CHAPTER 3

CAMPUS ADMINISTRATION, RESOURCES, AND STUDENT SERVICES

CAMPUS ADMINISTRATION

Office of the President
1101 Main Administration, 405-5803
William E. Kirwan, President

The President is the chief executive officer of the University of Maryland at College Park. Four Vice Presidents, who report to the President, manage different divisions of the campus administration. The Office of Human Relations Programs, the College Park Senate, the Department of Intercollegiate Athletics, and the Maryland Fire and Rescue Institute report to the Office of the President.

Academic Affairs
1119 Main Administration, 405-5252
Daniel Fallon, Vice President and Provost

The Office of the Vice President for Academic Affairs and Provost provides leadership to the academic community and coordinates the academic life of all students at College Park. The Vice President and Provost oversees the development of programs of study; the development, review, and implementation of academic policies and regulations; and is responsible for ensuring the integrity and continuity of all curricula in the context of the institutional mission and the additional goals of promoting diversity and quality. This Office also acts as a liaison within the academic community and between the academic and other communities and cooperates with other campus units in strategic and long-range planning.

Administrative Affairs
1132 Main Administration, 405-1105
Charles F. Sturtz, Vice President

The Office of the Vice President for Administrative Affairs is responsible for the effective management of the physical, fiscal, and staff support resources of the institution. It also provides campus safety and security, materials management, administrative computing, and other necessary support services. Of particular interest to students are the community awareness and security programs offered by the University Police and the information and assistance services provided by the bursar for concerns of students regarding university billings.

Institutional Advancement
1114 Main Administration, 405-4680
Leonard Raley, Acting Vice President

The Office of the Vice President for Institutional Advancement conducts a variety of programs to develop greater understanding and support for the University of Maryland at College Park among its many publics. Units of this office include Development, Public Information, University Publications, Special Events, and Alumni Programs. The Office of Institutional Advancement is responsible for all official campus-wide advancement programs such as fund raising, alumni affairs, production of official campus publications, films and video presentations, media relations, and management of major campus events.

Student Affairs
2108 Mitchell Building, 314-8428
William L. Thomas, Vice President

The Office of the Vice President for Student Affairs provides administrative leadership for the development of programs and services that help students clarify and fulfill their needs and objectives, and that contribute to a constructive campus learning environment. The office serves as a general point of contact for students and their families regarding student life. It coordinates student affairs efforts with the academic colleges, the graduate school, and other administrative units in the areas of student conduct, due process and student-related legal matters. The office maintains liaison with the University chaplains, the Student Government Association (SGA), and the Graduate Student Association (GSA), and also advises Omicron Delta Kappa National Leadership Honor Society.

Undergraduate Studies
2130 Mitchell Building, 405-9363
Robert L. Hampton, Dean

Undergraduate Studies is committed to the academic success of all undergraduate students at the University of Maryland at College Park. As both a generator of educational initiatives and a provider of direct services, Undergraduate Studies works closely with the campus community to advance the following agenda.

- To advocate campus-wide excellence in undergraduate education, with a particular focus on general education
- To collaborate with colleagues and community leaders on ways to attract, retain, and graduate talented students from diverse backgrounds and interests
- To offer timely and creative guidance that helps students to take full advantage of the many learning opportunities available to them
- To promote an academic environment that values and engages the cultural richness of the local and global communities
- To support and reward faculty and staff in their roles as teachers, advisors, and mentors of undergraduate students
- To enhance an administrative structure committed to serving its students and their professors and advisors in a seamless fashion

In fulfilling its mission, Undergraduate Studies provides a wide range of academic support services for all undergraduate students, faculty and staff. All of its units work toward enhancing the undergraduate experience at College Park. The Office coordinates the interpretation and implementation of academic regulations and requirements with the Vice President for Academic Affairs, and cooperates with academic deans and department chairs to assure the overall organization, continuity, and effectiveness of the undergraduate curriculum.

Undergraduate Studies includes:
- Academic Achievement Programs
- Air Force Aerospace Studies Program (ROTC)
- Center for Teaching Excellence
- College Park Scholars
- CORE – General Education Requirements
- Division of Letters and Sciences
- Educational Talent Search
- Health Professions Advising Office
- Individual Studies University Honors Program
- International Education Services
- Orientation Office
- Records and Registration
- Student Financial Aid
- Undergraduate Admissions
- Upward Bound
CAMPUS RESOURCES AND SERVICES

Academic Achievement Programs
0111 Chemistry Building, 405-4736

Intensive Educational Development: Provides comprehensive, structured support services to first- and second-year students currently enrolled at the University of Maryland at College Park, whose academic profile would suggest that they might be at retention risk without this support. IED also provides academic support and counseling services as needed to upper-level IED students. Support services include math and English review, tutoring, and study skills enhancement instruction.

Prospective students attempting to gain admission to the University by participating in this program are required to attend the six-week Summer Programs catalog: Dean, Continuing Education, Summer and Special Programs, University of Maryland at College Park, College Park, Md. 20742.

CAAS provides academic support and counseling services, as needed, to upper-level IED students. Support services include math and English review, tutoring, and study skills enhancement instruction.

Counseling and Psychological Services (CAPS)
2130 Mitchell Building, 405-9337

A national leader in higher education mental health services, CAPS offers support to students facing a variety of life challenges, including personal, academic, social, and career concerns. Services include individual and group therapy, counseling, academic and career coaching, and medication management. Unlimited, confidential, and free services are available to currently enrolled students. Students can visit the website at capsonline.umd.edu or call (301) 314-8418 to schedule an appointment.

Center for Teaching Excellence
2130 Mitchell Building

The Center for Teaching Excellence supports campus-wide efforts to enhance undergraduate education. The Center offers tangible assistance to individual faculty and teaching assistants (TAs), as well as to the departments and colleges in which they work. It provides workshops and conversations related to teaching and learning issues; assistance in organizing and implementing faculty teaching workshops, TA training activities, and evaluation/support strategies related to improving teaching; consultation on particular areas of concern in teaching and learning, research into teaching practice, and implementation of innovative teaching-learning strategies.

The Center also facilitates the undergraduate Teaching Assistants program, the annual Celebrating Teachers awards for outstanding teaching, and the Center for Teaching Excellence Fellows program.

For more information please call Dr. Jim Greenberg, the Center Project Coordinator, at 405-3154 or 405-9368.

Distinguished Scholar-Teacher Program
2130 Mitchell Building

Distinguished Scholar-Teacher (DST) is the highest recognition this campus gives to faculty. Faculty are selected for this honor based on both their intellectual achievements and on their abilities to translate their scholarship into successful classroom teaching. The DST Program brings the insights of these faculty to a larger audience by allowing them to teach a special Honors course and to give a public lecture during their year as DSTs.

For information, please contact the Associate Provost for Faculty Affairs at 405-4252.

Summer and Special Programs
2103 Reckord Armory, 405-6551
Melvin E. Hall, Dean

The summer school consists of two six-week sessions and numerous additional courses of varying length from three to eight weeks. Newly admitted students may begin their studies during the summer rather than the following fall term. By taking advantage of this opportunity and continuing to attend summer sessions, completion of a baccalaureate degree might be shortened by a year or more.

Attendance during the summer sessions eases the transition from high school to college. Classes are generally smaller, meet every day, and faculty contact is more frequent. Courses offered during the summer are the same in content and instruction as those offered during the academic year.

The summer cultural and recreational programs are an important part of “Summer at Maryland.” The Maryland Summer Institute for the Creative and Performing Arts offers a series of programs in art, dance, drama, film and music, and presents world-class artists on the campus.

Facilities for most sports and an intramural program in several team and individual sports are available. For additional information, write for a Summer Programs catalog: Dean, Continuing Education, Summer and Special Programs, University of Maryland at College Park, College Park, Md. 20742.

Academic Advising

Advantages of Advising: Students can expect advising to help them

(1) better understand their purposes for attending the University;
(2) develop insights about personal behaviors that promote improved adjustment to the campus setting;
(3) increase their awareness of academic programs and course offerings at the University of Maryland at College Park;
(4) more frequently explore opportunities both inside and outside the classroom for intellectual and cultural development;
(5) acquire decision-making skills that can accelerate academic and career planning;
(6) more realistically evaluate their academic progress and its relationships to successful planning; and
(7) understand the relationship between academic success and planning skills.

Required Advising

Students enrolled in certain majors are required to see advisors before each registration. Even when advising is not mandatory, the University expects students to see an advisor under certain circumstances:

- Students in Their First Year of Registration at the University of Maryland at College Park
- Students Receiving an Academic Warning (Mandatory)
- Students Dismissed From the University (Mandatory)
- Students Who Withdraw From the University (Mandatory)
- Students Nearing Graduation
- Students With 70-80 Credits: Senior Audit

Finding An Advisor

Undergraduate students are encouraged to use the many advising opportunities available to them. At both college and department levels, at least one person has been designated to coordinate advising. A list of these persons, providing name, room number, and telephone extension, is published each semester in the Schedule of Classes. Students who are unable to locate an advisor or who have questions about campus advising programs should visit or call the Division of Letters and Sciences, 1117 Hornbake Library, 314-8418.
The services offered by the Office of Undergraduate Admission are designed to meet the individual needs of prospective applicants. The office provides general information about the University of Maryland at College Park through brochures, letters, group information sessions, and campus tours. It also evaluates the applications of both freshman and transfer students in order to select qualified students. The Office of Reenrollment reviews all applications for readmission and reinstatement. For more information, see the chapter on Undergraduate Admissions in this catalog.

Alumni Programs
Rossborough Inn, 405-4678

The University of Maryland at College Park Alumni Association is an independent dues-paying organization governed by a volunteer board and staffed by the Alumni Programs office. Its mission is to support and promote the University of Maryland at College Park in its pursuit of excellence in teaching, research, and public service and to foster a spirit of loyalty, involvement, and lifelong commitment to the University by its alumni.

The staff and board work together to bring the University to its alumni by sponsoring a wide variety of programs such as academic chapters, regional clubs, enhancing tours, reunions, alumni homecoming. Members of the Association are kept abreast of campus activities and developments through College Park alumni magazine and Updates, the association newsletter. Alumni clubs are active in Atlanta, Boston, California, Florida, Georgia, Maryland, New England, New York, North Carolina, Ohio, Pennsylvania, Texas and Taiwan.

Undergraduates may also become involved in alumni activities through the Senior Council. The Senior Council assists the Association by staffing and sponsoring alumni programs. Additionally, new graduates can participate in the Young Alumni Club, which provides alumni activities for graduates who have graduated in the last ten years. Graduating seniors wishing to become involved in the Young Alumni Club should contact the Alumni Association at 405-4678.

Campus Programs
1135 Stamp Student Union, 314-7174

The Office of Campus Programs is a major resource for students wishing to become involved in co-curricular activities at the University of Maryland at College Park. Campus Programs provides advisement, consultation, and programming assistance to student organizations for the primary purpose of enhancing the educational growth of groups' leaders, members, and associates. Efforts focus on encouraging involvement of all students in campus life activities, establishing various programs for the benefit of the University community, and providing numerous leadership development opportunities. Specific efforts include:

Student Organizations. Campus Programs registers all student organizations at the University and makes available a directory of more than 300 groups. The office sponsors a number of programs to help individual students participate in these groups and their activities.

Organization Advisement. Major student groups such as the Student Government Association, the Homecoming Committee, and SEE Productions receive direct advisement from the staff of Campus Programs. Other student groups can also obtain help from the trained staff merely by requesting it.

Leadership Development. Campus Programs offers a wide range of training experiences in interpersonal and organizational development skills ranging in format from half-day seminars to weekend workshops to full semester courses earning academic credit.

Fraternities and Sororities. Social fraternities and sororities are advised and supported by Campus Programs, individually and through the three "umbrella" organizations: the Intrafraternity Council, the Pan-Hellenic Council, and the Pan-Hellenic Association.

Career Center
3121 Hornback Library, South Wing, 314-7225

The Career Center assists students in finding employment and preparing for meaningful careers. Staff of the Center teach, advise, and counsel students to make career decisions about academic majors, work, and further education and collaborate with academic departments, employers, and alumni in the delivery of programs and services. Information and assistance for part-time, summer, internship, cooperative education, and full-time opportunities are available through the Student Employment Center within the Career Center. Credit for experiential learning and career classes are administered by the Career Center to assist students in making connections between academic learning, work, and career decisions.

Career Services, Programs and Resources

Career Counseling. Career counselors assist students in identifying careers and majors suited to their interests and skills and help students to integrate academic learning with job opportunities and career goals. Counselors also help students to understand the importance of career planning and to acquire the skills and abilities needed to make informed decisions about jobs, graduate study or career changes. Counselors are available during walk-in hours for brief consultations or by appointment.

Career & Employment Resource Room. The Resource Room provides information and guidance for exploring careers, seeking jobs, and planning graduate study. Resource Room holdings include comprehensive reference material on all aspects of work, education, and career exploration, as well as listings of job vacancies, employer and graduate school information, job-seeking guides, resume writing, interviewing, position leads, videotapes, employer information, and the DISCOVER computerized career information system. In addition, free resources are available to students to help explore career choices, identify job opportunities, and plan successful job search strategies. The Placement Manual is a job search guide for students which details Center services and includes resume writing guides, successful interviewing techniques, networking and other job search strategies that work. Information and registration booklets for graduate admissions (GRE, GMAT, LSAT, etc.) and many other publications are also available, such as Black Collegian, Career Choices in Public Service, Career Choices in Communications & Entertainment, Job Choices for Business, Hispanic Business, and Graduating Engineer.

Credentials Service. Credentials are a student's permanent professional record including letters of recommendation, student teaching evaluations, course listings and background information. UMCP, undergraduate/graduate students or UMCP alumni may establish a file to support applications for graduate and professional schools (law, medicine, dentistry, etc.) and/or employment in education, government, and non-profit organizations. All teacher education majors are required to establish a credential file for employment purposes.

Experiential Learning. Apply classroom learning, explore career possibilities, learn about the culture of an organization, and develop meaningful professional skills through internship and cooperative education experiences. Some of these opportunities may be appropriate for experiential learning credit. (See below for information.)

National Student Exchange (NSE). NSE provides students with the opportunity to study at one of over 100 colleges and universities in the United States, including Alaska, Hawaii, Puerto Rico, and the U.S. Virgin Islands. All NSE schools are regionally accredited. To be eligible, UMCP students must have a 2.5 GPA. Students must earn their final 30 hours of credits at College Park. March 1 is the application deadline.

Workshops and Special Events. Group programs each semester include: Choosing a Major, Interviewing, Resume Writing, Senior Job Search Orientation, Gaining Experience Through Cooperative Education and Internships, Job Search Strategies, and Applying to Graduate School. Special events that bring students and employer representatives together include: Career Week, including the Fall Career Fair; a Graduate & Professional School Fair; Multi-Ethnic Student Career and Job Fair; International Student Job Fair; Teacher Interviewing Days; and National Student Employment Week.

Student Employment Center (SEC)

Within the Career Center, the SEC seeks to enhance the employment experiences of UMCP students through a variety of services, programs, advocacy, and research. The SEC advocates a "work and learn" philosophy by helping students to see the relationship between their work experiences and classroom learning/major. The SEC provides assistance to students looking for part-time, temporary, summer, internship, cooperative education, and full-time opportunities.

Electronic Registration. Students who want fast and comprehensive access to employment opportunities should plan to...
Career Classes and Credit

Students participating in the Career Planning course (1-3 credits) will enhance their ability to make informed career-related decisions. The course is designed to help students identify interests, skills, and values related to their major, and use this knowledge to plan a career. The course is highly recommended for freshmen and sophomores. 1 credit.

EDCP 108D—College and Career Advancement. Career Planning and Decision Making. This course will help you identify interests, skills, and values and how they relate to UMCP majors and careers. Recommended for freshmen and sophomores. 1 credit.

EDCP 108J—College and Career Advancement: Job Search Strategies. This course teaches special skills needed to be successful in today’s job market. Topics include networking, interviewing, resume writing, and planning for the career. Junior or senior standing required. 1 credit.

College Park Senate
1100 Marie Mount Hall, 405-5805

The College Park Senate, an integral part of the institution’s system of shared governance, has representation from all segments of the campus community: staff, faculty, and undergraduate and graduate students. Participation in the Senate or any of its 15 standing committees is an honor and a responsibility.

The full Senate meets approximately eight times a year to consider matters of concern to the institution, including academic issues, university policies, plans, facilities, and the welfare of faculty, staff, and students. The Senate advises the President, the Chancellor, or the Board of Regents as it deems appropriate. To become a student senator, students must be elected through their college or school or the Office of Undergraduate Studies. Elections are held every year during the spring semester. Students are also encouraged to participate in Senate standing committees, such as Student Affairs and Human Relations. These committees draw membership from the campus community at large and cover every aspect of campus life and function. Details about the election and appointment processes are available from the College Park Senate office.

Community Service Programs
1195 Stamp Student Union, 314-CARE

Community Service Programs (CSP) provides students, faculty, and staff with information and resources about community service and volunteer opportunities. A listing of over 200 opportunities for individual or group involvement in short-term, long-term and one-time-only activities is available in the office. CSP can also help students identify student organizations involved with community service. Handouts to assist students in selecting, pursuing, and reflecting upon their service experience and a monthly newsletter listing current opportunities are also available.

Commuter Affairs
1195 Stamp Student Union, 314-5274

The Office of Commuter Affairs has established services to work on behalf of, with, and for the commuter students at the University of Maryland at College Park.

Carpooling. Students interested in forming a carpool can join the individual match-up program by filling out an application at the Office of Commuter Affairs or calling 1-800-492-3757. Students who carpool with three or more people may apply at OCA for Priority Parking and receive a parking permit for a faculty/staff lot.

Off-Campus Housing Service (314-3645) maintains up-to-date computerized listings of rooms, apartments, and houses (both vacant and to share). Area maps, apartment directories, and brochures concerning topics of interest to commuter students are available in the office.

Setting In. Commuter Connection, a newspaper mailed to the homes of commuters twice a semester, contains helpful information on campus life. UMaps, unique guides to the institution helping students match their own interests with courses, careers, and opportunities for involvement on campus, are available in the Office of Commuter Affairs. Through the S.H.O.W. (Students Helping, Orienting and Welcoming) Program (314-7250), new students are matched upon request with upperclass students to learn about campus life. Meet other commuters at “Good Morning, Commuters!” for coffee and campus information on Wednesday mornings at the Union.

Shuttle-UM (314-2255) provides bus service for students, faculty and staff. The bus system offers daytime commuter routes, evening security routes, evening security call-a-ride, and transit service for disabled faculty, staff or students. Schedules are available at the Stamp Student Union Information Desk, the Office of Commuter Affairs, and the Shuttle-UM Office.
Counseling Center
Shoemaker Building, 314-7651

The Counseling Center provides comprehensive psychological and counseling services to meet the mental health and developmental needs of students. Records kept as part of providing counseling services are confidential, and are not part of the University's educational records. The Counseling Center is open Monday through Thursday, 8:30 a.m. to 9:00 p.m. and Friday, 8:30 a.m. to 4:30 p.m.

In order to help students overcome barriers to their learning and development, the Counseling Center provides the following special services and programs:

**Counseling Service (314-7651).** Psychologists provide professional, individual and group counseling services for students with career, social, and personal adjustment concerns. Counseling is available to students experiencing anxiety, loneliness and other problems experienced by students. Workshops ranging from developing assertiveness and self-esteem to managing stress are offered. A 3 p.m. Minority Student Walk-in Hour is held daily. The center also provides a series of tape-recorded interviews with College Park academic department heads about courses and career options in those fields.

**Learning Assistance Service (314-7693).** Educational specialists offer individual and group sessions for improving academic skills such as reading, writing, listening, notetaking, and learning mathematics and science material. Workshops cover such topics as study skills, time management, math skills, exam anxiety, and English as a second language.

**Disability Support Service (314-7682, TDD 314-7683).** Services for disabled students include assistance in locating interpreters for hearing-impaired students, readers for visually-impaired students, and access guides to various buildings and facilities on campus. Services must be arranged in advance. New students are urged to contact the office as soon as possible.

The University of Maryland at College Park is committed to making reasonable accommodations that will permit students with specific learning disabilities the opportunity to develop and demonstrate proficiency in the required subject matter. As the guiding principle was stated by the College Park Senate in 1989, “consideration should always be to accommodate the student’s learning differences, not to water down scholastic requirements.”

**Responsibilities of Students with Learning Disabilities.** Students bear the primary responsibility for identifying their disabilities and for making the necessary adjustments to the learning environment. Students with learning disabilities are responsible for promptly communicating their needs for appropriate accommodations to the Office of Disability Support Service (DSS). Services may be required to obtain official documentation, testing and evaluation because determination of appropriate accommodation is based on the specific nature of the disability in individual cases. Some accommodations are within the authority of DSS and/or the faculty member(s) involved.

**Responsibilities of the University of Maryland at College Park.** DSS counsels students and faculty and makes recommendations to the appropriate offices regarding whether and what kind of special aids or adaptations may be required by students with disabilities. Instructional, testing, and evaluation adjustments may be made by the faculty member(s) involved after the specific learning disability has been identified, verified, and discussed with DSS. The Deans will make the final decisions regarding requests for adjustments to curriculum, in consultation with DSS and the faculty member(s) involved.

**Testing, Research, and Data Processing Unit (314-7688).** National testing programs such as CLEP, GRE, LSAT, MCAT, GMAT and Miller Analogies, as well as testing for counseling purposes including career assessment are administered through this office. Staff members produce a wide variety of research reports on characteristics of students and the campus environment.

**Parent Consultation and Child Evaluation Service (314-7673).** Professional help is available through consultation, testing, and counseling for youngsters ages 5 through 14, and families.

Dining Services
1144 South Dining Hall, 314-8054
Meal Plan Information, 314-8068

Dining Services offers several alternative meal plans at 31 different dining locations across campus, providing flexibility, convenience, a diverse selection of foods, and convenient hours.

Meal plans available include both a resident meal plan with two options and the Terrapin Express Card for students living off-campus or students living in apartments on campus.

Dining locations include dining rooms, a deli, ethnic eateries, a table-service restaurant, an upscale 50s-style eatery, a bakery, a dairy ice cream shop, traditional fast foods, rotisserie chicken, three convenience stores, and a Taco Bell Express. Students may obtain more information and apply for a meal plan in the Dining Services Contract Office.

**Division of Letters and Sciences**

Division of Letters and Sciences: 1117 Hornbake Library, 314-8418
Health Professions Advising: 405-2793
Credit-By-Exam/Advanced Placement/CLEP: 314-8418
Law Advising: 314-8418
Individual Studies: 314-9403

Many university students decide to explore their academic interests before selecting a major.

Working with a staff of trained academic advisors in the Division of Letters and Sciences, these students are able to explore majors, choose and schedule courses, plan their academic programs, and learn about campus-wide resources available for solving problems they encounter. To assist students in exploring the CORE general education program, and in choosing courses and majors, the Division of Letters and Sciences sponsors the annual “Celebrate Learning” series, which introduces talented faculty, teachers and researchers from all areas of the curriculum.

The Division of Letters and Sciences staff works closely with the Career Center, the Counseling Center, various tutoring services, and advisors from academic departments and programs across campus to provide a coordinated advising network which helps students design their personal academic plans, as follows:

Choosing a Major: Providing information on and referral to the wide range of academic programs available to students and coordinating with services offered by the Career Center, the Counseling Center, and the academic colleges and departments. The Division of Letters and Sciences helps students select majors to match their interests and further their career goals.

Pre-professional Advising: Offering pre-professional advising for students interested in law and the health professions. For further information on preprofessional advising, consult the entry on Campus-wide Programs in this catalog, or call 314-8418 or 405-2793.

Information and Referral: Maintaining information about academic programs and requirements and academic support services at the University of Maryland at College Park. Workshops designed to help students select majors and courses are offered regularly during the early registration period.

Troubleshooting: Helping individual students identify and solve specific advising problems and difficulties with administrative procedures, such as transfer credit evaluation, schedule revisions, changing majors, errors in academic records, etc.

Policy Interpretation: Keeping students and advisors informed about new academic policies and helping to interpret existing policies and practices and determine under what conditions exceptions might be granted.

Credit-by-Exam, CLEP, Advanced Placement (314-8418): Administering the campus-wide program of credit-by-examination and coordinating information about CLEP, advanced placement, and international baccalaureate credits.

General Assistance: Giving general assistance to students who have not been assigned to a permanent advising home, such as students visiting this campus from other institutions.
Students who excel in scholarship and leadership may be invited to join the classes and pharmacy supplies. All students are encouraged to carry University Health Center Phone Numbers:
*Alpha Zeta (Agriculture)
*Beta Gamma Sigma (Business and Management)
*Eta Kappa Nu (Electrical Engineering)
**Alpha Kappa Delta (Sociology)
*Omega Rho (Business and Management)
*Phi Kappa Phi (Senior and Graduate Scholarship)
*Sigma Tau Delta (English)
*Phi Eta Sigma (Scholarship-Freshmen)
*Phi Delta Kappa (School of Education)
*Phi Beta Kappa (Liberal Arts and Sciences)
*Pi Mu Epsilon (Mathematics)
*Pi Alpha Xi (Horticulture)
*Phi Sigma Pi (Scholarship and Leadership)
*Phi Kappa Phi (Senior and Graduate Scholarship)
*Phi Kappa Nu (Electrical Engineering)
*Omega Nu (Home Economics)
Phi Alpha Epsilon (Health and Human Performance)
*Phi Alpha Theta (History)
Phi Beta Kappa (Liberal Arts and Sciences)
*Phi Eta Sigma (Scholarship-Freshmen)
*Phi Sigma Iota (French and Italian)
Phi Sigma Pi (Scholarship and Leadership)
Pi Alpha Xi (Horticulture)
Pi Mu Epsilon (Mathematics)
Pi Pi (Slavic Languages)
*Pi Sigma Alpha (Political Science)
*Psi Chi (Psychology)
Salamander (Fire Protection Engineering)
Sigma Alpha Omicron (Microbiology)
Sigma Delta Chi (Society of Professional Journalists)
*Sigma Delta Pi (Spanish)
*Sigma Gamma Tau (Aerospace Engineering)
*Sigma Tau Delta (English)
*Tau Beta Pi (Engineering)
 Members of Association of College Honor Societies)
Office of Human Relations Programs
The Office of Human Relations Programs (HRO) is responsible for initiating action in compliance with institution, state, and federal directives designed to provide equal education and employment opportunities for University of Maryland at College Park students and employees. It also monitors the outcomes of actions taken in this regard, reporting its findings to the president, the College Park Senate, and to the campus community at large. The HRO will provide students and staff with general information on equity efforts and on the status of equity and compliance matters at the University.

The HRO also sponsors programs that promote cross-cultural appreciation, sexual harassment prevention, and processes complaints of discrimination, following procedures set forth in the Human Relations Code.

Students or employees having a concern about possible inequities in educational or employment matters, or who wish to register a complaint, may contact an equity administrator (see list below).

Campus Equity Council (Administrators)

<table>
<thead>
<tr>
<th>Office of Human Relations Programs</th>
<th>1107 Hombake Library, 405-2838</th>
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<tbody>
<tr>
<td>HRO Campus Compliance Officer</td>
<td>Cheryl Moat, J.D., 1107 Hombake Library 405-2838</td>
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<tr>
<td>Academic Affairs</td>
<td>Dr. Cordell Black, 1127 Main Administration 405-7227</td>
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<tr>
<td>Administrative Affairs</td>
<td>Dr. Sylvia Stewart, 1132 Main Administration 405-1109</td>
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<tr>
<td>Agriculture and Life Sciences</td>
<td>Gene Johnson, 1105 Symons Hall 405-1176</td>
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<tr>
<td>Architecture</td>
<td>Dr. Stephen F. Sachs, 1205 Architecture Bldg. 405-6314</td>
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<tr>
<td>Arts and Humanities</td>
<td>Dr. Martha Watson, 1102 Francis Scott Key Hall 405-2993</td>
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<tr>
<td>Behavioral and Social Sciences</td>
<td>Dr. Diana Jackson, 2141 Tydings Hall 405-1679</td>
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<tr>
<td>Business and Management</td>
<td>Dr. Louisa Raschid, 4315 Van Munching Hall 405-2233</td>
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<tr>
<td>Computer, Mathematical, and Physical Sciences</td>
<td>Dr. George Goldenbaum, 3417 A.V. Williams Building 405-2233</td>
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<td>Education</td>
<td>Mr. Jeanette Kreiser, 3119 Benjamin Building 405-2339</td>
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<tr>
<td>Engineering</td>
<td>Dr. Marilyn Berman, 1137 Engineering Classroom Bldg. 405-3871</td>
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The 24 credit hours of acceptable credit required each year may include

Student athletes who enter their third year of college enrollment must

maintain a specified minimum grade point average to be eligible for

spring. Tennis competition is scheduled in both the fall and spring

seasons.

Most men's and women's teams compete in the Atlantic Coast Conference (ACC) and all compete in the National Collegiate Athletic Association (NCAA).

Women's intercollegiate athletic teams include cross country, field hockey, soccer, and volleyball in the fall; basketball, swimming, indoor track and gymnastics during the winter; and lacrosse, softball, and track in the spring. Tennis competition is scheduled in both the fall and spring seasons.

There are men's teams in football, soccer and cross country in the fall; basketball, swimming, wrestling, and indoor track during the winter; and baseball, golf, tennis, lacrosse, and outdoor track in the spring.

Most men's and women's teams compete in the Atlantic Coast Conference (ACC) and all compete in the National Collegiate Athletic Association (NCAA).

National Collegiate Athletic Association Requirements for Student Athletes

1. NCAA eligibility for regular season competition subsequent to the student's first year is based upon satisfactory completion prior to each fall term of twenty-four (24) semester hours of acceptable degree credits or an average of twelve (12) semester hours per term of attendance.

2. The calculation of credit hours shall be based upon hours accepted for degree credit at the institution.

3. Student athletes must declare a major program of study no later than the beginning of their fifth term of attendance.

4. Credit hours earned toward athletic eligibility for students in declared majors must be acceptable in their specific majors.

5. The 24 credit hours of acceptable credit required each year may include credits earned for a repeated course when the previous grade was an F, but may not include the credits if the previous grade was D or better.

6. Student athletes who enter their third year of college enrollment must have successfully completed at least 25% of the course requirements in their specific degree program.

7. Student athletes who enter their fourth year of college enrollment must have successfully completed at least 50% of the course requirements in their specific degree program.

8. Student athletes who enter their fifth year of college enrollment must have successfully completed at least 75% of the course requirements in their specific degree program.

University of Maryland Athletic Eligibility Requirements

The University of Maryland at College Park requires student athletes to maintain a specified minimum grade point average to be eligible for practice and competition. The following standards are effective for fall term, 1994:

<table>
<thead>
<tr>
<th>Status</th>
<th>Minimum GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman (second term)</td>
<td>1.29 cumulative GPA</td>
</tr>
<tr>
<td>2nd year enrollment</td>
<td>1.78 cumulative GPA</td>
</tr>
<tr>
<td>3rd year enrollment</td>
<td>1.86 cumulative GPA</td>
</tr>
<tr>
<td>4th year enrollment</td>
<td>2.00 cumulative GPA</td>
</tr>
<tr>
<td>5th year enrollment</td>
<td>2.00 cumulative GPA</td>
</tr>
</tbody>
</table>

Mid-Year Enrollees

Student athletes who matriculate in the spring semester are required to meet the following grade point average standards:

- End of 1st semester: 1.29 cumulative GPA
- End of 2nd semester: 1.78 cumulative GPA
- End of 3rd semester: 1.86 cumulative GPA
- End of 4th semester: 1.86 cumulative GPA
- End of 5th semester: 1.94 cumulative GPA
- End of 6th semester: 2.00 cumulative GPA
- End of 7th semester: 2.00 cumulative GPA
- End of 8th semester: 2.00 cumulative GPA

Student athletes who meet the required grade point average and all other conference, institutional, and NCAA eligibility requirements will be eligible to compete and practice for the full academic year with the exceptions noted below:

1. Student athletes who fail to meet necessary grade point average requirements for the fall semester are ineligible for the entire academic year. However, ineligible student athletes may restore their eligibility at the end of any semester if they raise their grade point average to the minimum standard for the current year.

2. Ineligible student athletes are not permitted to practice or compete.

3. First-year freshmen are required to meet established grade point average requirements after their first semester at the University. Transfer student athletes are required to attain the appropriate grade point averages based upon year of enrollment.

4. Mid-year matriculants are required to meet the established GPA standard for each of their first three semesters. Therewith, they will be reviewed at the beginning of each fall term.

5. Student athletes in their final year of eligibility must maintain a 2.0 cumulative GPA in order to be eligible for practice and competition during their fall term.

6. Eligible student athletes who go on academic warning after fall term are required to attend regularly supervised study sessions and receive academic support services as assigned by the Academic Support Unit Staff.

7. Dismissed and later reinstated student athletes are ineligible for both practice and competition until they meet designated grade point averages.

The Office of Intercollegiate Athletics also sponsors a number of awards for achievement in athletics and/or scholarship. Consult the Student Athlete Handbook for details.

For further information, contact the Academic Support Unit, 314-7043.

International Education Services

International students and faculty receive a wide variety of services designed to help them benefit from their experience in the United States. International Education Services works closely with the Office of Undergraduate Admission, evaluating academic records from overseas and processing applications for English proficiency, visa, and financial requirements. Other services provided to students include special advising and orientations, help with securing housing, information about study, travel, and work in other countries.

Study Abroad Office. American students and faculty receive advisement and information about study, travel, and work in other countries. Students may obtain assistance with transfer credits, reenrollment, pre-registration, and housing for the semester they return to campus. The University of Maryland at College Park offers study abroad programs throughout the world. For more information about Study Abroad, see the Campus-wide Programs section of this catalog.

English Language Instruction for Non-native Speakers. The University of Maryland, through the Maryland English Institute, offers two programs of English language instruction for those who are not native speakers of English. For those students who are admissible but require part-time English instruction, the Maryland English Institute offers semi-intensive (part-time) instruction. Semi-intensive study would also require the student to enroll in a half-time academic program.
General Statement of Student Responsibility. Students are expected to conduct themselves at all times in a manner consistent with the University responsibility of ensuring to all members of the community the opportunity to pursue their educational objectives, and of protecting the safety, welfare, rights, and property of all members of the community and of the University itself. Students should consult the Code of Student Conduct, Appendix C, or the Code of Academic Integrity for further information.

Students are invited to assume positions of responsibility in the University discipline system in order that they might contribute their insights to the resolutions of disciplinary cases. Final authority in disciplinary matters, however, is vested in the campus administration and in the Board of Regents.

Disciplinary Procedures. Students accused of violating University regulations are accorded fundamental due process in disciplinary proceedings. Formal rules of evidence, however, shall not be applicable, nor shall deviations from prescribed procedures necessarily invalidate a decision or proceeding unless significant prejudice to one of the parties may result. University hearing and conference procedures are outlined in the documents titled “Preparing for a Hearing” and “Preparing for a Conference,” available from the Office of Judicial Programs.

Multi-Ethnic Student Education
1101 Hornbake Library, 405-5616

Academic Support and Leadership Focus. The Office of Multi-Ethnic Student Education (OMSE) provides academic support programs and services to enhance the recruitment, retention and graduation of multi-ethnic students at the University of Maryland at College Park. OMSE’s academic support programs include a tutorial service, mentoring programs, an annual Career and Job Fair, academic classes that develop college success skills and peer helping skills, and Academic and Leadership Excellence programs.

Study Lounge and Computer Workstation. The OMSE office suite contains a study lounge that serves as a tutorial center and an open workstation laboratory (OWL). The study lounge provides multi-ethnic students with an opportunity to study, get assistance from a tutor, and work on state-of-the-art computers in a relaxed atmosphere.

Liaison to Student Organizations. OMSE staff actively support a number of multi-ethnic pre-professional undergraduate student societies in law, business, science, health, and education disciplines. OMSE also supports and works closely with the campus Asian Student Union, Black Student Union, Hispanic Student Union and Native American Student Union.

Nyumburu Cultural Center
3125 South Campus Dining Hall, 314-7758

The Nyumburu Cultural Center has served as a major resource of cultural, historical, and social programming at UMCP for over 20 years. The Center works closely with student, faculty, and neighborhood organizations in the production of multimedia, diverse programs and activities based on the African American experience. Nyumburu is home for the Maryland Gospel Choir, Shades of Harlem (performing arts ensemble) Sophisticated Steppers Modeling Club, The Black Explosion Newspaper, Male Spokesmodel Competition, and the Miss Black Unity Scholarship Pageant.

Nyumburu’s director is advisor to the Black Student Union, the NAACP (UMCP chapter), Sigma Gamma Rho Sorority Inc., Phi Beta Sigma Fraternity Inc., and Omega Psi Phi Fraternity Inc.

Nyumburu presents blues, jazz and gospel choir music concerts as well as academic courses in ENGL 294-0301 (creative writing), Blues (AASP 298V) and Jazz (AASP 298U) for 3 credits each. Maryland Gospel Choir students earn 1 credit.

The multi-purpose rooms of the Nyumburu Cultural Center are always open to the students, faculty and staff of the University of Maryland. Come on in and interact with us, meet other students and make your ideas and wishes known. We will try to serve you.

Orientation
1195 Stamp Student Union, 314-8217

The primary goal of orientation is to ease the transition of new students into the University community. Orientation begins when students are admitted to the University, and ends at the culmination of the first semester. At the time of admission to the University, new students will receive material announcing the orientation and registration program. The purpose of the program is to

- introduce new students to the academic community,
- coordinate academic advisement for the first semester,
- introduce campus services and resources,
- register students for their first semester courses.

The Freshman Program runs for two days and provides new students with the opportunity to interact formally and informally with faculty, administrators, returning students, and other new students. The Transfer Program lasts for one day and focuses on transfer evaluation, advisement, and registration.

Note: Students who arrive after 8:30 a.m. on their program day will be reassigned to the next available day.

Parents of new students are invited to attend a one-day program specifically designed to introduce them to the academic, social, and cultural opportunities of the University. These programs are offered during June and July.

The Orientation Office also coordinates the ongoing one-credit orientation course EDCP 108-O. The goal of this course is to introduce students to the world of higher education generally, and to the University of Maryland specifically. The course is taught by faculty and administrators, and is limited to 22 students per section.

Parking
Parking Garage 2 (on Regents Drive), 314-PARK

The Department of Campus Parking (DCP) is responsible for managing and maintaining over 16,000 parking spaces on the University of Maryland at College Park (UMCP) campus. All students who plan to park a licensed motor vehicle in one of these spaces must register for a parking permit at the DCP office or park at paid meters. Campus resident students who have earned 55 or fewer UMCP-accepted credits may not register for a parking permit.

Because UMCP has limited parking spaces, parking regulations are strictly enforced.

Illegally parked vehicles, as well as those vehicles not displaying a UMCP parking permit, will be ticketed, and students with outstanding parking fines may be barred from registration.

Complete parking regulations, a disabled parking directory, parking registration rates, motor vehicle assistance program information, schedule of fines, and other information may be obtained from DCP.

Records and Registration
Mitchell Building, first floor, 314-8240

The Office of Records and Registration provides services to students and academic departments related to the processes of registration, scheduling, withdrawal, and graduation. The office also maintains students’ academic records, and issues transcripts. Staff members are available to students for consultation. For detailed information about registration procedures, student records, and academic regulations, please see the chapter on Records and Registration in this catalog.

Recreation Services
1104 Reckord Armory, 314-7218
24-hour recording: 314-5454

Thousands of Maryland students have found that the best way to enjoy their college experience is to balance academic pursuits with recreational and social activities. Campus Recreation Services (CRS) offers students a variety of healthy leisure-time activities that add an important dimension to student life.
Through its intramural program, CRS offers students the opportunity to participate in more than 25 organized sports, tournaments, and events each year. Activities range from flag football to softball to wrestling.

For students who prefer unstructured physical activities, CRS operates several fitness centers and weight rooms on campus. In addition, there are two swimming pools and a number of indoor courts on which to play everything from basketball to volleyball.

Aerobics and water exercise activities are always a good way to stay fit, so CRS offers low-impact, high-impact, step, fat-burner, and power workouts year-round.

Sport clubs provide another way for all students to participate in recreational activities. Currently, there are more than 25 CRS-sponsored clubs at Maryland. Clubs range in interest from water polo to Okinawan karate, and offer students a variety of opportunities for instruction, competition, practice, and socialization. Students who wish to form a new club should contact the Environmental Programs office.

Student registration fees cover virtually all costs of participating in CRS activities. All students are encouraged to live on campus. Freshman and transfer students will find housing accommodations and student interaction a benefit to the college experience. To secure an offer of housing and dining services for the academic year, check the interest block on the undergraduate application for admission. Students may also apply for on-campus housing through Resident Life after they are admitted. Once accommodated, students may remain in residence halls throughout their undergraduate career.

Stamp Student Union
Administrative Offices, 2104 Stamp Student Union, 314-8502

The Adele H. Stamp Student Union is the “community center” of the University of Maryland at College Park. More than 17,000 students, faculty, staff members, and campus guests visit the Union daily to take advantage of its services, programs, and facilities. The Union offers lounge space, a variety of information services, recreation and leisure activities, student sponsored programs, visual arts, retail outlets, and more than 40,000 square feet of reservable space.

Information Services
• Information Center located in the main lobby, 314-DES
• Bulletin Boards located throughout the building
• Copy machines in the phone room
• Display showcases located on the main level

Recreation and Leisure
• Hoff Movie Theatre, 314-HOFF
• Recreation Center, including full-service bowling lanes, billiard tables, and video games, 314-BOWL.

Student Sponsored Programs
• Stamp Union Program Council (SUPC), a student-directed program board whose committees plan games, tournaments, concerts, lectures, outdoor recreation trips, and bicycle and road races, 314-8495.
• Student Tutorial Academic Referral Center (STAR Center), offering tutor listings and test files, 314-8359.
• Student Organization offices of over 40 student groups, including the Student Government Association.

Visual Arts, 314-ARTS
• Art and Learning Center, a visual arts work and teaching center, offering mini-courses and arts services.
• Parents’ Association Art Gallery, located off the main lobby.

Retail Outlets (located in the lower level mall area)
• Citizens Bank and Trust Co. of Maryland, 314-8603
• University Book Center (lower level), 314-BOOK
• Food Services: Eateries, Dory’s Ice Cream, Maryland Food Co-op, Deli and Sandwich Factory, Pizza Shop, Taco Bell, Roy Rogers (779-3917), and Umberto’s Restaurant (314-8022).
• Mailboxes Etc., a full-service postal and packaging facility 314-9982
• Ticket Office, offering campus performance tickets, and a full Ticket Master Outlet, 314-TKTS.
• Union Shop, featuring snacks, sodas, tobacco, newspapers and magazines

Reservable Space
The Union offers meeting rooms that accommodate groups from 8 to 1,000 people. For reservations, or catering information, contact the Union Reservation Office, 314-8488.

Stamp Student Union Hours
The Union is open Monday through Thursday, 7 a.m. to midnight; Friday, 7 a.m. to 1 a.m.; Saturday, 8 a.m. to 1 a.m., and Sunday, noon to midnight.

Tutoring
Students needing tutoring should first contact their professors or the graduate teaching assistants assigned to courses. They should inquire also at the department office to find out if the department sponsors any tutoring services. Many campus clubs, organizations, and honors societies also offer tutoring. Check out the Learning Assistance Center, University Honors Program, Office of Multi-Ethnic Student Education, and the STAR Center in the Stamp Student Union.
30 Campus Administration, Resources, and Student Services

Tutoring for some 100-and 200-level courses is available through the Intensive Education Development Office, 0112 Chemistry Building. Students may also sign up as tutors at IED. Call 405-4736 for further information.

University Book Center
Stamp Student Union, lower level, 314 BOOK

The Book Center provides a convenient (on-campus) selection of textbooks and general-interest books, including literature, technical books, and best sellers. It also offers a large selection of school and office supplies and computer software and supplies to meet every educational need. The Book Center also carries a wide selection of imprinted clothes and related items, plus cards, gifts, snacks, and other convenience items including health and beauty aids.

The Book Center is open Monday through Friday, 8:30 a.m. to 6 p.m.; and Saturday 10 a.m. to 5 p.m. Additional hours for special events.

Pre-College Programs
Math and Science Initiative Regional Center, 405-1773
Upward Bound, 405-6776
1107 West Education Annex

The University of Maryland Upward Bound Program (UBP) and the Math and Science Initiative (MSI) are designed to generate in students the skills and motivation necessary for success in post-secondary education.

The UBP supplements its participants' secondary school experiences by providing each student with opportunities to improve or develop the skills he or she needs in order to acquire a positive self-image, broaden educational and cultural perspectives, and realize undiscovered potentials. Throughout the school year and during the summer residential program, participants may take advantage of the UBP's academic instruction, tutoring, counseling, and innovative educational experiences designed to help them develop the basic academic skills and motivation they need to achieve success in secondary school.

High school students in Prince George's and Montgomery counties receive recommendations to the UBP from their high school principals, teachers, and counselors or from the Educational Talent Search Program, social service agencies, or individuals familiar with the UBP.

The Math and Science Initiative Regional Center component of UBP is a pre-college program for high school students interested in pursuing math or science courses. The program consists of an intensive six-week summer residential session and follow-up activities during the academic year. Students are recruited from Delaware, Maryland, Pennsylvania, Virginia, West Virginia, and the District of Columbia.