

University of Maryland, Baltimore
Student Answer Book

2009



UNIVERSITY OF MARYLAND
BALTIMORE



ROBERT BURKE

It is my pleasure to welcome you to the University of Maryland, Baltimore (UMB) and to congratulate you on your admission to one of the nation's finest universities. You are part of a student body that is among the very best in the world, excelling not only in academic pursuits but also in service to society. UMB is well-known for the many ways it applies new knowledge to the problems of the community and society at large.

Our graduate and professional schools garner national rankings and attract substantial competitive research funding. In fact, we are among the fastest growing universities in the nation for annual sponsored research dollars awarded. On behalf of all campus leadership, I am excited that you are part of the fast-paced, academically challenging, productive environment.

You will find our faculty dedicated not only to nurturing leaders and scholars, but also to fostering service to humanity. I hope you will make the most of the opportunities available to you by joining with faculty in both their scholarly pursuits and their service initiatives.

An important opportunity available to you is the time-honored tradition of student governance—one of the most important tools for ensuring the University's strength and vibrancy. I encourage you to share your ideas about how the University should go forward, and to get involved in student government in your schools and in the campuswide University Student Government Association.

Participating in campus life is more convenient with the opening of our new Southern Management Corporation (SMC) Campus Center. The SMC Campus Center is designed to facilitate meeting with other students, faculty, staff, and alumni. With a fully equipped wellness and recreation center, swimming pool, elevated running track, dining options, conference and meeting rooms—and places just to relax—the SMC Campus Center is the perfect place to replenish your mind, body, and spirit.

As we begin this exciting new year, I extend to you my heartiest wishes for a successful, happy, and enriching experience here at UMB.

Sincerely,

David J. Ramsay, DM, DPhil
President

ON THE COVER
Southern Management Corporation Campus Center

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We make every effort to ensure that the information in this publication is accurate; however, phone numbers, Web addresses, office locations, policies, prices, fees, and other information may change.

UMB: EXCELLENCE IN EDUCATION, RESEARCH, SERVICE, AND PATIENT CARE

Vision

The University of Maryland, Baltimore (UMB) is recognized as one of the preeminent public research universities in the nation. We educate students who become leaders in their chosen professions; our faculty conduct research that is internationally recognized; and we provide clinical care and professional services that are of maximum benefit to the communities we serve.

Situated in the heart of downtown Baltimore, UMB is among the nation's leaders in education, research, public service, and patient care. As the founding campus of the University System of Maryland, UMB is celebrating more than 200 years of excellence.

Our graduate and professional schools educate the majority of the state's health care and human service providers and train them to be leaders in the community. The Dental School and the schools of law, medicine, nursing, pharmacy, and social work are ranked among the nation's best institutions. In 2006, the Board of Regents approved the creation of a seventh professional school—the School of Public Health—to meet the growing demand for highly skilled public health professionals.

The University's recent growth has been dramatic, with new facilities that add to its stature as a Baltimore landmark and help attract the nation's top educators, researchers, and students. The Dental School, which ranks eighth among the nation's public dental schools in funding from the National Institutes of Health, opened a \$153 million, 375,000-square-foot building in 2006 that features technological advances

such as electronic patient records, digital imaging, and online curricula. A \$67 million, seven-story, 112,565-square-foot addition to Pharmacy Hall is scheduled to open in fall 2010.

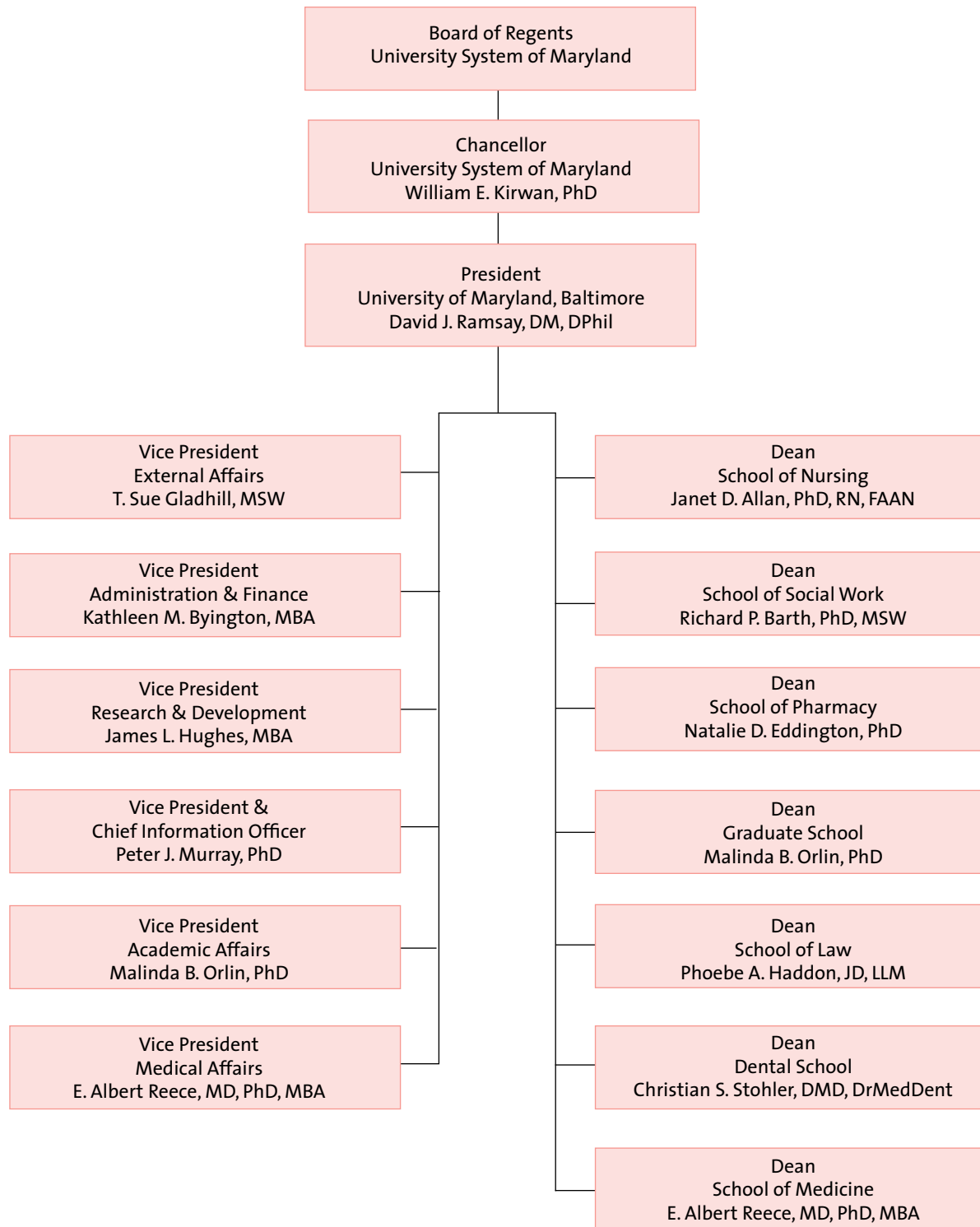
With 6,096 students, 2,358 faculty members, and 4,800 staff, UMB is an economic engine yielding \$15.11 for every General Fund dollar appropriated by the state of Maryland. In addition to UMB's mandates of teaching and research, members of the University community donate more than 2 million hours each year in service to the public. UMB faculty generated \$447.4 million in annual research funding and contributed to important advances in basic science and applied research during Fiscal Year 2008.

UMB boasts several distinguished organized research centers including the School of Medicine's Institute of Human Virology and the Center for Vaccine Development, which is the world's only university vaccine center engaged in the full range of vaccinology—from basic science to clinical evaluation. The Center for Nanomedicine and Cellular Delivery in the School of Pharmacy was recently recognized as an organized research center.

Building One of the planned 10-building University of Maryland BioPark in West Baltimore was fully leased by 2006, bringing much-needed laboratory and office space to the area and encouraging collaboration among biotechnology companies and University faculty. Building Two opened in spring 2008 and is home to the School of Medicine's Institute for Genome Sciences. Building Three and a new state forensic medical center—the most advanced in the nation—are under construction at the BioPark.

U.S. NEWS & WORLD REPORT RANKINGS

- The School of Law is ranked 20th among public law schools. The School's specialty program in health law is ranked second in the country, its specialty program in environmental law is sixth, and its specialty program in clinical law is eighth. The School's part-time program is ranked second among public law schools.
- The School of Medicine is ranked 18th in research and 29th in primary care among public medical schools. The School's physical therapy program is ranked 15th.
- The School of Nursing master's program is ranked seventh among the nation's top schools of nursing, with three specialty programs ranked in the top 10. The Family Nurse Practitioner program is fifth, and the Adult Nurse Practitioner and Nursing Service Administration programs are each ranked sixth.
- The School of Pharmacy is ranked ninth among the nation's pharmacy schools.
- The School of Social Work is ranked 18th in the nation.



■ 2009-2010 ACADEMIC AND REGISTRATION CALENDAR

Consult your school or program for specific registration dates and times.

FALL 2009 <i>(Registration begins in April.)</i>	REGISTRATION ENDS	INSTRUCTION BEGINS
DENTISTRY YEAR 1	Aug. 7	Aug. 10
DENTISTRY YEAR 2	Aug. 14	Aug. 17
DENTISTRY YEAR 3	July 2	July 6
DENTISTRY YEAR 4	May 22	May 26
DENTAL HYGIENE ENTRY LEVEL I	Aug. 12	Aug. 13
DENTAL HYGIENE ENTRY LEVEL II	Aug. 21	Aug. 24
DENTAL HYGIENE RDH	Aug. 21	Aug. 24
DENTAL POSTGRADUATE	July 1	July 1
GENETIC COUNSELING	Aug. 21	Aug. 24
GRADUATE	Aug. 21	Aug. 24
LAW YEAR 1 & CLINIC/LTP	Aug. 25	Aug. 26
LAW, ALL OTHERS	Aug. 25	Aug. 31
MEDICINE YEAR 1	Aug. 11	Aug. 13
MEDICINE YEAR 2	Aug. 11	Aug. 18
MEDICINE YEARS 3 & 4	July 2	July 6
MEDICAL TECHNOLOGY	Aug. 21	Aug. 24
NURSING	Aug. 21	Aug. 24
PHARMACY	Aug. 21	Aug. 24
PHYSICAL THERAPY YEARS 1 & 2	Aug. 21	Aug. 24
PHYSICAL THERAPY YEAR 3	Aug. 21	Aug. 24
PHYSICAL THERAPY TRANSITIONAL	Aug. 19	Aug. 20
POST-PROFESSIONAL DSCPT	Aug. 19	Aug. 20
PUBLIC HEALTH	Aug. 21	Aug. 24
SOCIAL WORK	Aug. 30	Aug. 31

HOLIDAYS

Labor Day Sept. 7
Thanksgiving Nov. 26- 27

DIPLOMA APPLICATION DEADLINE DATE

Sept. 11

TERM ENDS

Dec. 23

DIPLOMA DATE

Dec. 23

Consult your school or program for specific registration dates and times.

WINTER 2010 (Registration begins in November.
Term ends Jan. 22, 2010.)

	REGISTRATION ENDS	INSTRUCTION BEGINS
ALL SCHOOLS AND PROGRAMS	Jan. 4	Jan. 4

SPRING 2010 (Registration begins in November.)

	REGISTRATION ENDS	INSTRUCTION BEGINS
DENTISTRY	Jan. 4	Jan. 4
DENTAL HYGIENE ENTRY LEVEL	Jan. 4	Jan. 4
DENTAL HYGIENE RDH	Jan. 24	Jan. 25
DENTAL POSTGRADUATE	Jan. 4	Jan. 4
GENETIC COUNSELING	Jan. 24	Jan. 25
GRADUATE	Jan. 24	Jan. 25
LAW	Jan. 18	Jan. 19
MEDICINE YEAR 1	Jan. 25	Jan. 26
MEDICINE YEAR 2	Feb. 1	Feb. 2
MEDICINE YEARS 3 & 4	Jan. 3	Jan. 4
MEDICAL TECHNOLOGY	Jan. 18	Jan. 19
NURSING	Jan. 24	Jan. 25
PHARMACY	Jan. 18	Jan. 19
PHYSICAL THERAPY YEARS 1 & 2	Jan. 4	Jan. 4
PHYSICAL THERAPY YEAR 3	Jan. 10	Jan. 11
PHYSICAL THERAPY TRANSITIONAL	Jan. 4	Jan. 4
POST-PROFESSIONAL DSCPT	Jan. 4	Jan. 4
PUBLIC HEALTH	Jan. 24	Jan. 25
SOCIAL WORK	Jan. 18	Jan. 19

HOLIDAYS

MLK Jr. Birthday	Jan. 18
Spring Break	March 15-19

**DIPLOMA APPLICATION
DEADLINE DATE**

Feb. 12

TERM ENDS

May 21

COMMENCEMENT

May 21

■ PUBLIC SAFETY YEARLY CRIME COMPARISON

Criminal Homicide	REPORTED OFFENSES			ARRESTS		
	2006	2007	2008	2006	2007	2008
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0

Sex Offenses	REPORTED OFFENSES			ARRESTS		
	2006	2007	2008	2006	2007	2008
Forcible Rape	0	0	0	0	0	0
Forcible Sodomy	0	0	0	0	0	0
Sexual Assault With Object	0	0	0	0	0	0
Forcible Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0

Other Crimes	REPORTED OFFENSES			ARRESTS		
	2006	2007	2008	2006	2007	2008
Robbery	5	9	4	2	3	3
Aggravated Assault	6	4	4	4	3	7
Breaking and Entering	5	1	0	2	0	0
Larceny and Theft	130	105	136	15	10	6
Motor Vehicle Theft	2	0	4	0	0	2
Hate Crimes	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	5	2	5
Liquor Law Violations	0	0	0	3	1	4

	REPORTED OFFENSES			ARRESTS		
	2006	2007	2008	2006	2007	2008
For Other Authority	0	0	0	4	3	10
All Other Arrests	0	0	0	20	23	32

Totals	148	119	148	55	45	69
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DENTAL SCHOOL

www.dental.umaryland.edu

Dean

Christian S. Stohler, DMD, DrMedDent

Location: Dental School, Suite 6402

Phone: 6-7461

Associate Dean**for Academic and Student Affairs**

Carroll-Ann Trotman, BDS, MA, MS

Location: Dental School, Suite 6402

Phone: 6-7461

Assistant Dean**for Admission and Recruitment**

Patricia E. Meehan, DDS

Location: Dental School, Suite 6402

Phone: 6-7472

The distinguished history of the Baltimore College of Dental Surgery is filled with prominent names in the dental profession, most notably Drs. Horace H. Hayden and Chapin A. Harris. Both men led the effort to establish formal dental education in the United States. The University of Maryland was the first institution in history to offer a course in dental education, creating a prototype for dental schools in other American cities.

Founded in 1840, the Baltimore College of Dental Surgery merged with the Dental Department of the Baltimore Medical College in 1923. During the past 166 years, the Dental School has maintained its position of leadership in dental education and oral health care. The School offers comprehensive and innovative professional and graduate programs: baccalaureate and master's degrees in dental hygiene; the doctor of dental surgery degree; advanced specialty education in seven disciplines, including an oral-maxillofacial surgery and MD program; two advanced general dentistry programs; and professional development courses.

In 2006, the Dental School moved into a new, state-of-the-art, digital facility, making it the first school in the United States equipped with this level of modern, innovative technology. Based on research funding, the Dental School is ranked among the top 10 U.S. dental schools by the National Institutes of Health.

Allied Health Program

Dental Hygiene

www.dental.umaryland.edu/dentalprograms/hygiene

Location: Dental School, 1202

Phone: 6-7773

GRADUATE SCHOOL

www.graduate.umaryland.edu

Dean

Malinda B. Orlin, PhD

Location: The Lexington Building, Fifth Floor

Phone: 6-1850

Associate Dean

Erin Golembewski, PhD

Location: The Lexington Building, Suite 5-122C

Phone: 6-8323

Assistant Dean

Keith T. Brooks, MEd

Location: The Lexington Building, Suite 04-317

Phone: 6-7131

Graduate studies began at the Baltimore campus of the University of Maryland (UMB) in 1917. Today, the Graduate School in partnership with UMB's professional schools of dentistry, medicine, nursing, pharmacy, and social work offers 23 Master of Science (MS) and Doctor of Philosophy (PhD) degree programs in health, biomedical, social, and population sciences.

All doctoral students are actively engaged in research with faculty members to address some of society's most pressing problems and biomedical research's most challenging questions in basic and translational research. These efforts, supported by almost \$450 million in research grants and contracts in Fiscal Year 2008, are undertaken collaboratively with the National Institutes of Health, the National Science Foundation, the University of Maryland Medical Center, the Baltimore Veterans Affairs Medical Center, the University of Maryland Biotechnology Institute, and others.

The Graduate School offers joint degrees with the University's professional schools including MD/PhD, PharmD/PhD, and DDS/PhD degree programs. It also coordinates interinstitutional studies in biochemistry, gerontology, toxicology, and other University System of Maryland graduate programs.

SCHOOL OF LAW

www.law.umaryland.edu

Dean

Phoebe A. Haddon, JD, LL.M.
Location: School of Law, 260E
Phone: 6-2041

Assistant Dean for Student Affairs

Dawna Cobb, JD
Location: School of Law, 280A
Phone: 6-5235

For nearly two centuries, the School of Law has educated many leaders of the practicing bar and bench as well as leaders of the business and political communities. The physical building and its surroundings provide a superb venue for instruction and learning. The School of Law's interior courtyard, with its waterfall fountain, provides an area of tranquility and respite for the School of Law community. The Ceremonial Courtroom has provided a venue for a number of courts including the Court of Special Appeals of Maryland and the United States Court of Appeals for the 4th Circuit.

The School's emphasis on "real world" programs includes a strong commitment to interdisciplinary education and scholarship. A multitude of dual-degree opportunities and experience-based learning also encourage exploration of the intersection of theory and practice. Nationally recognized programs in Law and Health Care and in Environmental Law reach across professional boundaries and offer students the opportunity to specialize in cutting-edge areas of legal practice. Programs in International Law and in Business and Intellectual Property feature both traditional classroom instruction and supervised externships and field placements.

In recent decades, the greatest change in legal education has been the advent of clinical education, where law students—under faculty supervision—represent clients in actual cases in much the same way that medical residents and interns are educated. A leader in this area with more than 35 years of experience, the School has been continually recognized as having one of the very best clinical programs in the country. Clinical students and faculty members represent groups as diverse as AIDS patients, local governmental units in environmental compliance matters, and emerging entrepreneurs in the biotechnology area.

Also see Thurgood Marshall Law Library under Libraries in Services and Resources section.

SCHOOL OF MEDICINE

www.medschool.umaryland.edu

Dean

E. Albert Reece, MD, PhD, MBA
Location: Bressler Research Building, 14-029
Phone: 6-7410

Associate Dean for Student Affairs

Donna L. Parker, MD
Location: Bressler Research Building, M-004
Phone: 6-7476

The foundation was laid for the School of Medicine in 1789 when three Baltimore physicians organized themselves into the Medical Society of Baltimore. They began lecturing on anatomy, surgery, and chemistry in an effort to train young physicians, whose numbers had greatly diminished after the Revolutionary War. Soon the three doctors petitioned the state legislature to establish a college of medicine under the protection of the law. The request was approved Dec. 18, 1807, as was a lottery to raise money for the fledgling College of Medicine. In 1810, the first degrees of Doctor of Medicine were awarded to five men.

Determined that the School have its own facility, Baltimore physician John Beale Davidge and two friends, James Shaw and James Cocke, purchased a parcel of land from Baltimore landowner John Eager Howard. The current site was chosen after buildings previously occupied by the School were destroyed.

Davidge Hall, the first building of what was to become the University System of Maryland, was built in 1812, and it remains the most tangible evidence of the way medicine was taught in the early 19th century. In 1823, the Baltimore Infirmary was built on the corner of Lombard and Greene streets. It was the first hospital founded by a medical school for the purpose of clinical instruction. The School of Medicine was the first in the nation to open its hospital wards for bedside teaching, a major advance in medical education. The hospital also was the site of the first intramural residency training program in the United States. Senior medical students lived in the hospital while helping to care for patients.

Today, the School of Medicine is a hub of biomedical research activity. The School is in the top 10 percent of public medical schools in National Institutes of Health research funding and has been ranked in the top 25 percent of the nation's medical schools for program quality.

Allied Health Programs

Genetic Counseling

www.medschool.umaryland.edu/genetics/

Location: Howard Hall, 570A

Phone: 6-4965

Medical and Research Technology

www.medschool.umaryland.edu/dmrt

Location: Allied Health Building, 340

Phone: 6-7663

Physical Therapy

www.pt.umaryland.edu

Location: Allied Health Building, 115

Phone: 6-7720

Combined Degree Programs

MD/PhD

<http://mdphd.umaryland.edu/default.asp>

Location: 20 Penn St., S012

Phone: 6-3990

MD/MS Program in Preventive Medicine

<http://medschool.umaryland.edu/Epidemiology>

Location: Howard Hall, 109

Phone: 6-3553

MD/MPH Program

http://medschool.umaryland.edu/MD_MPH/default.asp

Location: Medical School Teaching Facility, 300

Phone: 6-3026

Graduate Program in Life Sciences

<http://lifesciences.umaryland.edu/Pages/default.aspx>

Location: Bressler Research Building, 1-005

Phone: 6-6041

SCHOOL OF NURSINGwww.nursing.umaryland.edu**Dean**

Janet D. Allan, PhD, RN, FAAN

Location: School of Nursing, 505

Phone: 6-6741

Assistant Dean for Student and Academic Services

Marjorie Fass, MA

Location: School of Nursing, 102

Phone: 6-0501

Founded in 1889, the School of Nursing is one of the leading research institutions in the nation. Currently ranked among the top seven schools in the nation by *U.S. News & World Report*, the School enrolls more than 1,700 students in its baccalaureate, master's, and doctoral programs. The School emphasizes the integration of research, teaching, and clinical practice, and serves regional, national, and international audiences.

The School has pioneered a variety of innovative educational programs, including the world's first Nursing Informatics program and Maryland's first Doctor of Nursing Practice (DNP) program.

A variety of flexible and combined programs are offered to accelerate degree completion. These include the RN to MS program, the Clinical Nurse Leader master's program, post-baccalaureate entry option into the PhD program, and the MS/MBA and MBA/PhD programs offered in cooperation with the Robert G. Merrick School of Business at the University of Baltimore, the College of Business at Frostburg State University, and the Robert H. Smith School of Business at the University of Maryland, College Park.

The School has expanded access to nursing education by extending its programs to several outreach sites within the state of Maryland. The School continues to expand its use of telecommunications and other distance-learning technology for off-campus, continuing education, and international programs. The RN to BSN degree option, post-master's program in informatics, and many individual courses are available online.

SCHOOL OF PHARMACY

www.pharmacy.umaryland.edu

Dean

Natalie D. Eddington, PhD
Location: Pharmacy Hall, 730
Phone: 6-6710

Associate Dean for Student Affairs

Jill Morgan, PharmD
Location: Pharmacy Hall, 761
Phone: 6-4332

The School of Pharmacy, founded in 1841, is the fourth oldest school of pharmacy in the nation. Its mission is to enhance health through innovative pharmaceutical education, research, practice, and public service. It is ranked ninth in the nation by *U.S. News & World Report*. In fall 2007, the School's PharmD program expanded to the Universities of Shady Grove with 40 students.

The School of Pharmacy is comprised of three departments: Pharmacy Practice and Science (PPS), Pharmaceutical Sciences (PSC), and Pharmaceutical Health Services Research (PHSR). PPS promotes the health and well-being of the public by advancing the practice of pharmacy and generating and disseminating new knowledge related to pharmacy practice and drug use. PSC conducts state-of-the-art research and discovery in the areas of cellular biology, neuroscience, pharmacology, and biopharmaceutical drug delivery. PHSR provides teaching, service, and scholarly activities related to the behavioral sciences, pharmacoeconomics, pharmacoepidemiology, and regulatory issues. In addition to cutting-edge research in drug delivery mechanisms, cost impact studies, basic drug discovery and development, and disease management, the School engages in a wide variety of professional practice activities, partnering with more than 200 community pharmacies, hospitals, nursing homes, and other agencies to provide services to citizens and practitioners around the state and nation.

The School of Pharmacy is a comprehensive institution, offering not only the Doctor of Pharmacy degree, but also post-PharmD residency and fellowship opportunities, two Doctor of Philosophy programs training independent scientists, and a variety of dual degree programs with business, law, public health, and the pharmaceutical sciences. The School also reaches out to the community every day, and engages in scholarship that will contribute enormously to the health and well-being of society. A wide range of clinical service programs provide excellent pharmaceutical care to

patients, including community outreach programs that touch thousands of individuals through the Maryland Poison Center and the Peter Lamy Center for Drug Therapy and Aging. The School's research program in pharmaceutical health services and pharmaceutical sciences is at the forefront of scholarly advances through the Center on Drugs and Public Policy, the Computer-Aided Drug Design Center, the Center for Nanomedicine and Cellular Delivery, the Pharmaceutical Research Computing Center, and the Center for Drug Safety.

SCHOOL OF SOCIAL WORK

www.ssw.umaryland.edu

Dean

Richard P. Barth, PhD

Location: School of Social Work, 5E14A

Phone: 6-7794

Associate Dean for the Master's Program

Deborah Rejent, DSW

Location: School of Social Work, 5Eo6

Phone: 6-7707

Associate Dean for Administration

Jennie Bloom, MSW

Location: School of Social Work, 1W15

Phone: 6-6102

Assistant Dean for Student Affairs

Lucia Rusty, MSW

Location: School of Social Work, 2W14

Phone: 6-5100

The School of Social Work, established in 1961, is the largest graduate school of social work in the state. The School was born on the verge of the enormous social upheaval of the 1960s, consolidated its programs during the cultural reversals of the 1970s and 1980s, and marked its 40th anniversary in 2001 as one of the nation's largest and best schools.

It was founded to prepare Master of Social Work practitioners for service in Maryland, and to provide an alternative for Marylanders who had historically commuted out of state to study for the master's degree. The School was deliberately situated in the shadow of housing projects and vacant lots, in a city whose celebrated renaissance was then but a glimmer.

The School is part of an important chapter in Baltimore's remarkable tradition of social service, a tradition matched by only a few American cities.

Faculty are known for their innovative work with child and family welfare, community practice, welfare reform, HIV and AIDS, and other critical issues.

The School offers four dual-degree programs: the MSW/MBA with the University of Maryland, College Park; the MSW/JD with the School of Law; the MSW/MA (Jewish Communal Services) with Towson University; and the MSW/MPH with the University of Maryland School of Medicine or the Johns Hopkins University Bloomberg School of Public Health. The School also offers a strong continuing education program.

■ SOUTHERN MANAGEMENT CORPORATION CAMPUS CENTER

PLANNING THE SOUTHERN MANAGEMENT CORPORATION CAMPUS CENTER

In the fall of 1998, President David J. Ramsay, DM, DPhil, appointed a task force to lead the planning initiative for a new Campus Center. The task force reflected on the results of the 1994 University-wide “Quality of Life Survey” that identified UMB’s greatest weakness as “the lack of interaction among the schools.” With these results in mind, the task force crafted the following vision statement to guide its planning and deliberations:

“The new Campus Center will be a place with a welcoming and vibrant environment that brings students from all of the schools together to interact with each other, with faculty, with staff, and with the broader campus community. Its activities and services will contribute in a meaningful way to the intellectual, physical, and social well-being of the campus.”

As part of the subsequent planning process, students were surveyed regarding what facilities and services they thought should be included in the Campus Center. Top items included 24-hour study space, wellness rooms, lounge and meeting room space, and a swimming pool.

Construction of the Southern Management Corporation (SMC) Campus Center began in mid-2007. The SMC Campus Center is at 621 W. Lombard St., on the footprint of the former Baltimore Student Union (BSU), which operated from 1960 to 2004. At the time it was decommissioned, the BSU housed a variety of University offices (Records and Registration, Financial Aid, Student Services) as well as a lounge/meeting space, a deli, and two floors of dorm rooms.

Construction of the Southern Management Corporation Campus Center concluded this past summer and the building opened in August, just in time for the 2009-2010 academic year.

MISSION AND PURPOSE

The Southern Management Corporation Campus Center is poised to become UMB’s town square, fostering leadership development and student learning, encouraging health and wellness, housing student organizations and services, and offering outstanding food and dining venues. With the SMC Campus Center’s wealth of recreational, educational, and programmatic opportunities, the UMB community will be able to come together for the first time at the very heart of the campus, sharing knowledge and ideas across curricular disciplines with an eye toward bridging diverse personal, educational, and professional backgrounds.



FEATURES OF THE SOUTHERN MANAGEMENT CORPORATION CAMPUS CENTER

Wellness Hub—The Wellness Hub raises awareness of wellness and healthy lifestyle issues throughout the campus community, especially among students. Balance is the key to leading a healthy lifestyle, and wellness is the dynamic process of becoming aware of, taking responsibility for, and making choices that directly contribute to one’s well-being and the common good. It is the integration of body, mind, and spirit, and the ongoing development of one’s own meaning in life.

By raising awareness, the Wellness Hub enhances the opportunity for change and elimination of unhealthy, self-defeating behaviors. The program strives to create a positive impact on personal growth as well as academic performance while enhancing the community culture on campus. Events and programming focus on the eight types of wellness (social, cultural, physical, spiritual, emotional, intellectual, life planning, and environmental).

Recreation & Fitness—UMB is taking a dynamic and dramatic step forward with the opening of the SMC Campus Center’s recreation and fitness facility. Housed on three floors, the facility offers a 25-yard recreational swimming pool, a 7,000-square-foot fitness center, a spinning studio, several multipurpose rooms, two basketball courts, two racquetball/squash courts, an elevated running track, state-of-the-art cardiovascular and weight-training equipment, and space for power weight lifting.

Bon Appétit—The SMC Campus Center’s food/beverage and catering services are provided by Bon Appétit, a San Francisco-based company dedicated to “providing excellent food and service with a commitment to quality, innovation, and customer satisfaction.” Twice named the number one college food service provider by *The Princeton Review*, Bon Appétit is “culture driven to create food that is alive with flavor and nutrition, prepared from scratch using authentic ingredients.” The company’s goal is to provide a food service that is socially conscious of the well-being of students, staff, and the environment.

Through UMB’s collaboration with Bon Appétit, we are able to offer two distinctive choices for food service as well as dynamic on- and off-site catering. Bon Appétit to Go, on the first floor, mainly serves customers who are “on the run” as they head to work in the morning, while passing through on the way to a meeting or class, or as they leave the gym. The Bon Appétit Café, on the second floor, is a dining destination serving hot entrees, tossed-to-order salads, soups made from fresh

stock, and a mix of local, regional, and international items. Bon Appétit serves food that is reasonably priced and portions that are appropriately sized. Recycling and sustainable-resource practices are priorities.

Meeting/Lounge Space—The SMC Campus Center houses a variety of flexible and attractive meeting and conference-room options. Two ballrooms on the second floor, when combined, provide more than 4,000 square feet of space. A more than 1,200-square-foot pre-function lounge is adjacent to the ballrooms—for special events, direct access from the lounge to the Pratt Street Garage can be arranged. Meetings, including those that require catered meals, can also be held in well-appointed conference rooms with great views of the campus. State-of-the-art communication tools make dynamic multimedia audiovisual presentations possible.

Students and guests who simply want to relax can also enjoy the various lounges and meeting rooms.

Student Life Services—Services regarding residence life and student support are easily accessible through the Student Life Services Suite. Open, dynamic planning/meeting space is available to campuswide student organizations.

Overnight Extended Study—Starting in September 2009, the Southern Management Corporation Campus Center is offering extended building access for “overnight study.” Under the program, the SMC Campus Center remains open after closing time for UMB One Card holders only. The Caravan shuttle bus and the police escort patrol vehicle will run on schedules that complement the extended study hours.

In short, the Southern Management Corporation Campus Center is a destination—a place of energy and a place of gathering where the UMB community can connect, grow, and prosper socially, intellectually, and professionally.

CONTACT INFORMATION

The staff of the Southern Management Corporation Campus Center is committed to providing services and building programs that reflect and advance the SMC Campus Center’s mission. To reserve meeting space, to schedule an event, or for general information, call 6-3782 or visit the Southern Management Corporation Campus Center’s Web site www.umaryland.edu/campuscenter.

■ SERVICES AND RESOURCES

ATHLETIC CENTER

See *University Recreation & Fitness*

BANKING

UMB students are eligible to join the State Employees Credit Union of Maryland (SECU). SECU has automated teller machines at its local branch office at 11 S. Paca St. There is also a 24-hour access SECU ATM in the Southern Management Corporation Campus Center. For information, call 410-487-7328 or visit www.secumd.org.

There is one M&T Bank branch on campus, in the University of Maryland Medical Center (UMMC) lobby (410-547-1221), near Donna's. It has two ATMs; one is accessible from Greene Street.

In addition, there are two Bank of America ATMs on the first floor of UMMC, across from the chapel.

BIOPARK

www.umbiopark.com

Location: 800 and 900 blocks of West Baltimore Street
Phone: 6-8282

The University of Maryland BioPark is a privately developed biomedical research park on the West Side of the campus housing UMB research centers and private bioscience companies developing therapeutics and diagnostics or providing services to the biotech industry. The 10-acre BioPark will include 1.8 million square feet of wet lab and office space at final build-out. Its first multi-tenant building at 800 W. Baltimore St. and the BioPark Garage opened in 2005. BioPark Building Two, a 210,000-square-foot wet lab and office structure at 801 W. Baltimore St., opened in 2008. Development of a third multi-tenant building at the corner of West Baltimore and Poppleton streets is under way with initial demolition and excavation completed. The State of Maryland is constructing a new forensic medical center in the BioPark at 920 W. Baltimore St. that will open in 2010.

BOOKSTORE

www.umb.bkstore.com

Location: Student Center at Pine Street
222 N. Pine St., First Floor
Phone: 8-7788 and 6-7703

The University Bookstore offers full service to the campus, including special ordering of any title in print and daily buy-back of books. To get the most money for your books, sell them back during the week of finals. The bookstore stocks all required textbooks and review and reference titles in all curricula. Also for sale are office and classroom supplies, medical

equipment, lab coats, magazines, greeting cards, stationery, sundries, University clothing, gift items, graduation regalia, and school rings. The Bookstore's hours of operation are 8:30 a.m.-6 p.m. Monday-Thursday and 8:30 a.m.-5 p.m. Friday. The Bookstore offers convenient online textbook ordering at whywaitforbooks.com, as well as an online merchandise store.

BUS SERVICE

Caravan

www.umaryland.edu/student/transportation.html

The Caravan is a shuttle bus service that transports students between campus and several nearby neighborhoods. Riders must show a UMB student ID. The Caravan service will run on a schedule that complements the extended study hours of the Southern Management Corporation Campus Center.

For Caravan hours of operation, contact information, and service routes, please visit the Web site (hours of operation and routes are subject to change). If you have questions or suggestions regarding the Caravan service, please call Student Services at 6-7117/7714. Students with a hearing impairment should call the Maryland Relay Service at 711 in Maryland and 800-735-2258 from elsewhere.

UMB/UMBC Downtown Line

Shuttle bus service (Downtown Line) runs between the UMB campus and the University of Maryland, Baltimore County. For shuttle updates, call Parking and Transportation Services at 6-6603 or UMBC Commuter Affairs at 410-455-2454, or visit the Web sites www.umbc.edu/transit and www.parking.umaryland.edu.

For information on rideshare/carpool options, the parking Web site links to the state of Maryland and Baltimore programs.

CALENDARS

Maintained by the registrar, the academic and registration calendar is published on pages 4 and 5 and is available online at www.umaryland.edu/orr/calendar.

Schools may also keep their own calendars. Check your school's Web site for information.

CAMPUS MAP

See back foldout

CARAVAN

See Bus Service

CENTER FOR DISPUTE RESOLUTION

Location: Nathan Patz Law Center
Phone: 6-6228

The Center for Dispute Resolution (C-DRUM) at the University of Maryland offers free mediation and conflict resolution services. Serving UMB students, staff, and faculty as well as the Baltimore community, C-DRUM helps parties resolve conflicts big and small. Trained mediators work with participants to identify the conflict and develop a voluntary solution that meets their needs. The center arranges sessions to fit the schedules of all involved parties at locations convenient to everyone.

CHILD CARE

www.dbckids.org
Phone: 410-659-0515

High-quality early education and child care for infants and children through age 5 is available at Downtown Baltimore Child Care, at 237 N. Arch St. between Saratoga and Lexington streets and at Park Avenue Center in the Mount Vernon area. Hours are 7:30 a.m. to 5:30 p.m. Effective September 2009, new full-time monthly rates are as follows:

- 4 to 24 months, \$1,671
- 25 to 36 months, \$1,293
- 37 months to 5 years old, \$999

Part-time slots are available, as are a limited number of partial scholarships. The center has a capacity of 69 children. For a brochure or application, call or visit the Web site.

COMPUTER RESOURCES

See Information Technology

COPY SERVICES

Public-use copy machines can be found at the following campus locations:

- Dental School, fifth floor, Computer Lab
- Health Sciences and Human Services Library, first, third, and fifth floors
- Pharmacy School, first floor
- School of Nursing, first floor
- School of Social Work, third floor

Public-use copy machines on campus are operated by use of your One Card; a coin-operated copier is located on the library's first floor. Value can be added to your One Card in the Southern Management Corporation Campus Center, Health Sciences and Human Services Library, and online by visiting the One Card Web site www.umb-one.umaryland.edu.

Prompt Print, another University copy service, is in Howard Hall, lower level. Call 6-7182 for information.

The Thurgood Marshall Law Library uses the Go Print system for copying and printing. A debit card may be purchased for \$1 and value may then be added to the card. Copying and printing using the debit card costs 10 cents per page. The debit card may be purchased, and value added, at the card dispenser located in the imaging room on level two in the library.

COUNSELING CENTER

See Health Care

DISABILITY SUPPORT SERVICES

www.umaryland.edu/student/disabilities.html
Location: Southern Management Corporation Campus Center, Student Life Suite, third floor.
Phone: 6-7117. Hearing impaired students may call the Maryland Relay Service by dialing 711 in Maryland or 800-735-2258 elsewhere.

The University is committed to providing excellent educational programs for all qualified students who enroll in one of our many academic disciplines, irrespective of their differences. Thus, we strive to make our programs, services, activities, and facilities reasonably accessible to all.

The Office of Student Services acts as an ombudsman and liaison for the identification and provision of reasonable accommodations that may include educational support services designed to assist qualified students with disabilities in achieving their academic goals. To request accommodations and support services, an enrolled student must first self-identify herself or himself as an individual with a qualifying disability. The initial self-identification should be made to the campus coordinator of educational support services, Cynthia Rice, in the Office of Student Services, Student Life Suite, room 302, Southern Management Corporation Campus Center.

To initiate the interactive process, the student must call to schedule an appointment with the UMB coordinator. This process involves discussions among the coordinator, student, and the school or program. It is designed to confirm that the student has a qualifying disability and to identify and imple-

■ SERVICES AND RESOURCES

ment reasonable accommodations agreed upon between the student and the school. For more information, visit the disability services Web site.

EMERGENCY, DISASTER, AND WEATHER NEWS

During a campus emergency or inclement weather, up-to-date information is available online at www.umaryland.edu/alerts or by calling 6-8622. To report a campus emergency, call 711 or 6-3333.

ESCORT PATROL VEHICLE (POLICE)

Phone: 6-6882

The Office of Public Safety offers an Escort Patrol for students traveling around campus. This may be a vehicle or a walking escort. Call to request an escort.

FINANCIAL AID

www.umaryland.edu/fin

Location: Health Sciences and Human Services Library, Suite 221

Phone: 6-7347

The Student Financial Assistance and Education Office administers all institutional, state, and federal aid programs for the University. Aid packages may include a combination of federal loans; federal and state grants; state, institutional, and private scholarships; and federal work study. All of these programs are designed to assist students in paying their tuition and fees and to provide for modest living expenses.

To qualify for aid, students must apply annually and meet eligibility requirements. Students seeking financial aid must file the Free Application for Federal Student Aid (FAFSA) form—students are encouraged to complete this form online at www.fafsa.ed.gov. Because grants are limited, it is strongly recommended that students apply starting Jan. 1 and prior to March 1. Priority is given to students who complete their application by March 1 and list UMB (002104) as one of the schools to receive their FAFSA output information. Students who are considered residents of Maryland for tuition purposes should view the Maryland Higher Education Commission's Web site—www.mhec.state.md.us—for information on state-funded grants/scholarships.

The Student Financial Assistance and Education Office participates in the Federal Work Study Program. Students who are awarded federal work study must choose from part-time jobs listed on the office's Web site. Hourly wages vary depending on the breadth and scope of the positions. Visit www.umaryland.edu/fin/workstudy for information about available jobs.

FOOD AND BEVERAGE SERVICES

Food and beverage services on campus include:

- Bon Appetit Café, Southern Management Corporation Campus Center, first and second floors
- Crema Coffee Café/Deli, two locations: Health Sciences Facility I, first floor lobby, 6-5614; School of Law, first floor near student lounge, 6-2393
- Jay's Baltimore Street Café, Dental School, student lounge, first floor, 6-7058

The University of Maryland Medical Center features the following eateries:

- Courtyard Café
- Cypriana Café
- Donna's
- Great Cookie
- Mamma Ilardo's
- Subway
- Rx Brew, Starbucks

HEALTH CARE

Student Health

www.umaryland.edu/health

Location: University Family Medicine, 29 S. Paca St.

Phone: 8-8792 (appointments), 8-6791 (information)

Student Health provides comprehensive care to students. Routine physical exams, sick visits, and gynecological services, including health maintenance and family planning, are among the free services provided.

Student Health is dedicated to providing you with the highest quality care in a friendly and expedient manner. The office sees itself as your “doctor away from home.” The staff maintains a policy of strict confidentiality and will not release information without the student's written permission.

Your entire family can receive care through University Family and Community Medicine, the clinical practice of the School of Medicine's Department of Family Medicine. Comprehensive care is available including pediatrics, gynecology, minor surgery, and routine prenatal care and delivery. Patients are generally seen by appointment but walk-in visits are also available. A doctor can be reached after hours and on weekends at 410-328-8792. Do not go directly to the emergency room unless the situation is life threatening. A call to Student Health can save you money, time, and frustration.

Student Counseling Center

www.umaryland.edu/counseling/index.html

Location: Health Sciences and Human Services Library,
Room 440
Phone: 8-8404

The UMB Student Counseling Center helps with managing the inevitable stress of being a student. The center provides professional short-term counseling services and medication evaluation and management for all currently enrolled students. Individuals and couples visit the center for help with various problems large and small, including stress, relationship difficulties, anxiety, depression, sleep problems, loss of a loved one, eating disorders, disruptive changes in school or home life, and drug and alcohol abuse.

All services are confidential. There is no out-of-pocket expense to use the UMB Student Counseling Center—the cost of services is included in tuition and student health fees. The center is not a training site—students are always seen by professional social workers and/or psychiatrists. Visits are by appointment, and every effort is made to accommodate students’ scheduling needs.

For more information, call 8-8404 or visit www.umaryland.edu/counseling.

Dental Care

www.dental.umaryland.edu/patientinfo

Location: Dental School
Phone: 6-7101; Toll-free: 866-787-UMDS

The Dental School clinics provide complete family dental care. Dental and dental hygiene students provide the majority of the treatment, supervised by faculty engaged in teaching, research, and patient care. Before beginning treatment, dental health care providers conduct a complete examination to determine the best course of dental care.

The campus offers a voluntary student dental insurance plan. Call Student Accounting at 6-2930 for more information or a brochure.

Health Insurance

www.umaryland.edu/health

Location: Health Sciences and Human Services Library,
Suite 206
Phone: 6-2930

Student Accounting bills full-time students for health insurance in the fall, for August through January, and in the spring, for February through July. A student with comparable

insurance must show proof of coverage along with a waiver form to the Student and Employee Health Office, lower level, 29 S. Paca St. Waivers must be received and approved by the Student and Employee Health Office and forwarded to Student Accounting for each new and returning student by Sept. 15, 2009, for the fall semester and by Feb. 15, 2010, for the spring semester. A new waiver is required each academic year for each student waiving insurance for any reason.

HOUSING/RESIDENCE LIFE

www.housing.umaryland.edu

Location: Southern Management Corporation Campus
Center, Suite 302
Phone: 6-7766

There are two apartment communities on campus: Pascault Row and University Suites at Fayette Square.

Pascault Row Apartments: The University owns and operates this apartment community. The Pascault Row Apartments are in eight historic rowhomes that house 80 apartments. Studio, one-bedroom, and two-bedroom apartments are available. Each apartment is furnished and carpeted, and has individually controlled heating and air conditioning. Internet access through the campus computer network, cable television, and utility costs are included in the housing rate. Laundry facilities and a vending lounge are on the lower level. Parking is available across the street from the apartment buildings. Students living in Pascault Row are guaranteed the option of remaining there throughout enrollment. Housing rates are competitive with those for comparable housing in the area, making Pascault Row a popular choice for University of Maryland students.

University Suites at Fayette Square: This on-campus apartment community is privately managed by Capstone Management. Fayette Square offers furnished studio, one-bedroom, two-bedroom, three-bedroom, four-bedroom, and seven-bedroom apartments. Rent rates include all utilities as well as cable television and high-speed Internet access through the University’s network. On-site amenities include a fitness center, laundry rooms, vending services, and free coffee in the lobby. This community has 24-hour monitored, onsite security. Entrance into the complex and into the apartments is controlled by an access card system. Parking is available on-site and at nearby garages. For more information, visit www.fayettesquare.com or call 6-5523.

The Residence Life Office provides assistance and information on other housing options. See the “Other Housing Options” section of the Residence Life Web site, www.housing.umaryland.edu.

■ SERVICES AND RESOURCES

IDENTIFICATION/DEBIT CARDS

www.umb-one.umaryland.edu

Location: Southern Management Corporation Campus Center, Suite 002
Phone: 6-6943

The University of Maryland, Baltimore requires every student to carry the UMB One Card, the official form of identification for the UMB campus. The photo ID provides access to buildings and to the student's online account for printing/copying, laundry, dining, and other services on and off the campus.

For more information on the One Card, visit the Web site, call or send an e-mail to umbone@af.umaryland.edu. The One Card office is open every day from 8:30 a.m. to 4:30 p.m.

INFORMATION TECHNOLOGY

www.umaryland.edu/cits

Location: Health Sciences and Human Services Library
Phone: 6-1117

The University of Maryland, Baltimore has built a learning environment that uses technology as the catalyst to enhance access to information for students. These technologies are widely available, contemporary, and integrated into virtually all aspects of University life.

UMB, with its many new and renovated facilities, has state-of-the-art classrooms in which instructors can use voice, video, and data in many different presentation formats. Electronic resources are widely available and accessible through easy-to-use, intuitive Web environments. Online resources help faculty and students develop innovative pedagogy and learning techniques, and provide seamless access to information resources across the campus and around the globe.

The contemporary UMB computing infrastructure and high-speed network connects to campus buildings, the commercial Internet, and the super fast Internet2 higher education network. Wireless networks are also available in many areas, and students have access to hundreds of campus-owned desktops, which are housed in the schools, libraries, and common areas throughout the University.

Center for Information Technology Services (CITS)

CITS is the central information technology organization for the University. It develops and maintains mission-critical information systems and technologies for human resources, payroll, finance, student e-mail, research, teaching and learning, network infrastructure, Web, telecommunications, etc. Visit the CITS Web site, www.umaryland.edu/cits, for more information.

Assistance and Service Center (ASC) Help Desk

www.umaryland.edu/helpdesk

Location: Health Sciences and Human Services Library, lower level, Room LLo6

The ASC Help Desk, a part of CITS, provides support for students for myUMB Mail, Blackboard, SURFS, Accellion (an application that enables large, secure file transfers), and other student related systems. The Help Desk is open from 8 a.m. to 5 p.m.

- **MyUMB Mail**
A contemporary e-mail service available to students, MyUMB Mail offers increased security by encrypting e-mail transmission, provides a personal calendar, and offers many other features. Two gigabytes of personal storage space are available.
- **Blackboard**
Blackboard is the courseware management learning system that the University of Maryland, Baltimore uses for Web-enhanced and Web-based courses. TurnItIn, Questionmark, Self Assign, and other Building Blocks are packaged with it to provide a more robust learning system.
- **SURFS (Student User-Friendly System)**
SURFS is a Web-enabled student information system in which students can register for courses and view personal, billing, and financial aid information as well as grades.

Discounts on Software

The Software Licensing Office, also a part of CITS, sells discounted software to students. Available software includes Windows VISTA Ultimate Edition, Windows XP Professional, Office 2007 Enterprise, and Office 2003 for Windows, as well as Office 2008 for Macs. Symantec anti-virus software is also available for Windows and Macs. Software purchases can be made at the Circulation Desk on the first floor of the Health Sciences and Human Services Library. For more information, visit www.umaryland.edu/cits/software.

Also see the Information Technology policies in the Rules and Regulations section and under Student Information Management System in the Services and Resources section.

INTERNATIONAL SERVICES

www.umaryland.edu/ois

Location: Health Sciences and Human Services Library,
Suite 240
Phone: 6-7488

The Office of International Services issues immigration paperwork needed to secure a visa after acceptance for admission to UMB. Questions or problems regarding immigration regulations should be referred to this office.

LIBRARIES

Health Sciences and Human Services Library

www.hshsl.umaryland.edu

Location: 601 W. Lombard St.
Phone: 6-7996

The Health Sciences and Human Services Library (HS/HSL), located on the southwest corner of Lombard and Greene streets, first opened its doors in April 1998. In addition to library services and collections, the building also houses campus computing services, the Office of the Registrar, Student Accounting, the Office of International Services, the Student Financial Assistance and Education Office, and the UMB Student Counseling Center.

The HS/HSL serves the schools of dentistry, law, medicine, nursing, pharmacy, and social work; the University of Maryland Medical Center, the Graduate School, and other affiliated institutions.

Each school on campus has a library faculty member dedicated to providing direct service to the students in that school. The faculty librarians use subject expertise to develop online resources and provide in-person consultations for their students. Reference service is available at the library and remotely through the Ask Us! link on the library's Web site.

The HS/HSL collection contains more than 30,000 electronic journals, 162 current print journals, approximately 170,000 books, and 6,000 electronic books. Students can easily access the electronic resources offered on the library's Web site by logging in with the 14-digit bar code on the back of their UMB One card.

The HS/HSL has an open wireless network and 1,500 data port connections. There are three computer classrooms and 57 publicly accessible computer workstations. The library offers a variety of study spaces, including more than 120 study carrels and 45 group study rooms. In addition, the library has three technology-enhanced study rooms on the second floor where small groups can work. These rooms are equipped with large wall-mounted LCD panels, and VGA cables that

allow students to connect a laptop and show their work comfortably on the large screen.

The National Network of Libraries of Medicine's Southeastern/Atlantic Region is headquartered at the HS/HSL.

The HS/HSL's regular hours are Monday through Thursday, 8 a.m. to midnight*; Friday, 8 a.m. to 8 p.m.; Saturday, 8 a.m. to 5 p.m.; and Sunday, 11 a.m. to midnight*.

Summer hours are Monday through Thursday, 8 a.m. to 8 p.m.; Friday, 8 a.m. to 6 p.m.; Saturday, 8 a.m. to 5 p.m.; Sunday, closed.

* Building entrance after 8 p.m. is limited to UMB faculty, staff, and students; UMB affiliated members; UMMC and VA staff; and current USMAI faculty, staff, and students. Valid ID required.

Also see the Library Materials policy in the Rules and Regulations section.

Thurgood Marshall Law Library

www.law.umaryland.edu/marshall

Location: 501 W. Fayette St. (entrance: 500 W. Baltimore St.)
Phone: 6-7185 (general), 6-6502 (assistance)

The library maintains a collection of more than 500,000 volumes and subscriptions to more than 3,000 periodicals, serials, and continuations. The library also offers online access to an array of legal and nonlegal electronic databases, journals, and reference sources, some of which are restricted to faculty, staff, and students of the School of Law. The library is a member of the University System of Maryland and Affiliated Institutions (USMAI), and access to the collection of the consortium members is available on the home page of the library's Web site.

MAIL CENTER

www.procurement.umaryland.edu/genproc/mailhome.htm

Location: Howard Hall, lower level
Phone: 6-3700

The University operates a free campus mail service. The Mail Center is committed to providing the University of Maryland, Baltimore and its employees with the most efficient and cost-effective mail services available. The Mail Center is fully operational Monday through Friday, 8 a.m. to 4:30 p.m. Pickup and delivery service is provided two times each day to approximately 175 campus locations. The morning service is between 10:30 and 11:45 a.m.; the afternoon service is between 2:30 and 3:45 p.m.

■ SERVICES AND RESOURCES

If you have general questions or concerns, call ext. 6-5695 or fax 6-0759. For complex postal questions, please contact Mail Center Postal Manager Aaron Molock at 6-3700 or amolock@af.umd.edu. For more information, please visit the Procurement Services Web site (www.procurement.umd.edu) and click on Mail Services.

MEDIATION

See Center for Dispute Resolution

OUTDOOR CAMPUS AREAS

Outdoor campus areas, such as University Plaza Park and the Health Sciences and Human Services Library plaza, may be reserved with two weeks notice. Use of these areas may require a fee (to cover cleanup, security, and other costs). To reserve outdoor areas, visit the Pine Street Police Station. Reservation forms are subject to approval, and UMB police reserve the right to reject any request. *Also see Rules and Regulations or call 6-3402.*

PARKING AND TRANSPORTATION SERVICES

www.parking.umd.edu

Location: Pearl Street Garage

Phone: 6-6603

Campus parking is available to students. Commuter students must have a parking permit (\$5). Once you purchase a student daily permit, you may buy student vouchers, which are sold in packages of 10 for \$50. Students are assigned to the Lexington Garage (Lexington and Pine streets) at the current rate of \$5 per day (first-come, first-served).

While a permit allows you to park on campus, it does not guarantee you a space. If Lexington Garage is full you must seek on-street or commercial parking. Occasionally spaces may be available in other campus garages—an attendant at the Lexington Garage will redirect you if possible. Unless sent from the Lexington Garage, students parking in other campus garages before 4 p.m. are charged the visitor rate.

If you have a disability and need a parking space close to your school, call Student Health at 8-6791. After receiving approval, call Parking and Transportation Services to obtain a temporary permit. Unauthorized parking in a handicap space carries a \$202 fine and/or suspension of parking privileges.

A limited number of monthly parking permits are also available for the roof of Lexington Market West (Greene and Lexington streets). The \$33 fee is payable in advance (before the first of each month), and you are guaranteed a parking space. Notices are posted in the garage and on the Parking and Transportation Services Web site when spaces are available.

Pascault Row resident students can pay for guaranteed parking in the Lexington Garage either by the semester (\$300) or for the entire academic year (\$550).

Failure to comply with parking rules may result in a parking ticket from the Baltimore police with a fine ranging from \$23 to \$202. Your campus parking privileges may be revoked or suspended if you don't pay fines or if you are a repeat offender. For your benefit, we urge you to carry collision, comprehensive, and liability insurance coverage.

Bicycles can be parked in racks at the Pratt Street Garage, Lexington Garage or The Saratoga Building. Maryland law prohibits parking a bicycle in any way that impedes vehicular or pedestrian traffic. Motorcycles must be registered with Parking and Transportation Services and may be parked only in the Lexington Garage.

Parking and Transportation Services offers the monthly Maryland Transit Administration college student pass. Students can buy the pass, which can be used on any MTA bus or light rail or subway train, at the current rate of \$39 per month.

PHONES AND PHONE BOOKS

Campus phones have three exchanges: University of Maryland, Baltimore, 706; University of Maryland Medical Center, 328; and Baltimore Veterans Affairs Medical Center, 605.

To make a call from a campus phone, dial 6 for UMB, 8 for UMMC or 5 to reach the VA Medical Center, plus the four-digit extension. Dial 9 for an outside line. Please note that you must dial the area code for every local call in Maryland. Dial 911 for emergencies, 311 for nonemergency police service, and 711 for campus emergencies.

Campus phone books, published every two years, are free to students on a first-come, first-served basis in the University bookstore.

POLICE AND PUBLIC SAFETY

www.umd.edu/police

Location: Pine Street Police Station

Phone: 6-6882; 711 (emergency)

The Office of Public Safety oversees campus security, and the University police force has full law enforcement authority. Officers actively patrol all areas of the University around-the-clock—on foot, on bicycle, and in marked police vehicles. In addition to the commissioned police officers, the department uses nonsworn security officers to screen all people entering buildings and to report suspicious activity to the police. The University requires identification to enter all buildings on campus.

There are emergency phones in all parking garages and at other locations on campus. At night, major routes on campus are well lit. After hours, most campus buildings are locked; only people with access ID cards for those buildings may enter. The police offer safety and security presentations semiannually and on request.

Each year the Office of Public Safety publishes the brochure *Safety Begins With You*, which includes the latest crime statistics for the campus and surrounding community. Call the police for a copy. Crime statistics are also available in this *Student Answer Book* on page 6 and at www.umaryland.edu/police/crimestats.html.

UNIVERSITY RECREATION AND FITNESS

www.umaryland.edu/urecfit/index.html

Locations: Southern Management Corporation Campus Center, fourth and fifth floors; Pratt Street Garage, 10th floor; UMB BioPark, Building Two, first floor
Phone: 6-3902

You can stay in shape year-round right on campus with programs and activities offered through University Recreation and Fitness. A variety of group fitness, conditioning, and wellness-based classes are offered.

Most of the programming and activities occur in the new Southern Management Corporation Campus Center at 621 W. Lombard St. The facility includes a 25-yard recreational swimming pool, a 7,000-square-foot fitness center, a spinning studio, several multipurpose rooms, two basketball courts, two racquetball/squash courts, an elevated running track, space for power lifting, and state-of-the-art cardiovascular and weight equipment with audiovisual enhancements. University Recreation and Fitness also operates a satellite fitness center in the University of Maryland BioPark with the latest in cardio and strength training equipment. Personal training is offered.

A variety of aerobic classes are available as well as instruction in yoga, Pilates, total conditioning, fitness walking, fitness assessment, equipment orientation, women’s self-defense, and martial arts. Intramural sports include basketball, volleyball, flag football, racquetball, squash, tennis, soccer, and softball.

THE REGISTRAR

www.umaryland.edu/orr

Location: Health Sciences and Human Services Library, Suite 240
Phone: 6-7480

All students must register each semester and session in accordance with current procedures established by the Office of the Registrar. If you want to take courses at another institution concurrently with your course work at the University of Maryland, Baltimore, you must have approval in advance from the appropriate University officials. Interinstitutional registration forms for University System of Maryland campuses are available in each dean’s office and in the Office of the Registrar.

Degree requirements vary according to the school or program in which a student is registered. Degree candidates must file a formal application for diploma with the Office of the Registrar at the beginning of the semester or session in which they expect to graduate. This must be done by the end of the third semester week or the second summer session week.

Students may secure transcripts of their University record from the Office of the Registrar free of charge. A request for transcripts should be made in writing at least five working days in advance of the date that records are needed. Transcripts are issued as requests are received. Diplomas, certificates, and transcripts will not be issued to students or alumni whose financial obligations to the University have not been satisfied. *See Student Accounting on page 23 for more information.*

The University determines in-state status for admission, tuition, and charge-differential purposes when the student’s admission application is under consideration. That determination, and any determination made thereafter, shall prevail in each semester or session unless the determination is successfully challenged. Students classified as Maryland residents for admission, tuition, and charge-differential purposes must notify the Office of the Registrar in writing within 15 days of any change in residency that might affect their classification. The determination of in-state status for admission, tuition, and charge-differential purposes is the responsibility of the Office of the Registrar. A student can request a reevaluation of his or her status by filing an application for change in residency classification. Applications are available in the Office of the Registrar. Copies of the university’s policy are available in each dean’s office and at www.usmd.edu/regents/bylaws/SectionVIII/VIII270.

■ SERVICES AND RESOURCES

The Office of the Registrar is a key player in maintaining the Student Information Management System. The Web component of this system is known as the Student User Friendly System or SURFS.

Also see *Student Information Management System and International Services*.

SAFETY

See *Police and Public Safety*

SIGHTSEEING ON CAMPUS

The University is one of the city's most historic and picturesque neighborhoods. Be sure to visit our on-campus attractions.

Davidge Hall

medschool.umaryland.edu/davidge.asp

Location: 522 W. Lombard St.

Phone: 6-7454

Constructed in 1812, Davidge Hall is recognized as the oldest building in America continuously used for medical education. The building contains two lecture halls and houses the Medical Alumni Association. Davidge Hall was designated a National Historic Landmark by the U.S. Department of the Interior in 1997.

Dr. Samuel D. Harris National Museum of Dentistry

www.smile-experience.org

Location: 31 S. Greene St.

Phone: 6-0600

See amazing teeth feats, marvel at George Washington's choppers, sing along to vintage toothpaste commercials, and discover fascinating hands-on exhibits about the power of a healthy smile. An affiliate of the Smithsonian Institution, the National Museum of Dentistry is a lively national center where visitors can learn about the importance of good oral health and the rich history of dentistry. Recognized for its innovative exhibits and programs, the facility is designated by Congress as the official museum of the dental profession in the United States.

Visit the Museum Shop, which features unique items from whimsical molar stools and children's toys to professional gifts to honor friends and colleagues. Shop during museum hours or online at the museum's Web site.

President's Hall, a contemporary atrium, can be reserved as an elegant setting for meetings and special events by calling 6-4819.

Museum hours: Wednesday through Saturday, 10 a.m. to 4 p.m.; Sunday, 1 to 4 p.m.

Admission: \$6 for adults; \$3 for youths, seniors, students with ID, and UMB employees; free for children age 6 and under.

The Hippodrome Theatre

www.france-merrickpac.com

Location: 12 N. Eutaw St.

Phone: 410-837-0110 or 866-899-8457

The historic Hippodrome Theatre, built in 1914, is now part of a splendid 140,000-square-foot entertainment complex renamed the France-Merrick Performing Arts Center. Just steps away from the University campus, the theater presents touring Broadway shows and the best of the performing arts. Tickets are available at Ticketmaster outlets and from the Hippodrome box office. You may find nonrefundable, nonexchangeable discounted tickets for some shows at www.broadwayacrossamerica.com/groupsales (ask your student affairs dean for password information). Inquire at the box office about the availability of discounted tickets for students.

Westminster Hall and Burying Ground

www.westminsterhall.org

Location: Fayette and Greene streets

Phone: 6-2072

Edgar Allan Poe is buried amid the graves of the city's first mayor, generals of the American Revolution and the War of 1812, and more than 200 other veterans. To help preserve one of Baltimore's oldest cemeteries, a church was built on arches over the graves. In 1983, the Westminster Preservation Trust completed a \$2 million renovation to preserve and restore the site's historic features—including an 1882 pipe organ—and to adapt the church for use by community, cultural, and educational groups. Westminster Hall also is used for lectures, conferences, and banquets.

STUDENT ACCOUNTING

www.fincsvc.umaryland.edu/sa

Location: Health Sciences and Human Services Library,
Suite 206
Phone: 6-2930

Tuition and fees are due in full on the due date printed on the semester bill. Bills are mailed to advance-registered students three weeks before the due date. If you do not receive a bill before the beginning of a semester that you have registered for in advance, it is your responsibility to call Student Accounting or check your account in the Student User Friendly System (SURFS) (www.simsweb.umaryland.edu). Bills can also be viewed in SURFS and paid by credit card or check. Payments may also be mailed or made in person in Student Accounting on the second floor of the Health Sciences and Human Services Library. Checks and money orders should be made payable to the University of Maryland, Baltimore for the exact amount of the bill.

STUDENT AFFAIRS

See your school catalog or the school’s section of this *Student Answer Book* for information about your school’s student affairs office.

Also see Student Services.

STUDENT GOVERNMENT

University Student Government Association

www.umaryland.edu/usga

Location: Southern Management Corporation Campus
Center, Suite 302
Phone: 6-7117

The campuswide University Student Government Association (USGA) is comprised of elected graduate and professional students dedicated to improving the quality of the students’ experience by organizing and facilitating cultural and social programs. The USGA meets monthly to discuss issues and concerns of the student body, and it strives to improve student communication within the campus and at all levels of the University System of Maryland.

Every student is a member of USGA and can attend meetings and participate. However, each school elects representatives that serve as that school’s voice and voting members on the USGA Senate. If you would like to be a USGA senator, see your school’s student affairs professional or your student government president. If you cannot become directly involved but want to make your ideas and concerns known, contact your school’s senators or the University Office of Student Services, which advises the USGA.

The USGA ensures that students have a voice in University governance. The association appoints student representatives to sit with staff and faculty on Universitywide committees. The USGA also provides representatives and a voice for UMB students at the University System of Maryland level.

All UMB students pay a USGA fee when they register. Full- and part-time students pay the same \$20 annual fee. This money is used to sponsor campuswide programs and events such as the Orioles bullpen party, and to cosponsor activities and events organized by other groups.

The USGA sends a weekly newsletter, USGA News, to all UMB students via e-mail. USGA News contains University-related announcements and information about events of interest to students. The USGA’s Web site also tracks important information, maintains an events calendar, and allows students to communicate about important issues.

MARYLAND STUDENT GOVERNMENT ASSOCIATIONS

University System of Maryland Student Council

The University System of Maryland Student Council is one of four USM governing boards that advise the chancellor and Board of Regents of the University System of Maryland. The other three councils represent faculty, staff, and presidents of institutions within USM.

The Student Council was created to ensure that the USM leadership is aware of student views and directly responds to student concerns throughout the year. Each degree-granting institution appoints two representatives to the USM Student Council. Meetings are held once each month and the location rotates among the institutions represented on the council.

The council also conducts a systemwide competition to select the USM student regent, who has full voting power as a member of the USM Board of Regents. The council selects the top three candidates from the field of competitors and forwards the names to the governor, who makes the final appointment.

For more information on the USM Student Council or the student regent position, visit www.usmd.edu/Leadership/Workgroups/StudentCouncil/index.

Maryland Higher Education Commission (MHEC) Student Advisory Council

The MHEC Student Advisory Council is a statewide advisory and student advocacy group that makes decisions affecting Maryland’s 13 public four-year colleges and universities, 26 independent institutions, 16 community colleges, and 125 private technical and career schools.

■ SERVICES AND RESOURCES

The Maryland General Assembly created MHEC's Student Advisory Council to serve as a forum for Maryland's college and university students to articulate their concerns, perspectives, and issues. Another role of the council is to conduct the annual statewide competition for student commissioner, who serves a one-year term. The student commissioner is a full voting member of MHEC, which consists of 12 members appointed by the governor.

For more information about the MHEC Student Advisory Council or the student commissioner position, call 410-260-4544 or visit www.msa.md.gov/msa/mdmanual/25ind/highered/html/43highf.html#student.

STUDENT HEALTH

See Health Care

STUDENT INFORMATION MANAGEMENT SYSTEM

www.simsweb.umaryland.edu

Students may view their grades and registration, account, and financial aid information online via the Student User Friendly System (SURFS).

SCHOOL-BASED STUDENT ORGANIZATIONS

Along with campuswide student organizations, a variety of academic and social student organizations exist in each School. Check with your School's student affairs office for information or call Student Services at 6-7117.

STUDENT SERVICES

www.umaryland.edu/student

Location: Southern Management Corporation
Campus Center, Suite 302

Phone: 6-7117, students with hearing impairments should call the local Maryland Relay Service at 711 or 800-735-2258 out of state

The Office of Student Services coordinates campuswide activities, programs, and services that foster students' academic, personal, and professional development. Offerings are designed to enrich the UMB experience for each student, both in and out of the classroom.

The office advises the University Student Government Association (USGA) and USGA-affiliated organizations. Friendly and warm staff members help students organize educational, cultural, and social activities. For more information about any USGA-affiliated organization, visit the organization's Web sites as follows:

- University Student Government Association (USGA)
www.umaryland.edu/usga
- International Student Organization (ISO)
www.umaryland.edu/iso
- Muslim Students and Scholars Association (MSSA)
www.umaryland.edu/mssa/index.html
- Project Jump Start (PJS)
www.umaryland.edu/pjs
- United Students of African Descent (USAD)
www.umaryland.edu/usad

For students with disabilities, the Office of Student Services provides academic and nonacademic support services. Staff members work with students and their schools to obtain interpreters, note takers, parking, and other support related to classroom activities. Services depend on an individual's needs.

For international students, the Office of Student Services offers help with cross-cultural orientation, nonacademic advising, and social activities.

The office also manages the UMB Caravan Service and the Writing Center.

See Caravan (under Bus Service) and Writing Center.

TRANSPORTATION

See Bus Service

UMB ALERTS

UMB Alerts is the University's emergency notification system. Emergency messages are automatically sent to your campus e-mail account. You can also choose to have emergency announcements sent to your cell phone, home phone, alternate e-mail address or other location. Users can request to receive messages about campus closings and delayed openings as well.

UMB Alerts significantly enhances the University's ability to communicate with students, faculty, and staff during an emergency. Please register at <http://alert.umaryland.edu>.

UNIVERSITY STUDENT GOVERNMENT ASSOCIATION

See Student Government

VOLUNTEER OPPORTUNITIES

www.oea.umaryland.edu/gov/community/index.html

Location: The Lexington Building, first floor
Phone: 6-1678

The professional schools at UMB provide services to communities throughout Maryland through a multitude of service partnerships, projects, and programs. The campus has recently partnered with three K-12 schools in its surrounding communities. These partnerships are expected to foster more interdisciplinary collaboration in outreach efforts among campus entities, strengthen the social impact of UMB in the local community, create many enduring positive relationships, and engender future Maryland leaders. Volunteer opportunities that support these schools are located on the UMB Outreach Council's Web site www.umaryland.edu/outreach.

VOTER REGISTRATION

Voter registration forms are available online at www.elections.state.md.us/citizens/registration.

Students can also pick up voter registration applications from the following campus locations:

- The Registrar, Health Sciences and Human Services Library, second floor
- Student Services, Southern Management Corporation Campus Center, Suite 302

Sign the application and mail it to the appropriate board of elections.

Amendments to the Higher Education Act require public universities to help students with disabilities in registering to vote. For assistance, call Student Services at 6-7117. Students with hearing impairments should call the Maryland Relay Service at 711 in Maryland, 800-735-2258 out of state.

Out-of-state students receiving financial aid from another state should check with their home state to determine whether registering to vote in Maryland might affect their aid status.

WRITING CENTER

www.umaryland.edu/student/writing

Location: Southern Management Corporation Campus Center, Suite 302

Phone: 6-7724 or 6-7725

The focus of the Writing Center is individual instruction for students by professional consultants. While grammar, punctuation, and sentence structure are evaluated, larger issues such as critical thinking and writing style are considered as well. The goal is to help each student become a more confident, independent writer.

Writing Center services include:

- Individual review of class papers, dissertations, résumés, personal statements, and more
- Guidance in developing ideas, organizing points, writing a draft, and polishing prose
- Workshops on effective writing, persuasive oral presentations, résumé/curriculum vitae development, interview strategies, and study skills
- Writing instruction for international students
- Scholarly writing program
- Dissertation workshop
- Handouts on writing, communications, and study skills
- Attention to students with special needs

Daily, weekend, and early evening appointments are available.

■ RULES AND REGULATIONS

Read and heed! The policies reproduced in this section pertain to students at all University of Maryland, Baltimore schools. Also be sure to check your school's catalog and student handbook for policies specific to your school. Read all policies and check for updates online at www.umaryland.edu/hrpolicies.

ACADEMIC POLICIES

Eligibility to Register

A student may register at the University of Maryland, Baltimore when the following conditions are met:

- (1) the student is accepted to UMB,
- (2) the student has received approval from the unit academic administrator, and
- (3) the student has demonstrated academic and financial eligibility.

Confidentiality and Disclosure of Student Records

It is the policy of the University of Maryland, Baltimore to adhere to the Family Educational Rights and Privacy Act (also known as FERPA or the Buckley Amendment). As such, it is UMB's policy:

- (1) to permit students to inspect their education records,
- (2) to limit disclosure to others of personally identifiable information from education records without students' prior written consent,
- (3) to provide students the opportunity to seek correction of their education records where appropriate. Each school shall develop policies to ensure that this policy is implemented, and
- (4) to advise students that they may file a complaint with the U.S. Department of Education to allege a failure by the University to comply with FERPA.

I. Definitions

A. "Student" means an individual who is, or who has been, in attendance at UMB. It does not include any applicant for admission to UMB who does not matriculate, even if he or she previously attended the University. (Please note, however that such an applicant would be considered a "student" with respect to his or her records relating to that previous attendance.)

B. "Education records" include those records which contain information directly related to a student and which are maintained as official working files by the University. The following are not education records:

- (1) records about students made by professors and administrators for their own use and not shown to others;
- (2) UMB police records maintained solely for law enforcement purposes and kept separate from the education records described above;
- (3) employment records, except where a currently enrolled student is employed as a result of his or her status as a student;
- (4) records of a physician, psychologist, or other recognized professional or paraprofessional made or used only for treatment purposes and available only to persons providing treatment. However, these records may be reviewed by an appropriate professional of the student's choice; and
- (5) records that contain only information relating to a person's activities after that person is no longer a student at UMB.

II. It is the Policy of UMB to Permit Students to Inspect Their Education Records

A. Rights of Access

Each student has a right of access to his or her education records, except confidential letters of recommendation received before Jan. 1, 1975, and financial records of the student's parents.

B. Waiver

A student may, in writing, waive his or her right of access to confidential recommendations in three areas: admission to any educational institution, job placement, and receipt of honors and awards. The University will not require such waivers as a condition for admission or receipt of any service or benefit normally provided to students. If the student chooses to waive his or her right of access, he or she will be notified upon written request, of the names of all people making confidential recommendations.

Such recommendations will be used only for the purpose for which they were specifically intended. A waiver may be revoked in writing at any time and the revocation will apply to all subsequent recommendations, but not to recommendations received while the waiver was in effect.

C. Location of Education Records, Custodians, Procedure to be Followed

Requests for access should be made in writing to the appropriate UMB office, as described below. Students should note that the location of many campus offices may change during the 2009-2010 academic year. Please consult the Web site for the current location of each office.

- I. **ACADEMIC AND REGISTRATION RECORDS** are kept by the student's school or program. Graduate students should check with their professional school as well as the Dean's Office of the Graduate School.

SCHOOL OF MEDICINE
 MD –Office of Student Affairs
 DMRT - DMRT Program Director
 PT– PT Department Chair

SCHOOL OF SOCIAL WORK
 Office of the Associate Dean – Suite 1W15

DENTAL SCHOOL
 Office of Academic Affairs - 6th Floor,
 Dean's Office

LAW SCHOOL
 Office of the Registrar – Suite 280

NURSING SCHOOL
 Registration Services – Suite 108

SCHOOL OF PHARMACY
 Coordinator of Records and Registration –
 Suite 722

GRADUATE SCHOOL
 Professional School office noted above and
 Office of Dean, Graduate School
<http://www.graduate.umaryland.edu/>

2. **FINANCIAL AID RECORDS**—i.e., financial aid applications, needs analyses statements, awards made—Office of Financial Aid, <http://www.umaryland.edu/fin/>.

Students are not entitled to review confidential financial information of parents or guardians.

3. **STUDENT ACCOUNTING RECORDS**—i.e., student accounts receivable, records of students' financial charges, and credits with UMB—Office of Student Accounts, <http://www.fincsvc.umaryland.edu/sa/>

The University will comply with a request for access within 45 days. In the usual case, arrangements will be made for the student to read his or her records in the presence of a staff member. If facilities permit, a student may ordinarily obtain copies of his or her records by paying reproduction costs. The fee for copies is 25 cents per page. The University reserves the right not to provide copies of transcripts it has received from other educational institutions. Official transcripts (with UMB seal) are provided free of charge upon written request to the Office of Records and Registration <http://www.umaryland.edu/orr/>

III. It is the Policy of UMB to Limit Disclosure of Personally Identifiable Information From Education Records Unless it has the Student's Prior Written Consent, Subject to the Following Limitations and Exclusions:

A. Directory Information

1. The following categories of information have been designated directory information: name, address, UMB e-mail address, telephone listing, date and place of birth, photograph, major field of study, dates of attendance, degrees and awards received, and most recent previous educational institution attended.
2. This information may be disclosed even in the absence of consent unless the student elects nondisclosure via SURFS of any or all of the directory categories. This ("opt out" or "directory information hold") will remain in effect unless the student removes the opt out.

■ RULES AND REGULATIONS

3. The University will give annual public notice to students of the categories of information designated as directory information.
4. Directory information may appear in public documents and otherwise be disclosed without student consent unless the student elects non-disclosure as provided above.
5. The University, through its Registrar, does not sell, publish or otherwise compile or distribute directory lists for purely commercial purposes. Exceptions for other purposes are made on a case by case basis, subject to approval of the Vice President for Academic Affairs. UMB schools may have policies that are stricter or more permissive.

B. Prior Consent Not Required for Disclosure of Education Records to the Following Parties:

1. UMB school officials who have been determined to have legitimate education interests:
 - a. A “school official” is a person employed by UMB in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); or a person serving on the University System of Maryland Board of Regents or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
 - b. A school official has a “legitimate educational interest” if the official needs to review an education record in order to fulfill his or her professional responsibility.
2. Upon request, officials of other schools in which a student seeks or intends to enroll or is enrolled. Upon request, and at his or her expense, the student will be provided with a copy of the records that have been transferred.
3. Authorized representatives of the Comptroller General of the United States, the Secretary of Health and Human Services, the Commissioner

of the Office of Education, the Administrator of the Department of Veterans Affairs, the Secretary of Education and state educational authorities, but only in connection with the audit or evaluation of federally supported education programs or in connection with the enforcement of or compliance with federal legal requirements relating to these programs. Subject to controlling federal law or prior consent, these officials will protect information received so as not to permit personal identification of students to outsiders.

4. Authorized persons and organizations that are given work in connection with a student’s application for, or receipt of, financial aid, but only to the extent necessary for such purposes as determining eligibility, amount, conditions, and enforcement of terms and conditions.
5. State and local officials to which such information is specifically required to be reported by effective state law adopted prior to Nov. 19, 1974.
6. Organizations conducting educational studies for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction. The studies shall be conducted so as not to permit personal identification of students to outsiders and the information will be destroyed when no longer needed for these purposes.
7. Accrediting organizations for purposes necessary to carry out their functions.
8. Parents of a student who is a dependent for income tax purposes. (Note: UMB may require documentation of dependent status, such as copies of income tax forms.)
9. Appropriate parties in connection with an emergency where knowledge of the information is necessary to protect the health or safety of the student or other individuals.
10. In response to judicial order or subpoena. UMB will attempt to notify the student concerned prior to compliance so that the student may seek protective action unless otherwise ordered by the court.

C. Prior Consent Required

In all other cases, UMB will not release personally identifiable information in education records or allow access to those records without prior consent of the student. Unless disclosure is to be to the student himself or herself, the consent must be written, signed and dated, and must specify the records to be disclosed, the identity of the recipient, and the purpose of disclosure. A copy of the record disclosed will be provided to the student upon request and at his or her expense.

D. Record of Disclosures

The University will maintain, with the student's education records, a record for each request and each disclosure, except:

- (1) disclosures to the student himself or herself,
- (2) disclosures pursuant to the written consent of the student (the written consent itself will suffice as a record),
- (3) disclosures to UMB instructional or administrative officials, and
- (4) disclosures of directory information.

This record of disclosures may be inspected by the student, the official custodian of the records, and other UMB and governmental officials.

IV. It is the Policy of UMB to Provide Students the Opportunity to Seek Correction of Their Education Records

A. Request to Correct Records

A student who believes that information contained in his or her education records is inaccurate, misleading, or violative of privacy or other rights may submit a written request to the appropriate office specifying the document(s) being challenged and the basis for the complaint. The request will be sent to the person responsible for any amendments to the record in question. Within a reasonable time of receipt of the request, the University will decide whether to amend the records in accordance with the request. If the decision is to refuse to amend, the student will be so notified and will be advised of the right to a hearing. He or she may then exercise that right by written request to the Office of the President.

B. Right to a Hearing

Upon request by a student, the University will provide an opportunity for a hearing to challenge the content of the student's records. A request for a hearing should be in writing and submitted to the appropriate office. Within a reasonable time of receipt of the request, the student will be notified in writing of the date, place, and time in advance of the hearing.

1. Conduct of the Hearing

The hearing will be conducted by a UMB official who does not have a direct interest in the outcome. The student will have a full and fair opportunity to present evidence relevant to the issues raised and may be assisted or represented by individuals of his or her choice at his or her own expense, including an attorney.

2. Decision

Within a reasonable period of time after the conclusion of the hearing, the University will notify the student in writing of its decision. The decision will be based solely upon evidence presented at the hearing and will include a summary of the evidence and the reasons for the decision. If the University decides that the information is inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it will amend the records accordingly.

C. Right to Place an Explanation in the Records

If, as a result of the hearing, the University decides that the information is not inaccurate, misleading, or otherwise in violation of the student's rights, the University will inform the student of the right to place in his or her record a statement commenting on the information or explaining any reasons for disagreeing with the University's decision. Any such explanation will be kept as part of the student's record as long as the contested portion of the record is kept and will be disclosed whenever the contested portion of the record is disclosed.

V. Right to File Complaint

A student alleging University noncompliance with FERPA may file a written complaint with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., S.W., Washington, D.C. 20202-4605. (General policy approved by the University Administrative Council January 1978 and revised and updated for specific applicability to UMB.)

Review of Alleged Arbitrary and Capricious Grading

It is the policy of the University of Maryland, Baltimore that students be provided a mechanism to review course grades that are alleged to be arbitrary or capricious. Each school or academic unit shall develop guidelines and procedures to provide a means for a student to seek review of course grades. These guidelines and procedures shall be published regularly in the appropriate media so that all faculty members and students are informed about this policy.

Rights and Responsibilities for Academic Integrity

The academic enterprise is characterized by reasoned discussion between student and teacher, a mutual respect for the learning and teaching process and intellectual honesty in the pursuit of new knowledge. By tradition, students and teachers have certain rights and responsibilities that they bring to the academic community. While the following statements do not imply a contract between the teacher or the institution and the student, they are nevertheless conventions that should be central to the learning and teaching process.

I. Faculty Rights and Responsibilities

A. Faculty members shall share with students and administrators the responsibility for academic integrity.

B. Faculty members shall enjoy freedom in the classroom to discuss all subject matter reasonably related to the course. In turn, they have the responsibility to encourage free and honest inquiry and expression on the part of students.

C. Faculty members, consistent with the principles of academic freedom, have the responsibility to present courses that are consistent with their descriptions in the catalog of the institution. In addition, faculty members have the obligation to make students aware of the expectations in the course, the evaluation procedures, and the grading policy.

D. Faculty members are obligated to evaluate students fairly, equitably, and in a manner appropriate to the course and its objectives. Grades must be assigned without prejudice or bias.

E. Faculty members shall make all reasonable efforts to prevent the occurrence of academic dishonesty through appropriate design and administration of assignments and examinations, careful safeguarding of course materials and examinations, and regular reassessment of evaluation procedures.

F. When instances of academic dishonesty are suspected, faculty members shall have the responsibility to see that appropriate action is taken in accordance with institutional regulations.

II. Student Rights and Responsibilities

A. Students share with faculty members and administrators the responsibility for academic integrity.

B. Students have the right of free and honest inquiry and expression in their courses. In addition, students have the right to know the requirements of their courses and to know the manner in which they will be evaluated and graded.

C. Students have the obligation to complete the requirements of their courses in the time and manner prescribed and to submit their work for evaluation.

D. Students have the right to be evaluated fairly, equitably, and in a timely manner appropriate to the course and its objectives.

E. Students shall not submit as their own work any work that has been prepared by others. Outside assistance in the preparation of this work, such as librarian assistance, tutorial assistance, typing assistance, or such special assistance as may be specified or approved by the appropriate faculty members, is allowed.

F. Students shall make all reasonable efforts to prevent the occurrence of academic dishonesty. They shall by their own example encourage academic integrity and shall themselves refrain from acts of cheating and plagiarism or other acts of academic dishonesty.

G. When instances of academic dishonesty are suspected, students shall have the right and responsibility to bring this to the attention of the faculty or other appropriate authority.

III. Institutional Responsibility

A. The University System of Maryland shall take appropriate measures to foster academic integrity in the classroom.

B. Each institution shall take steps to define acts of academic dishonesty, to ensure procedures for due process for students accused or suspected of acts of academic dishonesty, and to impose appropriate sanctions on students found to be guilty of acts of academic dishonesty.

C. Students expelled or suspended for reasons of academic dishonesty by any institution in the USM shall not be admissible to any other USM institution if expelled or during any period of suspension.

(Approved Nov. 30, 1989, by the USM Board of Regents.)

Scheduling of Academic Assignments on Dates of Religious Observance

It is the policy of the University of Maryland, Baltimore to excuse the absence(s) of students that result from the observance of religious holidays. Students shall be given the opportunity, whenever feasible, to make up, within a reasonable time, any academic assignments that are missed due to individual participation in religious observances. Opportunities to make up missed academic assignments shall be timely and shall not interfere with the regular academic

assignments of the student. Each school and academic unit shall adopt procedures to ensure implementation of this policy.

Library Materials

Purpose: To establish a policy concerning misuse, mutilation, or theft of library resources and violation of loan policies.

I. Professional Code of Conduct

Students, faculty, administrators, and other staff at the University of Maryland, Baltimore are expected to demonstrate the highest standards of integrity at all times. Faculty and administrators, as role models for students and as professional representatives of UMB, are expected to maintain professional stature. All members of the UMB community are expected at all times to conduct themselves in accordance with all codes of conduct and rules and regulations of their respective schools or administrative units at UMB and with all campus rules, library rules, and library loan policies. Other individuals who are privileged to utilize UMB library resources similarly are expected to comply with applicable campus rules, library rules, and library loan policies. Failure to observe library policies due to negligent or willful disregard of rules disrupts library functions and inconveniences colleagues. Mutilation, misuse, or theft of library resources are serious offenses inconsistent with the standards of integrity and professionalism established for UMB students, faculty, and staff and required of individuals granted privileges to use UMB library resources.

II. Policy

Mutilation, misuse, or theft of library resources results in a significant financial drain on the libraries of UMB and hinders the scholastic efforts of students, faculty, administrators, and others who use UMB library facilities. To deter such abuses and to sanction such abuses when they do occur, a campuswide policy applicable to mutilation, misuse, or theft of library resources or failure to comply with library loan policies (collectively, “library offenses”) is in effect. This policy is applicable to students, faculty, administrators, and others privileged to use UMB library resources. All library offenses will be sanctioned under this policy and, in addition, may be punishable under codes of conduct that UMB schools or administrative units have adopted as applicable to their respective students, faculty, and staff, as well as under applicable federal and state law. The UMB President, the library director, or the dean of a school at UMB may initiate charges of library offenses against any student, faculty member, or staff member. Any person charged with an intentional library offense may request a hearing to determine whether the charge is valid (see Part III of this policy).

Library resources are defined as any property owned, loaned, leased, licensed, or otherwise managed or under the control

of a UMB library including, but not limited to, a book, journal, digital storage device or media, electronic hardware or software, furniture, fixtures, and the library building itself. The penalties under this policy are as follows:

Part I. For improper removal of library resources:

- a. Intentionally or unintentionally leaving a library with resources that do not circulate or which have not been properly checked out is a violation of library rules.
- b. The library director shall impose the following penalties on any person stopped at the library entrance carrying unauthorized library resources.
 - i. For a first offense, a two-week suspension of library privileges.
 - ii. For a second offense, an additional four-week suspension of library privileges.
 - iii. For a third offense, termination of library privileges.
- c. The penalties in b are sanctions for violations of rules. Imposition of a penalty under b does not mean it has been determined that a library user intended to steal resources or willfully disregarded circulation policies.
- d. If improper removal of resources involves mutilation or destruction of resources, the procedures described below under Section II Part 2 will be applicable.
- e. The library director or a designee will report all incidents resulting in penalties under Part I to the appropriate dean if a student or faculty member is involved, or to the appropriate director or senior administrator if a UMB employee is involved. The appropriate dean, director, or senior administrator may determine if additional penalties are warranted. The library will be informed of any additional punitive action. In cases involving persons who are not UMB students, faculty, or staff, UMB police will be notified of any decision regarding suspension of library privileges, and in cases where the person is faculty, staff, or a student from another university, college, or school, the library director or designee will report the incident to the proper body of that school.

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- f. The library director may proceed under Part 2 rather than Part 1 if circumstances of a library user's attempt to leave the library with unauthorized material clearly indicate attempted theft.

Part 2. For mutilation and/or theft, or for misuse of library resources, including failing to comply with the terms of use for hardware, software, electronic publications, or other digital or licensed resources or attempts to compromise the integrity of electronic resources or computer-based systems, and/or failure to comply with library loan policy (excluding any matter subject to Part 1 above) the library director may impose all or any combination of penalties as described in the following paragraphs a and b:

- a. All UMB library privileges will be immediately suspended or terminated by the library director.
- b. A fine of \$250 will be imposed; the offender will be required to pay the cost of replacing or repairing lost, stolen, misused, or damaged resources; the offender will be required to reimburse the library for fines or penalties imposed due to the library user's wrongful acts; the offender may be required to perform a number of hours of community service.
- c. A summary of the incident will be placed in the student, faculty, or staff member's permanent file.
- d. In cases involving students or faculty, the dean involved will refer the matter to the disciplinary body of the offender's school for action, and, if guilt is conceded or is established, for determination of additional penalties. Supervisors of staff who are in violation may choose to pursue further discipline.
- e. In cases involving unaffiliated persons, UMB police will be notified of any decision regarding suspension of library privileges. In cases where the person is faculty, staff, or a student from another university, college, or school, the library director or designee will report the incident to the proper body of that school.

III. Hearings; Additional Disciplinary Procedures

Any person accused of a library offense under Section II Part 2 of this policy may request a hearing. The library director or a designee will notify any person accused of a violation of this policy in writing. Within 72 hours after receipt of notice, the person must advise the library director whether he or she wishes a hearing.

If no hearing is requested, the library director may impose sanctions as outlined in this policy. In addition, in cases subject to Section II Part 2 of this policy (involving mutilation and/or theft of resources), the library director shall report the violation to the school or administrative unit in which the offender is enrolled or appointed, and the matter shall be reviewed there for possible further disciplinary action under applicable school or UMB policies and rules. The purpose of further review will be to determine if additional sanctions should be imposed and what these sanctions should be.

If a hearing is requested, library privileges will be suspended pending the outcome of the hearing. If a student or faculty member requests a hearing to determine the validity of a charge of a library offense, the hearing will be conducted by the judicial body of the school if there is a policy in place in the school providing for such a hearing.

The Vice President for Academic Affairs or designee(s) will conduct the hearing in the absence of an applicable policy. In matters involving UMB staff and persons who are neither students nor employees of UMB, the hearing will be conducted by the appropriate administrative unit (e.g., Human Resource Services). All hearings will be conducted under procedures affording due process as required by law. The results of any hearing under this section will be reported to the library director, who will determine penalties as provided in Part II. These penalties may be in addition to any penalties imposed by the judicial body.

IV. Enforcement; Legal Action

Payment of fines and charges assessed under Part II will be a condition of reenrollment or graduation in the case of students. For others, UMB will rely upon all available administrative and legal resources to collect fees and charges. In addition to any sanctions specified in this policy, civil or criminal action may be taken for violation of applicable Maryland and federal law and to recover the library's damages.

V. Reinstatement of Library Privileges

Any person disciplined under this policy who complies with all penalties imposed by the library director may apply for reinstatement of terminated library privileges by writing a formal letter of petition directed to the attention of the library director. This letter may be published or otherwise displayed for review by library patrons whose access to library resources has been affected. The library director will decide whether privileges should be reinstated. The director's decision shall be final. (Read other library policies online at www.hshsl.umaryland.edu/information/policies.html.)

Information Technology Acceptable Use Policy

I. Purposes

The purposes of this policy are to state what constitutes the acceptable use and what constitutes the misuse of UM IT Resources (as defined below). This policy also states responsibilities and procedures for administering and enforcing this policy, reporting violations, and initiating disciplinary actions against those who violate this policy.

II. Definitions

“Affiliate”: an organization located at the UMB campus which has IT Resources connected to UM IT Resources, or which has IT Resources used by Authorized Users; also, an organization located off campus which provides IT Resources used by Authorized Users in the course of their activities in relation to their affiliation with UMB or an Affiliate; also, does not include a business entity which contracts with UMB for IT services.

“Authorized Users”: students, faculty, staff, visitors, and guests of UMB who use UM IT Resources, on-campus or off-campus, in the course of UMB employment, educational activities, or other purposes related to their UMB affiliation; also, employees of Affiliates who use UM IT Resources to fulfill their employment responsibilities, and any other persons authorized to use UM IT Resources. Any person who receives a password ID from UMB or who uses an e-mail address that ends in “umaryland.edu” is an Authorized User. All Authorized Users are subject to this policy.

“CIO”: the Vice President of Information Technology and Chief Information Officer of UMB. “IT Administrator”: the administrator or academic officer of a UMB unit or school who, as determined by the applicable vice president or dean, is responsible for management and oversight of the IT Resources located in, or used by Authorized Users affiliated with that unit or school.

“IT Resources”: all information technology resources, including, but not limited to, computerized information, computing facilities, computer networks, hardware, software, systems, programs and devices.

“UM IT Resources”: IT Resources owned, leased, or used by UMB or its Affiliates, or by USM, and used by Authorized Users.

“UMB”: University of Maryland, Baltimore (including all its schools and administrative units).

“USM”: University System of Maryland.

III. Scope

This policy applies to all Authorized Users.

IV. Acceptable Use

In general, acceptable use of UM IT Resources is use in support of the research, education, service, and administrative activities of UMB or of an Affiliate. Authorized Users should always use IT Resources in accordance with UMB, USM, and Affiliate policies, procedures, and guidelines, software licenses, and applicable laws. UMB depends upon a spirit of mutual respect and cooperation to create and maintain an open community of responsible users of UM IT Resources. Use of UM IT Resources must be responsible and professional. Acceptable use balances limits necessitated by law, economy, security and privacy with the principles of academic freedom and constitutional rights of free speech.

Authorized Users are responsible for safeguarding their own identification (ID) codes and passwords, and for using them for their intended purposes only. Authorized Users are solely responsible for all transactions made under the authorization of their ID, and for activity involving IT Resources which originate from computing devices owned by or assigned to them. Authorized Users may not represent or imply that personal electronic publications (e.g. web pages) or personal communications reflect the views or policies of UMB.

Authorized Users may not state or imply that links provided from web pages hosted on UM IT Resources constitute or imply a UMB endorsement of those sites, their content, or products and services associated with those sites.

Direct and indirect use of UM IT Resources made available to an Authorized User is a privilege granted by UMB. The privilege is subject to compliance with this policy, other applicable UMB and USM policies, Affiliate policies and State and federal laws.

V. Misuse

Misuse is use of UM IT Resources in a manner not consistent with standards for acceptable use. Misuse includes, but is not limited to:

- A. Securing unauthorized access to or unauthorized use of UM IT Resources, or facilitating such use or access by another person.
- B. Accessing or attempting to access UM IT Resources on or off the UMB campus without authority. This is also referred to as hacking.
- C. Any deliberate or reckless act that denies or interferes with the access and use of UM IT Resources by others.

D. Use of UM IT Resources in violation of the law, the policies of UMB, USM, or an Affiliate, or the policies or guidelines of any UMB school or unit. Examples of such prohibited use include violations of anti-discrimination or harassment policies, and a school's honor code.

E. Personal communication, or other personal use, that interferes with the use of UM IT Resources by Authorized Users for official UMB purposes and for academic responsibilities, or that interferes with or indicates neglect of employment responsibilities (e.g. use of internet auction sites such as eBay, internet gaming, chat rooms, instant messaging, and web surfing during work hours).

F. Software theft or piracy, data theft, copyright violations, and other actions that violate intellectual property rights of others.

G. Inappropriate access, use or disclosure of data including social security numbers, birth dates, or addresses; unauthorized sale or transfer of such information.

H. Altering system hardware configurations without authorization; installing or deleting system software without authorization; installing or removing system hardware without authorization.

I. Intercepting or monitoring communications, user dialog, or password input intended for another recipient, except when this is done as part of authorized IT resource management, when authorized by the CIO, or if required by law.

J. Collecting or storing information about users of UM IT Resources without user authorization, except as necessary for official UMB activities and functions.

K. Illegal activity.

L. Business or commercial activity not carried out on behalf of UMB or an Affiliate.

M. Access to or use of electronic distribution lists and email accounts created by UMB, a school or unit of UMB, or an Affiliate, for purposes not authorized by UMB, the school, or the unit; permitting others access to such distribution lists for unauthorized purposes.

N. Transmitting messages that are threatening, obscene, vulgar, derogatory or harassing; messages that attack another individual or group of individuals; or messages that violate the policies of UMB or USM, any school or unit of UMB, or any Affiliate of UMB.

O. Anomalous (unusual or unexpected) computing activity that is illegal or wasteful of UM IT Resources or that violates the terms of use of the licenses and agreements through which UMB obtains or uses UM IT Resources.

VI. Security and Monitoring

The maintenance, operation, and security of UM IT Resources require UMB and Affiliates to monitor and access IT Resources. UMB and its Affiliates monitor UM IT Resources as part of normal operations and maintenance. Normal monitoring includes, but is not limited to, logging activity and monitoring usage patterns. In special situations, communications including Internet activity of specific individuals or systems are subject to monitoring by UMB and Affiliates for other purposes, e.g., investigation of complaints of violation of work rules, allegations of violation of law, or allegations of unauthorized use of UM IT Resources.

To the extent feasible, as determined by UMB, and taking into account the electronic environment and the public agency status of UMB, UMB will protect the confidentiality of academic information, student information, medical information, attorney-client and patient-provider communications, attorney work product and information developed from or exchanged with clients and patients which is stored and transmitted through UM IT Resources. Authorized Users may only access confidential information with UMB permission and only to the extent authorized. Access to and disclosure of confidential information to others in any manner not permitted by law, UMB policy and procedure, and the applicable policies of the school, unit or Affiliate that maintains the information, is prohibited. UMB will not disclose privileged or confidential communications from legal clients, attorney work product, student information, employee information, or medical or health care record information unless permitted by law, authorized by the client or patient, or approved by the school, unit or Affiliate that maintains the information.

There is no assurance of confidentiality or privacy for much of the information transmitted or stored by UM IT Resources. The Maryland Access to Public Records law applies to electronic data, including archived electronic messages. Other state and federal laws, and the needs of UMB to meet its administrative, business, and legal obligations, require UMB to routinely monitor activities involving UM IT Resources and may require UMB to access and view stored data.

UMB seeks to maintain the security of UM IT Resources, but cannot guarantee security. Authorized Users have no expectation of privacy as to information stored or transmitted using UM IT Resources, and generally should not maintain or

transmit sensitive personal information about themselves or others using UM IT Resources. However, UM IT Resources which have appropriate security measures in place can be used for personal information of clients, research subjects, and patients.

Related security policies of UMB, its schools, units and Affiliates apply to certain categories of personal information (e.g., medical records, UMB Law Clinic records, records of Affiliate health care organizations) stored or transmitted using UM IT Resources. Authorized Users must comply with these policies.

UMB may monitor the specific activity and accounts of any Authorized User without notice to the Authorized User in situations when it is necessary or appropriate in the judgment of the CIO or a school, unit or Affiliate IT Administrator, e.g.:

- The user has voluntarily made the activity or account information available to the public, as by posting to an electronic list or web page
- Monitoring is necessary to preserve the security, integrity, or functionality of IT Resources.
- UMB or an Affiliate has a reasonable basis to suspect an Authorized User may be violating this policy.
- A user of UM IT Resources, or an account, is demonstrating anomalous activity based on usage patterns.
- UMB or an Affiliate has a reasonable basis to suspect that a person using UM IT Resources is doing so without authorization.
- Otherwise necessary, as permitted by law, required by lawful directive to UMB or an Affiliate, or required to investigate allegations of misuse of UM IT Resources.

When monitoring of specific activity and accounts is required, the CIO or designee, or the IT Administrator, will consult with an academic or administrative unit's Dean or Vice President, or designee, prior to monitoring activities of specific Authorized Users, and prior to disclosing patient or client information as permitted by law or authorized by the patient or client. If a matter directly involves a Dean or Vice President, the President may waive this consultation requirement.

VII. Electronic Mail (E-Mail)

Copyright laws, license agreements, USM and UMB policies, and state and federal law apply to e-mail. E-mail sent with the intent of disrupting communication or other system services is not allowed. The proliferation of unsolicited commercial e-mail (also known as UCE or "spam"), virus warnings, urban legends and electronic chain letters are not acceptable uses of

UM IT Resources. Broadcast e-mail, i.e., e-mail messages sent to a list of users in all schools and units of UMB, is forbidden unless approved by the President or his designee. Broadcast e-mail to users in a particular school or unit is prohibited unless permitted by the Dean of the school or Vice President of the unit, or that administrator's designee.

The primary purpose, and primary use, of e-mail using UM IT Resources is for UMB-related activities. Occasional use of e-mail for personal communications during the business day is acceptable. Users are advised; however, that they have no right of privacy in personal communications sent or received using campus email. Such messages, like all other messages, are subject to monitoring and disclosure as stated above.

VIII. Web Pages

Any Authorized User who creates, maintains or hosts a Web page using UM IT Resources is responsible for the integrity of the information contained on the page and for compliance with USM and UMB policies, and federal and state laws, including laws governing copyright, obscenity, defamation, and software piracy. Personal Web pages and commercial Web pages may not be posted using UM IT Resources unless expressly authorized by a UMB school, unit or Affiliate and then only if the web page is related to the academic activities of the school or the operational activities of the unit or Affiliate. Web pages that are not in good taste are not allowed. Anyone who wants a web page primarily or exclusively for personal or commercial purposes, rather than academic activities or the operational activities of UMB or an Affiliate, should not use UM IT Resources to create or host the web page.

IX. Administration and Enforcement of Policy

The CIO is responsible for the administration of this policy. Each school, unit, and Affiliate of UMB, and the IT Administrator of each UMB School, unit, or Affiliate may provide additional guidelines for appropriate use of UM IT Resources in that school, unit, or Affiliate. Enforcement of this policy is delegated to the heads of the UMB schools and administrative units, i.e., deans and vice presidents. In cases where there is a question about authority to enforce this policy a determination shall be made by the UMB President or a designee, normally the CIO.

X. Violations

Suspected violations of this policy shall be reported to the CIO, the IT Administrator of any school or unit involved, and the IT Administrator of any Affiliate involved. Within a school or unit, the IT Administrator will report the suspected violation to those responsible for supervision of the Authorized Users involved, unless complete confidentiality is required during an investigation of the violation, and to those responsible for administration of disciplinary policies applicable to the

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Authorized Users involved. Authorized Users who are accused of violating this policy and who have a student or employment relationship, or an academic appointment with UMB, will be subject to disciplinary actions or other proceedings consistent with an accusation of misconduct.

The CIO and/or IT Administrator shall investigate thoroughly the issues concerning use of UM IT Resources, provide a complete report to the School or employing unit, and cooperate in disciplinary proceedings.

Allegations of violations by Authorized Users other than students, employees or appointees will be resolved by the CIO in consultation with the applicable school, unit or Affiliate. The CIO may suspend an accused user's access to some or all UM IT Resources until an investigation is completed and, if required, a hearing has been held to determine the validity of the allegations involved. Authorized Users who commit serious or repeated violations of this policy are subject to additional sanctions. Such additional sanctions may include permanent termination of access to UM IT Resources, use restrictions, or special monitoring of activities involving UM IT Resources. The CIO or any IT Administrator shall refer suspected criminal violations of law to the University Police and concurrently advise University Counsel of the matter.

Immediate action may be taken by the CIO or an IT Administrator in response to potential or ongoing threats to UM IT Resource security, the health or safety of persons, the privacy rights of students, employees, patients, clients, research subjects or others, compliance with the law, or the security of confidential or proprietary information. Violations of this policy may result in actions under Human Resource policies, faculty policies, or student policies, in addition to actions under this policy. Termination of enrollment, employment or appointment may follow from violations of this policy.

XI. School and Unit Responsibilities

Schools and units may require their Authorized Users to follow additional guidelines for appropriate use of school and unit UM IT Resources. Such guidelines shall be no less restrictive than this policy and do not supplant this policy. When Authorized Users change status, e.g., upon resignation, termination, graduation, retirement, imposition of a disciplinary sanction, or a change in position, role or responsibilities within UMB, the school or unit responsible for initiating a change in status must coordinate with central support units (e.g., Center for Information Technology Services, Human Resource Services, Payroll) to discontinue or change access and authorization to UMB IT Resources accessible to the Authorized User before the change of status.

(Approved by the president; effective Aug. 1, 2005.)

(Read other IT policies online at www.umaryland.edu/cits/policies.)

POLICIES RELATED TO SMOKING, ALCOHOL, AND DRUGS

UMB Nonsmoking Policy

1. Consistent with applicable State and local laws and regulations regarding smoking and in keeping with its health and human services mission, the University of Maryland, Baltimore (UMB) seeks to prevent adverse health effects and adopts this policy regulating smoking. This policy is intended to protect and enhance outdoor and indoor air quality in and near UMB's buildings and in outdoor gathering areas on campus. Nonsmoking faculty, staff, and students are discouraged from starting to smoke. Smokers are encouraged to stop smoking.
2. This policy applies to all UMB faculty, staff, students, contractors, affiliates, visitors, and other persons on the UMB campus in Baltimore, Maryland, or at other facilities owned or used by UMB.
3. The following acts are prohibited:
 - a. Smoking in University owned or leased buildings or facilities.
 - b. Smoking on University property outside of buildings within 30 feet of a building entrance, overhang, or porch, inlet for an air intake system, or window that opens and closes.
 - c. Smoking on any campus plaza, courtyard, or other designated outdoor area. Signs prohibiting smoking will be posted in these areas.
 - d. Smoking in University owned or leased vehicles, or vehicles operated by UMB contractors. Vehicles include any motorized vehicle.
 - e. Smoking in meetings, conferences or training sessions hosted by the University off-campus.
 - f. Selling tobacco products at UMB.
4. Facilities Management will post and maintain campus signage prohibiting smoking. The Vice President for Administration and Finance will determine the locations of the signs.
5. Smoking refuse, such as cigarette butts, must be disposed of in ash urns or other containers specifically designed for such disposal.
6. Faculty, staff, and students are expected to advise others of the smoking prohibition. This policy relies on the politeness, thoughtfulness,

cooperation, and common sense of smokers and non-smokers alike. However, non-compliance or repeated observed infractions of this policy must be reported as soon as possible to an appropriate UMB administrator for action.

7. The Office of Procurement Services will inform UMB's contractors of this policy and take appropriate action against contractors that fail to comply with this policy. Human Resource Services will advise faculty and staff of this policy. The UMB Schools will advise their students of this policy.
8. Student and Employee Health will offer periodic smoking cessation programs for groups of faculty, staff, and students. In addition, faculty, staff, and students can make appointments with physicians at Student and Employee Health for one-on-one consultation regarding smoking cessation.
9. Potential conflicts resulting from the implementation of this policy are to be reported to Human Resource Services. Requests for signage or concerns about signage should be directed to the Assistant Vice President, Facilities Management.
10. Any person found in violation of this policy should be requested to cease smoking. A person who does not comply with this policy is subject to penalties under State law, as applicable. In addition, any faculty member, staff or student found to be in violation of this policy shall be subject to administrative and/or disciplinary action.

(Approved by the president, effective September 1986; revised May 1995, January 1999, January 2009.)

Alcoholic Beverages

I. Purpose

A. To establish University of Maryland, Baltimore policy on the use of alcoholic beverages and to recognize standards for individual and group behavior at events where such beverages are served.

The alcoholic beverage policy is designed to:

- (1) observe the laws of the state;
- (2) stress moderation, safety, and individual accountability for those who choose to drink;
- (3) provide a campus atmosphere free of coercion for those who choose not to drink;

- (4) maintain a community where the effects of alcohol abuse are minimal and where problem behavior is reduced; and
- (5) provide confidential and effective guidance and counseling for those with special needs related to alcohol and alcoholism.

B. All students should be familiar with and abide by the principles and particulars of this statement. Each school on campus shall provide information to all students regarding the existence of this policy.

C. Maryland law forbids the sale or serving of alcoholic beverages to people under 21 years of age or those visibly intoxicated, Article 2B, Section 108, Annotated Code of Maryland. The law also forbids misrepresenting one's age for the purpose of consuming alcoholic beverages, Article 27, Sections 400-403A, Annotated Code of Maryland. There have been indications in recent years (such as the heightened awareness of drunken driving, etc.) that drinking and alcohol-related behavior should receive careful attention.

II. Individual Behavior

A. Individuals are expected to obey the law and take personal responsibility for their own conduct; UMB will not police individuals' personal lives on or off campus.

B. Disorderly conduct in any manner or misrepresentation of age at on-campus social events sponsored by UMB-recognized organizations may subject the offender to disciplinary action or action by law enforcement personnel. The association of alcohol with problem behavior shall be seen as an exacerbating factor, not a mitigating one.

C. The Counseling Center provides confidential counseling, treatment, and referral of students seeking assistance for problems associated with alcohol abuse.

D. Although the dean or a designated faculty member of each school may refer students to the Counseling Center, Alcoholics Anonymous, or to other counseling and guidance resources, egregious offenses and repeat offenses, however minor, shall be referred to the appropriate disciplinary body in each school.

III. Group Behavior

A. The student groups recognized by UMB sponsoring social events on campus must abide by state and local laws. Officers of the sponsoring organizations shall be responsible for submitting a UMB alcoholic beverage permit and a Statement of Responsibility form as well as for good faith administration of this policy. Failure to do so may result in loss of social privileges, individual disciplinary action, loss of University

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recognition for the organization, or suspension of reservation privileges.

B. Student events at which alcoholic beverages may be consumed can be held only under circumstances in which the sponsoring organization demonstrates reasonable means of ensuring adherence to state law and proper clean-up.

IV. Social Events and Advertising

A. Alcoholic beverages may be sold only by student groups upon obtaining the appropriate liquor license for the area and event; alcoholic beverages may be served by student groups in areas designated by each school's dean or the Director of Student Services.

B. At all social events where alcohol is consumed, non-alcoholic beverages must be provided by the sponsor of the event and be equally available to students. All people consuming alcoholic beverages must be of legal drinking age.

C. Where alcohol is consumed, food shall also be provided by the sponsor of the event.

D. Social events, such as "beer blasts," that encourage drinking or drunkenness as themes, and the advertisement of such events are considered inappropriate and shall not be permitted.

E. The alcoholic beverage industry shall not be allowed to distribute its product on campus for promotional purposes. Other promotional activities by alcohol marketers may only be permitted with the prior written approval of the Director of Student Services.

Campus Substance Abuse

I. Purpose

The University of Maryland, Baltimore substance abuse policy is designed to:

- (1) observe state executive orders and state and federal laws;
- (2) promote a campus free of illegal drug use;
- (3) stress moderation, safety, and individual accountability by those who choose to drink alcohol;
- (4) provide a campus atmosphere free of coercion for those who choose not to drink alcohol;
- (5) maintain a community where the effects of abuse are minimal and where problem behavior is reduced;
- (6) provide information and education on the health risks associated with drug and alcohol abuse; and

- (7) provide confidential and effective guidance and counseling for those with special needs related to substance abuse.

II. Scope

The policy applies to all UMB faculty, staff, and students.

III. Background

Substance abuse is a serious national crisis that has had a detrimental effect on the lives of many of our citizens, and has exerted a negative effect on the operation of academic institutions. UMB must maintain an environment that supports the employees and students as they carry out their responsibilities. A campus free of substance abuse is fundamental to promote efficient, effective and responsive education, research, and service.

IV. Health Risks

Substance abuse is now recognized as the number one public health problem in the United States. About 30 percent of all admissions to general hospitals and 50 percent to psychiatric hospitals have detectable substance abuse. Substance abuse accounts for about 150,000 deaths annually. This includes deaths from stroke, diseases of the heart and liver, and all alcohol and drug-related suicides, homicides, and accidents.

V. Policy

A. The unlawful manufacture, distribution, dispensing, possession, or use of drugs is prohibited at UMB.

B. Alcohol may only be used legally and responsibly on campus or in any location while the employee or student is on official University business. Organizers of any on-campus functions where alcohol is served must present a plan to the administrator responsible for that particular area.

C. All employees and students must report to work, class, or any other official University activity and remain, whether on or off campus, in a fit condition to perform. Reporting to work, class, or any other official University activity or working while impaired by drugs or alcohol is a violation of this policy and shall subject the employee or student to the appropriate disciplinary or rehabilitative action.

D. As a condition of employment or enrollment, every employee and student must abide by the terms of this policy and notify his or her supervisor (employee) or dean's office (students) of any drug or alcohol-related conviction, such notice to be given no later than five days after such conviction.

E. The University will take either or both of the following actions after receiving notice of conviction:

- (1) Require the convicted employee or student to participate in a substance abuse assistance or rehabilitation program.
- (2) Subject the convicted employee or student to the appropriate administrative and disciplinary action, up to and including termination or expulsion.

F. The University will impose administrative and disciplinary sanctions on employees and students and, if appropriate, referral for prosecution for violations of the standards of conduct required by paragraphs A through D of this policy. The sanctions, not listed in any order, may be progressive or consistent with the nature of the violation and include but are not limited to:

- (1) students: counseling, reprimand, suspension, reassignment, community service, withholding or unsatisfactory references for licensing and certification or employment, related academic assignment, permanent or temporary entry in student file, denial or withdrawal of financial aid, denial of or removal from UMB housing, expulsion; and
- (2) Counseling Center referral to a rehabilitation program. (Students may obtain copies of the full policy from their dean's office or student affairs office.)

Illicit Drugs

The use, possession, or sale of illicit drugs is illegal and such activities are subject to severe penalties. It is the intent of the administration of the University of Maryland, Baltimore to use any and all means to prevent illegal activities within the confines of this campus. Therefore, all students who reside on the campus are forewarned that the use, possession, or sale of illicit drugs will mean expulsion from residency on the campus, and all faculty and staff members and students are likewise warned that such activities may mean prosecution by the appropriate agencies of the community.

Legal Sanctions

Students are subject to federal, state, and local laws for the possession and distribution of illegal drugs and illegal use of alcohol and controlled substances. A description of legal sanctions follows. It is not intended to be exhaustive of all laws regarding drug and alcohol related offenses. Under federal law the penalty for possession of a controlled substance is a fine and/or imprisonment from five to 20 years. For other illegal drugs, the penalty for possession is a fine of at least \$1,000 and/or imprisonment for up to three years. Penalties may also include up to \$10,000 in civil fines. Penalties may increase if possession includes intent to manufac-

ture, distribute, or dispense, especially if done near a school or college. Under Maryland law any person who unlawfully manufactures or distributes a controlled dangerous substance may be fined up to \$25,000 and may be imprisoned for up to 20 years for a first offense. A person who manufactures, distributes, dispenses, or possesses with the intent to distribute within 1,000 feet of an elementary or secondary school will be subject to an additional term of not more than 20 years or a fine of not more than \$20,000 or both for a first offense, and a term of not less than five or more than 40 years or a fine of not more than \$40,000 or both for a second offense.

Individuals who have been convicted of a controlled dangerous substance offense on or after Jan. 1, 1991 are required to disclose that fact when applying for a license or a license renewal. The licensing authority may refuse to issue the license or impose appropriate conditions on the license.

(Approved by the president June 1989.)

OTHER UNIVERSITY POLICIES

Policy on Students Who Are Called to Active Military Duty During a National or International Crisis or Conflict

I. Purpose

This policy applies to all University of Maryland, Baltimore students who are ordered to active military duty by the United States or an ally of the United States during a national or international crisis or conflict.

II. Policy

When a student is ordered to active military duty by the United States or one of its allies, during a national or international crisis or conflict, the student will receive special consideration from the student's school and UMB administration. This is so that the student may fulfill his or her active duty obligations, without being subject to inappropriate financial penalties or other adverse effects of University System of Maryland or UMB policies otherwise applicable to students who withdraw from or interrupt their course of study. In addition to following this policy, schools and campus administration should establish flexible policies and procedures to accommodate the special requirements of students called to active military duty during a national or international crisis. Appropriate accommodations may vary from time to time, depending on circumstances, but may include, as examples:

- (1) Encouraging faculty to suspend penalties for students who miss deadlines for assignments or who miss classes as a result of a national or international crisis or conflict.

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- (2) Establishing procedures for directing students having special difficulties to support services within the school or at the campus Counseling Center.
- (3) Posting classroom materials on Web sites or list-serves for those unable to attend classes.
- (4) Permitting audio taping of classes.

III. Procedures

A student who is called to active military duty during a national or international crisis or conflict should report to the student affairs dean at the student's school with appropriate military orders or other documentation. The dean or designee will determine if the student is qualified under this policy. If the student is qualified, the dean or designee will assist the student to minimize the adverse effects of institutional policies otherwise applicable to students who withdraw from or interrupt their course of study. Each school will develop a form or other documentation to be signed by the dean or designee indicating that the student's military and academic status have been reviewed, and whether or not the student is qualified under this policy. If qualified, the dean and the student will review options regarding attendance, tuition and fees, financial aid, health insurance, and housing. In most cases, the student is responsible for contacting the appropriate UMB offices to adjust the student's status to accommodate an interruption of study under this policy. When a student cannot make such arrangements, the student should provide the name, address, and phone number of a person with power of attorney for the student so that the dean and the student's representative can act on the student's behalf.

A. Attendance

Students qualified under this policy may request permission to:

- (1) Withdraw from school (transcript will show withdrawal for military service).
- (2) Obtain a leave of absence (transcript will show leave of absence for military service; usual time limits to return from a leave of absence will be suspended indefinitely unless otherwise specified). At the end of a student's leave of absence, the school will facilitate reenrollment at the appropriate point in the student's academic program.
- (3) Receive an incomplete grade (transcript will show incomplete; usual time limits to convert an incomplete to a grade will be suspended indefinitely unless otherwise specified).
- (4) Be evaluated for a final grade on the basis of having completed a substantial amount of the course work (transcript will show course completed with grade).

Each school will make its own policy about appropriate options, whose input is required to approve an option, and who can grant approval. For example, courses involving classroom instruction may be treated differently from courses based on clinical rotations. An instructor's approval may be necessary before offering the option of a final grade for substantial course work. Upon approval of one or more options, the school's dean or designee will notify the Director of the Office of the Registrar.

B. Tuition and Fees

A student who receives approval from the dean or designee of the student's school to withdraw from school, under this policy may request a complete refund of tuition and fees. The dean or designee will make appropriate changes in the Student Information Management System and notify Student Accounting. Upon notification by the dean or designee, Student Accounting will provide a refund of tuition and all fees, either to the student at his or her current address or to the student's lender. Confirmation will be sent to the student affairs dean's office at the student's school.

C. Financial Aid

Students should determine how to manage outstanding student financial aid including loans, grants, and work study, by contacting the Student Financial Assistance and Education Office. In accordance with U.S. Department of Education guidance, a qualified student is not required to return financial aid that has been disbursed to the student to cover living expenses. (See www.ifap.ed.gov/dpclatters/GENo113.html.)

D. Student Health Insurance

Students who wish to drop health insurance coverage should apply for a prorated refund by presenting documentation signed and dated by the dean or designee to the Bursar's office. Students who do not withdraw from school and who wish to retain health insurance coverage for themselves and their families under the student health insurance plan should not apply for a refund. Student health coverage is provided on a per-semester basis. If a student does not request a refund of the student health fee, health insurance through the student health insurance plan will continue automatically until the end of the current semester. If the student is on a leave of absence for active military duty for the United States or an ally of the United States during a national or international crisis or conflict, student health insurance will remain in force as long as the student continues to pay the health insurance fee. A student's family cannot be insured under the student health insurance plan unless the student continues to be insured under the plan.

E. Housing

Students who wish to terminate housing agreements early may receive a prorated refund. Students should present documentation signed and dated by the dean or designee and apply to the Assistant Director of Residence Life.

F. Disputes

In case of a disagreement in the interpretation or implementation of this policy, a student may appeal in writing to the Director of Student Services. The decision of the Associate Vice President for Academic and Student Affairs may be appealed by a student or a dean of a school to the Vice President for Academic Affairs, whose decision will be final.

(Approved by the president Nov. 6, 2001.)

Position on Acts of Violence and Extremism That Are Racially, Ethnically, Religiously or Politically Motivated

The University System of Maryland Board of Regents strongly condemns criminal acts of destruction or violence against the person or property of others. Individuals committing such acts at any campus or facility of the University will be subject to swift campus judicial and personnel action, including possible expulsion or termination, as well as possible state criminal proceedings.

Threat Response and Assessment Coordination Policy (Excerpts Only)

(Full policy may be found at <http://cf.umaryland.edu/hrpolicies/section11/t110300Asa.html>)

(Approved by the president Oct. 20, 2008.)

Purpose

This Policy is intended to promote a safe environment for all UMB students, faculty, staff, volunteers, visitors, and affiliate employees (referred to as “University Associates”). This Policy establishes (a) a zero tolerance philosophy for threats and acts of aggression or violence; (b) guidelines for conduct; (c) the requirement to report threats and acts of aggression or violence; and (d) the requirement to be sensitive to and consider reporting warning signs of threats and acts of aggression or violence.

Warning Signs [that may precede or be indicative of violent behavior]

- University Associates are encouraged to be alert to Warning Signs below and to report Warning Signs exhibited by another University Associate to appropriate School/Department administrators and/or UMB offices trained in evaluating

such behavior. University Associates, regardless of their professional training and experience, are encouraged not to attempt to evaluate and respond to Warning Signs without seeking assistance from UMB resources.

- Unfortunately, there is no proven method of predicting when someone may become violent. It is important to keep this in mind when attempts are made to identify Warning Signs. It is particularly important to consider the context of things considered to be Warning Signs. For example, voice tone, level of familiarity with the person making troubling statements, and the presence of other Warning Signs should all be considered. Below are some indicators that warrant closer attention and may warrant intervention and/or reporting.
 1. Making threats of suicide or statements about hurting one’s self. Threats might be direct, or indirect (for example, hints).
 2. Making implied threats of violence.
 3. Expressing fascination with firearms, other weapons, or bombs, or asserting ownership of firearms, other weapons, or bombs, or the materials to manufacture them.
 4. Expressing fascination with weaponization of chemical or biological materials, or asserting the ability to produce such weapons.
 5. Having a known history of violence.
 6. Preoccupation with computer games, movies, television, music, and/or stories about violence.
 7. Identification with criminal or terrorist individuals, acts and/or philosophy.
 8. Making frequent or recurrent suggestions that incidents of publicized violence may be repeated at UMB.
 9. Maintaining a preoccupation with incidents of publicized violence (for example, collecting articles and photos, showing fascination with perpetrators of violence).
 10. Intimidating others; acting with belligerence or defiance toward others; frequently becoming confrontational.

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11. Crossing professional and personal boundaries (for example, excessive phone calls, text messages, or e-mails; excessive impromptu visits; giving gifts inappropriately).
12. Being easily provoked; showing sudden or erratic agitation with others.
13. Blaming others for anything that goes wrong; failure to acknowledge any personal responsibility for disappointments or difficulties.
14. Showing recent, marked academic (or job) performance decline.
15. Demonstrating notable changes in personality, mood or behavior.
16. Giving away personal possessions.
17. Showing notable decline in personal hygiene and personal appearance.
18. Abusing alcohol or other drugs, particularly marked increase in substance abuse.
19. Behavior reflecting social isolation/alienation.

In addition, listed below are some situational contexts that would not be considered Warning Signs in and of themselves. Knowledge of such contexts may influence judgment about the level of risk indicated by Warning Signs. Knowledge of some of these contexts may indicate that more proactive efforts are needed to increase support in an effort to prevent Violence against one's self or others.

1. Anticipation of severe consequences, such as failing out of school or being expelled due to serious conduct code violations (especially if shame or embarrassment is heightened due to situational and/or cultural factors).
2. Lack of support regarding a history of actual or perceived victimization (discrimination, bullying, or other forms of oppression around race, nationality, religion, sexual orientation, sexual identity, physical characteristics, mental functioning, disability, etc.).

3. Severe stressors in personal life (for example, financial, health, family or marital problems).

Each School will provide its students with instructions concerning a School contact who can assist a student in reporting Warning Signs exhibited by a fellow student.

Policy

- University Associates must feel secure at the Campus and in Off-campus Sites in order to focus on their studies, research, duties, and responsibilities. Threatening, Aggressive or Violent Behavior by any University Associate toward another University Associate, or toward the community on Campus or at an Off-campus Site, will not be tolerated.
- Any University Associate having knowledge of Threatening, Aggressive or Violent Behavior toward another University Associate on Campus must report the behavior immediately to the University Police. The University Associate also may report the behavior to a TRACT member, the Employee Assistance Program, the UMB Counseling Center, an appropriate school/department administrator, the Office of the Vice President for Academic Affairs, Employee/Labor Relations-Human Resource Services, or the Office of Student and Employee Health.
- University Associates are encouraged to report Warning Signs exhibited by another University Associate. Warning Signs may be reported to a TRACT member, the Employee Assistance Program, the UMB Counseling Center, an appropriate school/department administrator, the Office of the Vice President for Academic Affairs, Employee/Labor Relations-Human Resource Services, or the Office of Student and Employee Health.
- A University Associate who is a victim of Threatening, Aggressive or Violent Behavior may be assisted, with limited confidentiality, by administrative and counseling (for faculty, staff, and students of UMB) services available at the Campus. Any University Associate responsible for Threatening, Aggressive or Violent Behavior will be subject to appropriate administrative/disciplinary action up to and including expulsion from school (for students), termination of employment (for faculty and staff of UMB), and removal from UMB premises (for volunteers and other invitees).

- UMB will not condone any form of retaliation against a University Associate who reports in good faith Threatening, Aggressive or Violent Behavior or Warning Signs. Similarly, UMB will not condone the deliberate filing of false reports of Threatening, Aggressive or Violent Behavior or Warning Signs.

Threat Response and Assessment Coordinating Team (TRACT)

The Threat Response and Assessment Coordinating Team (TRACT) coordinates activities responsive to reports of Threatening, Aggressive or Violent Behavior. TRACT consists of appointed, standing representatives of the following offices: Employee/Labor Relations-Human Resource Services (410-706-7302); Employee Assistance Program (410-328-5860); UMB Student Counseling Center (410-328-8404); University Police (24-hour emergency service at x711, 410-706-6882, 410-706-3333); Office of the Vice President for Academic Affairs (410-706-1850); and Student and Employee Health Services (410-328-2686). An attorney from the UMB Office of University Counsel (410-706-5353) will serve as legal advisor to TRACT and will involve the Office of the Attorney General of Maryland as necessary. The TRACT Chair may include a representative from the Office of External Affairs (410-706-5020) on a case by case basis. The TRACT Chair may add other representatives on an ad-hoc basis. The TRACT roster will be posted on the UMB Web site and other designated places.

General Procedures

Administrative/disciplinary remedies available to address Threatening, Aggressive or Violent Behavior by UMB students include, but are not limited to: (a) administrative counseling; (b) reprimand, suspension, reassignment, or community service; (c) withheld or unsatisfactory references or certifications for post-degree training or employment, licensing, and employment-related academic assignments; (d) permanent or temporary entry of notations in student files; (e) denial of, or removal from, UMB-operated or affiliated student housing; (f) expulsion; (g) voluntary or mandatory UMB Counseling Center referral and treatment; or (h) psychological or psychiatric evaluation.

Statement Regarding Organized Activities on Campus

As an academic institution, the University of Maryland, Baltimore welcomes the exchange of ideas and respects the rights of our faculty, students, and staff to free speech, regardless of the topic. The use of our facilities, including outdoor space, however, must fall within appropriate guidelines, as set forth in our policy regarding physical facilities and public meetings. This policy [Section VI-4.10(A)] is online at www.umaryland.edu/hrpolicies and is also published in this document.

Policy on the Use of the Physical Facilities of the University System for Public Meetings

Purpose: To identify the groups that can use University of Maryland, Baltimore facilities, to establish administrative procedures for applications for use of UMB facilities, and to establish standards for allowing and denying use of facilities.

I. Definitions

A. Academic activities of UMB schools and activities organized by UMB take priority over all other uses of campus facilities. Nonacademic uses by campus groups take priority over any uses by outside groups.

B. "Campus groups" refers to student organizations recognized by the Director of Student Services or dean's office, faculty or student government organizations established under UMB policy, faculty or staff organizations established by state law, or University System of Maryland policy, academic and administrative offices of UMB, University Physicians Inc., University of Maryland Medical System, faculty professional associations organized under University policy, and recognized alumni associations and foundations.

C. "Outside groups" refers to unrecognized campus groups and other organizations.

II. School Buildings

Use of a building designated specifically and completely for occupancy by one or more professional schools is administered and scheduled by the dean(s) of the school(s) or designee(s). For this purpose, the University of Maryland School of Law includes the Thurgood Marshall Law Library. Use of the Health Sciences and Human Services Library is administered and scheduled by the HS/HSL director or designee. If a building is shared by schools, each dean is responsible for areas used by that dean's school.

A. Use by Campus Groups

1. The dean or director will determine what areas, if any, in the building or its grounds are available for reserved use by campus groups.
2. Requests from campus groups for use of areas will be considered and acted on by the dean or director. Use of an area will not be permitted if the use is inconsistent with the academic mission of the school, would interfere with academic activities, or would result in unbudgeted costs (see part IV) which the dean or director is not willing to meet from the school's budget and which the campus group is unable to pay.

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3. A use fee may be charged for use of a school area by a campus group associated with another school. A use fee (see part IV) may be charged for use of a library area by any campus group.

B. Use by Outside Groups

1. Requests for use of these areas by outside groups which (a) are professional organizations related to the academic mission of the school, or (b) administer professional, licensing, and other examinations related to the academic programs of the school, will be considered and acted on by the dean or director, who may permit use of areas subject to the criteria stated in II.A.
2. Use by outside groups not described in B.1. is subject to payment of a use fee, and special costs (See part IV) and the approval of the dean or director.
3. Use fees will be set by the Vice President for Administration and Finance. Special costs will be determined by the dean or director. See part IV.
4. To assure consistent application of the requirements of this paragraph II.B, the dean or director, or designee, must obtain approval in advance from the President's office for a request subject to this paragraph.

C. The dean or director may approve use of an area if the use is consistent with the academic mission of the school.

III. Other Campus Facilities

Designated areas in the Southern Management Corporation Campus Center, the University Plaza park, and the HS/HSL plaza at Greene and Lombard streets are available for use by campus groups and outside groups. The Southern Management Corporation Campus Center's Operations office's designee will schedule use of the space surrounding the center and the UMB Police designee will schedule use of the University Plaza park and the HS/HSL plaza.

A. Use by Campus Groups

1. Requests for use of these areas by campus groups should be made by an application requiring approval of the appropriate office as listed above. Events will be permitted in these areas subject to space, noise, and safety limitations, and payment of any use fees or special costs (see part IV).

2. The President may waive use fees or special costs for campus groups.

B. Use by Outside Groups

1. Requests for use of these areas by outside groups should be made by an application to the appropriate office as stated above. To assure consistency in application of this campus policy, the designee from each of these offices will seek advance approval from the President's office concerning each application. Approval from the President's office is not required for table space in the Southern Management Corporation Campus Center.
2. If the application is acceptable and the area is available, the requesting user will be notified of the use fee or security deposit, any estimated special costs, and any restrictions specified as a condition of use of the area. Upon payment of the use fee or security deposit and estimated special costs, a permit for use of the area will be issued.
3. Requests to use University Plaza park and HS/HSL plaza should be granted only after consideration of pedestrian and vehicle traffic control needs and costs, clean-up requirements, and impact of activities in the park upon patient care and academic, patient care, and administrative activities in adjoining buildings. The UMB police may establish sound regulations, weight limits, and other requirements for use of University Plaza park and HS/HSL plaza. Use of these areas may be prohibited during certain times of day (e.g., rush hour) or on specific days when activities would be unduly disruptive (e.g., examination period; opening day).

IV. Fees

A. The Vice President for Administration and Finance shall issue at least annually a schedule of use fees and security deposits for use of campus facilities by recognized groups and/or noncampus groups. Use fees are intended to cover basic facilities costs. Security deposits are intended to cover any damage to the area or additional unanticipated special costs.

B. Special costs are costs incurred by UMB over and above basic facilities costs. Special costs include cleaning, set-up, security, pedestrian and vehicle traffic control, and any other UMB work required to ensure that the use of an area has minimal

impact upon the operations of the campus and the medical center and the area is restored to a normal condition after the use. Special costs will be estimated and must be pre-paid, subject to adjustment after special costs are calculated. The Vice President for Administration and Finance will establish a price schedule for typical special costs.

C. Use fees for school areas will be collected by the office that issues permission to use an area and retained by that school for use as determined by the dean. Use fees for library areas will be collected by the library director and retained for use by the library as determined by its director. Use fees for the Southern Management Corporation Campus Center areas will be collected by the Southern Management Corporation Campus Center's Operations Office and retained for use by the designee. Security deposits for University Plaza park and HS/HSL plaza will be collected by UMB police and retained or distributed as directed by the Vice President for Administration and Finance.

D. Any special costs collected will be collected by the office that issues permission to use an area, but remitted to the campus unit(s) incurring the costs.

(Approved by the president; effective June 15, 1984, revised July 1, 1989, revised Sept. 18, 2001.)

Health Insurance Portability and Accountability Act

The Health Insurance Portability and Accountability Act of 1996 is a federal law that provides uniform rules for protecting the privacy of health information. This law affects employees, students, and others at the University of Maryland, Baltimore. The HIPAA law requires UMB employees, students, and other UMB personnel to keep health information private and secure. UMB employees, students, and other UMB personnel may not see, use, or share private health information unless authorized to do so and as necessary to fulfill UMB work responsibilities. All UMB employees—including faculty and staff members, students, residents, fellows, and volunteers—must safeguard health information, including research information, in accordance with both federal and state privacy laws. You may be required to complete additional education about HIPAA and privacy, depending on your responsibilities and the policies of your school and program.

The General Introduction to HIPAA and Privacy Regulations, located online at www.umaryland.edu/cits/policies, provides a summary of the federal privacy law. However, it does not replace targeted educational sessions that may be planned by your supervisor or the UMB Privacy Official. It is not a substitute for consulting the official federal regulations and state law when necessary. It is important to note that there are harsh civil and criminal penalties for violators of HIPAA.

For more information, contact UMB's Privacy Official, the Vice President and Chief Information Officer, or visit www.umaryland.edu/cits/policies.

Immunization Policy

I. Policy Statement

The University of Maryland, Baltimore strives to be a model health-promoting campus, and to support the health of its students and the people in the community with whom they come in contact. All students, both full- and part-time, who wish to qualify for enrollment at UMB must satisfy the University's immunization requirements. All costs of student compliance with the immunization requirements will be the responsibility of the student.

II. Immunization Requirements

A. A Report of Medical History form, which includes an immunization history, shall be mailed to all new students and must be completed and returned to Student Health prior to the student's initial registration.

B. All incoming students are required to provide to the satisfaction of Student Health:

1. Proof of immunization for measles, mumps, and rubella (students born before 1957 are considered immune to measles).
2. Certification of varicella (chicken pox) immunity by a) history of disease, b) proof of vaccination, or c) by way of a positive titer.
3. Evidence of immunization against tetanus/diphtheria within the past 10 years.
4. The results of tuberculosis screening performed within 12 months of the date of the student's enrollment. Screening must show a negative PPD test or, if the PPD is positive, a negative chest X-ray report.

C. All students who live on campus in student housing must receive a vaccination for meningococcal disease or sign a waiver stating that the student has received and reviewed information provided by UMB about meningococcal disease and has chosen not to be vaccinated.

D. Students who wish to enroll in advanced dental education programs or the dental (DDS), dental hygiene, medical and research technology (BS and MS), medicine (MD), and undergraduate nursing programs must be immunized against Hepatitis B. This requirement will not be waived.

Students enrolled in other programs are strongly encouraged to consider such immunization.

E. Students may be required to comply with additional immunization requirements specified by a particular school or program. Students should check with their school and program to determine which requirements may not be waived, and the possible curricular implications of waiving other immunization requirements.

F. To participate in clinical training at nonuniversity sites students must comply with the health and immunization requirements of the training sites.

G. Students not in compliance with the requirements of this policy will not be able to register for their second semester.

III. Waivers

Immunizations required by law or mandated by a UMB school or program will not be waived. For example, the requirement for immunization against Hepatitis B cannot be waived by students in advanced dental education programs or in the dental (DDS), dental hygiene, medical and research technology (BS and MS), medicine (MD), and undergraduate nursing programs.

A. In other cases, a student may receive a waiver on health grounds if he or she presents a written statement from a licensed physician or a local deputy state health officer indicating that immunization against any or all of the diseases for which immunization is required, is medically contraindicated, detrimental to, or not in the best interest of the student. The physician's statement shall state whether the contraindication is permanent or temporary and, if temporary, provide assurance that the student will receive immunization(s). The student subsequently must furnish evidence of completion of immunization at the first reasonable opportunity. In the absence of such evidence, the student will not be allowed to register.

B. A student who objects to immunization upon the grounds that immunization conflicts with his or her bona fide religious beliefs and practices may request a religious waiver. A waiver on religious grounds may be obtained by submitting a written request to Student Health. This waiver will not apply in case of an emergency or epidemic of disease declared by the Secretary of Health and Mental Hygiene or the Secretary's designee. Students requesting religious waivers should refer to this policy and contact their school or program for possible curricular implications.

IV. Review and Revision of Policy

UMB Immunization Policy and immunization requirements are based on Maryland law and public health recommendations of the U.S. Centers for Disease Control. The policy and the requirements will be reviewed periodically and revised as necessary.

(Approved by the president April 22, 2003.)

Service to Those With Infectious Diseases

It is the policy of the University of Maryland, Baltimore to provide education and training to students for the purpose of providing care and service to all persons. The institution will employ appropriate precautions to protect providers in a manner meeting the patients' or clients' requirements while also protecting the interest of students and faculty members participating in the provision of such care or service. No student will be permitted to refuse to provide care or service to any assigned person in the absence of special circumstances placing the student at increased risk for an infectious disease. Any student who refuses to treat or serve an assigned person without prior consent of the school involved will be subject to penalties under appropriate academic procedures, such penalties to include suspension or dismissal.

Policy on Sex-based Discrimination of Students

(Approved by the president August 17, 1993; revised April 9, 1998; revised May 6, 2009.)

Article I. Policy

The University of Maryland, Baltimore ("UMB") prohibits sex-based discrimination of students by other students, faculty or staff. Sex-based discrimination includes, but is not limited to, sexual harassment. Academic decisions will not be based on stereotypes and assumptions about abilities, traits, or the performance of individuals on the basis of sex. Furthermore, both intentional discrimination and neutral procedures that disproportionately exclude individuals on the basis of sex that are not school related are prohibited. Sexual harassment is an infringement of an individual's right to work and study in an environment free from unwanted sexual attention and sexual pressure of any kind. Sex-based discrimination including sexual harassment can result in a significant human resource drain for UMB, can hinder the scholastic efforts of students, and may violate the law of Maryland and the United States. UMB students who are also UMB employees should be aware of UMB's Policy on Sex-based Discrimination of Employees.

Article II. Definitions

UMB has adopted the standards of the U.S. Equal Employment Opportunity Commission and the U.S. Department of Education.

A. Sex-based discrimination: Unlawful discrimination against a student because of his/her sex in regard to admission, dismissal, advancement, graduation, training, or any other term, condition, or privilege of student status.

B. Sexual Harassment: Unwelcome sexual advances, unwelcome requests for sexual favors, and other behavior of a sexual nature constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's participation in a UMB educational program; or
- Submission to or rejection of such conduct by an individual is used as the basis for academic decisions affecting that individual; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's academic performance, or of creating an intimidating, hostile, or offensive educational environment.

Article III. Examples of Sexual Harassment

Sexual harassment can include any or all of the following behaviors, as well as others which are not listed:

- Harassment through public or private insult, sexually suggestive comments concerning a person's body or behavior, and sexual demands.
- Subtle or overt pressure to comply with demands of sexual activity.
- Remarks about another person's clothing, body, sexual activities, sexual preferences, or sexual orientation, as well as teasing, jokes, remarks, or gestures which are sexual in nature.
- Unnecessary touching, pinching, patting, or exposure of another person's body.
- Unwarranted staring at another person's body.
- Unwanted communications of a sexual nature in writing, by telephone, or by other means.
- Requests or demands for sexual favors accompanied by implied or overt threats about grades, clinical assignments, class academic assignments, recommendations, student employment, etc.
- Repetition of unwanted invitations for dates.
- Physical assault of a sexual nature, up to and including attempted or actual rape.

Article IV. Students' Resources

Sex-based discrimination and sexual harassment of students by students, faculty or staff will not be tolerated. Proven harassment will result in disciplinary action possibly including suspension, expulsion or dismissal.

Student questions about peer behavior that may constitute sex-based discrimination or sexual harassment and questions about disciplinary policies should be directed to the Associate Vice President for Student Affairs in the UMB Office of Academic Affairs ("AVPSA"), (410) 706-2477 or to the identified dean of the school involved (See Article V.A.2 for list and contact information).

Student questions about employee behavior that may constitute sex-based discrimination or sexual harassment and questions about disciplinary policies should be directed to the campus Manager of Diversity/EEO/Affirmative Action ("EEO Manager") at (410) 706-7302.

Article V. Filing a Complaint and Investigation Proceedings

Timely reporting of allegations of sex-based discrimination or sexual harassment is crucial. It permits effective UMB intervention to protect students and educate and/or discipline offenders. Incidents of discrimination or harassment should be documented promptly and reported as soon as practical.

Reporting an incident of discrimination or harassment more than thirty (30) days after it occurs can hinder the ability of UMB to investigate the matter. This reporting time may change if the alleged sexual harassment incident is continuous. Nevertheless, UMB will investigate any complaint filed within a reasonable time.

Students should refer to the procedures below to file a complaint so, if necessary, an investigation can begin as soon as practicable. UMB is committed to working with a complaining student and the respondent throughout the investigation. Good faith departure from standard practices, in order to better serve the needs of the student, the respondent, or UMB, will not invalidate the policy or procedures.

A. Peer-to-Peer

1. Confronting a Peer

In some cases, informing an alleged harasser that the behavior is unwelcome or offensive and needs to stop immediately may be enough. However, if a student feels uncomfortable confronting the offender, or if the student's attempts to solve the problem are unsuccessful, the student should contact the appropriate school official listed below in Article V.A.2.

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2. Who to Contact

A student who believes that he or she has been subjected to sex-based discrimination or sexual harassment by another UMB student is encouraged to file a written complaint of the alleged incident to either:

- a. The appropriate school official (“School Official”) below, who may also instruct the student to contact the school’s equivalent of a student judicial board or student committee (“Board”) upon request;

UMB SCHOOL	POINT OF CONTACT	PHONE NUMBER
School of Medicine	Associate or Assistant Dean for Student Affairs	(410) 706-7476
School of Nursing	Assistant Dean for Student & Academic Services	(410) 706-0501
Dental School	Associate Dean for Academic & Student Affairs	(410) 706-7461
School of Law	Assistant Dean for Student Affairs	(410) 706-5235
School of Pharmacy	Associate Dean for Student Affairs	(410) 706-4332
School of Social Work	Associate Dean for Administration	(410) 706-6102
Graduate School	Associate Dean	(410) 706-8323

or,

- b. AVPSA, UMB Office of Academic Affairs, (410) 706-2477

3. Investigation Proceedings:

Each graduate and professional school has a protocol for handling peer-to-peer relations. This

section will broadly discuss the general protocols. Reporting within the time limits set in a school’s judicial policy is strongly encouraged.

A complaint filed by a student against another student, will be addressed, reviewed, and investigated, as appropriate, within a reasonable time in an impartial manner, by the appropriate Board (“the Board”), as established and governed by the judicial process of each school. Formal rules of evidence do not apply.

Investigation of complaints will be made through the appropriate Board, whenever feasible. If a complaint involves persons from more than one school, the AVPSA will work with the deans of the schools involved to develop an appropriate investigational process.

The respondent’s rights generally include the right to review the complaint filed against them, the right to present witnesses, and the option to question any witness(es) present. The respondent, generally, has the right to attend or not to attend the proceeding, and to remain silent throughout the proceedings.

The parties will be notified in writing of the appropriate Board’s finding, ordinarily within sixty (60) days from receipt of the student’s written complaint.

If the complaining student wishes to appeal/contest the recommendations of the Board, the student must (within three days of his/her notification by the Board) make a written request to the appropriate dean for an opportunity to meet and be heard in an impartial manner.

The appropriate dean will review the Board’s report and any timely comments shared by the complaining student after the issuance of the finding, before making a decision. The parties will be notified promptly of the dean’s decision within ten (10) days from receipt of the Board’s report. Should the decision be against the respondent, the respondent has the appeal rights set forth in each school’s judicial policy.

For information on the Board, how the investigation will be conducted, the time frames, and appeals process, when applicable, please consult the specific school’s policy.

B. Student Complaint Against UMB Faculty or Staff Investigation

1. Confronting the Harasser

In some cases, informing an alleged harasser that the behavior is unwelcome or offensive and needs to stop immediately may be enough. However, if a student feels uncomfortable confronting the offender, or if the student's attempts to solve the problem are unsuccessful, the student should contact the appropriate school official listed below in V.B.2.

2. Who to Contact

A student who believes he or she has been subjected to sex-based discrimination or sexual harassment by a UMB employee (faculty member or staff member) is encouraged to file a written complaint with the EEO Manager at UMB's Human Resource Services located at 620 W. Lexington St., 3rd Floor, Baltimore, MD 21201-1508. Questions and concerns should be directed to (410) 706-7302. If the student is making allegations against the EEO Manager, the written complaint should be directed to the Executive Director, Human Resource Services, 620 W. Lexington Street, 3rd Floor, Baltimore, MD 21201-1508.

3. Investigation Proceedings

The EEO Manager will interview the complainant, within a reasonable time period, to gather preliminary evidence, identify witnesses, and to establish whether there is enough evidence to proceed with further investigation.

Before an investigation begins, the student must complete the standard UMB Intake Form for proper documentation of the complaint. If the respondent is a part of the student's academic program, the student's dean will be notified and the student may be reassigned to other class(es), if appropriate, while the investigation is pending.

The EEO Manager will interview the respondent and other relevant persons or witnesses regarding their factual knowledge of the circumstances surrounding the complaint. Upon the timely completion of the investigation conducted in an impartial manner, the EEO Manager shall generate a full Investigative Report with written recommendations to the appropriate UMB dean or vice president, ordinarily within thirty (30) days

from receipt of the student's UMB Intake Form. An Investigative Summary will be given promptly to the student and the respondent at separate meetings with the EEO Manager.

If the complaining student wishes to appeal/contest the recommendations within the Investigative Summary, the student must (within three days of his/her final meeting with the EEO Manager) make a written request to the appropriate dean or vice president for an opportunity to meet and be heard in an impartial manner.

The dean, vice president (or a designee) will review the Investigative Report, the written recommendations, and any timely comments shared by the complaining student after issuance of the Investigative Report, before making a decision. The parties will be notified of the dean's or vice president's decision within ten (10) days from receipt of the report. Should the decision result in taking formal action against an employee, the appropriate University System of Maryland ("USM")/UMB policy or procedure or non-exempt employee bargaining unit Memorandum of Understanding ("MOU") article will be utilized.

4. Grievance Proceedings

All matters concerning exempt and non-exempt staff or faculty termination, demotion, suspension, reprimand, re-assignment or related administrative/disciplinary actions are subject to the appropriate USM/UMB policy or article in the MOU. Depending on the recommendations of the Investigative Report, the employee may be subject to sanction according to these policies. For more information on grievance and separation procedures, a student should refer to the respondent's employing school for faculty or ELR/HRS for staff, as proceedings vary depending on the employee's position within UMB.

C. Student Complaint Against Affiliate of UMB

Many UMB students will be supervised by employees of UMB's affiliates and teaching sites during their educational experiences. A student, who believes that, in the course of study at a UMB affiliate or teaching site, he or she has been subjected to sex-based discrimination or sexual harassment, should contact either their School Official (See Article V.A.2 for list and contact information) or the AVPSA, (410) 706-2477.

UMB will attempt to resolve the issue, as soon as practicable, and will attempt to reassign the student to another site within ten (10) days of the student's complaint, if a resolution is not feasible. If necessary, UMB may also work with the affiliate to co-investigate the complaint under the affiliate's process.

D. Student Complaint Against a Third Party Not Affiliated With UMB

A student, who believes that, in the course of study, he or she has been subjected to sex-based discrimination or sexual harassment by a third party not affiliated with UMB, should contact either their School Official (See Article V.A.2 for list and contact information) or the AVPSA, (410) 706-2477. After discussion with the student and a review of the circumstances, the School Official and/or the AVPSA may contact the UMB President's Office as soon as possible to request a formal letter to the third party denying access to UMB buildings or grounds for acting in a manner that disrupts or disturbs the normal educational functions of the institution. The President is authorized to deny campus access to a third party engaged in behaviors under Maryland State law (see Sections 26-101 and 26-102, Education Article, *Annotated Code of Maryland*).

Article VI. UMB Administrative Reporting Requirements

If a School Official receives an oral or written complaint of sex-based discrimination or sexual harassment, he or she has an affirmative responsibility to promptly inform the AVPSA, (410) 706-2477. The AVPSA will document the report, advise as to the proper procedure, as stated in this policy, to be followed by the appropriate body, and track the final outcome.

Article VII. Confidentiality

UMB recognizes that sex-based discrimination or sexual harassment and allegations of sex-based discrimination or sexual harassment are a sensitive subject matter, for all parties involved. Administrators, faculty, staff, and those students acting in an official capacity will respect the privacy of the student reporting an alleged incident as well as the respondent to the fullest extent possible; however, UMB is obligated to investigate all allegations that might be severe enough to constitute sex-based discrimination or sexual harassment and thus confidentiality cannot be guaranteed.

Investigations of sex-based discrimination or sexual harassment allegations often require the complainant's identity to be known by the party or parties whose conduct is being reviewed. However, the investigation shall be kept confidential to the maximum extent possible with the allegations made available only to those who need to know.

Article VIII. Retaliation

The University will not tolerate or condone any form of retaliation against a student complainant. Allegations of sex-based discrimination or sexual harassment are extremely serious, with potential for great harm to all persons if ill-conceived or without foundation. The University is committed to protecting the rights of the respondent as well as those of the complaining student. Similarly, UMB will not tolerate or condone the deliberate filing of false accusations of sex-based discrimination or sexual harassment. An individual found to have filed a false accusation is in violation of this Policy and may be subject to disciplinary action.

Article IX. Counseling

The UMB Student Counseling Center can be useful in helping students cope with the stress resulting from sex-based discrimination or sexual harassment or participation in campus proceedings to investigate charges. Please call (410) 328-8404 for information about campus counseling services. More information can also be found at www.umaryland.edu/counseling/counseling.html.

Article X. Education and Consultations

Through the EEO Manager, (410) 706-7302, a School Official (See Article V.A.2 for list and contact information), or the AVPSA, (410) 706-2477, sex-based discrimination or sexual harassment educational programs for students can be arranged.

Procedures Relating to Sexual Assault

I. Purpose and Scope

A. The University of Maryland, Baltimore's sexual assault procedures are designed to comply with the requirements of the University System of Maryland Board of Regents' Policy on Sexual Assault (VI 1.30), and state and federal laws. These procedures apply to all faculty, staff, and students.

II. Educational Programs

A. UMB will establish a sexual assault educational committee to develop programs to inform faculty, staff, and students about what constitutes sexual assault, how to prevent it, and what the campus' procedures are for handling reports of alleged sexual assault.

B. The committee shall coordinate specialized training on the topic of sexual assault and the provision of sexual assault procedures to those individuals who may be involved in providing services to, or interacting with, alleged victims of sexual assault.

C. The membership of the committee shall include, but not be limited to:

- (1) the Director of Diversity Initiatives and Employee Relations (as chair),
- (2) the Director of Student Services,
- (3) the Assistant Director of Police and Public Safety,
- (4) the Director of the Student Counseling Center, and
- (5) a student appointed by the University Student Government Association president.

III. Reporting of Sexual Assaults

A. The University Police and Public Safety offices, located at the Pine Street Station, are open 24 hours a day, seven days a week. Alleged victims may access the victim and witness assistance program anytime of the day or night to report a sexual assault.

B. For adults, the nearest hospital equipped to perform the state Sexual Assault Forensic Exam (SAFE) is Mercy Hospital's Rape Crisis Center, 410-332-9499. In Baltimore County, contact the Greater Baltimore Medical Center at 410-849-3323 to obtain the Sexual Assault Forensic Exam. Additionally, the University of Maryland Medical Center's Pediatric Emergency Room has a Rape Crisis Center equipped to perform the appropriate examination on children and young adults up to age 19 years old. An additional resource is the Baltimore County Domestic Violence and Sexual Assault Hotline, 410-828-6380.

C. The University recognizes that a student or faculty or staff member who has been sexually assaulted may choose to report the matter to an individual, either on or off campus, with whom they are most comfortable. Two off-campus organizations offering assistance to alleged victims of sexual assault are the Sexual Assault Recovery Center (SARC) and the House of Ruth. Sexual assaults also may be reported to the Baltimore city police. However, the campus encourages an alleged victim to report a sexual assault to one of the following campus-based initial contacts:

- (1) the Director of the Student Counseling Center,
- (2) the Director of Student and Employee Health,
- (3) the Director of Student Services, or
- (4) the Police and Public Safety detective.

D. Each of the initial contacts will encourage the alleged victim to call appropriate law enforcement and medical personnel as soon as possible following the incident to receive guidance in the preservation of evidence needed for proof of criminal assaults and the apprehension and prosecution of assailants. Each initial contact will assist the alleged victim at his or her request with:

- (1) notification of off-campus authorities;
- (2) obtaining medical attention, including providing transportation;
- (3) access to counseling both on and off campus;
- (4) notification of the appropriate school disciplinary board and student affairs office, if the accused is a student;
- (5) notification of Human Resource Services, if the accused is a staff member;
- (6) notification of the appropriate dean, if the accused is a faculty member; and
- (7) notification of the appropriate authority regarding:
 - a. possible absences from employment or the academic program, and
 - b. to arrange alternative academic, living, or employment situation, if such alternative is available, feasible, and appropriate to the facts of the sexual assault reported.

IV. Campus Disciplinary Procedures

A. In addition to any criminal or civil remedies available, if the accused is a student or faculty or staff member, the appropriate employing department and school or school's judicial board will initiate and follow through with the applicable process with regard to a sexual assault complaint. If there is a finding of sexual assault, the finding must be reported according to federal and state laws.

B. (1) Accusers and the accused are entitled to have others present during the applicable campus process. (2) Both the accuser and the accused will be informed of the outcome of any campus proceeding alleging a sexual assault.

C. Students or faculty or staff members found in violation of the sexual assault policy will be subject to discipline, including, but not limited to, expulsion or termination of employment.

(Approved by the president; effective July 1994, revised May 2000.)

Student Sexual Orientation Nondiscrimination Policy

I. Definition

Sexual orientation is the identification, perception, or status of an individual as to homosexuality, heterosexuality, or bisexuality.

II. Policy

Consistent with the policy of the University System of Maryland Board of Regents, it is the University of Maryland, Baltimore's policy that:

- (1) within UMB, the educational environment will be free of discrimination on the basis of sexual orientation, and

- (2) UMB students are prohibited from discriminating on the basis of sexual orientation against fellow students, University personnel, and other people with whom the students interact during the course of their educational experiences both on and off campus. Students may be disciplined for violation of this policy.

III. Procedures

Students' questions about peer, staff, or faculty member behavior that may constitute discrimination based on sexual orientation and questions about disciplinary policies should be directed to the Associate Vice President for Academic and Student Affairs at 6-2477, to the Director of Employee Relations and Diversity Initiatives at 6-7302, or to the student affairs dean of the student's school. A complaint of discrimination based on sexual orientation may be made initially to the dean of the complaining student's school, to the appropriate student or school judicial board of the complaining student's school, or to the Associate Vice President for Academic and Student Affairs, who should be notified of any complaint filed with another office. Investigation of complaints will be made through appropriate school judicial bodies, whenever feasible. If a complaint involves persons from more than one school, the Associate Vice President for Academic and Student Affairs will work with the deans of the schools involved to develop an appropriate investigational process. To determine whether alleged conduct constitutes discrimination on the basis of sexual orientation, the University will look at the record as a whole and at the totality of the circumstances. The determination of whether a particular action is discrimination will be made from all the facts, on a case-by-case basis. Timely reporting of allegations of discrimination based on sexual orientation is crucial. It permits effective University intervention to protect students and educate and discipline offenders. Incidents of discrimination should be documented promptly and reported as soon as practical. Reporting within the time limits set in a school's judicial policy is strongly encouraged. Reporting an incident of discrimination more than 30 days after it occurs can hinder the ability of the school and institution to investigate the matter. Nevertheless, the school and institution will investigate any complaint filed within a reasonable time. Institutional investigations of discrimination based on sexual orientation charges often require the complainant's identity to be known by the accused. However, complainants should be aware that UMB will not tolerate or condone any form of retaliation against a student complainant whose discrimination claim is made in good faith. Deliberate filing of false accusations may be the basis for independent disciplinary action against the accuser.

IV. Complaints Involving Affiliates' Employees

Many UMB students will be supervised by employees of the University's affiliates and teaching sites during their educational experiences. If a student experiences discrimination on the basis of sexual orientation in such a setting, the University will attempt to resolve the issue and will attempt to reassign the student if a resolution is not feasible.

V. Counseling

The Student Counseling Center offers assistance in coping with the stress resulting from discrimination based on sexual orientation or participation in campus proceedings to investigate such discrimination charges. Call 8-8404 for more information about campus counseling services.

VI. Educational Programs

Programs for students about discrimination based on sexual orientation can be arranged through the Director of Student Services, the student affairs dean of each school, or the Director of Employee Relations and Diversity Initiatives.

(Approved by the president November 1997.)

Inclement Weather and Emergency Policy

It is the general policy of the University of Maryland, Baltimore that the campus is always open for business, and employees are always expected to report to work. In the event of inclement weather, a decision regarding the status of the University will be made by the President or his designee. No other University official has the authority to determine the status of the campus. Once a decision has been made, the Office of External Affairs will contact both the media and internal communications personnel to ensure that changes are communicated quickly and efficiently. For accurate school, program and general office closings related to inclement weather and any other types of emergencies, go to the UMB home page at www.umaryland.edu and click on the "ALERTS" page. Otherwise, call the University's Emergency Information Hotline at 410-706-UMAB (8622).

The University of Maryland, Baltimore (UMB) is accredited by the Middle States Commission on Higher Education.

UMB is an equal opportunity institution with respect to both education and employment. In educational programs, UMB does not discriminate on the basis of race, color, religion, age, ancestry or national origin, gender, sexual orientation, physical or mental disability, marital status, or veteran status. Exceptions are made as allowed by law, for example, due to bona fide occupational qualifications or lack of accommodations for disabilities that fundamentally alter the nature of an academic program.

Student Right to Know and Campus Security Act

The Student Right to Know and Campus Security Act (Public Law 101-542), signed into federal law Nov. 8, 1990, requires that the University of Maryland, Baltimore make readily available to its students and prospective students the information listed below.

Should you wish to obtain any of this information, please check the appropriate space(s); fill in your name, mailing address, and school name; tear off this form and send it to:

Student Services
 Attn: Student Right to Know Request
 Southern Management Corporation Campus Center
 Suite 302
 621 W. Lombard St.
 Baltimore, MD 21201

STUDENT RIGHT TO KNOW AND CAMPUS SECURITY ACT

Complete and Return

- Campus Crime Statistics
- Campus Safety and Security
- Completion and Graduation Rates
for Undergraduate Students
- Costs of Attending the University of Maryland, Baltimore
- Facilities and Services for Students With Disabilities
- Financial Aid
- Loan Deferral Under the Peace Corps and Domestic
Volunteer Services Act
- Procedures for Review of School and Campus
Accreditation
- Refund Policy

Name

Address

School

Program

DID YOU KNOW?

Thirty-seven percent of the buildings at UMB are more than 100 years old! If all of UMB's buildings had to be replaced today, the cost would be more than \$1.2 billion!

DID YOU KNOW?

The University of Maryland School of Medicine was established in 1807 and is the founding institution of the University System of Maryland (USM), the nation's 12th largest university system.

DID YOU KNOW?

The University's Southern Management Corporation Campus Center includes a ballroom with catering services, space for student groups and services, ecologically sensitive food venues, and state-of-the-art recreation and fitness facilities with a pool.

DID YOU KNOW?

You can receive the crime statistics for any campus in the country. Under the Student Right to Know and Campus Security Act (see page 53), students can find out how safe a campus and its surrounding neighborhood are, along with other information.

DID YOU KNOW?

The deans of four of the University's schools are women. Two of them are African-American.

DID YOU KNOW?

Baltimore City Community College is moving its programs in biotechnology, environmental science, and arts and science transfer to the University of Maryland BioPark, where the college is creating a Life Sciences Institute.

DID YOU KNOW?

More than 6,000 students were enrolled at UMB in spring 2009—894 in undergraduate programs, 2,570 in graduate programs, and 2,632 in professional degree and certificate programs.

DID YOU KNOW?

As part of their tuition, all UMB students (except those in the evening law program) pay a student health fee that allows access to health care services provided by University of Maryland Family and Community Medicine, at 29 S. Paca St.

DID YOU KNOW?

The study space to the left of the Health Sciences and Human Services Library stairway doubles as an art gallery. The library has featured rotating exhibits since it opened in 1998, including paintings and photographs by local artists, health and science photographs from *The Baltimore Sun* archives, and paintings by teenage students at the Woodbourne Center in Baltimore.

DID YOU KNOW?

Students young and old, from near and far, and of all ethnicities attend classes at UMB. Our students' ages range from 18 to 66. The student body is 72 percent female, 36 percent minority, and 76 percent in-state. Those from outside Maryland represent 47 of the 50 U.S. states and 48 countries.

DID YOU KNOW?

The UMB campus has more than 60 buildings and covers 61 acres. There is more than 448,000 square feet of research laboratory space on campus.

DID YOU KNOW?

UMB's Rape Aggression Defense (RAD) course has received the Maryland Governor's Award of Merit. The self-defense course for women is taught by UMB police officers. For information, call 6-1408 or 6-6882.

DID YOU KNOW?

The School of Social Work provides a half million hours of social work services to the community.

DID YOU KNOW?

University faculty and researchers include world famous pioneers such as Robert Gallo, MD, whose findings identified HIV as the cause of AIDS, and Angela Brodie, PhD, whose work led to development of aromatase inhibitors, the most important breast cancer therapy used today.

DID YOU KNOW?

The UMB Caravan is one of several campus transportation services available for student use. See the Campus Transportation Guide on the UMB Web site for information.

DID YOU KNOW?

The School of Medicine's Professionalism Project helps students develop a caring and humanistic attitude toward patients. These students, who are recognized in a white coat ceremony, also receive a pin and membership in the Humanism Honor Society.

DID YOU KNOW?

The current nationwide pharmacist shortage has created a strong demand for School of Pharmacy graduates. Recent graduates received an average of four job offers with starting salaries in pharmacy practice of \$85,000 to \$110,000 per year, the average salary being \$89,000. More than 55 percent of all graduates continue to live and work in Maryland.

DID YOU KNOW?

UMB is a part of the Baltimore Collegetown Network, a consortium of 15 regional colleges and universities promoting Baltimore as a student-friendly city. The network has improved interaction among campuses through the creation of a shuttle system and a Web site that enhances the visibility of the network's institutions and activities. Want to know where students can go for a snack at 3 a.m.? Or how to get the cheapest tickets to an O's game? Visit www.baltimorecollegetown.org.

DID YOU KNOW?

Students are elected annually to represent each professional school as senators in the University Student Government Association. And there are more than 100 school-based student organizations at UMB—check with your school for the current list.

DID YOU KNOW?

The Dental School is Maryland's pre-dominant provider of comprehensive and emergency oral health services for people of all ages. Each year, the School serves nearly 35,000 people through more than 122,000 patient visits.

DID YOU KNOW?

The School of Law has one of the best student-faculty ratios—12-to-1—in the country. Its Law and Health Care Program is consistently ranked among the top in the country by *U.S. News and World Report*.

DID YOU KNOW?

The School of Nursing's Living History Museum, on the second floor of the School of Nursing, is one of the only museums of its kind in the nation. Through hundreds of original nursing artifacts, historical photographs, letters, documents, and audio and video presentations, the museum traces the evolution of the School's mission in nursing education, research, and practice, from its early years as a hospital training program to its emergence as a premier professional school.

DID YOU KNOW?

Each year UMB faculty members, students, and staff provide more than 2 million hours of service throughout the state. UMB graduates make up a vast number of the state's practicing health care, human services, and legal professionals.

■ STUDENT EVENTS



■ DIRECTIONS TO UMB

FROM THE NORTH

Via I-83

Follow I-83S to its end in downtown Baltimore. You will be on President St. Go to the third traffic light and turn right onto Lombard St. Continue about 1 mile and turn right onto Paca St. The Baltimore Grand Garage is 2 blocks north on the right.

Via I-95

Take I-95S to I-395 and exit onto Martin Luther King Jr. Blvd., staying in right lane. At the fourth traffic light, turn right onto Baltimore St. Turn left at the second traffic light onto Paca St. The Baltimore Grand Garage is immediately on the right.

Via I-695

Take I-695 to I-83S; follow I-83 to its end. You will be on President St. Go to the third traffic light and turn right onto Lombard St. Continue about 1 mile and turn right onto Paca St. The Baltimore Grand Garage is 2 blocks north on the right.

FROM THE SOUTH

Via I-95

From I-95N take I-395 and exit onto Martin Luther King Jr. Blvd., staying in right lane. At the fourth traffic light, turn right onto Baltimore St. Turn left at the second traffic light onto Paca St. The Baltimore Grand Garage is immediately on the right.

Via 295

As 295N enters Baltimore, it briefly becomes Russell St. and then Paca St. Continue north to the intersection of Paca and Baltimore streets, where you will see the Baltimore Grand Garage on the right.

Via Route 50 to 97

Follow Route 50 to 97N to I-695W to 295N. As 295N enters Baltimore, it briefly becomes Russell St. and then Paca St. Continue north to the intersection of Paca and Baltimore streets, where you will see the Baltimore Grand Garage on the right.

FROM THE WEST

Via I-70

Take I-70E to I-695S to I-95N. From I-95, take I-395 and exit onto Martin Luther King Jr. Blvd., staying in right lane. At the fourth traffic light, turn right onto Baltimore St. Turn left at the second traffic light onto Paca St. The Baltimore Grand Garage is immediately on the right.

FROM BWI AIRPORT

Take I-195W to either I-95N or 295N, and follow directions from points south.

FROM PENN STATION

Turn right onto St. Paul St. and follow to Lombard St. Continue 5 blocks and turn right onto Paca St. The Baltimore Grand Garage is 2 blocks north on the right.

MARYLAND TRANSIT ADMINISTRATION (MTA)

Bus

MTA routes 1, 2, 7, 8, 11, 20, 35, and 36 serve the campus.

Subway

The Baltimore Metro runs from east Baltimore to Owings Mills. The Lexington Market stop is located near the corner of Eutaw and Lexington streets.

Light Rail

Light rail connects park-and-ride locations from northern Baltimore County to Glen Burnie and includes spur lines to Penn Station and BWI Airport. The University Center stop is 2 blocks east of campus between Baltimore and Lombard streets.

MARC

The Camden Line of the MARC train service runs from Camden Station at Camden Yards to Union Station in Washington, D.C. The Penn Line runs from Penn Station in Baltimore to Union Station in Washington, D.C.

For more information about public transportation, go to www.mtamaryland.com.

AMTRAK

Amtrak serves Penn Station and connects the Eastern seaboard. For information on specific routes, go to www.amtrak.com.

MLK

Martin Luther King Jr. Blvd

I-83

Harrisburg Expressway/
Jones Falls Expressway

MD 295

Baltimore/Washington
Parkway

I-695

Baltimore Beltway



University of Maryland, Baltimore Campus Map

MAP KEY

- Open Space
- University Building
- Construction Area
- Patient Care Building
- Neighbor
- Building Entrance
- Emergency Room Entrance
- Ambulances Allowed West on Lombard
- One-Way Street
- Public Parking

Public Transportation

- M Metro Subway
Lexington Market Stop

- MARC Train
Camden Station

- Light Rail Tracks

Light Rail Stops

- 1 Lexington Market
- 2 University Center/
Baltimore Street
- 3 Convention Center
- 4 Camden Yards

University Parking

- A Lexington Garage
- B Koester's Lot
- C The Saratoga Building
- D Pearl Lot
- E Pearl Street Garage
- F Baltimore Grand Garage
- G University Plaza Garage
- J Penn Street Garage
- K Pratt Street Garage
- L BioPark Garage

Permit Parking

- | | | | |
|---|---|---|---|
| A | B | C | D |
| E | F | G | J |
| K | L | | |

Employee

- | | |
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| D | E |
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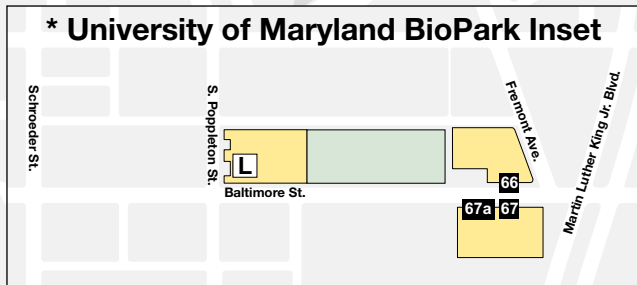
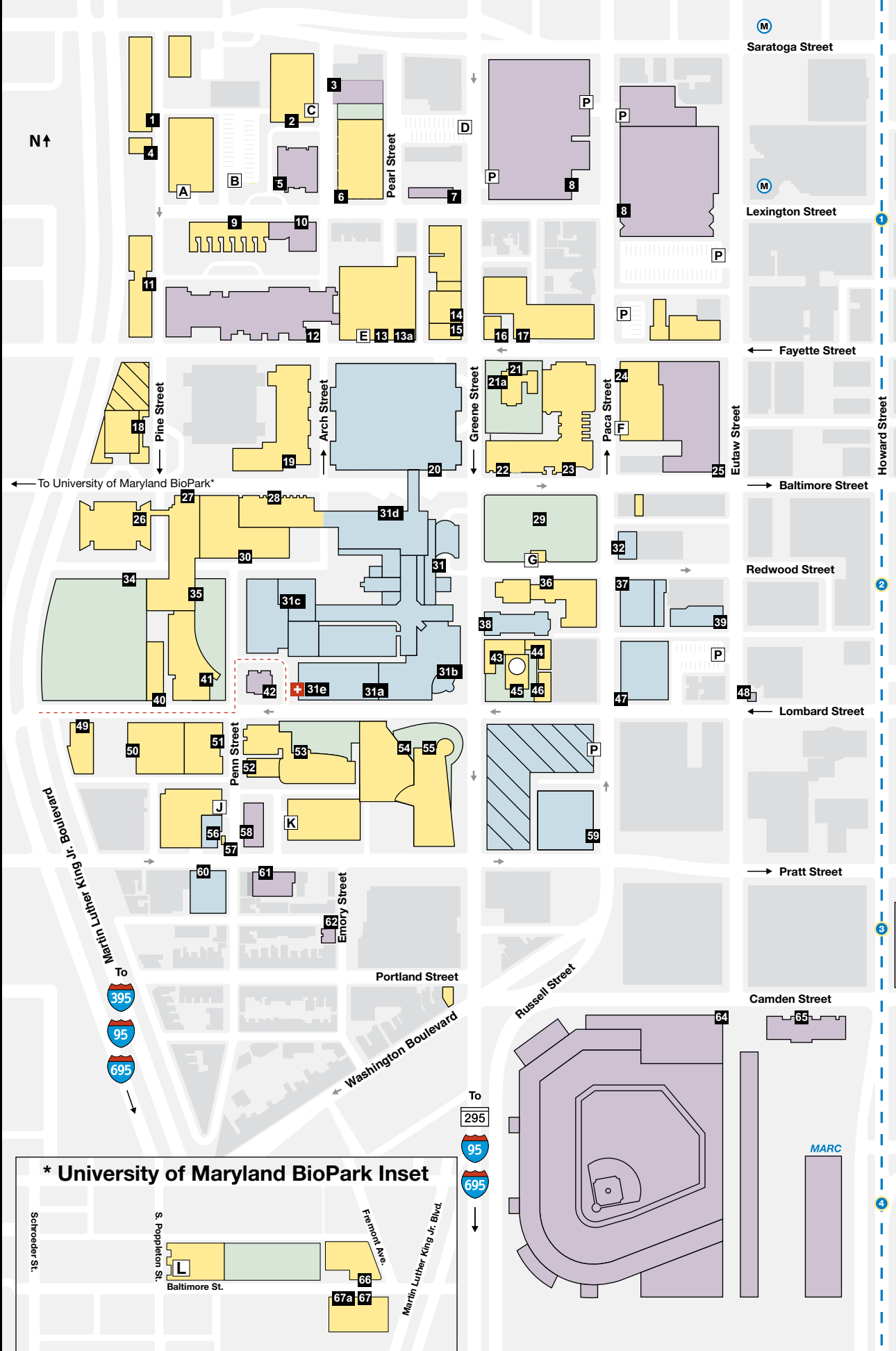
Patient

- | | |
|---|---|
| A | B |
|---|---|

Student

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| D | F |
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Visitor



Campus Locations

- 15 **100 N. Greene St.**
- 49 **737 W. Lombard St.**
School of Medicine
- 51 **Allied Health Bldg.**
100 Penn St.
- 14 **Biomedical Research Facility**
108 N. Greene St.
- 67a **BioPark Fitness and Conditioning Center**
801 W. Baltimore St.
- 28 **Bressler Research Bldg.**
School of Medicine
655 W. Baltimore St.
- 57 **Community Outreach Police Station**
700 W. Pratt St.
- 45 **Davidge Hall**
522 W. Lombard St.
- 19 **Dental School**
650 W. Baltimore St.
- 43 **Dr. Samuel D. Harris National Museum of Dentistry**
31 S. Greene St.
- 46 **East Hall**
520 W. Lombard St.
- 40 **Environmental Health & Safety Bldg.**
714 W. Lombard St.
- 24 **Grand Offices**
5 N. Paca St.
- 44 **George Gray Hall**
520 W. Lombard St. (rear)
- 27 **Health Sciences Facility (HSF)**
School of Medicine
685 W. Baltimore St.
- 41 **Health Sciences Facility (HSF) II**
20 Penn St.
- 55 **Health Sciences & Human Services Library (HS/HSL)**
601 W. Lombard St.
- 22 **Hilda Katz Blaustein Research Center**
School of Social Work
550 W. Baltimore St.
(Floors 1 & 5)
- 30 **Howard Hall**
660 W. Redwood St.
- 6 **The Lexington Building**
620 W. Lexington St.
- 16 **Maryland Bar Center**
520 W. Fayette St.
- 50 **Medical Biotechnology Center**
725 W. Lombard St.
- 26 **Medical School Teaching Facility (MSTF)**
685 W. Baltimore St.
(entry from HSF)
- 23 **Nathan Patz Law Center/Thurgood Marshall Law Library School of Law**
500 W. Baltimore St.
- 13a **Operations and Maintenance Offices**
622 W. Fayette St.
- 13 **Parking and Commuter Services Office**
622 W. Fayette St.
- 9 **Pascault Row**
651-665 W. Lexington St.
- 52 **Pediatric Ambulatory Center**
105 Penn St.
- 18 **Pharmacy Hall**
20 N. Pine St.
- 11 **Pharmacy Learning Center**
110 N. Pine St.
- 4 **Pine Street Police Station**
214 N. Pine St.
- 2 **The Saratoga Building**
220 Arch St.
- 35 **School of Medicine Admissions Office**
685 W. Baltimore St.,
Suite 190
- 53 **School of Nursing**
655 W. Lombard St.
- 36 **School of Social Work**
525 W. Redwood St.
- 54 **Southern Management Corporation Campus Center**
621 W. Lombard St.
- 1 **Student Center at Pine Street**
222 N. Pine St.
- 66 **University of Maryland BioPark—Bldg. One**
800 W. Baltimore St.
- 67 **University of Maryland BioPark—Bldg. Two**
801 W. Baltimore St.
- 29 **University Plaza**
- 17 **University Suites at Fayette Square**
518 W. Fayette St.
- 21 **Westminster Hall**
515-519 W. Fayette St.

Patient Care

- 60 **701 W. Pratt St.**
- 20 **Baltimore Veterans Affairs Medical Center**
10 N. Greene St.
- 47 **Family Medicine Bldg.**
29 S. Paca St.
- 38 **Greene Street Bldg.**
29 S. Greene St.
- 39 **James T. Frenkil Bldg.**
16 S. Eutaw St.
- 56 **Maryland Women's Health Center at Penn Street**
120 Penn St.
- 59 **Paca-Pratt Bldg.**
110 S. Paca St.
- 31 **UM Medical Center**
UMMC Main Entrance
22 S. Greene St.
- 31a **Harry and Jeanette Weinberg Bldg.**
600 block of Lombard Street
(not an entrance)
- 31b **Homer Gudelsky Bldg.**
Lombard & Greene streets
(not an entrance)
- 31c **R Adams Cowley Shock Trauma Center**
Lombard & Penn streets
(not an entrance)
- 31d **Roslyn and Leonard Stoler Pavilion/UM Marlene and Stewart Greenebaum Cancer Center**
22 S. Greene St.
(not an entrance)
- 31e **UMMC Emergency Department** 
Lombard Street between
Greene and Penn streets
- 37 **UM Professional Bldg.**
419 W. Redwood St.
- 32 **University Square Bldg.**
11 S. Paca St.

Neighbors

- 33 **1st Mariner Arena**
201 W. Baltimore St.
- 62 **Babe Ruth Birthplace/Museum**
216 Emory St.
- 63 **Baltimore Convention Center**
1 W. Pratt St.
- 48 **Bromo-Seltzer Tower**
312-318 W. Lombard St.
- 3 **Downtown Baltimore Child Care, Inc.**
237 Arch St.
- 21a **Edgar Allan Poe Gravesite/Westminster Burying Ground**
509 W. Fayette St.
- 25 **France-Merrick Performing Arts Center**
(houses The Hippodrome Theatre)
12 N. Eutaw St.
- 5 **Hope Lodge**
636 W. Lexington St.
- 8 **Lexington Market**
400 W. Lexington St.
- 7 **Market Center Post Office**
130 N. Greene St.
- 61 **Maryland Institute for Emergency Medical Services Systems**
653 W. Pratt St.
- 42 **Maryland Pharmacists Association**
650 W. Lombard St.
- 58 **Medical Examiner's Building**
111 Penn St.
- 34 **Old St. Paul's Cemetery**
700-727 Redwood St.
- 64 **Oriole Park at Camden Yards**
333 W. Camden St.
- 10 **Ronald McDonald House**
635 W. Lexington St.
- 65 **Sports Legends Museum**
301 W. Camden St.
- 12 **Walter P. Carter Center**
630 W. Fayette St.

EMERGENCY, DISASTER, AND WEATHER INFORMATION

University

- Campus Emergency and Inclement Weather Information: 6-8622
www.umaryland.edu/alerts
- Fire or Police: 711
- Poison Center: 6-7701

Baltimore City or County

- Fire or Ambulance: 911
- Nonemergency Services: 311

PHONE INFORMATION

General Information

- Area Codes: 410, 240, 443
- Directory Assistance: 411
- Time: 410-844-1212
- Weather: 410-936-1212

Campus Phone Exchanges

- 706: University of Maryland, Baltimore
- 328: University of Maryland Medical Center
- 605: Veterans Affairs Medical Center

To call someone on campus from a campus phone, dial 6 for UMB, 8 for UMMC, or 5 for the VA, plus the four-digit extension. Dial 9 for an outside line.

GENERAL INFORMATION

University of Maryland, Baltimore

6-3100
www.umaryland.edu

University of Maryland Medical System

8-UMMS (8667)
www.umm.edu

Bookstore

University Bookstore: 8-7788
www.umb.bncollege.com

Campus Transportation

www.umaryland.edu/student/transportation.html

- Caravan: 6-CVAN (2826)
- Escort Patrol Vehicle (Police): 6-6882

- Parking and Transportation Services: 6-6603

Child Care

- Downtown Baltimore Child Care, Inc.:
410-669-1010
www.dbcckids.org

Computer Resources

See Information Technology

Counseling Center

See Health Care

Deans

- Dental School: 6-7461
- Graduate School: 6-8323
- School of Law: 6-7214
- School of Medicine: 6-7410
- School of Nursing: 6-6741
- School of Pharmacy:
6-7651
- School of Social Work:
6-7794

Disability Support Services

- Student Services campus-wide: 6-7117
- Hearing impaired individuals may call the Maryland Relay Service at 800-735-2258 or 9 (outside line) 711

Financial Assistance and Education

- 6-7347
www.umaryland.edu/fin

Health Care

- Student Health: 8-6791
www.umaryland.edu/health
- Dental Care: 6-7102 or
6-7063
www.dental.umaryland.edu/patientinfo
- Student Counseling Center:
8-8404
www.umaryland.edu/counseling

Health Insurance

- Student Accounting:
6-2930
www.umaryland.edu/health

Housing

- Residence Life: 6-7766
www.housing.umaryland.edu

Identification Cards

- One Card Office:
www.umb-one.umaryland.edu
- Police and Public Safety:
6-6882
www.umaryland.edu/police

Information Technology

- Assistance and Service Center (Help Desk):
6-HELP (4357)
www.umaryland.edu/helpdesk
- Center for Information Technology Services:
6-1117
www.umaryland.edu/cits
- Health Sciences and Human Services Library:
6-7996
www.hshsl.umaryland.edu

International Services

- Student Services for Programs and Activities:
6-7117
- Visa and Immigration Issues: 6-7488
www.umaryland.edu/ois

Libraries

- Health Sciences and Human Services Library:
6-7996
www.hshsl.umaryland.edu
- Thurgood Marshall Law Library: 6-7185
www.law.umaryland.edu/marshall

Mail Center

- 6-3700
www.procurement.umaryland.edu/genproc/mailhome.htm



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