intellectual center that is also available for MACC students through an inter-insti-

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tutional agreement. The library is located on the UIW campus and houses a collection of more than 300,000 items in various formats. The library also maintains current subscriptions to some 39,000 unique serial titles. The audiovisual collection features more than 17,000 items in many formats to support the academic curriculum and to cultivate the visual arts. Some of the areas covered are musical compositions, feature films, documentaries, plays, and foreign language materials. Computers are available in the Student Center Atrium for student research and word processing. Students enrolled in the dual MACC/UIW BA program, can access the Ma-bee library's resources online.

The Louis J. Blume Library at St. Mary's University

The Blume Library is located less than a mile from MACC and has an extensive collection of books, eBooks, government documents, music CDs, videos, etc. The Library's collection includes a comprehensive collection of print and online materials. MACC students and faculty can establish library privileges with a valid MACC identification card and borrow a maximum of four items at a time. They can also access an array of online databases and catalogues, and participate



in the Texas inter-library lending program.

Additional Library Resources

Students enrolled in MACC's courses have access to library resources from several local colleges and universities with which MACC has inter-institutional agreements or are located in the area. These libraries may be utilized during the regular institutional schedules and hours. A partial list includes the following:

- Oblate School of Theology Library
- Archdiocese of San Antonio - Catholic Archives
- Our Lady of the Lake Univer-

sity Library

- The National Autonomous University of Mexico Extension Campus
- Trinity University
- San Antonio College
- The University of Texas at San Antonio
- San Antonio Public Library (various locations)

Degree Based Programs

All of MACC's programs incorporate and adapt the standards for ministry formation outlined in the document Co-Workers in the Vineyard of the Lord and Church's framework for ministry in Hispanic and other culturally diverse settings. These programs include:

Bachelor of Arts in Pastoral Ministry (121 hrs)

BAPM - Philosophy, Catholic Leadership, and Catechetics ■ □

BAPM - PreTheology, second major/concentration option

Certificate of Pre-Theology (45-54 hrs)

PT-Diaconal Studies (54 hrs)

PT-Pastoral Ministry (45 hrs)
- The Bible, Catechetics & Evangelization, and Pastoral Family & Youth

PT-Philosophy (54 hrs)

Master of Arts in Pastoral Ministry (36 hrs) • ■ □

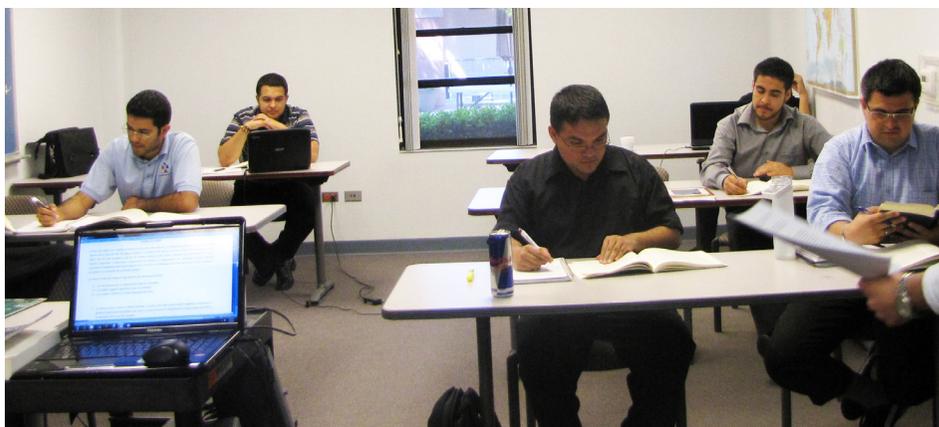
MAPM – General Ministry, Mission Leadership, Parish Leadership, and Catechesis and Formation, Youth Ministry Sequence

Graduate Certificate in Pastoral Studies (18 hrs) • ■

Graduate Certificate in Mission Leadership (18 hrs) • ■

English as a New Language (ENL) Studies (contingent on student's needs)

Unless otherwise specified, all programs are at the undergraduate level and offered exclusively at MACC.



■ *denotes option to participate in a Collaborative program with University of the Incarnate Word*

• *indicates a graduate program*

□ *Identifies programs in which students are normally required to demonstrate oral competency in both Spanish and English prior to graduation.*

MACC Curriculum

MACC's comprehensive curriculum aims to accomplish the following goals:

1. To provide students with a multidisciplinary breadth of knowledge in liberal arts studies and Catholic culture;
2. To deepen catechesis through a systematic education in the faith, and a solid foundation in theology for ministry.
3. To fulfill the philosophy requirements of the USCCB for seminarians at the college (and pre-theology levels)
4. To ensure language proficiency for ministry in a bilingual (English & Spanish) pastoral setting, and for graduate studies in English.
5. To equip students with the leadership skills and intercultural competencies needed for effective pastoral ministry in today's multicultural, dioceses, parishes, and institutions.

The curriculum is offered as part of a wholistic program that integrates the four pillars of ministry formation for lay ecclesial ministers and candidates for ordination – the human, spiritual, intellectual, and pastoral dimensions. The B.A. degree program specifically addresses the intellectual dimension of lay ministers and those

Undergraduate Programs

studying for ordination whose first language is Spanish and for domestic students who need to learn Spanish for ministry.

Bilingual Programs

The 5th edition of the Program of Priestly Formation recognizes the growing pluralism in Church and society in the United States and recommends “the study of the Spanish language and Hispanic cultures as well as other pastorally appropriate languages and cultures.” (PPF 182)

MACC is committed to advance the Church’s guidelines for language and intercultural competencies in the formation of leaders for service in Hispanic and other culturally diverse communities.

Bachelor of Arts in Pastoral Ministry (BAPM) Degree

The BAPM programs consist of a minimum of 121 hours of undergraduate-level coursework, including 43 hours of core curriculum; 39 hours of foundational courses in philosophy, theology, and scripture; and 39 hours in one of three concentration options: Philosophy, Catholic Leadership, or Catechetics. The following is a comprehensive overview of the undergraduate BAPM program, and the corresponding academic plan is in-

cluded in the Appendix.

Core Curriculum/General Education

MACC requires students to demonstrate an interdisciplinary breadth of knowledge in liberal arts studies prior to graduation. To this end, students must complete a total of 43 semester hours of college-level, general education courses in the following areas of knowledge: humanities and/or fine arts, social and behavioral sciences, and natural sciences and mathematics. MACC offers general education courses in language, cultural, and social studies. Since biliteracy is a central goal of MACC’s curriculum, general education courses are primarily offered in Spanish as needed by international students to meet graduation requirements.

MACC does not provide all the general education courses required for a Bachelor of Arts Degree; therefore, MACC has forged a collaborative learning arrangement with the University of Incarnate Word (UIW) to provide students with affordable access to an array of general education courses. The UIW core curriculum meets most of the MACC requirements. Therefore, students are advised to first consider UIW, but they can also enroll in courses approved by the Academic Dean at other institu-

tions. MACC accepts the transfer of general education credits from accredited institutions where applicable to our core curriculum and subject to transfer credit guidelines. Although students are expected to complete most of their general education requirements at UIW or other accredited institutions, MACC requires students to take a capstone course (CLST 3335 U.S. Cultural and Religious Patterns) designed to assess the student’s breadth of knowledge, research and writing skills, and integration of general education subjects.

Language Studies forms an integral part of our core curriculum. Because we focus on the needs of Hispanic Ministry, MACC offers an array of courses and resources for the study of both English and Spanish. A central goal of the BA curriculum is that students achieve competence in their second or additional language.

The BA program is aimed at preparing those learning English to continue their graduate studies in English and those learning Spanish to achieve a level of competence that will allow them to continue toward their mastery of the language.

All students will be required to take two composition courses for second language learners at MACC as part of their required General Education curriculum. ENL students should refer to

Undergraduate Programs

the “Completion of the ENL Program” for more information.

Students will additionally choose 9 hours of elective courses from any of the following areas of study: ancient or foreign languages, classical literature, fine or performing arts, theology, philosophy or pastoral ministry.

MACC’s BAPM Core Curriculum is summarized below.

Core Curriculum Requirements (generally transferred to MACC and are, therefore, excluded from our course descriptions)

Rhetoric	6 hours
Literature	3 hours
Arts	3 hours
Math	3 hours
Natural Science	4 hours
History	3 hours
Wellness	2 hours
Physical Education	1 hour
Modern Language*	6 hours
Electives	9 hours

Core Curriculum Requirements (generally completed at MACC and included in course descriptions)

CLST 3335 U.S. Cultural and Religious Patterns

PSTR 3340/3342 Pastoral Spanish I and II (*Modern Language, 6 hrs)

ENL 4370/4371 Composition in an Acquired Language I and II



Philosophy, Theology, Scripture Foundation

The major area of study includes 39 hours of foundational philosophy, theology, and scripture courses. These requirements are included below.

PHIL 1310 Philosophy in the Catholic Tradition

THEO 1320 Introduction to Theology and Biblical Studies

THEO 1341 Introduction to Liturgy

THEO 2320 Catholic Biblical Interpretation: Old Testament

PHIL 2321 Ancient Philosophy

THEO 2332 Catholic Biblical Interpretation: New Testament

PSTR 2351 History of the Catholic Church

THEO 2382 Sacramental Theology: The Faith Celebrated

THEO 3380 Theology of the Creed: The Faith Professed

THEO 3381 Jesus Christ: God and Man

THEO 3385 Moral Theology: The Faith Lived

THEO 4385 Catholic Spiritual Traditions: The Faith Prayed

THEO 4387 Ecclesiology

Concentrations

MACC’s curriculum integrates the four elements of ministry formation: the human, spiritual, intellectual, and pastoral dimensions. Congruent with this, the BAPM requires that students select an area of concentration that meets the requirements of ministry formation while also meeting the student’s academic interests and needs. To this end, MACC has structured three areas of concentration: Catechetics, Catholic Leadership, and Philosophy. The 39-hour concentration of study are described separately in the following sections.

Concentration in Philosophy (39 Hours): This concentration prepares students for the study of Theology and is based on the Church’s most fundamental belief in the compatibility of reason

Undergraduate Programs

and faith. The overall goal is to enable graduates to understand their future theological studies within the context of the Catholic intellectual tradition. This concentration meets the U.S. Catholic Bishops' requirements in Philosophy for admission into a major seminary for studies towards ordination.

Requirements include two Foundation courses - PHIL 1310, PHIL 2321 - and the following:

- PHIL 1311 Classical Logic
- PHIL 2323 Medieval Philosophy
- PHIL 2342 Philosophy of Nature and Being
- PHIL 3325 Modern Philosophy
- PHIL 3327 Contemporary Philosophy
- PHIL 3351 Philosophical Anthropology
- PHIL 3384 Epistemology
- PHIL 4363 Natural Theology
- PHIL 4386 Philosophical Ethics

12 hours of Pastoral Ministry, Latin, Philosophy, and/or Theology electives by advisement

Priestly Formation Requirements. All students in priestly formation complete 4 of the following requirements in place of the electives mentioned above.)

- PSTR 1325/1335 Ecclesiastical Latin I and II
- PSTR 2325 Liturgical and Sacred Music
- PSTR 2335 Sacred Art and Architecture
- PSTR 3340/3342 Pastoral Spanish I and II

Concentration in Catholic Leadership (39 Hours): This concentration is for those seeking to serve the Church in key lay pastoral ministry leadership positions in diocesan offices, in Catholic schools and organizations, and as parish administrators according to the guidelines outlined in *Co-Workers in the Vineyard of the Lord*. The overall goal is to provide the student with an in-depth knowledge of the Church's teachings and a pastoral plan for implementing best practices for church management, ethical pastoral care, and faithful leadership in today's complex cultural settings.

Requirements include the following:

- PSTR 1372 Cross-Cultural Competencies for Pastoral Ministry
- PSTR 2322 Faith Development and Catechesis in a Multicultural Context
- PSTR 2373 Hispanic Ministry in the 21st Century
- PSTR 3330 Canon Law for Ministry in a Multicultural Context
- PSTR 3374 Stewardship and Financial Management for Catholic Leaders
- PSTR 4378 Ethics and Accountability for Catholic Leaders
- 21 hours of Pastoral Ministry, Philosophy, and/or Theology electives by advisement

Concentration in Catechetics (39 hours): Catechetics is the teaching of basic Catholic doctrine. This concentration prepares catechetical leaders to oversee diocesan, parish, and school-based



Undergraduate Programs

programs for evangelizing and educating adults, teens, children, and families in the Catholic faith. The courses draw from the rich array of the Church's documents on evangelization, catechesis, culture, and Hispanic Ministry. The overall goal is to enable the graduate to design and implement a comprehensive approach to catechesis that begins with the family, builds on the assets of the community and culture being served, and is centered in the sacramental life of the Church. Requirements include:

PSTR 1350 Foundations of Evangelization and Catechesis

PSTR 2352 Catechetical Content, Methods, and Curriculum

PSTR 2354 Baptismal Catechumenate (RCIA) and Catholic Formation

PSTR 3356 Family, Culture, and Catechesis

PSTR 3358 Youth and Young Adult Ministry

24 hours of Pastoral Ministry, Philosophy, and/or Theology electives by advisement

Additional BAPM Requirements. The following requirements apply:

Capstone: CLST 3335 U.S. Cultural and Religious Patterns

Summative Assessment: THEO 4387 Ecclesiology

Language Proficiency: Core Modern Language and/or concentration electives

Credits: A minimum of 121 hours is required.

Resident Credits: Of the 121 hours of required courses, 45 must be completed at MACC.

Upper-Division Credits: A minimum of 36 of the 45 hours of resident credit must be upper-division hours.

Major: A minimum of 15 of the 36 hours of upper-division resident credit must be major program requirements.

Collaborative Programs with UIW in Pastoral Ministry (PMIN)

MACC's BAPM and MAPM (PMIN) programs are also offered as collaborative academic arrangements with the University of the Incarnate Word (UIW). Students must concurrently enroll each semester in the bilingual Bachelor of Arts degree with a major in Pastoral Ministry (PMIN) via UIW's Pastoral Institute, which serves the Catholic community through education and ministerial formation. PMIN students take all



the pastoral ministry courses of the PMIN major at MACC while simultaneously fulfilling UIW's program requirements. As students of both institutions, they are subject to the admission standards and academic policies at each institution, which works collaboratively with and operates independently of the other. MACC students must declare their intention of enrolling in the collaborative program before beginning either program.

Certificate of Pre-Theology

The Pre-Theology (PT) certificate is designed to prepare students for graduate level study in theology. Students who already hold a bachelor's degree or who are primarily interested in preparing themselves for further study in Theology may enroll in this program, which includes three different tracks – Philosophy, Diaconal Studies, and Pastoral Ministry. Its requirements are outlined below.

Undergraduate Programs

PT: Philosophy

Theology & Scripture (15 Hours)

THEO 1320 Introduction to Theology and Biblical Studies

THEO 2382 Sacramental Theology: The Faith Celebrated

THEO 3380 The Theology of the Creed: Faith Professed

THEO 3385 Moral Theology: The Faith Lived

THEO 4385 Catholic Spiritual Traditions: The Faith Prayed

Philosophy (33 Hours):

See the eleven (11) PHIL courses listed in the BAPM-Philosophy section.

Electives (select 6 hrs from the list below)

ENL 4370/4371 Composition in an Acquired Language I and II

PSTR 1325/1335 Ecclesiastical Latin I and II

PSTR 2325 Liturgical & Sacred Music

PSTR 2335 Sacred Art and Architecture

SPAN 3340/3342 Pastoral Spanish I and II

THEO 1341 Introduction to Liturgy

Additional Pre-Theology Requirements. The following requirements pertain to the 54-hour program.

Credits: A minimum of 54 hours is required.

Resident Credits: Of the 54 hours of required courses, 30 must be completed at MACC.

Upper-Division Credits. 24 hours of resident credit must be upper-division courses.

PT: Diaconal Studies

Diaconal Studies (DSP) are for men discerning a ministry as a permanent deacon. The Archdiocese of San Antonio works closely with each applicant, who, upon admittance, completes an aspirancy year followed by four years of formation and study. Courses are typically offered Monday and Wednesday evening to accommodate students' schedules.

The Aspirancy Year:

PHIL 1310 Philosophy in the Catholic Tradition

THEO 1320 Introduction to Theology and Biblical Studies

Catechism of the Catholic Church, 6 hrs

The Candidacy (Years 2 through 5)

THEO 1341 Introduction to Liturgy

PSTR 1350 Foundations of Evangelization and Catechesis

THEO 2320 Catholic Biblical Interpretation: Old Testament

THEO 2332 Catholic Biblical Interpretation: New Testament

PSTR 2351 History of the Catholic Church

PSTR 2352 Catechetical Content, Methods & Curriculum

THEO 2382 Sacramental Theology: The Faith Celebrated

PSTR 3330 Canon Law for Ministry in Multicultural Communities

THEO 3381 Jesus Christ: God and Man



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THEO 3385 Moral Theology: The Faith Lived

THEO 4320 Evangelization and the Writings of St. Paul

THEO 4385 Catholic Spiritual Traditions: The Faith Prayed

THEO 4387 Ecclesiology

Practica, 6 hrs: Homiletics & Liturgy

Elective by advisement

PT: Pastoral Ministry

This three-year, 45-hour (Cert) Certificate is ideal for Spanish-speakers who are available for part-time studies, nights and weekends. The courses are offered exclusively in Spanish, and each course is offered within a two month period – a total of meetings. Thursday and Friday

p.m. to 9:15 p.m., and Saturday and Sunday classes meet from 9:00 a.m. to 5:00 p.m. Distance education options are available and students may complete the program requirements by enrolling in equivalent day or evening classes instructed in English or Spanish.

The Certificate in Pastoral Ministry incorporates the standards for pastoral formation, in culturally diverse environments including Hispanic, stipulated by the Collaborators in the Vineyard of the Lord document. This new program of studies offers not only a systematic academic deepening in the faith, but also solid theological foundations for the practice of pastoral ministry.

Curriculum. This curriculum responds to the need for proper preparation of effective leaders and leaders in parishes, movements, and organizations.

is a three-year degree program, which will be taught during the weekends under three modalities: face-to-face, hybrid and remote. Two courses are offered each Fall and Spring semester, and an additional course and a retreat are offered each Summer.

Coursework. The certificate consists of 45 hours of undergraduate-level coursework, including 33 Core requirements and 12 hours of concentration coursework. Participants may select a concentration from the following three options: the Bible; Evangelization and Catechesis; and Pastoral Ministry, the Family and Youth. Requirements include the following:

Pastoral Ministry (9 hours)

PSTR 1372 Cross-Cultural Competencies for Pastoral Ministry

PSTR 2091 Retreat: Human Development

PSTR 2373 Hispanic Ministry in the 21st Century

PSTR 3330 Canon Law for Ministry in Multicultural Communities

Theology (24 hours)

THEO 1320 Introduction to Theology and Biblical Studies

THEO 1341 Introduction to Liturgy

THEO 2320 Catholic Biblical In-



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terpretation: Old Testament

THEO 2332 Catholic Biblical Interpretation: New Testament

THEO 2332 Catholic Biblical Interpretation: New Testament

THEO 2382 Sacramental Theology: The Faith Celebrated

THEO 3380 Theology of the Creed: The Faith Professed

THEO 3385 Moral Theology: The Faith Lived

THEO 4385 Catholic Spiritual Traditions: The Faith Prayed

Concentrations

Concentration in the Bible:

PSTR 3360 ST: Gospel of Luke and Acts of the Apostles

PSTR 3360 ST: The Prophets and Catholic Social Teaching

PSTR 3360 ST: Johannine Writings

THEO 4320 Evangelization and the Writings of St. Paul

Concentration on Evangelization and Catechesis:

PSTR 1350 Foundations of Evangelization and Catechesis



PSTR 2322 Faith Development & Catechesis in a Multicultural Context

PSTR 2352 Catechetical Content, Methods, and Curriculum

PSTR 2354 The Baptismal Catechumenate (RCIA) and Catholic Formation

Concentration in Pastoral Ministry, the Family and Youth:

PSTR 3356 Family, Culture and Catechesis

PSTR 3358 Youth and Young Adult Ministry

PSTR 3360 Special Topics in Pastoral Studies

THEO 4348 Theology of the Body

English as a New Language (ENL) Studies

Bachelor of Arts graduates of MACC must be competent in their command of the English language. For students whose native language is not English, MACC offers an ENL Program structured according to students' English language proficiency. At the time of a student's admission, the level of instruction in which s/he should matriculate is determined by the results of a MACC-administered placement test.

Principles of Learning a New Language. Learning a new language requires:

Time and Patience: It takes children about 3 years to speak their native language well. Children naturally listen to and absorb a language BEFORE they can speak well, and the progression

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is the same for adults acquiring a new language. Learning a new language usually takes 4-7 years to reach complete proficiency.

Dedication and Self-Discipline: Excellent language classes require careful preparation by skilled instructors, but 80% of the responsibility for language learning falls to the student. Time inside the classroom represents only a small part of the language acquisition process; the majority of language learning and retention occurs through independent study and practice outside of class. LACK OF PROGRESS MAY INDICATE INSUFFICIENT TIME DEDICATED TO ENGAGING THE TARGET LANGUAGE OUTSIDE OF CLASS.

Instruction Levels. At MACC, students receive instruction in the core language skills at four levels: beginner, basic, intermediate and advanced. As students progress in the ENL Program, they gradually begin to make the transition to the regular undergraduate curriculum. All four levels of ENL instruction can incorporate 3-12 hours of ENL non-college-level credit instruction per week, according to students' needs.

Each ENL course includes an integrated Language Lab component, allowing access to our web-based Language Learning program. A flat technology fee

is applied to tuition costs for each semester.

Advanced ENL. Advanced ENL students who successfully complete the ENL 0343 Integrated English Skills IV course will register for the two advanced, college-level credit-earning ENL Composition in an Acquired Language courses (ENL 4370 and ENL 4371), which serve as "bridge" courses between the ENL program and the college-level English Composition courses. In addition, after completing the four levels of the ENL Program (or scoring the equivalent on the Placement Test) students will take an exit test to assess English Proficiency. If they achieve an appropriate score, students transition out of the ENL Program and can proceed to meet their regular English curriculum requirements.

Completion of the ENL Program. Once students have successfully completed the ESL program, and passed the English Proficiency Exit Test, they are

required to take an additional six (6) hours in the English language curriculum (ENGL).

The requirement may be fulfilled with 6 hours of core composition in English (English 1301 and 1302). Examination and course content options are available by advisement.

Additional Undergraduate Requirements.

Grades. A minimum grade of C (or a grade of 70 or higher) is required to satisfactorily complete each degree and certificate requirement/course.

GPA. A minimum 2.0 cumulative GPA is required in all coursework that is applicable toward the program, certificate, or degree. Grades for developmental coursework are calculated as part of the GPA but are not applicable towards any program, certificate, or degree.



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Cultural Studies (CLST)

CLST 3335

US Cultural and Religious Patterns

This course will guide students in using social theory to explore and understand cultural and religious patterns that define contemporary U.S. society. Drawing from history and modern mass media, students will identify and analyze social values, attitudes, mindsets, norms, and behaviors that define U.S. culture. The course will study the cultural characteristics of Native Americans, Euro-Americans, Anglo-Saxons, African Americans, Asians, Hispanics, and other groups that shape the unique identity of the United States as a pluralistic society.

English (ENGL)

ENGL 1301

Composition

This is a writing-intensive course that focuses on numerous rhetorical modes to develop well-written compositions. Students will learn to write different types of essays and will be introduced to creative, academic, and business writing with an emphasis on grammar and syntax. The course will develop the student's ability to write clear thesis statements for academic writing

and logical defense of the thesis through convincing arguments. Core-English I (generally transferred to MACC) [Equivalent to SPAN 1350 Composition]

ENGL 1302

Research & Rhetoric

This course develops students' ability to communicate clearly and effectively through the writing of argumentative essays and the presentation of a major research project. Students will further learn to recognize and apply the principles of rhetoric and logic in a variety of written contexts. Topics include but are not limited to the critical analysis of expository prose and literature; the use of critical thinking to enhance communication; the employment of style, tone and credibility in the writing process; and the identification of the norms and protocols of academic discourse. Core-English II (generally transferred to MACC) [Equivalent to SPAN 3352 Research & Rhetoric]

ENGL 2361

Literature I

This course is an introduction to literary analysis and examines classic works of literature from Spain, England, and the US. Students will read a range of literature, including poetry and religious writings. Students will practice critical analysis through discussion, reports, and

examinations. Students will explore a variety of literary forms, including drama, short fiction, and poetry. Class discussions will engage ongoing, scholarly conversations about particular themes, ideas, and representation of reality developed throughout assigned works. Our goal, through class discussion and extensive writing about literature, is to increase our collective understanding and appreciation of literary interpretation and analysis. Core-Literature (generally transferred to MACC) [Equivalent to SPAN 2361 Literature I]

English as a New Language (ENL)

ENL 0310

Grammar I

This is an introductory course in English Grammar for nonnative speakers who have little or no background in this language. The course uses an integrated-skills approach to help students understand and practice English grammar so they can gain confidence and use language accurately and fluently. Beginner Level content includes: the Verb Be, Present and Past, Simple Present Statements and Questions, Present Progressive, Nouns, Pronouns, and Simple Past.

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ENL 0313

Integrated English Skills I

This beginning level course will integrate academic reading, vocabulary building, listening/speaking, and writing skills in order to build a strong foundation in English. Working with a variety of written and spoken materials, students learn to identify the main idea, context clues, and signal words. Students also gain experience previewing, predicting, drawing conclusions, scanning, and summarizing. *This course may be taken in conjunction with the three other ENL Level 1 classes.*

ENL 0316

Reading and Writing I

This is an introductory course in English for nonnative speakers who have little or no background in this language. Students read, study, and practice creating simple sentences and progress to writing basic paragraphs with a topic sentence and supporting details.

ENL 0318

Speaking and Listening I

This is a beginning level course in speaking and listening for nonnative speakers who have little or no background in English. By practicing the sounds and rhythm of American English, students will begin to understand and express themselves in the fundamentals of oral communication. Students

have opportunities to test their comprehension of native English speakers through listening activities. Pronunciation and vocabulary building are highlighted to improve listening comprehension and speaking fluency.

ENL 0320

Grammar II

This is the second level course in English Grammar for nonnative speakers who have little or no background in this language. The course continues an integrated-skills approach to help students study and practice English grammar so they can speak and write with greater accuracy and fluency. Basic Level content builds on the foundation of the previous course, with additional structures such as Imperatives, Adjectives, *There is / There Are*, Modals, and an introduction to the *Future tense*. *Prerequisite: ENL 0310 or Placement Test*

ENL 0323

Integrated English Skills II

This basic level course will integrate academic reading, vocabulary building, listening/speaking, and writing skills in order to strengthen the foundation developed in the beginning level course. Working with a variety of written and spoken materials, students improve the capacity to identify facts, sequence, the main idea, and context clues. Students also gain experience scanning, summarizing, drawing conclu-

sions, and making inferences. *Prerequisite: The four ENL Level 1 courses, or Placement Test*

ENL 0326

Reading and Writing II

This is the second level course in English for nonnative speakers who have little background in this language. Students continue to develop reading comprehension skills and vocabulary as they learn to organize and write paragraphs with a topic sentence and supporting details. The course covers basic, opinion, narrative, persuasive, problem-solution, and compare/contrast paragraphs. *Prerequisite: ENL 0316 or Placement Test*

ENL 0328

Speaking and Listening II

This is the second level course in speaking and listening for nonnative speakers who have a beginning foundation in English. By continuing to practice the sounds and rhythm of American English, students at the basic level will begin to understand and express themselves with greater confidence and independence. Students have further opportunities to test their comprehension of native English speakers through listening activities. Pronunciation and vocabulary building are highlighted to improve listening comprehension and speaking fluency. *Prerequisite: ENL 0318*

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ENL 0330

Grammar III

This is an intermediate course in English Grammar for nonnative speakers who have a strong foundation in grammar. The course continues an integrated-skills approach to help students study and practice English grammar so they can speak and write with greater accuracy and fluency. New structures include expansion of the Future tense, Present Perfect, Modals, Adverbs, Gerunds, and Infinitives. *Prerequisites: ENL 0310 and ENL 0320; or Placement Test.*

ENL 0333

Integrated English Skills III

This is an intermediate course in English for nonnative speakers who have a solid foundation in this language. Students will refine their skills in grammar and academic writing, focusing on narrative, persuasive, illustrative, descriptive, analytical, and cause and effect essays. *Prerequisites: the four ENL Level 2 classes, or Placement Test.*

ENL 0336

Reading and Writing III

This is an intermediate course in English for nonnative speakers who have a strong foundation in this language. Students continue to strengthen reading skills as they learn to organize and write narrative, descriptive, and opinion paragraphs, and then

progress to persuasive, compare/contrast, and problem-solution essays. *Prerequisite: ENL 0316 and ENL 326; or Placement Test*

ENL 0338

Speaking and Listening III

This is the second level course in speaking and listening for nonnative speakers who have a beginning foundation in English. By continuing to practice the sounds and rhythm of American English, students at the basic level will begin to understand and express themselves with greater confidence and independence. Students have further opportunities to test their comprehension of native English speakers through listening activities. Pronunciation and vocabulary building are highlighted to improve listening comprehension and speaking fluency. *Prerequisite: ENL 0318*

ENL 0340

Grammar IV

This is an advanced course in English Grammar for nonnative speakers who demonstrate mastery of English Grammar at the intermediate level. The course continues an integrated-skills approach to help students study and practice English grammar so they can speak and write with greater accuracy and fluency. New structures include expansion of the Future tense, Present

Perfect, Modals, Adverbs, Gerunds, and Infinitives. *Prerequisites: ENL 0310, ENL 0320, and ENL 0330; or Placement Test*

ENL 0343

Integrated English Skills IV

This is an advanced course in English for nonnative speakers who are preparing for University-level course work. The course will enhance academic reading, listening/speaking, and writing skills in order to fulfill higher academic requirements. *Prerequisite: ENL 0333*

ENL 0346

Reading and Writing IV

This is the fourth level course in English for nonnative speakers who demonstrate mastery of reading and writing at the intermediate level. As students sharpen reading skills and use increasingly complex grammar structures, they learn to organize and write a persuasive paragraph, a persuasive essay, a compare/contrast essay, a cause-effect essay, and an essay with two or more structures.

Prerequisite: ENL 0316, ENL 0326, and ENL 0336; or Placement Test

ENL 0348

Speaking and Listening IV

This is the fourth level course in speaking and listening for nonnative speakers who have a solid background in English. A variety of listening input,

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including lectures, academic discussions, and conversations help students explore stimulating topics as they are guided through strategies and critical thinking skills that help prepare them for academic achievement. As students at the advanced level continue to test their comprehension of native English speakers, they are challenged to respond through short-essay questions to specific concepts and topics from the audio materials. Pronunciation and vocabulary building are highlighted to improve listening comprehension and speaking fluency. *Prerequisites: ENL 0318, ENL 0328, and ENL 0338*

ENL 4370

Composition in an Acquired Language I

This is an advanced English writing-intensive course. In-class presentations provide practical building blocks and scaffolding for successful advanced composition. In-class writing exercises and short assignments reinforce the topics presented and enable students to acquire the necessary writing and grammar proficiency for success in college-level English Composition courses. Individual tutoring sessions with the teacher allow students to work on writing assignments from other classes, or other writing material selected by the students. Students will

become familiar with the most common kinds of writing errors and how to correct them in their own compositions. *Prerequisite: ENL 0343*

ENL 4371

Composition in an Acquired Language II

This is an extension of ENL 4370, Composition in an Acquired Language I, reinforcing the prior experience of intensive academic writing practice and strengthening English proficiency so that students may successfully transition to college-level courses. Students continue in-class writing exercises and short assignments which reinforce the topics presented, as well as individual tutoring sessions with the teacher to work on writing assignments from other classes, or other writing material selected by the students. *Prerequisite: ENL 4370*

Philosophy (PHIL)

PHIL 1310

Philosophy in the Catholic Tradition

This is an introductory course to philosophy in the Catholic tradition which deals with the principal issues concerning the nature of philosophy. It considers its divisions in order to provide the student a general philosophical perspective on diverse philosophical issues. Finally, it gives

special attention to the relationship between reason and faith and to the relevance of philosophy to theological studies. This course is a prerequisite to further study in philosophy. [PMIN 1310]

PHIL 1311

Classical Logic

This course focuses on classical logic and considers the basic concepts in logic in light of metaphysical principles. It examines the three basic acts of the human mind and their respective mental products; namely, simple apprehension - concepts; judging - judgments; and reasoning - arguments. The course is designed to develop critical thinking and an ability to present the truth of the faith. [PMIN 1311] *Prerequisite: PHIL 1310*

PHIL 2321

Ancient Philosophy

Beginning with Thales and ending with Plotinus, this course presents the major philosophers of ancient Greece and Rome with special emphasis on their metaphysics, view of the human person and human knowledge, ethics, and the nature and existence of God. The course will examine the influence of these thinkers on later philosophers and on Christian theology. [PMIN 2321] *Prerequisite: PHIL 1310*

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PHIL 2323

Medieval Philosophy

This course studies major Western philosophical thinkers from the 5th through the 14th centuries. The neo-Platonic metaphysics of St. Augustine and the synthesis of St. Thomas Aquinas will be studied, as well as the Jewish and Arab thinkers who influenced him. Major themes will be their views of being, the human person, human knowledge, morality, and God. [PMIN 2323] *Prerequisite: PHIL 1310,*

PHIL 2342

Philosophy of Nature & Being

This course discusses philosophical reflection on nature, covering fundamental principles such as a substance and accident, form and matter, causality and motion. These topics provide a solid foundation for the second part of the course, which deals with the study of being as being. The course also offers a general introduction to metaphysics, focusing on the transcendental aspects of being. [PMIN 2342] *Prerequisite: PHIL 1310*

PHIL 3325

Modern Philosophy

This course introduces the student to the central European philosophers from the 16th through the early 19th centuries with emphasis on their theories of knowledge and the justification of belief. Both continental ratio-

nalists and British empiricists will be studied, with attention to some influential metaphysical and ethical positions of particular relevance to Christian theology. [PMIN 3325]

PHIL 3327

Contemporary Philosophy

This course studies major schools of twentieth century philosophy, such as existentialism, Marxism, logical positivism, process philosophy, phenomenology, and structuralism. Enduring and influential themes are identified and critiqued. [PMIN 3327] *Prerequisite: PHIL 3325, PHIL 3325S*

PHIL 3351

Philosophical Anthropology

This course delves into what it means to be human according to several philosophical theories. Topics discussed include personal identity, consciousness, emotions, death, immortality, freedom, determinism, and cybernetics. [PMIN 3351] *Prerequisite: PHIL 1310, PHIL 2342*

PHIL 3384

Epistemology

This course examines knowledge from the realist perspective, which shows that the notion of being, without which nothing can be known, is the principle of all knowledge. This course examines knowledge in the light of metaphysical and anthropological principles, given that knowl-

edge is always "of someone" and "of something." [PMIN 3384]

Prerequisite: PHIL 1310, PHIL 2342

PHIL 4319

Independent Study

Independent reading, research, discussion, and/or writing under the direction of a faculty member. May be repeated for credit, but not more than 6 semester credit hours of independent study, regardless of discipline, will apply to a bachelor's degree. Permission in writing (form available) of the instructor, the student's advisor and the Dean is required before registration.

PHIL 4363

Natural Theology

Natural theology (or theodicy) is the part of philosophy which studies God and the attributes of God in the light of reason. This course examines the existence of God by way of cosmological and ontological arguments. It considers some classical demonstrations of the existence of God with a special emphasis on the five ways of St. Thomas Aquinas. This course ends by examining God's essence and divine operations. [PMIN 4363] *Prerequisite: PHIL 1310, PHIL 2342, PHIL 3384, THEO 4386*

PHIL 4386

Philosophical Ethics

This course introduces the student to the nature of the moral

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act and of moral knowledge. It studies current major theological theories and assesses their strengths and weaknesses. Particular attention is given to the ethics of St. Thomas Aquinas and its relevance for making decisions on contemporary issues. Among the topics studied are conscience, rights, virtue, natural law, and justice. [PMIN 4386] *Prerequisite: PHIL 1310, PHIL 3384*

Pastoral Ministry (PSTR)

PSTR 0315

Catechism of the Catholic Church I

The first of a two-part introductory course to the Catechism of the Catholic Church for aspirants in the Deacon Formation Program.

PSTR 0325

Catechism of the Catholic Church II

The second of a two-part introductory course to the Catechism of the Catholic Church for aspirants in the Deacon Formation Program.

PSTR 1325

Ecclesiastical Latin I

This course introduces the fundamental morphology, vocabulary, pronunciation, and grammar of the Latin language and develops the skills necessary for

the reading of simple prose. Students will read short selections from classical and ecclesiastical authors, as well as passages from the Vulgate.

PSTR 1326

Ecclesiastical Latin II

This course continues the reading, writing, pronunciation, and grammar begun in LATN 1325. Students are expected to acquire a substantial amount of vocabulary and to begin to deal with more advanced grammar. The student will also learn about the changes that occurred in Late Latin and Ecclesiastical Latin. *Prerequisite: LATN 1325*

PSTR 1330

Health and Wholeness for Ministry

This course teaches the fundamental principles of physical, mental, emotional, and spiritual health. The course helps students develop a personal plan for whole-person health that includes the following: healthy eating, exercise, time for meaningful relationships, prayer, and spiritual direction. The course also introduces students to culturally relevant models for promoting holistic health and disease prevention among Hispanics and other multicultural communities.

PSTR 1350

Foundations of Evangelization and Catechesis

This class provides an extensive survey of the Church's evangelical and catechetical tradition by examining the numerous national and universal ecclesial documents. Emphasis will be given to both the National Directory for Catechesis and the General Directory for Catechesis. Special attention will be paid to considerations for Hispanic multicultural communities. [PMIN 1350]

PSTR 1372

Cross-Cultural Competencies for Pastoral Ministry

This course explores differences in cultural values, attitudes, perceptions of power, and communication dynamics. Students identify and evaluate the conscious and unconscious values and attitudes that affect their ability to relate to and work with people of various cultures. [PMIN 1372]

PSTR 2066

Retreat: Human Development

PSTR 2322

Faith Development and Catechesis in a Multicultural Context

This course examines theories of human development (e.g. Erikson and Maslow) to better understand how cultural values and beliefs are transmitted through

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the life cycle. This will serve as a context for exploring ways to guide children, teens, and adults in faith formation and catechesis. Students will learn the importance of a holistic approach to catechesis that builds on cultural values congruent with the Gospel. The course will offer various models for family-centered and multi-generational catechesis that are culturally relevant and consistent with Church teachings. [PMIN 2322]

PSTR 2325

Liturgical and Sacred Music

Students explore the principal characteristics of liturgical music and its importance in the solemn liturgy. They will examine the anthropological, theological, and pastoral points of view of the theology of sacred music that have developed in the Church since the earliest Christian liturgies. They will examine particularly some compositions in vernacular languages since Vatican II and their appropriate use in liturgical ceremonies. [PMIN 2325]

PSTR 2335

Sacred Art and Architecture

Liturgical art and architecture are of primary importance in the symbolic expression of religion and rite. This course will explore the importance of sacred art and architecture in the context of a proper understanding of Catho-

lic worship. It will examine the Church's classical inheritance, ritual, anthropology, and theories of symbol and language. It will survey the modernism and postmodernism on Catholic art and architecture, including developments and movements in the 20th century. Theological and philosophical meanings associated with architecture will be discussed by means of example from the history of architecture. Special attention will be paid to Hispanic art and architecture in Latin America and regions of the United States. *Prerequisite: THEO 1341* [PMIN 2335]

PSTR 2351

History of the Catholic Church

This course introduces students to the major historical events in the evolution of the Catholic Church, from Constantine to the Council of Trent. It contextualizes these events within a broad review of Western history. The course topics illustrate how this history relates to the present state of the Church and its relationship to Society. [PMIN 4351]

PSTR 2352

Catechetical Content, Methods, and Curriculum

This course explores the essential Trinitarian Christo-centricity of an adequate catechesis. It examines the deposit of faith, as presented in the Catechism of the Catholic Church, as the

foundation for a comprehensive, integral, and complete content of the Christian catechesis. The content of faith will be examined in relationship to diverse catechetical pedagogical methods, practices and pastoral circumstances. Attention will be given to cultural consideration for the culture(s) to be evangelized and catechized. [PMIN 2352]

PSTR 2354

The Baptismal Catechumenate (RCIA) and Catholic Formation

This course explores the RCIA in light of the General Directory for Catechesis assertion that the "Baptismal Catechumenate is the model for all catechesis" (GDC 59; 90-91). It entails an in-depth study of the Rite of Christian Initiation of Adults (RCIA) while at the same time attending to catechumenal style formation as an effective model for comprehensive Christian formation. Considerations for RCIA in Hispanic and multicultural communities will be emphasized. [PMIN 2354]

PSTR 2373

Hispanic Ministry in the 21st Century

As an introduction to Hispanic Ministry, this course provides a sweeping overview of the culture, history and faith expressions of Mexican Americans. The course's specific focus on the Mexican American experience is

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not exclusive; rather, it provides a comprehensive framework that can be used as a pattern for understanding other cultures, especially other Hispanic cultures. The course deepens appreciation of the multicultural diversity in society and guides students through a process of understanding the opportunities, challenges, priorities, and complexities of Hispanic Ministry today and its future directions. [PMIN 2373]

PSTR 3330

Canon Law for Ministry in Multicultural Communities

This course provides an overview of the current Code of Canon Law, a summary of its historical development, and the reforms of Vatican II. Specific topics can include: the corporate status of the parish; church property; contracts, marriage; divorce child abuse matters; clergy and parish staff malpractice; and confidentiality issues. Students will analyze these legal issues in the context of multicultural settings where differences in power perceptions and communication styles can create challenges for effective pastoral action. Students will learn strategies for intercultural communication and conflict resolution. [PMIN 3330]

PSTR 3340

Pastoral Spanish I

This course is designed to

strengthen Spanish fluency and writing skills for ministry. Students will practice a variety of writing techniques in Spanish for presentation purposes, e.g., sermons, catechetical lessons, and prayer services. The course will focus on improving grammar, delivery and language use, and cultural relevance. Student must be able to write and speak Spanish at an intermediate level to register for this course. [PMIN 3340]

PSTR 3342

Pastoral Spanish II

This course is designed to strengthen Spanish conversational and presentation skills for ministry. Students will improve listening and speaking skills through ministerial immersion experiences and simulations. The course will focus on expanding vocabulary for pastoral leadership, counseling, sacramental preparation, and relationship building. Students must be able to write and speak Spanish at a high intermediate or advanced level to register for this course. [PMIN 3342] *Prerequisite: SPAN 3340*

PSTR 3356

Family, Culture and Catechesis

This course will examine, from a pastoral-theological perspective, many contemporary formational themes addressed in the universal and national catechetical di-

rectories. These critical themes will be examined in relationship to the successful implementation of diverse parish formational activities. Issues addressed will include catechesis in Hispanic and multicultural communities, media and catechesis, contemporary ideologies and social trends influencing the Church's mission, catechesis in pluralistic and religiously diverse society, family-based and whole community catechesis, home schooling and the role of the parish in preparation for the Sacraments of Infant Baptism, First Reconciliation, First Holy Communion, and Marriage. [PMIN 3356]

PSTR 3358

Youth & Young Adult Ministry

This course looks at the special needs and challenges for catechizing youth and young adults, especially Hispanics, who are now the majority of Catholics under the age of 18. Rooted in the Church's framework for a comprehensive ministry to youth ("Renewing the Vision"), the course introduces models and methods for age-appropriate catechesis, leadership formation, and pastoral care. The course helps students evaluate various initiatives, programs, and movements for youth and young adult ministry in light of the Church's teachings and guidelines for integral faith formation and vocational discernment. The

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challenges and opportunities articulated in the Church's documents on Hispanic Ministry help guide the student to formulate pastoral plans that are timely and relevant to the realities of Latino youths and young adults living in an era of great technological and social change. The course provides concrete strategies that recognize the challenges without subsidizing the problems or harming the completeness and fidelity of the Gospel. [PMIN 3358]

PSTR 3360

Prophets and Catholic Social Teaching

Students will explore the roots of Catholic Social Teaching in the writings of the Prophets by examining how the prophets retained a deep tradition of social justice in Israel, as described in the Old Testament. Students will examine how this prophetic tradition, affirmed and deepened by the Gospel, has been used in teaching in anticipation of current Catholic social teaching. This examination will follow the seven themes presented by the United States Episcopal Conference as a summary of the Catholic Social Doctrine: dignity of the human person and the right to life, human rights and responsibilities, family, community and participation, the option for the poor and vulnerable, the dignity of work and the rights of work-

ers, solidarity and care and custody of God's creation. Attention will be paid to how the writings of the Prophets can be used today to promote Catholic social teachings. [PMIN 3360]

PSTR 3362

Gospel of Luke and Acts of the Apostles

This course is the study of the Gospel according to Luke and the Acts of the Apostles. Students will explore the history, literary style and theological vision of these writings. Emphasis will be placed on the hermeneutical questions, the formation of the text and the interrelation between these two books. Students will analyze how the historical-critical method has helped modern man to interpret and understand Greco-Roman antiquity in which the original texts were developed. It will be necessary to deepen the approach to the Writings of Lucas in the 21st century by exploring the relationship between what is written and its implications in acting. The texts will be considered from three elements: the configuration, the explanation and the impulse to act. That is why the prehistory of Luke's writings, their sources, the final writing process, theology, and the message must be combined. [PMIN 3362]

PSTR 3399

Special Topics in Pastoral Studies

These pastoral studies topics will be offered to meet the program objectives and the major and concentration requirements. The subject matter is determined by student needs and instructor availability. Prerequisites are contingent on subject matter. [PMIN 3399]

PSTR 3374

Stewardship and Financial Management for Catholic Leaders

This course will teach the essential skills for being a good steward of financial resources in Church and other nonprofit organizations. Biblical principles for stewardship will help to guide students in developing skills for strategic planning, budgeting, basic financial management, and resource development. The course will provide a framework for developing policies and procedures for financial accountability to congregations and other stakeholders. Students will also learn about different cultural beliefs and norms regarding finances and how to create a plan for stewardship that is culturally relevant, especially in Hispanic settings.

PSTR 4091

Practicum

In this course, the student will

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develop an awareness of the process of learning through supervision and theological reflection of hands-on experiences in ministry. The student will be required to be in a supervised ministry position in which theological reflection on the pastoral experiences takes place with a ministry supervisor and with peer reflection groups. [MACC Advisor's approval is required.]

PSTR 4378

Ethics and Accountability for Catholic Leaders

This course will teach ethical principles for accountability and responsibility in all areas of ministerial leadership. These can guide discernment and action for effective leadership in Catholic institutions. Students will learn the methodology of Christian ethical discernment and the historical development of ethical teachings in the Roman Catholic tradition. The course will also focus on how secularism and diverse cultural norms can create ethical dilemmas for Catholic leaders. The course will define fundamental standards and contextual variable that influence ethical decision making.

Spanish (SPAN)

SPAN 1350

Composition

This is a writing-intensive course that focuses on numer-

ous rhetorical modes to develop well-written compositions. Students will learn to write different types of essays and will be introduced to creative, academic, and business writing with an emphasis on grammar and syntax. The course will develop the student's ability to write clear thesis statements for academic writing and logical defense of the thesis through convincing arguments.

SPAN 2361

Literature I

This course is an introduction to literary analysis and examines classic works of literature from Spain, England, and the US. Students will read a range of literature, including poetry and religious writings. Students will practice critical analysis through discussion, reports, and examinations. Students will explore a variety of literary forms, including drama, short fiction, and poetry. Class discussions will engage ongoing, scholarly conversations about particular themes, ideas, and representation of reality developed throughout assigned works. Our goal, through class discussion and extensive writing about literature, is to increase our collective understanding and appreciation of literary interpretation and analysis.

SPAN 3352

Research and Rhetoric

This course develops students' ability to communicate clearly and effectively through the writing of argumentative essays and the presentation of a major research project. Students will further learn to recognize and apply the principles of rhetoric and logic in a variety of written contexts. Topics include but are not limited to the critical analysis of expository prose and literature; the use of critical thinking to enhance communication; the employment of style, tone and credibility in the writing process; and the identification of the norms and protocols of academic discourse.

Theology (THEO)

THEO 1320

Introduction to Theology and Biblical Studies

This course introduces the discipline of theology, including its methods, sources and practice. It also presents the relationship of theology to evangelization, catechesis, dogma, and the Church's Magisterium. Special emphasis is given to the Catholic understanding of divine revelation and to the interpretation of Scripture. [PMIN 1320]

THEO 1341

Introduction to Liturgy

This course provides an intro-

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duction to the theology and practice of the liturgy in Christian life. The student will become familiar with the historical and theological foundations of Catholic liturgy and the theological meaning of liturgical actions, gestures, rituals, and symbols in the Mass. The course exposes students to key liturgical documents to include: Sacrosanctum concilium, the General Instruction of the Roman Missal, the Catechism of the Catholic Church, and other important works. [PMIN 1341]

THEO 2320

Catholic Biblical Interpretation: Old Testament

This course offers a survey of the history, literature, and theology of the Old Testament, the Hebrew Scriptures, with emphasis on interpretation and methodological approaches (i.e., historical, literary and social criticism). Students are introduced to literary analysis of various OT texts after acquiring a knowledge of their historical contexts. Students also learn practical tools for interpretation such as scholarly resources for exegesis. [PMIN 2320] *Prerequisite: THEO 1320*

THEO 2332

Catholic Biblical Interpretation: New Testament

This course will survey the New Testament, including the Synoptic Gospels, the Acts of the Apos-

tales, the Johannine literature, the Pauline literature, the Letter to the Hebrews, and the “catholic epistles.” Students will be familiarized with the application of key exegetical and hermeneutical methods and theories and undertake critical assessments of them. The theological-historical meaning of the New Testament will be stressed. [PMIN 2332] *Prerequisite: THEO 1320*

THEO 2382

Sacramental Theology: The Faith Celebrated

This course deepens the students’ theological understanding of the seven sacraments of the Catholic Church, particularly of the Christian Initiation. The student examines the historical and scriptural origins of each sacrament and how sacramental and cultural symbols mediate theological meaning. [PMIN 2382]

THEO 3380

Theology of the Creed: The Faith Professed

This course introduces students to theology through an in-depth study of the Creed. It examines tenets of Catholic doctrinal statements in light of Scripture and the living Tradition of the Church. The course will provide an overview of the theological concepts inherent in the Creed, such as: Divine Revelation, the Trinity, Human Nature and Dignity, Original Sin, the Incarna-

tion, Salvation through Jesus Christ, the Holy Spirit, and the Church. [PMIN 3380]

THEO 3381

Jesus Christ: God and Man

This course is an introduction to Trinitarian theology and Christology. It presupposes a broad catechetical understanding of the Catholic faith. It presents the major themes of Trinitarian theology and Christology in the Catholic theological tradition while drawing upon the student’s other knowledge, especially philosophy. Major themes will be drawn from Scriptural foundations, the Patristic age including the Trinitarian and Christological controversies, and the Scholastic formulations. This course encourages the integration of knowledge and critical thinking skills. [PMIN 3381] *Prerequisite: THEO 1320, THEO 3380, or instructor’s permission.*

THEO 3385

Moral Theology: The Faith Lived

This course introduces the theological foundations of the Catholic moral tradition. Students will apply the principles of moral theology to personal social issues. Particular attention will be given to the Church’s social teaching. Specific social issues will vary, but will generally focus on contemporary issues in the US Catholicism, (e.g., abortion, stem

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cell research, marriage, and immigration). [PMIN 3385] *Prerequisite: THEO 1320*

THEO 4320

Evangelization and the Writings of St. Paul

This course will build on students' knowledge of New Testament literature to provide an in-depth study of Pauline literature and theology. The course will explore the life, teachings, and significance of St. Paul, through which the students will be exposed to the social and cultural context of St. Paul's ministry of evangelization. The students will better understand the relevance of Pauline theology for evangelization in today's culturally diverse Church and society. *Prerequisite: THEO 1320, THEO 2332*

THEO 4348

Theology of the Body

This course will apply John Paul II's Theology of the Body in an investigation of the meaning and structure of the human person as made in the image of God. The course looks at the person's relationship to the cosmos, to history, and to the liturgy, all arising from its archetype in Trinitarian Communion. With this communion as its source, the course will also study such issues as the Eucharistic and nuptial structure of the cosmos and of the anthropological order. It will also explore

the meaning of the Eucharistic Liturgy and integrate the major elements of Trinitarian theology, Christology/ Soteriology, Ecclesiology, Mariology, and Eschatology into a seamless whole. *Prerequisite: THEO 3381 Jesus Christ: God and Man or permission of the Academic Dean.*

THEO 4376

Evangelization and the Eucharist

This course will review the theology and Eucharistic Presence and the various Catholic norms for prayer and liturgies outside of Mass such as Eucharistic Exposition, Adoration, and Benediction; Communion services outside of Mass; Eucharistic processions; and other elements of devotion, spirituality, and practice related to the Holy Eucharist, especially within Hispanic communities. The course will connect the importance of Eucharist in evangelization efforts, especially of Hispanic Catholics who have left the Church. *Prerequisite: THEO 1320, THEO 2382*

THEO 4385

Catholic Spiritual Traditions: The Faith Prayed

This course provides an exposure to the rich multicultural spiritual traditions of Roman Catholicism. The primary goal is to introduce students to various examples of spirituality and modes of prayer throughout the

Church's history. These include the spiritualities of religious orders such as the Benedictines, the Franciscans, and the Carmelites. The course will also review the works of St. Ignatius of Loyola, St. John of the Cross and St. Teresa of Avila, St. Francis de Sales, and other more contemporary authors. [PMIN 4385]

THEO 4387

Ecclesiology

This course is an introduction to a Catholic understanding of the Church. It presents the major themes of ecclesiology, including the development of the Church's doctrine on the Church from Scripture, the Patristics, Scholastics, and contemporary teaching, particularly the Second Vatican Council's *Lumen Gentium*. The major themes will include faith and culture, ecumenics and inter-religious dialogue. This course will draw from the student's other knowledge, especially philosophy and history. It serves as an opportunity for the student to integrate his knowledge and to demonstrate critical thinking skills at a mature level. [PMIN 4387] *Prerequisite: THEO 3381, THEO 3385*

Graduate Programs

Master of Arts in Pastoral Ministry (MAPM) Degree

The Master of Arts in Pastoral Ministry is designed to prepare participants to serve competently and effectively in contemporary ecclesial ministries and leadership, especially in Catholic parish ministries, religious education on all levels, spirituality and spiritual development, youth ministry and catechetical leadership, or as a mission leader in Catholic healthcare or education.

As with the BAPM, the graduate program is available in collaboration with UIW. See “Collaborative Program with UIW in Pastoral Ministry (PMIN)” for more information.

The 36 semester hour degree plan encompasses three areas of study: scripture, theology (including the historical, sacramental, liturgical, moral and ecclesial aspects) and ministry, and normally culminates with an individually designed supervised Pastoral Project. Participants in the collaborative program may incorporate a second field in their degree plan through other UIW graduate departments, particularly the Dreeben School of Education or the School of Medicine.

In keeping with the spirit and direction set by the Second Vatican Council and subsequent ecclesial documents, the program promotes personal growth and spiritual formation through workshops and other opportunities for theological reflection and personal development. An integral part of the Pastoral Institute is the emphasis, not only on solid scriptural and theological foundations, but also on the pastoral application of theory and research to the concrete situations of ministry and to the development of leadership roles in the church. Theological reflection, therefore, is built into each course. Opportunities for planning and participating in liturgical celebrations as well as for group discussion and sharing are incorporated into the program.

Effective pastoral work in the US requires familiarity with a variety of cultures and their languages. The MA in Pastoral Ministry therefore offers classes in both Spanish and English, and students are normally required to demonstrate oral competency in both languages prior to graduation. All courses are designed to attend to questions of ministry in cross-cultural contexts.

Prerequisites

At least 12 semester hours in

Theology or Religious Studies at the undergraduate level, taken after 1985, to include introductory courses in the study of the Hebrew and Christian Scriptures. Documented non-credit studies, for example, diaconal studies or diocesan certification courses, will be evaluated on an individual basis upon request. Students lacking these prerequisites may arrange through the Academic Dean to fulfill them through courses at MACC.

Requirements

The degree plan requires thirty-six (36) semester hours, distributed as follows:

- Scripture 6 hours
- Theology 12 hours
- Ministry 12 hours
- PSTR 6352 Program Planning and Evaluation
- PSTR 63CS Pastoral Project

Courses are categorized as noted below. View the degree plan at the Appendix for additional details.

Scripture = THEO 6310-6319

Theology = THEO 6320-6339

Theology/Ethics = THEO 6343-6349

Graduate Programs

Concentrations

Students generally choose one of the following concentrations. With the permission of the Academic Dean, a student may complete the degree without a concentration.

Concentration in Mission Leadership

This concentration is intended to help develop mission leaders for Catholic healthcare and education. Students must complete 12 hours in the concentration.

Concentration in Parish Leadership

This concentration is intended for Lay Ecclesial Ministers, Deacons, and others who will be participating in the ministry of Parish Administration. Students must complete 12 hours in the concentration, chosen in coordination with the Academic Dean.

Concentration in Catechesis and Formation

This concentration prepares students for the work of catechesis, parish formation, or to better teach in the Catholic schools. Students must complete 12 hours in the concentration, chosen in coordination with the Dean of Students.



Youth Ministry Sequence

Students may take the Youth Ministry Sequence courses listed below, offered in conjunction with the Archdiocese of San Antonio, to count towards their Ministry requirements. These courses are awarded credit after successful completion of the Archdioceses' course and with the completion of an additional final paper. Students should speak to the Academic Dean if they are interested in pursuing this option.

Graduate Certificate in Pastoral Studies (18 Semester Hours)

A non-degree Graduate Certificate recognizing 18 semester hours of graduate course work offers the opportunity for students to enhance their knowledge in the field of pastoral theology and ministry. Course choices are based on the individual's previous studies and future plans for ministry. Certificate enrollment is open to all persons

who meet the general admission requirements for admission to the MAPM.

Graduate Certificate in Mission Leadership (18 Semester Hours)

A non-degree Graduate Certificate may be earned in Mission Leadership, which requires the following courses. These courses are designed to form students in the competencies for mission leadership recognized by the Catholic Health Association.

Continuation in Program

A "C" grade denotes less than satisfactory performance. Upon receipt of a "C" grade, the student will be notified in writing by the Director of Graduate Studies that work in a course is unsatisfactory. Students who earn a grade of "C" may repeat the course for a higher grade. The higher grade is used to compute the GPA; however, both grades

Graduate Programs

will appear on the transcript. No more than two courses may be repeated, and no course may be repeated more than once.

Dismissal from Program

A student will be dismissed from the program if a grade of "C" is received in more than two courses regardless of the cumulative GPA. A student will be dismissed from the program if a grade of "F" is received in one course. Students dismissed from a master's program who wish to be reinstated must apply for re-admission to the university. A no-fee application for readmission is available from the Office of Research and Graduate Studies. Applications for readmission do not guarantee that a student will be re-admitted into a program.

Wait Time after Dismissal

Students dismissed from any program must wait at least one (1) full semester before they are eligible for re-admission to a graduate program.

Capstone Course

Capstone courses provide an integrative learning experience and synthesis of knowledge which combine theory and re-

search in the discipline. The courses build upon previous coursework and include application of theory to practical issues in the field. Capstone courses are usually numbered 63CS. Enrollment requires approval by the student's Academic Advisor.

Resident Credits

A minimum of 24 of 36 credit hours must be taken at the College. Students who have previously completed graduate coursework at other degree granting institutions accredited by a national or regional accrediting agency recognized by the U.S. Department of Education if postsecondary education was completed in the United States, or the equivalent at an international institution that is officially recognized by that country, may transfer a maximum of twelve credit hours toward the degree. Transferred units must come from courses which are equivalent to those required by the MACC degree, or which are closely related so as to transfer as elective units. Credit hours cannot be transferred if they were previously used to satisfy a degree program, nor can they be used to satisfy more than one program. The number of credit hours may vary from program to program.

Transfer credit is allowed only for courses with a grade of "B"

or better. Credit hours normally taken in the undergraduate program may not be transferred as graduate credit. Normally, graduate transfer credit which is more than seven years old may not be used to complete a degree.



Graduate Course Descriptions

Pastoral Ministry (PSTR)

PSTR 6155 **Foundations of Christian Leadership**

This course examines the principles and priorities that guide students' lives as Christian leaders. The intent is to understand principle-centered leadership and Christian spirituality that addresses one's personal mission, ministerial roles, and priorities. [PMIN 6155]

PSTR 6156 **Principles of Youth Ministry**

This course presents foundational understandings and principles for developing an effective and comprehensive ministry with adolescents. Also addressed are the dynamics of promoting healthy adolescent development and faith growth, developmentally appropriate youth programming, strengthening of family life, involving youth as members of the faith community, and collaborating with civic organizations to promote youth development. [PMIN 6156]

PSTR 6157 **Skills for Christian Leadership**

This course addresses the theories and skills ministers need to work with and through people and emphasizes the application of leadership skills to various ministry settings, problems, and issues. [PMIN 6157]

PSTR 6158 **Practices of Youth Ministry Developing Youth Ministry**

This course explores processes and skills for effective leadership in youth ministry and prepares leaders to empower the parish community for ministry with youth through collaboration and leadership development. [PMIN 6158]

PSTR 6159 **Pastoral Care of Youth**

This course explores the principles and methods of caring for young people from various cultures and their families. The intent of the course is to promote healthy adolescent development from a pastoral care perspective and to develop interventions for families and adolescents. [PMIN 6159]

PSTR 6160 **Evangelization and Catechesis of Youth**

This course explores the foundations of nurturing adolescent faith development and Catholic identity through an integrated approach to faith development incorporating teaching, prayer, liturgy, community life, justice, and service. The course presents the unique contribution of evangelization and catechesis to adolescent faith formation by exploring how to nurture faith growth and Catholic identity in adolescents today; the nature, aims, and scope of Catholic youth evangelization and catechesis; and the skills, strategies, and methods for effective evangelization

and catechesis with adolescents. [PMIN 6160]

PSTR 6161 **Prayer and Worship With Youth**

This course examines the foundational role of Christian worship and sacraments in fostering the spiritual growth of youth. Students are taught how to develop a realistic and integrated approach to worship within a comprehensive ministry to youth and practical application in the pastoral setting. [PMIN 6161]

PSTR 6162 **Justice and Service With Youth**

This course explores the foundations for fostering a justice and service consciousness and spirituality in youth. The course helps students develop skills for creating integrated, action-learning models for the justice and service component of a comprehensive youth ministry. [PMIN 6162]

PSTR 6350 **Introduction to Pastoral Studies**

Within a study of the historical and theological development of ministry in the Christian church, this course addresses methods and resources for research in the field of pastoral studies, theological reflection in ministry, the nature and spirituality of ordained and lay ministries, collaboration as an essential approach to ministry, and practical applications of theory to ministry situations. [PMIN 6350]

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PSTR 6352

Program Planning and Evaluation

The purpose of this course is to prepare students to conduct a Pastoral Project, and ultimately to plan and implement programs independently in a pastoral setting. Students examine the pastoral knowledge, skills, and attitudes for creative and successful program planning, management, and evaluation, in addition to the personal and professional qualities which enhance the witness value of the minister's work. [PMIN 6352]

PSTR 6354

Basic Counseling Concepts for Pastoral Ministers

This course surveys basic counseling concepts designed to enhance the pastoral minister's interpersonal effectiveness, assistance of others, crisis identification, and knowledge of referral procedures. Students are encouraged to develop skills necessary for effective listening, to learn to identify qualities necessary for a listening ministerial presence, to apply appropriate referral procedures and mental health issues and appropriate intervention procedures, and to develop an awareness of personal issues that may interfere with effective listening. [PMIN 6354]

PSTR 6356

Marriage and Family Theory for Pastoral Ministers

This course is an introductory study of healthy marriage and

healthy family theory, family life-cycle development, basic marriage and family problems, and basic counseling skills for problem identification and referral. The course will present a comprehensive understanding of marriage as a living sacrament and the role of the family in Church and society. This course will outline the scriptural, theological, and historical development of the sacrament of marriage; the Church's teaching on human sexuality and family; social and psychological issues that impact marriage and family, and biomedical developments that impact marriage and family life. [PMIN 6356]

PSTR 6358

Leadership of Public Prayer

In this course, students focus on theological foundations for the language and design of prayer, skills of oral communication and an introduction to homiletics, and presiding at Sunday Celebrations in the Absence of a Priest and other services. This course focuses on the art and skill of designing and leading prayer services and giving homilies. The class includes some of the theological foundations of the words, actions, and symbols of Christian prayer. Students lead services in standard church forms and also develop prayer services for particular needs or occasions, including the Liturgy of the Hours and Sunday Celebrations in the Absence of a Priest. Students learn to use church ritual books, as well

as various resources for common prayer. [PMIN 6358]

PSTR 6360

Leadership in the Christian Community

Leadership in the Christian Community is designed to develop participants' capacity to sustain the demands of pastoral leadership in changing environments. Through examining the role, function, principles, and theories of leadership, program development and evaluation, and leadership and development, students will develop a practical, working understanding of leadership processes and skills and the experiential ability to use these skills. [PMIN 6360]

PSTR 6362

Spirituality and Ministry

Offering a study of Christian spirituality, spiritual growth and its integration with ministry; conversion, asceticism, prayer and mysticism, spirituality, and social justice, this course begins with a consideration of spirituality as holistic and with an historical overview of the body-spirit split in traditional western Christianity. The role of inner freedom is explored as one trait of a healthy spirituality. Ministry is examined as one way to live out one's spirituality, with special emphasis on the call to compassion and justice. Discernment of spirits will be considered as a valuable element in spirituality, especially in the area of decision making. The spirituality of

Graduate Course Descriptions

work and how we live out faith values in the workplace will also be addressed. [PMIN 6362]

PSTR 6364

Internship in Spiritual Direction

This course is an off-campus internship program incorporating both content and supervised experience in the art of spiritual direction. Students will see at least three directees each month, write verbatims and receive individual monthly supervision from their director. Students will be expected to demonstrate growth in self-awareness and in willingness to reflect on the experience of direction. In particular, students will be invited to grow in openness to the guidance they receive from supervisors and from peers in the monthly seminar. On-going discernment of the call to be a spiritual director will be furthered by supervisors' evaluations as well as self-evaluation. With approval of the director, this internship may be repeated for an additional 3 credits.

[PMIN 6364]

PSTR 6366

Canon Law for Pastoral Ministers

This course emphasizes the study of the theology, history and general principles of Church law and building student's capacity to effectively analyze canonical cases. Students are prepared use the Code of Canon Law as a resource for responding to canonical issues and questions that arise in pastoral ministry. Students develop a

theology of church law, study the norms governing the interpretation of law, explore the rights and obligations of all members of the Church, and examine the legal provisions regarding the teaching, sanctifying, and governing ministries of the Church. [PMIN 6366]

PSTR 6373

Mission Leadership and Management

The purpose of this course is to help students develop competency in leadership and organizational management as mission leaders who will be able to foster the mission and values of Catholic institutions as a credible driving force for the common good. Included is study of what these missions are, their roots in the Catholic Social Teaching tradition, and strategies for helping contemporary institutions live them out more fully. [PMIN 6373]

PSTR 6376

Religious Charisms and Christian Mission

In this course we will examine engagement with the charisms of religious communities, with particular attention to how these missions have led to particular commitments to mission. Depending on student needs, this course may attend more specifically to one religious congregation's charism, or it may provide an overview of major families of religious that have been active in the U.S. [PMIN 6376]

PSTR 6380

Theory and Methods of Catechesis

This course examines the theological and historical principles and methods necessary for effective catechesis and catechetical leadership today. The course includes catechetical documents of the church, national and diocesan standards and guidelines, plus age appropriate methods and program design. [PMIN 6380]

PSTR 6382

Directing Parish Catechesis

This course examines the theological and historical principles and methods necessary for effective catechesis and catechetical leadership today. It prepares students for leadership of catechesis at the parish level by examining different models of parish catechesis, choosing curriculum appropriate to particular groups, overseeing ongoing formation for parish catechists, and prepares students for research in catechesis. [PMIN 6382]

PSTR 6384

Culture and Catechesis

Cultural factors influence the catechetical process. Through examination of how cross-cultural engagement and catechesis are effectively pursued, and how the development and expression of belief are fostered, students will gain an understanding of the cultural diversity of the Catholic Church and its communities, especially in relationship to evangelization and

Graduate Course Descriptions

catechesis in multiple settings. [PMIN 6384]

PSTR 6386

The Rite of Christian Initiation of Adults (RCIA)

This course is a study of the Christian initiation, including the rites of the catechumenate, baptism, anointing, and the first Eucharist. Contemporary reforms in the churches are also studied, with special emphasis on planning, leading, and accompanying people as they progress through the Rite of Christian Initiation of Adults. [PMIN 6386]

PSTR 6388

Youth and Young Adult Catechesis

This course looks at the special needs and challenges for catechizing youth and young adults, especially Hispanics, who are now the majority of Catholics under the age of 18. Rooted in the Church's framework for a comprehensive ministry to youth ("Renewing the Vision"), this course introduces models and methods of catechesis, leadership formation, and pastoral care, with attention to developmental process and age- and culturally-appropriate catechetical models. [PMIN 6388]

PSTR 63CS

Pastoral Project

The Pastoral Project is an individually designed capstone project that provides students the opportunity to engage in a supervised experience in ministry. Focus elements

include spiritual formation, theological reflection, professional ethics and identity and Catholic Social Teaching. The student designs, implements, and evaluates a project under the instructor's supervision and in collaboration with the on-site staff. The final paper encompasses a summary of the project work and the student's theology of church and ministry. [PMIN 63CS]

PSTR 7371

Cross-Cultural Competencies for Pastoral Ministry

This course explores differences in cultural values, attitudes, perceptions of power, and communication dynamics. Students identify and evaluate the conscious and unconscious values and attitudes that affect their ability to relate to and work with people of various cultures. This course will also help leaders develop a better understanding of racism and how it is built by systems of power that give privilege to certain cultural groups at the expense of others. The course uses both theoretical and experiential methods for students to examine how racism has affected them personally and how communities can work for systemic change.

PSTR 7373

Hispanic Ministry in the 21st Century

This is an introduction to Hispanic Ministry. It provides a sweeping overview of the culture, history, and faith expressions of Mexican Americans. The course's specific

focus on the Mexican American experience is not exclusive; rather, it provides a comprehensive framework that can be used as a pattern for understanding other cultures, especially other Hispanic cultures. The course deepens appreciation of the multicultural diversity in society and guides students through a process of understanding the opportunities, challenges, priorities, and complexities of Hispanic Ministry today and its future directions. [PMIN 7373]

PSTR 7300

Selected Topics in Pastoral Ministry

These pastoral studies topics will be offered to meet the program objectives and the major and concentration requirements. The subject matter is determined by student needs and instructor availability. Prerequisites are contingent on the subject matter. Also available as a two-hour course. [PMIN 7300]

Theology (THEO)

THEO 6310

Introduction to Hebrew Scriptures

This course provides a general introduction of the history, literature, and theology of the Hebrew Scriptures, with special emphasis on reading strategies appropriate to pastoral work and academic study. [PMIN 6310]

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THEO 6311

Introduction to New Testament

This course provides a general introduction to the history, literature, and theology of the New Testament with special emphasis on reading strategies appropriate to pastoral work and academic study. Particular attention paid to the Gospels and the Pauline Letters. [PMIN 6311]

THEO 6312

Pentateuch

This course acquaints students with the books of Genesis, Exodus, Leviticus, Numbers and Deuteronomy in the Hebrew Bible, introducing the student to their content, the traditions of interpretation and the methods employed in their exegesis. [PMIN 6312]

THEO 6314

Wisdom Literature

This course is an introduction to the wisdom literature and theology of the Old Testament, as well as wisdom influence in the New Testament. The course will also bring insights from biblical wisdom to dialogue with folk wisdom in contemporary cultures and relevant pastoral associations and applications for the present. [PMIN 6314]

THEO 6315

Synoptic Gospels and Acts

This course is a study of Matthew, Mark, Luke, and Acts—their history, literary style, and theological vision. The emphasis is on hermeneutical questions, text formation,

and the interrelation of the books in forming a unified Gospel tradition. [PMIN 6315]

THEO 6317

Johannine Literature

This course is a study of the Johannine corpus, including the Gospel of John, the Letters of John, and the Book of Revelation. The course emphasizes hermeneutical questions, textual history, and the theological emphases of these books. [PMIN 6317]

THEO 6319

Pauline Literature

This course provides a theological, historical, and literary analysis of the Pauline letters. Topics may include the conversion and mission of Paul, the historical situation of the Pauline communities, the literary and rhetorical quality of the letters and major theological themes. [PMIN 6319]

THEO 6320

Christology

This course offers an examination of the person, presence, and mission of Christ in scripture, in doctrine and dogma, and in contemporary theology, including New Testament Christologies, the development of creedal Trinitarian theology, and subsequent developments in Christian teaching. [PMIN 6320]

THEO 6322

Ecclesiology

This course examines the nature

and structure of the Roman Catholic Church from its apostolic origins to the present. Various models used in understanding the Church will be studied (the Church as communion, the Church as sacrament, etc.) The local and universal nature of the Church, and issues related to magisterium, authority, evangelization, ministry, and mission will be discussed. [PMIN 6322]

THEO 6324

Theological Anthropology

This course undertakes a Christian exploration of the question: What does it mean to be human? As a theological discipline, Christian theological anthropology draws from a wide range of sources. These sources include the doctrine of creation, the doctrine of sin and grace, the doctrine of the Trinity, Christology, ecclesiology, and eschatology. This course examines these sources and underscores the historical evolution of Christian theological anthropology. [PMIN 6324]

THEO 6326

Eschatology, Mariology, and the Saints

This course examines Christian theological reflection on the last things. Included are theological engagement with questions of sin, grace, and redemption; judgment, heaven, and hell; and the saints and Mary, all with reference to the saving action of the one mediator

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between God and humanity: Jesus Christ. [PMIN 6326]

THEO 6328

Sacraments and Liturgy

Beginning with the roots of Christian worship in symbol, language, and social dynamics, this course leads to theological reflection on the sacramental life in the Church. Contemporary approaches to a theology of sacrament are engaged, along with principles for planning and leading Christian worship. [PMIN 6328]

THEO 6333

Christian Tradition 150-1600

This course introduces students to the outlines of the Christian tradition from the Early Church to the Reformation, with emphasis on the Western Tradition. Important figures and movements are studied with attention to their context, illuminating the growth, change and development of Christian belief and practice. [PMIN 6333]

THEO 6336

Christian Tradition—Trent to Vatican II

This course introduces students to the outlines of the Christian tradition from the close of the Council of Trent to the Contemporary Church. Important figures and movements are studied with attention to their context, illuminating the growth, change and development of Christian belief and practice. [PMIN 6336]

THEO 6339

Christian Tradition in the Americas 1500—Present

This course attends to the development of Christian traditions in the Americas from early missionaries to the present. The dynamic nature of initial encounters between European Christianity and the religiosity of the indigenous peoples will be emphasized, as will ongoing theological developments in light of seismic cultural and historical change. [PMIN 6339]

THEO 6343

Moral Theology

This course covers the foundations of the Christian moral life and of Christian moral decision making. The fundamental themes to be covered include, but are not limited to: freedom, conscience formation and moral agency, moral normativity, what constitutes moral reasoning, the use of scripture, tradition and natural law in moral decisions, the interplay between sin and grace, virtue ethics, and the ecclesial aspect of moral decisions. [PMIN 6343]

THEO 6346

Healthcare Ethics

This course will examine how the application of fundamental moral themes informs Christian healthcare ethics (Bioethics). Using themes such as human dignity, theological anthropology, suffering, and virtue, this course will explore the ethics of various topics. Particular cases are examined to

sharpen students' skills in ethical analysis and to develop a framework in which to consider new issues as they develop. [PMIN 6346]

THEO 6349

Catholic Social Teaching

This course offers an analysis of the developing history of Catholic reflection on social issues, including the papal tradition developing from *Rerum Novarum*. Emphasized are theological reflection on questions of church authority, inculturation and its implications, the meaning of "preferential option for the poor," theological foundations, national issues, and social priorities. The development of the Catholic social conscience will be a main concern of this course. [PMIN 6349]

THEO 7334

Theology of the Body

This course will apply John Paul II's Theology of the Body in an investigation of the meaning and structure of the human person as made in the image of God. The course looks at the person's relationship to the cosmos, to history, and to the liturgy, all arising from its archetype in Trinitarian Communion. With this communion as its source, the course will also study such issues as the Eucharistic and nuptial structure of the cosmos and of the anthropological order. It will also explore the meaning of the Eucharistic Liturgy and integrate the major elements of Trinitarian theology,

Academic Policies

Christology/Soteriology, Ecclesiology, Mariology, and Eschatology into a seamless whole. [PMIN 7334]

Prerequisite(s): This course should be taken after satisfactory completion of 12 hours of core courses of the Graduate Pastoral Ministry Program or permission of the Academic Dean.

THEO 7300

Selected Topics in Theology

These topics in theology will be offered to meet the program objectives and the major and concentration requirements. The subject matter is determined by student needs and instructor availability. Prerequisites are contingent on subject matter. Also available as a two-hour course. [PMIN 7300]



Academic Policies

Methods of Instruction

Classroom Instruction. Classroom instruction is the traditional face-to-face classroom setting. A traditionally delivered three-semester hour course should contain 45 to 48 classroom contact hours, depending on whether there is a final exam.

Blended Instruction. Blended learning is a pedagogical approach that combines the effectiveness and socialization opportunities of the traditional face-to-face classroom setting with the technologically enhanced active learning possibilities of the online environment. Blended learning presents a fundamental redesign of the instructional model and typically includes the following characteristics:

- A shift from lecture to student-centered instruction in which students become active and interactive learners;
- Increases in interaction between student-instructor, student-student, student-content, and student-outside resources;
- Integrated formative and summative assessment mechanisms for students and instructor.
- At UIW, a course is considered to be a blended if 15% to

85% of the instruction occurs when students and instructors are not in the same place.

Online Instruction. At MACC courses where at least 85% of the instruction occurs without the students and instructor in the same place are considered online.

MACC's blended and online instruction include interactive video conferencing (IVC). The use of IVC technology requires training as outlined in the Enrollment Policies and Services-New Student Orientation section of this catalog.

Academic Integrity

The Mexican American Catholic College is committed to nurturing academic excellence. MACC expects its students to pursue and maintain truth, honesty, and personal integrity in their academic work. High standards of honesty and integrity must be maintained by all students. In the academic area, this applies to:

1. Cheating on assignments or examinations.
2. Plagiarism.
3. Unauthorized access to college records of any kind.

Violation of these standards could result in a failing grade on the assignment or in the course without the possibility of

Academic Policies

withdrawal. A student may face suspension or dismissal depending upon the nature of the offense as determined by the President of the Mexican American Catholic College

Copyright and Plagiarism

MACC students are expected to abide responsibly by the “fair use” doctrine for copyrighted materials. All written assignments should be prepared with full integrity according to the protocols of Turabian, *A Manual for Writers* (Sixth edition). Plagiarism is a grave offense which could result in an “F” in the course, and according to the specific circumstances surrounding the offense, the possibility of dismissal from MACC. Students in this situation will be referred to the Academic Dean.

Academic Standing

A student whose GPA for a semester falls below 2.0 shall be placed on academic probation and must be officially notified by the Academic Dean of his/her status. A student on academic probation may not register more than 15 credit hours. Under normal circumstances, a student whose GPA falls below 2.0 for two consecutive semesters will be dismissed. However, after consideration of the spe-

cific circumstances of a student, the Academic Dean may specify the requirements for continuing enrollment. A student who does not meet the requirements for continuing enrollment will be dismissed.

Transfer students who are on academic probation from their previous college are placed on academic probation at MACC as well. Receiving a GPA lower than 2.0 for their first semester at MACC may result in dismissal.

Attendance

Students are expected to be prompt and regular in attending classes. Attendance policies for individual classes are set by the instructor and written into the course outline. Students who are unable to attend scheduled classes should contact the University Advising Center. This office will provide instructors with an explanatory notification of the absence. Such notice does not excuse the absence, and the student must arrange with the instructor to make up work missed. Students participating in an activity who are required to miss a class shall not be charged with a specific penalty for missing the class, and shall be given the opportunity to make up work missed in that class within a reasonable period of time.

Instructors may require stu-

dents to withdraw who miss more than 15% of the scheduled classes through any combination of excused and/or unexcused absences. Students advised to withdraw and the instructors should contact the Registrar’s Office immediately. Students who do not follow the appropriate registration policy are responsible for the corresponding tuition and fees, regardless of their attendance.

Repeat Courses Policy

MACC courses may be repeated to remove the first attempt from the resident grade point average calculation. The repeat course must be the exact same course (i.e., same course number and title) of the original course for which the repeat is intended. The original grade and the repeated course(s) appear(s) on the student’s education record and transcript; however, only the last grade earned is used in the calculation of the resident GPA. Transfer work and credit by exam course work do not qualify as repeat courses and do not affect the resident GPA, only the transfer GPA and the overall GPA.

Auditing

Admitted and non-admitted students may register for lecture courses as auditors. No credit

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is awarded for audited courses. If a student desires credit, he or she must repeat the course and pay the regular tuition. An auditor may attend lecture classes but does not submit papers or take examinations. Auditors may participate in class discussion only upon invitation of the instructor. Audited courses are not applicable towards a degree, and permission to audit does not constitute admission to the College. The following regulations apply to auditing:

- Students are not allowed to audit practica, tutorials, internships, theses, clinicals, computer or science labs, and similar courses.
- Students seeking to audit a course must obtain written approval from the instructor.

Credit by Exam

The credit by exam option provides students who have acquired knowledge outside the classroom setting to advance efficiently to their appropriate level of study. Only students

enrolled in a degree program or the Certificate of Pre-Theology program at MACC are eligible to apply for up to 30 credits by exam. Students must submit a Credit by Exam form. The form requires the approval of the faculty member who will administer the exam and the Academic Dean, and is available in the Registrar's Office and at www.maccsa.org.

The student must score a minimum grade of C (75%) to have a grade of P posted as transfer credit on his or her transcript. One retake of a failed credit by exam is permitted after a six-month waiting period; however, the credit by exam option is not available to students during the student's anticipated semester of graduation.

Independent Study Work

Independent study is defined as one-on-one instruction between an instructor and a student. The purpose of independent study is to provide a study focus in an

area of interest common to both student and instructor.

The course number for an Independent Study is 3X19 or 4X19 with the number of credit hours being variable. The policies for enrollment in an independent study course follow:

Open to juniors and seniors for study in their major or minor area.

A minimum GPA of 3.00 (cumulative or most recent term) is required for enrollment.

Requires approval of the student's advisor, instructor directing the course, and the school/college Dean.

Enrollment limited to one independent study course per semester. A maximum of 12 semester hours earned through independent study will apply toward the degree.

Degree Plans

The degree plan, which is based on the curriculum in effect at the time of the student's matriculation, identifies all of the courses and requirements for the student's academic program(s). The degree plan is issued by the Academic Dean and recorded in the student's education record. It is the responsibility of the student, in consultation with the Academic Dean, to keep the degree

Academic Policies

plan current.

Grade Scale. MACC uses a 4.0 grading scale as noted in the Appendix. For details about the undergraduate and graduate grade scales, go to the table at the Appendix.

Incomplete. A grade of incomplete (I) is assigned by the instructor of the course on a temporary basis to indicate that the student has been unable to complete the course work required by the syllabus. The decision to assign an incomplete is at the discretion of the instructor. A grade of incomplete must be removed within six months; otherwise, it becomes an F. The responsibility for carrying out the necessary work to remove the grade of incomplete falls on the student. Exceptions to this rule must be presented in writing to the Academic Dean for his/her approval.

Grade Disputes

A student may appeal the grade received on any given course provided that he/she follows the procedures listed below.

1. The student must request a conference with the course instructor to review his/her grade for the course. If this conference results in the resolution of the student's grievance to the satis-



grade change to the Office of Degree Based Programs.

2. If the meeting with the course instructor is not successful in resolving the student's grievance, the student must write an official request to the Academic Dean officially requesting a review of his course grade within 60 calendar days from the posting of grades.

3. Upon receipt of the student's official request, the Academic Dean will convene a conference with the student and the course instructor in addition to others who may be requested to attend at the discretion of the Dean.

After the Dean has reviewed all the pertinent materials submitted, he/she will issue a formal written decision on the matter.

4. If the Academic Dean's decision is unacceptable to the stu-

convened by the Academic Dean. The Grade Appeals Committee will be constituted by:

- a. A member of the faculty selected by the student.
- b. A member of the faculty selected by the course instructor.
- c. A member of the faculty agreed by the above.

5. The Grade Appeals Committee shall review all materials presented to them and shall render its decision to the Academic Dean. This decision shall be final and binding.

Grade Point Average

The grade point average is calculated by multiplying the semester credit hours in each qualifying course by the quality points earned for that course and add-

Academic Policies

ing together these products for the individual courses taken in a semester. The sum is then divided by the total qualifying semester hours to arrive at the semester grade point average (GPA).

Exclusions to GPA Calculation

MACC transcripts include three different grade point averages (GPA) - the resident GPA, transfer GPA and the overall GPA. Grades for remedial, developmental and credit by exam are excluded from the resident GPA, which includes only MACC coursework and reflects MACC's Repeated Courses policy. Only transfer course work applicable to the student's program of study is calculated in the transfer GPA. Both the resident and transfer GPAs are used to determine a student's overall GPA.

Honors

Dean's List. The following criteria describe required qualifications for the Dean's List:

Enrollment Status: Full-time enrollment.

Grades: At least 12 hours of college-level coursework must be completed, and the final grades, excluding incompletes, must be assigned by the grade deadline as noted in the Academic Calendar.

GPA: The semester GPA must be a minimum of 3.5 for undergraduates and 4.0 for graduates.

View the Enrollment Policies and Services section of this catalog for more information about graduation honors.

Paper Style Guide

MACC will use the Turabian style as the preferred style guide for academic papers. Students should make themselves familiar with this style guide.



Enrollment Policies and Services

Entrance and Exit Testing for Assessment

Standardized and faculty developed testing are administered to all new undergraduate students to determine their competencies. Exit testing will be administered to students for the purpose of institutional effectiveness assessment at relevant points in their course of studies.

Recruitment

Individuals interested in obtaining detailed information about our programs may contact our Admissions Recruiter to schedule a campus visit, one-day course audit, and a recruitment event.

MEXICAN AMERICAN CATHOLIC COLLEGE

DB Office, 3115 West Ashby Place,
San Antonio TX 78228-5104
enroll@maccsa.org
210-732-2156 (phone)
210-736-2963 (fax)

Admission

Upon selecting one of MACC's programs of study, new applicants must submit an Application for Admission and documentation supporting his/her admission into the desired program to the Dean of Students. If the applicant only wishes to take a course, he/she should submit

the Application for Visiting Admission. Applicants are encouraged to submit their applications at least sixty days (two months) before the first class day of their desired semester of initial enrollment. The applications are available at the MACC website and in the Office of Degree Based Programs (DB Office). When the application is received, the DB Office will communicate with the applicant, identifying the applicant's admission status and defining any missing admission criteria. **[Note: For information about your student email account view the Community Policies regarding Official College Communication included in MACC's Student Handbook.]**

Visiting graduate students may enroll for a maximum of 9 hours before applying for formal admission. The only exception to this 9-hour rule are non-degree seeking grad students who have already completed a graduate degree. Those students may complete 12 hours of graduate studies before formal admission.

The supporting documentation, which is listed below, and the application should be submitted to

MEXICAN AMERICAN CATHOLIC COLLEGE

DB Office, 3115 West Ashby Place,
San Antonio TX 78228-5104
enroll@maccsa.org
210-732-2156 (phone)

Returning Students. Returning students should contact the Academic Dean or Dean of Students to initiate the reinstatement and/or admission process.

International Students. The Mexican American Catholic College is authorized under federal law to enroll nonimmigrant, non-resident applicants and students. When such applicants apply or such students are admitted to or enrolled in the undergraduate or graduate program, it is their responsibility to contact the Principal- or Designated School Official (PDSO or DSO). This communication and the corresponding documentation are required for international student admission. [Note: View MACC's International Student Handbook for important information about our international student process and policies.]

Supporting Documents. In addition to submitting the correct application, the following documentation is required.

- Application Fee (See MACC's Tuition and Fees.)
- Essay: Applicants must submit an essay that reflects the applicant's ability to express himself/herself in writing. Applicants may write about:
 - an academic or personal experience, situation, achievement, goal and/

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or idea that is/are particularly influential in determining their future plans -or-

- any past experiences, future goals, and how these relate to their anticipated studies at MACC.
- Writing Sample: Graduate applicants must submit a writing sample and a list of books read in the previous two years before their admission to the program.
- Transcripts: Transcripts must be official, recent documents reflecting a minimum 2.0 GPA and good standing. The transcripts must be in the institution's native language and include a four-point (US standard) grading scale with the associated credentials. If the applicant's transcript(s) does/do not meet the defined criteria, the transcripts must be translated and/or evaluated. Graduate applicants' transcripts must include evidence of a baccalaureate degree with an overall 2.5 GPA or higher. For more information about the translation and/or evaluation services, applicants should contact the DB Office. **[Note: All applicants are encouraged to view the General Enrollment and Student Classification Policies in this catalog to determine if they should submit supplemental credentials which may affect their clas-**

sification.]

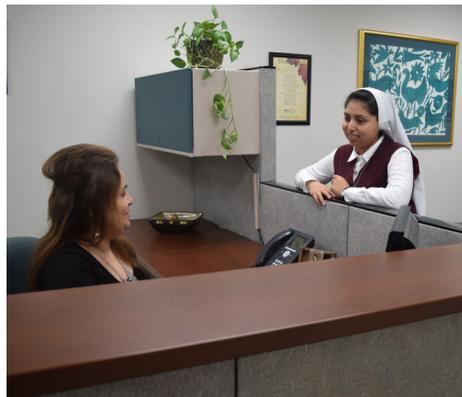
- Recommendation: The recommendation required is: A letter from Assumption Seminary or the applicant's religious community should address the applicant's admission, good standing and, if applicable, Diocesan sponsorship -or- the Recommendation for Admission form, which is available at www.maccsa.org and via the Populi application, should come from the applicant's pastor or another priest in good standing or a professor who knows the applicant well. For graduate applicants: The first letter must address the applicant's academic ability, and should, therefore, be submitted by a former professor; and The second recommendation should address the applicant's preparation and commitment to serve in ministry of church or one of its apostates.
- Health Record: Compliance with Texas State Law (SB 1107) is required of all applicants below age 22. The corresponding form is available on the Student Life page and in the Registrar's office. The form must be completed as directed and submitted to the Registrar before admission is granted.
- Other Admission Requirements: (See Entrance and Exit Testing for Assessment)

- International Admission Requirements: In addition to all the listed requirements, foreign nationals seeking admittance to MACC's BAPM or MAPM program should complete and submit the requirements listed in the International Student Handbook.
- Interview: Promising MAPM applicants are invited to interview with faculty prior to acceptance.

Orientation. MACC hosts orientation events, which include New Student Orientation (NSO). It is scheduled the week before First Class Day and comprised of a series of presentations and resources provided to facilitate new student's success. Because participation is required during each new student's first semester of enrollment, details about the event are shared upon admittance. View MACC's Tuition and Fees for information about the associated costs.

Academic Advising. All students meet with MACC's Academic Dean, Dean of Students, or Program Coordinator (advisors) at the time of admittance or after NSO. The appropriate advisor provides the student guidance on setting and achieving personal goals and objectives, on making academic progress through the chosen curriculum, and on matters of student success

Enrollment Policies and Services



such as study habits, test-taking, etc., and all other matters related to student academic performance.

General Enrollment and Student Classification Policies

This section describes policies affecting the student's classification, which are often contingent on the student's admission and program.

Transfer Credits

Transfer credit may be applied to an undergraduate or graduate program as follows:

Petition. The applicant initiates the request of transfer credit toward the completion of a degree by submitting the form found at www.maccsa.org or in the DB Office.

Deadline. The petition must be submitted in a timely manner after the initial appointment for academic advising, which should be scheduled during the

student's first semester of enrollment.

Concurrent Enrollment. If students who have been actively enrolled at MACC wish to complete a course at another institution to transfer the credit toward the completion of their degree, they must secure an approved petition from the Dean of Students before registering for the course.

Syllabus. The petition should include a copy of the syllabus for each petitioned course.

Credit. All credits are accepted as semester credits. If credit is in quarter credits, for example, it will be converted to semester credits.

Level. All credits are transferred at the level they were completed. Undergraduate credit, for example, will never apply as graduate credit.

Eligible Transfer Credits. Only the credits that meet the following eligibility requirements should be petitioned for transfer. *Accredited.* The transfer institution must be accredited by a recognized accrediting association or the equivalent for non-US academic institutions (this will usually be determined by the credential evaluation service). Pontifical and other Catholic ecclesial institutions of higher

education will generally be recognized as accredited.

Credits from unaccredited institutions are generally not transferred; however, MACC reserves the right to make a final determination regarding the transferability of credits from unaccredited, international institutions of the Catholic Church.

Applicable. The course must be applicable to a current MACC undergraduate/graduate program.

Official Passing Grade. The course for which the student seeks transfer credit must be included on an official transcript or evaluation in his/her MACC education record with a grade of C (2.00) or better.

Credit. Although a minimum grade is required, the transfer grade is not reflected in the student's GPA at MACC, and the grade is also excluded from MACC's transcript.

Additional Limitations. The maximum number of transfer credits is noted below by credit type:

Community College Credit: 60 semester credit hours.

Total Credits: 76 semester credit hours.

Enrollment Policies and Services

Approval. A copy of the approved petition is sent to the student for verification of the transfer.

College Level Examination Program (CLEP)

At the discretion of the Academic Dean, credit may be awarded for satisfactory scores on the General Examination or Subject Examination of the College Level Examination Program. The maximum transferable credit under CLEP general and subject examination scores combined is 30 semester hours. CLEP credit will be granted in fulfillment of the General Education requirements. These credits are not considered in calculating the student's GPA. CLEP credits in any one discipline may not exceed six.

Advanced Placement (AP)

College credit by examination is granted to students through the Advanced Placement Program (AP). At the discretion of the Academic Dean, and on a course-by-course basis, a maximum of 30 AP credits may be awarded for test scores of 3 or better in fulfillment of the General Education requirements. These credits are not considered in calculating the student's GPA. MACC will accept a total of 30 credits from

all testing programs.

Block Credit for Ministerial Formation & Religious Studies

A student may receive up to 12 semester hours of credit for lower-level undergraduate credit towards a B.A. or the Certificate in Pastoral Ministry by successfully completing a postsecondary program of ministerial formation or religious education. The criteria are available from the Academic Dean, who has final determination of the transferability of courses.

Credit for Military Experience

Students who have completed a minimum of six months of active duty in the armed forces of the United States, or their originating country, may receive academic credit for physical education. Students must provide documentation of military service.

Classification of Students

Students are classified according to their year of study, completion of hours or program, and program of study. The classifications and corresponding credits or credentials are noted below:

First-Year Diaconate Student
Aspirant, 0 to 11 hours

Second-Year Diaconate Student
Candidate, 12 to 23 hours

Third-Year Diaconate Student
Candidate, 24 to 35 hours

Fourth-Year Diaconate Student
Candidate, 36 to 47 hours

Fifth-Year Diaconate Student
Candidate, 48 to 60 hours

First-Year Undergraduate Student Freshman, 0 to 29 semester hours

Second-Year Undergraduate Student Sophomore, 30 to 59 semester hours

Third-Year Undergraduate Student Junior, 60 to 89 semester hours

Fourth-Year Undergraduate Student Senior, 90 or more semester hours

Post baccalaureate, baccalaureate degree and pursuing additional undergraduate studies

Graduate, baccalaureate degree and pursuing graduate studies

Mixed Enrollment

Seniors who are registering for the semester during which they will complete their bachelor's degree requirements may register for graduate courses provided they also have a cumula-

Enrollment Policies and Services

tive grade point average of 3.0 or greater. They must also have the approval of (1) their undergraduate advisor, (2) the graduate program coordinator, and (3) the Pastoral Institute if the student is participating in the collaborative program. The student must secure these approval signatures and file the appropriate form with the DB Office

- Students may not take more than 6 semester hours of courses for graduate credit while registered as a senior.
- Graduate courses must be taken in the semester the student is expected to graduate with an undergraduate degree.
- Graduate course hours will not be counted toward the baccalaureate degree.
- Students must be admitted into a graduate program at UIW before they are eligible to enroll in graduate courses as an undergraduate student.
- PMIN students receiving financial aid at UIW should check with the Office of Financial Aid before registering for graduate courses as this may impact their financial aid status

Student Rights

Notice of Student Rights. The Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, guarantees students

the right to inspect and review their educational records. It also provides the rights of privacy protection by limiting the transferability of students records without their consent. Specific guidelines for the implementation of the Act are administered by the appropriate MACC officials.

Veteran Benefits

The degree-based programs outlined in MACC's Academic Catalog are approved for educational benefits as defined by the U.S. Department of Veteran Affairs (VA). Eligible recipients of VA educational benefits* are responsible for 1) understanding the policies set by the VA regulations and 2) notifying the Registrar's Office of changes to their enrollment status (as defined in the Registration section of the Academic Catalog).

Academic Advising

All students meet with MACC's Academic Dean or Dean of

grams. They provide the student guidance on setting and achieving personal goals and objectives, on making academic progress through the chosen curriculum, and on matters of student success such as study habits, test-taking, etc., and all other matters related to student academic performance.

Student Responsibility

The student is responsible for knowing and fulfilling all regulations and requirements of the Academic Program as described in this catalog and the associated publications. Any uncertainties should be resolved by conference with the Academic Dean or Dean of Students. All exceptions must be in writing and signed by the Academic Dean.

Semesters and Sessions

MACC operates its degree based programs on a semester schedule, offering undergraduate and graduate courses during the Fall



Enrollment Policies and Services

comprises 15 weeks of classes, and the Summer period consists of two 5-week sessions (Summer I and II) and one 10-week session. Courses pertaining to extended weekend sessions begin in August, October, January, and March, but always end with the applicable semester (i.e., December during Fall and May in the Spring). See the Academic Calendar for details.

Enrollment Status

The official enrollment count is taken on the twelfth class day each semester (Fall and Spring) and on the fourth class day in the Summer session. A student's enrollment status is determined by the number of credit hours for which he/she is registered, excluding audits and credits by exam.

The enrollment status is contingent on the student's program and course load each active semester. Full-time students are enrolled in 12 hours of undergraduate coursework or 6 hours

graduate credit or in six (6) hours of undergraduate credit is considered part time. With an advisor's permission, a graduate student may enroll for as many as fifteen (15) credit hours in very exceptional cases.

Forms to request enrollment verification are available at www.maccsa.org and the DB Office. Enrollment verifications are not issued before the official enrollment count is taken during an active semester or session.

View Tuition and Fees to learn about the cost of this service.

Continuous Enrollment

Graduate students must maintain continuous enrollment at the College during the academic year. Continuous enrollment is defined as attending fall and spring semesters. Failure to maintain continuous enrollment will result in a student being declared inactive and subsequently dismissed from the program. Students who have been dismissed from a program for failure to comply with the continuous enrollment policy for two consecutive semesters and who wish to continue in the program must complete a new application for admission as a new student.

Collaborative graduate students who have interrupted their enrollment with an approved leave

of absence may reapply to the university using the Graduate Application for Readmission, available from the Office of Research and Graduate Studies.

Transcripts and Grade Reports

Final Grade Reports. Final grades are generally available the week after the close of the semester or session as indicated on the Academic Calendar. Students should access their Populi account to view their grade(s) or print a grade report.

Official Transcript. Students and alumni may obtain an official transcript by submitting a transcript request. The form is available at www.maccsa.org and via Populi. Requests associated with clear records are processed three to five days after they are received. Same day service is not available during peak periods. View our Tuition and Fees for a list of the associated fees.

Registration

Course registration takes place before first class day, as defined in the Academic Calendar. Persons eligible for VA funding should communicate with the Dean of Students prior to course registration to avoid any loss to their eligibility of benefits.



Enrollment Policies and Services

Late registration penalties are applicable as defined in the Finance section of this catalog, and the Academic Calendar. When adding, dropping, or withdrawing, students should be aware of the applicable refund period, which is typically the first week of the semester or the first few days of the session. The specific dates and deadlines are published on the Academic Calendar.



Graduate students who are not able to attend a course are responsible for dropping the course by the appropriate deadline. Instructors may not automatically drop a student from a course. Students who do not attend and who do not officially drop the course will receive a failing grade for that course.

Maximum Course Load

Unless otherwise approved by the advisor, undergraduate students may not enroll in more than 18 hours during each Fall and Spring semester and no more than 12 hours during the Summer session. For graduate students, the limits are 12 and 6 hours, respectively.

Graduation

It is the student's responsibility to alert the Dean of Students about his/her anticipated graduation. Further, the student must submit the Application for

Graduation and the graduation fee (see Other Fees and Rates section) to the Office of Degree Based Programs by the defined deadline (see Academic Calendar) to avoid penalties.

Honors for Graduation. Undergraduate students who complete associate or baccalaureate degree requirements and have earned a minimum of 45 semester hours at UIW (excluding credit by examination or professional certification) are eligible to graduate with honors. The GPA achieved in all college-level semester hours attempted, to include transfer work, will determine the level of honors. Graduation distinctions are cum laude for students completing with a 3.5 GPA, magna cum laude for students with a 3.7 GPA, and summa cum laude for students with a 3.9 GPA.

Catalog of Graduation. Degree candidates will graduate upon completion of the program requirements stated in the catalog

in effect at the time of their admission to the program. The time limit for the master's degree is seven (7) years. Under certain circumstances, and with the appropriate request, authorization and documentation, the time limit may be extended by the Academic Dean. However, if an extension beyond the published time limit for the degree is granted, the student will be required to fulfill requirements of a subsequent catalog. Changes in the catalog rules and regulations, other than course and GPA requirements for a degree, become effective immediately upon approval by the proper university authorities and are not subject to the graduation policy cited above. Requirements in the program of study are based upon the catalog of entry; however, academic policies in the current catalog apply to all students regardless of catalog of entry.

Financial Policies

Payment Policies

Payments and inquiries associated with payments should be submitted directly to the Finance Department as indicated below:

Mexican American Catholic College - Finance Department
3115 W. Ashby Place
San Antonio, TX 78228-5104
210-732-2156
210-732-9072, fax

Payment Deadlines

All accounts are expected to be paid in full prior to the first class day of the semester or session or no later than the first scheduled class meeting. If alternate financial arrangements are needed, students must seek and finalize arrangements with the Director of Finance before registration or at the time of registration at the latest. When a payment agreement is applicable, absolutely no final payment deadlines are extended past the midterm, as identified within the associated academic calendar.

Payment Arrangements

Two alternative methods of meeting financial obligations are available to students, excluding auditors.

Option 1. During the Fall and Spring semesters, half (50%) of

the total balance is to be paid at registration with the remaining balance due within 30 days. During Summer semester, half (50%) of the total balance is due at registration with the remaining balance due within 10 days.

Option 2. Upon the approval of the Finance Director, half (50%) of the total balance is due at registration. The registrant must first propose a contract, scheduling the monthly payments of the remaining balance.

Auditors. Payment arrangements are not available to auditors. Full payment is due upon registration.

Additional Balance. When a change of balance occurs due to changes in the registration schedule, the additional balance is due immediately if arrangements are not made with the Finance Director.

Drop for Nonpayment. Students who do not adhere to MACC's payment policy and/or the approved payment agreement may be institutionally withdrawn from class(es). The necessary locks will be placed on the student's education record prohibiting enrollment until his/her financial obligation is met.

Financial Lock. Financial locks are placed on student's delin-

quent accounts. In addition to the student being prohibited from enrollment, data pertaining to the education record (grade reports, transcripts, and diplomas) will not be released until the student clears his/her delinquent status.

Tuition, Fees, and Deposits

Tuition, fees, and other charges vary from year to year. The exact rates are available at www.maccsa.org.

Refund Policies

Refunds are granted to degree based students who follow the appropriate add/drop/registration procedure before the end of the first week of classes.

The refund deadline applies to the Summer session, on or before fourth class day.

Scholarship and Tuition Assistance

MACC offers limited financial assistance which is contingent on the availability of funds. Applications may be obtained at www.maccsa.org or from the Office of Degree Based Programs. Students must apply for institutional financial assistance each academic year. Merit and need-

Financial Policies

based assistance is available, and students should submit the appropriate supporting documentation.

The application deadlines are the first Friday of the following corresponding months:

Fall = June

Spring = November

Summer = April

See the academic calendar for details.



Appendix A: Grade Scale

Grade		Descriptive Grade		Numeric Grade		Grade Points	
UG	GR	UG	GR	UG	GR	UG	GR
A		Excellent Scholarship	Indicate a superior grasp of the subject matter of the course, initiative and originality in assessing problems and ability to relate knowledge to new situations.	93-100		4.00	
A-				90-92		3.70	
B+		Good Scholarship	Indicate satisfactory performance in control of the subject matter and ability to apply principles with intelligence.	87-89		3.30	
B				83-86		3.00	
B-	B-	Satisfactory Scholarship	Indicate less than satisfactory performance, and may disqualify the student for further study. See Continuation in the Master's Program.	80-82	80-82	2.70	2.70
C+				77-79		2.30	
C	C			70-76	70-79	2.00	2.00
D+	F	Poor Scholarship	Indicates failure in the course or withdrawal without following proper procedures. See Continuation in the Master's Program.	67-69	<69	1.30	0.00
D+				63-66		1.00	
D-				60-62		0.07	
F		Failure		<60		0.00	
I	I	Incomplete Word	Indicates the student's achievement has been satisfactory, but certain prescribed work is incomplete.	none	NA		
P	P	Satisfactory Scholarship	Indicates satisfactory performance at B or better.	70-100	NA		
W	W	Withdrawn	Indicates withdrawal within the period specified in the semester calendar	none	NA		

For the most up-to-date information, visit www.maccsa.org

Appendix B: Bachelor of Arts in Pastoral Ministry

Degree Requirements

Core Curriculum	
Composition and Rhetoric	6
Literature and Art	6
Science and Mathematics	7
History	3
Wellness and Physical Education	3
Core Electives	9
US Cultural & Religious Patterns	3
Language Acquisition	6
Total Core Curriculum	43

Philosophy, Theology, Scripture Foundation	
PSTR 2351 History of the Catholic Church	3
PHIL 1310 Philosophy in the Catholic Tradition	3
PHIL 2321 Ancient Philosophy	3
THEO 1310 Introduction to Theology & Biblical Studies	3
THEO 1341 Introduction to Liturgy	3
THEO 2320 Catholic Biblical Interpretation – Old Testament	3
THEO 2332 Catholic Biblical Interpretation – New Testament	3
THEO 2382 Sacramental Theology: The Faith Celebrated	3
THEO 3380 The Theology of the Creed: Faith Professed	3
THEO 3381 Jesus Christ: God & Man	3
THEO 3385 Moral Theology: The Faith Lived	3
THEO 4385 Catholic Spiritual Traditions: The Faith Prayed	3
THEO 4387 Ecclesiology (summative assessment course)	3
Total Philosophy, Theology & Scripture Foundation	39

Concentration	
Choose from Philosophy, Catholic Leadership or Catechetics	39
Total Concentration	39

Concentration in Philosophy	
PHIL 1311 Classical Logic	3
PHIL 2323 Medieval Philosophy	3
PHIL 2342 Philosophy of Nature and Being	3
PHIL 3325 Modern Philosophy	3
PHIL 3327 Contemporary Philosophy	3
PHIL 3384 Epistemology	3
PHIL 3351 Philosophical Anthropology	3
PHIL 4386 Philosophical Ethics	3
PHIL 4363 Natural Theology	3
BAPM - Phil Electives	12

Concentration in Catholic Leadership	
PSTR 1372 Cross-Cultural Competencies for Pastoral Ministry	3
PSTR 2322 Faith Dvlpmt. Catechesis in a Multicultural Context	3
PSTR 2373 Hispanic Ministry in the 21st Century	3
PSTR 3330 Canon Law for Ministry in a Multicultural Context	3
PSTR 3374 Stewardship and Financial Mgmt. for Catholic Leaders	3
PSTR 4378 Ethics and Accountability for Catholic Leaders	3
PSTR/PHIL/THEO Electives	21

Concentration in Catechetics	
PSTR 1350 Foundations of Evangelization and Catechesis	3
PSTR 2352 Catechetical Content, Methods, and Curriculum	3
PSTR 2354 Baptismal Catechumenate (RCIA) and Catholic Formation	3
PSTR 3356 Family, Culture, and Catechesis	3
PSTR 3358 Youth and Young Adult Ministry	3
PSTR/PHIL/THEO Electives	24

BAPM - PHIL Major Program Electives			
SPAN 3340 & 3342 Pastoral Spanish I & II	6	LATN 1325 Ecclesiastical Latin I	6
PSTR 2335 Sacred Art and Architecture	3	PSTR 2325 Liturgical and Sacred Music	3

PMIN Community Service (see page 27)

A total of 45 clock hours (non-credit) are required for all baccalaureate degrees. Associate degrees require 22 clock hours (non-credit) of Community Service. Students may satisfy this graduation requirement by: (1) selecting volunteer opportunities posted by Campus Ministry, or (2) taking courses designated in the University schedule as service-learning courses, or (3) a combination of volunteer opportunities and service-learning course. Students are encouraged to discuss with their advisors, early in their university experience, the options for fulfilling the community service requirement and the method of documenting their service. Students should complete their Community Service hours by the end of their junior year. Community Service hours must be completed and documented in the Registrar's Office before you apply to graduate or documentation must be attached to the application for graduation. This graduation requirement pertains solely to the Collaborative Program with the University of the Incarnate Word.

Total Number of Hours: 121

Appendix B: Certificate of Pre-Theology: Pastoral Ministry

Certificate Requirements

Core Curriculum		Concentration in Pastoral Ministry, the Family and Youth	
THEO 1341 Introduction to Liturgy	3	PSTR 3356 Family, Culture and Catechesis	3
THEO 1320 Introduction to Theology and Biblical Studies	3	PSTR 3358 Youth and Young Adult Ministry	3
PSTR 1372 Cross-Cultural Competencies for Pastoral Ministry	3	PSTR 3360 Marriage and Family in the Catholic Tradition	3
PSTR 2091 Retreat, Human Development (2)	0	THEO 4348 Theology of the Body	3
THEO 2320 Catholic Biblical Interpretation: Old Testament	3	Total Concentration in Pastoral Ministry, the Family and Youth	12
THEO 2332 Catholic Biblical Interpretation: New Testament	3		
PSTR 2373 Hispanic Ministry in the 21st Century	3		
THEO 2382 Sacramental Theology: The Faith Celebrated	3		
PSTR 3330 Canon Law for Ministry in Multicultural Communities	3		
THEO 3380 Theology of the Creed: The Faith Processed	3		
THEO 3385 Moral Theology: The Faith Lived	3		
THEO 4385 Catholic Spiritual Traditions: The Faith Prayed	3		
Total Core Curriculum	33		
Concentration in The Bible			
PSTR 3360 Prophets and Catholic Social Teaching	3		
PSTR 3362 Gospel of Luke and Acts of the Apostles	3		
PSTR 3399 ST: Johannine Writings	3		
THEO 4320 Evangelization and the Writings of St. Paul	3		
Total Concentration in The Bible	12		
Concentration in Evangelization & Catechetics			
PSTR 1350 Foundation in Evangelization and Catechesis	3		
PSTR 2322 Faith Development & Catechesis in a Multicultural Context	3		
PSTR 2352 Catechetical Content, Methods and Curriculum	3		
PSTR 2354 The Baptismal Catechumenate (RCIA) and Catholic Formation	3		
Total Concentration in Evangelization & Catechetics	12		

Total Number of Hours: 54

Appendix B: Certificate of Pre-Theology: Diaconal Studies

Certificate Requirements

Aspirancy (Year 1)	
PHIL 1310 Philosophy in the Catholic Tradition	3
THEO 1320 Introduction to Theology & Biblical Studies	3
Catechism of the Catholic Church (2)	6
Candidacy (Years 2-5)	
PSTR 1350 Foundations of Evangelization and Catechesis	3
THEO 1341 Introduction to Liturgy	3
THEO 2320 Catholic Biblical Interpretation: Old Testament	3
THEO 2332 Catholic Biblical Interpretation: New Testament	3
PSTR 2351 History of the Catholic Church	3
PSTR 2352 Catechetical Content, Methods & Curriculum	3
THEO 2382 Sacramental Theology: The Faith Celebrated	3
PSTR 3330 Canon Law for Ministry in Multicultural Communities	3
THEO 3381 Jesus Christ: God and Man	3
THEO 3385 Moral Theology: The Faith Lived	3
THEO 4320 Evangelization and the Writings of St. Paul	3
THEO 4385 Catholic Spiritual Traditions: The Faith Prayed	3
THEO 4387 Ecclesiology	3
Elective (1)	3
Practica (2): Homiletics & Liturgy	0
Total Requirement	54

Total Number of Hours: 54

Appendix B: Certificate of Pre-Theology: Philosophy

Certificate Requirements

Philosophy, Theology, Scripture Foundation	
PHIL 1310 Philosophy in the Catholic Tradition	3
PHIL 2321 Ancient Philosophy	3
THEO 1320 Introduction to Theology & Biblical Studies	3
THEO 2382 Sacramental Theology: The Faith Celebrated	3
THEO 3380 The Theology of the Creed: Faith Professed	3
THEO 3385 Moral Theology: The Faith Lived	3
THEO 4385 Catholic Spiritual Traditions	3
Total Philosophy, Theology & Scripture Foundation	21

Concentration in Philosophy	
PHIL 1311 Classical Logic	3
PHIL 2323 Medieval Philosophy	3
PHIL 2342 Philosophy of Nature and Being	3
PHIL 3325 Modern Philosophy	3
PHIL 3327 Contemporary Philosophy	3
PHIL 3351 Philosophical Anthropology	3
PHIL 3384 Epistemology	3
PHIL 4386 Philosophical Ethics	3
PHIL 4363 Natural Theology	3
Total Concentration in Philosophy	27

Pre Theo Certificate Program Electives	6
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Pre Theo Certificate Program Elective Options	
SPAN 3340 & 3342 Pastoral Spanish I & II (required for Priestly Formation)	6
LATIN 1325 Ecclesiastical Latin I	6
PSTR 2335 Sacred Art and Architecture	3
PSTR 2325 Liturgical and Sacred Music	3

Total Number of Hours: 54

Appendix B: English as a New Language (ENL) Program

ENL Curriculum		
Level 1 (non-college-level credit)***	Hours	Semesters
ENL 0310 Grammar I	3	
ENL 0313 Integrated English Skills I	3	
ENL 0316 Reading and Writing I	3	
ENL 0318 Listening and Speaking I	3	
Hours per first semester if full-time	12	
Level 2 (non-college-level credit)	1	
ENL 0320 Grammar II	3	
ENL 0323 Integrated English Skills II	3	
ENL 0326 Reading and Writing II	3	
ENL 0328 Listening and Speaking II	3	
Hours per second semester if full-time	12	
Level 3 (non-college-level credit)		
ENL 0330 Grammar III	3	
ENL 0333 Integrated English Skills III	3	
ENL 0336 Reading and Writing III	3	
ENL 0338 Listening and Speaking III	3	
Hours per third semester if full-time	12	
Level 4 (non-college-level credit)		
ENL 0340 Grammar IV	3	
ENL 0343 Integrated English Skills IV	3	
ENL 0346 Reading and Writing IV	3	
ENL 0348 Listening and Speaking IV	3	
Hours per fourth semester if full-time	12	
Advanced ENL (college-level credit-earning)		
ENL 4370 Composition in an Acquired Language I	3	
ENL 4371 Composition in an Acquired Language II	3	
Total potential ENL hours if every class is taken	54	

***If courses are designated “non-college-level credit”, it simply means that the credit hours received for such courses are not applied toward a degree program.

contact information:

ENL Coordinator: Lodie Mueller, M. A.
 Email: lmuell@macsa.org
 Phone: 210-732-2156 ext. 7124

Appendix B: M.A. in Pastoral Ministry

Degree Requirements

Ministry	
PSTR 6350 Introduction to Pastoral Studies	
PSTR 6354 Basic Counseling Concepts for Pastoral Ministers	
PSTR6356 Marriage and Family Theory for Pastoral Ministers	
PSTR 6358 Leadership of Public Prayer	
PSTR 6360 Leadership in the Christian Community	
PSTR 6362 Spirituality and Ministry	
PSTR 6364 Internship in Spiritual Direction	
PSTR 6366 Canon Law for Pastoral Ministers	
MISSION LEADERSHIP	
PSTR 6373 Mission Leadership and Management	
PSTR 6376 Religious Charisms and Christian Mission	
CATECHESIS AND FORMATION	
PSTR 6380 Theory and Methods of Catechesis	
PSTR 6382 Directing Parish Catechesis	
PSTR 6384 Culture and Catechesis	
PSTR 6386 The Rite of Christian Initiation of Adults (RCIA)	
PSTR 6388 Youth and Young Adult Catechesis	
Total Ministry	12
Youth Ministry (optional)	
PSTR 6155 Foundations of Christian Leadership	
PSTR 6156 Principles of Youth Ministry	
PSTR 6157 Skills for Christian Leadership	
PSTR 6158 Practices of Youth Ministry Developing Youth Ministry	
PSTR 6159 Pastoral Care of Youth	
PSTR 6160 Evangelization and Catechesis of Youth	
PSTR 6161 Prayer and Worship with Youth	
PSTR 6162 Justice and Service with Youth	
Total Youth Ministry	0-8

Scripture	
THEO 6310 Introduction to Hebrew Scriptures	
THEO 6311 Introduction to the New Testament	
THEO 6312 Pentateuch	
THEO 6314 Wisdom Literature	
THEO 6315 Synoptic Gospels and Acts	
THEO 6317 Johannine Literature	
THEO 6319 Pauline Literature	
Total Scripture	6
Theology	
THEO 6320 Christology	
THEO 6322 Ecclesiology	
THEO 6324 Theological Anthropology	
THEO 6326 Eschatology, Mariology, and the Saints	
THEO 6328 Sacraments and Liturgy	
HISTORY	
THEO 6333 Christian Tradition 150-1600	
THEO 6336 Christian Tradition-Trent to Vatican II	
THEO 6339 Christian Tradition in the Americas 1500-Present	
ETHICS	
THEO 6343 Moral Theology	
THEO 6346 Healthcare Ethics	
THEO 6349 Catholic Social Teaching	
Total Theology	12
Pastoral Project	
PSTR 6352 Program Planning and Evaluation	3
PSTR 63CS Pastoral Project	3
Total	6

Mission Leadership: 12 hrs of Theology coursework must include Christology, Ecclesiology, Sacraments & Liturgy. Must complete 6 hrs of Theology-Ethics and PSTR 6376 Religious Charisms and Christian Mission.

Parish Leadership: 12 hrs of Ministry coursework must include PSTR 6360 Leadership in the Christian Community AND PSTR 6358 Leadership of Public Prayer -OR- PSTR 6382 Directing Parish Catechesis.

Catechesis and Formation: 12 hrs of Ministry coursework must include PSTR 6380 Theory and Methods of Catechesis AND PSTR 6382 Directing Parish Catechesis.

Graduate Certificate in Pastoral Studies: 18 hrs by advisement.

Graduate Certificate in Pastoral Studies: 18 hrs must include Christology, Ecclesiology, Healthcare Ethics Religious Charisms and Catholic Mission, and Mission Leadership & Management.

Youth Ministry Sequence: 8 hrs of the Youth Ministry Sequence are completed by advisement.

Total Number of Hours: 36

Appendix C: Undergraduate Equivalencies - UIW PMIN : MACC BAPM

Philosophy		
PMIN UIW	Course	BAPM MACC
PMIN 1310	Philosophy in the Catholic Tradition	PHIL 1310
PMIN 1311	Classical Logic	PHIL 1311
PMIN 2321	Ancient Philosophy	PHIL 2321
PMIN 2323	Medieval Philosophy	PHIL 2323
PMIN 2342	Philosophy of Nature and Being	PHIL 2342
PMIN 3325	Modern Philosophy	PHIL 3325
PMIN 3327	Contemporary Philosophy	PHIL 3325
PMIN 3351	Philosophical Anthropolgy	PHIL 3351
PMIN 3384	Epistemology	PHIL 3384
PMIN 4363	Natural Theology	PHIL 4363
PMIN 4386	Philosophical Ethics	PHIL 4386

Pastoral Ministry		
UIW	Course	MACC
PMIN 1350	Foundations of Evangelization and Catechesis	PSTR 1350
PMIN 1372	Cross-Cultural Competencies for Pastoral Ministry	PSTR 1372
PMIN 2325	Liturgical and Sacred Music	PSTR 2325
PMIN 2335	Sacred Art and Architecture	PSTR 2335
PMIN 2351	History of the Catholic Church	PSTR 2351
PMIN 2352	Catechetical Content, Methods and Curriculum	PSTR 2352
PMIN 2373	Hispanic Ministry in the 21st Century	PSTR 2373
PMIN 3330	Canon Law for Ministry in Multicultural Communities	PSTR 3330
PMIN 3340	Pastoral Spanish I	PSTR 3340
PMIN 3342	Pastoral Spanish II	PSTR 3342
PMIN 3356	Family, Culture and Catechesis	PSTR 3356
PMIN 3358	Youth and Young Adult Ministry	PSTR 3358
PMIN 3360	Prophets and Catholic Social Teaching	PSTR 3360
PMIN 3362	Gospel of Luke and Acts of the Apostles	PSTR 3362
PMIN 3399	Special Topics in Pastoral Studies	PSTR 3399

Appendix C: Undergraduate Equivalencies - UIW PMIN : MACC BAPM

Theology		
PMIN UIW	Course	BAPM MACC
PMIN 1320	Introduction to Theology and Biblical Studies	THEO 1320
PMIN 1341	Introduction to Liturgy	THEO 1341
PMIN 2320	Catholic Biblical Interpretation: Old Testament	THEO 2320
PMIN 2332	Catholic Biblical Interpretation: New Testament	THEO 2332
PMIN 2382	Sacramental Theology: The Faith Celebrated	THEO 2382
PMIN 3380	Theology of the Creed: The Faith Professed	THEO 3380
PMIN 3381	Jesus Christ: God and Man	THEO 3381
PMIN 3385	Moral Theology: The Faith Lived	THEO 3385
PMIN 4385	Catholic Spiritual Traditions: The Faith Prayed	THEO 4385
PMIN 4387	Ecclesiology	THEO 4387

Appendix C: Graduate Equivalencies - UIW PMIN : MACC MAPM

Pastoral Ministry		
PMIN UIW	Course	BAPM MACC
PMIN 6155	Foundations of Christian Leadership	PSTR 6155
PMIN 6156	Principles of Youth Ministry	PSTR 6156
PMIN 6157	Skills for Christian Leadership	PSTR 6157
PMIN 6158	Practices of Youth Ministry Developing Youth Ministry	PSTR 6158
PMIN 6159	Pastoral Care of Youth	PSTR 6159
PMIN 6160	Evangelization and Catechesis of Youth	PSTR 6160
PMIN 6161	Prayer and Worship with Youth	PSTR 6161
PMIN 6162	Justice and Service with Youth	PSTR 6162
PMIN 6350	Introduction to Pastoral Studies	PSTR 6350
PMIN 6352	Program Planning and Evaluation	PSTR 6352
PMIN 6354	Basic Counseling Concepts for Pastoral Ministries	PSTR 6354
PMIN 6356	Marriage and Family Theory for Pastoral Ministries	PSTR 6356
PMIN 6358	Leadership of Public Prayer	PSTR 6358
PMIN 6360	Leadership in the Christian Community	PSTR 6360
PMIN 6362	Spirituality and Ministry	PSTR 6362
PMIN 6364	Internship in Spiritual Direction	PSTR 6364
PMIN 6366	Canon Law for Pastoral Ministries	PSTR 6366
PMIN 6373	Mission Leadership and Management	PSTR 6373
PMIN 6376	Religious Charisms and Christian Mission	PSTR 6376
PMIN 6380	Theory and Methods of Catechesis	PSTR 6380
PMIN 6382	Directing Parish Catechesis	PSTR 6382
PMIN 6384	Culture and Catechesis	PSTR 6384
PMIN 6386	The Rite of Christian Initiation of Adults (RCIA)	PSTR 6386
PMIN 6388	Youth and Young Adult	PSTR 6388
PMIN 63CS	Pastoral Project	PSTR 63CS
PMIN 7371	Cross-Cultural Competencies for Pastoral Ministry	PSTR 7371
PMIN 7373	Hispanic Ministry in the 21st Century	PSTR 7373
PMIN 7300	Selected Topics in Pastoral Ministry	PSTR 7300

Appendix C: Graduate Equivalencies - UIW PMIN : MACC MAPM

Theology		
PMIN UIW	Course	BAPM MACC
PMIN 6310	Introduction to Hebrew Scriptures	PSTR 6155
PMIN 6311	Introduction to New Testament	PSTR 6156
PMIN 6312	Pentateuch	PSTR 6157
PMIN 6314	Wisdom Literature	PSTR 6158
PMIN 6315	Synoptic Gospels and Acts	PSTR 6159
PMIN 6317	Johannine Literature	PSTR 6160
PMIN 6319	Pauline Literature	PSTR 6161
PMIN 6320	Christology	PSTR 6162
PMIN 6322	Ecclesiology	PSTR 6350
PMIN 6324	Theological Anthropology	PSTR 6352
PMIN 6326	Eschatology, Mariology and the Saints	PSTR 6354
PMIN 6328	Sacraments and Liturgy	PSTR 6356
PMIN 6333	Christian Tradition 150-1600	PSTR 6358
PMIN 6336	Christian Tradition - Trent to Vatican II	PSTR 6360
PMIN 6339	Christian Tradition in the Americas 1500 - Present	PSTR 6362
PMIN 6343	Moral Theology	PSTR 6364
PMIN 6346	Healthcare Ethics	PSTR 6366
PMIN 6349	Catholic Social Teaching	PSTR 6373
PMIN 7334	Theology of the Body	PSTR 6376
PMIN 7300	Selected Topics in Theology	PSTR 6380

Appendix D: Academic Calendar

2018-2019	16-week Term		10-week Term
	FALL 2018	SPRING 2019	SUMMER 2019
GRADUATION DEADLINES			
Last day to apply for graduation w/o late fee	1-May	1-Oct	2-Apr
Last day to apply for graduation w/o \$150 late fee	31-Aug	18-Jan	
FINANCIAL DEADLINES			
Last day to apply for institutional aid (scholarship)	6-Jul	2-Nov	5-Apr
First Fall Tuition Payment due date*	3-Aug		
Tuition payment deadline	2-Nov	11-Jan	17-May
Tuition payment deadline (certificado program)	24-Aug	5-Jan	8-Jun
Full refund deadline for drop/withdrawal	4-Sep	22-Jan	6-Jun
REGISTRATION DEADLINES			
Course Schedule available	1-Mar	1-Nov	1-Mar
Course Registration opens	28-Mar	TBA	TBA
PMIN Registration Deadline	12-Apr	TBA	TBA
CERTIFICADO PROGRAM DATES			
Session I*	23-Aug - 16-Sep	10-Jan - 17-Feb	11-Jul - 14-Jun
Session II*	11-Oct - 18-Nov	14-Mar - 14-Apr	18-Jul - 21-Jul
SEMESTER DATES			
New Student Placement/Testing	22-Aug	9-Jan	29-May
Orientation	23-Aug	9-Jan	30-May
First Class Day	27-Aug	14-Jan	4-Jun
Late Registration Period	27-Aug - 31-Aug	14-Jan - 18-Jan	4-Jun - 7-Jun
Add/Drop Period	27-Aug - 31-Aug	14-Jan - 18-Jan	4-Jun - 7-Jun
Convocation Mass	26-Aug		
MLK Jr. Day (MACC Closed/No Classes)		21-Jan	
Labor Day (MACC Closed/No Classes)	3-Sep		
Census Day	7-Sep	25-Jan	7-Jun
Early Alert Grades Due	5-Oct	4-Mar	
Early Alert Grades available online	8-Oct	5-Mar	
Ash Wednesday		6-Mar	
Mid Term Exam Week**	15-Oct - 17-Oct	26-Feb - 2-Mar	
Annual Mass with Archbishop Gustavo		TBA	
Mid-Term Grades Due	19-Oct	6-Mar	
Mid-Term Grades available online	23-Oct	12-Mar	
Mid Term Break / Spring Break / Independence Day	18-Oct - 19-Oct	11-Mar - 15-Mar	4-Jul
Regular Schedule Resumes	22-Oct	19-Mar	5-Jul
Easter Triduum & Easter Monday***		18-Apr - 22-Apr	
Regular Schedule Resumes		23-Apr	
All Saint's Day	1-Nov		
Last day to drop a course with a W	29-Nov	25-Apr	26-Jul
Battle of Flowers Parade (MACC closes at noon/ No evening classes)		26-Apr	
Thanksgiving Break (MACC Closed/No Classes)	21-Nov - 23-Nov		
Regular Schedule Resumes	26-Nov	30-Apr	
Student Course Evaluation period/Study Week	26-Nov - 30-Nov	23-Apr - 3-May	29-July - 2-Aug
Finals Week****	10-Dec - 14-Dec	6-May - 10-May	7-Aug - 9-Aug
Semester Closes	14-Dec	10-May	9-Aug
Commencement	15-Dec	11-May	
Final Grades Due	18-Dec	14-May	12-Aug
Final Grades Available Online	19-Dec	16-May	13-Aug
Christmas Break	17-Dec - 1-Jan		
Regular Schedule Resumes	2-Jan		

*see course outline for details **Only Thursday day and Monday evening classes meet as scheduled. ***Standard Fall/Spring Final Exams schedule available online

For the most up-to-date information, visit www.maccsa.org

Appendix E: 2018 - 2019 Tuition Schedule

*effective August 2018

Undergraduate (UG) Credit	\$620.00 per credit hour
Graduate (GR) Credit	\$690.00 per credit hour
Audit	50% of regular course tuition

COURSE REGISTRATION FEES

International Student Fee – Administrative fee for administering international student program	\$75.00 per semester
Student Services Fee – Includes library, technology and facilities assessments.	
Full Time Students	\$210.00 per semester
Part-Time Students	\$105.00 per semester

OTHER FEES

Application Fee – Non-Refundable one-time fee for admissions administrative expenses	\$20.00
*Records / Matriculation Fee – 1 time to set up files in Registrar & Finance Offices, & Bookstore	\$40.00
Course Challenge Fee – 40% of regular tuition rate	
Records / Matriculation / Reinstatement Fee – To set up files in Registrar & Finance Offices, & Bookstore.	\$40.00
Late Registration Fee – For Registration.	\$50.00
Late Payment Arrangement Fee – For Payment Arrangements made after Registration Day.	\$50.00
Graduation Fee – Administrative fees to audit record and confer degree, cert/diploma, regalia, reception and facilities.	\$275.00
Testing Fee – Assessment for course placement.	\$50.00
NSF Fee	\$35.00
Credit by Exam	\$40.00
Test Proctoring Fee – Exam sitting fee for special testing arrangements	\$25.00
ID Replacement Fee	\$5.00
Transcript/Enrollment Verification Fee	
Official, five-day / same-day service	\$3 / \$10
Unofficial, five-day / same-day service (per 3-page document)	\$1 / \$5
Orientation Fee	\$10

TUITION REFUND SCHEDULE

Withdrawal....	
on or before 12th class day (fall/spring) / on or before 4th class day (summer)	100%
on or after 13th class day (fall/spring) / on or before 5th class day (summer)<	0%

Refund eligibility is contingent on formal drop/withdrawal during stated period.

For the most up-to-date information, visit www.maccsa.org

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