

STUDENT ANSWER BOOK 2012



UNIVERSITY of MARYLAND
THE FOUNDING CAMPUS



It is my distinct pleasure to welcome you to a new academic year at the University of Maryland.

To our new students, I congratulate you on your admission and welcome you to the University of Maryland. We are recognized nationally and internationally for our academic excellence and vibrant interdisciplinary schools and programs. The education you will receive here is among the finest in the world and will prepare you to take your place as leaders and innovators in your respective disciplines.

To our returning students, welcome back! I wish you continued success in your pursuit of academic and professional excellence. You have moved one step closer to achieving your goals; our faculty and staff remain committed to making your experience a rewarding and fulfilling one.

The University of Maryland is a very special place. It is special because each of our graduate and professional schools is nationally ranked and attracts the best and brightest researchers, faculty, and students. We have harnessed these talents to successfully pursue competitive research funding. In fact, we are among the fastest growing universities in the nation for annual sponsored research dollars awarded.

Another factor that makes us exceptional is the fact that our excellence and commitment extend beyond our classrooms, laboratories, and clinics. As an urban public interprofessional institution, we are uniquely positioned to positively impact our surrounding communities—and we are doing just that. Our

faculty, staff, and students volunteer countless hours toward community and civic engagement projects, and I look forward to enhancing these traditions by promoting interprofessional education and service learning initiatives.

As a student you have the opportunity, indeed a responsibility, to continue to build on our great traditions on and off campus. An important opportunity available to you is the time-honored tradition of student governance and cocurricular involvement—both of which are important avenues for ensuring the University's strength and vibrancy. I encourage you to share your ideas about how the University could be made better through your involvement in student organizations, your school or program's student governance, and the campuswide University Student Government Association.

You will find that the Southern Management Corporation (SMC) Campus Center provides an ideal venue for interdisciplinary collaboration and involvement. The SMC Campus Center is designed to facilitate meetings with other students and with faculty, staff, and alumni. With a fully equipped recreation and fitness 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 in the company of others from throughout our University.

As we begin this exciting new year, I extend to you my best wishes for a successful and enriching experience here at the University of Maryland.

Sincerely,

Jay A. Perman, MD
President

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UNIVERSITY OF MARYLAND: EXCELLENCE IN EDUCATION, RESEARCH, SERVICE, AND PATIENT CARE

VISION

The University is recognized as one of the pre-eminent 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.

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

Our graduate and professional schools educate the majority of the state's health care and human services providers and train them to be leaders in the community. The schools of dentistry, law, medicine, nursing, pharmacy, and social work are ranked among the nation's best institutions.

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 seven-story, 126,000-square-foot Pharmacy Hall Addition opened in August 2010. The School of Dentistry 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.

With 6,395 students, 2,625 faculty members, 2,311 executives/professionals, 1,820 support personnel, and 896 student employees, the University is an economic engine yielding more than \$15 for each general fund dollar appropriated by the state of Maryland. In addition to the University's mandates of teaching and research, members of the University community donate more than 2 million hours each year in service to Maryland residents.

In Fiscal Year 2011, \$588.6 million was awarded to the University in grants and contracts for work that has contributed to important advances in basic science and applied research.

SCHOOL RANKINGS

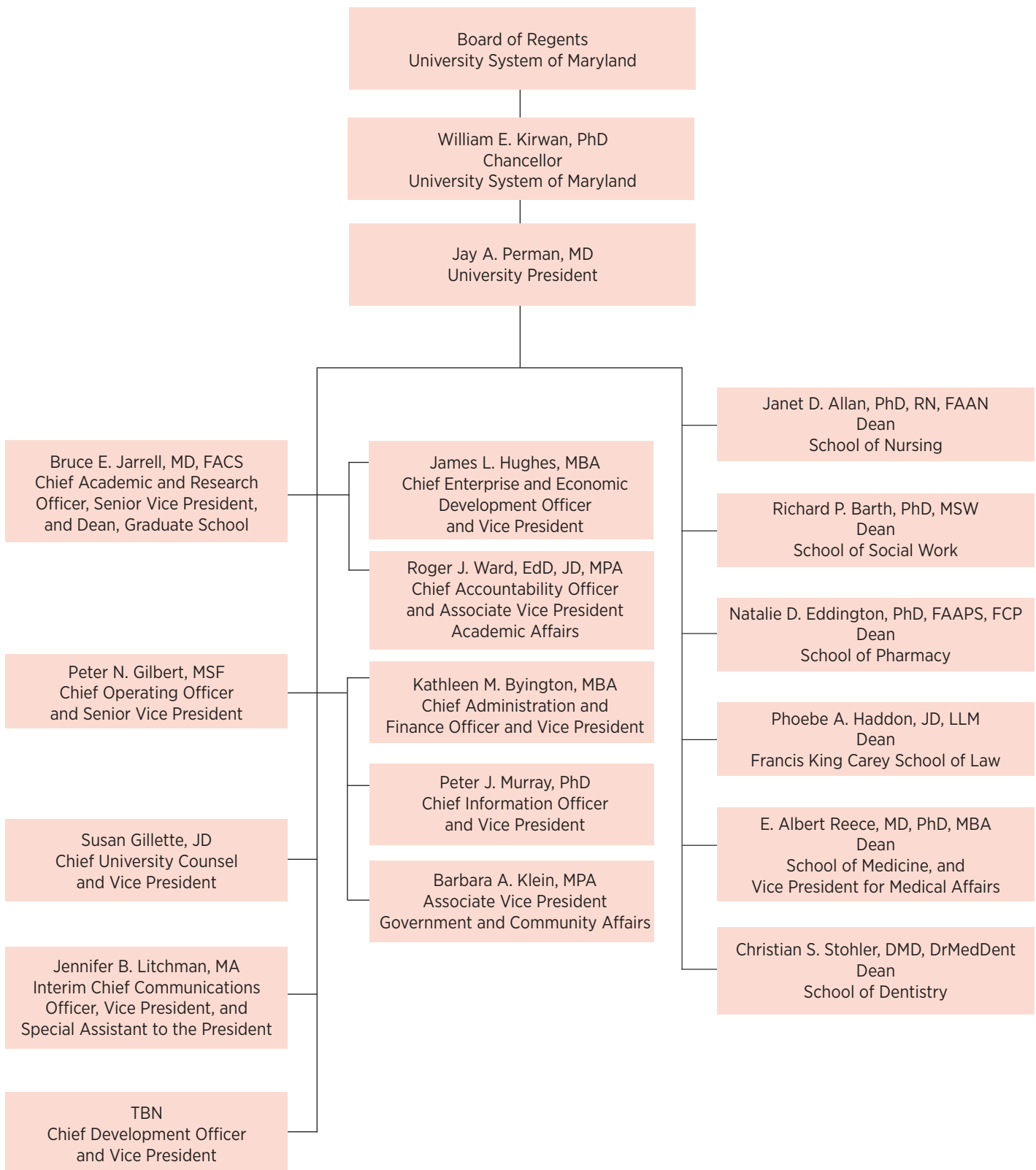
Three of the Francis King Carey School of Law's specialty programs are ranked among the top 10 nationally by *U.S. News & World Report*. Four specialty programs at the School of Nursing are ranked in the top 10 by the magazine, and the School of Medicine's physical therapy program is ranked 19th.

The School of Dentistry is ranked third by the National Institutes of Health for funding, and the School of Medicine is ranked seventh by the Association of American Medical Colleges for sponsored research among public medical schools.

The School of Pharmacy is ranked 17th and the School of Social Work is ranked 16th by *U.S. News & World Report*.

The University boasts several distinguished organized research centers including the Center for Nanomedicine and Cellular Delivery at the School of Pharmacy, the School of Medicine's Institute of Human Virology, and the Center for Vaccine Development, which is engaged in the full range of vaccinology from basic science to vaccine development.

Building One of the planned 12-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. A new state forensic medical center—the most advanced in the nation—opened at the BioPark in 2010 and Building Three is now under construction.



SCHOOL OF DENTISTRY

www.dental.umaryland.edu

Dean

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Phone: 6-7461

Associate Dean

for Academic and Student Affairs

Carroll-Ann Trotman, BDS, MA, MS
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Phone: 6-7461

Assistant Dean

for Admissions and Recruitment

Patricia Meehan, DDS
Location: School of Dentistry, Suite 6410
Phone: 6-7472

The University of Maryland School of Dentistry has a history filled with prominent names in the dental profession, most notably Drs. Horace Hayden and Chapin Harris. Both men led the effort to establish formal dental education in the United States. Founded in 1840 as the Baltimore College of Dental Surgery, the School of Dentistry was the first institution to offer a course in dental education, creating a prototype for dental schools throughout the world. During the past 170 years, the School of Dentistry has maintained its position of leadership in outstanding dental education and oral health care. The School offers the following innovative professional and graduate programs: bachelor of science and master of science degrees in dental hygiene; doctor of dental surgery degree; advanced specialty education in seven disciplines, including oral-maxillofacial surgery and MD programs; advanced general dentistry programs; and professional development courses.

In 2006, the School moved into a new, state-of-the-art, digital facility, making it the first school of dentistry in the United States equipped with this level of modern, innovative technology. Recently the School opened a premier facility in Perryville, Md., to address the needs of underserved populations and to produce the next generation of oral health care professionals.

Dental Care

www.dental.umaryland.edu/patientinfo

Location: School of Dentistry
650 W. Baltimore St.
Phone: 6-7101
toll-free: 866-787-UMDS (8637)
Location: School of Dentistry, Perryville
4863 Pulaski Highway, Suite 200
Phone: 6-4900, toll-free: 877-232-4050

Allied Health Program

Dental Hygiene

www.dental.umaryland.edu/dentaldepts/dhygiene

Location: School of Dentistry
Suite 1202
Phone: 6-7773

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



GRADUATE SCHOOL

www.graduate.umaryland.edu

Dean

Bruce Jarrell, MD, FACS

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Phone: 6-2304

Associate Dean

Erin Golembewski, PhD

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620 W. Lexington St.

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Assistant Dean

Keith Brooks, MEd

Location: The Lexington Building, Suite 4-317

Phone: 6-7131

Graduate studies began at the Baltimore campus of the University of Maryland in 1918. Today, the Graduate School in partnership with the University'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 \$588 million in research grants and contracts in Fiscal Year 2011, 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 DDS/PhD, MD/PhD, and PharmD/PhD degree programs. It also coordinates interinstitutional studies in biochemistry, gerontology, toxicology, and other University System of Maryland graduate programs.



Did you know?

Through an innovative partnership, Baltimore City Community College's Life Sciences Institute at the University of Maryland BioPark offers degree programs in biotechnology, environmental science, and arts and science.

FRANCIS KING CAREY SCHOOL OF LAW

www.law.umaryland.edu

Dean

Phoebe A. Haddon, JD, LL.M.

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Director of Student Affairs

Terese Brown, JD

Location: Francis King Carey School of Law, 280A

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As the third oldest law school in the nation, the University of Maryland Francis King Carey School of Law has established a tradition of excellence and innovation in legal education and scholarship. The School affords its students a rigorous core curriculum that combines theoretical instruction with experiential learning, enabling students to develop outstanding analytical, writing, and practical legal skills. Through the School's top-10-rated Clinical Law Program, students gain direct experience in serving as attorneys and helping clients, which provides a solid foundation for their future careers as lawyers, business leaders, judges, policy analysts, activists, legislators, and entrepreneurs.



Did you know?

Each year University faculty members, students, and staff provide more than 2 million hours of community service by tutoring and mentoring, expanding access to health care, and growing employment opportunities.

Unique among law schools nationally, the Francis King Carey School of Law requires—as a prerequisite to graduation—that every full-time student provide legal services to people who are underserved or otherwise lack access to justice. Through what is known as the Cardin Requirement, each year upward of 250 students, under the guidance of some 25 faculty members, provide more than 120,000 hours of free legal services to a variety of constituents in Maryland and across the country.

The School offers several specialty programs and activities, including three ranked among the top 10 nationally. The School's faculty are scholars in a wide variety of subject areas, ranging from business law and homeland security to international and comparative law and intellectual property. They bring their diverse expertise in academia, government, business, and the bench to bear in the classroom.

In addition to the JD program, the School offers an LL.M. program that brings American and foreign-trained lawyers together, exposing students to a broad variety of approaches to lawmaking and policymaking domestically and internationally. This advanced degree program provides students the opportunity for in-depth scholarship and research, and prepares them for the challenges of an increasingly global legal community.

The Francis King Carey School of Law counts among its alumni individuals who work in private practice, on the bench, in government service, in business corporations, and for nonprofit organizations. Among the School's alumni are a U.S. senator, a U.S. congressman, a governor, and a mayor, as well as six sitting judges of the Maryland Court of Appeals, the chair of one of the largest global law firms, and the founders and chief executives of various business enterprises.

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

SCHOOL OF MEDICINE

www.medschool.umaryland.edu

Dean

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Associate Dean for Student Affairs

Donna Parker, MD

Location: Health Sciences Facility I, Room 150

685 W. Baltimore St.

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 20 percent of public medical schools in National Institutes of Health research funding and has been ranked in the top one-third of the nation's medical schools for program quality.

**Allied Health Programs**

Master's in Genetic Counseling Training Program

www.medschool.umaryland.edu/mgc

Location: Howard Hall, Room 570

660 W. Redwood St.

Phone: 6-4713

Medical and Research Technology

www.medschool.umaryland.edu/dmrt

Location: Allied Health Building, Room 435

100 Penn St.

Phone: 6-7664

Physical Therapy and Rehabilitation Science

<http://pt.umaryland.edu>

Location: Allied Health Building, Room 115

100 Penn St.

Phone: 6-7720

Combined Degree Programs

MD/PhD Medical Science Training Program

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

Location: 20 Penn St., Room S012

Phone: 6-3990

MD/MS Program in Preventive Medicine

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

Location: Howard Hall, Room 200

660 W. Redwood St.

Phone: 6-3553

MD/MPH Program

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

Location: Howard Hall, Room 134

660 W. Redwood St.

Phone: 6-3026

Graduate Program in Life Sciences

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

Location: Bressler Research Building, Room 1-005

655 W. Baltimore St.

Phone: 6-6041

SCHOOL OF NURSING

www.nursing.umaryland.edu

Dean

Janet D. Allan, PhD, RN, FAAN

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Assistant Dean for Student and Academic Services

Marjorie Fass, MA

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Phone: 6-0501

Founded in 1889, the University of Maryland School of Nursing (UMSON) shapes the profession of nursing by developing leaders in education, research, and practice through outstanding baccalaureate, master's, and doctoral programs, and cutting-edge science and research. UMSON has pioneered a variety of educational programs, including the world's first graduate specialty in nursing informatics and Maryland's first Doctor of Nursing Practice (DNP) program and Nurse Anesthesia master's specialty. It is also the only nursing school in Maryland with an Institute for Educators in Nursing and Health Professions.

UMSON was the nation's first nursing school to receive a grant from the Maryland affiliate of Susan G. Komen for the Cure to advance knowledge about breast cancer treatment and care. The School has two centers of research excellence: biology and behavior across the life span and occupational and patient outcomes research. The centers focus research in the following areas: basic and translational research in chronic pain and striated muscle function; reducing fatigue and other occupational hazards in the workplace; use of technology to promote health in the older adult; restorative care in older adults; nursing interventions and associated patient outcomes; impulsive traits, dopamine, and risk for drug abuse; and family experience at end of life. In Fiscal Year 2011, UMSON ranked 19th in receipt of funding (for schools of nursing) from the National Institutes of Health. The funded-research total was \$6.7 million and extramural funding reached \$12.6 million.

UMSON enrolls more than 1,600 students, with 585 undergraduate students (BSN, RN-to-BSN, RN-to-BSN online). The School offers nine master's specialties, four of which are ranked in the top 10 nationally by *U.S. News & World Report*. They are Health Services Leadership and Management (HSLM), Psychiatric and Mental Health Nursing, Adult and Gerontological Nurse Practitioner, and Family Nurse Practitioner. UMSON offers a Doctor of Philosophy (PhD) and a DNP. The DNP is a practice-focused doctorate based on the recommendations of the American Association of Colleges



of Nursing's "Position Statement on the Practice Doctorate in Nursing" and on its "Essentials of the Doctoral Education for Advanced Nursing Practice." This program is supported extensively by Nurse Support Program II and Health Resources and Services Administration grants.

A variety of flexible and combined programs are offered to accelerate degree completion. These include the RN-to-MS program in HSLM, the Clinical Nurse Leader (CNL) master's program, the 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 and the Robert H. Smith School of Business at the University of Maryland, College Park.

UMSON 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, the Nursing Informatics master's specialty, and the HSLM master's specialty are offered completely online. The DNP program is offered as a hybrid option and many individual courses are available via the Web.

In fall 2010, UMSON was awarded a Who Will Care? grant to develop a Student Success Center (SSC) to support entry-into-practice students, including Bachelor of Science in Nursing (BSN) and CNL students. The SSC offers a variety of academic support services to enhance student success.

SCHOOL OF PHARMACY

www.pharmacy.umaryland.edu

Dean

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Associate Dean for Student Affairs

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Phone: 6-4332

The School of Pharmacy, the fourth oldest school of pharmacy in the United States, leads pharmacy education, scientific discovery, patient care, and community engagement in Maryland and beyond. With an enrollment of nearly 700 doctor of pharmacy and graduate students, the highly ranked School conducts cutting-edge research in drug delivery mechanisms, cost impact studies, basic drug discovery and development, and disease management, and 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 throughout the state and across the nation.

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.

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 researchers, and a variety of dual-degree programs with business, law, public health, and the pharmaceutical sciences. The School also reaches out to the community and engages in scholarship that contributes 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

Did you know?

The University is part of the Baltimore Collegetown Network, a consortium of area colleges and universities that helps develop and market Baltimore as a great place to be a student or resident. A free shuttle system created by the network serves seven campuses including the University of Maryland. For more information on the Baltimore Collegetown Network and on life in Baltimore, visit www.baltimorecollegetown.org.

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 Center for Translational Medicine, the Center of Excellence in Regulatory Science and Innovation, the Pharmaceutical Research Computing Center, and the Center for Drug Safety.



SCHOOL OF SOCIAL WORK

www.ssw.umaryland.edu

Dean

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Associate Dean for the Master's Program

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Associate Dean for Administration

Jennie Dunleavy Bloom, MSW
Location: School of Social Work, Room 1W15
Phone: 6-6102

Assistant Dean for Student Affairs

Lucia Rusty, MSW
Location: School of Social Work, Suite 2W14A
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 celebrated its 50th anniversary during the 2011-12 academic year as one of the nation's largest and best schools of social work. The School's anniversary theme, "Peace and Justice for All," reflects a legacy of service to which the School is devoted. 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 near vacant lots, in a city with a celebrated renaissance that 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.

Did you know?

Total student enrollment at the University in fall 2011 was 6,395. More than a third of the students were minority, and 70 percent were female. Faculty members numbered 2,625, and there were 2,311 executives/professionals, 1,820 support personnel, and 896 student employees.



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

MISSION

The Southern Management Corporation (SMC) Campus Center has a core mission to support the University's academic programs, enhance student wellness and life balance, and support interdisciplinary learning. The principles that guide decisions regarding use and promotion of the SMC Campus Center are collaboration, innovation, and sound management.

FEATURES OF THE SMC CAMPUS CENTER

Wellness Hub

Located on the third floor of the SMC Campus Center, the Wellness and Academic Life Balance Program supports the academic mission of the University by creating an environment where students can learn behaviors conducive to creating healthy lifestyles and make informed choices to strike the appropriate wellness and life balance within the mind, body, and spirit. Our programs seek to accomplish these goals by pursuing a collaborative approach to personal and community health through health promotion, educational outreach, and the development of a robust virtual programmatic presence. These efforts are intended to facilitate and support growth in the multiple dimensions of health and wellness in accordance with the Standards of Practice for Health Promotion in Higher Education developed by the American College Health Association.

University Recreation and Fitness

Housed on three floors, the University Recreation and Fitness (URecFit) facility offers a 25-yard recreational swimming pool, a 7,500-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 Food Services

Bon Appétit is a San Francisco-based company. Twice named the No. 1 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 both socially conscious and supportive of the well-being of the University community and the environment. Through the University's collaboration with Bon Appétit, two distinctive choices for food service are offered as well as dynamic on- and off-site catering.



Bon Appétit to Go, on the SMC Campus Center's first floor, mainly serves customers who are "on the run" as they head to work in the morning, pass through on the way to a meeting or class, or leave URecFit. The Bon Appétit Café on the second floor serves hot entrees, tossed-to-order salads, soups made from fresh stock, and a mix of local, regional, and international items. Bon Appétit's food is reasonably priced, the portions are appropriately sized, and recycling and sustainable practices are priorities.

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.



Event/Meeting/Lounge Spaces

The SMC Campus Center houses a variety of flexible, attractive meeting and conference rooms.

Two ballrooms on the second floor, when combined, provide more than 4,000 square feet of space. A 1,200-square-foot reception lounge is adjacent to the ballrooms, and for special events, direct access from the reception lounge to the Pratt Street Garage can be arranged. Meetings, including those that require catered meals, can be held in well-appointed conference rooms with great views of the campus or the city. The SMC Campus Center offers state-of-the-art communication tools that support conference activities and allow for multimedia audiovisual presentations. For students and guests who simply want to relax, rooms and lounges are available, some with magnificent views. To reserve meeting space or to schedule an event, call 6-3782 or visit the SMC Campus Center's event services website: www.umaryland.edu/smccampuscenter/eventservices/index.html.

Go Green Room

The Go Green Room, located on the first floor next to Bon Appétit, is evolving into the Environmental Wellness area for the Wellness Hub and the campus sustainability space. Environmentally conscious programs and projects take place there. This year activities will include a Community Supported Agriculture drop-off on Wednesdays, beekeeping projects, cleanup missions, presentations by guest speakers, and many other projects centered on the environment.

Student Organization Office and Meeting Space

Currently, two Universitywide student organizations have been assigned permanent office space in the Student Life Services Suite: the University Student Government Association and the Graduate Student Association. Suite 302 also offers cubicle space for use by other campus groups. Please see Cyndi Rice in Suite 302 for more information.

CONTACT INFORMATION

The staff of the SMC Campus Center is committed to providing services and building programs that reflect and advance the campus center's mission. Visit the SMC Campus Center's website, www.umaryland.edu/smccampuscenter, or call 6-7532.



ACCOUNTING

www.fincsvc.umaryland.edu/sa

Location: Health Sciences and Human Services Library,
second floor, 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 be viewed in SURFS and paid online by credit card or check. Payments may also be mailed or made in person at 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.

BANKING

www.umaryland.edu/campuslife/community/banking/index.html

University students are eligible to join the State Employees Credit Union of Maryland (SECU). SECU has automated teller machines at its local branch, located at 416 W. Baltimore St., across from Panera Bread. There is also a SECU ATM in the Southern Management Corporation Campus Center that is accessible during normal building hours. For more 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 on the first floor near The Great Cookie. It has two ATMs—one is accessible from Greene Street, the other is near the main entrance of the bank on the hospital's first floor.

There are also two Bank of America ATMs on the first floor of UMMC, across from the chaplain's office. There are three cash dispensing machines on campus at the schools of dentistry, law, and nursing.

BIOPARK

www.umbiopark.com

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

The University of Maryland BioPark, a privately developed biomedical research park on the west side of the campus, houses two University research institutes and a dozen private bioscience companies collaborating on the development of new therapeutics and diagnostics to improve health. The BioPark's BioInnovation Center provides space for University startup companies. MBA degree programs are offered by the University of Maryland's Robert H. Smith School of Business at its BioPark location.

Today the BioPark includes two multitenant buildings, the Maryland Forensic Medical Center, a parking garage, and landscaped parks. Planned development includes a 110,000-square-foot, \$200 million proton cancer treatment center as well as additional lab and office buildings for early stage, emerging, and high-growth life science companies. At final build-out, the 12-acre BioPark will include nearly 2 million square feet of lab, clinical, and office space staffed with 2,500 people.

BOOKSTORE

www.umb.bncollege.com

Location: 222 N. Pine St., First Floor
Phone: 8-7788

The bookstore offers full service to the University, including special ordering of any title in print and daily buyback 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 are 8:30 a.m. to 6 p.m. Monday through Thursday; 8:30 a.m. to 4 p.m. Friday. The bookstore offers convenient online textbook ordering at umb.bncollege.com as well as an online merchandise store.

CENTER FOR DISPUTE RESOLUTION

www.cdrum.org

Phone: 6-6228

The Center for Dispute Resolution (C-DRUM) at the University of Maryland Francis King Carey School of Law offers mediation, facilitation, conflict coaching, and conflict resolution services. Serving University 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. C-DRUM staff can also provide conflict coaching assistance for individuals who would like to work through a situation on their own.

CHILD CARE**Downtown Baltimore Child Care**

www.dbcckids.org

Location: 237 N. Arch St.

Phone: 410-659-0515

High-quality early education and child care for infants as young as 12 weeks through children in prekindergarten (age 4 turning 5 years) is available at Downtown Baltimore Child Care (DBCC), located between Saratoga and Lexington streets directly across from the Saratoga Street Garage. DBCC is accredited by the Maryland State Department of Education.

Hours are 7:30 a.m. to 6 p.m. Full-time monthly rates are as follows.

2012-2013

- 12 weeks to 24 months: \$1,699
- 25 to 36 months: \$1,449
- 37 months to 5 years: \$1,130

Part-time slots (two or three days per week) are available. The University funds a limited number of partial scholarships, up to \$25,000 annually. The center has a capacity for 80 children.

For a brochure, enrollment application, or financial aid application, call or visit the website.

COMPUTER RESOURCES

See Information Technology

COUNSELING CENTER

See Health Care

DISABILITY SERVICES

www.umaryland.edu/disabilityservices

Location: Southern Management Corporation Campus Center, Third Floor, Room 317

E-mail: dlevi@umaryland.edu

Phone: 6-5889, Hearing impaired students may call the Maryland Relay Service by dialing 711

The University of Maryland is committed to providing equal access and opportunities for qualified students with disabilities who seek to enroll in, attend, and graduate from the University. The Office of Educational Support and Disability Services (ESDS) helps students with disabilities obtain equal access at the University of Maryland.

Questions regarding the accommodations process may be directed to:

Deborah Levi Lowy, MA, MSW

Assistant Director

Southern Management Corporation Campus Center

621 W. Lombard St., Room 317

Baltimore, MD 21201

410-706-5889

Hearing impaired students may call the Maryland Relay Service by dialing 711.

dlevi@umaryland.edu

Reasonable Accommodation

ESDS assists students with qualifying disabilities to obtain all types of reasonable accommodations. Reasonable accommodations are modifications or alterations intended to provide equal access or improve accessibility to physical, programmatic, and academic areas of the University.

How to Request Reasonable Accommodation**A. Self-Identification**

The first step in requesting accommodation for a disability is for a student to self-identify as a student with a disability. Students should review, complete, and submit the Disability Disclosure and Reasonable Accommodations Form, which is available online at www.umaryland.edu/disabilityservices. Students are encouraged to call or visit ESDS for guidance and assistance with the process.

Once a student has completed the Disability Disclosure and Reasonable Accommodations Form:

1. The student obtains and submits documentation of the disability to ESDS.
2. ESDS reviews the information in the Disability Disclosure and Reasonable Accommodations

Form as well as the medical/psychological documentation of the disability. The office may contact the student for more information or clarification, if needed.

3. ESDS works directly with the student's school/program to seek approval for appropriate and reasonable accommodations.
4. Once reasonable accommodations have been agreed upon by all parties, the student will receive a letter from ESDS documenting the reasonable accommodation plan.

Students are strongly encouraged to submit accommodation requests before the semester begins. While there is no specific deadline, the interactive process often involves communication between the student, ESDS, and the student's school. It may take time to finalize the accommodation and implement arrangements.

Accommodations are not provided retroactively.

School Contacts—Each school has a contact to help students with disabilities obtain equal access. The contacts are in the following chart.

SCHOOL/ DEPARTMENT	POINT OF CONTACT	PHONE NUMBER
School of Dentistry	Academic Program Specialist	410-706-7461
Francis King Carey School of Law	Office of Student Affairs	410-706-5235
School of Medicine	Associate or Assistant Dean for Student Affairs	410-706-7476
School of Nursing	Assistant Dean for Student and Academic Services	410-706-0501
School of Pharmacy	Director, Student Educational Services and Outreach	410-706-6586
School of Social Work	Associate Dean for Administration	410-706-6102
GPILS	Academic Coordinator	410-706-6042
DMRT	Program Director	410-706-7664
Public Health	Director of Student Affairs	410-706-3338
Physical Therapy	Director of Student Affairs	410-706-7721

B. Documentation Guidelines

Students requesting accommodations should provide appropriate medical documentation. The documentation should state the specific disability and recommended accommodations with a rationale. The documentation should be typed and should be from a licensed health care professional qualified to diagnose the disability.

The University may request supplemental documentation if it is determined that the information in the initial documentation is incomplete or inadequate, or that the qualifications of the health care provider are in question. Documentation will be kept confidential and be released only to those with a need to know the information.

C. Developing the Accommodation Plan

While a student's proposal for accommodation is always considered, the University of Maryland engages in an interactive process to devise a plan that is acceptable to the University, the student's school, and the student. Consequently, the reasonable accommodation offered by the University of Maryland may be different from what the student requests. Accommodations depend on many factors including the disability, the activity for which accommodation is required (e.g., didactic classroom experiences and/or clinical training), and the essential technical standards of the program.

The University of Maryland will not approve an accommodation that

1. is incompatible with technical standards for admission or progression;
2. alters the fundamental nature of the academic program;
3. would result in an unreasonable risk to health or safety; or
4. would result in undue hardship to the University of Maryland.

University Designee to Coordinate

University Compliance:

Roger J. Ward, EdD, JD, MPA

Chief Accountability Officer and

Associate Vice President for Academic Affairs

University of Maryland

620 W. Lexington St., Room 5-111

Baltimore, MD 21201

410-706-1850 | rward005@umaryland.edu

See page 31 in the Rules and Regulations section for Student Grievance Procedures Regarding Accommodation Decisions.

EMERGENCY, DISASTER, AND WEATHER NEWS

Through the UM Alerts system, messages about University emergencies and weather-related closings are sent via phone and email. Users also can register personal devices such as cell-phones, BlackBerrys, or pagers that are capable of receiving text messages.

UM Alerts significantly enhances the University's ability to communicate with students, faculty, and staff during an emergency. Please register at www.umaryland.edu/alerts.

Information on an emergency or inclement weather is also available at www.umaryland.edu/alerts or by calling 6-8622.

ESCORT (POLICE)

Phone: 6-6882

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

ESCORT PATROL VEHICLE ROUTE AND SCHEDULED STOPS

A patrol vehicle covers the campus every 45 minutes, operating between 6 p.m. and 1 a.m. (See map.) To ride, flag down the van anywhere along its route or wait at one of the following marked stops: Administration Building, Baltimore Grand Garage, Biomedical Research Facility, Bressler Research Building, Health Sciences Facility, Hope Lodge, Howard Hall, Lexington Garage/Pascual Row, Lexington Market Garage, Thurgood Marshall Law Library, Maryland Bar Center, School of Nursing, Nathan Patz Law Center, Pearl Street Garage, Penn Street Garage, Pharmacy Hall, Pharmacy Learning Center, Pratt Street Garage, Ronald McDonald House, School of Social Work, University of Maryland Medical Center (UMMC) emergency room entrance, UMMC north entrance.

FINANCIAL AID

www.umaryland.edu/fin

Location: Health Sciences and Human Services Library,
Second Floor, 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 the University of Maryland (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 website—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 website. 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

www.umaryland.edu/campuslife/community/dining

Food and beverage services on campus include:

- Bon Appétit, Southern Management Corporation Campus Center, first and second floors
- Crema Coffee Café/Deli, two locations: Health Sciences Facility I, first floor lobby; Francis King Carey School of Law, first floor near student lounge
- Jay's Deli, School of Dentistry, student lounge, first floor

Vending Machines: A total of 82 snack and beverage vending machines are located in various buildings including each School, the Southern Management Corporation Campus Center, the Health Sciences and Human Services Library, and several garages and administrative buildings.

The University of Maryland Medical Center features the following eateries:

- Au Bon Pain
- Cypriana Café
- Great Cookie
- Mamma Ilardo's
- Rx Brew, Starbucks
- Subway
- University of Maryland Medical Center Cafeteria

HEALTH CARE

Student Health

www.umaryland.edu/health

E-mail: health@som.umaryland.edu

Student Health coordinates and verifies the medical documentation necessary for admission to your school and for registration of classes. It also provides primary adult medical care such as routine physicals, gynecologic exams, sick care, minor surgery, PPD testing and immunizations, and pregnancy care/family planning. These services are provided by Student Health without further cost to you.

Student Health is dedicated to providing 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.

Did you know?

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

Student and Employee Health Administrative Offices:
Drop-off of paperwork, review of immunization needs
408 W. Lombard St., lower level

Phone: 8-6791

Hours: 8:30 a.m. to 4:30 p.m. Monday to Friday

Health Care Services:

UMaryland Immediate Care—Main Student Health Clinical Office

Operated by University of Maryland

Family and Community Medicine

408 W. Lombard St. (badge reader only)

Phone: 8-1DOC (1362)

Hours: 7 a.m. to 5 p.m.

Sick care—no appointment needed

Gynecologic exams/family planning and physicals—by appointment

Vaccinations and PPD testing—by times/days as listed

Vaccinations Days/Times:

The Student Health Office staff administers vaccinations at the 408 W. Lombard St. office according to the following schedule.

Monday, 9 to 10 a.m. and 3 to 4 p.m.

Tuesday, 9 to 10 a.m. and noon to 1 p.m.

Wednesday, 9 to 10 a.m. and noon to 1 p.m.

Thursday, 9 to 10 a.m. and 3 to 4 p.m.

Friday, 9 to 10 a.m. and noon to 1 p.m.

Additional vaccination times will be made available each September. Call 8-6791.

PPD Testing:

Tuberculosis skin placements Monday, Tuesday, Wednesday, and Friday

Tuberculosis test readings Monday to Friday



SERVICES AND RESOURCES

Alternate Location at 29 S. Paca St.:
University of Maryland Family and Community Medicine
main practice
Phone: 8-8792
Hours: 8:30 a.m. to 7 p.m. Monday and Thursday, 8:30 a.m.
to 4:30 p.m. Tuesday, Wednesday, and Friday
Primary care physician available by appointment

Student Counseling Center

www.umaryland.edu/counseling/index.html

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

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

All services are confidential. There are no out-of-pocket expenses to use the Student Counseling Center. Students are seen by licensed clinical social workers, psychologists, and/or psychiatrists. Visits are by appointment. Please call the Counseling Center if you need more information.

Dental Care

www.dental.umaryland.edu/patientinfo

Locations: School of Dentistry
650 W. Baltimore St.
Phone: 6-7101, toll-free: 866-787-UMDS (8637)

School of Dentistry, Perryville
Phone: 6-4900, toll-free: 877-232-4050

Dental Hygiene
www.dental.umaryland.edu/dentaldepts/dhygiene

Location: School of Dentistry
Suite 1202
Phone: 6-7773

The University 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,
Second Floor, Suite 206
Phone: 6-2930

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.

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. 17, 2012, for the fall semester and by Feb. 15, 2013, for the spring semester. A new waiver is required each academic year for each student waiving insurance for any reason.

The University offers voluntary student dental and vision insurance plans. Call Student Accounting at 6-2930 for more information on either plan.

HOUSING ON-CAMPUS

www.housing.umaryland.edu

Location: 518 W. Fayette St.
E-mail: umbhousing@umaryland.edu
Phone: 6-5523

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

Pascault Row Apartments: The University owns and operates this apartment community. The Pascault Row Apartments are in eight historic rowhouses that have 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 University 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.

Fayette Square Apartments: Fayette Square offers furnished studio apartments and apartments with one, two, three, four, or seven bedrooms. 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 and cookies in the management office. This community has 24-hour monitored, on-site 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.

IDENTIFICATION/UNIVERSITY OF MARYLAND ONE CARD

www.umb-one.umaryland.edu

Location: Southern Management Corporation Campus Center, Lower Level, Suite 002
Phone: 6-MYID (6943)

The University requires every student to carry the University of Maryland One Card, the official form of identification for the campus. The photo ID provides access to buildings, library services, and URecFit services. It also functions as a debit card for purchases at the bookstore, Bon Appétit eateries in the Southern Management Corporation Campus Center, Crema Coffee cafés in the medical and law schools, and Jay's Deli in the School of Dentistry, as well as for campus vending machines, printing/copying at the Health Sciences and Human Services Library (HS/HSL), and laundry facilities at the Pascault Row and Fayette Square apartments. Students can manage their debit accounts online, and funds can be deposited online and at Cash Value Centers in the Southern Management Corporation Campus Center, the HS/HSL, and the Thurgood Marshall Law Library.

For more information on the University of Maryland One Card, visit the website, call 6-6943, or send an email to umb-one@umaryland.edu.

The One Card office is open 8:30 a.m. to 5 p.m. Monday through Friday.

STUDENT INFORMATION MANAGEMENT SYSTEM

www.simsweb.umaryland.edu

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

INFORMATION TECHNOLOGY

www.umaryland.edu/cits

Location: Health Sciences and Human Services Library
Phone: 6-4357

The University 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.

The University, 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 University's contemporary 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 University-owned desktops in the schools, libraries, and common areas throughout the campus.

Center for Information Technology Services (CITS)

www.umaryland.edu/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 email, research, teaching and learning, network infrastructure, the Web, telecommunications, etc. Visit the CITS website for more information.

IT Help Desk

www.umaryland.edu/helpdesk

Location: Health Sciences and Human Services Library, Fifth Floor, Room 540
Phone: 6-HELP (4357)

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

- **Google Apps for Education (GAE)—**
Also Known as Google@UMaryland

<http://gmail.umaryland.edu>

GAE is a Google services suite that provides communication and collaboration tools including email, shareable online calendars, instant messaging, and websites. This service is offered to students in all schools except for those in the School of Medicine who are enrolled in MD and MD/PhD; physical therapy and rehabilitation science; medical and research technology; pathology assistant; and genetic counseling degree programs. More than 25 gigabytes of personal storage space is available.

- **Blackboard**

<http://blackboard.umaryland.edu>

Blackboard is the courseware management learning system that the University uses for Web-enhanced and Web-based courses.

- **eduroam**

www.umaryland.edu/cits/communications/eduroam

A secure, worldwide roaming access service developed for the international research and education community, eduroam (**education roaming**) gives students, faculty, and staff the ability to connect to any wireless system at the University regardless of the building they are in. eduroam also offers Internet connectivity with a UMID when using a laptop or smartphone at other participating institutions. eduroam is available in 54 countries.

- **Mediasite**

<http://mediasite.umaryland.edu>

Mediasite is a video repository for class lectures and other school-related events.

- **SURFS (Student User-Friendly System)**

<http://simsweb.umaryland.edu>

SURFS is a Web-enabled information system that allows students to register for courses and view personal, billing, and financial aid information as well as grades.

- **Discounts on Software**

The Software Licensing Office, a part of CITS, sells discounted software to students. Visit www.umaryland.edu/cits/software/docs/availablesoftware.pdf for a list of available software.

Information Technology Acceptable Use Policy

Please see the Acceptable Use Policy in the Rules and Regulations section or online at www.umaryland.edu/cits/policies. Other IT policies are also available online.

Did you know?

The University's Southern Management Corporation Campus Center, which opened in 2009, includes a ballroom with catering services, offices for student groups and services, ecologically sensitive food venues, and state-of-the-art health and wellness facilities with a pool.

INTERNATIONAL SERVICES

www.umaryland.edu/ois

Location: Southern Management Corporation Campus Center, Suite 302

Phone: 6-7488

The Office of International Scholar and Student Services provides advising and support services to all international students and scholars at the University. Staff members are here to assist international students and scholars in meeting their needs during their time at the University. Programs are offered throughout the year. The office is also responsible for the University's immigration sponsorship work of international faculty, scholars, staff, and students.

INTERPROFESSIONAL STUDENT LEARNING AND SERVICE INITIATIVES

www.umaryland.edu/islsi

Location: Southern Management Corporation Campus Center, Third Floor, Campus Life Suite

Phone: 6-7438

The Office of Interprofessional Student Learning and Service Initiatives (ISLSI) is committed to educating University of Maryland students through opportunities that emphasize community engagement and social responsibility while actively supporting a student's personal and professional development. ISLSI coordinates campuswide activities, programs, and services that foster students' academic, personal, and professional development. The aim of this department is to enhance the quality of student life by celebrating diversity, encouraging service-learning, and supporting leadership development and interdisciplinary engagement.

All of the programs sponsored by ISLSI are Universitywide and interprofessional in nature. These programs include:

- **Diversity Celebrations**

These events provide a unique setting for the encouragement of broad social, cultural, recreational, and educational programming for the University and its surroundings.

• **Interprofessional Service-Learning**

Encourages and provides interprofessional advocacy, health services, and human services opportunities that address the needs of the University community.

• **President's Student Leadership Institute**

A certificate program focused on exposing student leaders (or aspiring student leaders) to contemporary issues in leadership in order to prepare participants for professional leadership in a diverse and global society.

• **President's Symposium and White Paper Project**

An interprofessional initiative that engages faculty, staff, and students from all of the University's schools and academic programs in a yearlong conversation on a topic that is of interest and importance to the University and its community.

• **Safe Space Training**

A national program that identifies LGBTQ-friendly faculty, staff, and students. The Safe Space training workshop provides information about how to be a supportive ally to LGBTQ students and colleagues.

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) serves the schools of dentistry, law, medicine, nursing, pharmacy, and social work; the Graduate School; the University of Maryland Medical Center; and other affiliated institutions. Each school within the University has a library faculty member dedicated to providing direct service to the students in that school. Faculty librarians develop online resources and provide in-person research consultations for their students. In addition to one-on-one consultations, the library offers an array of workshops and online tutorials on topics such as RefWorks, PubMed, and PowerPoint. Reference service is available at the library and remotely through the "Ask Us!" link on the library's website.

The library's journals are available full-text online. Students can easily access online resources, including 13,000 full-text books, by visiting the library's website and logging in with the 14-digit bar code on the back of their University of Maryland One Card.

The HS/HSL has an open wireless network and offers a variety of study spaces, including study carrels and group study

rooms, some equipped with large wall-mounted LCD panels. A soundproof presentation practice studio with state-of-the-art software, equipment, and expert assistance is available by reservation. And, to encourage informal group study, rolling white boards are available throughout the library.

The National Network of Libraries of Medicine's Southeastern/Atlantic Region is headquartered at the HS/HSL. The building also houses University computing services, the Office of the Registrar, Student Accounting, Student Financial Assistance and Education, and the Student Counseling Center.

For library updates, subscribe to the e-newsletter *Connective Issues*, or follow the library on Facebook, Twitter, or Pinterest. Hours, which change throughout the year, are available on the library website.

Also see the UM Policy on Library Resources—Theft and Mutilation in the Rules and Regulations section or online at www.hshsl.umaryland.edu/general/about/policies/theft.html.

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 law school. The library is a member of the University System of Maryland and Affiliated Institutions.

MAIL CENTER

Location: Howard Hall, Lower Level
Phone: 6-3700

The University operates a free campus mail service. 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 200 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.

For general information, call 6-5695 or fax 6-0759. For answers to complex postal questions, contact Aaron Molock, Mail Center postal manager, at 6-3700 or amolock@af.umaryland.edu. Information is also available by visiting the Procurement Services website (www.procurement.umaryland.edu) and clicking on "Mail Services."

Did you know?

The current state and nationwide pharmacist shortage has created a strong demand for School of Pharmacy graduates. To help address that demand, the Pharmacy Hall Addition—a seven-story education and research facility—opened in 2010.

MEDIATION

See Center for Dispute Resolution

OUTDOOR AREAS

Outdoor 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 Operations Center. Reservation forms are subject to approval, and University police reserve the right to reject any request.

Also see Rules and Regulations or call 6-6882.

PARKING AND TRANSPORTATION SERVICES

www.parking.umaryland.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 daily permit, you are assigned to the Lexington Street Garage (Lexington and Pine streets) at the current rate of \$5 per day (first-come, first-served). To eliminate the need to carry cash, students may buy vouchers in packages of 10 for \$50.

While a permit allows you to park on campus, it does not guarantee you a space. If the Lexington Street Garage is full, spaces may be available in other campus garages—an attendant at the Lexington Street Garage will redirect you if possible. Unless sent from the Lexington Street 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. Once the request is approved, Student Health will contact Parking and Transportation Services to authorize a temporary permit. You will be contacted when the permit is ready to be picked up. Unauthorized parking in a handicap space carries a \$202 fine and/or suspension of parking privileges.

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

Students living in the Pascault Row Apartments can pay for guaranteed parking in the Lexington Street Garage either by the semester (\$300) or for the entire academic year (\$550). Students living in the University Suites at Fayette Square Apartments must apply for parking through the Fayette Square office.

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

Motorcycles must be registered with Parking and Transportation Services and may be parked only in the Lexington Street Garage. Motorcycles may be moved to other garages only after 4 p.m.

Parking and Transportation Services offers the monthly Maryland Transit Administration (MTA) college student pass. Students can buy the pass, which can be used on an MTA bus, the Light Rail, or the subway, at the current rate of \$39 per month.

OTHER TRANSPORTATION OPTIONS—GOING GREEN

UM shuttle

New in 2012, this FREE shuttle bus system for University students, faculty, and staff, operates a variety of routes to Baltimore neighborhoods including Federal Hill, Mount Vernon, and Washington Village. The service also connects to other public transportation systems. For more information, visit www.umaryland.edu/shuttlebus.

Car Sharing With Connect by Hertz

Students can rent one of three low-emission, fuel-efficient vehicles at the University on a short-term basis. The cars can be rented by the hour starting at \$8 or by the day starting at \$62. The fee includes gas, insurance, and maintenance. Connect by Hertz cars are available on campus for your convenience.

Charm City Circulator

This FREE city bus service runs every 10 to 15 minutes. The Orange, Purple, Green, and Banner routes serve dozens of stops on or near campus and the BioPark. Service stretches from Hollins Market to Penn Station, Fort McHenry, and the Johns Hopkins area.



CarPOOL Program

Students who carpool can park in one of 10 designated spaces in the Lexington Street Garage. Each carpool should consist of two or more people. The parking spaces, identified as the CarPOOL Zone, are on the third level and are available on a first-come, first-served basis. Ask the garage attendant about receiving a carpool parking pass on your next visit.

Bike Cage

Located in the Pratt Street Garage (first floor), the secured cage can house as many as 44 bicycles. Access is granted only by a special Bike Cage access card. Spaces are available on a first-come, first-served basis at a semester fee of \$10 or an annual fee of \$25. The Bike Cage is open 24 hours every day for your convenience. Maryland law prohibits parking a bicycle in any way that impedes vehicular or pedestrian traffic.

Electric Vehicle Charging Stations

The University has installed 10 new EVCS stations. Each station can charge two vehicles, providing 120 and 220 volt charges. The stations are located at seven University garages and are open to students, faculty, staff, and campus visitors.

For more information visit www.parking.umaryland.edu and click on the link “Alternative Transportation.”

PHONES

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

To make a call from a campus phone, dial 6 for a number at the University, 8 for a UMMC number, or 5 for 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 711 (campus police) or 911 for emergencies. Dial 311 for assistance with nonemergency situations.

POLICE AND PUBLIC SAFETY

www.umaryland.edu/police

Location: Pine Street Police Station
and Pine Street Police Operations Center
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, on Segway, 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 University 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 during both new student and new employee orientations.

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* and at www.umaryland.edu/police/crimestats.html.

RECREATION AND FITNESS

www.umaryland.edu/urecfit

Locations:
Southern Management Corporation Campus Center,
Fourth Floor
Phone: 6-7529

University of Maryland BioPark, Building Two,
First Floor (Satellite Location)
Phone: 6-3902

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

Most of the programming and activities occur in the Southern Management Corporation Campus Center at 621 W. Lombard St. The facility includes a 25-yard recreational swimming pool, a 7,500-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.

A variety of aerobics classes are available as well as instruction in yoga, Pilates, total conditioning, personal training, 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.

URecFit also operates a satellite fitness center at the University of Maryland BioPark, with the latest in cardiovascular and strength training equipment.

REGISTRAR

www.umaryland.edu/orr

Location: Health Sciences and Human Services Library,
Second Floor, 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 course work at the University, 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 a 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 obtain 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 Accounting 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

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.

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.

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 on page 19.

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

<http://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 the U.S. 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.



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, the theater presents touring Broadway shows and the best of the performing arts. Check out the Hipp Café located within the theater—it is open 11:30 a.m. to 2:30 p.m. Monday through Friday, and two hours before all performances. Tickets are available through Ticketmaster 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). Discounted tickets are also available at the box office after 6 p.m. the night of a performance. Inquire at the box office about the availability of discounted tickets for students at 410-837-7400.

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 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 ranging 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 website.

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: Free for University students, faculty, and staff. Others: \$7 for adults; \$5 for seniors; \$5 for students with ID; \$3 for children ages 3 to 12; free for ages 2 and under, and for active-duty military personnel and immediate family.

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. A church built on arches to help preserve what is one of Baltimore's oldest cemeteries sits atop part of the graveyard, creating catacombs. 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 CENTER FOR GLOBAL EDUCATION

www.global.umaryland.edu/students

Location: Southern Management Corporation Campus Center, Third Floor, Suite 302
Phone: 6-6331

The Student Center for Global Education (SCGE) is the central resource for campus faculty, staff, and students working to build a global University student experience. The center's staff members facilitate opportunities for students to engage in international experiential learning; provide information for cultural preparation, safety and security updates, and emergency contact data collection and dissemination; and provide additional support as requested for international program development. Logistics management, situation reports on countries around the world, and information about possible funding resources are provided to help create a global experience at the University.

Did you know?

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

STUDENT GOVERNMENT

University Student Government Association

www.umaryland.edu/usga

Location: Southern Management Corporation Campus Center,
Third Floor, 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 University and at all levels of the University System of Maryland.

Every student is a member of the 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, contact your school's student affairs office 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's Student Development and Leadership office, 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 University students at the University System of Maryland level.

All University students pay a USGA fee when they register. Full- and part-time students pay the same \$20 annual fee. These funds are used to sponsor programs and events, such as the Orioles bullpen party, that are for the entire University. The funds are also used to cosponsor activities and events organized by University students and by other groups.

The USGA circulates an electronic weekly newsletter, *USGA News*, to all University students via email. *USGA News* contains University-related announcements and information about events of interest to students. The USGA's website also tracks important information, maintains an events calendar, and allows students to communicate about important issues.

STUDENT LEADERSHIP OPPORTUNITIES WITH STATE OF MARYLAND

University System of Maryland Student Council

The University System of Maryland (USM) 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 USM institutions.

The Student Council was created to ensure that the USM leadership is aware of student views and that it 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/usm/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.

The Maryland General Assembly created the MHEC Student Advisory Council to serve as a forum for students to articulate their concerns, perspectives, and issues. Another role of the council is to conduct the annual statewide competition for the MHEC 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.mhec.state.md.us/highered/sac/index.asp.

Did you know?

Crime statistics for U.S. colleges are available under the Student Right to Know and Campus Security Act. For University of Maryland statistics, see page 58 of this book or visit www.umaryland.edu/police.

STUDENT DEVELOPMENT AND LEADERSHIP

www.umaryland.edu/studentleadership

Location: Southern Management Corporation Campus Center, Third Floor, Suite 302

Phone: 6-7117, students with hearing impairments should call the Maryland Relay Service at 711.

The Office of Student Development and Leadership coordinates activities, programs, and services that foster academic, personal, and professional development for the entire University. Offerings are designed to enrich the University experience for each student, both in and out of the classroom. Friendly and warm staff members help students organize educational, cultural, and social activities.

The office also advises the University Student Government Association (USGA) and USGA-affiliated organizations. For more information about a USGA-affiliated organization, visit the organization's websites as follows:

- University Student Government Association, www.umaryland.edu/usga
- International Student Organization, www.umaryland.edu/iso
- Muslim Students and Scholars Association, www.umaryland.edu/mssa/index.html
- Project Jump Start, www.umaryland.edu/pjs
- United Students of African Descent, www.umaryland.edu/usad

Through its leadership development programs and structured student leadership opportunities, the Office of Student Development and Leadership can also help students hone their leadership skills and become more culturally aware professionals to ease acclimation into a more global society. For international students, the office offers help with cross-cultural orientation, nonacademic advising, and social/acclimation activities.

SCHOOL-BASED STUDENT ORGANIZATIONS

Along with student organizations for the entire University, there are a variety of academic, professional, and social student organizations in each school. Check with your school's student affairs office for information or call Student Development and Leadership at 6-7117.

For a list of student groups, including school-based groups, visit www.umaryland.edu/studentleadership/studentgroups/find_org.html. To submit an event to the email publication *Campus Life*

Weekly, visit <http://cf.umaryland.edu/campuslifeweekly>. To view the Campus Life Services events calendar, visit <http://cf.umaryland.edu/wellness/calendar>.

UM ALERTS

See *Emergency, Disaster, and Weather News*

VOLUNTEER OPPORTUNITIES

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

Location: The Lexington Building, First Floor

Phone: 6-1678

The professional schools at the University provide services to communities throughout Maryland through a multitude of service partnerships, projects, and programs. The University has formally partnered with several K-12 public schools in nearby communities. These partnerships foster interdisciplinary collaboration in outreach efforts among University entities, strengthen the social impact of the University in the local community, create enduring positive relationships, and engender future Maryland leaders. For volunteer opportunities that support the schools, visit the President's Outreach Council website, www.umaryland.edu/outreach.

VOTER REGISTRATION

Amendments to the Higher Education Act require public universities to help students with disabilities register to vote. For assistance, call Educational Support and Disability Services at 6-5889.

WELLNESS HUB

www.wellness.umaryland.edu

Location: Southern Management Corporation Campus Center, Third Floor, Suite 302

Phone: 6-4450

See *SMC Campus Center* on page 11

WRITING CENTER

www.umaryland.edu/writing

Location: Southern Management Corporation Campus Center, Third Floor, Suite 302

Phone: 6-7724 or 6-7725

Daily and early evening appointments are available. All appointments can now be made online—check out the electronic scheduling feature on the website.

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 at www.umaryland.edu/campuslife/community/safety/student_policies.

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 academic year. Please consult the website for the current location of each office.

1. **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—Sixth 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
www.graduate.umaryland.edu

2. **FINANCIAL AID RECORDS**—i.e., financial aid applications, needs analyses statements, awards made—Office of Student Financial Assistance and Education, 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, 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 the Registrar, 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 email 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 non-disclosure 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.
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, DC 20202-4605. (General policy approved by the University Administrative Council January 1978 and revised and updated for specific applicability to UMB.)

Americans With Disabilities Act and Amendments (ADAAA) Student Grievance Procedures Regarding Accommodation Decisions

A. Procedure

1. A student with questions or a grievance about a reasonable accommodation decision of the University or a school should first communicate with the School Contact or the Assistant Vice President for Academic and Student Affairs. If the matter is not satisfactorily resolved, it should be reported

to the Associate Vice President for Academic and Student Affairs (“Associate Vice President”).

2. Unless the student objects, the University may attempt to resolve a grievance informally. For formal or informal grievances, the student should explain the incident underlying the grievance, the perceived problem, and offer a proposed solution. The University reserves the right to proceed immediately to a formal review of the student’s complaint. At any time, a student may request an informal process proceed to a formal grievance.
3. A formal grievance of a reasonable accommodation decision should be in writing with pertinent records and documentation.
4. The Associate Vice President (or alternate impartial designee of the Vice President for Academic Affairs) will work with the dean of the student’s school, or the dean’s designee, to develop an appropriate investigational process depending on the circumstances surrounding the reasonable accommodations grievance (e.g., didactic classroom experiences or clinical training). If a grievance involves persons from more than one school, the Associate Vice President will work with the deans of the schools involved to develop an appropriate investigational process.
5. The student, the dean or dean’s designee, and persons whose decisions or actions are the subject of the grievance will be given an opportunity to meet with the Associate Vice President to discuss the grievance and the investigative process and to submit written statements, names of witnesses, and other evidence.
6. The Associate Vice President will investigate the reasonable accommodation grievance, look at the record as a whole and at the totality of the circumstances. The Associate Vice President will make a decision and write a report summarizing the investigation and evidence and provide findings based on all the facts, on a case by case basis. The decision of the Associate Vice President is final unless modified due to an appeal for reconsideration.
7. The student, the dean of the student’s school, and persons whose decisions or actions are the subject of the grievance will be given the findings and decision of the Associate Vice President in writing.

8. The student may appeal for reconsideration by the Associate Vice President on the basis of: 1) failure of due process, or 2) availability of new evidence which could not reasonably have been presented during the original investigation. The appeal for reconsideration must be submitted in writing within seven calendar days following the date of the Associate Vice President’s decision.
9. The Associate Vice President will maintain records regarding reasonable accommodation grievances.
10. To ensure appropriate due process and prompt, equitable resolution of complaints pertaining to reasonable accommodation decisions, formal rules of evidence will not apply and the Associate Vice President may limit repetitive and irrelevant evidence. The University will attempt to resolve the grievance within 45 calendar days. Attorneys will not participate in meetings with the Associate Vice President, but the schedule for the investigation will allow time for the student and other participants to consult with and obtain input from legal counsel and other advisors.

B. Time Limits

A grievance filed within 10 calendar days of the aggrieved reasonable accommodation decision will be considered timely. Nevertheless, the University will investigate any grievance filed within a reasonable time.

C. Confidentiality

The University will take reasonable steps to protect the confidentiality of the parties involved in a grievance. Persons involved will be advised of the necessity of keeping information related to a grievance confidential. However, persons should be aware that the University may need to disclose information in order to conduct an investigation, resolve a grievance, and comply with applicable law.

D. No Retaliation

The University does not tolerate or condone any form of retaliation against a grievant whose reasonable accommodation complaint is made in good faith.

E. Exceptions

This procedure does not supersede policies and procedures addressing issues specifically governed by other University policies, such as: school grade appeals and school dismissal appeals, sex-based discrimination of students (see UMB VI-1.20(B)), and student sexual orientation nondiscrimination policy and procedures (see UMB VI-1.05(B)).



Students are expected to present such grievances in accordance with the applicable school and University policy and procedure.

F. Grievances Involving Affiliates' Employees

Many University students will be supervised by employees of the University's affiliates and teaching sites during their educational experiences. If a student is aggrieved by a reasonable accommodation decision 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.

G. Filing Grievances With Outside Agencies

For further information on nondiscrimination, reasonable accommodation, or to file an equal opportunity complaint directly with the U.S. Department of Education, contact:

Office for Civil Rights
U.S. Department of Education
The Wanamaker Building, Suite 515
100 Penn Square East
Philadelphia, PA 19107
Phone: 800-421-3481
Email: OCR.Philadelphia@ed.gov

H. Counseling

The University Student Counseling Center offers assistance in coping with the stress resulting from discrimination or participation in campus proceedings to investigate discrimination.

UMB Student Counseling Center
HS/HSL Library
601 W. Lombard St., Suite 440
Baltimore, MD 21201
Phone: 410-328-8404; Fax: 410-328-5291

I. Educational Programs

Programs for students about reasonable accommodation for students can be arranged through the Associate Vice President, the Assistant Vice President for Academic and Student Affairs, or the University Director of Employee Relations and Diversity Initiatives.

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.

Code of Ethics and Conduct

This Code is intended to meet the requirement of CFR 52.203-13 that UMB, as a federal contractor, have a code of business ethics and conduct.

UMB Personnel subject to this Code include UMB administrative and academic officers, faculty, employees, fellows, students (including student employees), and volunteers. In fulfilling the responsibilities of their positions at UMB, UMB Personnel are expected to adhere to and act in accordance with this Code and all laws, rules, regulations, policies, and procedures applicable to their UMB activities.

This Code reflects the requirements of laws and policies that relate to ethical conduct, including: the Maryland Public Ethics Law, the Maryland Whistleblower Law, and policies of the Board of Regents of the University System of Maryland (USM) and UMB that relate to reporting known or reasonably suspected wrongdoing.

1. UMB expects and requires all UMB Personnel to:

A. Uphold the highest standards of intellectual honesty and integrity in teaching, research, service, and administrative activity, and seek guidance, as needed, concerning the application of ethical standards to their UMB activities.

B. Act as good stewards of the resources entrusted to UMB's care, and comply with financial requirements and internal controls applicable to funds and property managed by them and under their oversight.

C. Comply with all laws, rules, regulations, policies, procedures, and professional standards, including the Maryland Public Ethics Law, applicable to their employment and their UMB responsibilities, and cooperate with training and continuing education initiatives of UMB to make them aware of their responsibilities.

D. Comply with their assigned or assumed responsibilities to fulfill UMB's obligations under contracts, grants, and other legal agreements.

E. Disclose and avoid improper or unlawful conflicts of interest and conflicts of commitment.

F. Report known or reasonably suspected wrongdoing; refrain from retaliating against those who report known or reasonably suspected wrongdoing; and cooperate fully with authorized investigations of reports of wrongdoing.

2. This code does not address every situation or ethical dilemma that may be faced by UMB personnel in the course of their employment or other UMB role. Each person is expected to exercise good judgment absent specific guidance from this code or other policies and procedures. Each person is expected to consult an appropriate supervisor, faculty advisor, UMB administrator, or other resource if the appropriate course of action is not clear.

3. Violations of this code may result in disciplinary action, including termination of employment or periodic dismissal from academic programs. Violations that are criminal offenses will be referred for prosecution.

4. It is UMB's responsibility to educate UMB personnel concerning this code and related policies and laws. UMB personnel will be required to participate in periodic training concerning this code and related policies and laws. Evaluations of UMB personnel's understanding of this code and related policies and laws may be part of the training program.

UMB students may contact Joe Giffels, MAS (410-706-1853 or jgiff001@umaryland.edu), assistant vice president for academic affairs, if they want to discuss a situation possibly related to this Code of Ethics and Conduct.

In addition, UMB students can learn more about the Code of Ethics and Conduct by reviewing UMB's resource materials about business ethics and related policies and laws. These materials are available through a web link on campus policies, posted as Policy VIII-7.11(A). The UMB policies can be reached by the Quick Link to Policies and Procedures on the UMB home page, www.umaryland.edu.

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 campus-wide 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 1. 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 1 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.
- 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 re-enrollment 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.

"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.

“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.

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 originates 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 websurfing during work hours).

F. Software theft or piracy, data theft, copyright violations, illegal peer-to-peer file sharing, 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 e-mail 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.

Did you know?

The University's Rape Aggression Defense course has received the Maryland Governor's Certificate of Merit. For more information, visit www.umaryland.edu/urecfit/safety_ed/rad.html.

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 (EMail)

Copyright laws, license agreements, USM and UMB policies, and state and federal law apply to email. Email sent with the intent of disrupting communication or other system services is not allowed. The proliferation of unsolicited commercial email (also known as UCE or "spam"), virus warnings, urban legends, and electronic chain letters are not acceptable uses of UM IT Resources. Broadcast email, i.e., email 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 email 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 email using UM IT Resources is for UMB-related activities. Occasional use of email 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 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 Resources 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.

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

POLICIES RELATED TO SMOKING, ALCOHOL, AND DRUGS

University District Nonsmoking Policy

I. Purpose

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, the University of Maryland Medical Center (UMMC), University of Maryland Faculty Physicians, Inc., the professional associations of the Medical Service Plan, the professional associations of the Faculty Dental Service Plan, and the Veterans Affairs Medical Center (VAMC)—hereinafter collectively referred to as the Entities—seek to prevent adverse health effects and adopt this policy regulating smoking. This nonsmoking policy is intended to protect and enhance outdoor and indoor air quality in and around the Entities.

Nonsmoking individuals are discouraged from starting to smoke. Smokers are encouraged to stop smoking.



II. Definitions

The University District includes all the Entities' owned, leased, or managed buildings within the borders of Saratoga Street, Pratt Street, Martin Luther King Jr. Boulevard, and Eutaw Street.

III. Policy

This policy applies to all Entity faculty, staff (medical and administrative), students, contractors, affiliates, clients and patients, and visitors to the University District or at other facilities owned or leased by the Entities within the University District.

It is the intent of the Entities to assist smokers in reducing the use of tobacco and nicotine products by providing access to cessation programs and support from the nonsmoking community.

The Medical Center offers a free smoking cessation program through its Step Up to Good Health Program for all benefitted employees. Information/assistance with smoking cessation can be found on a free 1-800-quit line.

The VAMC offers free smoking cessation programs to all employees of VAMC.

The University of Maryland, Baltimore is developing a smoking cessation program that will be made available to all faculty, staff, and students. This program will be provided free of charge.

The following acts are prohibited:

- Smoking in any Entity owned, leased, or controlled buildings or facilities, whether or not located in the University District
- Smoking on University District property other than approved and signed smoking zones
- Smoking in any Entity owned or leased vehicles (or vehicles owned by University District contractors that are parked on property of an Entity) (vehicles include any motorized vehicle)
- Smoking in meetings, conferences, or training sessions hosted by any of the Entities
- Selling or distributing tobacco products within the University District from a retail facility in a location owned, leased, or controlled by one of the Entities

Facilities Management at the respective institutions will post and maintain signage prohibiting smoking and identifying any designated smoking zones. Designated smoking zones are identified in the appendix and may be changed from time to time at the discretion of the Entities by collective action.

Smoking refuse, such as cigarette butts, must be disposed of in ash urns or other containers specifically designed for such disposal.

Enforcement and communication:

Faculty, staff, students, and visitors (including contractors, clients, and patients) 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, noncompliance or repeated observed infractions of this Policy should be reported as soon as possible. If the infraction occurs at the University, or at a practice plan facility, a supervisor or manager should be notified. If the infraction occurs at UMMC or VAMC, hospital security should be contacted.

Facilities Management of each Entity will inform contractors of this policy and take appropriate action against contractors that fail to comply with this Policy. Human Resource Services of each Entity (or the appropriate administrative office) will advise faculty and staff of this Policy. The University schools will advise their students of this Policy. The Medical Center will communicate this Policy widely through various venues, such as the “UMMC Leadership for Change” meeting, all hospital, medical staff, and nursing publications, and all departmental specific meetings. The Director of Security will communicate this Policy to all police and security personnel.

Did you know?

Students are elected to represent each professional school as senators in the University Student Government Association. And there are many school-based student organizations at the University—check with your school for the current list or visit www.umaryland.edu/studentleadership/studentgroups/find_org.html.

Potential conflicts resulting from the implementation of this Policy are to be reported to Human Resource Services (or the appropriate administrative unit) of the Entity or Entities involved in the potential conflict. Requests for signage or concerns about signage should be directed to the Associate Vice President for Facilities and Operations of the University.

Policy on 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 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 cleanup.

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.

Did you know?

The University campus covers 71 acres and has 65 buildings with almost 6 million gross square feet of space.

B. At all social events where alcohol is consumed, nonalcoholic 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 Chief Accountability Officer (CAO) and Associate Vice President for Academic and Student Affairs.

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 No. 1 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, re-assignment, community service, withholding or unsatisfactory references for licensing and certification or employment, related academic assignment, permanent or temporary entry in the 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 manufacture, 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.

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.

Did you know?

The Francis King Carey School of Law's Law and Health Care Program is consistently ranked among the country's top law school specialty programs by *U.S. News & World Report*.

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;
- (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 websites 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 (the transcript will show withdrawal for military service);
- (2) obtain a leave of absence (the 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 (the 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 (the transcript will show the course completed with a 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/GEN0113.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 Assistant Vice President for Student Affairs. The decision of the Assistant Vice President may be appealed by a student or a dean of a school to the Chief Accountability Officer (CAO) and Associate Vice President for Academic and Student Affairs, whose decision will be final.

UMB Policy Prohibiting Weapons

1. The University of Maryland, Baltimore (UMB) prohibits the carrying of guns, firearms, ammunition, other weapons, or replicas of weapons at the UMB campus and in any other locations owned, rented, occupied, or used by and under the control of UMB. This prohibition applies to employees, students, invitees, tenants, visitors, and other persons on UMB properties. Employees and students also are prohibited from carrying guns, firearms, ammunition, other weapons, or replicas of weapons at any off-campus location where they are assigned as part of employment or educational experience.

2. Exception: (a) UMB police officers and other law enforcement officers whose official duties require them to be at the UMB campus or at other locations owned, rented, occupied, or used by and under the control of UMB may carry guns, firearms, ammunition, and other weapons consistent with

these law enforcement responsibilities and in compliance with the rules and regulation of their employing agencies. (b) An individual only with prior written approval from the UMB chief of police may display or engage in a demonstration using a weapon or replica of a weapon for educational purposes.

3. Violations of this policy should be reported immediately to the UMB chief of police or, in the chief's absence or unavailability, to the UMB police department.

4. Employees or students in violation of this policy are subject to discipline, up to and including termination of employment or expulsion. Other persons in violation of this policy will be barred from the campus or other UMB locations for violation of this policy.

5. Criminal sanctions for violation of state, federal, or local law relating to guns, firearms, ammunition, and other weapons will be sought where applicable.

Policy on Acts of Violence and Extremism

The essential nature of the University requires an atmosphere of tolerance and understanding of diverse groups, ideas, and opinions.

Acts of destruction or violence which are racially, ethnically, religiously, and/or otherwise motivated against the person or property of others and which infringe on the rights and freedom of others will not be tolerated at the University System's institutions or facilities.

Individuals committing such acts at any facility of the system are subject to campus judicial and personnel action, including suspension, expulsion, or termination. In addition, the Board of Regents encourages its institutions to pursue criminal prosecution of persons committing such acts under state and federal criminal laws.

Threat Response and Assessment Coordination Policy (Excerpts Only)

(The full policy may be found at <http://cf.umaryland.edu/brpolicies/section11/t110300.Asa.html>.)

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.

Did you know?

The School of Dentistry is Maryland's predominant provider of comprehensive and emergency oral health services for people of all ages.

Definitions

Threatening, Aggressive, or Violent Behavior: Conduct (whether or not intended to be humorous) which is objectively or reasonably perceived by another as a Threat, as Violence, or as Aggression. Examples of such conduct include, but are not limited to, the conduct described below:

1. Unwelcome name-calling; disparaging or excessively obscene language; hate speech; and other abusive language.
2. Direct or indirect threats.
3. Carrying or possessing a gun, firearm, ammunition, other weapon or replica of a weapon on campus or at off-campus sites, excluding law enforcement officers required to do so or individuals with prior written approval from the UMB chief of police.
4. Physically intimidating actions, including but not limited to acts such as obscene gestures, "getting in someone's face," and fist shaking.
5. Touching another person (by direct contact or with an object) in an intimidating, malicious, or sexual manner. This includes, but is not limited to, acts such as hitting, slapping, poking, kicking, pinching, grabbing, and pushing.
6. Throwing objects in the workplace, regardless of the size or type of object being thrown and whether a person is the target of the thrown object.

Warning Signs (that may precede or be indicative of Violent Behavior):

- University Associates are encouraged to be alert to the 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.
 11. Crossing professional and personal boundaries (for example, excessive phone calls, text messages, or emails; 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, 711, 410-706-6882, 410-706-3333. The University Associate also may report the behavior to a TRACT member; the Employee Assistance Program, 410-328-5860; the UMB Student Counseling Center, 410-328-8404; an appropriate school/department administrator; the office of the vice president for academic affairs, 410-706-1850; Employee/Labor Relations-Human Resource Services, 410-706-7302; or the Office of Student and Employee Health, 410-328-2686.
- 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 Student 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.



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 campus policy, including those pertaining to physical facilities and public meetings.

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 Assistant Vice President for Student Affairs 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, Faculty 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.
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, cleanup requirements, and impact of activities in the park upon patient access 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 the 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, setup, 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 prepaid, 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 the 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.

Health Insurance Portability and Accountability Act

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) 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, must be completed and returned to Student Health (408 W. Lombard St.–LL) within eight weeks of receipt of the school's registration information. This deadline will vary with individual schools. This form may be downloaded by going to www.umaryland.edu/health.

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 (Td) or tetanus/diphtheria, acellular pertussis (Tdap), within the past 10 years.
4. Two tuberculosis skin tests (PPD) are required prior to starting classes, one within 12 months of enrollment and the other within six months of enrollment. If the student cannot provide documentation of the skin tests results within these time frames, a two step PPD skin test may be done. The second test may be done one to three weeks after the first. Screening results must show a negative PPD or, if the test is positive, a negative chest X-ray. Students with a history of a positive TB skin test and a documented negative chest X-ray are required to complete a TB Questionnaire, which can be downloaded by going to www.umaryland.edu/health.

C. All students who live on campus in student housing (Pascault Row and Fayette Square apartments) 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 (www.housing.umaryland.edu).

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), graduate/undergraduate nursing, and social work (MS) 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 non-University 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, or 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 and Prevention. The policy and the requirements will be reviewed periodically and revised as necessary.

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 (Excerpts Only)

(The full policy may be found at <http://cf.umaryland.edu/umpolicies/usmpolicyInfo.cfm?polid=169>.)

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.

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.

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

Campus Resources

(A full list of campus resources and contact information is found at www.umb.edu/campuslife/community/safety/student_policies/sexualharassment.html.)

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 of Academic and Student Affairs, who is the Title IX Coordinator (410) 706-1850. If the Title IX Coordinator cannot be reached or there is a role conflict, the Assistant Vice President for Academic and Student Affairs may be used as an alternate.

- UMB Title IX Compliance Coordinator
Dr. Roger J. Ward
Chief Accountability Officer and Associate Vice President for Academic Affairs
Office of Academic Affairs
620 W. Lexington St., Room 5111
Baltimore, MD 21201
Phone: 410-706-1850
Fax: 410-706-0234
- Flavius R. Lilly
Assistant Vice President for Academic Affairs
SMC Campus Center, Room 343
Baltimore, MD 21201
Phone: 410-706-7767
Fax: 410-706-0265

Did you know?

The medical school's Professionalism Project helps students develop a caring attitude toward patients. The students, recognized in a white coat ceremony, become members in the Humanism Honor Society.

Additional campus resources include:

- Campus Police
Pine Street Police Station
214 N. Pine St.
Baltimore, MD 21201
For emergencies phone 711 or 410-706-3333
TTD/TTY: 410-706-3416
- UMB Student Counseling Center
Health Sciences and Human Services Library
601 W. Lombard St., Suite 440
Phone: 410-328-8404
Fax: 410-328-5291
- Student and Employee Health
408 W. Lombard St.
(between Eutaw and Paca streets)
Baltimore, MD 21201
Appointments: 410-328-8792
After Hours: 410-328-8792

For health emergencies, call 911 or go to the nearest emergency room.

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 who wish to file a complaint should provide an oral or written report of the incident underlying the complaint to the Associate Vice President for Academic Affairs ("AVP") as provided under the Campus Guidelines for Reporting and Responding to Student Complaints of Sexual Harassment-Sexual Violence, available at www.umb.edu/student/sexual_harassment_violence.html.

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 AVP, (410) 706-1850. The AVP 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.



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.

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.

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.umb.edu/counseling.

Education and Consultations

Through the EEO manager, (410) 706-7302, or the AVP, (410) 706-1850, sex-based discrimination or sexual harassment educational programs for students can be arranged.

Procedures Relating to Sexual Assault (Excerpts Only)

(The full policy may be found at <http://cf.umb.edu/umpolicies/usmpolicyInfo.cfm?polid=171§ion=all>.)

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.

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.

Reporting of Sexual Assaults

A. The University police and public safety offices, located at the Pine Street Police Station, are open 24 hours a day, seven days a week. Alleged victims may access the victim and witness assistance program any time 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, 410-332-9494. 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. An additional resource for crisis intervention is the TurnAround hotline at 410-828-6390. Students should report alleged sexual assaults to the Associate Vice President for Academic Affairs ("AVP"), who is the University's Title IX Compliance Coordinator, as provided under the Campus Guidelines for Reporting and Responding to Student Complaints of Sexual Harassment-Sexual Violence, available at www.umaryland.edu/campuslife/community/safety/student_policies/sexualharassment.html.

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 Affairs at 6-1850, 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 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 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.

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 a designee. No other University official has the authority to determine the status of the campus. Once a decision has been made, the Office of Communications and Public Affairs will contact both the media and internal communications personnel to ensure that changes are communicated quickly and efficiently. For accurate information regarding closings or delays related to inclement weather or any other types of emergencies, visit the UMB website www.umb.edu and click on the Alerts/Urgent Info page, or 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 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; and send this form to:

Office of Student Development and Leadership
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
- ☐ 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 _____

PUBLIC SAFETY YEARLY CRIME COMPARISON

PLEASE NOTE: The higher numbers for 2010 and 2011 do not necessarily reflect an increase in crime on campus. 2010 and 2011 statistics include numbers provided by the Baltimore City Police Department from areas adjacent to the University. The University requested but did not receive 2009 crime statistics from adjacent areas. For a complete comprehensive report of the University's crime statistics and other pertinent information dealing with campus security, please visit www.umaryland.edu/police/files/2012-Annual-Clery-Report.pdf.

Reported Offenses				Arrests		
Criminal Homicide	2009	2010*	2011*	2009	2010	2011
Murder/Non-negligent	0	1		0	0	0
Manslaughter	0	0		0	0	0
Negligent Manslaughter	0	0		0	0	0

Sex Offenses	2009	2010*	2011*	2009	2010	2011
Forcible Rape	0	1		0	0	0
Forcible Sodomy	0	0		0	0	0
Sexual Assault With Object	0	0		0	0	0
Forcible Fondling	0	0		0	0	0
Incest	0	0		0	0	0
Statutory Rape	0	0		0	0	0

Other Crimes	2009	2010*	2011*	2009	2010	2011
Robbery	11	19		0	1	2
Aggravated Assault	7	27		3	3	2
Breaking and Entering	0	1		0	0	0
Larceny and Theft	85	142		3	5	15
Motor Vehicle Theft	3	13		0	0	0
Arson	0	1		0	0	0

Totals	106	205		6	9	19
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The 2011 information is not available at this time except for UM under arrests. Information has not yet been received from BPD.

	2009	2010*	2011*	2009	2010	2011*
Hate Crimes	0	0	0	0	0	0

Campus Disciplinary Referrals				Arrests		
	2009	2010*	2011*	2009	2010	2011
Weapons Violations	0	0		3	2	0
Drug Abuse Violations	1	0		4	178	3
Liquor Law Violations	0	0		0	2	3

	2009	2010	2011
For Other Authority	3	3	3
All Other Arrests	24	15	27

Totals	38	200	36
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The 2011 arrest numbers in bold are for UM only and will not contain other agency information.

CONSULT YOUR SCHOOL OR PROGRAM FOR SPECIFIC REGISTRATION DATES AND TIMES.

	Registration Begins	Registration Ends	Instruction Begins
FALL 2012			
Dentistry First Year	April 2012	August 10	August 13
Dentistry Second Year	April 2012	August 10	August 13
Dentistry Third Year	April 2012	July 6	July 9
Dentistry Fourth Year	April 2012	May 18	May 21
Dental Hygiene Entry Level I	April 2012	August 22	August 23
Dental Hygiene Entry Level II	April 2012	August 24	August 27
Dental Hygiene Rdh	April 2012	August 24	August 27
Dental Postgraduate	April 2012	July 1	July 2
Genetic Counseling	April 2012	August 24	August 27
Graduate	April 2012	August 24	August 27
Law, First Year & Clinic/Itp	April 2012	August 17	August 20
Law, All Others	April 2012	August 24	August 27
Medicine First Year	April 2012	August 8	August 9
Medicine Second Year	April 2012	August 13	August 14
Medicine Third & Fourth Year	April 2012	June 29	July 2
Medical Technology	April 2012	August 24	August 27
Nursing	April 2012	August 24	August 27
Pharmacy	April 2012	August 17	August 20
Physical Therapy Years 1 & 2	April 2012	August 17	August 20
Physical Therapy Year 3	April 2012	September 30	October 1
Post-professional Dscpt	April 2012	August 24	August 27
Public Health	April 2012	August 24	August 27
Social Work	April 2012	August 31	September 4

HOLIDAYS

Labor Day: September 3, 2012

Thanksgiving: November 22- 23, 2012

DIPLOMA APPLICATION DEADLINE DATE

September 9, 2012

TERM ENDS

December 21, 2012

DIPLOMA DATE

December 21, 2012

WINTER 2013			
All Schools and Programs	November 2012	January 2	January 2

TERM ENDS

January 22, 2013

SPRING 2013			
Dentistry	November 2012	January 2	January 2
Dental Hygiene - Entry Level	November 2012	January 2	January 2
Dental Hygiene - Rdh	November 2012	January 21	January 22
Dental Postgraduate	November 2012	January 2	January 2
Genetic Counseling	November 2012	January 22	January 23
Graduate	November 2012	January 22	January 23
Law	December 2012	January 25	January 14
Medicine Year 1	November 2012	February 1	January 23
Medicine Year 2	November 2012	February 1	January 28
Medicine Years 3 & 4	November 2012	February 1	January 2
Medical Technology	November 2012	January 21	January 22
Nursing	November 2012	January 27	January 23
Pharmacy	November 2012	January 16	January 14
Physical Therapy Years 1 & 2	November 2012	January 2	January 2
Physical Therapy Year 3	November 2012	January 2	January 2
Post-professional Dscpt	November 2012	January 13	January 14
Public Health	November 2012	January 22	January 23
Social Work	November 2012	January 18	January 22

HOLIDAYS

MLK Jr. Birthday: January 21, 2013

Spring Break: March 17-24, 2013

DIPLOMA APPLICATION DEADLINE DATE

February 10, 2013

TERM ENDS

May 17, 2013

COMMENCEMENT

May 17, 2013

DRIVING

Via I-95 Take I-395 and exit onto Martin Luther King Jr. Boulevard. Stay in the right lane and turn right at the fourth traffic light onto Baltimore Street. Turn left at the second traffic light onto Paca Street. The Baltimore Grand Garage is on the right.

Via Route 295 (Baltimore-Washington Parkway)
As Route 295 North enters Baltimore, it becomes Russell Street and then Paca Street. Continue north to the intersection of Paca and Baltimore streets, where you will see the Baltimore Grand Garage on the right.

Via I-83 Take I-83 South to its end in downtown Baltimore. You will be on President Street. Go to the third traffic light and turn right onto Lombard Street. Continue about one mile and turn right onto Paca Street. The Baltimore Grand Garage is two blocks north on the right.

Via I-70 Take I-70 East to I-695 South to I-95 North. Follow the directions from I-95.

From BWI Thurgood Marshall Airport Take I-195 West to either I-95 North or Route 295 North (Baltimore-Washington Parkway), and follow the directions from those highways.

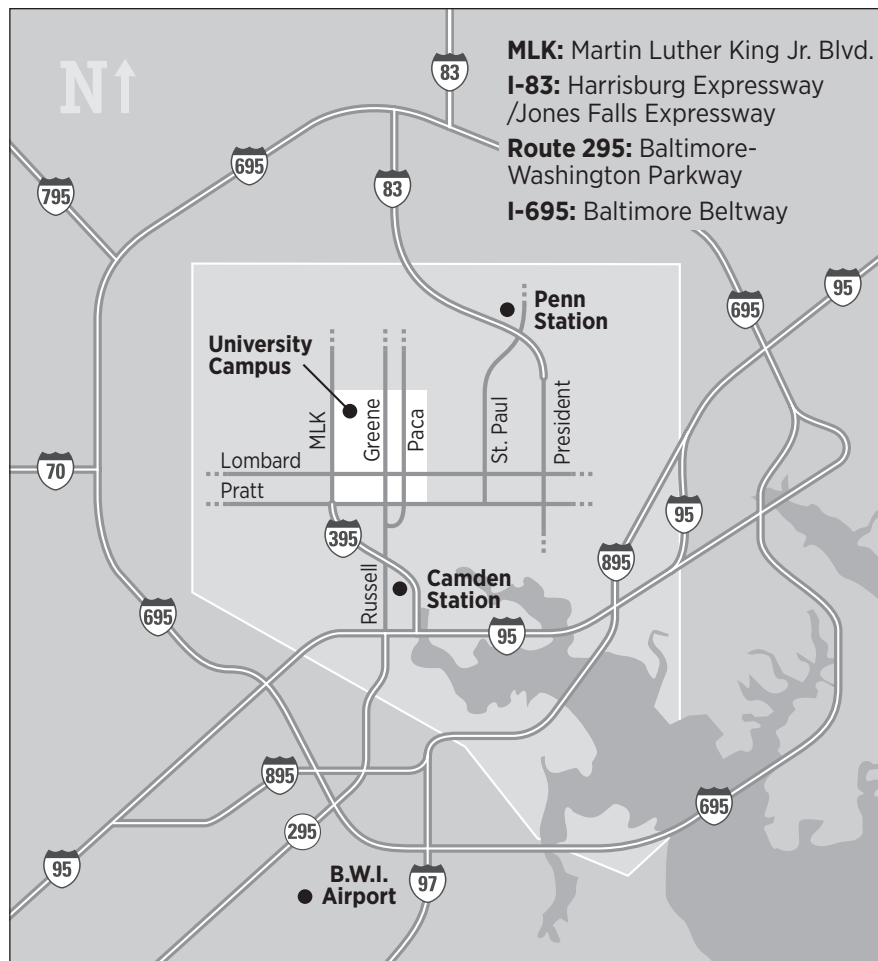
From Penn Station Turn right onto St. Paul Street, then right onto Lombard Street and right onto Paca Street. The Baltimore Grand Garage is two blocks north on the right.

For information on the University's CarPOOL Program, visit www.parking.umaryland.edu/Transportation/CarPOOL. For information on the Car Share Program, visit www.parking.umaryland.edu/Transportation/CarShare/index.htm.

ALTERNATIVES TO DRIVING

Bus Many buses serve the University, including the UM *shuttle* and Charm City Circulator—both of which are free and operate within Baltimore.

Subway The Baltimore Metro runs from East Baltimore to Owings Mills. The stops that are closest to the University are Lexington Market and Charles Center.



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 Thurgood Marshall Airport. The Lexington Market and the University Center/Baltimore Street stops are closest to the University.

Trains The Camden line of the MARC commuter rail service runs from Camden Station at Camden Yards—near the University—to Union Station in Washington, D.C. The Penn line runs from Penn Station in Baltimore to Union Station.

Amtrak offers service from Penn Station to cities throughout the Eastern Seaboard.

For more information about public transportation, visit www.mtmaryland.com. For information on the UM shuttle, visit www.umaryland.edu/shuttle. For information on the Charm City Circulator, go to www.charmcitycirculator.com. For Amtrak information, visit www.amtrak.com.

MAP KEY

- Academic Building
- Patient Care Building
- Support Building
- UM Parking Garage
- Open Green Space
- Community Resource
- Building Entrance
- Construction Area
- Emergency Room Entrance
- One-Way Street
- Public Parking
- Emergency Phones

Public Transportation

- Metro Subway
Lexington Market Stop
- MARC Train
Camden Station
- Light Rail Tracks

Light Rail Stops

- Lexington Market
- University Center/
Baltimore Street
- Convention Center
- Camden Yards

University Parking

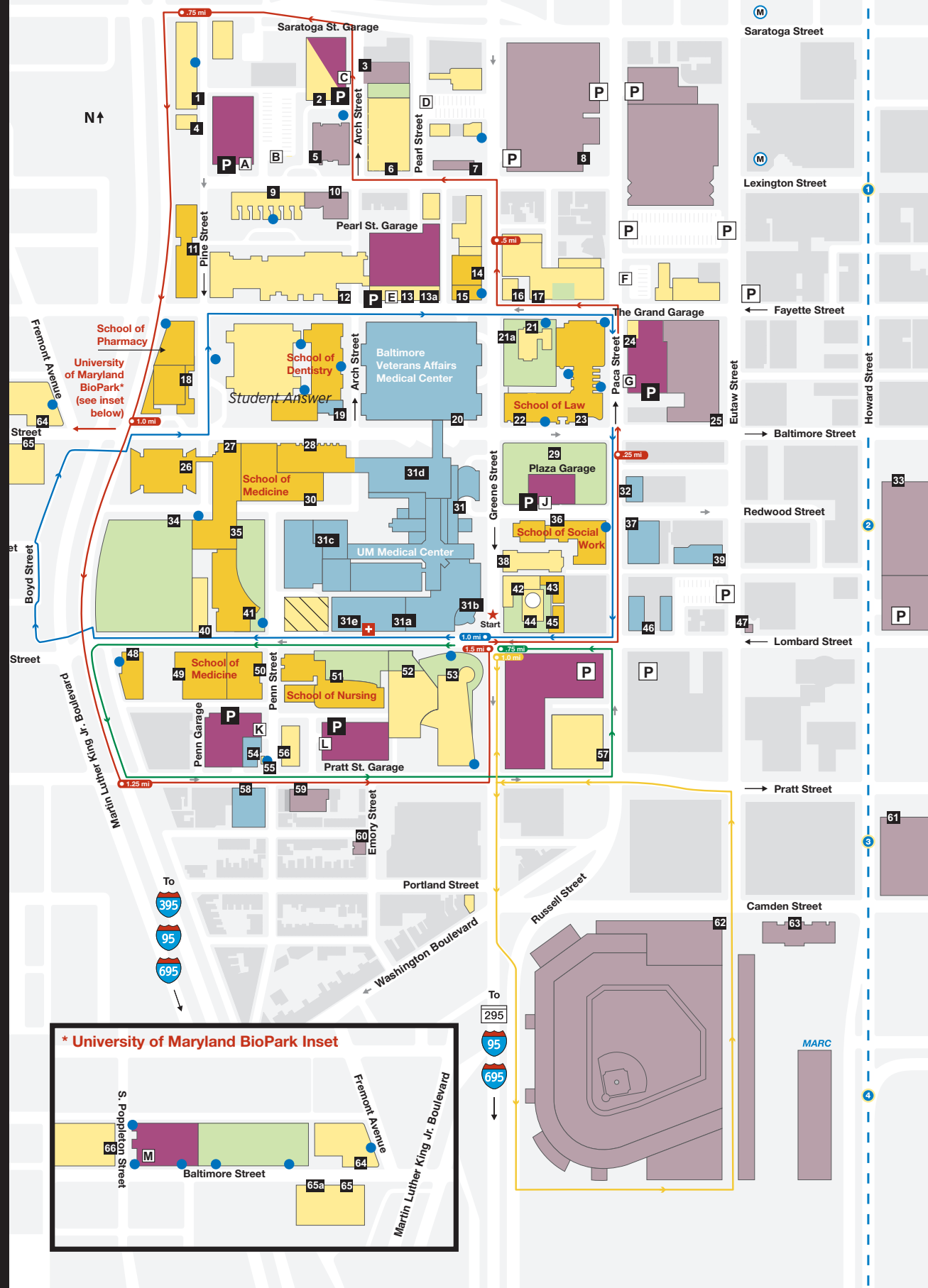
- Lexington Garage
- Koester's Lot
- Saratoga Building
- Pearl Lot
- Pearl Street Garage
- Fine Lot
- Baltimore Grand Garage
- University Plaza Garage
- Penn Street Garage
- Pratt Street Garage
- BioPark Garage

Walking Paths

- Red Walking Path (1.5 mi)
- Blue Walking Path (1 mi)
- Yellow Walking Path (1 mi)
- Green Walking Path (.75 mi)

University of Maryland Campus Map

(See center tear-out for names of numbered locations.)



YOU HAVE QUESTIONS, WE HAVE ANSWERS.

What are the campus boundaries?

(See page 61.)

Where can I go to work out?

(See page 23.)

How can I become involved
and what are some student
organizations on campus?

(See page 27.)

Who should I talk to about
managing my debts while
I'm in school?

(See page 16.)

I need help writing this paper!!!
Who in the world can I turn to?

(See page 27.)

How can I give back
through volunteering?

(See page 27.)

What should I do if there is inclement
weather or an emergency on campus?

(See page 57.)

What is the BioPark and
what goes on there?

(See page 13.)

Welcome month

building university traditions **2012**

Aug. 15 - Sept. 7

