Master of Science in Transportation Management

Sponsored and supported by Mineta Transportation Institute
About MTI
Mineta Transportation Institute

The Mineta Transportation Institute (MTI) was established by Congress in 1991 as part of the Intermodal Surface Transportation Equity Act (ISTEA) and was reauthorized under the Transportation Equity Act for the 21st century (TEA-21). MTI then successfully competed to be named a Tier 1 Center in 2002 and 2006 in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

Most recently, MTI successfully competed in the Surface Transportation Extension Act of 2011 to be named a Tier 1 Transit-Focused University Transportation Center.

The Institute is funded by the US Department of Transportation’s (DOT) Office of the Assistant Secretary for Research and Technology (OST-R), the California Department of Transportation (Caltrans), and by other public and private grants and donations, including grants from the US Department of Homeland Security.

The internationally renowned members of the MTI Board of Trustees represent all major surface transportation modes. MTI’s focus on policy and management resulted from the Board’s assessment of the transportation industry’s unmet needs.

The Lucas Graduate School of Business at San José State University is the Institute’s academic home. MTI conducts research, education programs, and information and technology transfer, focusing on multimodal surface transportation policy and management issues.

For more information:
http://transweb.sjsu.edu
Why a graduate degree in Transportation Management?

If you’re serious about advancing in your transportation career – or if you’re just getting started – you should know this: there is a growing demand right now for mobility managers – people who can plan, build, operate, maintain, and secure our country’s transportation systems and infrastructure. Here are the facts:

✔ Over the next 10 years, 40 percent or more of the people in management roles at the Los Angeles Metro transit system will reach a normal retirement age. Caltrans, the California Department of Transportation faces a similar workforce challenge.

✔ Of nearly 3,000 Federal Highway Administration employees, it is estimated that 47% will be ready for retirement in the coming years.

✔ Over a trillion dollars will be invested in transportation infrastructure over the next five years, so career opportunities are expanding for well-trained transportation professionals.

As our state and national populations continue to grow, our highways will become more congested and polluted. We will need intelligent and creative people to solve these problems – to plan better transit systems, to help adopt sustainable fuels, to find more reliable funding sources, to use more efficient vehicles, to promote pedestrian and bicycle safety, and to determine the best policies and practices to manage it all.

No matter what your career interest is now, it may be applicable to transportation – including everything from engineering and law to marketing and accounting.

A Master of Science in Transportation Management (MSTM) from the Mineta Transportation Institute and the Lucas College and Graduate School of Business at San Jose State University can give you a significant advantage.

The Mineta Master’s Program in Transportation Management has really paid off!

Just five months after graduating, I was promoted to Director of TAP Technologies in the TAP Operations division at LA Metro. The MS degree was more than worth the cost of tuition and has prepared me well for my new role. Thanks, Mineta!”

—Robin O’Hara, MSTM Class of 2012
How the program works.

Through its affiliation with San José State University’s Lucas Graduate School of Business, the Mineta Transportation Institute offers educational programs that are fully accredited by the nationally recognized accrediting bodies, WASC and AACSB.

The centerpiece is the Master of Science in Transportation Management (MSTM). MTI also offers three certificate programs in Transportation Management, Transportation Security Management, and High-Speed Rail Management. Students who complete the MSTM degree may also complete one or more certificate programs.

MTI’s core classes offer an in-depth look at transportation policy, planning, and management systems. Thus, the program differs significantly from engineering and planning programs. It is unique because it specializes in transportation policy, planning, and system development. This means you can learn to lead a transit or transportation agency, public works department, major transportation project, major investment study, and many other transportation-related endeavors.

The elective classes help to provide the opportunity to earn a certificate or specialization in the areas of transportation security and high-speed rail management. And you will learn from an up-to-date, fully accredited curriculum and a nationally recognized faculty of academic and industry experts.
Designed for working professionals.

When you enroll in the MSTM or a Certificate Program, you will start on a path toward mastering essential skills and concept of transportation management.

The program is designed for working professionals. All classes are held on weekday evenings, after normal business hours, typically, from 5:30 to 9:30pm, once a week. Taking just one four-hour class per week, in approximately two-and-a-half years, you’ll earn your MSTM degree.

Each course is completed within a ten-week session. There are two consecutive sessions per semester, for a total of four courses per academic year.

Classes are taught via live, interactive videoconference. Students go to the nearest conference site (usually a local Caltrans district office) and participate in real time with other students and an instructor. The live interaction enables students to network effectively with other transportation professionals in various agencies and offices across the state.

Generally, you may take the classes in any order, and you can start with any session during the academic year. There are no prerequisites for most classes, although some MSTM students find it appropriate to begin with MTM 201, the survey course for the program.
MTI has made graduate study in transportation management very affordable.

Tuition of just $1,134 per course makes MTI’s MSTM far less expensive than almost any other accredited graduate degree. Many instructors use online resources, so textbook expenses are often not significant.

**Generous financial assistance**

Twice yearly (once each semester), students may apply for fellowships, subject to availability of funds. MSTM students may qualify for fellowships of $1,000 per semester and may reapply each semester for up to two years (for a maximum of $4,000 over two years). Certificate students may qualify for fellowships of $500 per semester, for a total of $1,000 over the one-year program.

Many employers offer tuition reimbursement programs. If yours does, your graduate degree may cost you nothing. In addition, your education expenses may be tax deductible.

We also keep you updated on opportunities to apply for regional or national fellowships from the American Public Transportation Association (APTA), the Eno Foundation, and other leading organizations. Many of our students compete successfully for such awards.

And don’t forget the extra earning power your educational investment will bring. Many of our graduates are rapidly promoted or hired to desirable positions, and they frequently cite their participation in our graduate programs as the primary reason for their advancement.

**You can afford it!**
Do you qualify?

Master of Science in Transportation Management

To qualify for the Master of Science in Transportation Management (MSTM) program, you must:

✔ Hold an undergraduate degree in a related field from an accredited institution.

✔ Meet SJSU admission requirements: a minimum 2.5 grade point average (GPA) over the last 60 semester or 90 quarter units.¹

✔ Meet MSTM admission requirements: a target GPA of at least 3.0

✔ Score at least 500 on the Graduate Management Admission Test (GMAT) or an equivalent score on the GRE exam.¹,²,³

✔ Apply for formal admission. Apply to San José State University at: http://www.csumentor.edu, submit a non-refundable $55 application fee and specified documents. See “How to Apply on page 14.⁴

Acceptance is evaluated on an individual basis. If you are not sure you meet the qualifications, contact the Education Director: peter.haas@sjsu.edu.

Certificate in Transportation Management

To qualify for a Certificate in Transportation Management, applicants must:

✔ Hold an undergraduate degree in a related field from an accredited institution.

✔ Meet GPA requirements: a minimum 2.5 GPA over the last 60 semester or 90 quarter units.¹

✔ Apply for admission. Fill out and mail the CTM application at http://transweb.sjsu.edu/PDFs/education/CTM_app.pdf to the address on the form, along with a $50 application fee⁴ and transcripts.⁵

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¹. Professional development courses and courses taken in non-accredited institutions are not counted in this calculation.
². The MSTM program makes the final determination as to whether admission requirements are met.
³. The GRE (Graduate Records Examination) may be taken in lieu of the GMAT. Minimum GRE scores of 151 in Verbal Reasoning and 152 in Quantitative Reasoning are required for admission.
⁴. Application fee is non-refundable, even if application is withdrawn or denied. Fee cannot be used for any semester other than the one indicated on the submitted application. Fee waivers are not available for international applicants. More detailed information can be found on the Bursar’s website at: http://www.sjsu.edu/bursar/payment_refunds/methods/.
⁵. The GMAT is not required for the Graduate Certificate Program.
Graduation Requirements
Finish in less time than you think

Master of Science in Transportation Management (MSTM)

The Master of Science in Transportation Management (MSTM) is a fully accredited 30-unit Masters program, taking a little more than two years to complete. The curriculum includes ten classes: six required courses, three electives and the culminating Capstone Course.

- 6 core classes: MTM 201, 202, 203, 214, 215 and 217
- 3 electives: Choose from MTM 226A, 226B, 236, 245, 246, 250 and 283
- 1 research project: MTM 290

1. MTM 283 and MTM 290 are reserved for graduating Master Candidates.

Certificate Programs

The Certificate programs are ideal for students who may not be ready to pursue the full Masters program, but who wish to advance their transportation careers. Students who later decide to pursue the Masters degree may transfer up to six units of Certificate courses toward fulfillment of the MSTM requirements.

- Graduate Certificate in Transportation Management (CTM)
  - 4 graduate courses

- Graduate Certificate in Transportation Security Management (CTSM)
  - 2 electives in Transportation Security
  - 2 other graduate courses

- Graduate Certificate in High-Speed Rail Management (CHSRM)
  - 2 electives in High-Speed Rail
  - 2 other graduate courses
MSTM Required Courses
3 units each

**Fundamentals of Transportation Management (MTM 201)**
Provides a common core of surface transportation knowledge for the other MSTM courses. It discusses the historic development of transportation economics, policy, and culture. It also reviews stakeholders whose commitment is necessary to create and sustain a successful transportation entity.

**Introduction to Transportation Funding and Finance (MTM 202)**
Teaches how to prepare financial strategy for a major transportation project. Under Federal Transportation Funding, the course will examine authorization, appropriations, obligations, transit funding, flexible funding, reauthorization, and what it means for California. Under State Transportation Funding, the course will examine the State Highway Account and Fund Estimate, along with the State Transportation Improvement Program, which is the “blueprint” to Senate Bill 45. There will also be discussion about advocating for new money, including successes and failures.

**Transportation Marketing & Communications Management (MTM 203)**
Emphasizes positioning services to meet the needs of particular groups and market segments, and marketing the system to new users and user groups (including developing the public/private sector relationship). It also examines strategies for developing community relationships with marketing and public relations, and how to use the media to its best advantage.

**Transportation Policy and Regulation (MTM 214)**
Surveys political frameworks of governments as both customer and provider, developing transportation policy with public involvement, and measuring performance with public oversight. It also reviews policy impact on intermodal development in seeking to manage public and private objectives and diverse agendas of federal, state, and local agencies.

**Transportation Systems Planning and Development (MTM 215)**
Examines transportation systems development interrelationships with land use, environmental management, and urban planning. It also includes realities of politics, public administration, regulations and financing alternatives. The course extends to construction administration, including governmental approvals, specification development, contracting law and regulations, and fiscal control.

**Leadership and Management of Transportation Organizations (MTM 217)**
A study of the human resources aspects of managing transportation systems, including labor and management, collaboration and negotiation, and consultative employee relations programs. The course creates leadership and team building skills within the context of bringing about organizational change in a complex transportation system.

**Capstone Course: Strategic Management in Transportation (MTM 290)**
Provides a logical conclusion through an individual comprehensive research project. A variety of external learning experiences (internships, field assignments, mentoring), formal in-class case discussions, and learning exercises provide a capstone seminar that requires the student to demonstrate mastery of strategic planning, development, and management of multimodal surface transportation systems. Requires prior completion of 21 MSTM units, which means that it need not be the last class taken. However, the graduate degree still is not complete until the student had earned a total of 30 units.
Electives (Subject to Change)
3 units each

**Emergency Management Issues for the Transportation Professional (MTM 226A)**
Emphasizes the role of emergency management within transportation agencies and the role of transportation and resources in the larger community-wide response to emergencies and disasters.

**Security Issues for the Transportation Professional (MTM 226B)**
Examines contemporary challenges to transportation security. Topics include managing infrastructure challenges (such as tunnel, bridge, road, and rail vulnerabilities), preventing and responding to theft, workplace violence, disruptive terrorism, suicide and placement bombing attacks, and their related protection strategies. Students will learn about federal and state grants for security, as well as regional transportation planning for disaster response planning.

**Contemporary Issues in Transportation Management (MTM 236)**
Emphasizes the impact of contemporary, political, and popular views on decision making in transportation, and how collaborative efforts are made within the framework of government and business environments. The course may include significance content via guest speakers or professionals in the transportation industry and government.

**Introduction to High-Speed Rail (MTM 245)**
Introduces students to the evolving high-speed rail (HSR) program in the US. Covers the attributes and technical components of HSR, as well as its worldwide introduction and the path being taken in the US. The course will also deal with general enterprise management-relevant competencies, including organizing for HSR project development and implementation. This course is the first in a two-course sequence required to complete the Graduate Certificate in High-Speed Rail Management.

**Management of High-Speed Rail Operations (MTM 246)**
Focuses on the management knowledge, skills and techniques necessary to implement a newly created high-speed rail (HSR) system in the US. Traditional management concerns such as marketing, organization, and planning will be applied the HSR environment. The course also will address aspects of HSR operations that are more specific to the mode, such as security, maintenance, service connectivity and integration, and federal oversight. The goal is to prepare students to become qualified managers in various facets of HSR operations.

**Transportation and the Environment (MTM 250)**
Students enrolled in this course will be introduced to the complexities in the relationship of transportation and the environment. An important theme of this class is that real world trade-offs are inherent in addressing transportation as an important cause of environmental degradation. Students will learn from case studies of success in creating more environmentally-benign forms of access and mobility. Students will contribute their own ideas in class discussions and a term paper on innovation in transportation policy to address environmental concerns.

**Research Internship (MTM 283)**
Requires approval of the program administrator and the MTI research director. Students may apply for an internship with MTI. A research team, consisting of a student cohort group and/or MTI research associates, will conduct research related to a specific aspect of surface transportation management.
Learn from Transportation Industry Professionals and Expert Educators

James Brent, PhD
Professor, Political Science, San José State University

Nick Compin, PhD
Division of Traffic Operations Chief, PeMS, California Department of Transportation

Hon. Rod Diridon, Sr.
Emeritus Executive Director, Mineta Transportation Institute

Frances Edwards, PhD
Professor, Political Science, San José State University.
How to Apply

Master of Science in Transportation Management


2. APPLY FOR ADMISSION TO SJSU. Prospective students for the Master of Science in Transportation Management program must first apply for admission to San Jose State University (SJSU). Fill out and submit the Graduate Online Application at https://secure.csumentor.edu/admissionapp/grad_apply.asp. For “Major Program Objective” choose Business Administration: Trans. Mgmt. (MS Off Campus). There is a non-refundable application fee of $55.1,2

3. SUBMIT REQUIRED DOCUMENTS. Shortly after submitting your application, you will receive a “MySJSU” user ID and password by email. Using this login information, check your To Do list at http://my.sjsu.edu/. This is where we will identify specific documents we must receive, including your Graduate Management Admission Test (GMAT) score.3,4 Mail all documents to:

   Graduate Admissions and Program Evaluations
   San José State University
   One Washington Square
   San José, CA 95192-0017

4. CHECK YOUR APPLICATION STATUS ANY TIME. Your application must be complete before it can be evaluated. Evaluation takes 4 to 6 weeks from the date the last required document is received.5 You will be notified of admission status by email and at MySJSU. If you have questions, contact the program administrator: viviann.ferea@sjsu.edu.

Find more information about applying: http://transweb.sjsu.edu/MTiportal/education/MSTM/HowtoApply.html.

Find more information about registration and payment: http://transweb.sjsu.edu/MTiportal/education/MSTM/RegistrationPayment.html.

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1. Pay by credit card, check (payable to San José State University), money order or cashier’s check in US dollars from a US bank. Cash payments will not be accepted.
2. Application fee is non-refundable, even if application is withdrawn or denied. The fee cannot be used for any semester other than the one indicated on the submitted application. Fee waivers are not available for international applicants. More detailed information can be found on the Bursar’s website at: http://www.sjsu.edu/bursar/payment_refunds/methods/
3. Transcripts: Submit two copies of official transcripts from each educational institution you attended after high school. Transcripts must be submitted in sealed institution envelopes. Transcripts in envelopes that have been opened will not be accepted.
4. GMAT scores must be submitted 30 days prior to the term for which you are applying. GMAT scores are required only for the Masters program, and are not required for the Certificate program. For more detailed information on test times, locations and cost of the GMAT exam, go to: http://www.mba.com/.
5. See admissions criteria on page 7. If SJSU requirements are met, the MSTM program makes the final admission determination.
Certificate in Transportation Management

MTI offers certificates in three disciplines of transportation management:

- Graduate Certificate in Transportation Management
- Graduate Certificate in Transportation Security Management
- Graduate Certificate in High-Speed Rail Management

Read more about each program at http://transweb.sjsu.edu/MTIportal/education/MSTM/index.html.

Following are the steps you will need to complete your registration:


2. **VERIFY CLASS AVAILABILITY.** Contact the Education Program Assistant at (408) 924-7570 to ensure the course you want is available.

3. **APPLY FOR ADMISSION, TO SJSU.** First-time and continuing Graduate Certificate students who do not plan to pursue the Master of Science in Transportation Management must register for SJSU through International and Extended Studies (IES)/Special Session for a single course. IES handles all registration for Open University/Special Session students.6

4. **APPLY FOR THE CTM** at http://transweb.sjsu.edu/PDFs/education/CTM_app.pdf. Be sure to specify which of the three certificates you are applying for. There is a non-refundable application fee of $50.7

5. **SUBMIT THE APPLICATION, TRANSCRIPTS, AND FEE.** Send completed application, fee, and transcripts7 to:

   San José Research Foundation/Mineta Transportation Institute
   210 North Fourth Street, 4th Floor
   San José, CA 95112-0219
   ATT: EPA/Confidential

   Your application must be complete before it can be evaluated.7 Evaluation takes 4 to 6 weeks from the date the last required document is received. You will be notified of admission status by email. If you have questions, contact the program administrator: viviann.ferea@sjsu.edu.

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6. To register for a single course, fill out the add/drop form at http://www.sjsu.edu/specialsession/docs/Special_Session_Class_Section_Add_Form.pdf. The form must be complete and accurate, or it will be returned to you. See http://transweb.sjsu.edu/MTIportal/education/MSTM/RegistrationPayment.html for details on filling out the form.

7. The GMAT is not required for the Graduate Certificate Program.
We are extremely proud of our graduates as we watch them excel in their fields. We are pleased to highlight a few of the many career achievements of MTI alumni. We look forward to adding your name to the list.

**Martin Barna**
Transit Service Development Specialist for VTA’s Service and Operations Planning Department. He will be responsible for operational analyses, implementing route and schedule changes and will assist VTA with the agency’s biennial transit service plan. Martin was selected to the APTA Leadership program in 2011. For 2012, he was selected as the Outstanding Student of the Year.

**Trent Bachman**
Appointed Superintendent, Passenger services NEC Business-line for Amtrak.

**Alva Carrasco**
Promoted to Vice President of Transportation at VIA Metropolitan Transit in San Antonio, TX.

**Brandi Childress**
Promoted to Public Information Officer, Santa Clara Valley Transportation Authority, Santa Clara, CA.

**Donna DeMartino**
General Manager/CEO at San Joaquin RTD Stockton, California Area.

**Robin O’Hara**
Promoted to Director of Transit Access Pass (TAP) Technologies in the TAP Operations division at Los Angeles Metropolitan County Transportation Authority.

**Larry Orcutt**
Currently Equipment Division Chief for Caltrans, Sacramento HQ.

**Nina Rohlich**

**Matthew Sandstrom**
Elected chair of the US Department of Energy’s Clean Cities Coordinator Council. Clean Cities advances the nation’s economic environmental and energy security by supporting local action to reduce petroleum consumption in transportation.

**Sarah Swensson King**
Manager of Media Relations at The Toll Roads (Transportation Corridor Agencies).

**Richard Tree**
Named Director of Transportation of the City of Porterville’s Public Transit System.
Selected academic achievements

MTI graduate students have won national competitions for awards and scholarships from these prestigious institutions.

Council of University Transportation Centers

The CUTC Awards Competition recognizes outstanding transportation students, faculty and leaders for their accomplishments in transportation research and education. These individuals have won the Neville Parker Award for “Best Paper in Transportation Policy and Planning” in national competitions over the past six years. Each was awarded $1500 and a trip to Washington to receive the award at the annual CUTC banquet.

Martin Barna
Valley Transportation Authority
“Evaluation of Service Design Characteristics for Concurrent BERT and Local Bus Service in Santa Clara County and Other Urban Corridors”

Deanna Carvey
Transportation Agcy. for Monterey County
“Beyond the Requirements: Establishing Citizen Advisory Committees to Enhance the Public Hearing Process and Increase the Social Capital of Small Urban Public Transit Operators”

Darren Grilley
SeaTac

Michael Litschi
OCTA
“Video-Based Driver Risk Management Systems: Evaluating Effectiveness at Improving Transit Safety”

Eno Center for Transportation

For the past 17 years, the Eno Center for Transportation has sponsored a Leadership Development Conference to build early professional development and leadership qualities among the most promising graduate students.

Ernesto Chavez
LA County Metropolitan Transit Authority
Eno Exec. Leadership Devel. Conference

Andrea Glerum
Nolte Associates, Inc.
Eno Exec. Leadership Devel. Conference

Larry Orcutt
Caltrans HQ Sacramento
Eno Executive Leadership Development Conference

Sarah Swensson King
OCTA
Eno Transportation Foundation Fellow

Denise Patrick
Santa Clara VTA
Eno Executive Leadership Development Program

Christina Watson
Trans. Agency for Monterey County
Eno Executive Leadership Development Conference

American Public Transportation Association

APTA is the leading force in advancing public transportation, serving and leading its diverse membership through advocacy, innovation and information sharing.

Ernesto Chavez
Los Angeles County Metropolitan Transit Authority
APTA Foundation Scholarship: $1,500

Boris Deunert
Caltrans D4 Oakland
Richard J. Bouchard Scholarship: $4,500

Kenneth Johannsen
Caltrans D11 San Diego
APTA Hall of Fame Scholarship: $1,000;
APTA Foundation Renewal Scholarship: $1,000

Tammy Kramp
San Joaquin Regional Transit
APTA Foundation Scholarship: $4,500

Denise Patrick
Santa Clara Valley Transportation Authority
APTA Hall of Fame Award: $5,000;
APTA Foundation Renewal Scholarship: $1,000
MTI Board of Trustees

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Chair, House Transportation and Infrastructure Committee
United States House of Representatives

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United States House of Representatives

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Valley Transportation Authority

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Director
California Department of Transportation

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President
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Board Member
Peninsula Corridor Joint Powers Board

**Ed Hamberger (Ex-Officio)**
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Association of American Railroads

**Steve Heminger* (TE 2018)**
Executive Director
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**Jeff Morales (TE 2019)**
CEO
California High-Speed Rail Authority

**Malu Roldan, PhD (Ex-Officio)**
Interim Dean
Lucas College and Graduate School of Business
San José State University

**Beverley Swaim-Staley (TE 2019)**
President
Union Station Redevelopment Corp.

( ) = Term Expiration or Ex-Officio
* Past Chair, Board of Trustees