

**University of Baltimore  
Undergraduate Catalog  
2016–2017**

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*Please note: Throughout this catalog, you will find information about facilities, services, policies and academic programs. Refer to the listed websites for more extensive and up-to-date information.*

*Information about graduate joint programs with the UB School of Law are included here, but for complete information about the law school's facilities, services, policies and academic programs, visit the School of Law [website](#).*

## **Academic Calendar Fall 2016–Spring 2018**

### Fall semester 2016

Classes begin	Aug. 29
End of semester	Dec. 20*
Commencement (UG/Grad)	Dec. 19

### Spring semester 2017

Classes begin	Jan. 30
Spring break	March 19–26
End of semester	May 23*

### Summer session 2017

Classes begin	May 30
End of semester	Aug. 8

### Fall semester 2017

Classes begin	Aug. 28
End of semester	Dec. 19*

### Spring semester 2018

Classes begin	Jan. 29
Spring break	March 18–25
End of semester	May 22*

\* last day of finals

**Calendars shown are proposed and subject to change.**

Up-to-date, detailed academic calendars can be found at [www.ubalt.edu/academiccalendar](http://www.ubalt.edu/academiccalendar).

# ABOUT THE UNIVERSITY

## LEADERSHIP IN PROFESSIONAL EDUCATION

Founded in 1925 as a private, coeducational institution, the University of Baltimore affiliated with the University System of Maryland on UB's 50th anniversary. UB has a clear mission: to provide outstanding educational programs for professionally oriented students. The University's schools—the College of Public Affairs, the Merrick School of Business, the UB School of Law and the Yale Gordon College of Arts and Sciences—attract students with strong career ambitions and provide them with the latest skills and techniques in their chosen fields. UB students graduate with a broad foundation of knowledge and are prepared to meet the rapidly changing conditions of today's work environment.

Approximately 48,000 alumni serve as testimony to the University's success in its educational endeavors. UB graduates are highly visible throughout the legal, industrial, corporate and civic communities, and their achievements have helped to build the University's outstanding reputation among employers.

The University of Baltimore is a leader among Maryland's many colleges and universities in the quality of its faculty and library resources. With a student-faculty ratio of 16-to-1 and a personalized system of student advising, UB programs emphasize one-on-one interaction and individual attention for both graduate and undergraduate students. Approximately 80 percent of the full-time faculty hold terminal degrees (e.g., Ph.D., J.D., D.B.A., D.P.A., Sc.D. and Ed.D.), and most full-time and adjunct faculty members are actively engaged in research, civic and professional activities related to their fields. A number of faculty members supplement their teaching with research, consulting and service activities in the public and private sectors, helping to further enhance the University's reputation.

UB's Langsdale Library—currently in the preliminary stages of a \$23.4 million renovation—compares favorably with those of its peer institutions in Maryland in both the breadth and quantity of its holdings. The facility also offers several special collections and provides the convenience of off-campus access to electronic resources and interlibrary loan services with many other institutions.

## A STRATEGIC LOCATION

The University is situated in Baltimore's lively Midtown neighborhood within the revitalized North Charles Street corridor. UB is surrounded by a variety of noteworthy neighbors, including the Maryland Institute College of Art, the Patricia and Arthur Modell Performing Arts Center at the Lyric, and Joseph Meyerhoff Symphony Hall. Together, these cultural and educational institutions attract thousands of people to the neighborhood every week for concerts, plays, films, exhibits, lectures, seminars, social events, and civic and professional meetings.

Nearly all of the Midtown neighborhood of Baltimore, including parts of the University of Baltimore campus, serves as host for Artscape, the city's annual summer festival of the visual and performing arts. The University's Gordon Plaza, a parklike setting on the corner of Mount Royal and Maryland avenues, is the center for numerous University-sponsored outdoor events and activities. Also convenient to the University are the Walters Art Museum, the Baltimore Museum of Art, and an array of other cultural and historical attractions.

The University's urban location enhances cultural and educational opportunities and offers students an accessible learning and experiential laboratory. Through a long-established affiliation with Baltimore's corporate, government and professional communities, UB brings the region into the classroom. Leaders in both the public and private sectors serve on the advisory boards of the College of Public Affairs, the Merrick School of Business, the School of Law and the Yale Gordon College of Arts and Sciences, advising the faculty and administration on curricular and related matters.

## **ACCREDITATION**

The University of Baltimore is accredited by the Middle States Commission on Higher Education, 3624 Market St., Philadelphia, PA 19104-2680; tel.: 215.662.5606. It is also recognized by the Maryland Higher Education Commission.

All undergraduate and graduate programs within the Merrick School of Business are accredited by AACSB International, the Association to Advance Collegiate Schools of Business.

The Master of Public Administration degree is accredited by the Network of Schools of Public Policy, Affairs, and Administration. The undergraduate Health Systems Management program is certified by the Association of University Programs in Health Administration. The University of Baltimore's graduate and undergraduate programs in criminal justice are certified by the Academy of Criminal Justice Sciences.

The School of Law is accredited by the American Bar Association and holds membership in the Association of American Law Schools.

## **BUILDINGS AND FACILITIES**

The Academic Center, the Liberal Arts and Policy Building, the William H. Thumel Sr. Business Center, the John and Frances Angelos Law Center and the H. Mebane Turner Learning Commons are the primary instructional buildings at the University of Baltimore and include classrooms, faculty and administrative offices, labs, and other services. All buildings have wireless access, and all classrooms have technology that supports faculty instruction.

Additional University buildings and facilities include:

### **University of Baltimore Student Center**

21 W. Mt. Royal Ave.

Web: [www.ubalt.edu/studentcenter](http://www.ubalt.edu/studentcenter)

Operations

Tel: 410.837.5467

Game Room

Tel: 410.837.6623

The University of Baltimore Student Center is a 38,000-square-foot, five-story facility featuring a 200-seat theater with panoramic city views, retail shops, student organization offices and areas for group

study, recreation and quiet contemplation. The University of Baltimore Student Center serves as a hub for the UB community and its guests to engage in social, cultural and educational pursuits.

### **Barnes & Noble at the University of Baltimore**

62 W. Oliver St.

Tel: 410.837.5604

Web: [www.ubalt.edu/bookstore](http://www.ubalt.edu/bookstore)

The Barnes & Noble at the University of Baltimore, part of the Fitzgerald at UB Midtown residential/retail site, is located right around the corner from UB's main academic buildings and carries a huge selection of popular titles, textbooks and UB merchandise. The store also offers free Wi-Fi and a cafe featuring Starbucks coffee.

### **Langsdale Library**

H. Mebane Turner Learning Commons

1415 Maryland Ave.

Tel: 410.837.4260

Email: [langcirc@ubalt.edu](mailto:langcirc@ubalt.edu)

Web: <http://langsdale.ubalt.edu>

Langsdale Library—currently housed within the H. Mebane Turner Learning Commons while the main facility prepares for a major renovation—serves the UB community through a variety of services and programs, including personalized reference consultations and instruction in research strategies as well as reciprocal borrowing privileges with other Baltimore-area libraries. UB students have access to more than 10 million books and government documents through the University System of Maryland and to more than 40,000 e-journals and 20,000 e-books. Langsdale Library also maintains archival collections, including print, audio and video primary resources; current DVDs; leisure reading materials; and a gaming collection.

Langsdale Library's website is the portal to anytime, anywhere access of its numerous e-resources. In addition, the online catalog allows users to search its collections as well as thousands of libraries around the world. The library also provides a variety of spaces, including quiet and collaborative study areas, computer work stations, presentation practice rooms, game design and graphics lab space, and leisure reading areas.

## **DIRECTIONS, PARKING AND PUBLIC TRANSPORTATION**

### **Directions**

Web: [www.ubalt.edu/directions](http://www.ubalt.edu/directions)

The University's main address is 1420 N. Charles St., Baltimore, MD 21201.

## **Parking**

Office of Parking and Shuttle Management

1104 Maryland Ave.

Tel: 410.837.6573

Email: [parking@ubalt.edu](mailto:parking@ubalt.edu)

Web: [www.ubalt.edu/parking](http://www.ubalt.edu/parking), [www.ubalt.edu/shuttle](http://www.ubalt.edu/shuttle)

Hours: Monday–Thursday, 8 a.m.–8 p.m.; Friday, 8 a.m.–4 p.m.

## **Public Transportation**

The University provides parking facilities for visitors, students and staff who drive to campus. Shuttle arrival times are provided by the NextBus system.

The University of Baltimore can also be reached by public transportation, including AMTRAK, the Light Rail, Metro Subway, the Charm City Circulator and MARC.

Visit the websites listed above for directions and for more information on parking (including maps) and mass transportation.

## **DIRECTORIES**

Information for contacting offices, staff and faculty can be found via the search tool at the top of the University's home page at [www.ubalt.edu](http://www.ubalt.edu).

## **ACHIEVEMENT AND LEARNING CENTER**

Academic Center, Room 113

Tel: 410.837.5383

Fax: 410.837.6244

Email: [alc@ubalt.edu](mailto:alc@ubalt.edu)

Web: [www.ubalt.edu/alc](http://www.ubalt.edu/alc)

The services provided by the Achievement and Learning Center support students' academic aspirations by clarifying and reinforcing what students learn in the classroom as well as enhancing specific skills (math, writing, computer skills, exam-taking, etc.). Services include tutoring, academic coaching, peer mentoring and workshops.

## **ALUMNI ASSOCIATION**

UB Foundation Building

1130 N. Charles St.

Tel: 410.837.6131

Email: [alumni@ubalt.edu](mailto:alumni@ubalt.edu)

Web: [www.ubalt.edu/alumni](http://www.ubalt.edu/alumni)

The University of Baltimore Alumni Association’s mission is one of service—to its members and to the University. The association is a nondues-based organization, and every student receives a lifetime membership upon graduation.

## **CAMPUS CARD**

Office of Campus Card Operations

Academic Center, Room 105

Tel: 410.837.4BEE (4233)

Email: [beecard@ubalt.edu](mailto:beecard@ubalt.edu)

Web: [www.ubalt.edu/beecard](http://www.ubalt.edu/beecard)

The University of Baltimore Bee Card is a vital part of UB life and has multiple uses. The card serves as your official campus photo ID and library card; provides access to the parking garages, campus facilities and special events; and can be used for purchases on and around the UB campus.

## **CAMPUS RECREATION AND WELLNESS**

Academic Center, Room 311

Main office: 410.837.5598

Email: [campusrec@ubalt.edu](mailto:campusrec@ubalt.edu)

Web: [www.ubalt.edu/campusrec](http://www.ubalt.edu/campusrec)

Recreation Center Front Desk

Tel: 410.837.5591

Campus Recreation and Wellness strives to create a healthy and active learning community that complements and supports the University’s mission. Campus Recreation and Wellness has four major programming areas—facilities, fitness and wellness, intramural sports, and sports clubs—and offers a variety of programs, resources and services that are dedicated to improving the quality of life and well-being for members of the University community.

## **CAREER AND PROFESSIONAL DEVELOPMENT CENTER**

UB Student Center, Room 306

Tel: 410.837.5449

Fax: 410.837.5566

Email: [careercenter@ubalt.edu](mailto:careercenter@ubalt.edu)

Web: [www.ubalt.edu/careercenter](http://www.ubalt.edu/careercenter)

The Career and Professional Development Center aims to help every student become an expert career manager through the use of the UB Career Cycle. Through a wide variety of services, including career coaching, professional workshops and events, job search resources, and employment connections, UB students can find tools and information to help them through every phase of their career development.

## **CENTER FOR EDUCATIONAL ACCESS**

Academic Center, Room 139

Tel: 410.837.4775

Fax: 410.837.4932

Email: [cea@ubalt.edu](mailto:cea@ubalt.edu)

Web: [www.ubalt.edu/cea](http://www.ubalt.edu/cea)

The Center for Educational Access (CEA) at the University of Baltimore works with students with various disabilities and some temporary impairments that substantially limit one or more major life activities. The CEA staff is available to answer questions concerning accommodations and services as well as to provide information about other resources on and off campus. Students who suspect they may have a disability but do not have the required documentation should contact CEA for a consultation.

## **CENTERS AND INSTITUTES**

The University of Baltimore's centers and institutes forge connections with the surrounding communities to provide special research and study opportunities for students. For a complete listing and contact information, visit [www.ubalt.edu/centers](http://www.ubalt.edu/centers).

## **COMPUTER LABS AND WIRELESS ACCESS**

Web: [www.ubalt.edu/ots](http://www.ubalt.edu/ots)

Office of Technology Services Call Center

Tel: 410.837.6262

Email: [callcenter@ubalt.edu](mailto:callcenter@ubalt.edu)

Computer Lab Help Desk

Tel: 410.837.5489

Email: [labassist@ubalt.edu](mailto:labassist@ubalt.edu)

The Office of Technology Services enables the use of technology for teaching, learning and administration. Specific services include email, general-purpose computing labs, wireless networks, the MyUB Portal, file and print servers, and the telephone system. This office also provides audio/visual support for campus events, smart classrooms, call center services, and administrative and academic applications.

For more information, including computer lab hours, visit [www.ubalt.edu/ots](http://www.ubalt.edu/ots). A University of Baltimore network account is required to access lab computers and the wireless network, both of which are available throughout the campus.

## **COUNSELING CENTER**

Academic Center, Room 111

Tel: 410.837.5159

Email: [counseling@ubalt.edu](mailto:counseling@ubalt.edu)

Web: [www.ubalt.edu/counseling](http://www.ubalt.edu/counseling)

The Counseling Center delivers mental health services that promote students' personal, social and academic growth. Services include individual and group counseling, crisis intervention, prevention workshops, referral resources, and consultation with faculty and staff.

## **DIVERSITY AND CULTURE CENTER**

UB Student Center, Room 002

Tel: 410.837.5744

Fax: 410.837.5039

Email: [diversity@ubalt.edu](mailto:diversity@ubalt.edu)

Web: [www.ubalt.edu/diversity](http://www.ubalt.edu/diversity)

The purpose of the Diversity and Culture Center is to provide services, resources and initiatives that support diversity and promote cross-cultural learning, appreciation and understanding. The center assists students with successful transitions and meaningful experiences that promote recognition and appreciation of the different cultural threads that make up the UB community.

Our programs and services empower students to engage in dialogue, challenge barriers and participate in educational activities that facilitate intercultural interaction, learning and competence.

## **FINANCIAL ASSISTANCE**

Office of Financial Aid

Academic Center, Room 123

Tel: 410.837.4763

Fax: 410.837.5493

Email: [financialaid@ubalt.edu](mailto:financialaid@ubalt.edu)

Web: [www.ubalt.edu/financialaid](http://www.ubalt.edu/financialaid)

The University of Baltimore recognizes the need for financial aid to help students meet the cost of higher education. Funds may be available in the form of grants and scholarships, which are limited. Additional funds may be available in the form of employment and loans. Financial aid programs are provided through federal, state and institutional sources. The Office of Financial Aid is committed to helping students identify the financial resources for which they may be eligible and can assist students and their families in developing financial plans.

## **HELEN P. DENIT HONORS PROGRAM**

Office of the Helen P. Denit Honors Program  
H. Mebane Turner Learning Commons, Room 200  
Tel: 410.837.6583  
Email: [honorsprogram@ubalt.edu](mailto:honorsprogram@ubalt.edu)  
Web: [www.ubalt.edu/honors](http://www.ubalt.edu/honors)

The Helen P. Denit Honors Program was established by a generous gift from the Helen P. Denit Charitable Trust in 1993.

The Helen P. Denit Honors Program is designed for students who have demonstrated an interest in and ability for engaging in exceptional learning opportunities. Our distinctive courses are small and focus on learning by discussing and doing. We encourage student development outside the classroom by financially supporting students to, among other things, travel to conferences, study abroad and engage in unpaid internships.

The Helen P. Denit Business and Accounting honors programs, which are built on the larger University honors program, offer special opportunities for students seeking a career in business or accounting. For more information, including eligibility requirements, visit the program's [website](#).

## **HENRY AND RUTH BLAUSTEIN ROSENBERG CENTER FOR STUDENT INVOLVEMENT**

UB Student Center, Room 303  
Tel: 410.837.5417  
Fax: 410.837.5431  
Email: [csi@ubalt.edu](mailto:csi@ubalt.edu)  
Web: [www.ubalt.edu/csi](http://www.ubalt.edu/csi)

The Henry and Ruth Blaustein Rosenberg Center for Student Involvement offers a range of opportunities for every student at the University of Baltimore through student activities, student organizations and leadership. The center supports over 80 student organizations, including the Student Government Association; the Student Events Board; and cultural, religious, academic and social organizations that each contribute to the UB community. Students are able to get involved, make new friends and gain valuable leadership skills (all while having fun!) through the center's programs.

## **INTERNATIONAL ADMISSION**

Office of International Admission  
Academic Center, Room 117  
Tel: 410.837.4777, 1.877.ApplyUB (toll free)  
Fax: 410.837.4793  
Email: [intladmission@ubalt.edu](mailto:intladmission@ubalt.edu)  
Web: [www.ubalt.edu/international](http://www.ubalt.edu/international)

The Office of International Admission staff includes those who specialize in admission of international students. Admission advice, new student enrollment and immigration assistance are provided to prospective international students by this office.

## **INTERNATIONAL SERVICES**

Office of International Services  
Academic Center, Room 110  
Tel: 410.837.4756  
Fax: 410.837.6676  
Email: [intlservices@ubalt.edu](mailto:intlservices@ubalt.edu)

The Office of International Services provides advising and immigration support to international students as well as to academic departments and administrative offices that wish to host research scholars or hire temporary workers. The office provides study abroad advising, supports UB's international academic initiatives and conducts seminars on employment, orientation to the United States and to UB, and other topics of interest to the campus international community. The director manages the university's visa programs and ensures institutional compliance with federal regulations governing the enrollment and employment of foreign nationals.

## **OFFICE OF COMMUNITY LIFE**

Academic Center, Room 112  
Tel: 410.837.4755  
Email: [communitystandards@ubalt.edu](mailto:communitystandards@ubalt.edu)  
Web: [www.ubalt.edu/communitylife](http://www.ubalt.edu/communitylife)

The Office of Community Life is committed to promoting a positive, healthy university environment by helping UB students to develop high standards of conduct, embrace challenges and overcome obstacles. The office is responsible for the student conduct process, providing support to students facing difficult circumstances and supporting university sexual misconduct response and awareness efforts.

### **Community Standards**

Students are expected to conduct themselves in a manner that promotes the integrity, health, safety and welfare of the University community. In support of this expectation, the university has established policies and procedures that apply to all undergraduate, graduate, professional and visiting students, and to those individuals who are not officially enrolled for a particular term but who have been a student with the University. Students will be held accountable for their conduct at all times, including for actions that may have occurred before/after classes began, between academic terms, during periods of suspension or dismissal, and during their enrollment that are discovered after the student graduates. The University reserves the right to discipline students and/or student groups for violations of policy regardless of where the misconduct occurs, whether on University premises or off University premises. Potential Academic Integrity and Code of Conduct violations are referred to the Office of Community Life and adjudicated through the procedures outlined in the Student Rights and Responsibilities Guide

(located at [www.ubalt.edu/studenthandbook](http://www.ubalt.edu/studenthandbook)). The Office of Community Life is responsible for the oversight of the adjudication process.

### **Academic Integrity Policy**

Academic honesty is essential to the university's mission of learning, scholarship and integrity. All members of our community share responsibilities for actively fostering academic honesty, actively discouraging academic dishonesty, and engaging in ongoing discussion of activities that may violate the spirit of honest. Incidents of alleged cheating, plagiarism, falsification or other acts of academic dishonesty will be taken seriously and addressed in accordance with the established procedures identified in the Student Rights and Responsibilities Guide. Individuals who are found to have violated this policy are subject to University sanctions. To review the University's Academic Integrity policy, see the Student Rights and Responsibilities Guide at [www.ubalt.edu/studenthandbook](http://www.ubalt.edu/studenthandbook).

### **Code of Conduct**

In order to create a positive university environment, it is important that community members are treated fairly, show respect and demonstrate appropriate behavior. As such, students are expected to maintain a high standard of conduct. Alleged incidents that violate the Code of Conduct and/or other university behavior expectations will be taken seriously and addressed in accordance with the established procedures identified if the Student Rights and Responsibilities Guide. Individuals who are found to have violated these policies are subject to University sanctions. To review the University's Code of Conduct and other behavior policies, see the Student Rights and Responsibilities Guide at [www.ubalt.edu/studenthandbook](http://www.ubalt.edu/studenthandbook).

## **OFF-CAMPUS PROGRAMS AT THE UNIVERSITIES AT SHADY GROVE**

Web: [www.ubalt.edu/shadygrove](http://www.ubalt.edu/shadygrove)

The University of Baltimore's College of Public Affairs and Yale Gordon College of Arts and Sciences offer a selection of undergraduate, graduate and doctoral programs at the Universities at Shady Grove in Rockville, Maryland.

The University System of Maryland developed this collaborative effort among eight public, degree-granting institutions in the system to offer upper-level and graduate programs at a single facility in Montgomery County. Shady Grove provides all of the services and facilities necessary for a successful university career, including academic advising, career services, disability support services, library and media support facilities, and tutoring.

Offered in convenient day, evening, weekend and online formats, the courses in UB's programs at Shady Grove are taught by the same recognized UB faculty members who teach at the Baltimore campus, and students earn degrees granted by the University of Baltimore.

Students enrolled in UB programs at Shady Grove are charged the same tuition and have the same financial aid opportunities as do those attending the Baltimore campus, but they may have differing fees based on their home campus. Scholarships are also available.

## **OFFICE OF TRANSITIONS AND COMMUNITY ENGAGEMENT**

UB Student Center, Room 303

Tel: 410.837.5419

Fax: 410.837.5431

Email: [transitions@ubalt.edu](mailto:transitions@ubalt.edu)

Web: [www.ubalt.edu/transitions](http://www.ubalt.edu/transitions)

The Office of Transitions and Community Engagement helps students navigate their transition to college life, creates opportunities for students to develop their talents and strengths, engages students in volunteer and service learning opportunities, and assists students in recognizing and celebrating their college journey. This office coordinates student orientation, parent and family programs, community engagement programs, commencement and the StrengthsQuest initiative.

## **THE BOB PARSONS VETERANS CENTER**

Academic Center, Room 129

Tel: 410.837.5909

Fax: 410.837.4313

Email: [veteranscenter@ubalt.edu](mailto:veteranscenter@ubalt.edu)

Web: [www.ubalt.edu/veteranscenter](http://www.ubalt.edu/veteranscenter)

The Bob Parsons Veterans Center is UB's hub for activities and services for military and veteran students and their families. In addition to providing a welcoming space for military-affiliated students to study and socialize outside of class, the center and its staff are here to answer questions related to students' military benefits or status, help facilitate the transition from the military to the classroom, and support military-affiliated students' academic and professional success.

## **UB HOUSING**

Academic Center, Room 110

Tel: 410.837.5434

Email: [housing@ubalt.edu](mailto:housing@ubalt.edu)

Web: [www.ubalt.edu/housing](http://www.ubalt.edu/housing)

UB Housing works with students to find their ideal place to live based on their individual needs. Staff members assist students with finding apartments, navigating the leasing process and finding roommates through the roommate connector service.

Almost 300 UB students live in the Varsity, a student-only residence located a block from campus that opened in fall 2012. Other buildings adjacent to campus that are home to large numbers of UB students include the Fitzgerald at UB Midtown, Sutton Place, Queen Anne Belvedere and the Professional Arts Building. In addition, UB Housing works with property managers in the area and provides assistance to UB students who are looking to rent apartments, houses and lofts.

## **UNIVERSITY OF BALTIMORE POLICE DEPARTMENT**

Tel: 410.837.4444

Email: [ubpolicedepartment@ubalt.edu](mailto:ubpolicedepartment@ubalt.edu)

Web: [www.ubalt.edu/ubpolice](http://www.ubalt.edu/ubpolice)

The University of Baltimore Police Department is a legislated police agency, and University police officers are vested with full police authority under Maryland law. Uniformed security officers regularly patrol University buildings and parking facilities.

The University of Baltimore Police Department is accredited by the Commission on Accreditation for the Law Enforcement Agencies, an accomplishment that reflects how the department has met a highly regarded and broadly recognized set of professional standards.

The department endeavors to enhance the quality of campus life through the creation of a safe and secure environment. It has established a strong presence in the community and has built relationships with the Baltimore Police Department and with other local law enforcement.

The department provides a number of services to the campus community, including compliance with the [Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act](#), safety awareness programs, the LiveSafe mobile app, a campus text-alert system, a bike registration program, a security escort program and 24/7 campus patrol. For a complete list of services and more information, visit [www.ubalt.edu/ubpolice](http://www.ubalt.edu/ubpolice).

# TUITION AND FEES

Office of the Bursar

Tel: 410.837.4848

Email: [ubbursar@ubalt.edu](mailto:ubbursar@ubalt.edu)

Web: [www.ubalt.edu/bursar](http://www.ubalt.edu/bursar)

Information concerning tuition and fees, payment policies, refund schedules, waivers, third-party billing and more is available on the office's [website](#).

Tuition and fees at the University of Baltimore are subject to change at any time when such changes are deemed necessary by the University System of Maryland Board of Regents.

# ADMISSION

## UNDERGRADUATE (FRESHMAN AND TRANSFER) ADMISSION

Office of Undergraduate Admission

Tel: 410.837.4777; 1.877.ApplyUB (toll-free)

Fax: 410.837.4793

Email: [admission@ubalt.edu](mailto:admission@ubalt.edu)

Web: [www.ubalt.edu/admission](http://www.ubalt.edu/admission)

As a member of the University System of Maryland, the University of Baltimore is committed to a mission of access and affordability and seeks to enroll students who can succeed academically in our undergraduate programs. Applications for admission for both freshman and transfer students are available by visiting [www.ubalt.edu/apply](http://www.ubalt.edu/apply) or by contacting the Offices of Admission.

Application Fee: \$35

Qualification for admission is determined without regard to race, color, religion, age, disability, sex, sexual orientation, gender identification or national origin.

### ADMISSION AS A FRESHMAN STUDENT

Selection for admission to the University of Baltimore for freshman students is based on performance at the secondary level as evidenced by the coursework and grades on the high school transcript, scores on college admission tests, scores on advanced placement tests and high school completion test scores (i.e., GED or EDP) credentials. Applicants with 23 or fewer college credits will be evaluated for admission based on freshman admission criteria. Admission officers review each applicant individually, evaluating the applicant's academic record, strength of academic program, grades earned, standardized test scores, special talents and interests, and an essay. Optional but not required for admission are letters of recommendation and a resume.

Applicants must earn a high school diploma from an accredited high school (or equivalent) and show evidence of completion of a minimum of 21 college preparatory credits for admission to UB. These credits include four (Carnegie) units of English, three units of mathematics (algebra I, algebra II and geometry) for students who entered ninth grade before 2011 or four units of mathematics (algebra I, algebra II, geometry and, for those who complete algebra II prior to their final year, a senior-year mathematics course that utilizes nontrivial algebra) for students who entered ninth grade in 2011 or later, three units of science (two with labs), three units of social sciences, and the remaining units in fine arts, foreign language, technology education or other academic electives. College preparatory courses are strongly recommended. UB awards credit for Advanced Placement (AP) exams and International Baccalaureate (IB) exams. More detailed information can be found under [Transfer Credit Policies: Credit by Methods Other Than For-Credit College Instruction](#). Grades are evaluated in the context of the high school attended and the rigor of the program completed. An academic grade-point average is calculated and considered when making an admission decision.

Freshman applicants must provide test scores from either the SAT or ACT; test scores should be submitted directly to UB from American College Testing (ACT) or the Educational Testing Service (SAT). The admission evaluation uses the highest test scores received. The University of Baltimore's College Board identification number is 5810; the ACT code is 1744. Applicants are encouraged to take these tests as early as possible. International students or those for whom English is not their first language may also be required to submit the Test of English as a Foreign Language (TOEFL). See section on [English Language Proficiency Policy](#) for more information.

### **Application Deadlines**

There is a priority application deadline of April 1 for freshman admission for the fall semester. Applications received after this date will be considered if space remains available in the freshman class and are evaluated on a rolling admission basis. Notification of admission usually is made within two weeks of review of the completed application. UB subscribes to the May 1 National Candidates' Reply Date for students offered admission for the fall semester and Dec. 1 for the spring semester. UB accepts a limited number of freshman students for the spring semester. Contact the Office of Undergraduate Admission at 410.837.4777 or [admission@ubalt.edu](mailto:admission@ubalt.edu) for more information.

Applicants must:

- Complete and submit the online application for admission.
- Pay the required \$35 application fee.
- Complete a Maryland in-state residency status form if they wish to be considered for in-state tuition rates.
- Submit official transcripts from all secondary/high schools and colleges attended as well as transcripts for military credits. Midyear senior grades may be requested; all enrolling students must submit complete transcripts with final grades and verification of high school graduation prior to the start of their first semester at the University.
- Submit either the SAT Reasoning Test or the ACT. (Applicants not required to submit SAT scores must submit a resume and two letters of recommendation.)
- Submit an essay/personal statement.

Accepted students who wish to defer enrollment for a year must make this request in writing prior to the beginning of the semester to which they applied for admission, preferably by May 1. Requests may be emailed to an admission counselor and will be reviewed on an individual basis.

### **Special Freshman Applicant Admission Policies**

#### Students from Nonaccredited/Nonapproved High Schools

Freshman applicants for admission who are graduates of nonaccredited/nonapproved high schools will be reviewed individually, with consideration given to factors such as college admission test scores, high school course content, performance in high school academic courses, the performance of previous students with similar academic preparation and other appropriate criteria.

### Students Who Have Been Out of School More Than Three Years

Students who have earned a high school diploma (or equivalent) with a minimum GPA equivalent to a C or better but who are more than three years beyond high school enrollment may be admitted by determination of the Admission Committee that the individuals applying have the potential for successful college work. This determination may be made by the evaluation of successful work experiences, by essay, by portfolio assessment and/or by placement testing. A resume and two letters of recommendation are required.

### Students with Proficiency-Based Standards, Standardized Examinations or Equivalency Diplomas

Students who have graduated from regionally accredited secondary institutions with proficiency-based standards will be considered individually. Each secondary institution with proficiency-based standards will be asked to provide documentation about the student's achievement in secondary school.

Admission may be granted to students who have been awarded a high school equivalency diploma by passing a standardized evaluation, such as the General Educational Development (GED) test or the External Diploma Program (EDP).

The Admission Committee will evaluate the breadth and depth of academic preparation through documentation provided by the student. In addition to the standardized SAT/ACT test scores and the essay/personal statement, optional materials, such as SAT subject tests, a resume, and a list of extracurricular activities or letters of recommendation, may be provided or requested. The same standards used in regular admission regarding breadth and depth in academic subjects, minimum standardized test scores, and achievement in coursework apply to students admitted from this category.

### Home-Schooled Students

All home-schooled students must demonstrate compliance with state and local education regulations. Demonstration of the competencies outlined in the UB requirements for admission may be combined with scores on a standardized college admission test examination, such as the ACT or the SAT, to satisfy the minimum qualifications for admission. For Maryland students, the home instruction program must comply with section 13A.10.01 of the General Regulations of the Maryland State Board of Education.

UB admission officers will evaluate the breadth and depth of academic preparation through documentation provided by the student. In addition to the standardized SAT/ACT tests and the essay/personal statement, optional materials, such as SAT subject tests, a resume, and a list of extracurricular activities or letters of recommendation, may be provided or requested. The same standards used in regular admission regarding breadth and depth in academic subjects, minimum standardized test scores, and achievement in coursework apply to students admitted from this category.

## **FOREIGN TRANSCRIPTS**

The University of Baltimore does not evaluate foreign transcripts. Applicants who attended a secondary/high school, college or university outside the United States must arrange at their own expense to have their academic records evaluated in English by a UB-approved U.S. credentials evaluation service that is a member of the National Association of Credential Evaluation Services.

More information and appropriate forms may be obtained from the Offices of Admission at 410.837.4777 or [admission@ubalt.edu](mailto:admission@ubalt.edu). The University may also require some applicants to provide additional documentation, such as syllabi and course descriptions.

## **ENGLISH-LANGUAGE PROFICIENCY POLICY**

Applicants who are non-native speakers of English and who have not earned a degree from a regionally accredited U.S. college or university, regardless of citizenship or visa status, must demonstrate a satisfactory level of English proficiency as part of the application process. Official score reports should be submitted directly to the Offices of Admission.

- **Test of English as a Foreign Language (TOEFL):** A score of 550 or higher on the paper-based test (PBT) or 79 or higher on the Internet-based test (iBT) is required for undergraduate admission. TOEFL information is available at [www.toefl.org](http://www.toefl.org) and from the [Educational Testing Service](#), P.O. Box 6151, Princeton, NJ 08541-6151, USA. The University of Baltimore's school reporting code is 5810.
- **International English Language Testing System (IELTS):** An overall band score of 6.0 or higher is required for graduate admission. IELTS information is available at [www.ielts.org](http://www.ielts.org). A school reporting code is not required.

Freshman applicants who have completed three years of study at a U.S. high school and transfer applicants who have completed 56 or more transferable credits, including a grade of C or higher in English composition, at an accredited college or university in the United States are exempt from the English-language proficiency requirement.

The University reserves the right to require additional English-language instruction of any student. The University of Baltimore does not offer English as a second language (ESL) courses.

## **INTERNATIONAL STUDENTS**

The University of Baltimore welcomes applications from qualified international students. Students who submit transcripts from an institution outside of the United States should refer to the section on [Foreign Transcripts](#). Students who are non-native speakers of English or who have not earned a degree from a regionally accredited U.S. institution should refer to the section on [English-Language Proficiency Policy](#). English translations must accompany all documents issued in a language other than English.

Immigrant and nonimmigrant students residing in the United States must submit copies of their green card (permanent resident card) or visa documents with their application for admission. Such documentation is relevant to the determination of the applicant's eligibility for Maryland residency for tuition purposes by the Offices of Admission and to the provision of immigration and visa services to applicants by the Offices of Admission. Immigration status is not a factor in evaluating an applicant's eligibility for admission. International applicants, particularly those submitting foreign academic credentials and those residing overseas, are advised to apply well in advance of the semester for which they are seeking admission. Some academic programs may have application deadlines.

International applicants should submit the following documents as part of the application for undergraduate admission to the Offices of Admission, 1420 N. Charles St., Baltimore, MD 21201-5779; fax: 410.837.4793; email: [admission@ubalt.edu](mailto:admission@ubalt.edu); website: [www.ubalt.edu/admission](http://www.ubalt.edu/admission):

- An undergraduate application form
- A \$35 application fee (nonrefundable)
- Official transcripts sent directly by each secondary/high school (freshman applicants) and college or university (transfer applicants) previously attended
- An independent evaluation report of foreign transcripts by a U.S. credential evaluation service (course by course, for transfer applicants), if applicable (see [Foreign Transcripts](#) section); the transcript must be evaluated by a member of the National Association of Credential Evaluation Services
- Evidence of English-language proficiency, if applicable (see [English-Language Proficiency Policy](#) section)
- A completed I-20 Request Form, DS-2019 Request Form or Non-Immigrant Status Verification Form
- Evidence of financial resources to cover tuition and living expenses in full for the duration of the applicant's program of study (F-1 and J-1 visa students only)

The Offices of Admission provides visa assistance to prospective, admitted and enrolled international students. The Form I-20 (Certificate of Eligibility for Non-Immigrant F-1 Student Visa Status) or Form DS-2019 (Certificate of Eligibility for Exchange Visitor J-1 Status) is issued to those applicants who meet all academic, financial support and English-language proficiency requirements for admission to a full-time degree program. Students holding F-1 and J-1 status must maintain a full course of study in a minimum of 12 credit hours each term during the fall and spring semesters.

For more information and to obtain appropriate forms, contact the Offices of Admission at 410.837.4777 or [intladmission@ubalt.edu](mailto:intladmission@ubalt.edu).

## **ADMISSION AS A TRANSFER STUDENT**

Admission as a transfer student is open to those who have completed a minimum of 24 college credits. Applicants who have a minimum cumulative 2.0 grade point average (on a 4.0 scale) will be offered admission to the University on a space-available basis. All applicants who have completed an associate's degree from a Maryland community college will be granted admission regardless of grade-point average. If a student attends another institution post-associate's degree, the cross-institutional cumulative grade-point average will be considered for admission. Students transferring from an out-of-state or private institution will be evaluated based on the college credits completed and grades earned. These credits must be earned at institutions (junior/community colleges, four-year colleges or universities) accredited by a regional accrediting association. Specific programs may have more restrictive admission criteria. All cumulative GPA calculations are cross-institutional and include all previous coursework at all previous institutions.

### **Additional Admission Requirements**

- B.A. in Jurisprudence: Admission requires a minimum 3.0 cumulative grade-point average. The opportunity to apply for admission to the early-entry J.D. program at the University of Baltimore requires a minimum 3.5 cross-institutional cumulative grade-point average.
- B.S. in Business Administration with a specialization in accounting: Admission requires a minimum 2.5 cross-institutional cumulative grade-point average.
- B.S. in Business Administration with a specialization in finance: Admission requires a minimum 2.25 cross-institutional cumulative grade-point average.
- B.S. in Forensic Studies: Admission requires a minimum 2.75 cross-institutional cumulative grade-point average. Admission to the forensic science concentration requires a minimum 2.5 cumulative grade-point average for the seven required science courses. An applicant eligible for admission to the B.S. in Forensic Studies program is not guaranteed an offer of admission to a specific specialization (e.g., forensic science or police science). Due to the limitations of facilities, staff and resources, the number of eligible applicants who can be adequately served is taken into consideration. As a result, offers of admission to specific specializations will be limited to the most qualified of eligible applicants.

For more information, please refer to the individual degree programs. Information on each program can be found at [www.ubalt.edu/majors](http://www.ubalt.edu/majors).

### **Application Deadlines**

The University of Baltimore has a policy of rolling admission notification for transfer students and will accept applications on a space-available basis. Students are encouraged to apply for admission as early as possible to ensure a prompt admission decision, advising and registration prior to the beginning of the semester.

Applicants must:

- Complete and submit the online application for admission.
- Pay the required \$35 application fee.
- Complete a Maryland in-state residency status form if they wish to be considered for in-state tuition rates.
- Submit official transcripts from all colleges and universities previously attended, as well as transcripts for military credits if seeking admission as a degree-seeking student. An official copy of each transcript should be sent directly from the issuing institution to the Offices of Admission. This office cannot evaluate and award transfer credits until these transcripts are received. The office sends the applicant an evaluation of transfer credit upon receipt of the application, fee and official transcripts. Students can help speed up the admission and transfer credit evaluation processes by sending a current transcript from the transfer institution at the time of their application to UB and a final transcript once all coursework has been completed. These transcripts are due within the first 30 days of the semester to which the student is admitted.

## **ADMISSION AS A NONDEGREE STUDENT**

Applicants who wish to enroll in courses for personal enrichment, for professional development or as preparation for graduate study may be admitted to the University as nondegree students. Visiting students who wish to take courses that count toward a degree at another institution may also enroll as nondegree students (see section on [Visiting Students](#) below). The University has a rolling admission policy; however, students are encouraged to apply for admission as early as possible to ensure a prompt admission decision, advising and registration prior to the beginning of the semester.

Nondegree students may take a maximum of 9 credits per semester, not to exceed a total of 30 credits at the University of Baltimore. See [Nondegree Status](#) in the [Academic Policies](#) section of this catalog.

Applicants for nondegree status must:

- Complete and submit the Application for Nondegree Students (available at [www.ubalt.edu/admission/forms](http://www.ubalt.edu/admission/forms)).
- Pay the required \$35 application fee.

Nondegree-seeking students attending the University of Baltimore may be considered for admission as degree-seeking students. All cross-institutional college credits transferable to a degree program must meet the minimum required cumulative GPA. Coursework completed at UB as a nondegree student will not contribute to the 2.0 GPA and 24-credit-hour transfer admission requirement. Students must file an application for admission and all supporting documents to become degree-seeking students. See [Degree Status](#) in the [Academic Policies](#) section of this catalog.

## **INTERINSTITUTIONAL STUDENTS**

Undergraduates enrolled full time in a degree program at any of the University System of Maryland (USM) schools and who have attained at least sophomore status (30+ credits) are eligible to participate. Students may take courses at any institution in the USM as interinstitutional students by filling out an interinstitutional registration (IIR) form in their home school's records office. Their home school's adviser and the home school's registrar must sign off before they can present the form to the University of Baltimore's Office of Records and Registration. Students must be in good academic standing. IIR is available only for spring and fall semesters. No admission application is required; details on the interinstitutional registration process can be found in the [Academic Policies](#) section and can be obtained from the records office at the student's home school or from the University of Baltimore's Office of Records and Registration.

## **VISITING STUDENTS**

Students who wish to register for courses and to have final grades transferred to count toward a degree at their home institution may enroll as visiting students. A visiting student is one who is currently enrolled at another institution outside of the USM, a USM student who is part time, or a full-time USM student with sophomore standing who wishes to take courses at UB during the summer session or winterim. Full-time USM students with sophomore standing who wish to take courses during the spring or fall semester must follow the interinstitutional registration procedures outlined above.

Applicants for visiting student status must:

- Complete and submit the Application for Visiting Students (available at [www.ubalt.edu/admission/forms](http://www.ubalt.edu/admission/forms)).
- Pay the required \$35 application fee.

The application requires a signature from an official at the applicant's home institution confirming the applicant has completed the prerequisites for the course(s) to be taken, is in good standing at the sending institution and has permission to take courses at UB.

## **READMISSION**

Students who do not enroll at the University for more than two consecutive semesters, excluding summer sessions, must apply for readmission. For readmission consideration, students must submit a new application form, residency form and application fee. Readmission is not guaranteed. These students are responsible for meeting the admission and degree requirements, and for adhering to the policies and procedures in effect at the time of readmission, not those under which they originally enrolled. The exception is students who have been granted an official leave of absence in advance. For more information, see [Continuous Enrollment/Leave of Absence](#) in the [Academic Policies](#) section of this catalog.

Applications for readmission from students on academic probation and/or suspension must be approved by the dean (or designee) of the college in which they were enrolled. See [Satisfactory/Unsatisfactory Progress](#) in the [Academic Policies](#) section of this catalog.

International students who have not enrolled for one or more semesters, excluding summer sessions, must obtain clearance from the Offices of Admission before re-enrolling.

Applicants for readmission should be aware of the following:

- Students who have attended another institution since their last period of enrollment at the University of Baltimore and who wish to transfer course credit should arrange to submit an official transcript to the Office of Undergraduate Admission directly from the institution granting the course credit.
- Any previous balance due the University must be paid in full before an application for readmission will be considered.

## **SECOND BACHELOR'S DEGREE**

Students who have previously earned a bachelor's degree at either the University of Baltimore or another accredited institution may earn a second bachelor's degree in a different degree program. Students must complete a minimum of 30 credits in residence at the University of Baltimore, applicable only to the second degree, and satisfy all of the departmental requirements for the degree, but they are not required to fulfill general education or University-wide course requirements. No University of Baltimore courses taken to complete the first bachelor's degree can be retaken to complete the second bachelor's degree.

Credits used to satisfy a first degree at the University of Baltimore may not be applied toward the 30-credit residency requirement for the second degree. In some cases, this policy may require the substitution of courses in the major other than those specified by the second-degree program. Students interested in pursuing a second bachelor's degree should consult with the appropriate program director before making a formal application through the Office of Undergraduate Admission.

A student with a bachelor's degree in criminal justice cannot be admitted into the Forensic Studies program with a concentration in police science. A student who has earned a bachelor's degree in business administration at UB or at any institution may not earn a second bachelor's degree in business administration with a different specialization. However, students may pursue a second bachelor's degree in real estate and economic development or in information systems and technology management in the Merrick School of Business.

Students applying for a second degree at UB must submit an application for undergraduate admission (indicating "readmission" if they previously earned a bachelor's degree at UB) and pay the appropriate application fee. A maximum of 90 transferable credits may count toward the second degree.

## **TRANSFER CREDIT POLICIES**

All degree or certificate program applicants who transfer to the University of Baltimore receive a formal evaluation of transfer credit from the Office of Records and Registration. Transfer credit can only be awarded from an official transcript sent to the University of Baltimore from the institution that originally granted the course credit. This evaluation will be incomplete if the student is still taking coursework elsewhere. A final evaluation is made upon receipt of official transcripts showing grades and credits from the most recent semester and, if appropriate, the posting of receipt of a degree on the final transcript. Since not all transfer credits may be applicable to the specific degree pursued by a student, students are advised to review courses required for their degree in advance of transfer.

Many of the courses students transfer have already been equated with UB courses, making the transfer process as seamless as possible. However, transfer courses that have not been through the evaluation process are submitted to faculty subject matter experts for review, the result of which will equate the course with an existing UB course, designate the course as an unspecified elective or, in rare cases, determine that the course will not transfer.

The following general policies also apply:

- Credit earned and transferred from a two-year college is limited to 63 credits. Students transferring from a two-year college must complete a minimum of an additional 57 credits to be awarded a bachelor's degree, except in cases where credits transferred are covered by an active articulation agreement with the two-year college.
- Transfer students who have credits from a four-year college may transfer up to 90 credits but may not have more than 70 credits of 100- to 200-level (freshman/sophomore) coursework. To satisfy graduation requirements, students transferring from a four-year college must complete a minimum of 30 credits at the University of Baltimore.
- Transfer students from institutions that do not have regional accreditation will be reviewed individually to determine the transferability, if any, of courses taken.

- Transfer credit is granted if the student has earned the required minimum grade in courses. A grade of D is transferable only if the overall cumulative grade-point average is 2.0 or better. Students who earn a D in general education courses from Maryland public institutions will be able to transfer these credits to fulfill general education requirements at the University of Baltimore if the sending institution accepts D grades to satisfy general education requirements. Otherwise, a grade of C- is required for lower-division general education requirements, and a C is required for lower- and upper-division major requirements as well as for upper-division general education requirements.
- Developmental/remedial or orientation course credit may be transferred to meet qualifications for admission, but such credit is excluded from fulfilling graduation requirements.
- A maximum of 12 semester credit hours in occupational/technical courses completed at a regionally accredited college may be transferred and applied toward degree requirements in the general elective category. (This policy does not apply to radiologic technician, nursing or other occupational/ technical courses covered by other University policies and agreements.)
- Students who wish to appeal a decision regarding the transferability of a course should first contact the Office of Records and Registration at [transfercredit@ubalt.edu](mailto:transfercredit@ubalt.edu). If a satisfactory resolution cannot be reached, the student may then appeal to the appropriate academic dean or, in the case of a general education course, the dean of the Yale Gordon College of Arts and Sciences. The third level of appeal is the provost. Appeals regarding transfer credit must be initiated by students within one year of initial enrollment.
- The student transfer policies adopted by the Maryland Higher Education Commission, applicable to all Maryland public post-secondary educational institutions, are listed in the [Policies](#) section of this catalog.

Please note:

- Not all transfer credits may be applicable to graduation requirements. All students are required to take the last 30 credits toward the bachelor's degree at the University of Baltimore.
- A maximum of 30 business credits can be used toward a UB arts and sciences or public affairs bachelor's degree.

### **Transfer Credit and General Education Requirements**

University of Baltimore general education requirements may be satisfied by transfer courses or by courses taken at the University of Baltimore. Generally, evaluation of applicable transfer credit is done on a course-by-course basis. However, there is flexibility in meeting these requirements under the conditions of and in accordance with the Maryland Higher Education Commission General Education and Student Transfer Policies. (See the policies website at [www.ubalt.edu/policies](http://www.ubalt.edu/policies).) These conditions are as follows:

- Students who transfer from a Maryland public community college with an A.A. or A.S. will automatically fulfill state-mandated general education requirements at the University of

Baltimore. They will be responsible for completing all University of Baltimore general education requirements in addition to any graduation requirements not already met.

- The general education credits of students for whom the previous item does not apply will be evaluated on a course-by-course basis in accordance with MHEC student transfer policies.
- Transfer students who need to take placement tests to be eligible to enroll in required lower-level composition and/or mathematics courses must do so by their second registration. After their first semester, they will not be permitted to register for any courses without permission until the required lower-level general education courses in writing and mathematics have been successfully completed.
- Applicants who hold a Maryland registered nurse or radiologic technician license are eligible to have certain general education requirements satisfied. These include writing, communication, social science and biological/physical sciences. Students must submit a copy of their valid license in addition to their official transcripts. In addition, a maximum of 63 credits will be awarded/satisfied for a valid R.N. or R.T. license in combination with community college credits.

### **ARTSYS and Articulation Agreements**

Academic programs at Maryland's community colleges are articulated through the ARTSYS program, available online at <http://artsys.usmd.edu>. ARTSYS is a statewide program that provides detailed course-to-course transfer information, recommended academic plans for transfer and an unofficial transcript audit. By using the system, a student can better plan for transfer to the University of Baltimore.

In some cases, the University of Baltimore has entered into articulation agreements with individual community colleges. The agreements solidify a course of study and may award additional transfer credit. Copies of these agreements are available online or through a transfer counselor at the community college.

### **Credit by Methods Other Than For-Credit College Instruction (Prior Learning, AP, CLEP, IB, DANTES, Military Credits)**

#### Credit for Prior Learning

The University of Baltimore's College of Public Affairs, Merrick School of Business and Yale Gordon College of Arts and Sciences will consider awarding credit for prior learning through course challenge examinations, portfolios, accredited noncollegiate programs, military training, International Baccalaureate coursework, and courses or programs completed at accredited institutions in addition to traditional transferred credits from accredited schools. The Office of the Dean in each school/college will house the lists of contacts and programs in the school/colleges participating in the prior learning award application and evaluation process. Only courses in the student's major or required coursework in a minor will be considered for prior learning credit review. UB will consider the following as suitable sources for prior learning credit:

- Military education and training
- Alternative noncollegiate programs

- Massive open online courses (MOOCs) and other open-source courses

#### College-Level Examination Program Examinations

Since CLEP tests are most often taken to fulfill lower-division requirements, CLEP scores are acceptable for credit before completion of 90 credit hours. Once the student has begun the last 30 credits of study, CLEP scores are no longer acceptable for credit.

#### Advanced Placement Examinations

The University of Baltimore will award credit for Advanced Placement scores of 3 or higher. For information regarding general education equivalencies or lower-level elective equivalencies, visit [www.ubalt.edu/admission](http://www.ubalt.edu/admission), or contact the Office of Undergraduate Admission at 410.837.4777 or [admission@ubalt.edu](mailto:admission@ubalt.edu). Enrolling students are required to submit official AP scores from the College Board prior to matriculation to receive credit.

#### International Baccalaureate Examinations

- UB awards 30 credits and sophomore standing to high school students who complete the full IB diploma. Each applicant's transcript will be reviewed by the Office of Records and Registration to determine how the 30 credits will be applied to the record of the student.
- Students who have completed higher-level IB courses without completing the full diploma and have successfully completed the corresponding IB examinations may be entitled to credit at UB. Students should have official exam scores sent from the [International Baccalaureate Organization](#) to UB; the Office of Records and Registration will review exam scores and determine credits awarded.

Contact the Office of Undergraduate Admission at 410.837.4777 or [admission@ubalt.edu](mailto:admission@ubalt.edu) for information. Enrolling students are required to submit official IB scores prior to matriculation to receive credit.

#### Defense Activity for Nontraditional Education Support

UB awards credit based on scores on the DANES Subject Standardized Tests (DSST) and follows the recommendations of the American Council on Education regarding the amount and type of credit awarded for minimum scores. Those who have training or learning experiences as military personnel and would like additional information should contact the Office Undergraduate Admission at 410.837.4777 or [admission@ubalt.edu](mailto:admission@ubalt.edu).

### **RESIDENCY CLASSIFICATION**

The University System of Maryland Board of Regents has established a policy regarding student residency classification for admission, tuition and charge differential. Residency classification shall be determined on the basis of permanent residency.

Students must meet eight criteria before in-state status for admission, tuition and charge differential purposes can be assigned. These criteria are:

1. At least 12 consecutive months of residency in Maryland prior to the start of classes
2. All personal property maintained in Maryland
3. Maryland income tax paid on all taxable income earned for the previous 12 months, if employed
4. Registration of motor vehicles in Maryland in accordance with Maryland law
5. Possession of a valid Maryland driver's license in accordance with Maryland law
6. Maryland voter registration (if registered to vote at all)
7. No receipt of any public assistance from a source outside Maryland
8. Legal ability under federal and Maryland law to reside permanently in Maryland

These eight criteria are guidelines of the factors considered in the determination of residency status. It is strongly recommended that students review the complete policy on in-state residency, located in the [Policies](#) section of this catalog.

The above policy is subject to change without notification. Changed policies will be recorded in the Office of Undergraduate Admission and in the Office of Records and Registration.

Admission residency applications and petitions for current students who wish to request a change of residency status are available at [www.ubalt.edu/admission/forms](http://www.ubalt.edu/admission/forms).

The policy on student residency classification for admission and tuition purposes is approved by the University System of Maryland Board of Regents. The current policy can be found at [www.usmd.edu/regents/bylaws/SectionVIII/VIII270.html](http://www.usmd.edu/regents/bylaws/SectionVIII/VIII270.html).

Students may also qualify for in-state status if they are:

- Full-time or part-time (at least 50 percent time) permanent employees of the University System of Maryland, the employee's spouse or dependent child
- Full-time active members of the Armed Forces of the United States whose home of residency is in Maryland or are stationed in Maryland, or the member's spouse or dependent child
- A veteran who provides documentation that he/she was honorably discharged from the United States Armed Forces and currently resides, or is domiciled, in Maryland
- Nonresident University applicants who have graduated from a Maryland high school and completed 60 credits or an associate's degree at a Maryland community college: These students may be eligible for a nonresident tuition fee exemption under legislation passed by the Maryland General Assembly (the Maryland Dream Act).

### **NONRESIDENT TUITION FEE DIFFERENTIAL EXEMPTION REQUEST**

Any student, other than a nonimmigrant alien within the meaning of U.S.C. §1101(A)(15), who meets all of the following requirements shall be exempt from paying nonresident tuition at all public colleges and universities in Maryland.

## Requirements

A student must:

- Have attended a public or nonpublic high school in Maryland for at least three academic years no earlier than the 2005–06 school year.
- Have graduated from a public or nonpublic high school in Maryland or received the equivalent of a high school diploma from the state no earlier than the 2007–08 school year.
- Have attended a community college in Maryland no earlier than the 2010 fall semester and met the requirements for the nonresident tuition exemption at the community college.
- Have received an associate’s degree from or achieved 60 credits at a Maryland community college.
- Provide the institution with a copy of the affidavit submitted to the community college regarding the filing of an application to become a permanent resident with 30 days after becoming eligible to do so (if applicable).
- Provide to the institution documentation that the individual or the individual’s parent or legal guardian has filed a Maryland income tax return:
  - Annually while the individual attended a high school in Maryland
  - Annually while the individual attended a community college in Maryland
  - Annually during the period, if any, between graduation from or achieving 60 credits at a Maryland community college and registration at a Maryland public-sector higher-education institution
  - Annually during the period of attendance at the Maryland public-sector senior higher-education institution
- Register at a Maryland public-sector higher-education institution in the state not later than four years after graduating or achieving 6 credits at a Maryland community college.

Information and petition information regarding the Nonresident Tuition Exemption policy is available at [www.ubalt.edu/admission/forms](http://www.ubalt.edu/admission/forms).

# ACADEMIC ADVISING, REGISTRATION AND ACADEMIC POLICIES

## Academic Advising

College of Public Affairs: 410.837.5359

Merrick School of Business: 410.837.4944

Yale Gordon College of Arts and Sciences: 410.837.5351

The University is committed to academic excellence and student success. A professional staff of academic advisers is available in the College of Public Affairs, the Merrick School of Business and the Yale Gordon College of Arts and Sciences. Students should meet with an adviser before each registration period to ensure that they are making proper academic decisions and progressing toward their degree. For some students, an adviser's signature is required for registration. It is important that students become familiar with their adviser and take advantage of these experts' in-depth knowledge of the various academic programs and policies.

Students should make an appointment to see an adviser before withdrawing from the University, even if they expect the withdrawal to be temporary.

Incoming students should take writing or math placement examinations before registering for their first semester at the University. Students admitted as freshmen must take placement tests prior to their first registration. Transfer students are required to take such placements tests prior to registration for their second semester at UB. Placement test scores help the adviser do a better job of planning a program of study with the student. Early testing also helps to ensure that all requirements are completed on schedule.

To ensure that students have the skills necessary for success, they must take a placement exam or meet appropriate prerequisites prior to registration for the following courses:

- MATH 100: Foundational Mathematics
- MATH 111: College Algebra
- MATH 113: Mathematics for Liberal Arts
- MATH 115: Introductory Statistics
- WRIT 100: Reading and Writing Processes for College Composition
- WRIT 101: College Composition
- WRIT 300: Composition and Research

The University offers foundational courses for students who need additional support to be successful. A primary reason why students should take the placement exams early in their academic career is that a delay in taking the preparatory courses can also delay graduation.

## **ADVISING FOR FRESHMAN STUDENTS**

### **Office of Freshman Advising**

H. Mebane Turner Learning Commons, Room 102

Tel: 410.837.4186

Students entering the University as freshmen (0 to 23 credits) are assigned an adviser in the Yale Gordon College of Arts and Sciences. Freshman students are required to meet with an adviser prior to registering for classes, when contemplating withdrawing from a class or making any other kind of schedule change, and when preparing to officially apply for a major field of study. For advising appointments, students should contact the Office of Freshman Advising.

Students admitted as freshmen may declare a major when they successfully complete a minimum of 24 credits of coursework at UB with a 2.0 average or higher and have met all minimum standards for entrance into the chosen major. Students are required to declare a major by the time they have completed 45 credits. Students admitted as freshmen who have not completed their lower-division general education courses in writing and mathematics within the first 45 credits may register for subsequent semesters only with permission of the academic adviser. Students with fewer than 24 credits may register for 300- and 400-level courses with permission of an adviser.

## **COLLEGE OF PUBLIC AFFAIRS ADVISING**

### **College of Public Affairs**

Tel: 410.837.5359

All new students in the College of Public Affairs must meet with the director or adviser of their degree program prior to registration for their first semester. Program directors and advisers assist students in planning their academic careers and in selecting appropriate courses to satisfy degree requirements. Students new to a degree program are required to have an adviser's permission to register for any course and to make any changes to the previously approved registration by adding or dropping a course.

Other students are strongly encouraged to meet with a program adviser on a regular basis. Those continuing students who must obtain advisement and a departmental and/or dean's office signature before registering are:

- Students changing their degree program or specialization
- Probationary students
- Reinstated or readmitted students
- Nondegree students
- Students registering for an independent study or internship
- Students requesting to take more than 9 credits during a regular semester or 6 credits during a summer session (requires permission from the dean)
- Students requesting to take a course at another college or university

Students are responsible for reviewing carefully the requirements for their chosen degree program and for seeking clarification from a program director or adviser if necessary. Academic advisers are also available in the Office of the Dean, Liberal Arts and Policy Building, room 112, to provide information and clarification about public affairs programs, policies and procedures.

## **MERRICK SCHOOL OF BUSINESS ADVISING**

**Merrick School of Business**

Tel: 410.837.4944

All new candidates will receive a guide to graduation containing a program guide and must meet with an adviser prior to registering for their first semester. Academic advisement is available in the Merrick Advising Center, located in the William H. Thumel Sr. Business Center, room 142. The center offers day and evening hours. Scheduled appointments are recommended. To make an appointment, call 410.837.4944. Advisers provide information on Merrick School of Business programs, policies and procedures. Students in online programs and who do not have access to the campus will be advised electronically. Academic advisers assist students in selecting appropriate courses to satisfy degree requirements. Students are advised that any deviation from their program of study must be approved. Department chairs and Merrick School of Business faculty members are also available to assist students in planning their academic program and to discuss career goals.

Continuing students in good academic standing can register without an adviser's signature and are responsible for following their program guide. Continuing students who must obtain advisement and/or permission to register are:

- Students declaring a major
- Students changing their program or specialization
- Students on academic probation
- Readmitted and reinstated students
- Nondegree-seeking students
- Students registering for an internship, independent study or practicum course
- Students requesting to take more than 16 credits during a regular semester or 7 credits during a summer session (requires permission from the Office of the Dean; please see the [Semester Load](#) section of this catalog)
- Students requesting to take a course at another college or university

Although the academic adviser will assist the student in planning a program, each student must assume responsibility for knowing curriculum requirements and seeing that these requirements are met.

## **YALE GORDON COLLEGE OF ARTS AND SCIENCES ADVISING**

Yale Gordon College of Arts and Sciences

Tel: 410.837.5351

All new students in the Yale Gordon College of Arts and Sciences must meet with the adviser of their degree program prior to registration for their first semester. Program directors and advisers assist students in planning their academic careers and in selecting appropriate courses to satisfy degree requirements. Students new to a degree program are required to have an adviser's permission to register for any course and to make any changes to the previously approved registration by adding or dropping a course.

Continuing students in good academic standing can register without an adviser's approval and are responsible for following their degree checklist. Continuing students who must obtain advisement and a departmental and/or dean's office signature before registering are:

- Students declaring a major
- Students changing their major program or specialization/track
- Probationary students
- Reinstated or readmitted students
- Nondegree students
- Students registering for an independent study or internship
- Students requesting to take more than 16 credits during a regular semester or 7 credits during a summer session (permission from the Office of the Dean required; please see [Semester Load](#) section of the catalog)
- Students requesting to take a course at another college or university

Students are responsible for reviewing carefully the requirements for their chosen degree program and seeking clarification from a program director or adviser if necessary.

## **PLACEMENT FOR COURSES**

### **Placement for Lower-Division General Education Courses**

The University of Baltimore requires students to have their skills assessed in reading, writing and mathematics. All first-year undergraduate students are required to take a placement exam or meet appropriate prerequisites prior to registration and will be notified of testing dates. Transfer students who have satisfied MHEC general education requirements in composition and/or mathematics at another college or university are exempt from placement testing for lower-level general education courses in the satisfied area(s). After their first semester, they will not be permitted to register for any courses without permission until the required lower-level general education courses in writing and mathematics have been successfully completed. Transfer students who need to take placement tests should contact The Office of Foundations and Transitions at 410.837.4186 or 410.837.5915. Students

with current documentation of disabilities will be eligible for accommodations, when appropriate. Placement scores are valid for two years in accordance with state guidelines.

#### **Placement Tests Taken at Another Institution**

Students who have taken placement tests identical to the placement tests used at UB but at another institution within the last two years may request that those test results be used to place them in the appropriate UB courses. Students must provide documentation of any test results that are less than two years old to the Office of Foundations and Transitions, which will determine placement based on UB's current required scores.

#### **Retest Policy**

Students are allowed one retest attempt for the mathematics placement test. A student may retest for mathematics no sooner than two weeks from the initial test date. During that time, students are encouraged to seek additional assistance and preparation through the Mathematics Learning Center.

#### **Foundational Course Repeat Policy**

Students are required to earn a PS (C- or better) in any foundational course to progress into the next course. Students who do not earn a PS grade are allowed no more than a total of three attempts. Since MATH 100 grades are not computed into the GPA, students who repeat this course should not file repeat/replace course forms. If after three attempts the student still has not achieved a PS grade, the student will be barred from further enrollment at UB for no less than one full regular semester. A student wishing to continue at UB at a later date must work with an appropriate adviser to create a plan for addressing the relevant academic issues, following a plan approved by the adviser or the appropriate dean. Once the conditions of the plan are fulfilled, the student may submit a request for reinstatement to the appropriate dean. If approved, the student may be granted permission to register for classes in the next academic semester.

Students should refer to the [Continuous Enrollment/Leave of Absence](#) section of this catalog regarding the amount of time that they may stop out for this purpose. Students who have been out for more than two consecutive semesters must also reapply for admission.

# Registration

Office of Records and Registration

Tel: 410.837.4825

Fax: 410.837.4820

Email: [records@ubalt.edu](mailto:records@ubalt.edu)

Web: [www.ubalt.edu/records](http://www.ubalt.edu/records)

## SCHEDULE OF CLASSES

The schedule of classes, posted in MyUB and as a PDF online at [www.ubalt.edu/records](http://www.ubalt.edu/records) prior to registration each semester, is the official record of the class offerings for the semester. It reflects current academic information necessary for students, faculty and staff to plan for the semester. The schedule of classes, along with registration dates and the academic calendar, can be found on the University's website. Registration throughout the registration period can be accomplished using MyUB, the University's online information and registration system.

Students should be aware that the University does not cancel any student's registration for nonpayment. Students must withdraw from class(es), and failure to do so will create a financial obligation to the University even if the student does not attend class(es). Please review the appropriate policy in the [Tuition and Fees section](#) of this catalog or at [www.ubalt.edu/bursar](http://www.ubalt.edu/bursar).

## REGISTRATION

MyUB-only registration allows students the opportunity to register for the next semester when the largest array of course sections is open. This option will assure students the greatest flexibility in scheduling their classes. During MyUB-only registration, students are restricted to registering online using the MyUB portal. The MyUB-only registration period usually extends for one week. After that, students may register using the MyUB portal or in person.

Students are urged to register early for the following semester. New students who have been officially accepted by the University prior to the registration period may register after receiving the required advisement. Registration is continuous from the initial date announced in the academic calendar and registration schedule through the end of the late registration period. Schedule adjustments, such as add/drop, may also be done during this period according to the calendar established for each term.

During registration, students submit class schedules and have the course selection confirmed. The student will receive a class schedule and a statement of fees at the end of the registration period. The registration will be completed if payment is made in full, payment arrangements have been made, the student has enough financial aid to cover the full balance, the student has enough financial aid to cover half of the full balance and has on file in the Office of the Bursar a signed and approved deferred payment form, or the student has submitted an approved third-party contract by the specified payment deadline.

Students who register and do not withdraw will be held responsible for tuition and fees even if they never attend class.

## **LATE REGISTRATION/ADD-DROP**

Late registration and final schedule adjustments are allowed during the first two weeks of the academic term. It is important to be aware that classes are in progress and that some academic work may have been missed.

The add period will extend for the first seven days of the semester. Afterward, a student may add a course only with the permission of the dean or the dean's designee representing the college or program offering the course.

The drop period will extend for the first 14 days of the semester. A student dropping a course after the 14-day drop period and prior to the end of the withdrawal period will receive a W grade. The official dates of the late registration period are listed in the academic calendar for each semester.

The above policy relates to a standard 14-week semester with one week of finals. Please refer to the [full academic calendar](#) for late registration/add-drop dates for shortened sessions within the semester.

## **CANCELLATION OF REGISTRATION**

The University reserves the right to cancel any registration for which the student in question has not complied with appropriate procedures, rules and regulations, and the financial requirements of the University. Students should be aware that the University does not cancel any student's registration for nonpayment. Students must withdraw from class(es), and failure to do so will create a financial obligation to the University even if the student does not attend class(es). Please review the appropriate policy in the [Tuition and Fees section](#) of this catalog or at [www.ubalt.edu/bursar](http://www.ubalt.edu/bursar).

## **TRANSCRIPTS**

The transcript is the official record of a student's academic program. It is released only upon written authorization of the student or by an authorized directive from the judicial system.

# Academic Policies

Office of Records and Registration

Tel: 410.837.4825

Fax: 410.837.4820

Email: [records@ubalt.edu](mailto:records@ubalt.edu)

Web: [www.ubalt.edu/records](http://www.ubalt.edu/records)

## DEFINITIONS OF UNDERGRADUATE STUDENT STATUS

### Class Standing

Students are classified at the start of a semester based on the number of credits they have earned at that time that are applicable to the degree. A freshman has earned between 0 and 29 credits, a sophomore has earned between 30 and 59 credits, a junior has earned between 60 and 89 credits, and a senior has earned 90 or more credits.

### Degree Status

To attain degree-seeking status at the University of Baltimore, a student must be admitted as a degree-seeking student.

### Students Admitted as Freshmen

All students who have 0 to 23 undergraduate credit hours of college-level courses will participate in First-Year Experience.

### Full-Time Status

A full-time student is a degree-seeking student who is carrying a minimum of 12 credit hours per semester, fall and spring.

### Part-Time Status

A part-time student is a degree-seeking student who is carrying fewer than 12 credit hours per semester (fall and spring). In the summer sessions, the allowable credit load is 6 credits, and all students are classified as part time.

### Nondegree Status

Nondegree students may take a maximum of 9 credits per semester (maximum of 6 during the summer session), not to exceed a total of 30 credits at UB. Nondegree students must apply for admission if they want to change their status to degree-seeking.

## SATISFACTORY AND UNSATISFACTORY PROGRESS

*Please note:* These policies are for determining satisfactory academic progress. Visit [www.ubalt.edu/sap](http://www.ubalt.edu/sap) to determine the standards for satisfactory progress for eligibility for receiving or continuing to receive financial assistance.

A student is making satisfactory progress toward completion of his/her program as long as a GPA of 2.0 or higher is maintained.

- A student who attempts 12 or more credits at the University of Baltimore and earns less than a 2.0 will be placed on academic probation. Notification of this action will be by the grade report. Probationary status is a warning that satisfactory progress is in jeopardy.
- A student who is placed on probation must obtain advisement from the appropriate academic adviser before attending classes the following semester or summer session, even if the student has already registered. Full-time students on probation must limit their regular semester load to no more than 12 credits; part-time students must limit their regular semester load to no more than 6 credits. Students on probation may not take more than 3 credits at any given time during the summer.
- Students with fewer than 45 earned college credits will be placed in academic jeopardy for the following semester after earning three or more grades below C- (including F in pass/fail courses) in any full-time semester (12 or more credits, including foundational classes), regardless of whether their cumulative GPA is at 2.0 or above after that semester. Students in academic jeopardy must obtain advisement from the appropriate academic adviser before attending classes the following semester or summer session, even if they have already registered. Full-time students in academic jeopardy must limit their regular semester load to no more than 12 credits; part-time students must limit their regular semester load to no more than 6 credits. Students in academic jeopardy may not take more than 3 credits at any given time during the summer. Students with a cumulative GPA below 2.0 will be restricted to 12 credits in the next enrolled semester if they:
  - place into both foundational Math and Foundational WRIT courses
  - fail a foundational course
  - are placed in academic jeopardy.
- A student who has been placed on academic probation because of a deficient grade-point average will be allowed up to 12 semester hours to obtain a cumulative GPA of at least 2.0. If the student does not reach a GPA of 2.0 or higher by the time the 12 additional credit hours are accumulated, the student will be suspended.
- A suspended student may not register for classes at the University of Baltimore for at least one semester and may not attend summer sessions until reinstated by the appropriate academic dean (see next paragraph). For-credit courses taken elsewhere during the period of suspension may be applied to the academic program at UB with prior approval from the appropriate dean's representative if the student is suspended for academic reasons but may not be applied for UB credit if the student is suspended for other reasons. Should a student on academic suspension earn eligible credits at another institution, the grades earned in those courses will not be calculated into the UB GPA, nor will the repeat/replace policy be applied to any course taken elsewhere that is a direct equivalent of a UB course. Students who do not seek prior approval to

take a course or courses at another institution are not guaranteed that the course or courses will transfer to the University of Baltimore.

- Reinstatement at the University of Baltimore is not automatic. The suspended student must request reinstatement in writing from the appropriate academic dean by Oct. 15 for the spring semester, by April 15 for the fall semester or by March 15 for the summer session. As a condition of reinstatement, a suspended student may be required to successfully complete certain remedial or prerequisite courses at the University of Baltimore or another institution of higher education.
- If the suspended student has been away from the University for longer than two regular semesters, he/she must also apply for readmission after being approved for reinstatement by the appropriate academic dean. Suspended students must meet the requirements of the catalog in effect upon return if they are readmitted.
- A student returning from suspension must receive advising and be cleared by the appropriate academic dean before registering. A reinstatement or readmission on probation approval must be signed by both the student and the adviser and filed in the student's official record in the Office of Records and Registration.
- A student suspended for a deficient GPA, when reinstated and/or readmitted, must achieve an overall cumulative GPA of 2.0 or higher within the first 12 hours attempted after re-entry and/or must fulfill any requirements outlined in the reinstatement or readmission on probation approval. Failure to do so will result in immediate dismissal.
- Under certain extraordinary circumstances, a suspended student may petition for a waiver of suspension. The petition will be reviewed by the program director and the appropriate dean. If the petition is granted and the suspended student is not required to sit out a semester, a Waiver of Suspension form and accompanying course plan approved by the appropriate academic dean must be filed in the student's official record in the Office of Records and Registration.

## **GRADES**

All students whose names appear on a grade roster, regardless of the length of their attendance in the class, will receive for each course attempted one of the grades listed below. If, however, the student withdraws officially from a course during the first week of classes, the student's name will not appear on the grade roster, nor will the transcript show the course.

All grades are given solely on the basis of an instructor's judgment of a student's scholarly attainment.

Only grades earned at UB or as part of an approved consortium program will be included as part of a student's official GPA.

### **Midterm Grades**

All undergraduate courses, including First-Year Experience and foundational courses, require midterm grades.

Midterm grades for designated courses must be posted by the end of the sixth week of a regular semester.

### Allowable Grades

The following grades are used in computing the grade-point average:

<i>Grade (per credit hour)</i>	<i>Quality Points</i>
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F*	0.0
FA**	0.0
XF***	0.0

\* F: failure—given when the student completes the course, including the examination, but fails to meet the requirements of the course; when the student does not complete the course requirements and fails to officially withdraw from the course by the date designated in the semester academic calendar; when the student fails a credit-by-examination challenge course; or when the student fails a course offered at the University of Baltimore as either satisfactory/unsatisfactory or pass/fail.

\*\* FA: failure due to absences—given if the instructor determines that the student did not attend, stops attending or has insufficient attendance to pass the course according to the standards established in the course syllabus.

\*\*\* XF: failure due to academic integrity violation—only posted upon request of the University judicial officer.

The following grades are not used in computing the GPA:

<i>Grade</i>	<i>Quality Points</i>	<i>Explanation</i>
I	0	Incomplete
AU	0	Audit
PS	0	Pass
CR	0	Credit

NC	0	No Credit
CS	0	Continuing Studies
TG	0	Temporary Grade
W	0	Withdrawn
WA	0	Withdrawn Administratively
XC	0	Excluded Grade
S	0	Satisfactory Progress (midterm grade only)
NS	0	Nonsatisfactory Progress (midterm grade only)

I: incomplete—given when a student is temporarily prevented from completing required coursework by unanticipated extenuating circumstances, such as illness or major changes in the demands of a job. A petition, signed by the student, the instructor and the appropriate dean, must be filed with the instructor, who will then submit the petition to the registrar. The I grade will be changed to an F if a grade change form is not submitted by the instructor to the Office of Records and Registration according to the following schedule:

- If the grade I was earned in the fall semester, the grade change must be submitted by May 1.
- If the grade I was earned in the spring semester or summer session, the grade change must be submitted by Dec. 1.

A graduating student must remove an I grade within 60 calendar days after the last day of the student's last semester; otherwise, the student's graduation application will be withdrawn at that time and another application must be submitted for the following semester.

An incomplete grade will not be considered prior to the official withdrawal deadline of each semester. After this date, an incomplete may be granted at the discretion of the instructor and the appropriate dean's office based on an unanticipated extenuating circumstance.

AU: audit—a registration status allowing students to attend a course without receiving credit. Both graduate and undergraduate students may audit courses. Audit units do not count toward full-time status, nor do audited courses count toward the determination of continuous enrollment. Registration for audit is at the course instructor's discretion, and the instructor is not obligated to grade audit coursework or provide additional support to a student taking a course for audit. Students may change registration in a course from credit to audit or vice versa no later than the last day to drop a course without a W grade. Audit does not count as a course repeat under the course repeat policy.

PS: pass—credit for successful completion of a credit by examination challenge course and/or courses offered at the University of Baltimore as satisfactory/unsatisfactory or pass/fail. PS may also be used as a midterm grade to indicate satisfactory progress in the course. The PS is not computed in the student's grade-point average.

CR/NC: credit/no credit—awarded under credit/noncredit grade option for skill-building courses elected at the time of registration. No credit or quality points are awarded.

CS: continuing studies—given when it is known at the outset of the course that requirements for its completion will necessarily extend beyond the end of the semester. This grade is assigned at the discretion of the instructor for specifically designated courses only.

TG: temporary grade—assigned pending resolution of an academic integrity issue. This grade is posted only upon request of the University judicial officer.

W: withdrawn—an administrative symbol (not a grade) that is not computed in a student’s grade-point average. The W is placed on the student’s transcript if the student withdraws from a class or classes after the end of the late registration period and prior to midnight on the last date to withdraw with a W.

WA: withdrawn administratively—given when recommended by the instructor and the dean for exceptional circumstances and/or other academic violations. (This grade is not initiated by the student.)

XC: excluded grade—grade assigned for previous academic work that does not apply to the specific program in which a student is enrolled.

### **Grade Changes**

All undergraduate semester and summer grades become final 60 calendar days after the last day of that semester. Students should review the [policy on incomplete \(I\) grades](#) under the preceding section on grades. Grade changes are not accepted after the degree is posted on a student’s transcript.

### **Dean’s List**

The Dean’s List for undergraduate students enrolled for at least 12 credit hours is announced at the end of each semester and is divided into two sections:

- High Honor—those students having no grades lower than an A
- Honor—those students who, for the semester, achieve a 3.25 GPA or higher in addition to having no grades lower than a B

### **Visiting Student Grades**

The faculty and administration will make every effort to accommodate the timely reporting of final grades to a visiting student’s home institution. Students should inform the University at the time of application when their grades should be forwarded to the home institution. If possible, this request will be honored.

### **SEMESTER LOAD**

A student with full-time status may not register for more than 16 semester hours in the fall or spring semester, except with special permission from the dean’s office. By definition, part-time students can take no more than 11 credit hours per semester. Courses with institutional credit (e.g., developmental courses) are included when determining full- and/or part-time status and for financial aid purposes.

Special nondegree students, regardless of when they take classes or what type of classes they take, are limited to a total semester load of 9 credit hours. Students on probation are regulated by the policy on satisfactory and unsatisfactory progress.

In the summer session, the course load cannot exceed 7 credit hours. Any exception to the designated course load must have the written approval of the dean.

## **ACCEPTANCE INTO A MAJOR**

Students admitted to the University as freshmen may indicate a planned major upon entry. Freshman students may declare a major when they successfully complete a minimum of 24 credits of coursework at UB with a 2.0 average or higher and have met all minimum standards for entrance into the chosen major. All students must declare a major when they have completed 45 credits.

Transfer students declare a major when admitted as degree-seeking students. Students must meet the entry requirements of the intended major at the time of declaration. Transfer students admitted with fewer than 45 credits may declare a major and be assigned to a program adviser upon admission to the University. Transfer students may also elect to enter UB with an undeclared major, but they must declare a major upon attainment of 12 UB credits earned with a 2.0 or higher and successful completion of additional admission standards into the major. Undeclared students will be advised in the Office of Freshman Advising until successful entrance into a major.

## **CHANGE OF ACADEMIC PROGRAM**

If a student changes major, minor or specialization, the requirements are those in effect at the time the student becomes a degree candidate in the new major, minor or specialization.

If the student has been continuously enrolled in the University, he/she will not be required to complete University-wide degree requirements introduced after the time of initial enrollment.

## **REPEAT COURSES**

A student may repeat any course in which he/she has received a grade below C. Students are limited to three attempts to successfully complete a course. If a course is repeated to replace a grade, the replacement grade is calculated into the student's grade-point average, regardless of whether it is higher or lower than the original grade. The grade for the replacement attempt appears on the transcript within the semester in which the course is repeated. Students repeating courses to replace grades do so at their own risk. For example, a student repeating a D-graded course who receives an F for the second attempt loses the points earned for the D, and the F is the grade that is computed into the GPA. If the student receives a W (withdrawn) for the second attempt, the W does not replace the original grade.

Grades cannot be changed on the basis of work taken elsewhere. The repeated course must be the original course; a substitute course is not acceptable for a grade change.

The credit value of any repeated course is counted one time only at the University of Baltimore to satisfy graduation requirements at the University of Baltimore.

An undergraduate student may repeat and have a grade of C- or below replaced for an internship, a Merrick Business School Global Studies course, an independent study course or a Special Topics course

up to two times, if the course to be attempted is found by the appropriate dean or his/her designee to be substantially equivalent to the repeated course's required work product and analysis, research, and writing requirements.

## **WITHDRAWAL POLICIES AND PROCEDURES**

A student wishing to withdraw from a course must do so online using MyUB. Students should always confirm the completion of their withdrawal by reviewing their schedule after submitting the withdrawal or by contacting the Office of Records and Registration. No credit or tuition refund will be made unless such an official notice is submitted. The computation of any credit or refund is made from the date the formal notice of withdrawal is submitted to the Office of Records and Registration and not from the date the student stopped attending any class(es).

The responsibility for official withdrawal rests with the student. If a withdrawal is done prior to the end of the late registration and drop/add period, the course will not show on the student's transcript. After that period, all withdrawals are indicated on the transcript by a W, and the student is considered to have been enrolled for that semester.

Any student may withdraw from a course prior to the completion of 60 percent of a term (e.g., through the end of the ninth week of the fall or spring semester, or through the fifth week of an eight-week summer session). After the deadline for withdrawal, a student who believes that unanticipated extenuating circumstances—such as health problems or a change of employment—make a withdrawal necessary should submit a written appeal with supporting documentation to the appropriate academic dean. Both the course instructor(s) and the appropriate dean must approve the request. Approval of such requests is not automatic, and some requests may not be granted. No student will be permitted to withdraw for any reason from a class during the last week of school prior to the beginning of the scheduled examination period.

Students receiving any form of financial aid, including veterans' benefits, should check with the Office of Financial Aid prior to withdrawing from any class. Withdrawal may affect the level of aid or eligibility for aid in future semesters.

The University does not cancel a student's registration for nonpayment. If a student decides not to attend, he or she must formally withdraw through the Office of Records and Registration or online using the MyUB portal. Students who use the online MyUB portal should be sure to check their schedule after withdrawing to determine if the withdrawal was processed as requested. If a student does not make payment in full or make payment arrangements with the Office of the Bursar by the established payment due dates, that student's account will be charged a late payment fine.

## **CONTINUOUS ENROLLMENT/LEAVE OF ABSENCE**

An undergraduate has seven years to complete the bachelor's degree requirements at UB after enrolling as a degree student. Degree-seeking students are expected to register for courses each semester on a continuous basis (excluding summer) to maintain the degree requirements in effect at the time of their initial enrollment.

The University recognizes, however, that a student may encounter circumstances that require a temporary interruption of studies. Under such circumstances, the student may be absent for as long as two consecutive semesters (excluding summer) without jeopardizing continuous enrollment status.

If a student feels that it is necessary to be absent for more than two consecutive semesters (excluding summer), he/she must receive an approved leave of absence to maintain continuous enrollment and to be eligible for degree requirements in effect at the time of initial enrollment. To be considered for a leave of absence, a student must make a written request to the appropriate dean's office in advance of the third semester's absence. Upon reviewing the reasons for the request, the dean may grant an approved leave of absence. The cumulative time for leave of absence may not exceed 180 days. The written approval must be contained in the official student folder maintained in the Office of Records and Registration. Please note that the semesters in which a student fails to enroll are counted toward the seven-year limit for degree requirements.

If a student who is absent for more than two consecutive semesters has not obtained an approved leave of absence, he/she must apply for readmission and pay a reapplication fee before being permitted to re-enroll. A student who applies for readmission must fulfill the admission and degree requirements in effect at the time he/she returns to the University.

If a student is absent from the University and has not maintained continuous enrollment status, the seven-year time period for completion of new degree requirements begins when he/she is readmitted to the University. (Students should refer to [Catalog Under Which Students Graduate](#) in this section of the catalog for further information.)

## **COURSEWORK TAKEN ELSEWHERE AFTER ENROLLMENT**

After a student has enrolled at the University of Baltimore, transfer credit for courses taken elsewhere will be granted only with the prior written approval of the appropriate dean or designee at the University of Baltimore. This written approval must be filed in the official student folder maintained in the Office of Records and Registration.

## **INTERINSTITUTIONAL REGISTRATION**

### **University System of Maryland**

It is the policy of the University System of Maryland to allow full-time undergraduate students who are in good academic standing and of sophomore status (30+ credits) at the University of Baltimore to register for undergraduate courses at any other USM school. Likewise, students at other system institutions may register for classes at the University of Baltimore. Prior approval by the student's academic adviser and by the registrar at the student's home and host institutions is required. Courses taken at another system institution through this program are counted as part of the student's regular program at the University of Baltimore, and the student pays University of Baltimore tuition. This program can be used by full-time students during the regular fall and spring semesters only.

For full details of this policy, contact UB's Office of Records and Registration.

### **The Maryland Institute College of Art Program**

The University of Baltimore participates in a student exchange program with the Maryland Institute College of Art. This program allows full-time students at the University to enroll in courses at MICA. Prior approval by the student's academic adviser and the registrar is necessary.

Courses taken through this program can be counted as part of the student's regular program at the University, and the student pays University of Baltimore tuition. For further information, see your adviser or contact the Office of Records and Registration. This program is not available during summer sessions.

### **ACADEMIC CLEMENCY**

Undergraduate students returning to the University of Baltimore after a minimum five-year separation and who, upon returning, make satisfactory progress for their first 9 credit hours may petition the appropriate academic dean to have a maximum of 15 credits of the previously earned grades and credits removed from the calculation of their cumulative grade-point averages. Excluded grades and credits will be noted on academic transcripts with XC (excluded credits).

Students must file the petition for excluded credits with the appropriate dean prior to the completion of 12 credit hours after returning to the University. Excluded credit decisions are final and may not be changed. Approval of the petition is not automatic or guaranteed.

### **CATALOG UNDER WHICH STUDENTS GRADUATE**

The requirements for graduation for an undergraduate student at the University of Baltimore are those that are in effect at the time the student first becomes a candidate for an undergraduate degree at the University, with the following conditions:

- The student must be in continuous enrollment in the same major during the academic years (every fall and spring semester) from the time of first enrollment until graduation.
- The student must not take longer than seven calendar years to complete degree requirements after enrolling as a degree candidate. Credits that are older than seven years shall normally not be applied toward the graduation requirements, except upon approval of the major department chair and academic dean.
- If, for whatever reason, including academic suspension or other deficiencies, a student is not enrolled for two consecutive semesters or longer, the student must reapply for admission and must meet the requirements of the catalog in effect upon returning and being admitted as a degree candidate.
- If the student changes from one program and/or major to another, the graduation requirements are those that are in effect at the time the student becomes a degree candidate in the new program or major.
- If the student wishes to attend another institution or must drop out of the University temporarily because of family problems, sickness or other difficulties, he/she may request in writing a leave of absence and permission to re-enter under the course requirements in effect at

the time of original admission to the University of Baltimore; however, the student will be governed, upon his/her return, according to the academic and administrative policies and procedures in effect at the time of re-entry.

- If a leave of absence is granted, a letter of written permission signed by the dean is maintained in the Office of Records and Registration.

## **APPLYING FOR GRADUATION**

The student is responsible for application for graduation and must file an application and pay the required fee at the beginning of the semester in which the student expects to complete degree requirements. Deadlines are established in the academic calendar and usually fall on the last date of late registration for a semester.

Students are advised to meet with their program director or adviser no later than the beginning of their last semester to make sure their course selections are correct. Each student should resolve any outstanding problems prior to midsemester, at which time copies of his/her records are submitted to the academic dean for clearance. It is the student's responsibility to make sure that all transcripts are in, and that any pending grade changes or incompletes are resolved and in the Office of Records and Registration prior to midsemester. Failure to do so could delay graduation for an additional semester.

Any student who does not complete degree requirements by the end of the semester for which graduation is anticipated or who is not approved must file another graduation application and pay another fee in the future semester in which graduation will occur.

## **GRADUATION**

Undergraduate students are awarded the Bachelor of Arts or Bachelor of Science degree when they have:

- Fulfilled all entrance requirements.
- Satisfactorily completed a specific curriculum with a grade-point average of 2.0.
- Acquired a minimum of 120 credit hours.
- Met any additional requirements of the program from which they expect to receive their degree.

All students must take the last 30 credits toward a bachelor's degree at the University of Baltimore.

Once a student has been awarded a degree or certificate from the University of Baltimore, no grades or credits on the transcript can be changed, and no courses can be added to the record for that degree.

## **GRADUATION WITH HONORS**

To be eligible for graduation with honors from the University of Baltimore, a student must have earned a minimum of 48 first-attempt graded credit hours in scheduled classes at the University of Baltimore. All credits earned at the University will be used in the computation of the grade-point average.

Upon graduation with a cumulative grade-point average of at least 3.9, the student is awarded the bachelor's degree *summa cum laude*; with a cumulative average of at least 3.75 but less than 3.9, *magna cum laude*; and with a cumulative average of at least 3.5 but less than 3.75, *cum laude*. Numerous special academic awards are sponsored by the College of Public Affairs, the Merrick School of Business and the Yale Gordon College of Arts and Sciences. Information about these may be obtained from the deans.

## **GRADUATION FROM THE HELEN P. DENIT HONORS PROGRAM**

For information on graduation requirements for the Helen P. Denit Honors Program, visit [www.ubalt.edu/honors](http://www.ubalt.edu/honors).

## **HOLIDAY CLASSES**

Graduate and undergraduate classes generally meet on federal and state holidays, with the exception of Thanksgiving, Christmas, New Year's Day, Martin Luther King Jr. Day, Memorial Day, Independence Day and Labor Day. Students should consult the academic calendar for an exact holiday schedule.

## **MAKEUP POLICY FOR FINAL EXAMS**

Makeup examinations for missed final examinations are, in general, left to the discretion of the individual faculty member.

However, University policy dictates that makeup examinations will be given for instances of final examinations missed because of documented illness or documented conflict with religious observance, and in instances of examinations missed because of University-sanctioned trips.

If a student misses a final examination for any reason not covered by the above, the question of whether or not a makeup examination is given is up to the discretion of the individual faculty member.

## **ATTENDANCE**

Students are expected to attend classes regularly. When, in the instructor's judgment, a student has been absent or late so often that the student has lost a significant part of the instruction that will prevent the issuance of a valid grade, the instructor may submit a grade of F (failure) or FA (failure due to absences).

Instructors set their own class attendance policies and will communicate these in the course syllabus at the beginning of the term. The above policy does not remove the responsibility from the student to withdraw officially from any class that he/she ceases to attend. Failure to do so will subject the student's records to a grade of F or FA.

## **ACADEMIC AND ADMINISTRATIVE APPEALS**

Students desiring to appeal an academic or administrative decision should consult the UB Policy Guide, found at [www.ubalt.edu/policies](http://www.ubalt.edu/policies).

## THE UNIVERSITY OF BALTIMORE UNDERGRADUATE LEARNING GOALS

Students at the University of Baltimore will:

- Apply strategies that enhance professional and personal competence.  
*Outcomes:* This set of skills is demonstrated by the ability to:
  - Recognize the implications of their financial and economic decisions.
  - Work in teams while filling different roles.
  - Use digital technology to communicate and investigate.
  - Find and judge the credibility of different sources of information.
- Connect knowledge with choices and actions that engage others in diverse local and global communities.  
*Outcomes:* This set of skills is demonstrated by the ability to:
  - Make informed choices regarding conflicting situations in their personal and public lives and to foresee the consequences of these choices.
  - Recognize the importance of civic engagement in their personal lives and society.
  - Reflect on how one's own attitudes and beliefs are different from those of other cultures and communities.
  - Articulate the interconnectedness of global, regional, local and personal interests.
- Acquire knowledge about models of ethical behavior and understand its implications in the development of personal and professional relationships.  
*Outcomes:* This set of skills is demonstrated by the ability to:
  - Make well-reasoned choices regarding conflicting situations in their personal and public lives and to foresee the consequences of these choices.
  - Give well-supported reasons for deciding on right moral conduct in an interdependent group.
  - Apply an ethical decision-making process to social, workplace and personal dilemmas.
- Communicate effectively in various media.  
*Outcomes:* This set of skills is demonstrated by the ability to:
  - Express ideas and facts to others effectively in a variety of written, oral and visual formats.
  - Communicate in one-on-one and group settings.
  - Make efficient use of information resources and technology for personal and professional communication.
  - Comprehend, interpret and analyze texts.

- Think critically and creatively to solve problems and adapt to new environments.  
*Outcomes:* This skill is demonstrated by the ability to:
  - Generate and explore new questions.
  - Analyze complex issues and make informed decisions.
  - Synthesize information to arrive at reasoned conclusions.
  - Evaluate the logic, validity and relevance of data.
  
- Gather and evaluate information using scientific, quantitative, humanistic and aesthetic methods.  
*Outcomes:* This set of skills is demonstrated by the ability to:
  - Apply the scientific method to solve relevant problems.
  - Use mathematical concepts and techniques that can be applied to other disciplines.
  - Use knowledge of humanities in various personal and professional situations.
  - Engage with and appreciate aesthetic perspectives.
  
- Develop an integrated and specialized knowledge and skills base.  
*Outcomes:* This set of skills is demonstrated by the ability to:
  - Acquire substantial knowledge and understanding of at least one field of study (intellectual depth).
  - Compare and contrast approaches to knowledge in different disciplines (intellectual breadth).
  - Modify one's approach to an issue or problem based on the contexts and requirements of particular situations (adaptability).

## **UNIVERSITY-WIDE DEGREE REQUIREMENTS FOR UNDERGRADUATE STUDENTS**

All undergraduate students at the University of Baltimore are required to meet general education requirements; these requirements are established by the Code of Maryland Regulations. The mission of the University of Baltimore General Education Program is to engage undergraduate students in the development of essential skills and competencies that will enable them to make knowledge work. Courses and experiential learning opportunities within this program prepare students to communicate effectively in many different modes; to gather, synthesize and critically evaluate information; to make ethical and evidence-based decisions within real-world contexts; to understand systems and think systemically; and to negotiate divergent and competing perspectives. Spanning the lower division and upper division and featuring high-impact educational practices, the program offers all UB students an integrative experience that transcends individual majors and helps fulfill University-wide learning goals.

***\*\*This section (through page 56) applies to all new students beginning in fall 2016.\*\****

### **Identifying General Education Requirements**

In the online course descriptions, each course that may be used to satisfy a general education requirement is designated using the following coding system (codes are in **BOLD**; numbers in parentheses represent number of required credits):

<b>AH</b>	Arts and Humanities (6)
<b>AHE</b>	Upper-Division Ethics (6)
<b>BPS</b>	Social and Behavioral Sciences (6)
<b>MA</b>	Mathematics (3)
<b>COMP</b>	English Composition (3)
<b>UCOMP</b>	Upper-Division Writing (3)
<b>BPS</b>	Biological and Physical Sciences Nonlab (3)
<b>BPSL</b>	Biological and Physical Sciences Lab (4)
<b>ELECGE</b>	General Education Electives (7)

### **General Education Requirements (38 credits)**

General education requirements are distributed in the following six categories:

Arts and Humanities and Upper-Division Ethics  
Social and Behavioral Sciences  
Biological and Physical Sciences  
Mathematics  
English Composition and Upper-Division Writing  
General Education Electives

Various UB courses that can be used to fulfill the requirements are indicated below; additional courses may be added to these lists over time. All lower-division general education courses must be completed with a grade of C- or better. All upper-division general education courses must be completed with a grade of C (2.00) or better.

### **Arts and Humanities Requirements (9 credits)**

#### **Arts and Humanities (6 credits) AH**

Students must complete one course from each of two different disciplines (discipline is designated by course label, e.g., ARTS, HIST or SPAN).

ARTS 101	Music and Arts as Craft (3)
ARTS 121	World Music (3)
ARTS 201	The Arts in Society (3)
ARTS 297	Topics in the Arts I (3)
ARTS 304	Arts and Ideas (3)
CMAT 130	Baltimore in the Media (3)

CMAT 215	Introduction to Design (3)
CMAT 216	Designing with Type (3)
CMAT 231	Decoding Media (3)
CMAT 271	Interpreting Pop Culture (3)
ENGL 200	The Experience of Literature (3)
ENGL 211	Popular Writing (3)
ENGL 215	Introduction to Creative Writing (3)
ENGL 250	Origins: In Search of Self (3)
ENGL 297	Topics in English (3)
ENGL 311	Wells of the Past: Classical Foundations (3)
ENGL 313	Worlds Beyond the West (3)
ENGL 315	The Short Story (3)
ENGL 316	Modern Poetry (3)
ENGL 317	The Novel (3)
ENGL 320	Contemporary Literature (3)
ENGL 331	Popular Genres (3)
ENGL 332	Literature and Film (3)
ENGL 333	Media Genres (3)
ENGL 334	Popular Genres (3)
ENGL 335	Children's Literature (3)
ENGL 336	Young Adult Literature (3)
ENGL 338	Modern Drama (3)
ENGL 348	Multi-Ethnic American Literature (3)
ENGL 349	American Identities: Exploration in the Past and Present (3)
ENGL 350	Topics in African-American Literature (3)
ENGL 354	Love in Literature (3)
ENGL 356	Literature and the Law (3)
ENGL 358	Tolkien: Master of Fantasy (3)
ENGL 360	Major Authors (3)
ENGL 371	Women's Literature History (3)
ENGL 372	Topics in Women's Literature (3)
ENGL 374	Austen, the Brontes and Woolf: Rooms of Their Own (3)
HIST 101	World History to 1500 (3)
HIST 102	World History Since 1500 (3)
HIST 111	Early America (3)
HIST 112	Modern America (3)
HIST 121	World History of Art to 1500 (3)
HIST 122	World History of Art from 1500 (3)
HIST 197	Conflicts in History (3)
HIST 204	African-American History to 1865 (3)
HIST 205	African-American History Since 1865 (3)
HIST 240	Everyday Lives (3)

HIST 290	Great Issues in History (3)
HIST 315	Europe Since 1945 (3)
HIST 324	Modern China (3)
SPAN 125	Introduction to Spanish I (3)
SPAN 126	Introduction to Spanish II (3)
SPAN 297	Topics in Spanish (3)
SPAN 470	Spanish Independent Study (1-3)
SPAN 497	Advanced Topics in Spanish (3)
PHIL 101	Introduction to Philosophy (3)
PHIL 140	Contemporary Moral Issues (3)
PHIL 150	Critical Thinking and Arguments (3)
PHIL 280	Environmental Ethics (3)

Upper-Division Ethics (3 credits) AHE

IDIS 302	Ethical Issues in Business and Society (3)
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**Social and Behavioral Sciences Requirements (6 credits) SBS**

Students must complete one course from each of two different disciplines (discipline is designated by course label, e.g., ANTH, CRJU or CSCE).

ANTH 110	Cultural Anthropology (3)
ANTH 115	Human Anthropology (3) ANTH 295 Historical Archaeology (3)
CNCM 101	American Conflict Since 1890 (3)
CNCM 102	Global Conflict (3)
CRJU 200	Criminal Justice (3)
CSCE 100	Urban Solutions (3)
CSCE 200	Understanding Community (3)
ECON 100	Economics of Contemporary Issues (3)
ECON 200	The Economic Way of Thinking (3)
ENTR 101	Imagination, Creativity and Entrepreneurship (3)
GVPP 201	American Government (3)
GVPP 210	Global Politics (3)
GVPP 284	Politics in Comparative Perspective (3)
MGMT 101	Business in a Changing World (3)
PSYC 100	Introduction to Psychology (3)
SOCI 100	Introduction to Sociology (3)

**Mathematics Requirement (3 credits) MA**

Students must complete one course.

MATH 111	College Algebra (3) <i>prerequisite:</i> adequate placement test score or successful completion of MATH 100 or
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successful completion of a course that satisfies the University of Baltimore general education math requirement.

MATH 113 Mathematics for Liberal Arts (3)  
*prerequisite:* adequate placement test score or successful completion of MATH 100 or successful completion of a course that satisfies the University of Baltimore general education math requirement.

MATH 115 Introductory Statistics (3)  
*prerequisite:* adequate placement test score or successful completion of MATH 100 or successful completion of a course that satisfies the University of Baltimore general education math requirement.

### **English Composition Requirement (6 credits)**

#### English Composition (3) COMP

WRIT 101 College Composition (3)  
*prerequisite:* Directed Self-Placement

#### Upper-Division Writing (3 credits) UCOMP

WRIT 300 Composition and Research (3)  
*prerequisite:* Successful completion of WRIT 101 or equivalent; qualifying score on the Upper-Division Writing Placement Test or successful completion of WRIT 200.

### **Biological and Physical Sciences Requirements (7 credits)**

Students must complete two courses; one of the two must be a laboratory course.

#### Nonlaboratory courses BPS

BIOL 101 Humankind and the Biological World (3)  
CHEM 101 Chemistry and the Modern World (3)  
ENVS 201 Human Ecology (3)  
PHSC 101 Earth in Focus (3)

#### Laboratory courses BPSL

BIOL 111 Human Biology (4)  
BIOL 121 Fundamentals of Biology (4)  
ENVS 221 Science of the Environment (4)

### **General Education Electives (7 credits) ELECGE**

CMAT 201 Communicating Effectively (3)  
CMAT 296 Topics in Speech Communication (3)  
CMAT 303 Oral Communications in Business (3)  
COSC 100 Introduction to Computer Technologies (3)  
IDIS 101 First-Year Seminar: Introduction to University Learning (3)  
IDIS 301 World Cultures (3)

INSS 100      Computer Information Systems (3)  
INSS 300      Management Information Systems (3)

**Transfer Credit for General Education**

Students may complete upper-division GE requirements by earning a C or higher in equivalent upper-division (300- or 400-level) courses at other institutions. Equivalency is determined by general education leadership in consultation with General Education Council. (Please see the [Transfer Students](#) section of this catalog.)

**Graduation Requirements**

Please consult with your adviser to be certain that there are no additional graduation requirements you may need to complete your degree program.

**\*\*This section (through page 61) applies to:**

- **All new freshmen (fewer than 24 college credits) beginning in fall 2013**
- **All sophomores (fewer than 45 credits) beginning in fall 2014**
- **All new students beginning in fall 2015\*\***

### **Identifying General Education Requirements**

In the online course descriptions, each course that may be used to satisfy a general education requirement is designated using the following system of three-letter codes:

QQT: Quantitative and Qualitative Thinking

CTE: Critical Thinking and Ethical Reasoning

COM: Communication

GIK: Global and Intercultural Knowledge

HAT: Humanistic and Aesthetic Thinking

PPS: Personal and Professional Skills

### **General Education (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; to gather, synthesize and critically evaluate information; to make ethical and evidence-based decisions within real-world contexts; to understand systems and think systemically; and to negotiate divergent and competing perspectives.

The General Education Program at the University of Baltimore encompasses Maryland requirements as well as specific University of Baltimore requirements. Together, this program is unique to UB and uses a skills- and competency-based structure that particularly emphasizes students' reading, writing, thinking, knowing and doing—making knowledge work. The skills and competencies reflected in this program are drawn from UB's undergraduate learning goals, and promote critical thinking, effective communication, and the development of practical literacies and the integration of knowledge and experience. The General Education Program highlights student engagement and provides a challenging and flexible curriculum through which skills and competencies develop over the course of a student's experience at UB.

### **Transfer Students**

Students who transfer to the University of Baltimore often have completed many of these general education credits prior to enrollment, either in associate's degree programs at community colleges or in programs at other four-year colleges and universities. Students with an A.A. or A.S. from a Maryland community college (and from most community colleges in other states) take only two or three additional general education courses at the University of Baltimore, as noted below. Prospective transfer students should consult a counselor in the UB Office of Community College Relations for additional information. Any general education course transferred into the University of Baltimore must have been completed with a grade of C- or better. However, if another Maryland public institution accepted a D/D+ as satisfactory for fulfillment of a general education course, then UB will accept that requirement as fulfilled.

Full-time students who cannot complete a general education requirement at UB may take lower-division general education course(s) through interinstitutional registration at another University System of Maryland college or university.

All general education courses must be completed with a grade of C- or better, except Advanced Expository Writing and Ethical Issues in Business and Society, which must be completed with a grade of C or better. The passing grade for upper-division general education courses is determined by the guidelines of the program under which it is offered.

### **Competency Areas**

All students complete coursework in these six primary areas:

#### **Quantitative and Qualitative Thinking (13 credits)**

Students apply mathematical and scientific methods in problem-solving. Coursework in this area engages students in using technology, modeling, and oral and written communication to express fundamental and more advanced concepts, theories and issues within their fields of study.

Four courses:

- Natural science (nonlab) (3)
- Natural science (with lab) (4)
- Mathematics (3)
- Social or behavioral science (3): must be in a different discipline from the social science course used to satisfy the global and intercultural knowledge requirement below

#### **Critical Thinking and Ethical Reasoning (6 credits)**

Students develop critical thinking, analytical and ethical reasoning proficiency across disciplines. Coursework in this area builds on skills to analyze complex issues and make informed decisions; synthesize information; evaluate the logic, validity and relevance of data; learn how to generate and explore new questions; make well-reasoned choices; and bring an ethical perspective to decisions in one's personal and public life.

Two courses:

- Sophomore Seminar (3): required for all students entering with fewer than 45 credits; students entering with 45 or more credits may substitute another general education course
- Ethical Issues in Business and Society (3)

#### **Communication (9 credits)**

Students learn the principles of verbal and visual rhetoric and the craft of transmitting ideas to an audience through words, images and sound in written, oral and graphic media and multimedia. Coursework in this area builds skills in expressing ideas and facts to others effectively in a variety of written, oral and visual formats; communicating in one-on-one and group settings; making efficient use

of information resources and technology for personal and professional communication; and comprehending, analyzing and interpreting texts.

Three courses, plus the capstone in the major:

- College Composition (3)
- Composition and Research (3)
- Oral Communication (3)
- Capstone (3) in the major program

### **Global and Intercultural Knowledge (6 credits)**

Students explore diversity through the study of societies and cultures. Coursework in this area enables students to reflect on how individual attitudes and beliefs differ among people, cultures and communities; articulate the interconnectedness of global, regional, local and personal interests; and find and judge the credibility of different sources of information.

Two courses:

- Social or behavioral science (3): must be in a different discipline from the social science course used to satisfy the qualitative and quantitative thinking requirement above
- One course from among these four areas: (3)
  - World Cultures
  - Literature
  - History/Philosophy
  - Arts

### **Humanistic and Aesthetic Thinking (6 credits)**

Students use diverse methods to study the human condition and how humans value and interpret the world, drawing on analytical, critical, speculative and creative ways of thinking. Coursework enhances students' skills in communicating effectively in various media, thinking critically and creatively to solve problems and to adapt to new environments, and using knowledge drawn from the arts and humanities in various personal and professional situations.

Two courses (6) from two different areas below:

- Area I: Arts—must be fulfilled here or as a global and intercultural knowledge course
- Area II: English Literature—must be fulfilled here, or as a critical thinking and ethical reasoning course or a global and intercultural knowledge course
- Area III: History or Philosophy—must be fulfilled here, or as a critical thinking and ethical reasoning course or a global and intercultural knowledge course
- Fine Arts—must be fulfilled here or as a global and intercultural knowledge course

### **Personal and Professional Skills (3 credits)**

Students apply strategies that enhance professional and personal competencies in their careers and their lives in the 21st century. In support of their life successes, students recognize the implications of their financial and economic decisions; work in teams, filling different roles; and use digital technology to communicate, investigate, find and judge the credibility of different sources of information.

One course:

- IDIS 101 First-Year Seminar (3): students entering with fewer than 24 credits must take First-Year Seminar; students entering with 24 or more credits may substitute three credits of general education, which must be INSS 300 for business students

### **Additional Guidelines for All Students**

While satisfying the requirements in the six competencies above, all students must take at least one of these three courses:

- Ethical Issues in Business and Society
- Arts and Ideas
- World Cultures

While satisfying the requirements in the six competencies above, all students admitted *without* an Associate of Arts (A.A.) or Associate of Science (A.S.) must take at least one course from each of three areas:

- English Literature (ENGL LDR)
- Arts (ARTS LDR)
- History or Philosophy (HIPL LDR)

### **Additional Guidelines for Students Entering with Associate of Arts (A.A.), Associate of Applied Science (A.A.S.) or Associate of Science (A.S.)**

Students who hold an Associate of Applied Science will have their previous coursework evaluated on a course-by-course basis.

### **Yale Gordon College of Arts and Sciences or the College of Public Affairs**

Take these three courses (9 credits), plus the capstone in the major. All other general education requirements are satisfied by the associate's degree.

- Ethical Issues in Business and Society
- Composition and Research
- 300-level general education elective

**Merrick School of Business**

Take these two courses (6 credits), plus the capstone in the major. All other general education requirements are satisfied by the associate's degree.

- Ethical Issues in Business and Society
- Composition and Research

**Information Literacy Graduation Requirement**

Students entering with fewer than 45 credits must take Introduction to Information Literacy (3).

Students entering with 45 or more credits satisfy this requirement within the coursework of the major.

**\*\*This section (through page 66) applies to:**

- **All students entering before fall 2013**
- **All students entering before fall 2014 with more than 24 credits**
- **All students entering before fall 2015 with more than 45 credits\*\***

### **Identifying General Education Requirements**

In the online course descriptions, each course that may be used to satisfy a general education requirement is designated using the following coding system (codes are in **BOLD**; numbers in parentheses represent number of required credits):

**WRIT** English Composition (3)

**MATH** Mathematics (3)

Arts and Humanities (12)

**ENGL** Literature (3)

**CMAT** Oral Communication (3)

**HIPL** History or Philosophy (3)

**ART** Fine Arts (3)

**SOSC** Social and Behavioral Sciences (6)

**GSCI** Biological and Physical Sciences (7)

Interdisciplinary and Emerging Issues

**COSC** Computer Literacy (3)

Qualifying general education courses are also listed in the section below. In addition, other courses may have been designated as meeting general education requirements since the production of this catalog; please contact your academic adviser for more information.

### **General Education**

The University of Baltimore is committed to the ideals of general education. Requirements for general education are prescribed by the Code of Maryland Regulations. Students entering Maryland public institutions must complete no fewer than 40 and no more than 46 credits in general education courses to earn a bachelor's degree.

The University of Baltimore outlines 34 credits of lower-division general education requirements that meet the Maryland State Transfer Policy for General Education Courses regulations. Those admitted to UB as freshmen will usually complete these credits within their first two years of study. Since associate's degree programs at community colleges include many of these requirements, and since most four-year colleges and universities require these courses at the lower division, students who transfer to the University of Baltimore usually have completed many of these general education credits prior to enrollment. However, all of these requirements can be met through courses taken at the University of Baltimore.

### **Lower-Division General Education**

The following lower-division general education requirements apply to students admitted for the 1996 fall semester and thereafter.

Prospective transfer students should consult a transfer counselor and/or a counselor in the UB Offices of Admission for additional information. Any general education course transferred into the University of Baltimore must have been completed with a grade of C- or better. However, if another Maryland public institution accepted a D/D+ as satisfactory for fulfillment of a general education course, then UB will accept that requirement as fulfilled.

### **Lower-Division General Education Requirements (34 credits)**

General education supports the Undergraduate Learning Goals of the University of Baltimore. It encourages active learning, critical thinking and independent investigation, and helps students assume responsibility for their own intellectual development. Lower-level general education requirements are designed to provide a broad exposure to topics and disciplines that expand understanding of self. General education places this understanding in a context of history, culture and current thinking. It directs this understanding outward to engagement in the communities in which students live and work, from the local to the global.

General education requirements are distributed in the categories that follow. Various UB courses that can be used to fulfill the requirements are indicated below; additional courses may be added over time. All lower-division general education courses must be completed with a grade of C- or better.

#### **English Composition Requirement (3 credits) WRIT**

One course; *prerequisite*: adequate score on placement test or successful completion of designated developmental writing course

- WRIT 101      College Composition (3)
- WRIT 101      College Composition (3) with DVRW 95: College Reading and Writing II  
(2 institutional credits)

#### **Mathematics Requirement (3 credits) MATH**

Students must complete one course.

- MATH 111      College Algebra (3);  
*prerequisite*: adequate score on placement test or successful completion of MATH 115 or OPRE 201 or their equivalent or successful completion of DVMA 95: Intermediate Algebra
- MATH 115      Introductory Statistics (3); *prerequisite*: adequate score on placement test or successful completion of MATH 111 or its equivalent or successful completion of DVMA 95: Intermediate Algebra
- OPRE 201      Introduction to Business Statistics (3); *prerequisite*: adequate score on placement test or successful completion of DVMA 95: Intermediate Algebra

## **Arts and Humanities Requirements (12 credits)**

Students must complete one course in each area below.

Literature (3 credits): one course in world, English or American literature, or any acceptable course in the literature (not grammar) of a foreign language **ENGL**

- ENGL 200 The Experience of Literature (3)
- ENGL 250 Origins: In Search of Self (3)
- ENGL 297 Topics in English (3)
- ENGL 351 Ancient Myth: Paradigms and Transformations (3)

Oral Communication (3 credits): **CMAT**

- CMAT 201 Communicating Effectively (3)
- CMAT 296 Topics in Speech Communication (3)
- CMAT 303 Oral Communications in Business (3)

History or Philosophy (3 credits): one history or philosophy course; certain religion courses will also satisfy this requirement **HIPL**

- HIST 101 World History to 1500 (3)
- HIST 102 World History Since 1500 (3)
- HIST 111 Early America (3)
- HIST 112 Modern America (3)
- HIST 121 World History of Art to 1500 (3)
- HIST 122 World History of Art from 1500 (3)
- HIST 197 Conflicts in History (3)
- HIST 240 Everyday Lives (3)
- HIST 290 Great Issues in History (3)
- HIST 315 Europe Since 1945 (3)
- PHIL 101 Introduction to Philosophy (3)
- PHIL 140 Contemporary Moral Issues (3)
- PHIL 150 Critical Thinking and Arguments (3)
- PHIL 280 Environmental Ethics (3)

Fine Arts (3 credits): one course, not a studio course, in the fine arts **ART**

- ARTS 101 Music and Arts as Craft (3)
- ARTS 121 World Music (3)
- ARTS 201 The Arts in Society (3)
- ARTS 297 Topics in the Arts I (3)
- CMAT 130 Baltimore in the Media (3)
- CMAT 215 Introduction to Design (3)
- CMAT 216 History of Graphic Design (3)
- CMAT 231 Decoding Media (3)

CMAT 271 Interpreting Pop Culture (3)  
IDIS 304 Arts and Ideas (3)

**Social and Behavioral Sciences Requirements (6 credits) SOSC**

Students must complete one course from each of two different disciplines.

ANTH 110 Cultural Anthropology (3)  
ANTH 115 Human Anthropology (3)  
CNCM 101 American Conflict Since 1890 (3)  
CNCM 102 Global Conflict (3)  
CRJU 200 Criminal Justice (3)  
CSCE 100 Urban Solutions (3)  
CSCE 200 Understanding Community (3)  
ECON 100 Economics of Contemporary Issues (3)  
ECON 200 The Economic Way of Thinking (3)  
ENTR 101 Imagination, Creativity and Entrepreneurship (3)  
GVPP 201 American Government (3)  
GVPP 210 Global Politics (3)  
GVPP 284 Politics in Comparative Perspective (3)  
MGMT 101 Business in a Changing World (3)  
PSYC 100 Introduction to Psychology (3)  
SOC1 100 Introduction to Sociology (3)

**Biological and Physical Sciences Requirements (7 credits) GSCI**

Students must complete two courses; one of the two must be a laboratory course.

Nonlaboratory Courses

BIOL 101 Humankind and the Biological World (3)  
CHEM 101 Chemistry and the Modern World (3)  
ENVA 201 Human Ecology (3)  
PHSC 101 Earth in Focus (3)

Laboratory Courses

BIOL 111 Human Biology (4)  
BIOL 121 Fundamentals of Biology (4)  
ENVS 221 Science of the Environment (4)

**Interdisciplinary and Emerging Issues Requirement (3 credits) COSC**

Students must complete a course in computer literacy.

COSC 100 Introduction to Computer Technologies (3)  
INSS 100 Computer Information Systems (3)

This requirement may be met by a sufficient test score on the waiver exam (contact the Office of Academic Foundations and Transitions at 410.837.5915), but students may be required to successfully complete an additional general education course to meet state requirements.

Full-time students who for some reason cannot complete a general education requirement at UB may take lower-division general education course(s) through interinstitutional registration at another University System of Maryland college or university.

### **Graduation Requirement**

In addition to the general education requirements outlined in this section of the catalog, students are expected to develop information literacy throughout their four years of education. The ways in which this requirement may be met are specified by each academic program.

Undergraduate students always meet this requirement if they have successfully completed IDIS 110 Introduction to Information Literacy (3). Students who have not successfully completed this course should discuss how to meet the requirement with their program director or adviser.

### **Upper-Division General Education**

The upper-division core curriculum builds on lower-division general education requirements and seeks to develop habits of and tastes for independent thinking. The General Education Program, which cuts across disciplinary lines, asks students to confront both the complexity of knowing and the tentativeness of our knowledge. It also facilitates the ability of students to exercise control over their lives through thoughtful response to their political, cultural and natural environments.

### **Upper-Division General Education Requirements (6 or 9 credits)**

All undergraduates must complete 6 credits of required courses in the upper-division core with a grade of C (2.0) or better:

WRIT 300      Writing and Research (3)  
IDIS 302      Ethical Issues in Business and Society (3).

In addition, students in programs within the College of Public Affairs or the Yale Gordon College of Arts and Sciences must also complete one of the following with a grade of C (2.0) or better:

IDIS 301      World Cultures (3)  
IDIS 304      Arts and Ideas (3).

(Students who have not fulfilled the lower-division general education requirement in fine arts may meet both requirements by successfully completing IDIS 304 Arts and Ideas.)

It is only in extraordinary circumstances that another course may be substituted for one of the upper-division general education requirements.

## **FIRST-YEAR EXPERIENCE**

Students admitted to UB under freshman standards must have earned fewer than 24 academic credits at another institution of higher education. These students participate in First-Year Experience.

The work of First-Year Experience takes place under a set of guiding principles:

- Provide small class experiences and common courses, linked to each other and to a relevant societal context.
- Develop students' learning abilities in key areas (effective communication, information literacy, technological competence, developing a knowledge and skills base, personal management, and ethical discernment).
- Guide students regarding academic requirements, the resources and opportunities of the University, their social and academic responsibilities, and their future careers.
- Show respect for three dimensions of the student experience: students' struggles to attend college, participate actively in the classroom and understand a new standard for learning that involves students' ownership of their education.

In their early college curriculum, students take general education courses in science, mathematics, composition, humanities, social sciences, information literacy, oral communication and IT fluency; a first-year seminar that provides a chance to practice academic success skills; 100- and 200-level courses in the majors or electives; and foundational courses in reading, writing and mathematics.

Students are encouraged to formally declare a major after they have completed 24 credits and must do so once they have completed 45 credits.

### **Components of the First-Year Experience**

#### **Learning Communities**

Learning communities are the centerpiece of First-Year Experience. All freshman students choose two learning communities—one each semester of the first year. The curricular coherence provided by thematically linked courses provides an excellent environment for student success. An important goal for learning communities is building social and intellectual connections from what students know when they come to UB, to what they learn in their first and second years, to what they learn in their major areas of study, and, eventually, to how they act as responsible and educated professionals, citizens and family members.

Learning communities help students to participate more fully in their own learning, interact more often and more deeply with faculty and staff, and, most importantly, develop academic maturity and self-confidence as they move toward their major fields of study. Critical thinking, reading and writing skills help students engage in knowledge that works.

In rare circumstances, students may withdraw from one or more learning community courses with the written approval of the Office of Freshman Advising and in consultation with the learning community faculty members. However, choosing to drop a course may require the student to take another learning community.

### **First-Year Seminar**

The required IDIS 101 First-Year Seminar: Introduction to University Learning is a 3-credit academic course that helps students to develop key skills, knowledge and habits of mind necessary for academic and professional success. In an active learning environment, first-semester students and their instructors explore the nature and practice of intellectual inquiry in a university environment. Applied exercises reinforce core study/learning skills in the context of real-time demands, while structured self- and group reflection develop concurrent skills in personal, academic and professional goal-setting. Students become more intentional, lifelong learners, with skills in teamwork and critical thinking that can become fundamental elements of personal effectiveness in increasingly complex and globalized communities and work environments.

The following principles apply to students in First-Year Experience:

- All students admitted under freshman standards are required to successfully complete IDIS 101 First-Year Seminar: Introduction to University Learning prior to declaring a major in the College of Public Affairs, the Merrick School of Business or the Yale Gordon College of Arts and Sciences.
- Students who have completed a credit-bearing learning styles and study skills course at another institution of higher education with a grade of C or better may request a waiver from the IDIS 101 requirement by providing appropriate documentation (transcript and course description) to the Office of Freshman Advising.

### **Co-Curricular Learning**

UB students' undergraduate learning experiences are complemented by a calendar of out-of-classroom activities designed to help them to carry what they learn in the classroom into real-world environments. These activities include field trips, special speakers, leadership opportunities and service learning experiences. These co-curricular activities reinforce classroom learning; they help students to become more proficient thinkers, communicators, problem-solvers, creative learners and ethical decision-makers. An important goal of co-curricular activities is to increase students' engagement: The more connected students feel to UB, the more likely they are to persist and succeed in their ambitions.

# COLLEGE OF PUBLIC AFFAIRS

Roger E. Hartley, dean

Laura Wilson-Gentry, associate dean

Megan Manley, assistant dean for advising, enrollment, and student success

Tylis Cooper, academic program coordinator

Kristen Tull, academic program coordinator

[www.ubalt.edu/cpa](http://www.ubalt.edu/cpa)

The College of Public Affairs awards certificates and bachelor's, master's and doctoral degrees that prepare students for successful professional careers in the complex and diverse workplace of today and tomorrow. We provide our graduates with the theoretical knowledge and substantive skills they need to succeed and thrive in the organizations in which they work and to apply those skills to the problems they encounter. They learn to analyze administrative decisions, organizational issues and societal problems from multiple perspectives, and clearly communicate their thoughts and rationale to colleagues, senior management and stakeholders in ways that promote successful resolutions to problems.

The College of Public Affairs' faculty members improve their fields through the students they teach and the research they contribute to expanding the knowledge base. They apply their expertise to helping public, nonprofit, health care and third-sector organizations, and to addressing pressing policy issues. They bring what they learn in the field back to the University to inform and enhance their students' classroom experiences.

The college was established in 2010—incorporating existing, long-standing degree programs—as part of the University's initiative to enhance UB's distinction in the fields of public administration, criminal justice, and health and human services; to build upon institutional strengths in public service, applied research and interdisciplinary collaboration; and to continue the development of distinctive, robust and contemporary degree programs.

The college is home to the Schaefer Center for Public Policy. Established in 1985, the center's mission is to bring the University's academic expertise to bear in solving problems faced by local, state, federal and nonprofit organizations. The center has a reputation for excellence in providing research, consulting and professional development services to help leaders and policymakers in the Baltimore metropolitan area, Maryland and beyond better manage their resources and programs. Through hundreds of sponsored research projects over the past 25 years, the center has provided opportunities for faculty members and students to engage in applied learning and research, positively impacting Maryland's public sector.

## **SCHOOLS WITHIN THE COLLEGE**

The College of Public Affairs is multidisciplinary in nature and comprises three distinct academic units. Faculty and staff come from a variety of academic backgrounds, including criminal justice, health, public administration, public policy, human services administration, conflict management, political science and international affairs. Through its teaching, research and public service activities, the college educates tomorrow's leaders, informs public policymakers, and improves the management effectiveness and operational efficiency of both public and nonprofit organizations.

- **School of Criminal Justice**

Debra Stanley, executive director

Gabriela Wasileski, program director, B.S. in Criminal Justice

Charles Tumosa, program director, B.S. in Forensic Studies

Edgar Koch, program director, Certificate in Crime Scene Investigation

Heather Pfeifer, program director, M.S. in Criminal Justice

Berry Grant, program director, M.S. in Forensic Science – High Technology Crime

Patrick Hughes, program director, M.P.S. in Justice Leadership and Management

With its vibrant, urban location, the University of Baltimore is strategically positioned to take full advantage of its stimulating environment, promoting practical applications of its programs of study. The School of Criminal Justice orients its academic priorities toward integration with the real world, capitalizing on the very real city that acts as an extended classroom. With complementary emphases on applied research, policy and administration, the School of Criminal Justice offers undergraduate programs leading to degrees in both criminal justice and forensic studies, and in certificates in crime scene investigation and forensic document analysis, and to graduate programs leading to degrees in criminal justice, forensic science – high technology crime, and justice leadership and management. In addition, the school offers a graduate trauma-informed certificate. In collaboration with the UB School of Law, the school also offers a dual-degree J.D./M.S. in Criminal Justice program and a dual-degree J.D./M.S. in Negotiations and Conflict Management. The University was the second institution in the nation to have both its graduate and undergraduate programs in criminal justice certified by the Academy of Criminal Justice Sciences.

- **School of Health and Human Services**

Tina DiFranco, executive director and program director, B.S. and M.S. in Health Systems Management

Tiffany Parkman, program director, B.A. in Human Services Administration

Bridal Pearson, program director, M.S. in Human Services Administration

With our nation's health care system increasingly in the public eye and under scrutiny, management of our health and human services has never been so important. The School of Health and Human Services' programs incorporate interdisciplinary, practical approaches—emphasizing in-service learning through internships and field experiences—to managing health care and human services in the public, private and nonprofit sectors. The school offers undergraduate programs in health systems management and human services administration. An accelerated bachelor's/master's option is also offered in both fields. The school also offers graduate programs in health systems management and human services administration as well as a post-baccalaureate certificate in health systems management.

- **School of Public and International Affairs**

Larry Thomas, executive director

Lorenda Naylor, program director, B.A. in Government and Public Policy

Donald Haynes, program director, B.A. in International Studies; program co-director, M.A. in Global Affairs and Human Security

Heather Wyatt-Nichol, program director, Master of Public Administration (M.P.A.)

Renita Seabrook, program director, B.A. in Community Studies and Civic Engagement

Ivan Sascha Sheehan, program director, M.S. in Negotiations and Conflict Management; program co-director, M.A. in Global Affairs and Human Security

Jessica Sowa, program director, M.S. in Nonprofit Management and Social Entrepreneurship

George Julnes, program director, Doctor of Public Administration (D.P.A.)

With its abundance of government, public-sector and nonprofit organizations, the Baltimore-Washington metropolitan region is an ideal location to immerse oneself in public and international affairs. The School of Public and International Affairs offers undergraduate programs leading to degrees in government and public policy and in international studies. It also offers graduate programs leading to a master's degree in public administration accredited by the Network of Schools of Public Policy, Affairs and Administration; master's degrees in negotiations and conflict management, global affairs and human security, and nonprofit management and social entrepreneurship; a doctoral degree in public administration; and an M.P.A./J.D., offered in collaboration with the UB School of Law.

## **SCHAEFER CENTER FOR PUBLIC POLICY**

Ann Cotten, director

Mary Lovegrove, assistant director

As the pre-eminent public policy research center in Maryland, the Schaefer Center for Public Policy is committed to providing unbiased, nonpartisan research and professional development services; connecting faculty members with public-sector organizations through applied research and professional development programs; and providing students with opportunities to apply what they learn in the classroom to real-world challenges. The center's principal services include program evaluation, policy

research, strategic planning, needs assessment, staffing analysis and workforce planning, opinion research, conflict management consulting and professional development.

The center enhances the University's academic environment by encouraging faculty and student applied research, fostering interdisciplinary research teams, and supporting educational conferences. In addition, the center offers annual graduate fellowships and student employment experiences that provide students with unique opportunities to work closely with faculty members and researchers while gaining real-world experience through participation in center projects.

For more information, visit [www.ubalt.edu/schaefercenter](http://www.ubalt.edu/schaefercenter).

## **STUDENTS**

The approximately 1,790 men and women enrolled in the College of Public Affairs—slightly less than half of them in undergraduate programs—represent about 19 percent of the total University of Baltimore student population.

About 52 percent of the college's undergraduate students are enrolled full time. Many of the remainder are already working in a wide variety of careers, and most of the college's students—whether undergraduate or graduate, full or part time—balance job, family and school responsibilities. Some students are seeking to advance their current careers while others are preparing to change careers. This diversity of age and experience is an important and invigorating part of classroom and campus life.

## **FACULTY**

College of Public Affairs faculty members are leaders in teaching, research, scholarship and service to the community. Full-time faculty members teach both graduate and undergraduate courses; conduct sponsored research; publish papers and articles; and engage in public service as consultants, board members and volunteers. The college's teaching faculty also includes a cadre of adjunct professors who are leading professionals in dozens of professions in government, nonprofit organizations and businesses. These adjunct faculty members help to ensure that our students are well-prepared to meet the challenges of today's professional workplace.

## **FACILITIES**

Classrooms, laboratories and faculty offices for the College of Public Affairs are located in the Liberal Arts and Policy Building, in the Academic Center and in the Learning Commons. The college shares the University of Baltimore's Langsdale Library, Office of Technology Services and Achievement, and Learning Center with other components of the University.

The fourth floor of the Academic Center houses the state-of-the-art Jami R. Grant Forensic Laboratories—forensics instrumentation and microscopy laboratories—with classroom space; the labs were developed to serve as overflow labs for the Baltimore Police Department.

## **UNDERGRADUATE PROGRAMS**

All programs are open to transfer students.

- Community Studies and Civic Engagement (B.A.)

- Crime Scene Investigation (CERT)—Available to students once they have completed a minimum of 60 credits; may require that additional criteria be met, and courses to fulfill this major may not be available during the day.
- Criminal Justice (B.S.)
- Forensic Studies (B.S., with concentrations in forensic science and police science)—Available to students once they have completed a minimum of 56 credits; may require that additional criteria be met, and courses to fulfill this major may not be available during the day.
- Forensic Document Analysis (CERT)—This upper-division certificate is available to students in the School of Criminal Justice who have met the prerequisite requirements necessary to enroll in 400-level FSCS courses.
- Government and Public Policy (B.A.)
- Health Systems Management (B.S.)—Available to students once they have completed a minimum of 56 credits; may require that additional criteria be met, and courses to fulfill this major may not be available during the day.
- Human Services Administration (B.A.)
- International Studies (B.A.)

Note: See the [Academic Policies and Information](#) section, immediately below, for descriptions of these programs in the above-listed alphabetical order.

## **HELEN P. DENIT HONORS PROGRAM**

Both faculty members and students in the College of Public Affairs actively participate in the Helen P. Denit Honors Program. See the [honors program](#) section or visit [www.ubalt.edu/honors](http://www.ubalt.edu/honors).

## **ACADEMIC POLICIES AND INFORMATION**

### **University-Wide Degree Requirements**

See the [University-Wide Degree Requirements](#) section of this catalog.

### **Collegewide Degree Requirements**

All College of Public Affairs bachelor's degree candidates are required to:

- Complete a minimum of 120 credits, including the specific requirements of their major, with a minimum cumulative grade point average of 2.0.
- Apply no more than 63 credit hours of community college coursework toward graduation.
- Earn a minimum grade of C (2.0) in all courses required for the major, including courses that are regarded as electives in the major. Some programs may have additional requirements or standards, which are specified in the program requirements in this catalog.
- Apply no more than 30 credits in business courses toward requirements for the bachelor's degree.
- Complete the last 30 credit hours required for the degree at the University of Baltimore.

*Note: Any deviation from the program requirements described in the catalog requires the written permission of the dean of the College of Public Affairs.*

## **ACADEMIC MINORS**

Students who have completed 24 credit hours with a 2.0 cumulative GPA may declare a minor, which is a cohesive set of courses designed by faculty members to provide students with an opportunity to cultivate skills and knowledge through concentrated study in an area that is not the major. Minors may focus on one discipline or may be interdisciplinary; they require 15 to 21 credits. Completing a minor is optional, and students should seek the guidance of an academic adviser when selecting a minor to understand how the minor requirements may be completed in conjunction with their degree.

For more information about minors offered and further requirements, see [Academic Minors](#).

## **OPTIONS AND REQUIREMENTS FOR UNDERGRADUATE STUDENTS TAKING GRADUATE COURSES**

Undergraduate students who have a minimum cumulative GPA of 3.2 and who have completed at least 90 credits applicable to a degree (senior standing) may request enrollment in graduate courses as part of their undergraduate degree. Enrollment requires the approval of the directors of both the undergraduate and graduate programs in question. With this arrangement, undergraduate students are permitted to take a maximum of 6 credit hours at the graduate level, and these credits are applied strictly to the undergraduate degree.

Undergraduate students taking graduate courses being applied to an undergraduate degree pay usual undergraduate tuition. Consequently, all application and approval forms must be completed prior to registration.

## **ACCELERATED BACHELOR'S/MASTER'S OPTION**

Undergraduate students of recognized academic ability and educational maturity may fulfill the combined requirements of the college's bachelor's and master's degrees via a variety of accelerated bachelor's/master's options. This is different from applying to enroll in graduate courses as part of the undergraduate degree, as described above.

This accelerated option requires a minimum of 141 credits, depending on the requirements of individual programs. A maximum of 9 graduate credits, completed at the undergraduate level, may be applied simultaneously to the requirements for the bachelor's and master's degrees. In some cases, students may cross disciplines. Those interested should discuss their proposals with the appropriate program directors.

To be eligible for an accelerated bachelor's/master's option, students must have a cumulative 3.5 GPA; to remain in the program, students must maintain a 3.5 GPA in their undergraduate coursework and a 3.0 GPA in their graduate courses.

To take advantage of the option, students need the approval of the dean of the college and of the appropriate graduate and undergraduate program directors, and must elect to take advantage of the option prior to beginning the last 30 credits of their undergraduate degree. Moreover, students must

secure approval for participating in the option as special students in the appropriate graduate program and pay the applicable fees.

Students taking advantage of this accelerated option may register for up to 9 credits of graduate coursework during the last 30 hours of their undergraduate degree. The undergraduate and graduate program directors will select the appropriate graduate courses for each student upon election of the option. These courses may not include independent study or research, individual research, directed study, thesis, internship or practicum courses. Changes in the program of study require approval of both the undergraduate and graduate program directors.

Students must be in continuous enrollment at the University of Baltimore for this agreement to remain in effect. Those who fail to maintain the eligibility requirements will be dropped from the accelerated option. Applicability (if any) of graduate courses to the undergraduate degree will be determined on an individual basis. Students should be aware that graduate courses applied to both undergraduate and graduate degrees at the University may not transfer as graduate credits to another institution.

In addition to electing the accelerated bachelor's/master's option, a separate application for admission to the graduate program (including payment of applicable fees) must be completed during the final semester of the bachelor's degree program. Admission to the graduate program must be effective the first regular semester after completing the credits required for the bachelor's degree so that there is no break in studies.

## **GRADUATE PROGRAMS**

### **Doctoral Program**

- Public Administration (D.P.A.)

### **Master's Degree Programs**

- Criminal Justice (M.S.)
- Forensic Science – High Technology Crime (M.S.)
- Global Affairs and Human Security (M.A.)
- Health Systems Management (M.S.)
- Human Services Administration (M.S.)
- Justice Leadership and Management (M.P.S.)
- Negotiations and Conflict Management (M.S.)
- Nonprofit Management and Social Entrepreneurship (M.S.)
- Public Administration (M.P.A.)

### **Dual-Degree Programs**

- J.D./M.S. in Criminal Justice
- J.D./Master of Public Administration
- J.D./M.S. in Negotiations and Conflict Management

### **Graduate Certificate Program**

- Health Systems Management
- Trauma-Informed Certificate

### **LAW SCHOOL AUTOMATIC ADMIT OPTION**

Students who graduate from a University of Baltimore undergraduate program with a cumulative cross-institutional grade-point average of 3.35 or better as computed by the Credential Assembly Service and an LSAT score of 154 or better can be automatically admitted into the entering class of the UB School of Law following their graduation.

Admission is for the fall semester only (note that the law school cannot make an admission decision until students have completed 75 credits of undergraduate coursework), and a completed application must be submitted by April 1. Students should take the LSAT no later than February of the calendar year in which they would like to enter law school.

Note that if students answer yes to any of the character and fitness questions on the UB School of Law application, they are not eligible for automatic admission; instead, their application will be forwarded to the admissions committee for a complete review. Character and fitness questions concern information regarding academic and disciplinary probation, criminal offenses, civil suits and employment termination.

The UB School of Law does not ensure acceptance into the full-time day program; students may be admitted to the full-time day program, the part-time day program or the evening program.

The law school reserves the right to increase the grade-point average and the LSAT score required on an annual basis.

For more information about this option, contact the Office of Law Admissions at 410.837.4459 or [lawadmissions@ubalt.edu](mailto:lawadmissions@ubalt.edu).

### **LAW SCHOOL EARLY ENTRY OPTION**

Available to students enrolled in the B.A. in Government and Public Policy program, this option allows students' first year of enrollment at the University of Baltimore School of Law to fulfill the requirements of their last year of undergraduate study. It requires a cumulative cross-institutional grade-point average of 3.5 or better as computed by the Credential Assembly Service and an LSAT score of 155 or better. This option is available only if students are continuously enrolled at the University from their undergraduate major into their law school education.

To pursue the option, students must complete the 93 undergraduate credits required for their degree and complete a minimum of 33 credits at UB, excluding AP, IB, DANTEs, CLEP or challenge examinations. Students must complete all lower- and upper-division general education requirements and apply to the UB School of Law. Admission is for the fall semester only (note that the law school cannot make an admission decision until students have completed 75 credits of undergraduate coursework), and a completed application must be submitted by April 1. Students should take the LSAT no later than February of the calendar year in which they would like to enter law school.

Note that students must apply for graduation during the last semester of their first year of law school to receive their bachelor's degree.

If students answer yes to any of the character and fitness questions on the UB School of Law application, they are not eligible for early entry; instead, their application will be forwarded to the admissions committee for a complete review. Character and fitness questions concern information regarding academic and disciplinary probation, criminal offenses, civil suits and employment termination.

Law school admission may be into the full-time day program or the part-time day program, as determined by the School of Law.

The law school reserves the right to increase the grade-point average and the LSAT score required on an annual basis.

For more information about this option, contact the Office of Law Admissions at 410.837.4459 or [lawadmissions@ubalt.edu](mailto:lawadmissions@ubalt.edu).

For more detailed information about B.A. in Government and Public Policy requirements, see the [program description](#).

## **SECOND BACHELOR'S DEGREES**

Students who have previously earned a bachelor's degree, at either the University of Baltimore or another accredited institution, may earn a second bachelor's degree in a different degree program. Students must complete a minimum of 30 credits in residence at the University of Baltimore, applicable only to the second degree, and satisfy all of the departmental requirements for the degree, but they are not required to fulfill general education or University-wide course requirements. No University of Baltimore courses taken to complete the first bachelor's degree can be retaken to complete the second bachelor's degree.

Credits used to satisfy a first degree at the University of Baltimore may not be applied toward the 30-credit residency requirement for the second degree. In some cases, this policy may require the substitution of courses in the major other than those specified by the second degree program. Students interested in pursuing a second bachelor's degree should consult with the appropriate program director before making a formal application through the Office of Transfer Admission and Community College Relations. Information about applying for a second bachelor's degree may be found in the [Admission](#) section of this catalog.

## **INDEPENDENT STUDY**

To meet student interests and need, programs within the College of Public Affairs offer independent study courses.

Students must obtain the permission of their program director before registering for an independent study course; the instructor supervising the independent study should also have agreed to the student's enrollment.

## **CRIME SCENE INVESTIGATION, UPPER-DIVISION UNDERGRADUATE CERTIFICATE**

*(Available to students once they have completed a minimum of 60 credits; may require that additional criteria be met, and courses to fulfill this major may not be available during the day.)*

[www.ubalt.edu/crimescene](http://www.ubalt.edu/crimescene)

Edgar Koch, program director

FACULTY: Koch, Tumosa

ADJUNCT FACULTY: Bailey, O'Dell

Demand is growing nationwide for crime scene investigators, both in security and police fields. These fields require investigators who not only are familiar with the procedures to record and process crime scenes appropriately but who also have the relevant investigative skills. This 12-credit, four-course undergraduate certificate program offers students the courses necessary to become a crime scene investigator within the police framework and can be completed in one year or less.

The certificate is ideally suited to students who have a different undergraduate degree and are interested in changing their career paths, who are currently crime scene investigators but lack the academic credentials and require continuing education, or who do not possess a science degree and are looking for an alternative path to becoming a crime scene investigator.

Students in the program learn how to protect and secure a crime scene, fully document the crime scene using text and photography, record and collect evidence, maintain the scientific integrity of the evidence in addition to the legal chain of custody, and present and defend the findings of the investigation within a legal framework, either in courts or in deposition.

*This certificate is not certified for financial aid eligibility as a stand-alone program; if you apply to and enroll in this program only, financial aid cannot be used.*

### **FACILITIES**

Students in the Crime Scene Investigation program complete laboratory coursework in the University's Jami R. Grant Forensic Laboratories, which feature state-of-the-art instrumentation and serve as reserve crime labs for the Baltimore Police Department. In these laboratories, students learn the basics of evidence collection, processing and analytical techniques. In addition, students work with professionals from local and federal agencies to gain a practical understanding of current investigative procedures and techniques. University facilities include a full law library that gives students access to a wide range of legal resources.

### **ADMISSION REQUIREMENTS**

Applicants must meet the University's general admission requirements as well as the following program-specific requirements:

- A 2.0 cross-institutional cumulative grade-point average
- A minimum of 60 transferable credits

- Successful completion of CRJU 200 Criminal Justice or an equivalent course or experience in a law enforcement agency, as determined by the program director

### **CERTIFICATE REQUIREMENTS (12 credits)**

FSCS 307	Crime Scene Investigation
FSCS 440	Advanced Crime Scene Investigation
FSCS 460	Forensic Photography
FSCS 482	Moot Court and Trial Advocacy for Forensics

### **COMMUNITY STUDIES AND CIVIC ENGAGEMENT, BACHELOR OF ARTS**

[www.ubalt.edu/communitystudies](http://www.ubalt.edu/communitystudies)

Renita Seabrook, program director

FACULTY: Seabrook

ADJUNCT FACULTY: Aydokovich, Crouch, Gamber, McNeely, Pearl, Stein, Thomas

The B.A. in Community Studies and Civic Engagement program is a collegewide program drawing on the expertise of adjuncts and faculty members within the College of Public Affairs. An undergraduate degree in community studies and civic engagement prepares committed students to work to improve their communities. In their coursework, students move beyond the boundaries of the University to discover trends and practices for initiating innovations in social, political and economic spheres. This interdisciplinary program encompasses courses in entrepreneurship, history, communication, philosophy, government, economics, accounting, and negotiations and conflict management.

Through a variety of courses, internships and co-curricular activities, students explore the historical and philosophical foundations of the nonprofit sector. Service learning components provide opportunities to develop skills in resource and program development, strategic communication, organizational accountability, volunteer recruitment, human resource management and social entrepreneurship. Students benefit from courses taught by professors/practitioners who are experts in philanthropy and nonprofit organizations. Students also complete a capstone experience based on a semesterlong internship with a community-serving nonprofit organization. Upon graduation, they will have completed at least 300 hours of experiential learning.

### **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

### **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [College of Public Affairs, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.A. in Community Studies and Civic Engagement program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- CSCE 301 Introduction to Nonprofit Leadership (3)
- IDIS 110 Introduction to Information Literacy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) section for details regarding general education requirements at the University of Baltimore.

*For this major, the preferred general education courses to satisfy the Social and Behavioral Science I requirement is CSCE 100 Urban Solutions or CSCE 200 Understanding Community.*

### **Community Studies and Civic Engagement Program Requirements (42 credits)**

#### **Core Courses (33 credits)**

CSCE 200	Understanding Community (3)
CSCE 300	Community Studies (3)
CSCE 301	Introduction to Nonprofit Leadership (3)
CSCE 302	Fundamentals of Grant Writing (3)
CSCE 306	Leadership for Social Change (3)
CSCE 311	Social Awareness and Ethical Responsibility (3)
CSCE 315	Community Organizations in a Digital World (3)
CSCE 400	Nonprofit Management (3)
CSCE 412	Community Leadership and Decision-Making (3)
CSCE 481	Community Engagement Experience (3) *
CSCE 482	Capstone Seminar (3) *

*\* Capstone: An original project tied to a 240-hour internship is required during these courses. Through this capstone endeavor, students integrate theory and practice in a project designed in consultation with the program director. These two courses are co-requisites; they must be taken together in the same semester, and they require successful completion of CSCE 301 Introduction to Nonprofit Leadership.*

#### **Major Electives (9 credits)**

*Three of the following:*

CSCE 297	Topics in Community Studies (1–3)
CSCE 401	Economic and Community Development (3)
CSCE 492	Independent Study (3)
CSCE 493	Honors Seminar (3)

CSCE 494 Honors Project (3–6)  
CSCE 497 Special Topics in Community Studies and Civic Engagement (3)

### **General Electives**

IDIS 101 First-Year Seminar: Introduction to University Learning (3)  
*Freshmen only; transfer students replace this with a different elective*

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

## **CRIMINAL JUSTICE, BACHELOR OF SCIENCE**

[www.ubalt.edu/criminology](http://www.ubalt.edu/criminology)

Gabriela Wasileski, program director

FACULTY: Block, Cantora, Grant, Koch, Pfeifer, Richards, Ross, Seabrook, Stanley, Wasileski, Wright

ADJUNCT FACULTY: Kinlock

The undergraduate B.S. in Criminal Justice program is administered through the School of Criminal Justice. The University of Baltimore is only the second institution in the nation to have both its undergraduate and graduate criminal justice programs certified by the Academy of Criminal Justice Sciences. The key objective of the criminal justice program is to meet the educational needs of individuals planning criminal justice careers and those of individuals already enjoying criminal justice careers. The program is designed to build on and complement prior academic work and professional experience. The program integrates theory and practice in the study of crime and criminal justice.

The program's coursework is designed to ensure that all majors develop a basic grounding in the substance and methods of the field while being provided with sufficient flexibility to pursue individual interests.

The criminal justice core encompasses surveys of the criminal justice system, criminological theory, professional studies, research design and analysis, and a capstone course integrates the materials from the other core courses in a special project completed by each student.

Area courses ensure that a student's upper-level work in criminal justice includes at least one course focusing on each of the major components of the criminal justice system (law enforcement, courts and law, and correction) while minimizing possible course duplication with lower-division courses taken elsewhere.

Elective courses, which may focus on such subjects as prevention and comparative criminal justice systems, broaden the study of criminal justice beyond discussion of U.S. criminal justice systems. Other

electives, focusing on such subjects as white-collar crime and victimology, provide in-depth analysis of specific topics and issues. The internship, required of pre-service students with no prior criminal justice internship experience, is designed to ensure that students experience direct contact with criminal justice operations while having the opportunity to explore career interests.

### **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

### **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [College of Public Affairs, Academic Policies and Information](#).

#### **Information Literacy**

Students in the B.S. in Criminal Justice program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- CRJU 304 Criminal Justice Professional Studies (3)
- IDIS 110 Introduction to Information Literacy (3)

#### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

*For this major, the preferred general education courses to satisfy the Social and Behavioral Science I requirement is CRJU 200 Criminal Justice.*

#### **Criminal Justice Program Requirements (42 credits)**

CRJU 200 Criminal Justice (3)  
MATH 115 Introductory Statistics (3)

#### **Core Courses (15 credits)**

CRJU 301 The Contemporary Criminal Justice System (3)  
CRJU 302 Criminal Justice Research Methods (3)  
CRJU 304 Criminal Justice Professional Studies (3)<sup>1</sup>  
CRJU 306 Criminological Perspectives (3)  
CRJU 485 Advanced Criminal Justice Studies (3)

<sup>1</sup>Students must pass the upper-division writing placement test prior to enrolling in CRJU 304. This course must be taken within the first 18 credits in the major. Students who earn a B+ or better in WRIT 300 are exempt from taking CRJU 304 and will instead be required to take an additional 3-credit elective.

### **Area Courses (9 credits)**

#### **Law Enforcement**

*One of the following:*

- CRJU 320      Police Administration (3)
- CRJU 420      Special Problems in Policing (3)

#### **Courts and Law**

*One of the following:*

- CRJU 330      Criminal Law (3)
- CRJU 430      Juvenile Justice (3)
- CRJU 432      Criminal Courts (3)

#### **Corrections**

*One of the following:*

- CRJU 341      Correctional Perspectives (3)
- CRJU 441      Special Problems in Corrections (3)
- CRJU 442      Community Corrections (3)

### **Major Electives (12 credits)**

Students complete four 300- or 400-level CRJU courses, and they may select from among the area courses they did not complete as requirements. Students can also select up to 6 credits of 300- to 400-level forensic science courses. Students who have not worked in the field and have not previously taken a criminal justice internship must complete CRJU 490: Criminal Justice Internship as a discipline elective.

### **General Electives**

- IDIS 101      First-Year Seminar: Introduction to University Learning (3)  
*Freshmen only; transfer students replace this with a different elective*

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Accelerated Bachelor's/Master's Option**

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the M.S. in criminal justice. Contact the program director for information and also see [Accelerated Bachelor's/Master's Option](#).

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

### **FORENSIC DOCUMENT ANALYSIS, UPPER-DIVISION UNDERGRADUATE CERTIFICATE**

A 12-credit certificate program is available in forensic document analysis. The certificate is designed for degreed students looking to change their career path or as continuing education for present criminal justice professionals without the academic credentials, and can provide an alternate path to forensic document analysis proficiency for those without science backgrounds.

#### **CERTIFICATE REQUIREMENTS**

FSCS 462	Introduction to Document Examination (3)
FSCS 464	Handwriting Analysis, (3)
FSCS 480	Forensic Documentation (3)
FSCS 482	Moot Court and Trial Advocacy for Forensics (3)

### **FORENSIC STUDIES, BACHELOR OF SCIENCE**

*(Available to students once they have completed a minimum of 56 credits; may require that additional criteria be met, and courses to fulfill this major may not be available during the day.)*

[www.ubalt.edu/forensics](http://www.ubalt.edu/forensics)

Charles Tumosa, program director

FACULTY: Koch, Tumosa

ADJUNCT FACULTY: Bailey, Hall, Lilly, Mabrey, Moore, Rosenblatt, Southall

The B.S. in Forensic Studies program, offered by the School of Criminal Justice, incorporates science, criminal investigation and the law to provide a comprehensive understanding of the evidentiary process. This academic approach familiarizes students with the major components of the criminal justice process, from the investigation and collection of crime scene evidence to its scientific evaluation and subsequent presentation in court. The program offers broad preparation in substantive areas of the field with the opportunity for an in-depth exploration of forensic science or police science.

Developed in partnership with the Baltimore Police Department, the curriculum includes theoretical and applied coursework. This partnership provides experiential learning opportunities with law enforcement and scientific personnel to produce graduates with the skills and experience needed to assume positions as either forensic science specialists or criminal investigators.

Students enter the forensic studies program from diverse backgrounds, contributing an array of skills and knowledge that enlivens the learning process. Students in the police sciences concentration are seeking employment in law enforcement or are pursuing a bachelor's degree to advance in their field. They enter the program with coursework in criminal justice, the social sciences or general studies. The forensic science concentration attracts students who are searching for a way to apply their interests

and background in science to a compelling, practical career. These students may have an associate's degree in a physical science or have completed lower-level coursework in chemistry, physics and biology.

## **FACILITIES**

The fields of forensic and police science are becoming increasingly sophisticated, with rapidly changing technologies accelerating this trend.

Students in the forensic studies program complete laboratory coursework in the University's Jami R. Grant Forensic Laboratories, which feature state-of-the-art instrumentation and serve as reserve crime labs for the Baltimore Police Department. In these laboratories, students learn the basics of evidence collection, processing and analytical techniques. In addition, students work with professionals from local and federal agencies to gain a practical understanding of current investigative procedures and techniques. University facilities include a full law library that gives students access to a wide range of legal resources.

## **ADMISSION REQUIREMENTS**

Forensic studies is a selective major with limited enrollment based on the space available. Applicants must meet the University's general admission requirements as well as the following program-specific requirements:

- A cross-institutional GPA of 2.75 or better
- Completion of COSC 100 Introduction to Computer Technologies or an equivalent transferable course; this course also fulfills a general education requirement

Special consideration may be given to other applicants whose GPA is at least 2.7 and who have at least five years' relevant professional experience. In these cases, a resume is required, and an interview with the program director may be requested.

Applicants who do not meet these criteria for admission (but do meet requirements for undergraduate admission) may select the B.S. in Criminal Justice program. If these students earn a cross-institutional cumulative GPA of 2.75 within 24 credits of admission to UB, they may petition for a change of major to the forensic studies program. If they wish to enter the forensic science concentration, they must also have met the sciences requirements (see below) at that time.

See also the [Admission](#) section of this catalog and specific information for concentrations below.

## **PRE-REGISTRATION REQUIREMENT**

For either concentration, a background check and urinalysis must be completed prior to initial registration. Information about this requirement is sent with the letter of admission.

**Degree requirements are listed separately for each concentration.**

## **FORENSIC SCIENCE CONCENTRATION**

This concentration prepares professionals to work in laboratory settings on the scientific analysis of evidence and thus requires a strong background in the physical sciences. It includes the following prerequisite lab courses:

- Biology I
- Chemistry I and II
- Organic Chemistry I and II
- Physics I and II

Forensic science concentration applicants must have completed at least five of these science courses with a GPA of 2.5 and have no science grade lower than C (2.0). Preference is given to students who have completed all seven science courses with the specified standards.

When a student is admitted without having met all science prerequisites, the time required to complete the degree will be extended by at least one semester.

Special consideration may be given to other applicants whose overall GPA is at least 2.7, meet the science requirements outlined here and have at least five years of relevant professional experience. In these cases, a resume is required, and an interview with the program director may be requested.

Spring admission may prolong the completion of the degree by at least one semester because of the course scheduling sequence.

## **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [College of Public Affairs, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.S. in Forensic Studies program will meet the University of Baltimore information literacy requirement by successful completion of:

- IDIS 110 Introduction to Information Literacy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

## **Forensic Science Concentration Requirements (54 credits)**

### **Core Courses (45 credits)**

Because the work of police and forensic specialists overlaps, it is important for each professional to understand the vocabulary and procedures of the other. This understanding facilitates communication and fosters cooperation in work settings. The required foundation courses, taken by all students, provide this background. Specifically, the classes help students develop a basic understanding of science, investigation and the law.

FSCS 301	Forensic Science (3)
FSCS 307	Crime Scene Investigation (3)
FSCS 400	Laboratory Safety and Quality Assurance (3)
FSCS 403	Trace Evidence (4)
FSCS 404	Arson Investigation and Glass Analysis (4)
FSCS 405	Microscopy (4)
FSCS 407	Instrumental Analysis (4)
FSCS 409	Drug Analysis (4)
FSCS 410	Forensic Serology (4)
FSCS 456	Chemistry of Death (3)
FSCS 480	Forensic Documentation (3)
FSCS 482	Moot Court and Trial Advocacy for Forensics (3)
FSCS 487	Field Internship in Forensic Science (3)

### **Major Electives (9 credits)**

To complete the forensic science requirements, choose three courses from among these approved forensic studies or criminal justice electives. Courses are not offered every semester; students should consult the class schedule for current information.

#### Forensic Studies Electives

FSCS 440	Advanced Evidence Collection (3)
FSCS 454	Death Investigation (3)
FSCS 455	Homicide Investigation (3)
FSCS 460	Forensic Photography (3)
FSCS 462	Introduction to Document Examination (3)
FSCS 464	Handwriting Analysis (3)
FSCS 466	Instrumental Methods in Document Examination (3)
FSCS 484	Art and Forensics (3)
FSCS 497	Topics in Forensics (3)

#### Criminal Justice Electives

CRJU 302	Criminal Justice Research Methods (3)
CRJU 306	Criminological Perspectives (3)
CRJU 320	Police Administration (3)

CRJU 390	Victimology (3)
CRJU 408	Crime and Delinquency Prevention (3)
CRJU 420	Special Problems in Policing (3)
CRJU 432	Criminal Courts (3)
CRJU 456	Drugs and Crime (3)
CRJU 464	Criminal Justice Issues (3)
CRJU 470	Biosocial Perspectives in Criminology (3)

### **General Electives**

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **POLICE SCIENCE CONCENTRATION**

This concentration focuses primarily on the legal and procedural aspects of criminal investigation. No specific preparatory courses are required.

### **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [College of Public Affairs, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.S. in Forensic Studies program will meet the University of Baltimore information literacy requirement by successful completion of:

- IDIS 110 Introduction to Information Literacy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Police Science Concentration Requirements (42 credits)**

#### **Core Courses (15 credits)**

Because the work of police and forensic specialists overlaps, it is important for each professional to understand the vocabulary and procedures of the other. This understanding facilitates communication and fosters cooperation in work settings. The required foundation courses, taken by all students, provide this background. Specifically, the classes help students develop a basic understanding of science, investigation and the law.

CRJU 301	The Contemporary Criminal Justice System (3)
FSCS 301	Forensic Science (3)
FSCS 307	Crime Scene Investigation (3)
FSCS 480	Forensic Documentation (3)
FSCS 482	Moot Court and Trial Advocacy for Forensics (3)
FSCS 418	Mathematical Applications in Police Science (3)
FSCS 496	Field Internship in Police Science (3)
CRJU 330	Criminal Law (3)

### **Courts and Investigation Required Courses (9 credits)**

FSCS 424	Fourth Amendment: Interpretation and Application (3)
FSCS 426	Innovative Investigative Techniques (3)
FSCS 430	Specialty Warrants, Wiretaps and Historical Conspiracies (3)

### **Major Electives (9 credits)**

To complete the police science requirements, choose three courses from among these approved forensic studies or criminal justice electives. Courses are not offered every semester; students should consult the class schedule for current information.

#### Forensic Studies Electives

FSCS 410	Forensic Serology (4)
FSCS 454	Death Investigation (3)
FSCS 460	Forensic Photography (3)
FSCS 497	Topics in Forensics (3)
FSCS 498	Laboratory Topics in Forensics (4)

#### Criminal Justice Electives

CRJU 302	Criminal Justice Research Methods (3)
CRJU 306	Criminological Perspectives (3)
CRJU 320	Police Administration (3)
CRJU 390	Victimology (3)
CRJU 408	Crime and Delinquency Prevention (3)
CRJU 420	Special Problems in Policing (3)
CRJU 432	Criminal Courts (3)
CRJU 456	Drugs and Crime (3)
CRJU 464	Criminal Justice Issues (3)
CRJU 470	Biosocial Perspectives in Criminology (3)

### **General Electives**

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

## **GOVERNMENT AND PUBLIC POLICY, BACHELOR OF ARTS**

[www.ubalt.edu/publicpolicy](http://www.ubalt.edu/publicpolicy)

Lorenda A. Naylor, program director

FACULTY: Barqueiro, Darling, Haynes, Henderson, Larrison, Naylor, Thomas, Uzochukwu, Wachhaus, Willis, Wilson-Gentry, Wyatt-Nichol

ADJUNCT FACULTY: McGrath

The B.A. in Government and Public Policy program is administered through the School of Public and International Affairs. The program focuses on political institutions and processes, with particular applications to Maryland government and politics. Students gain a strong foundation in government and public policy and their role in society.

A major in government and public policy offers students a broad-based education, which equips them to adapt to a wide variety of careers. This is particularly true for students seeking careers in state and local government, corporate public affairs, the federal bureaucracy, the Foreign Service, campaign management, and in organizations that monitor political processes or seek to influence the content of public policy.

Government and public policy is also a solid undergraduate major for students preparing for law school. Although no one discipline can best prepare students for the legal profession, specific courses in government and public policy illuminate the critical relationships between law and politics. The program regularly offers courses in American political institutions, constitutional law, administrative law, judicial processes, civil liberties, political theory, public administration and international relations. Combined with other offerings in government and public policy, philosophy, history, economics, business and English, such courses establish a curriculum that provides the broad-based knowledge needed by those entering the legal profession.

The B.A. in Government and Public Policy program allows students flexibility to develop their individual interests while emphasizing basic theories and methodological techniques. The approach to the study of governmental processes and public administration is applied, research-oriented and practical. Students have an opportunity to gain experience working in government agencies, political campaigns, court systems, legislative bodies and other related organizations through internships that provide academic credit.

National honor societies Pi Sigma Alpha and Pi Alpha Alpha provide opportunities for networking and fellowship through discussion groups, speaker series and an annual awards ceremony.

## **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

## **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [College of Public Affairs, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.A. in Government and Public Policy program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- GVPP 408 Methods in Government and Public Policy (3)
- IDIS 110 Introduction to Information Literacy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Government and Public Policy Program Requirements (48 credits)**

#### **Core Courses (24 credits)**

GVPP 201 American Government (3)

GVPP 210 Introduction to International Studies (3)

One course in economics beyond the general education requirements (3)

One course in history or philosophy beyond the general education requirements (3)

GVPP 408 Methods in Government and Public Policy (3)

GVPP 499 Senior Seminar (3)

One GVPP course in international studies (3)

One GVPP course in political theory (3)

#### **Major Electives (24 credits)**

Complete eight courses approved by a faculty adviser; students who have a career interest in public policy and administration, public law, or applied politics should take at least 9 credits in one of the first three areas below.

#### **Public Policy and Administration**

GVPP 315 Public Policy Analysis (3)

GVPP 320 Public Administration (3)

- GVPP 322      Bureaucracy and Public Policy (3)
- GVPP 324      American Public Policy (3)
- GVPP 326      Urban Politics and Public Policy (3)
- GVPP 423      Public Budgeting and Personnel Administration (3)
- GVPP 425      Administrative Law and Processes (3)
- GVPP 427      Foundations of Democracy II (3)
- HSMG 373      Health Policy and Politics (3)

**Public Law and American Constitutional Systems**

- GVPP 340      Constitutional Law (3)
- GVPP 341      Civil Liberties and the Bill of Rights (3)
- GVPP 344      American Presidency (3)
- GVPP 345      The Legislative Process (3)
- GVPP 348      State and Local Government (3)
- GVPP 381      American Political Thought (3)
- GVPP 426      Foundations of Democracy I (3)

**Applied Politics**

- GVPP 360      Parties, Campaigns and Elections (3)
- GVPP 362      Media and Government (3)
- GVPP 461      Maryland Government Processes and Politics (3)
- GVPP 463      Interest Group Politics and Lobbying (3)
- GVPP 465      Survey Research and Public Opinion Analysis (3)

**Other Major Electives**

- GVPP 382      Political Ideologies (3)
- GVPP 384      Comparative Government (3)
- GVPP 385      World Politics (3)
- GVPP 386      American Foreign Policy (3)
- GVPP 410      Race and Politics (3)
- GVPP 470/  
471      Individual Research (3)
- GVPP 479      Special Topics in International Studies (3)
- GVPP 480      Environmental Politics and Policy (3)
- GVPP 481      Globalization (3)
- GVPP 482      Topics in Political Theory (3)
- GVPP 483      Aging and Public Policy (3)
- GVPP 484      International Political Economy (3)
- GVPP 485      The Far East in World Affairs (3)
- GVPP 486      The Middle East (3)
- GVPP 487      Western Europe (3)
- GVPP 488      Commonwealth of Independent States/China in World Affairs (3)

GVPP 489	International Organization (3)
GVPP 490/ 491	Internship (3)
GVPP 493	Honors Seminar (3)
GVPP 497	Topics in Government and Public Policy (1–6)

### **General Electives**

IDIS 101	First-Year Seminar: Introduction to University Learning (3) <i>Freshmen only; transfer students replace this with a different elective</i>
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Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Accelerated Bachelor's/Master's Option**

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the Master of Public Administration (M.P.A.). Contact the program director for information and also see [Accelerated Bachelor's/Master's Option](#).

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

### **GOVERNMENT AND PUBLIC POLICY LAW SCHOOL EARLY ENTRY OPTION**

Students who qualify complete 93 hours of undergraduate credits and an additional 27 hours of law school credits to attain the 120 credits required for the bachelor's degree. See [Law School Early Entry Option](#) for more information about the qualifications and requirements that govern this option.

### **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [College of Public Affairs, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.A. in Government and Public Policy program will meet the University of Baltimore information literacy requirement by successful completion of:

- IDIS 110 Introduction to Information Literacy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Government and Public Policy Law School Early Entry Option Program Requirements (36 credits)**

#### **Core Courses (24 credits)**

- GVPP 201 American Government (3)
- GVPP 210 Introduction to International Studies (3)
- One course in economics beyond the general education requirements (3)
- One course in history or philosophy beyond the general education requirements (3)
- GVPP 408 Methods in Government and Public Policy (3)
- GVPP 499 Senior Seminar (3)
- One GVPP course in international studies (3)
- One GVPP course in political theory (3)

#### **Law School Early Entry Electives (12 credits)**

Students who are interested in the practice of law in Maryland should have a strong background in American and Maryland governmental structures and processes. Therefore, strongly recommended courses include:

- GVPP 341 Civil Liberties and the Bill of Rights (3)
- GVPP 344 American Presidency (3)
- GVPP 345 The Legislative Process (3)
- GVPP 348 State and Local Government (3)
- GVPP 362 Media and Government (3)
- GVPP 381 American Political Thought (3)
- GVPP 426 Foundations of Democracy I (3)
- GVPP 427 Foundations of Democracy II (3)
- GVPP 461 Maryland Government Processes and Politics (3)
- GVPP 463 Interest Group Politics and Lobbying (3)

#### **General Electives**

- IDIS 101 First-Year Seminar: Introduction to University Learning (3)  
*Freshmen only; transfer students replace this with a different elective*

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

## **HEALTH SYSTEMS MANAGEMENT, BACHELOR OF SCIENCE**

*(Available to students once they have completed a minimum of 56 credits; may require that additional criteria be met, and courses to fulfill this major may not be available during the day.)*

[www.ubalt.edu/healthsystemsmanagement](http://www.ubalt.edu/healthsystemsmanagement)

This program is also offered Saturdays at the Universities at Shady Grove.

Tina DiFranco, program director

FACULTY: DiFranco, Gammon, Gillingham, Y. Kang, Lyles, Molinari, Naylor, Spencer, Weisman

The B.S. in Health Systems Management program is housed in the School of Health and Human Services. It is offered in a face-to-face format Saturdays at both the University of Baltimore campus and at the Rockville, Maryland, campus of the Universities at Shady Grove. Courses are offered in the fall, spring and summer semesters, online and in the classroom.

This program is designed to provide the initial undergraduate education for professional careers in health services management. Health care administration education requires a strong liberal arts foundation to prepare health service managers for leadership roles in a complex, diverse and multicultural society. The program combines a classic liberal education along with conceptual and technical competence in the health systems management field.

Providing students with sound conceptual and practical knowledge of management skills is a key focus of health systems management. A general awareness of the interplay of social, political, economic, technological, cultural and environmental factors of health services management and administration is pivotal for both current and future managers. The program develops managerial knowledge, analytical ability and communication skills, and graduates students who are technically competent and well-rounded. In addition to preparing students for managerial positions in health services administration, this degree also qualifies them for entry into graduate and professional schools.

The program is certified by the Association of University Programs in Health Administration, and in accordance with the association's recommendations, the curriculum specifically provides:

- An understanding of the organization, financing and delivery of health services within a multidisciplinary context
- An understanding and assessment of the health status of populations, including determinants of health and disease and factors influencing the use of health services
- An understanding of the values and ethical issues associated with the practice of health services administration that will foster the development of ethical analysis skills
- Opportunities for development of leadership potential
- Experience in economics, financial policy, quantitative analysis, organizational theory and practice, human and information resources, assessment of organizational performance, and knowledge of methods to ensure continuous improvement in the quality of services provided

The health systems management program is offered on Saturdays and online, and some courses in other disciplines may also be taken online and during the week at the Baltimore campus. The curriculum

can be completed in two years by students entering with an associate's degree (A.A./A.S.) or 56 transferable credits. Registered nurses (R.N.s) and radiologic technologists (R.T.s) who are licensed in Maryland are awarded 60 transfer credits.

### **ADMISSION REQUIREMENTS**

Students applying to the health systems management program must have a minimum of 56 transferable credits. For more information, see the [Admission](#) section of this catalog.

### **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [College of Public Affairs, Academic Policies and Information](#).

#### **Information Literacy**

Students in the B.S. in Health Systems Management program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- HSMG 300 Health Indicators
- IDIS 110 Introduction to Information Literacy

#### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

#### **Health Systems Management Program Requirements (42 credits)**

##### **Core Courses (33 credits)**

HSMG 300	Health Indicators (3)
HSMG 370	Overview of Health Care Delivery Systems (3)
HSMG 371	Principles of Health Care Management I (3)
HSMG 372	Principles of Health Care Management II (3)
HSMG 373	Health Policy and Politics (3)
HSMG 376	Quantitative Methods for Health Care Managers (3)
HSMG 472	Introduction to Quality Performance and Improvement in Health Care (3)
HSMG 477	Health Care Law and Risk Management (3)
HSMG 492	Internship (3)
HSMG 498	Strategic Management in Health Care (3)

*One of the following:*

- HSMG 490 Survey Research and Data Analysis for Health Services Administration (3)
- HSMG 491 Health Planning and Program Evaluation (3)

**Business Requirements (9 credits)**

- HSMG 301 Introduction to Health Economics (3)
- HSMG 302 Statistics for Health Administration (3)
- HSMG 303 Health Finance (3)

**General Electives**

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate. Some recommended courses to support students' knowledge and skills in health systems management include:

- HSMG 378 Introduction to Global Health (3)
- FIN 331 Financial Management (3)
- INSS 300 Management Information Systems (3)
- MKTG 301 Marketing Management (3)

**Accelerated Bachelor's/Master's Option**

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the M.S. in health systems management. Contact the program director for information and also see [Accelerated Bachelor's/Master's Option](#).

**Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

**HUMAN SERVICES ADMINISTRATION, BACHELOR OF ARTS**

[www.ubalt.edu/humanservicesadministration](http://www.ubalt.edu/humanservicesadministration)

Tiffany Parkman, program director

FACULTY: Collins, Molinari, Parkman, Pearson, Spencer

Offered through the School of Health and Human Services, this program is designed to provide students with specific knowledge and practical skills in human services within the context of a broad interdisciplinary liberal arts education. The core curriculum is designed to address the ever-changing needs of human services organizations. The program affords in-service personnel an opportunity for increased professionalism, career advancement and higher education. For others, it offers pre-professional career preparation.

Students with an associate's degree in human services should find this program particularly appealing; however, such associate's degree programs are not a requirement for admission to this bachelor's degree program.

## **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

## **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [College of Public Affairs, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.A. in Human Services program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- HSER 350 Social Research Methods for Human Services
- IDIS 110 Introduction to Information Literacy

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Human Services Administration Program Requirements (42 credits)**

#### **Major Requirements (30 credits)**

HSER 100	Introduction to Human Services (3)
HSER 200	Models of Effective Helping (3)
HSER 340	Case Management and Documentation (3)
HSER 350	Social Research Methods for Human Services (3)
HSER 400	Field Practicum (3)

*(must be completed by pre-service students who do not transfer to UB with college-level human services internship credits)*

HSER 420	Program Design and Proposal Writing (3)
HSER 430	Fundraising and Grant Writing (3)
HSER 440	Evaluation of Human Services Programs (3)
HSER 450	Human Services Management (3)
HSER 470	Senior Seminar and Portfolio (3)

### **Major Electives (12 credits)**

Students may select major electives from among GVPP, HSMG, PHIL, PSYC and SOCI courses due to the interdisciplinary nature of the human services field. Other relevant courses may be taken with the permission of the program director.

HSER 300	Grass Roots Strategies of Social Change in Human Services (3)
HSER 310	Family System Dynamics (3)
HSER 320	Gender and the Work Environment (3)
HSER 330	Human Services Delivery Systems and Diversity (3)
HSER 360	Social Policy and the American Policy Process (3)
HSER 410	Ethics and Empathy for Public Servants (3)
GVPP 322	Bureaucracy and Public Policy (3)
GVPP 345	The Legislative Process (3)
GVPP 348	State and Local Government (3)
HSMG 378	Introduction to Global Health (3)
(3)	
PSYC 205	Human Development (3)
PSYC 210	Interpersonal Psychology (3)
PSYC 215	Human Sexuality (3)
PSYC 220	Stress Identification and Management (3)
PSYC 355	Interviewing Psychology (3)
PSYC 360	Cross-Cultural Psychology (3)

### **General Electives**

IDIS 101	First-Year Seminar: Introduction to University Learning (3) <i>Freshmen only; transfer students replace this with a different elective</i>
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Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Accelerated Bachelor's/Master's Option**

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the M.S. in human services administration. Contact the program director for information and see [Accelerated Bachelor's/Master's Option](#).

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

## **INTERNATIONAL STUDIES, BACHELOR OF ARTS**

[www.ubalt.edu/internationalstudies](http://www.ubalt.edu/internationalstudies)

Donald Haynes, program director

FACULTY: Barqueiro, Gillingham, Haynes, Henderson, Hudgins, Kassner, Larrison, Ross, Scalet, Sheehan, Yi

This program, offered through the School of Public and International Affairs, takes a critical look at evolving global systems and introduces students to the importance of thinking and operating on an international level. Global interdependencies—social, economic and political—have powerful implications for local, regional and national entities, and those implications cannot be ignored. In turn, America has powerful impacts on the political, economic and cultural life in other countries.

Through this integrated, interdisciplinary major, students gain a comprehensive understanding of world affairs. They explore theoretical approaches to international relations as well as global history, cross-national politics, international organizations, and law and international ethics.

Combining courses from the social sciences, history, philosophy and business, the program is ideal for those who want to equip themselves to lead in the global community. With this degree, students are prepared to analyze global conditions and work creatively in such fields as international business; local, state and national government; nongovernmental organizations; the Foreign Service; international companies; and international and comparative research organizations.

### **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

### **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [College of Public Affairs, Academic Policies and Information](#).

#### **Information Literacy**

Students in the B.A. in International Studies program will meet the University of Baltimore information literacy requirement by successful completion of:

- IDIS 110 Introduction to Information Literacy (3)
  
- *or two courses:*
  - GVPP 385 World Politics (3)
  - and one of the following two:
    - CRJU 302 Criminal Justice Research Methods (3)
    - GVPP 488 Methods in Government and Public Policy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **International Studies Program Requirements (60 credits)**

#### **Major Requirements (15 credits)**

ECON 100	Economics of Contemporary Issues (3)
ENVS 201	Human Ecology (3)
GVPP 284	Politics in Comparative Perspectives (3)
PHIL 150	Critical Thinking and Arguments (3)

*One of the following:*

CNCM 102	Global Conflict (3)
GVPP 210	Introduction to International Studies (3)

#### **Core Courses (21 credits)**

ECON 409	International Economics (3)
GVPP 300	American Political Institutions (3)
GVPP 385	World Politics (3)
GVPP 386	American Foreign Policy (3)
GVPP 408	Methods in Government and Public Policy (3)
	<i>You may substitute this course with CRJU 302 Criminal Justice Research Methods.</i>
GVPP 489	International Organization (3)
PHIL 496	International Law and Morality (3)

#### **Major Electives (12 credits)**

*Four of the following:*

ANTH 365	Human Population Dynamics (3)
CNCM 440	Terrorism, Counterterrorism and Conflict Management (3)
CRJU 404	Comparative Criminal Justice (3)
CRJU 406	Political Terrorism (3)
GVPP 315	Public Policy Analysis (3)
GVPP 479	Special Topics in International Studies (3)
GVPP 480	Environmental Politics and Policy (3)
GVPP 481	Globalization (3)
GVPP 484	International Political Economy (3)
HSMG 378	Introduction to Global Health (3)
MGMT 302	Global Business Environment (3)

### **Regional/Area Courses (12 credits)**

*Four of the following:*

GVPP 384	Comparative Government (3)
GVPP 485	The Far East in World Affairs (3)
GVPP 486	The Middle East (3)
GVPP 487	Western Europe (3)
GVPP 488	Commonwealth of Independent States/China in World Affairs (3)
HIST 312	Age of Revolutions (3)
HIST 313	Europe, 1815–1914 (3)
HIST 314	Europe, 1914–45 (3)
HIST 315	Europe Since 1945 (3)
HIST 344	World War II (3)
HIST 460	The Cold War, 1945–90 (3)
HIST 463	History of Germany (3)
HIST 465	Topics in East European History (3)
HIST 466	History of Africa (3)
HIST 324	Modern China (3)
HIST 477	Technology and History (3)
HIST 497	Special Topics, other than American history (3)

### **General Electives**

IDIS 101	First-Year Seminar: Introduction to University Learning (3) <i>Freshmen only; transfer students replace this with a different elective</i>
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Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

# MERRICK SCHOOL OF BUSINESS

Murray Dalziel, dean

Marilyn Oblak, associate dean

Lisa Park, assistant dean, academic affairs and student services

Web: [www.ubalt.edu/merrick](http://www.ubalt.edu/merrick)

## MISSION

The Merrick School of Business' mission is to use our urban education hub to offer practical, career-minded and globally engaged business education that inspires professional and entrepreneurial growth. Our students learn to make a positive impact from faculty members who develop compelling knowledge that influences communities, businesses, professions and scholars. Our vision is to be known for serving students from deeply diverse backgrounds who become successful entrepreneurs and professionals.

The Merrick School of Business is an AACSB International-accredited school and recognized by *U.S. News & World Report* as providing one of the nation's best undergraduate business programs and online MBA programs. The Merrick School of Business focuses on continuing a trajectory of academic excellence. The school continues its efforts to transform and empower students while remaining true to our legacy of serving nontraditional and first-generation college students.

## ORGANIZATION

The Office of the Dean is responsible for the administration of the Merrick School of Business, for maintaining relationships with the business community, and for student and academic advising. The business school is organized into four academic departments:

### **Accounting, Economics and Finance**

Phillip Korb, department chair

### **Information Systems and Decision Science**

Danielle Fowler, department chair

### **Management and International Business**

Lisa Stickney, department chair

### **Marketing and Entrepreneurship**

Ven Sriram, department chair

## ACCREDITATION

The Merrick School of Business is accredited by AACSB International—the Association to Advance Collegiate Schools of Business, the accrediting body for schools of business ([www.aacsb.edu](http://www.aacsb.edu)). AACSB International accreditation is the mark of excellence in educational programs in business, awarded only when rigorous standards for courses, curricula, faculty and resources have been met. The University of Baltimore is also accredited by the Middle States Commission on Higher Education and recognized by the Maryland Higher Education Commission.

## **STUDENTS**

Approximately 1,800 students are enrolled in programs in the Merrick School of Business. The average age of undergraduate students is approximately 30. More than 80 percent of students work full or part time. Because of the level of maturity and the professional experience of students, the interchange of ideas in the classroom is lively and highly informative.

## **FACULTY**

Merrick School of Business faculty members bring to the classroom exceptional professional and academic credentials. Ninety percent of the faculty members possess a doctorate in their fields. In addition, Merrick School of Business faculty members have professional certifications and extensive professional work experience with business, government or nonprofit organizations. Professors combine a dedication to teaching with significant research and professional and community service activities.

Not only do our faculty members adhere to the high-quality standards of teaching mandated by AACSB International accreditation, but their teaching efforts consistently rate exceptionally high on internal measures of teaching excellence.

## **FACILITIES**

The Merrick School of Business is located within the William H. Thumel Sr. Business Center at North Charles Street and Mount Royal Avenue on the University of Baltimore campus. This six-story building features wireless internet access and contains 16 classrooms, all of which are “smart rooms” featuring state-of-the-art display capabilities; five seminar rooms for small group discussion; a 200-seat auditorium with simultaneous translation capability; catering and meeting facilities; a student lounge; offices for the school’s faculty and administration; and a computer lab for student use.

## **CENTERS AND INSTITUTES**

The Merrick School of Business houses the following centers and institutes:

- The Center for Entrepreneurship and Innovation
- The Jacob France Institute

## **GENERAL POLICIES AND INFORMATION**

### **Admission and Transfer**

Merrick School of Business students must meet all University admission requirements. A grade of D is transferable only if the school at which the course was taken accepts a D grade in fulfillment of general education requirements. The student’s cumulative grade-point average also must be 2.0 or higher on a 4.0 scale.

A maximum of 6 lower-level transfer credits may be applied to any specialization in the B.S. in Business Administration, the B.S. in Information Systems and Technology Management, and the B.S. in Real Estate and Economic Development programs. Such courses can transfer only if the prerequisites, content and requirements are equivalent to those of the courses required by the University of Baltimore.

Students seeking admission to the accounting specialization in the B.S. in Business Administration program must have a cross-cumulative GPA of 2.5 or higher at the time of admission. Transfer credit is granted for courses equivalent to Principles of Accounting I and II when the student has grades of C (2.0 on a 4.0 point scale) or higher in those courses. A maximum of 6 lower-level transfer credits may be applied to the accounting specialization. A minimum grade of B- (2.67) is required in ACCT 302 Intermediate Accounting II to be granted transfer credit.

Students seeking admission to the finance specialization of the B.S. in Business Administration program must have a cross-cumulative GPA of 2.25 or higher at the time of admission.

### **Validation Requirement**

Students are not required to repeat upper-division courses if the prerequisites, content and requirements are deemed by faculty to be equivalent to those of similar courses taken at other institutions within the first 60 credits of their academic careers. At faculty discretion, students may be required to take advanced-level work in the discipline for which such courses serve as prerequisites.

### **Technology Proficiency Requirements**

Students enrolling in undergraduate Merrick School of Business programs must have a working knowledge of Windows-based systems and basic functional competence with spreadsheets, word processing, email and web browsing. While in their program, students will attain levels of computer fluency that will permit them to make better use of information technology when doing research, processing information, communicating, solving problems and making decisions. These proficiencies are reinforced throughout the curriculum and provide a sound basis for lifelong learning and career enhancement.

### **Nondegree Student Status**

For information about the admission of nondegree students, please see [Nondegree Status](#) in the [Academic Policies](#) section of this catalog. Nondegree students registering for 300- or 400-level business courses must have written approval from the Merrick School of Business to register; contact the Merrick Advising Center for assistance.

### **Internships**

Internships allow students to apply their education to real-world practice in their chosen field. Internships are typically part-time positions in which students work at least 120 hours over the course of a semester. Interns gain valuable experience, have the opportunity to obtain academic credit and may even get paid. The internship should be related to a student's academic and career interests. The Merrick School of Business offers an internship course in each discipline.

For more information, including a list of faculty internship advisers, forms required to receive academic credit and details on how to get started, please visit [www.ubalt.edu/merrickinternships](http://www.ubalt.edu/merrickinternships). Students should consult their guide to graduation and their academic adviser to determine how to integrate the internship course into their program of study.

### **Independent Study Policy**

Independent study provides students with the opportunity to conduct individual work that is planned with a faculty member who helps set goals, develop a study plan and guide progress. Students are limited to a maximum of 6 independent study credits per degree program. To register for an independent study course, students must:

- Consult with the Merrick Advising Center for degree applicability.
- Be within 30 hours of graduation.
- Have a minimum GPA of 3.0.
- Complete an Independent Study form.
- Submit a two- to three-page proposal, approved by the faculty member responsible for the independent study and the appropriate department chair.
- Register for the appropriate independent study course.

### **Academic Advising**

Academic advisement is available in the Merrick Advising Center, William H. Thumel Sr. Business Center, room 142, with daytime and evening hours. Scheduled appointments are recommended (410.837.4944). Advisers provide information on Merrick School of Business programs, policies and procedures.

Subsequent to admission, students are assigned an academic adviser for consultation throughout the program. All new students and students enrolling in business programs for the first time are required to meet with their academic adviser. All students will receive a guide to graduation that includes a program checklist detailing all required courses. Students in the online program and who do not have access to campus will be advised electronically.

Continuing students in good academic standing can register without an adviser's signature and are responsible for meeting their own program requirements. Continuing students who must obtain advisement are:

- Students declaring a major
- Students changing their degree program or specialization
- Students enrolling after an absence of more than two consecutive semesters
- Nondegree-seeking students
- Readmitted and reinstated students
- Students on academic probation
- Students registering for an internship, independent study or practicum course
- Students requesting to take a course at another college or institution
- Students requesting to take more than 16 credits during a regular semester or 7 credits during a summer session (permission from the Office of the Dean required; please see [Semester Load](#) section of the catalog)

Although an adviser can assist students in planning their academic program, students are ultimately responsible for knowing and meeting curriculum requirements. Upon completion of 90 credits, students should contact the Merrick Advising Center to request a graduation evaluation.

### **Satisfactory/Unsatisfactory Progress**

A student who attempts 12 or more credits while enrolled in any Merrick School of Business program and earns less than a GPA of 2.0 will be placed on academic probation. In this instance, the student must abide by University of Baltimore academic and financial aid policies on satisfactory and unsatisfactory progress. Once placed on probation, students have 12 credit hours to raise their cumulative GPA to the required 2.0; failure to do so will result in academic suspension. Please also see the [Academic Policies](#) section of this catalog.

### **Second Bachelor's Degrees**

Students who have previously earned a bachelor's degree, at either the University of Baltimore or another accredited institution, may earn a second bachelor's degree in a different degree program. Students must complete a minimum of 30 credits in residence at the University of Baltimore, applicable only to the second degree, and satisfy all of the departmental requirements for the degree, but they are not required to fulfill general education or University-wide course requirements. No University of Baltimore courses taken to complete the first bachelor's degree can be retaken to complete the second bachelor's degree.

Credits used to satisfy a first degree at the University of Baltimore may not be applied toward the 30-credit residency requirement for the second degree. In some cases, this policy may require the substitution of courses in the major other than those specified by the second degree program. Students interested in pursuing a second bachelor's degree at the University of Baltimore should consult with the appropriate program adviser before making a formal application through the Office of Transfer Admission and Community College Relations.

Information about applying for a second bachelor's degree may be found in the [Admission](#) section of this catalog.

### **Academic Minors**

Students who have completed 24 credit hours with a 2.0 cumulative GPA may declare a minor. A minor is a cohesive set of courses designed by faculty to provide students with an opportunity to cultivate skills and knowledge through concentrated study in an area that is not the major. Minors may focus on one discipline or may be interdisciplinary; they require 15 to 18 credits. Completing a minor is optional, and students should seek the guidance of an academic adviser when selecting a minor to understand how the minor requirements may be completed in conjunction with their degree.

For more information about minors offered and further requirements, see the [Academic Minors](#) section. Please note that some minors may require a 2.5 cumulative GPA.

### **Accelerated B.S./MBA/M.S.**

Undergraduate students of recognized academic ability and educational maturity may combine the requirements for an undergraduate business degree with those of a master's degree in the Merrick

School of Business. A maximum of 9 graduate credits, completed during the last 30 credits of undergraduate study, may be applied simultaneously to the requirements for both the bachelor's and the master's degrees. Those interested should discuss their options with their academic adviser.

To be eligible for the accelerated B.S./MBA/M.S., students must have a cumulative GPA of 3.5 in their undergraduate coursework completed at the University of Baltimore. To remain in the program, students must maintain a 3.5 GPA in their undergraduate coursework and a 3.0 GPA in their graduate coursework.

Students must have the approval of the dean's representative and an approved course plan prior to beginning the last 30 credits of their undergraduate degree.

Courses taken in the accelerated B.S./MBA/M.S. will be determined by the Merrick School of Business and may not include independent study/research, directed study, thesis or internship courses. Changes in the program of study require the approval of the dean's representative.

Students must be in continuous enrollment at the University of Baltimore for this agreement to remain in effect. Those who fail to maintain the eligibility requirements will be dropped from the accelerated option. Applicability (if any) of graduate courses to the undergraduate degree will be determined on an individual basis. Students should be aware that graduate courses applied to both undergraduate and graduate degrees at the University of Baltimore may not transfer as graduate credits to another institution.

Participation in the accelerated B.S./MBA/M.S. does not guarantee admission to any University of Baltimore graduate program. Unconditional admission to the Merrick School of Business graduate programs requires an appropriate score on the Graduate Management Admission Test and a completed application. The completed 9 graduate credits may count toward any post-bachelor's degree certificate or degree program if applicable. Applications for admission and payment of applicable fees to the graduate program must be made during the semester immediately prior to the completion of the credits required for the bachelor's degree. Admission to the graduate program will be effective the semester after completing the credits for the bachelor's degree.

### **Law School Automatic Admit Option**

Students who graduate from a University of Baltimore undergraduate program with a cumulative cross-institutional grade-point average of 3.35 or better as computed by the Credential Assembly Service and an LSAT score of 154 or better can be automatically admitted into the entering class of the UB School of Law following their graduation.

Admission is for the fall semester only (note that the law school cannot make an admission decision until students have completed 75 credits of undergraduate coursework). Students should take the LSAT no later than February of the calendar year in which they would like to enter law school and submit their application for admission no later than April 1.

Note that if students answer yes to any of the character and fitness questions on the UB School of Law application, they are not eligible for automatic admission; instead, their application will be forwarded to the admissions committee for a complete review. Character and fitness questions concern information regarding academic and disciplinary probation, criminal offenses, civil suits and employment termination.

The UB School of Law does not ensure acceptance into the full-time day program; students may be admitted to the full-time day program, the part-time day program or the evening program. The law school reserves the right to increase the grade-point average and the LSAT score required on an annual basis.

For more information about this option, contact the Office of Law Admissions at 410.837.4459 or [lawadmissions@ubalt.edu](mailto:lawadmissions@ubalt.edu).

### **Law School Early Entry Option**

Available to students enrolled in the B.S. in Business Administration program, this option allows students' first year of enrollment at the University of Baltimore School of Law to fulfill the requirements of their last year of undergraduate study. It requires a cumulative cross-institutional grade-point average of 3.50 or better as computed by the Credential Assembly Service and an LSAT score of 155 or better. This option is available only if students are continuously enrolled at the University from their undergraduate major into their law school education.

To pursue this option, students must complete the 90 undergraduate credits required for their degree and a minimum of 34 credits at UB, excluding AP, IB, DANTEs, CLEP or challenge examinations. Students must complete all lower- and upper-division general education requirements and business program requirements, and apply to the UB School of Law. Admission is for the fall semester only (note that the law school cannot make an admission decision until students have completed 75 credits of undergraduate coursework). Students should take the LSAT no later than February of the calendar year in which they would like to enter law school and submit their application for admission no later than April 1. Note that students must apply for graduation during the last semester of their first year of law school to receive their bachelor's degree.

If students answer yes to any of the character and fitness questions on the UB School of Law application, they are not eligible for automatic admission; instead, their application will be forwarded to the admissions committee for a complete review. Character and fitness questions concern information regarding academic and disciplinary probation, criminal offenses, civil suits and employment termination.

Law school admission may be into the full-time day program or the part-time day program, as determined by the School of Law. The law school reserves the right to increase the grade-point average and the LSAT score required on an annual basis.

For more information about this option, contact the Office of Law Admissions at 410.837.4459 or [lawadmissions@ubalt.edu](mailto:lawadmissions@ubalt.edu).

### **HELEN P. DENIT HONORS PROGRAM**

Visit [www.ubalt.edu/honors](http://www.ubalt.edu/honors) for complete details on the honors program and its eligibility requirements.

The Merrick School of Business offers a Business Honors Program and an Accounting Honors Program as part of the University's Helen P. Denit Honors Program. These programs are designed to produce leaders in business and accounting. They offer the opportunity for an enriched curriculum, small class sizes and exceptional internship opportunities. Students in these programs have the opportunity to interact closely with faculty members and alumni in informal settings and to visit employer sites on

special honors field trips. Honors students may use graduate-level coursework to fulfill honors program requirements as part of an accelerated B.S./master's degree program.

## **STUDENT ORGANIZATIONS/HONOR SOCIETIES**

The University of Baltimore maintains affiliations with many national honor societies, with membership usually based on superior academic achievement. In addition, the University also sponsors many clubs and supports affiliations with national organizations. Business students may find the following honor societies and clubs of special interest:

- Beta Alpha Psi (accounting, finance and information systems honor society)
- Beta Gamma Sigma (business honor society)
- Coalition of UB Entrepreneurs
- Marketing Club
- Mu Kappa Tau (marketing honor society)
- Sigma Iota Epsilon (management honor society)
- Sigma Nu Tau (entrepreneurship honor society)
- UB Investment Society

## **UNDERGRADUATE PROGRAMS**

Lisa Park, assistant dean, academic affairs and student services

Jacqueline Lewis, academic adviser

Michael Swaby-Rowe, academic adviser

Dawn Taylor, academic adviser

- Business Administration (B.S.) with specializations in accounting, computer information systems, entrepreneurship, entrepreneurship fellows, finance, general business, international business, management, human resource management and marketing
- Information Systems and Technology Management (B.S.)
- Real Estate and Economic Development (B.S.)

## **CERTIFICATE PROGRAM**

- Upper-Division Certificate in Accounting

## **GRADUATE PROGRAMS**

### **Master's Degree Programs**

- Master of Business Administration (MBA)
- Online Master of Business Administration (MBA)

- Accounting and Business Advisory Services (M.S.) (with Towson University)
- Business–Finance (M.S.)
- Taxation (M.S.)

#### **Cooperative MBA Programs**

- MBA/J.D. (with the University of Baltimore School of Law and the University of Maryland School of Law)
- MBA/M.S. in Nursing (with the University of Maryland School of Nursing)
- MBA/Ph.D. in Nursing (with the University of Maryland School of Nursing)
- MBA/Pharm.D. (with the University of Maryland School of Pharmacy)

#### **Graduate Certificate Programs**

- Accounting Fundamentals
- Business Fundamentals
- Forensic Accounting and Valuation Services
- Internal Audit Services
- Organizational Leadership\*

\*Pending Maryland Higher Education Commission approval

#### **MSB REPEAT COURSE POLICY**

Students are limited to three attempts to successfully complete all lower- and upper-division business core courses and specialization courses required by the degree program.

#### **GRADUATION REQUIREMENTS**

Students must meet all University and Merrick School of Business graduation requirements and file for graduation no later than the beginning of their last semester (the exact date is specified in the academic calendar that is published for each semester).

#### **SCHOOLWIDE DEGREE REQUIREMENTS**

All Merrick School of Business bachelor’s degree candidates are required to:

- Complete a minimum of 120 credits that satisfy MHEC general education, business core and specialization requirements.
- Apply no more than 63 credit hours of community college work toward graduation, except in specific, articulated programs.

- Earn a minimum grade of C- in all lower-level general education requirements taken at UB and a minimum grade of C (2.0) in all upper-level general education requirements.
- Earn a minimum grade of C in all lower- and upper-division business core requirements and all specialization courses required by the degree program (including courses that are regarded as business electives); some programs may have additional requirements or standards that are specified in the program requirements.
- Earn a minimum cumulative grade-point average of C (2.0).
- Earn the final 30 credit hours required for the degree at the University of Baltimore.

*Note: Any deviation from the program requirements described in the catalog requires the written permission of the dean of the Merrick School of Business.*

## **B.S. IN BUSINESS ADMINISTRATION**

### **PROGRAM GOALS AND LEARNING OBJECTIVES**

**Mission Statement:** The goal of the B.S. in Business Administration program at the Merrick School of Business is to produce students with the capacity to compete and be productive in today's complex business environment. The program will provide high-quality management education that develops the skills required to meet the diverse needs of employers in a variety of areas in business.

Specifically, as a result of the education they receive at the Merrick School of Business, our graduates will have:

**Goal 1 – A Broad Knowledge of Business Disciplines:** Students will obtain general knowledge and acquire proficiency in the key functional areas of business.

**Goal 2 – A Global Perspective:** Students will analyze international business environments and formulate global adaptation strategies.

**Goal 3 – Effective Communication Skills:** Students will demonstrate an acceptable level of written and oral communication skills.

**Goal 4 – Analytical Thinking and Problem-Solving Skills:** Students will demonstrate problem-solving skills, supported by appropriate analytical and quantitative techniques.

**Goal 5 – An Ethical Perspective:** Students will understand the importance of behaving ethically in their professional lives.

**Goal 6 – Team Skills and Dynamics:** Students will understand group and individual dynamics in organizations.

**Goal 7 – An Understanding of Information Technology:** Students will demonstrate competency in the use of technology.

## **DEGREE REQUIREMENTS**

The requirements for the B.S. in business administration have been grouped into two categories: lower- and upper-division requirements.

Students who transfer from community colleges typically complete the lower-division requirements by following an articulated transfer program. All students' transcripts are evaluated course by course to ensure the maximum transferability of courses taken prior to starting at the Merrick School of Business. Admitted students receive a transfer evaluation from the Office of Undergraduate Admission.

There are 120 credit hours required for this degree, as outlined below. The number of electives required is the number of credits needed to complete the 120-credit minimum requirement after meeting the specific course requirements. Below is a brief summary of general education requirements. Please see the [General Education](#) section of this catalog for further details.

### **University-Wide General Education Requirements**

See the [University-Wide Degree Requirements](#) section for details regarding general education requirements at the University of Baltimore.

### **Lower-Division Business Core Requirements (24 credits)**

ACCT 201	Introduction to Financial Accounting (3)
ACCT 202	Introduction to Managerial Accounting (3)
BULA 151	Business Law (3)
CMAT 303	Oral Communications in Business (or CMAT 201) (3) [CMAT/COMM/ELECGE]
ECON 200	The Economic Way of Thinking (3) [SOSC/Q&Q/SBS]
MATH 111	College Algebra (3) [MATH/Q&Q/MA]
MATH 115	Introductory Statistics (3) [MATH/Q&Q/MA]
OPRE 202	Statistical Data Analysis (3)

### **Upper-Division Business Core Requirements (31 credits)**

Today's managers need to keep pace with a continuously changing business environment. Each professional is equipped with a unique set of skills and experiences. The business core teaches the functional skills needed to navigate the ever-changing world of business. The course numbers are for courses taught at UB. These courses are required of all business administration students, with the exception of students choosing the accounting specialization. The accounting core and competency courses are listed separately under the section for the specialization in accounting. Students transferring with an articulated A.A. or A.S. may have completed most of the lower-division business core requirements.

ECON 305	Managerial Economics (3)
FIN 331	Financial Management (3)
INSS 300	Management Information Systems (3) [COSC/CTEK/ELECGE]

MGMT 301	Management and Organizational Behavior (3)
MGMT 302	Global Business Environment (3)
MGMT 315	Human Resource Management (3)
MGMT 330	Personal and Professional Business Skills for Business (1)
MGMT 339	Process and Operations Management (3)
MKTG 301	Marketing Management (3)
OPRE 315	Business Application of Decision Science (3)
MGMT 475	Strategic Management (3)

*This is the capstone course and is taken in a student's last semester.*

### **Specialization Requirements (15–21 credits)**

A specialization allows students to tailor their degree program to their advantage, perhaps by completing their B.S. with a sampling of specified courses across business disciplines with a general business specialization or by choosing one of eight defined specializations, providing in-depth knowledge in a particular area of business.

Students can choose a defined specialization in accounting, computer information systems, finance, entrepreneurship, entrepreneurship fellows, management, human resource management, international business or marketing.

Each specialization allows students to pursue an area of study in depth. The number of business elective credits required for each specialization varies from 15 to 21 credits. The maximum number of lower-level (200-level) courses that can count toward a specialization is six.

### **Electives**

The number of electives required is the number of credits needed to complete the 120-credit minimum requirement after meeting the specific program and specialization requirements. This number will vary and will be determined at the initial advising appointment.

### **GENERAL BUSINESS SPECIALIZATION**

Students may choose a 15-credit customized specialization, in lieu of one of the more formal specializations defined below, by choosing courses that include at least the following:

- One course from each of three areas, denoted by different course abbreviation codes, e.g., ACCT, ECON, ENTR, FIN, INSS, MGMT, MKTG or REED
- Two additional business electives
- Approval of electives by the Merrick Advising Center

The B.S. with the general business specialization provides students with a maximum amount of flexibility in course options and in the availability of online courses.

## **ACCOUNTING SPECIALIZATION**

FACULTY: Hannan, Gaynor, Korb, Lynn, Pevzner, White, Williams

A maximum of 6 lower-level transfer credits, excluding ACCT 302 Intermediate Accounting II, may be applied to the accounting specialization. A minimum grade of B- is required in ACCT 302 Intermediate Accounting II.

For prerequisites, refer to the individual listings in the online course descriptions, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions).

### **Upper-Division Business Core Requirements (28 credits)**

ECON 305	Managerial Economics (3)
FIN 331	Financial Management (3)
INSS 300	Management Information Systems (3) [COSC/CTEK/ELECGE]
MGMT 301	Management and Organizational Behavior (3)
MGMT 302	Global Business Environment (3)
MGMT 315	Human Resource Management (3)
MGMT 330	Personal and Professional Skills for Business (1)
MKTG 301	Marketing Management (3)

*Choose two of the following:*

OPRE 315	Business Application of Decision Science (3)
MGMT 339	Process and Operations Management (3)
MGMT 475	Strategic Management (3)

### **Accounting Specialization Requirements (27 credits)**

#### **Required Courses (21 credits)**

ACCT 301	Intermediate Accounting I (3)
ACCT 302	Intermediate Accounting II (3)
ACCT 306	Cost Accounting (3)
ACCT 310	Intermediate Accounting III (3)
	<i>This is the capstone course and is taken in the last semester.</i>
ACCT 401	Auditing (3)
ACCT 403	Advanced Financial Reporting (3)
ACCT 405	Income Taxation (3)

#### **Electives (6 credits)**

Choose two of any upper-division 3-credit accounting courses that are not required (ACCT 495 recommended).

## **COMPUTER INFORMATION SYSTEMS SPECIALIZATION**

FACULTY: Aggarwal, Fowler, Mirani, Scornavacca

*Please note: Students interested in studying information systems in depth may also wish to consider the B.S. in information systems and technology management.*

The computer information systems specialization provides the student with skills necessary to develop and support an information system in an organization. Students receive instruction in a variety of information technologies, including exposure to appropriate hardware and software design, and selection and business issues related to technology. Students may choose electives from several advanced courses in information systems.

The University, with the cooperation of local businesses, has established internship and co-op programs with opportunities in the area of information systems. This program is highly recommended for all students who have no work experience in computer systems. A substantial number of students attending the University of Baltimore hold full-time jobs related to computer and information systems in many local business organizations.

### **Computer Information Systems Specialization Requirements (21 credits)**

For prerequisites, refer to the individual listings in the online course descriptions, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions).

#### **Required Courses (18 credits)**

INSS 209	Introduction to Programming (3)*
INSS 225	Structured Programming Using Procedural Languages (3)*
INSS 315	Information Technology (3)
INSS 406	Systems Analysis and Logical Design (3)
INSS 421	Design of Database Management Systems (3)
INSS 427	Business Data Communications (3)

*\* These courses may be replaced by 6 credit hours of programming language approved by the Merrick Advising Center and the department chair.*

#### **Elective (3 credits)**

*One of the following:*

INSS 370	Project Management (3)
INSS 401	Internet and Business (3)
INSS 422	Business Intelligence (3)
INSS 431	Electronic Commerce (3)
INSS 453	Internet and Network Security (3)
INSS 470	IT Service Delivery (3)
INSS 495	Internship in Information Systems (3)
INSS 497	Special Topics in Information Systems (3)
INSS 499	Independent Study (3)

## **ENTREPRENEURSHIP SPECIALIZATION**

FACULTY: Lingelbach, Weiss, Ratinho

Entrepreneurs discover and create opportunities, generating the bulk of new jobs and wealth in today's global economy. As a result, they help to drive innovation and organizational change in Maryland, across the nation and around the world. Entrepreneurship is a universal activity that can take place anywhere humans gather to conduct business: in existing organizations, in new ventures created by teams or through self-employment. Even in large, established organizations, employees who understand how to think entrepreneurially possess a distinct competitive edge in the hiring and promotion process. Current estimates suggest that more than 40 percent of today's students will found or co-found an entrepreneurial venture sometime in their careers, making entrepreneurship the most rapidly growing course of study in American business schools.

The entrepreneurship specialization of the B.S. in Business Administration program enables students to think entrepreneurially. Students complete five courses: a required, three-course sequence and two electives. Required courses explore the key concepts in this discipline and help students learn to develop new business and product opportunities. Ultimately, students will be empowered to launch a new venture either as a stand-alone entity or as part of an existing organization. Taught primarily by full-time academics who have also started and financed new ventures, these courses provide a unique interdisciplinary experience, drawing on relevant insights from the finance, accounting, marketing, management, economics and operations disciplines.

### **Entrepreneurship Specialization Requirements (15 credits)**

For prerequisites, refer to the individual listings in the online course descriptions, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions).

#### **Required Courses (9 credits)**

ENTR 300	The Entrepreneurial Experience (3)
ENTR 320	Opportunity Assessment and Development (3)
ENTR 450	Entrepreneurial Organization, Planning and Implementation (3)

#### **Electives (6 credits)**

*Two of the following:*

COSC 405	The Business of Game Development (3)
ENTR 460	Social Enterprise (3)
ENTR 497	Special Topics in Entrepreneurship (3)
FIN 430	Entrepreneurial Organization and Finance (3)
MKTG 430	Personal Selling (3)
MKTG 440	Product Management (3)

## **ENTREPRENEURSHIP FELLOWS SPECIALIZATION (COHORT PROGRAM)**

FACULTY: Bento, Lingelbach, Ratinho, Weiss

The Entrepreneurship Fellows Program is a full-time cohort program that offers a new way to educate the next generation of entrepreneurs. The program balances classroom theory with practical, hands-on experience by allowing students to work side by side with expert entrepreneurs and faculty members.

The Entrepreneurship Fellows Program is a two-year program with a 15-credit upper-division specialization. In contrast with the existing entrepreneurship specialization, the program focuses on identifying and developing “expert entrepreneurs,” each of whom will launch one viable new venture upon or prior to graduation.

Enrollment in the program is limited to students meeting admission standards. Please visit [www.ubalt.edu/merrick](http://www.ubalt.edu/merrick) for the most current information on admission and scholarship requirements.

### **Required Courses (12 credits)**

ENTR 320	Opportunity Assessment and Development (3)
ENTR 390	Entrepreneurial Mentorship (1) (taken three times)
ENTR 490	Entrepreneurial Strategy (3)
FIN 430	Entrepreneurial Organization and Finance (3)

The cohort piece of the program is organized into four practica. The practica are taken in the following sequence:

1. Entrepreneurship Practicum One: Entrepreneurial Opportunities and Markets (4 credits)  
(taken fall semester of year one)  
ENTR 320 Opportunity Assessment and Development (3)  
ENTR 390 Entrepreneurship Mentorship (1)
2. Entrepreneurship Practicum Two: Human Capital in a New Venture (4 credits)  
(taken spring semester of year one)  
ENTR 390 Entrepreneurship Mentorship (1)  
MGMT 301 Management and Organizational Behavior (3)
3. Entrepreneurship Practicum Three: Economics of New Venture Financing (4 credits)  
(taken fall semester of year two)  
ENTR 390 Entrepreneurship Mentorship (1)  
FIN 430 Entrepreneurial Organization and Finance (3)
4. Entrepreneurship Practicum Four: Entrepreneurial Strategy (3 credits)  
ENTR 490 Entrepreneurial Strategy (3)

Students are also required to complete all remaining general education and business core requirements.

## **FINANCE SPECIALIZATION**

FACULTY: Chen, Isberg, Morse, Nguyen, Yu, Yunus

The finance specialization provides students with a solid foundation on which to build successful professional careers. Regardless of the student's primary area of interest, an understanding of the financial forces and interdependencies in today's world is essential for every graduate of a sound business program. Students need to acquire the tools necessary to make informed decisions and continue on a path of lifelong learning and intellectual development.

Upon successful completion of this program, students will be prepared for career opportunities with domestic and international corporations, financial institutions, and governmental and educational organizations. Specific areas of employment might include economic forecasting and analysis, bank management, capital investment analysis, security analysis, working capital management, portfolio management, real estate management, and various other managerial and professional staff positions with financial institutions. The logical and rigorous arguments in finance also provide excellent preparation for graduate work or law school.

### **Finance Specialization Requirements (15 credits)**

For prerequisites, refer to the individual listings in the online course descriptions, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions).

#### **Required Courses (12 credits)**

FIN 330	Excel for Financial Analysis (3)
FIN 333	Investment Analysis and Portfolio Management (3)
FIN 433	International Financial Management (3)
FIN 450	Financial Modeling and Communication (3)

#### **Electives (3 credits)**

*One of the following:*

FIN 430	Entrepreneurial Organization and Finance (3)
FIN 470	Real Estate Investments (3)
FIN 471	Real Estate Finance (3)
FIN 495	Internship in Finance (3)
FIN 497	Special Topics in Finance (3)

## **INTERNATIONAL BUSINESS SPECIALIZATION**

FACULTY: Mersha, Pezeshkan, Sawhney, Sriram

The Merrick School of Business offers this interdisciplinary international business specialization in recognition of the increasing need for global awareness and expertise. Students first take Management 465 International Management to develop an analytical base for exploring the complex issues of international business. This course emphasizes the underlying rationale for trade, investment entry

strategies and global management. Students then choose four courses to focus on more specific skills applicable to the international arena.

In addition to developing skills in international business, students gain a broader understanding of the environment in which global business is conducted by drawing on the resources of the University's College of Public Affairs and Yale Gordon College of Arts and Sciences.

### **International Business Specialization Requirements (15 credits)**

For prerequisites, refer to the individual listings in the online course descriptions, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions).

#### **Required Courses (6 credits)**

ECON 409      International Economics (3)  
MGMT 465      International Management (3)

#### **Electives (9 credits)**

*Three of the following courses:*

FIN 433      International Financial Management (3)  
IDIS 301      World Cultures (3)  
INSS 431      Electronic Commerce (3)  
MGMT 496      International Business Practicum (3)  
MGMT 498      Global Field Study (3)  
MKTG 407      International Marketing (3)  
approved electives (3–6 credits)\*

*\* Students may choose up to two electives not specifically listed above, including MGMT 497 Special Topics in Management (for international internships and other special studies). Students must meet the prerequisites for each elective and obtain the approval of the department chair, demonstrating how these electives would assist the student in achieving career goals.*

### **MANAGEMENT AND HUMAN RESOURCE MANAGEMENT SPECIALIZATIONS**

FACULTY: Adlakha, Bento, Carter, Galloway, Kemery, Mersha, Peters, Pezeshkan, Stickney, Zacur

The two programs in the field of management help students build the managerial knowledge and ability needed to operate in an international world of information, innovation and entrepreneurship. Students are exposed to concepts involved in the solution of human, organizational and business problems.

Nearly all activities in an organization involve some form of management of employees, finances, raw materials or information. Managers must be creative people who can motivate and guide others in the achievement of organizational goals. They are the leaders who establish departmental objectives consistent with the organizational mission or vision, develop plans and procedures, orchestrate the work of their human resources, foster teamwork and ultimately influence the productivity of their organizations.

These programs emphasize the importance of understanding the business environment and how it is affected by social, political and economic events and trends. Students learn the skills and responsibilities of management, with a particular emphasis on the influence managers can exercise on changing conditions, productivity, morale and attitudes. Accordingly, the goal of the management program is to teach the student to become an efficient, well-rounded manager who is capable of assessing the work situation, initiating proper action with sensitivity to workforce diversity and achieving objectives under a multitude of conditions in business and public enterprises. Clearly, the art and science of management is not restricted merely to job-related functions but also can be applied to everyday situations.

### **Management Specialization Requirements (15 credits)**

For prerequisites, refer to the individual listings in the online course descriptions, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions).

#### **Required Course (3 credits)**

MGMT 465      International Management (3)

#### **Electives (9 credits)**

*Any three of the following:*

ENTR 300      The Entrepreneurial Experience (3)  
MGMT 400      Human Resource Analysis and Communications (3)  
MGMT 410      Employment Relations Law (3)  
MGMT 415      Compensation and Performance Management (3)  
MGMT 419      Seminar in Human Resource Management (3)  
MGMT 425      Employee and Labor Relations (3)  
MGMT 430      Quality and Productivity Management (3)  
MGMT 445      Service Operations (3)  
MGMT 495      Internship in Management (3)  
MGMT 496      International Business Practicum (3)  
MGMT 497      Special Topics in Management (3)  
MGMT 498      Global Field Study (3)  
MGMT 499      Independent Study (3)

#### **Business Elective (3 credits)**

Take one recommended non-MGMT 300- or 400-level business course offered by the Merrick School of Business.

### **Human Resource Management Specialization Requirements (15 credits)**

For prerequisites, refer to the individual listings in the online course descriptions, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions).

#### **Required Courses (6 credits)**

MGMT 400      Human Resource Analysis and Communications (3)  
MGMT 425      Employee and Labor Relations (3)

**Electives (6 credits)**

*Any two of the following:*

- MGMT 410      Employment Relations Law (3)
- MGMT 415      Compensation and Performance Management (3)
- MGMT 419      Seminar in Human Resource Management (3)
- MGMT 495      Internship in Management (3)
- MGMT 497      Special Topics in Management (3)
- MGMT 499      Independent Study (3)

**Business Elective (3 credits)**

Take one recommended non-MGMT 300- or 400-level business course offered by the Merrick School of Business.

**MARKETING SPECIALIZATION**

FACULTY: Laric, Pitta, Randhawa, Sriram, van Vliet

Businesses and not-for-profit organizations must build relationships with their customers and create, deliver, capture and communicate the value of their offerings. To grow, they must constantly innovate and embrace new technologies in an increasingly competitive global market. Marketing careers include advertising and promotions managers, account executives, market research managers, market analysts, product managers, transportation managers, sales representatives and public relations officers. Marketing graduates work in new ventures and at large corporations as well as at government, service and nonprofit organizations. Many organizations use marketing techniques and strategies as an important aspect of their management and development.

To prepare students for rewarding careers, the marketing specialization blends theoretical and applied concepts in coursework with hands-on experiences involving case studies of marketing organizations; it also offers internship opportunities with area businesses.

**Marketing Specialization Requirements (15 credits)**

For prerequisites, refer to the individual listings in the online course descriptions, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions).

**Required Courses (6 credits)**

- MKTG 410      Buyer Behavior and Market Analysis (3)
- MKTG 460      Advanced Marketing Management (3)

**Electives (9 credits)**

*Three of the following:*

- MKTG 407      International Marketing (3)
- MKTG 415      Marketing Communications and Digital Media (3)
- MKTG 430      Personal Selling (3)

MKTG 440	Product Management (3)
MKTG 495	Internship in Marketing (3)
MKTG 497	Special Topics in Marketing (3)
MKTG 499	Independent Study (3)
MGMT 498	Global Field Study (3)

## **B.S. IN INFORMATION SYSTEMS AND TECHNOLOGY MANAGEMENT**

FACULTY: Aggarwal, Fowler, Mirani, Scornavacca

This degree prepares students to become “core IT workers” in the digital economy of the new millennium. It builds on core knowledge of business and technology to deliver key competencies and develop specialized skills needed for successful information systems professionals.

Students will:

- Learn how to manage information systems projects, including how to manage risk, calculate return on investment, assess a project as part of an overall IT portfolio, manage vendors and deliver IT as a service.
- Learn how to define business needs as information system requirements and design solutions to match the enterprise architecture.
- Learn systems, databases, networking, and web and programming technologies, and apply these technologies to develop solutions for business.
- Be able to work as end-user support, business analysts, system administrators, database analysts, network specialists, web designers, webmasters or systems analysts, and in many other jobs that are being created in today’s digital economy.

This degree differs from the B.S. in business administration with a specialization in computer information systems in that it has less emphasis on business knowledge and more in-depth coverage of information systems technologies and management.

### **PROGRAM GOALS AND LEARNING OBJECTIVES**

**Mission Statement:** The B.S. in Information Systems and Technology Management program at the Merrick School of Business delivers key business competencies and develops specialized skills needed for successful information systems professionals. It emphasizes the application of information systems technology to business and provides students with the knowledge and skills to enhance their job performance and allow for meaningful professional career advancement in the information technology area.

Graduates will have:

**Goal 1 – Competencies in the Application of Technologies in the Development of Information Systems:** Students will apply information systems technology to business.

**Goal 2 – Effective Communication Skills:** Students will demonstrate an acceptable level of written and oral communication skills.

**Goal 3 – An Ethical Perspective:** Students will understand the importance of behaving ethically in their professional lives.

**Goal 4 – Team Skills and Dynamics:** Students will understand group and individual dynamics in organizations.

## **DEGREE REQUIREMENTS**

There are 120 credit hours required for this degree, as outlined below. The number of electives required is the number of credits needed to complete the 120-credit minimum requirement after meeting the specific program requirements.

### **University-Wide General Education Requirements**

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Lower-Division Core Requirements (30 credits)**

ACCT 201	Introduction to Financial Accounting (3)
ACCT 202	Introduction to Managerial Accounting (3)
BULA 151	Business Law (3)
CMAT 303	Oral Communication in Business (or CMAT 201) (3) [CMAT/COMM/ELECGE]
ECON 200	The Economic Way of Thinking (3) [SOSC/Q&Q/SBS]
INSS 209	Introduction to Programming Language (3)*
INSS 225	Structural Programming Using Procedural Languages (3)*
MATH 111	College Algebra (3) [MATH/Q&Q/MA]
MATH 115	Introductory Statistics (3) [MATH/Q&Q/MA]
OPRE 202	Statistical Data Analysis (3)

*\*These courses may be replaced by 6 credit hours of programming language approved by the Merrick Advising Center and the department chair.*

### **Upper-Division Core Requirements (19 credits)**

INSS 300	Management Information Systems (3) [COSC/CTEK/ELECGE]
MGMT 301	Management and Organizational Behavior (3)
MGMT 330	Personal and Professional Skills for Business (1)
OPRE 315	Business Applications of Decision Science (3)

*Select three of the following:*

FIN 331	Financial Management (3)
MGMT 302	Global Business Environment (3)
MGMT 339	Process and Operations Management (3)
MKTG 301	Marketing Management (3)
MKTG 430	Personal Selling (3)

**Information Systems and Technology Management Requirements (24 credits)**

For prerequisites, refer to the individual listings in the online course descriptions, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions).

INSS 370	Project Management (3)
INSS 406	Systems Analysis and Logical Design (3)
INSS 421	Design of Database Management Systems (3)
INSS 422	Business Intelligence (3)
INSS 427	Business Data Communications (3)
INSS 470	IT Service Delivery (3)

*Two of the following:*

INSS 401	Internet and Business (3)
INSS 431	Electronic Commerce (3)
INSS 453	Internet and Network Security (3)
INSS 454	Operating Systems (3)
INSS 495	Internship in MIS (3)
INSS 497	Special Topics in Information Systems (3)
INSS 499	Independent Study (3)

**B.S. IN REAL ESTATE AND ECONOMIC DEVELOPMENT**

FACULTY: Iyer, Yunus

Students in the B.S. in Real Estate and Economic Development program will demonstrate:

- A basic professional competency in the vocabulary, concepts and tools of analysis needed by real estate professionals
- The appropriate communication skills used by real estate professionals; this skill set includes writing case analyses, memoranda, financial reports and market opportunity analyses citing accounting and other data
- The ability to access and utilize information available from a variety of online and electronic media, as well as the ability to use spreadsheets fluently to estimate forecasts, cash flows and appreciation

- Analytical and critical thinking skills by solving a variety of complex real estate-related problems requiring them to identify salient issues; obtain, screen and select relevant information and data; frame and conduct an analysis; and report findings and/or recommendations
- An ability to identify ethical issues and problems related to real property transfer and situations involving conflict, explain the impact on the conduct of business and society as a whole, and articulate solutions in the context of an ethical model

## **PROGRAM GOALS AND LEARNING OBJECTIVES**

**Mission Statement:** The goal of the B.S. in Real Estate and Economic Development program at the Merrick School of Business is to provide students with a rigorous education that prepares them for successful careers in real estate investment, commercial property development and/or management, mortgage banking, commercial lending and related fields.

Graduates will have:

**Goal 1 – Real Estate Professional Competencies:** Students will obtain and integrate knowledge and competencies of real estate professionals.

**Goal 2 – Research Skills:** Students will possess the research skills necessary to study issues in commercial real estate and economic development.

**Goal 3 – Effective Communication Skills:** Students will demonstrate the appropriate communication skills used by real estate professionals. This skill set includes writing case analyses, memoranda, financial reports and market opportunity analyses citing accounting and other data.

**Goal 4 – Analytical Thinking and Problem Solving Skills:** Students will demonstrate problem-solving skills, supported by appropriate analytical and quantitative techniques.

**Goal 5 – An Ethical Perspective:** Students will understand the importance of behaving ethically in their professional lives.

## **DEGREE REQUIREMENTS**

There are 120 credit hours required for this degree, as outlined below. The number of electives required is the number of credits needed to complete the 120-credit minimum requirement after meeting the specific program requirements.

### **University-Wide General Education Requirements**

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

**Lower-Division Business Requirements (24 credits)**

ACCT 201	Introduction to Financial Accounting (3)
ACCT 202	Introduction to Managerial Accounting (3)
BULA 151	Business Law (3)
CMAT 303	Oral Communication in Business (or CMAT 201) (3) [CMAT/COMM/ELECGE]
ECON 200	The Economic Way of Thinking (3) [SOSC/Q&Q/SBS]
MATH 111	College Algebra (3) [MATH/Q&Q/MA]
MATH 115	Introductory Statistics (3) [MATH/Q&Q/MA]
OPRE 202	Statistical Data Analysis (3)

**Business Fundamental Requirements (13 credits)**

FIN 330	Excel for Financial Analysis (3)
FIN 331	Financial Management (3)
INSS 300	Management Information Systems (3) [COSC/CTEK/ELECGE]
MGMT 330	Personal and Professional Skills for Business (1)
MKTG 301	Marketing Management (3)

**Real Estate Core Requirements (18 credits)**

ECON 312	Introduction to Economic Development (3)
FIN 471	Real Estate Finance (3) <i>This is the capstone course and is taken in the student's last semester.</i>
REED 312	Real Estate Principles and Transactions (3)
REED 315	Real Property Law (3)
REED 475	Real Estate Market Analysis (3)
REED 480	Property Management (3)

**Real Estate Electives (15 credits)**

*Two of the following:*

CSCE 401	Economic and Community Development (3)
FIN 470	Real Estate Investments (3)
MKTG 430	Personal Selling (3)
REED 495	Internship in Real Estate and Economic Development (3)
REED 497	Special Topics (3)

**Approved Program Electives**

*Three of the following:*

ACCT 301	Intermediate Accounting I (3)
ACCT 302	Intermediate Accounting II (3)
CSCE 301	Introduction to Nonprofit Leadership (3)
GVPP 320	Public Administration (3)
GVPP 322	Bureaucracy and Public Policy (3)
GVPP 326	Urban Politics and Public Policy (3)

GVPP 348	State and Local Government (3)
GVPP 461	Maryland Government Processes and Politics (3)
HIST 382	History of Baltimore (3)
MGMT 301	Management and Organizational Behavior (3)

### **Additional Electives**

Students needing additional elective courses to reach the 120-credit requirement are encouraged to select courses to meet their individual needs and interests. Suggested areas are government, community studies and civic engagement, finance, accounting and marketing. Students are encouraged to discuss their choices with their academic adviser.

### **CONSTRUCTION MANAGEMENT SPECIALIZATION**

The construction management specialization within the B.S. in Real Estate and Economic Development program creates a pathway for students who have already taken courses in construction management at a community college and who are now seeking to earn their bachelor's degree to further their knowledge of real estate.

Upon transferring a maximum of 15 credits of construction management from an approved community college to the University of Baltimore, students will have already satisfied the specialization requirements for the program. These 15 credit hours will satisfy the real estate program electives outlined above. Students must then fulfill the general education requirements, lower-division business requirements, business fundamental requirements and real estate core requirements. Students should note that they are allowed to transfer a maximum of 63 total credit hours from a community college toward their UB program.

Students can transfer construction management credits from the following institutions and programs:

- Anne Arundel Community College: A.A.S. in construction management
- Baltimore City Community College: A.A.S. in construction supervision
- Community College of Baltimore County: A.A.S. in construction management
- College of Southern Maryland: A.A.S. in construction management technology
- Howard Community College: A.A.S. in architectural and construction management

### **UPPER-DIVISION CERTIFICATE IN ACCOUNTING**

The upper-division Certificate in Accounting provides the necessary coursework to allow students who do not have the equivalent of an undergraduate degree in accounting to sit for the CPA exam. In addition, this certificate program may be used by students who want to have evidence on their resumes of meeting job requirements that request applicants have the equivalent of an undergraduate degree in accounting or at least 24 accounting credits. The program is 24 to 30 credits, depending upon whether students have previously taken the introductory accounting courses. Admission to this certificate requires a previously earned bachelor's degree. Students may transfer equivalent courses for ACCT 201

and ACCT 202, and a maximum of 6 credit hours of upper-division requirements with approval of the program director.

### **LEARNING OBJECTIVES**

Upon completion of the certificate, students will be able to identify and apply the key accounting and ethics concepts identified by the Maryland Board of Public Accountancy in the following areas:

- Financial accounting
- Auditing, cost/managerial accounting and U.S. federal income taxation
- Business ethics, including the social responsibility of business professionals and corporate social responsibility

### **Transferable Credits (6 credits)**

ACCT 201	Introduction to Financial Accounting (3)
ACCT 202	Introduction to Managerial Accounting (3)

### **Program Requirements (24 credits)**

ACCT 301	Intermediate Accounting I (3)
ACCT 302	Intermediate Accounting II (3)
ACCT 306	Cost Accounting (3)
ACCT 310	Intermediate Accounting III (3)
ACCT 401	Auditing (3)
ACCT 403	Advanced Financial Reporting (3)
ACCT 405	Income Taxation (3)
IDIS 302	Ethical Issues in Business and Society (3)

# YALE GORDON COLLEGE OF ARTS AND SCIENCES

Christine Spencer, interim dean

Deborah Kohl, associate dean

Nicole Marano, assistant dean for advising, enrollment management and student success

[www.ubalt.edu/cas](http://www.ubalt.edu/cas)

## **INNOVATION, DISCOVERY AND ENRICHMENT**

The Yale Gordon College of Arts and Sciences awards bachelor's, master's and doctoral degrees, and post-bachelor's and master's degree certificates that encourage innovation and discovery and enrich the intellectual lives of the college's students and faculty members. Through interdisciplinary and discipline-based programs in the arts, humanities, and social and natural sciences, the college offers visionary, integrative learning and teaching environments enhanced with rapidly evolving information and communication technologies. Our graduates learn to be reflective, skilled communicators, adept at addressing contemporary problems within an ethical framework and able to adapt to a changing world. Well-prepared for the world of work, our students become broadly informed and deeply engaged in local, regional and world communities.

The college was founded in 1937 as a junior college emphasizing the liberal arts. In 1961, it became a four-year institution offering day and evening classes; 1974 marked the introduction of its first graduate program. In 1975, it became an upper-division college and graduate school. Now that the University offers four-year programs, the college continues its commitment to offering a variety of unparalleled graduate programs and outstanding undergraduate programs.

In 1982, the College of Liberal Arts was named for Yale Gordon, a University of Baltimore alumnus and businessman who understood the central importance of the humanities in higher education and in the life of a community. With his wife, Peggy, he established the Peggy and Yale Gordon Trust, which supports organizations, such as the Yale Gordon College of Arts and Sciences, that are dedicated to advancing the humanities. In 2010, the college was renamed the Yale Gordon College of Arts and Sciences to reflect a strengthened, expanded foundation of general education and arts and sciences courses to enhance student success.

Although teaching and learning are of primary focus, the college places considerable importance on research and public service for both faculty and students. Theoretical and applied research among faculty members enhances the quality of our academic programs and ensures the competitiveness of our students and graduates in the workplace and beyond.

As a public institution, the college recognizes its responsibility to the state and to the Baltimore metropolitan area. The work of the Ampersand Institute for Words & Images, various specific projects undertaken in conjunction with enterprises like CityLit Project, and programs like Legal and Ethical Studies and Integrated Arts, and those contributing to game design and counselor education have an impact on the growth and development of the community that reaches far beyond the campus borders.

## DIVISIONS AND SCHOOLS

The college comprises four academic units: three divisions and a school. All units award bachelor's and master's degrees; some offer certificates and doctoral degrees. Each unit includes opportunities for interdisciplinary studies as a platform for cross-divisional innovation.

Diedre Badejo, program director, B.A. in Interdisciplinary Studies

- **Division of Applied Behavioral Sciences**

Sharon Glazer, division chair

Sally Farley, program director, B.A. in Psychology

Elaine Johnson, program director, M.S. in Applied Psychology, counseling psychology concentration

Thomas Mitchell, program director, M.S. in Applied Psychology, industrial and organizational psychology concentration

Courtney Gasser, program director, Certificate in Professional Counseling Studies

Educating students for life and work, the Division of Applied Behavioral Sciences is committed to developing and offering educational and professional programs of the highest quality to meet the emerging needs of students, the community and the region. This division offers an undergraduate program leading to a degree in psychology; an accelerated B.A./M.S. option in psychology is also offered. It also offers a graduate program leading to a degree in applied psychology, with specialization tracks in counseling psychology and industrial/organizational psychology. The division also offers a post-master's certificate program in professional counseling studies, which prepares students for Maryland state and national licensure as licensed clinical professional counselors.

- **Division of Legal, Ethical and Historical Studies**

Jeffrey Sawyer, division chair

Elizabeth Nix, program director, B.A. in History

Joshua Kassner and Steven Scalet, co-program directors, B.A. in Jurisprudence

Steven Scalet and Joshua Kassner, co-program directors, B.A. in Philosophy, Society and Applied Ethics

Michele Cotton, program director, M.A. in Legal and Ethical Studies

Law, ethics and history are woven into our society. The Division of Legal, Ethical and Historical Studies offers undergraduate and graduate degree programs that examine these areas of study from various perspectives. It offers undergraduate programs leading to degrees in history and jurisprudence, and a graduate program leading to a degree in legal and ethical studies. Special emphasis is given to the study of ideas and ethics, as well as to regional, economic and cultural studies. The division is closely affiliated with the University's Hoffberger Center for Professional Ethics.

- **Division of Science, Information Arts and Technologies**

Ronald Castanzo, division chair

Giovanni Vincenti, program director, B.S. in Applied Information Technology

Stanley Kemp, program director, B.A. in Environmental Sustainability and Human Ecology

Aaron Oldenburg, program director, B.S. in Simulation and Digital Entertainment

Greg Walsh, program director, M.S. in Interaction Design and Information Architecture,  
certificates in Digital Media Production and User Experience (UX) Design

Kathryn Summers, program director, D.S. in Information and Interaction Design

Lucy Holman, director, Certificate in Library Technologies

Focusing on three of the increasingly important STEM disciplines (science, technology and mathematics) and meeting the workforce demand for those who possess the knowledge and skills to practice them, the Division of Science, Information Arts and Technologies offers academic programs designed for students with interests in science and computer-related areas and the mathematics that supports them. These interests range from information technology; usability studies; system development; and game, simulation and interaction design, to environmental studies that encompass science, ethics and politics, to the exploration of humans' interactions with the planet. The division offers undergraduate programs leading to degrees in applied information technology, environmental sustainability and human ecology, and simulation and digital entertainment. It also offers graduate programs leading to a doctoral degree in information and interaction design and a master's degree in interaction design and information architecture. It offers post-bachelor's certificates in digital media production, user experience design and library technologies.

- **Klein Family School of Communications Design**

Cheryl Wilson, division chair and director, Ampersand Institute for Words & Images

Julie Simon, program director, B.A. in Digital Communication

Cheryl Wilson, program director, B.A. in English

Jeffrey Hoover, program director, B.A. in Integrated Arts

Kendra Kopelke, program director, M.F.A. in Creative Writing & Publishing Arts

Amy Pointer, program director, M.F.A. in Integrated Design

Thomas "T.J." O'Donnell, program director, M.A. in Publications Design and Certificate in  
Digital Communication

Making ideas public—that's how the Klein Family School of Communications Design defines its mission. Its programs blur the boundaries between creativity and practicality, between the humanities and the real world. It promotes learning as both a key to and a function of life, and offers programs that examine the marriage of art and commerce, words and images, and old

and new media. The school encompasses the Ampersand Institute for Words & Images, which conducts research and in other ways promotes and supports the mission of the academic division of the school. The division offers undergraduate programs leading to degrees in digital communication, integrated arts and English. It also offers graduate programs leading to degrees in publications design, integrated design, and creative writing and publishing arts, and to a certificate in digital communication.

## **STUDENTS**

The approximately 1,850 men and women enrolled in the Yale Gordon College of Arts and Sciences—about two-thirds of them in undergraduate programs—represent about 30 percent of the total University of Baltimore student population.

About two-thirds of the college's undergraduate students are enrolled full time. Many of the remainder are already working in a wide variety of careers, and most of the college's students—whether undergraduate or graduate, full time or part time—balance job, family and school responsibilities. Some students are seeking advancement in their current careers; others are preparing to change careers. This diversity of age and experience is an important and invigorating part of campus life. Classes take place both during the day and in the evening, and most undergraduate majors can be completed entirely in the day, in the evening or through a schedule combining these.

## **FACULTY**

College of Arts and Sciences faculty members are leaders in teaching, research, scholarship and service to the community. Full-time faculty members teach both graduate and undergraduate courses, conduct sponsored research, publish papers and articles, and engage in public service as consultants, board members and volunteers. The college's teaching faculty also includes a cadre of adjunct professors who are leading professionals and practitioners in dozens of fields—from government to the arts, nonprofit organizations to businesses. These adjunct faculty members contribute in significant ways to creating and advancing professional applications of the arts and sciences. A number of the University's administrative staff also serve as adjunct faculty members.

## **FACILITIES**

Classrooms, laboratories and faculty offices for the Yale Gordon College of Arts and Sciences are located in the Learning Commons, in the Academic Center and in the Liberal Arts and Policy Building. The college shares the University of Baltimore's Langsdale Library, Office of Technology Services and Achievement, and Learning Center with other components of the University.

A gift of psychology Professor Emeritus William Wagman and his wife, Althea, the William and Althea Wagman Laboratory on the fourth floor of the Learning Commons includes a sensory deprivation room, an individual testing room, a wet lab and a computer intranet system. Division of Applied Behavioral Sciences students can use the lab for independent and classroom research.

Advanced laboratories in the Klein Family School of Communications Design support student work in graphic design, electronic publishing, motion graphics, digital imaging, audio/video studio production and postproduction editing. Laboratories include high-end Apple computers; an array of quality printers,

including those for large-scale posters; a professional mounting and lamination system; and connections for digital cameras, camcorders, high-end photo-quality scanners and other equipment. The multiroom facility offers easy access to state-of-the-art software for graphic design; image creation, correction and manipulation; digital audio and video mixing and postproduction; animation; and web design.

Laboratories in the Division of Science, Information Arts and Technologies support work in biology, earth and environmental science, PC and network administration, information security, hypermedia, game design, application development for mobile technologies and usability research. Facilities include a general science laboratory and an environmental sciences lab with state-of-the-art facilities (a designated Biosafety Level 2 research facility) that supports both faculty and student research projects. The information security lab provides students with access to networking hardware, including network switches, firewalls, intrusion detection systems and VPN servers. The UB User Research Lab, a high-tech teaching and research laboratory specializing in human-centered research studies, provides an environment for understanding the user experience in various contexts; provides user research services to academic researchers, graduate students and businesses; and contributes valuable research findings to the professional and user research community. The UB Game Lab and the Digital Whimsy Lab support research in game development and user experience; provide space for collaborative, industry-standard prototyping and group design; and support knowledge-based applied research using immersive, visualization and interactive game technology.

## **UNDERGRADUATE PROGRAMS**

- Applied Information Technology (B.S.)
- Digital Communication (B.A.)
- English (B.A., with specializations in literature and culture; creative writing; professional writing, editing and publishing; and applied rhetoric)
- Environmental Sustainability and Human Ecology (B.A.)
- History (B.A.)
- Integrated Arts (B.A.)
- Interdisciplinary Studies (B.A.)
- Jurisprudence (B.A.)
- Philosophy, Society and Applied Ethics (B.A.)
- Psychology (B.A.)
- Simulation and Digital Entertainment (B.S.)

*Note: Descriptions of these programs follow Academic Policies and Information in the above-listed alphabetical order.*

## HELEN P. DENIT HONORS PROGRAM

Both faculty members and students in the Yale Gordon College of Arts and Sciences participate actively in the Helen P. Denit Honors Program. See the [honors program](#) section or visit [www.ubalt.edu/honors](http://www.ubalt.edu/honors).

## ACADEMIC POLICIES AND INFORMATION

University-Wide Degree Requirements

See the [University-Wide Degree Requirements](#) section of this catalog.

### Collegewide Degree Requirements

All Yale Gordon College of Arts and Sciences bachelor's degree candidates are required to:

- Complete a minimum of 120 credits, including the specific requirements of their major, with a minimum cumulative grade-point average of 2.0.
- Apply no more than 60 credit hours of community college work toward graduation.
- Earn a minimum grade of C (2.0) in all courses required for the major, including courses that are regarded as electives in the major. Some programs may have additional requirements or standards, which are specified in the program requirements in this catalog.
- Apply no more than 30 credits in business courses toward requirements for the bachelor's degree.
- Complete the last 30 credit hours required for the degree at the University of Baltimore.

*Note: Any deviation from the program requirements described in the catalog requires the written permission of the dean of the Yale Gordon College of Arts and Sciences.*

## ACADEMIC MINORS

Students who have completed 24 credit hours with a 2.0 cumulative GPA may declare a minor, which is a cohesive set of courses designed by faculty **members** to provide students with an opportunity to cultivate skills and knowledge through concentrated study in an area that is not the major. Minors may focus on one discipline or may be interdisciplinary; they require 15 to 21 credits. Completing a minor is optional, and students should seek the guidance of an academic adviser when selecting a minor to understand how the minor requirements may be completed in conjunction with their degree.

For more information about minors offered and further requirements, see [Academic Minors](#).

## OPTIONS AND REQUIREMENTS FOR UNDERGRADUATE STUDENTS TAKING GRADUATE COURSES

Undergraduate students who have a minimum cumulative GPA of 3.2 and have completed at least 90 credits applicable to a degree (senior standing) may request enrollment in graduate courses as part of their undergraduate degree. Enrollment requires the approval of the directors of both the undergraduate and graduate programs in question. With this arrangement, undergraduate students are

permitted to take a maximum of 6 credit hours at the graduate level, and these credits are applied strictly to the undergraduate degree.

Undergraduate students taking graduate courses being applied to an undergraduate degree pay usual undergraduate tuition. Consequently, all application and approval forms must be completed prior to registration.

### **ACCELERATED BACHELOR'S/MASTER'S OPTION**

Undergraduate students of recognized academic ability and educational maturity may fulfill the combined requirements of the college's bachelor's and master's degrees via a variety of accelerated bachelor's/master's options. This is different from applying to enroll in graduate courses as part of the undergraduate degree, as described above.

This accelerated option requires a minimum of 141 credits, depending on the requirements of individual programs. A maximum of 9 graduate credits, completed at the undergraduate level, may be applied simultaneously to the requirements for the bachelor's and master's degrees. In some cases, students may cross disciplines. Those interested should discuss their proposals with the appropriate program directors.

To be eligible for an accelerated bachelor's/master's option, students must have a cumulative 3.5 GPA or higher; to remain in the program, students must maintain at least a 3.5 GPA in their undergraduate coursework and at least a 3.0 GPA in their graduate courses.

To take advantage of the option, students need the approval of the dean of the college and of the appropriate graduate and undergraduate program directors, and must elect to take advantage of the option prior to beginning the last 30 credits of their undergraduate degree. Moreover, students must secure approval for participating in the option as special students in the appropriate graduate program and pay the applicable fees.

Students taking advantage of this accelerated option may register for up to 9 credits of graduate coursework during the last 30 hours of their undergraduate degree. The undergraduate and graduate program directors will select the appropriate graduate courses for each student upon election of the option. These courses may not include independent study or research, individual research, directed study, thesis, internship or practicum courses. Changes in the program of study require approval of both the undergraduate and graduate program directors.

Students must be in continuous enrollment at the University of Baltimore for this agreement to remain in effect. Those who fail to maintain the eligibility requirements will be dropped from the accelerated option. Applicability (if any) of graduate courses to the undergraduate degree will be determined on an individual basis. Students should be aware that graduate courses applied to both undergraduate and graduate degrees at the University may not transfer as graduate credits to another institution.

In addition to electing the accelerated bachelor's/master's option, a separate application for admission to the graduate program (including payment of applicable fees) must be completed during the final semester of the bachelor's program. Admission to the graduate program must be effective the first regular semester after completing the credits required for the bachelor's degree so that there is no break in studies.

## **GRADUATE PROGRAMS**

### **Doctoral Program**

- Information and Interaction Design (D.S.)

### **Master's Programs**

- Applied Psychology (M.S. with concentrations in Counseling Psychology and Industrial and Organizational Psychology)
- Creative Writing & Publishing Arts (M.F.A.)
- Integrated Design (M.F.A.)
- Interaction Design and Information Architecture (M.S.)
- Legal and Ethical Studies (M.A.)
- Publications Design (M.A.)

### **Graduate Certificate Programs**

- Digital Communication
- Digital Media Production
- Library Technologies
- Professional Counseling Studies
- User Experience (UX) Design

## **LAW SCHOOL AUTOMATIC ADMIT OPTION**

Students who graduate from a University of Baltimore undergraduate program with a cumulative cross-institutional grade-point average of 3.35 or better as computed by the Credential Assembly Service and an LSAT score of 154 or better can be automatically admitted into the entering class of the UB School of Law following their graduation.

Admission is for the fall semester only (note that the law school cannot make an admission decision until students have completed 75 credits of undergraduate coursework), and a completed application must be submitted by April 1. Students should take the LSAT no later than February of the calendar year in which they would like to enter law school.

Note that if students answer yes to any of the character and fitness questions on the UB School of Law application, they are not eligible for automatic admission; instead, their application will be forwarded to the admissions committee for a complete review. Character and fitness questions concern information regarding academic and disciplinary probation, criminal offenses, civil suits and employment termination.

The UB School of Law does not ensure acceptance into the full-time day program; students may be admitted to the full-time day program, the part-time day program or the evening program.

The law school reserves the right to increase the grade point average and the LSAT score required on an annual basis.

For more information about this option, contact the Office of Law Admissions at 410.837.4459 or [lawadmissions@ubalt.edu](mailto:lawadmissions@ubalt.edu).

## **LAW SCHOOL EARLY ENTRY OPTION**

Available to students enrolled in the B.A. in History or B.A. in Jurisprudence programs, this option allows students' first year of enrollment at the University of Baltimore School of Law to fulfill the requirements of their last year of undergraduate study. It requires a cumulative cross-institutional grade point average of 3.50 or better as computed by the Credential Assembly Service and an LSAT score of 155 or better. This option is available only if students are continuously enrolled at the University from their undergraduate major into their law school education.

To pursue the option, students must complete the 93 undergraduate credits required for their degree and complete a minimum of 33 credits at UB, excluding AP, IB, DANES, CLEP or challenge examinations. Students must complete all lower- and upper-division general education requirements and apply to the UB School of Law. Admission is for the fall semester only (note that the law school cannot make an admission decision until students have completed 75 credits of undergraduate coursework), and a completed application must be submitted by April 1. Students should take the LSAT no later than February of the calendar year in which they would like to enter law school.

Note that students must apply for graduation during the last semester of their first year of law school to receive their bachelor's degree.

If students answer yes to any of the character and fitness questions on the UB School of Law application, they are not eligible for early entry; instead, their application will be forwarded to the admissions committee for a complete review. Character and fitness questions concern information regarding academic and disciplinary probation, criminal offenses, civil suits and employment termination.

Law school admission may be into the full-time day program or the part-time day program, as determined by the School of Law.

The law school reserves the right to increase the grade point average and the LSAT score required on an annual basis.

For more information about this option, contact the Office of Law Admissions at 410.837.4459 or [lawadmissions@ubalt.edu](mailto:lawadmissions@ubalt.edu).

For more detailed information about B.A. in History program requirements, see the [program description](#); for B.A. in Jurisprudence program requirements, see the [program description](#).

## **SECOND BACHELOR'S DEGREES**

Students who have previously earned a bachelor's degree, at either the University of Baltimore or another accredited institution, may earn a second bachelor's degree in a different degree program. Students must complete a minimum of 30 credits in residence at the University of Baltimore, applicable only to the second degree, and satisfy all of the departmental requirements for the degree, but they are not required to fulfill general education or University-wide course requirements. No University of Baltimore courses taken to complete the first bachelor's degree can be retaken to complete the second bachelor's degree.

Credits used to satisfy a first degree at the University of Baltimore may not be applied toward the 30-credit residency requirement for the second degree. In some cases, this policy may require the substitution of courses in the major other than those specified by the second degree program. Students

interested in pursuing a second bachelor's degree should consult with the appropriate program director before making a formal application through the Office of Transfer Admission and Community College Relations. Information about applying for a second bachelor's degree may be found in the [Admission](#) section of this catalog.

## **INDEPENDENT STUDY**

Students may pursue independent research with faculty members through independent or directed study courses. Each academic discipline within the Yale Gordon College of Arts and Sciences offers an independent study course that is described in the online course description, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions). Students must obtain permission of their program director and the supervising faculty member before registering for an independent study course.

## **APPLIED INFORMATION TECHNOLOGY, BACHELOR OF SCIENCE**

*(Available to students once they have completed a minimum of 56 credits; may require that additional criteria be met, and courses to fulfill this major may not be available during the day.)*

[www.ubalt.edu/ait](http://www.ubalt.edu/ait)

Giovanni Vincenti, program director

FACULTY: Ketel, Vincenti

ADJUNCT FACULTY: Brown, Fowler, Hall, Lamma, Mayfield, Satzinger

In the B.S. in Applied Information Technology program, you'll explore networking, developing desktop and server-based applications, and building and supporting websites, learning cutting-edge IT technologies at a much deeper level than that of traditional IT certification training.

While earning an IT certification is not a requirement of this program, we encourage you to do so in conjunction with your degree. You should be able to complete at least one major IT certification by the time you graduate from the program.

About one-third of your time in the program will be devoted to hands-on activities, such as:

- Building and troubleshooting computers
- Constructing wired and wireless computer networks
- Writing and publishing desktop and server-based applications
- Installing and configuring secure web servers
- Creating interactive websites

## **FACILITIES**

The Division of Science, Information Arts and Technologies maintains several PC labs supporting programming, network administration and information security.

## **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

## **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.S. in Applied Information Technology program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- COSC 324 Designing for Humans (3)
- INFO 110 Introduction to Information Literacy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) section for details regarding general education requirements at the University of Baltimore.

*For this major, the required general education course to satisfy the mathematics requirement is MATH 111 College Algebra.*

### **Applied Information Technology Requirements (69 credits)**

#### **Applied Information Technology Core (39 Credits)**

- COSC 151 Computer Programming I (3)
- COSC 155 Internet Technologies: Mastering the Basics (3)
- COSC 210 Computer Hardware/Software Support (3)
- COSC 212 Introduction to Linux (3)
- COSC 251 Computer Programming II (3)
- COSC 310 Fundamentals of Computer Networks (3)
- COSC 324 Designing for Humans (3)
- COSC 332 Fundamentals of Computer Security (3)
- COSC 351 Object-Oriented Programming (3)
- COSC 356 Database Systems (3)
- COSC 401 The TCP/IP Protocol Suite (3)
- COSC 461 IT Project Management (3)

*and one of the following:*

COSC 312 Administering and Supporting a Network Operating System (3)

COSC 412 Unix/Linux Administration (3)

**Capstone (3 credits)**

COSC 490 Practicum in Information Technology (3)

**Math Requirements (9 credits)**

MATH 201 Calculus I (3)

MATH 303 Applied Probability and Statistics (3)

MATH 321 Mathematical Structure for Information Technology (3)

**Tracks (18 credits)**

Choose one of the following two tracks:

**APPLICATION DEVELOPMENT AND PROGRAMMING**

COSC 434 Web and Database Security (3)

COSC 451 Object-Oriented Analysis and Design (3)

COSC 453 Advanced Web Development (3)

COSC 456 Advanced Database Systems (3)

COSC 457 Mobile Applications Programming (3)

*One of the following:*

COSC 432 Information Assurance and Security (3)

COSC 433 Network Security (3)

COSC 435 Digital Forensics (3)

**INFORMATION SECURITY AND ASSURANCE**

COSC 430 Legal Issues in High Technology Crime (3)

COSC 432 Information Assurance (3)

COSC 433 Network Security (3)

COSC 434 Web and Database Security (3)

COSC 435 Digital Forensics (3)

*One of the following:*

COSC 453 Advanced Web Development (3)

COSC 456 Advanced Database Systems (3)

COSC 457 Mobile Applications Programming (3)

**General Electives**

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Accelerated Bachelor's/Master's Option**

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the M.S. in interaction design and information architecture. Contact the program director for information and see [Accelerated Bachelor's/Master's Option](#).

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

## **DIGITAL COMMUNICATION, BACHELOR OF ARTS**

[www.ubalt.edu/digitalcommunicationmajor](http://www.ubalt.edu/digitalcommunicationmajor)

Julie Simon, program director

FACULTY: Cohen, Delury, Fioramonti, Fountain, Friskey, Gibson, Justice, N. Kang, K. Kopelke, Leyva, Matanle, Meikle, O'Donnell, Pointer, Shorr, Simon, Wilson, Winik, Yarrison

WRITER IN RESIDENCE: Magida

ADJUNCT FACULTY: Blumberg, Burkhart, Flinkman, Gibbons, P. Kopelke, Patschke, Rhee

The Digital Communication program—housed in the Klein Family School of Communications Design—leads to a B.A. Digital, mobile and social media are now integral to the communication strategies of businesses, nonprofit organizations and government agencies. Employers are looking to hire communication specialists versed in writing, media design and production, public relations, and strategy development as they relate to the technologies of the 21st century.

In this program, students learn how to write and design effectively for digital media; explore the impact of digital technologies on 21st-century communication, business, arts and culture; examine business applications of digital media; perfect strategies for informing and persuading audiences; and think critically and creatively to solve problems and adapt to new technology environments.

The program is designed for people who are entering freshmen or transferring from community colleges and four-year schools, as well as for working professionals who want to develop their digital communication skills further, either for continued advancement in their present careers or as preparation for a career change.

Students enter the program from a variety of backgrounds, including production areas, such as graphic design, photography and video, as well as business, English and other humanities disciplines. Once in the program, students broaden their information and skills base.

Through a set of five core courses that provide a broad-based, practical understanding of communication in the 21st century, students explore the history, theory and impact of communication media, especially digital and social media. They then choose a nine-course specialization in digital theory and culture, media design and production, or public relations.

## **FACILITIES**

Klein Family School of Communications Design facilities include state-of-the-art Apple laboratories in the Liberal Arts and Policy Building. Students have access to digital HD video cameras and digital audio recorders; industry-standard software for graphic design and image creation, correction and manipulation; audio and video postproduction; animation; and web design.

## **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

## **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.A. in Digital Communication program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- CMAT 353 Research Methods in Digital Communication
- IDIS 110 Introduction to Information Literacy

### **General Education Requirements (38-43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Digital Communication Program Requirements (48 credits)**

#### **Core Courses (21 credits)**

CMAT 353	Research Methods in Digital Communication (3)
CMAT 342	The Rhetoric for Digital Communication (3)
CMAT 352	Media Literacy (3)
CMAT 451	Communication Technologies (3)
CMAT 485	Seminar in Digital Communication (3)

*One of the following advanced writing courses\*:*

ENGL 321	Argument and Persuasion (3)
ENGL 322	Techniques of Popularization (3)
ENGL 323	Writing, Editing and Publishing (3)

- ENGL 324 Public Relations Writing (3)
- ENGL 325 Introduction to Journalism (3)
- ENGL 326 Writing for Digital Media (3)
- ENGL 390 Syntax, Semantics and Style (3)

*Additional Advanced Writing options for students already accepted into the M.A. in Publications Design program:*

- PBDS 603 Editorial Style (3)
- PBDS 604 Writing for the Marketplace (3)
- PBDS 605 Public and Private Language (3)
- PBDS 611 The Craft of Popularization (3)
- PBDS 691 The Art of the Interview (3)
- PBDS 692 Writing for Digital Environments (3)

*One of the following background and ideas courses\*:*

- ENGL 337 Great Plays (3)
- ENGL 338 Modern Drama (3)
- ENGL 341 American Literature to 1900 (3)
- ENGL 344 American Literature Since 1900 (3)
- ENGL 346 The American Dream (3)
- ENGL 348 Multiethnic American Literature (3)
- ENGL 350 Topics in African-American Literature (3)
- ENGL 351 Ancient Mythology and Modern Myth (3)
- ENGL 354 Love in Literature (3)
- ENGL 361 The Hero and the Quest (3)
- ENGL 364 Shakespeare: Kings, Knaves and Fools (3)
- ENGL 365 Shakespeare: Love, Myth and Metamorphosis (3)
- ENGL 391 Topics in Language and Society (3)
- ENGL 450 The Great Moderns (3)
- CMAT 371 Mass Media and Society (3)
- CMAT 381 News and Documentary (3)

*\*Counts as either B&I or Advanced Writing **OR** Area of Focus credit.*

**Upper Division Areas of Focus (21 credits)**

Choose seven courses from the following list(s). Students may take 300- to 400-level classes from one area for a more specialized degree, or from many areas for a more generalized experience. Courses to be determined by the student and her/his adviser, based on entrance qualifications and career objectives.

## **Media Design and Production**

Students are highly encouraged to take a mix of first- and second-level courses. Two courses at the second level are recommended.

### First-Level Courses

CMAT/

- ENGL 333 Media Genres (3)
- CMAT 357 Principles of Design (*prereq:* Computer Graphics Competency\*\*)(3)
- CMAT 358 Digital Design (*prereq:* Computer Graphics Competency\*\*)(3)
- CMAT 364 Digital Photography (*prereq:* CMAT 212 or equivalent) (3)
- CMAT 366 Producing Sound Portraits (3)
- CMAT 368 Photojournalism (3)
- CMAT 369 Digital Video (3)
- CMAT 392 Media Branding (*prereq:* Computer Graphics Competency\*\*)(3)

### Second-Level Courses

- CMAT 456 Motion Graphics (*prereq:* CMAT 357, CMAT 358) (3)
- CMAT 457 Advanced Print Design (*prereq:* CMAT 357) (3)
- CMAT 458 Project Management (3)
- CMAT 459 Print Production (*prereq:* CMAT 357) (3)
- CMAT 459 Advanced Digital Design (*prereq:* CMAT 358) (3)
- CMAT 374 Magazine Design (*prereq:* CMAT 357, CMAT 358) (3)
- CMAT 469 Advanced Digital Video (*prereq:* CMAT 369) (3)
- COSC 402 Interactive Narrative (*prereq:* COSC 320) (3)

[Advanced PBDS courses by permission]

## **Digital Theory and Culture**

CMAT/

- ENGL 333 Media Genres (3)
- CMAT 355 Communication Theory and Learning (3)
- CMAT 371 Mass Media and Society (3)
- CMAT 381 Representing Reality: News and Documentary (3)
- CMAT 392 Media Branding (*prereq:* Computer Graphics Competency\*\*)(3)
- CMAT 453 Media and Community (3)
- CMAT 475 Media Criticism (3)
- ENGL 325 Introduction to Journalism (3)
- ENGL 332 Literature and Film (3)
- ENGL 391 Topics in Language and Society (3)
- ENGL 392 The Archaeology of Language (3)
- ENGL 395 Narrative Discourse (3)
- GVPP 362 Media and Government (3)

[Advanced PBDS courses by permission]

### **Public Relations**

- CMAT 303 Oral Communication in Business (3)
- CMAT 320 Argumentation and Debate (3)
- CMAT/
- ENGL 333 Media Genres (3)
- CMAT 371 Mass Media and Society (3)
- CMAT 369 Video Production (3)
- CMAT 357 Principles of Design (*prereq:* Computer Graphics Competency\*\*) (3)
- CMAT 358 Digital Design (*prereq:* Computer Graphics Competency\*\*) (3)
- CMAT 368 Photojournalism (3)
- CMAT 391 Public Relations Strategies (3)
- CMAT 392 Media Branding (*prereq:* Computer Graphics Competency\*\*) (3)
- CMAT 458 Project Management (3)
- ENGL 321 Argument and Persuasion (3)
- ENGL 322 Techniques of Popularization (3)
- ENGL 323 Writing, Editing and Publishing (3)
- ENGL 324 Public Relations Writing (3)
- ENGL 325 Introduction to Journalism (3)
- ENGL 326 Writing for Digital Media (3)
- ENGL 390 Syntax, Semantics, and Style (3)
- ENGL 391 Topics in Language and Society (3)
- ENGL 393 Topics in Advertising (3)
- ENGL 392 Archaeology of Language (3)
- ENGL 402 Copy Editing and Document Design (3)
- MGMT 300 Organizational Behavior (3)
- MGMT 305 Managing Human Resources (3)
- MKTG 301 Marketing Management(3)
- MKTG 430 Personal Selling (3)
- MKTG 410 Buyer Behavior (3)
- MKTG 415 Marketing Communication and Digital Media (3)
- INSS 401 Internet and Business (3)

[Advanced PBDS courses by permission]

### **Speech and Rhetoric**

- CMAT 300 Public Speaking (3)
- CMAT 303 Oral Communication in Business (3)
- CMAT 320 Argumentation and Debate (3)
- CMAT 334 Oral Interpretation of Literature (3)
- CMAT 355 Communication Theory and Learning (3)

- ENGL 330 Legal Writing and Rhetoric (3)
- ENGL 321 Argument and Persuasion (3)
- ENGL 322 Techniques of Popularization (3)
- ENGL 324 Public Relations Writing (3)
- ENGL 390 Syntax, Semantics and Style (3)
- ENGL 391 Topics in Language and Society (3)
- ENGL 392 Archaeology of Language (3)

[Advanced PBDS courses by permission]

**Media Writing**

- ENGL 321 Argument and Persuasion (3)
- ENGL 322 Techniques of Popularization (3)
- ENGL 323 Writing, Editing and Publishing (3)
- ENGL 324 Public Relations Writing (3)
- ENGL 325 Introduction to Journalism (3)
- ENGL 326 Writing for Digital Media (3)
- ENGL 330 Legal Writing and Rhetoric (3)
- ENGL 363 Creative Writing Workshop: Screenwriting (3)
- ENGL 386 Creative Writing Workshop: Journalism (3)
- ENGL 390 Syntax, Semantics and Style (3)
- ENGL 391 Topics in Language and Society (3)
- ENGL 392 Archaeology of Language (3)
- COSC 402 Interactive Narrative (*prereq: COSC 320*) (3)

**Other Electives** (applies to all groupings)

- CMAT 407 Internship (3)
- CMAT 489 Directed Independent Study (3)
- CMAT 490 Honors Project (3)
- CMAT 493 Honors Seminar (3)
- CMAT 497 Special Topics in Communication (3)

*You also need to complete the professional attendance and computer graphics competency requirements, as indicated below.*

**General Electives**

- IDIS 101 First-Year Seminar: Introduction to University Learning (3)  
*Freshmen only; transfer students replace this with a different elective*

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Professional Attendance Requirement**

During their tenure at the University of Baltimore, digital communication majors must attend at least five co-curricular activities related to the major. These could include lectures, workshops or conferences; professional association meetings; and a wide assortment of other events. Approved events are posted and announced in advance.

### **Computer Graphics Competency Requirement**

Students may satisfy the requirement by:

- Successful completion of CMAT 211 Computer Graphics: Publishing and CMAT 212 Computer Graphics: Imaging
- Approved transfer credit
- Computer graphics competency examination (make arrangements by speaking with the program director or with your adviser)

### **Accelerated Bachelor's/Master's Option**

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the M.A. in publications design or the M.S. in interaction design and information architecture. Contact the program director for information and see [Accelerated Bachelor's/Master's Option](#).

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#)

## **ENGLISH, BACHELOR OF ARTS**

[www.ubalt.edu/english](http://www.ubalt.edu/english)

Cheryl Wilson, program director

FACULTY: Badejo, Boyd, Carr, Delury, Friskey, Hill, Justice, N. Kang, K. Kopelke, Leyva, Magida, Matanle, Meikle, Shorr, Simon, Watkins, Wilson, Winik, Yarrison

ADJUNCT FACULTY: Beam, Carruthers, Lynne

The B.A. in English program is housed in the Klein Family School of Communications Design. Students majoring in English choose from among four specializations: literature and culture; professional writing, editing and publishing; creative writing; and applied rhetoric. Sharing a core of six courses, all specializations emphasize the development of the critical thinking and communication skills that are necessary for success both in the world of work and in the pursuit of advanced degrees. The major prepares its students for positions in publications and communications—media production, graphic

design, electronic publishing, writing, editing and public relations, for example—and provides a sound basis for graduate work in areas such as literature, rhetoric, creative writing and the law.

Extracurricular opportunities for English majors include Sigma Tau Delta (the national English honor society), the literary magazines *Welter* and *Skelter*, and the University newspaper, the *UB Post*. The division is also affiliated with CityLit Project and the literary journal *Passager*.

## **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

## **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

Transfer students may apply up to 9 credits of 200-level courses in literature taken elsewhere to count toward the 36 credits required for the program. For students transferring with 300- and 400-level courses, at least 18 credits in the program must be taken at the University of Baltimore. Any special exceptions to these requirements must have the permission of both the division chair and the dean of the college. The literature specialization has no lower-division prerequisites.

### **Information Literacy**

Students in the B.A. in English program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- ENGL 498 Seminar in English
- IDIS 110 Introduction to Information Literacy.

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **English Program Requirements (42 credits)**

#### **Core Courses (24 credits)**

ENGL301 Introduction to English Studies (3)  
ENGL 498 Seminar in English (3)

*One of the following multiethnic or women's literature courses (3):*

ENGL313 Worlds Beyond the West (3)  
ENGL319 Topics in International Literature (3)

- ENGL348 Multiethnic American Literature (3)
- ENGL349 American Identities: Explorations in the Past and Present (3)
- ENGL350 Topics in African-American Literature (3)
- ENGL360 Major Authors (if appropriate topic, approved by semester) (3)
- ENGL371 Women's Literary History (3)
- ENGL372 Topics in Women's Literature (3)
- ENGL374 Austen, the Brontes and Woolf: Rooms of Their Own (3)
- ENGL400 Literature in Society (3)
- ENGL497 Topics in Literature (if appropriate topic, approved by semester) (3)

*One of the following period and context courses (3):*

- ENGL 311 Wells of the Past: Classical Foundations (3)
- ENGL341 American Literature to 1900 (3)
- ENGL 342 Melville, Poe and Whitman: American Voyagers (3)
- ENGL344 American Literature Since 1900 (3)
- ENGL346 The American Dream (3)
- ENGL360 Major Authors (3)
- ENGL 361 The Hero and the Quest (3)
- ENGL 362 Dante, Chaucer and Cervantes: Three Versions of Pilgrimage (3)
- ENGL 366 Milton, Blake and Yeats: Poet as Prophet (3)
- ENGL 374 Austen, the Brontes and Woolf: Rooms of Their Own (3)
- ENGL 400 Literature in Society (3)
- ENGL 421 The Elizabethan Renaissance: In the Green World (3)
- ENGL 431 The Metaphysical Moment: From T.S. Eliot to John Donne (3)
- ENGL 432 The Age of Reason (3)
- ENGL 441 The Romantic Imagination (3)
- ENGL 442 The Victorian Paradox (3)
- ENGL 450 The Great Moderns (3)

*One of the following (3):*

- ENGL 364 Shakespeare: Kings, Knaves and Fools (3)
- ENGL 365 Shakespeare: Love, Myth and Metamorphosis (3)

*One of the following (3):*

- ENGL392 The Archaeology of Language (3)
- ENGL395 Understanding Narrative (3)

*Two additional 300- or 400-level ARTS, CMAT or ENGL courses (6)*

**Specializations (18 credits)**

Students complete one of the following specializations.

## **LITERATURE AND CULTURE SPECIALIZATION**

The literature and culture specialization fosters the development of critical thinking and interpretive skills through the study of literary works, aesthetics and historical perspectives from around the world.

ENGL 397      Reading Strategies (3)  
two additional period and context courses (6)  
one multiethnic/women's literature course (3)

*One of the following British literature courses (3):*

ENGL358      Tolkien: Master of Fantasy (3)  
ENGL360      Major Authors (if appropriate topic, approved by semester) (3)  
ENGL364      Shakespeare: Kings, Knaves and Fools (3)  
ENGL365      Shakespeare: Love, Myth and Metamorphosis (3)  
ENGL 366      Milton, Blake and Yeats: Poet as Prophet (3)  
ENGL374      Austen, the Brontes and Woolf: Rooms of Their Own (3)  
ENGL421      The Elizabethan Renaissance: In the Green World  
ENGL431      The Metaphysical Moment: from T.S. Eliot to John Donne (3)  
ENGL432      The Age of Reason (3)  
ENGL441      The Romantic Imagination (3)  
ENGL442      The Victorian Paradox (3)  
ENGL450      The Great Moderns (3)  
ENGL497      Topics in Literature (if appropriate topic, approved by semester) (3)

*One of the following American literature courses (3):*

ENGL338      Modern Drama (3)  
ENGL341      American Literature to 1900 (3)  
ENGL342      Melville, Poe and Whitman: American Voyagers (3)  
ENGL344      American Literature Since 1900 (3)  
ENGL346      The American Dream (3)  
ENGL348      Multiethnic American Literature (3)  
ENGL349      American Identities: Explorations in the Past and Present (3)  
ENGL350      Topics in African-American Literature (3)  
ENGL360      Major Authors (if appropriate topic, approved by semester) (3)  
ENGL497      Topics in Literature (if appropriate topic, approved by semester) (3)

## **PROFESSIONAL WRITING, EDITING AND PUBLISHING SPECIALIZATION**

The professional writing, editing and publishing specialization concentrates on the in-demand editing, writing and publishing skills valuable in almost every academic, governmental, nonprofit and business setting. Through coursework in areas such as public relations writing, writing for the media, copyediting and document design, and graphic design—often taught by practicing professionals—students develop a repertoire of skills to draw upon in the required internship that may serve as a gateway to a career after

graduation. Students who are interested in expanding their career options may elect courses in graphic or electronic design offered through the digital communication program.

*Required (12)*

- CMAT 211 Computer Graphics: Publishing (3)
- ENGL323 Writing, Editing and Publishing (3)
- ENGL390 Syntax, Semantics and Style (3)
- ENGL402 Copyediting and Document Design (3)

*Two of the following (6):*

- ENGL322 Techniques of Popularization (3)
- ENGL325 Introduction to Journalism (3)
- ENGL330 Legal Rhetoric and Writing (3)
- ENGL326 Writing for Digital Media (3)
- ENGL324 Public Relations Writing (3)
- ENGL321 Argument and Persuasion (3)
- ENGL407 Internship in Professional Writing or ENGL408: Internship in University Publications (1-3)

**CREATIVE WRITING SPECIALIZATION**

The creative writing specialization nurtures and refines creativity across multiple genres, with particular attention to the importance of audience and of the editing process. In addition, creative writers are encouraged to attend readings by accomplished contemporary writers sponsored by the University's M.F.A. in Creative Writing & Publishing Arts program. In the required WRIT 401 Publication and Performance course, all majors collaborate in editing and producing the University's literary magazine, *Welter*.

*Required (3)*

- ENGL 401 Publication and Performance (3)

*Two of the following (6):*

- ENGL 315 The Short Story (3)
- ENGL 316 Modern Poetry (3)
- ENGL317 The Novel (3)
- ENGL 320 Contemporary Literature (3)
- ENGL332 Literature and Film (3)
- ENGL338 Modern Drama (3)

*Three of the following (9):*

- ENGL363 Creative Writing Workshop: Screenwriting (3)
- ENGL387 Creative Writing Workshop: Memoir (3)
- ENGL386 Creative Writing Workshop: Creative Journalism (3)
- ENGL382 Creative Writing Workshop: Poetry (3)

- ENGL383 Creative Writing Workshop: Fiction (3)  
ENGL 385 Creative Writing Workshop: Playwriting (3)  
ENGL388 Creative Writing Workshop: Special Topics (3)

### **APPLIED RHETORIC SPECIALIZATION**

The applied rhetoric specialization develops the skills necessary for professions in law, communication and business by promoting the analysis of language and the interdisciplinary study of literature, writing, popular culture and communications.

*Required (3)*

CMAT342 The Rhetoric of Digital Communication (3)

*One of the following (3):*

ENGL392 The Archaeology of Language (3)

ENGL395 Understanding Narrative (3)

*Take one to complete the core courses and one to complete this specialization.*

*Two of the following (6):*

ENGL356 Literature and Law (3)

ENGL400 Literature in Society (3)

ENGL321 Argument and Persuasion (3)

ENGL330 Legal Writing and Rhetoric (3)

*Two of the following (6):*

CMAT352 Media Literacy (3)

CMAT371 Mass Media and Society (3)

ENGL331 Popular Genres (3)

ENGL333 Media Genres (3)

### **General Electives**

IDIS 101 First-Year Seminar: Introduction to University Learning (3)

*Freshmen only; transfer students replace this with a different elective*

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate, including this recommended elective:

ENGL 200 The Experience of Literature or another 200-level literature course (3)

### **Accelerated Bachelor's/Master's Option**

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the M.A. in publications design or the M.F.A. in creative writing & publishing arts. Contact the program director for information and see [Accelerated Bachelor's/Master's Option](#).

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

## **ENVIRONMENTAL SUSTAINABILITY AND HUMAN ECOLOGY, BACHELOR OF ARTS**

[www.ubalt.edu/environmental](http://www.ubalt.edu/environmental)

Stanley Kemp, program director

FACULTY: Castanzo, Gerlowski, Haynes, Kassner, Kemp, Kohl, Pecher, Porter, Wells, Wilson

Students in the environmental sustainability and human ecology program study—often through hands-on learning—the interrelationships of people and their environment from scientific, social, ethical and public policy perspectives.

From a science perspective, they gain a solid understanding of environmental science terminology, concepts and techniques. They explore the diversity of life and ecosystems of the world, and they participate in hands-on study of the Chesapeake Bay and its watershed. Students also study the effects of urban center growth on local ecosystems and focus on the concept of sustainable development.

Adding social sciences to the mix, students gain a cross-cultural perspective on how human populations adapt technologically, socially and psychologically to their environments, and how people alter the living and nonliving worlds around them. Cultural heritage preservation is also a significant component of the program.

Combining this with policy studies, students learn how environmental public policy is formulated, how it affects the health of the environment and how it's shaped by ecological considerations. They also examine the ethical and legal implications of the use, treatment and potential destruction of the natural environment.

When they graduate, students are prepared to deal with the real problems facing communities worldwide, from Baltimore to cities in the developing world. They go on to work in fields as varied as environmental compliance, permitting, environmental hygiene, environmental interpretation, education, environmental consulting, cultural heritage preservation, cultural resource management and museum curation in private, government and nonprofit sectors.

### **FACILITIES**

On the fourth floor of the Academic Center, a general science laboratory with 24 workstations provides a hands-on environment for students to put their knowledge into practice. On the second floor of the same building, the environmental science laboratory contains equipment and materials that allow environmental science faculty members and students to investigate local ecosystems at molecular, microscopic and organismal levels. Just down the hall from this lab is the cultural resource management lab, where archaeology and heritage preservation research is performed. The newest facilities addition is the mesocosm lab on the basement floor of the Learning Commons.

## ADMISSION REQUIREMENTS

See the [Admission](#) section of this catalog.

## DEGREE REQUIREMENTS

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.A. in Environmental Sustainability and Human Ecology program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- IDIS 110 Introduction to Information Literacy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Environmental Sustainability and Human Ecology Program Requirements (60–61 credits)**

Note that 16 to 19 credits of the environmental sustainability and human ecology program requirements can be satisfied by general education requirements.

### **Core Courses (37 credits)**

#### Biological and Environmental Sciences Foundation (7 credits)

ENVS 201	Human Ecology (3)*
BIOL 121	Fundamentals of Biology (4)*

#### Social Sciences (21 credits)

ANTH 110	Cultural Anthropology (3)*
ANTH 222	Human Environmental Adaptations (3)
ANTH 365	Human Population Dynamics (3)
ECON 100	Economics of Contemporary Issues (3)*
PSYC 100	Introduction to Psychology (3)*
PSYC 375	Environmental Psychology (3)
SOCI 303	Urban Sociology (3)

Humanities (3 credits)

PHIL 280 Environmental Ethics (3)\*

Government and Public Policy (6 credits)

GVPP 315 Public Policy Analysis (3)

GVPP 480 Environmental Politics and Policy (3)

*\*16 of these credits can also satisfy general education requirements.*

**Environmental Science Track (24 credits)**

Physical Sciences (3 credits)

PHSC 101 Earth in Focus (3)\*

Environmental Science (15 credits)

ENVS 221 Science of the Environment (4)\*

ENVS 285 Environmental Chemistry (4)

ENVS 300 Greater Baltimore Urban Ecosystems: Field Investigations (4)

ENVS 375 Molecular Genetics and Biotechnology in Society (4)

ENVS 420 Research Seminar in Environmental Science (2)

ENVS 490 Special Projects in Environmental Sciences (3)

*\*19 credits of general education requirements can be fulfilled between core courses and environmental science track courses.*

**Cultural Resource Management Track (23–24 credits)**

ANTH 252 Archeological Research Methods (4)

ANTH 295 Historical Archaeology (3)

ANTH 320 Forensic Anthropology (4)

ANTH 410 Cultural Resource Management (3)

ANTH 440 Anthropological Theory (3)

ANTH 490 Internship in Cultural Resource Management (3–4)

ANTH 499 Special Projects in Anthropology (3)

**General Electives**

IDIS 101 First-Year Seminar: Introduction to University Learning (3)

*Freshmen only; transfer students replace this with a different elective*

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

### **HISTORY, BACHELOR OF ARTS**

[www.ubalt.edu/history](http://www.ubalt.edu/history)

Elizabeth Nix, program director

FACULTY: Carney, Hudgins, Nix, Sawyer, Yi, Davis, Wood

ADJUNCT FACULTY: Brunson, Gamber, Trumpbour

The B.A. in History program is administered through the Division of Legal, Ethical and Historical Studies. The program provides students with a broad background in the humanities. It sharpens the analytical and communication skills necessary for advanced training and career development. As such, it has thrived as one of the traditional programs of study for students who go on to careers in law, government, business, education, nonprofit organizations and other professions.

The program is also designed for students who wish to pursue graduate work in the humanities, social sciences or other professional fields. The program is a flexible one. It includes basic coverage of period courses in American, Asian and European history, plus more specialized thematic courses in the history of law, business and ideas.

In addition, students may select the program's specialization in public history leading to a B.A. in history with a specialization in public history. Public history is the professional application of historical methods, skills, research and presentation in settings outside the classroom. Public historians work in museums, archives, government agencies, historical societies, living history sites, preservation groups, businesses and nonprofit organizations of all kinds, either independently or in partnership with academic institutions. Students in the public history specialization combine standard history coursework with public history courses, seminars, independent research and an internship designed to introduce them to various specialties within the field as they gain practical experience in a variety of professional settings where historians work. The public history specialization requires 15 credits, including a foundation course on local history, two public history core courses and two specialized electives.

There are also plenty of opportunities for directed research through independent studies, internships at local historical agencies or museums, and a senior seminar. Moreover, students working on such projects find easy access to some of the best archival and other resources in the Greater Baltimore region.

### **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

## **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

A maximum of 6 transfer credits in history, taken at the 200 level or above, can be applied to the history major with the approval of the program director. In addition, major requirements must be completed with a grade of C or better for students to qualify for graduation.

History has no lower-division prerequisites.

### **Information Literacy**

Students in the B.A. in History program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- HIST 295      The Historian's Toolkit (3)
- INFO 110      Introduction to Information Literacy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **History Program Requirements (39 credits)**

#### **Core Courses (6 credits)**

HIST 295      The Historian's Toolkit (3)  
HIST 495      Senior Seminar in History (3)

#### **Major Requirements (30 credits)**

*Two of the following courses:*

HIST 101      World History to 1500 (3)  
HIST 102      World History Since 1500 (3)  
HIST 111      Early America (3)  
HIST 112      Modern America (3)  
HIST 121      World History of Art to 1500 (3)  
HIST 122      World History of Art Since 1500 (3)  
HIST 204      African-American History to 1865  
HIST 205      African-American History Since 1865

*One of the remaining courses above or one of the following courses:*

- HIST 197 Conflicts in History (3)
- HIST 240 Everyday Lives (3)
- HIST 290 Great Issues in History (3)

*Four of the following courses:*

Topics in American History

- HIST 340 American Legal History (3)
- HIST 350 History of U.S. Foreign Relations (3)
- HIST 370 Old South and Slavery (3)
- HIST 375 The Civil War and Reconstruction (3)
- HIST 377 New South and Civil Rights (3)
- HIST 380 The Chesapeake World (3)
- HIST 381 American Cities (3)
- HIST 382 History of Baltimore (3)
- HIST 383 Community History (3)
- HIST 385 U.S. Women's History (3)
- HIST 396 Introduction to Public History
- HIST 420 America Since 1940 (3)
- HIST 434 American Constitutional History (3)
- HIST 468 American Political History (3)
- HIST 478 History of American Business (3)
- HIST 482 Introduction to Historical Preservation (3)
- HIST 496 Seminar in Public History (3)

*Three of the following courses:*

Topics in the History of the Wider World

- HIST 310 Ancient Civilizations (3)
- HIST 311 Emergence of Europe (3)
- HIST 312 Age of Revolution (3)
- HIST 313 Europe, 1815–1914 (3)
- HIST 314 Europe, 1914–45 (3)
- HIST 315 Europe Since 1945 (3)
- HIST 324 Modern China (3)
- HIST 326 Modern Japan (3)
- HIST 331 English Law to 1689 (3)
- HIST 332 English Law Since 1689 (3)
- HIST 440 History of Common Law (3)
- HIST 463 History of Germany (3)
- HIST 466 History of Africa (3)
- HIST 474 Women and the Family in European History (3)

*The following courses, depending on the instructor's preference, may be taught either as Topics in American History or Topics in the History of the Wider World courses, and may be applied to those requirements as appropriate:*

HIST 344	World War II (3)
HIST 390	Film and History (3)
HIST 395	Introduction to Historiography
HIST 438	Great Trials in History (3)
HIST 445	Topics in the History of Religion (3)
HIST 460	The Cold War, 1945–90 (3)
HIST 477	Technology and History (3)
HIST 490	Internship (3)
HIST 492	Independent Study (1–3)
HIST 493	Honors Seminar (3)
HIST 494	Honors Project (3–6)
HIST 497	Special Topics in History (3)

### **OPTIONAL SPECIALIZATION IN PUBLIC HISTORY (OPTIONAL 15 CREDITS)**

Students majoring in history may choose to complete this specialization in public history, which is the professional application of historical methods, skills, research and presentation in settings outside the classroom. Public historians work in museums, archives, government, historical societies, living history sites, preservation groups, businesses and nonprofit organizations of all kinds, either independently or in partnership with academic institutions.

*Students can fulfill this specialization through Topics in American History core courses, major electives and/or general electives; this does not require completion of additional credits beyond those of the history program.*

#### **Foundation Requirement (3 credits)**

*One of the following:*

HIST 380	The Chesapeake World (3)
HIST 382	History of Baltimore (3)

#### **Public History Core Requirements (6 credits)**

HIST 480	Introduction to Public History (3)
HIST 490	Internship (3)

#### **Specialized Electives (6 credits)**

*Two courses from the following with advisement from the program director:*

HIST 496	Seminar in Public History (highly recommended) (3)
CMAT 369	Digital Video (3)
CMAT 381	Representing Reality: News and Documentary (3)
CMAT 455	Hypermedia (3)

GVPP 300	American Political Institutions (3)
GVPP 322	Bureaucracy and Public Policy (3)
GVPP 326	Urban Politics and Public Policy (3)
GVPP 348	State and Local Government (3)
GVPP 461	Maryland Government Processes and Politics (3)
MGMT 301	Management and Organizational Behavior (3)
MGMT 315	Human Resource Management (3)
MKTG 301	Marketing Management (3)
PSYC 355	Interviewing Psychology (3)
SOCI 302	The American Family in Perspective (3)
SOCI 303	Urban Sociology (3)
WRIT 330	Writing, Editing and Publishing (3)
WRIT 361	Writing for Digital Media (3)

### **General Electives**

IDIS 101	First-Year Seminar: Introduction to University Learning (3) <i>Freshmen only; transfer students replace this with a different elective</i>
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Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Accelerated Bachelor's/Master's Option**

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the M.A. in legal and ethical studies. Contact the program director for information and see [Accelerated Bachelor's/Master's Option](#).

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

### **HISTORY LAW SCHOOL EARLY ENTRY OPTION**

Students who qualify complete 93 hours of undergraduate credits and an additional 27 hours of law school credits to attain the 120 credits required for the bachelor's degree. See [Law School Early Entry Option](#) for information about the qualifications and requirements that govern this option.

### **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.A. in History program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- HIST 295           The Historian's Toolkit (3)
- INFO 110          Introduction to Information Literacy (3).

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **History Law School Early Entry Option Requirements (30 credits)**

#### **Core Courses (6 credits)**

- HIST 295           The Historian's Toolkit (3)  
HIST 495           Senior Seminar in History (3)

#### **Major Requirements (9 credits)**

*Three courses from among the following areas:*

##### Topics in the History of the Wider World

- HIST 310           Ancient Civilizations (3)  
HIST 311           The Emergence of Europe (3)  
HIST 312           The Age of Revolution (3)  
HIST 313           Europe, 1815–1914 (3)  
HIST 314           Europe, 1914–45 (3)  
HIST 315           Europe Since 1945 (3)  
HIST 395           Introduction to Historiography  
HIST 440           History of Common Law (3)  
HIST 463           History of Germany (3)  
HIST 466           History of Africa (3)  
HIST 470           Modern China (3)  
HIST 474           Women and the Family in European History (3)

##### Topics in American History

- HIST 340           American Legal History (3)  
HIST 350           History of U.S. Foreign Relations (3)  
HIST 370           The Old South and Slavery (3)  
HIST 375           The Civil War and Reconstruction (3)  
HIST 377           The New South and Civil Rights (3)

HIST 380	The Chesapeake World (3)
HIST 381	American Cities (3)
HIST 382	History of Baltimore (3)
HIST 383	Community History (3)
HIST 420	America Since 1940
HIST 434	American Constitutional History (3)
HIST 468	American Political History (3)
HIST 473	U.S. Women's History (3)
HIST 478	History of American Business (3)
HIST 480	Introduction to Public History (3)
HIST 482	Introduction to Historical Preservation (3)

*The following courses, depending on the instructor's preference, may be taught either as Topics in American History or Topics in the History of the Wider World courses, and may be applied to those requirements as appropriate:*

HIST 344	World War II (3)
HIST 390	Film and History (3)
HIST 395	Introduction to Historiography
HIST 438	Great Trials in History (3)
HIST 445	Topics in the History of Religion (3)
HIST 460	The Cold War, 1945–90 (3)
HIST 477	Technology and History (3)
HIST 497	Special Topics in History (3)

### **Major Electives (15 credits)**

*Five courses from the core courses and/or from:*

HIST 331	English Law to 1689 (3)
HIST 332	English Law Since 1689 (3)
HIST 340	American Legal History (3)
HIST 395	Introduction to Historiography (3)
HIST 438	Great Trials in History (3)
HIST 440	History of Common Law (3)
HIST 490	Internship (3)
HIST 492	Independent Study (1–3)
HIST 493	Honors Seminar (3)
HIST 494	Honors Project (3–6)
HIST 496	Seminar in Public History (3)

*History majors may also include one of the following philosophy courses as a major elective:*

PHIL 317	Ancient Philosophy (3)
PHIL 319	Modern Philosophy (3)
PHIL 320	20th-Century Philosophy (3)

## **General Electives**

IDIS 101      First-Year Seminar: Introduction to University Learning (3)  
*Freshmen only; transfer students replace this with a different elective*

Complete as many courses as necessary from any discipline to fulfill your 93-credit requirement to complete the Law School Early Entry Option.

## **INTEGRATED ARTS, BACHELOR OF ARTS**

[www.ubalt.edu/integratedarts](http://www.ubalt.edu/integratedarts)

Jeffrey Hoover, program director

FACULTY: Delury, Hoover, N. Kang, K. Kopelke, Matanle, O'Donnell, Oldenburg, Pointer, Shorr, Simon, Swaim, Winik

ADJUNCT FACULTY: Lynne, Toran

The undergraduate B.A. in Integrated Arts program, administered through the Klein Family School of Communications Design, invites students to experience arts production and performance while studying arts analysis and management. Students concentrate in one art that interests them most—whether it be visual art, music, theater, dance, creative writing, filmmaking. When they graduate, students are prepared to work for businesses, nonprofit organizations and government agencies that deal in, represent or interact with artists and the arts—perhaps in addition to managing their own freelance artistic career. Students also are well prepared for graduate-level study in business and the arts.

Students take courses in arts production and performance; history, appreciation and analysis of the arts; government and business as they relate to the arts; and technology's impact on and importance to the arts. The major allows students opportunities to work with the city's theaters, museums, galleries, musical venues and arts advocacy groups, shadowing and assisting artists, attending exhibits and performances, and interning with artists or arts-related organizations. All integrated arts students are required to complete foundation courses, a senior project and an internship.

## **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

## **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.A. in Integrated Arts program will meet the University of Baltimore information literacy requirement by successful completion of:

- IDIS 110 Introduction to Information Literacy (3)

*Transfer students should take both ARTS 201 and WRIT 300 to satisfy the information literacy requirement.*

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Integrated Arts Program Requirements (48 credits)**

#### **Foundation Requirements (6 credits)**

- ARTS 201 The Arts in Society (3)  
ARTS 202 Technology and the Arts (3)

#### **Production Classes (9 credits)**

*Three of the following courses from the same general area of study, or speak with your adviser about alternative options:*

- ARTS 397 Topics in Integrated Arts (3)  
ARTS 489 Independent Study in Integrated Arts (3)  
CMAT 211 Computer Graphics: Publishing (3)  
CMAT 212 Computer Graphics: Imaging (3)  
CMAT 215 Introduction to Design (3)  
CMAT 216 History of Graphic Design (3)  
CMAT 357 Principles of Design (3)  
CMAT 358 Digital Design (3)  
CMAT 364 Digital Photography (3)  
CMAT 366 Producing Sound Portraits (3)  
CMAT 368 Photojournalism (3)  
CMAT 369 Digital Video (3)  
CMAT 456 Multimedia Design and Production (3)  
CMAT 469 Advanced Audio Video Production (3)  
COSC 150 Introduction to Game Design (3)  
COSC 155 Internet Technologies: Mastering the Basics (3)  
COSC 160 Graphics for Game Design (3)  
COSC 260 Introduction to 3-D Graphics (3)

COSC 410	3-D Modeling (3)
COSC 414	Audio in Games (3)
ENGL 334/	
CMAT 334	Oral Interpretation of Literature (3)
WRIT 215	Introduction to Creative Writing (3)
WRIT 315	The Art of Memoir (3)
WRIT 318	Creative Writing Workshop: Poetry and Personal Essay (3)
WRIT 319	Creative Writing Workshop: Fiction and Nonfiction (3)
WRIT 363/	
CMAT 363	Creative Writing Workshop: Screenwriting (3)
WRIT 401	Publication & Performance (3)

### **Analysis Classes (9 credits)**

*Three of the following courses, or speak with your adviser about alternative options:*

ARTS 101	Music and Arts as Craft (3)
ARTS 121	World Music (3)
ARTS 397	Topics in Integrated Arts (3)
ARTS 489	Independent Study in Integrated Arts (3)
CMAT 130	Baltimore in the Media (3)
CMAT 231	Decoding Media (3)
CMAT 271	Interpreting Pop Culture (3)
CMAT 333/	
ENGL 333	Media Genres (3)
CMAT 475	Media Criticism (3)
COSC 460	Games, Simulations and Society (3)
ENGL 200	The Experience of Literature (3)
ENGL 250	Origins: In Search of Self (3)
ENGL 311	Wells of the Past: Classical Foundations (3)
ENGL 313	Worlds Beyond the West (3)
ENGL 315	The Short Story (3)
ENGL 316	Modern Poetry (3)
ENGL 317	English Fiction: Journey in Experience (3)
ENGL 318	Modern English Fiction: Journey into the Mind (3)
ENGL 319	European Fiction (3)
ENGL 320	Contemporary Literature (3)
ENGL 327	Children's Literature (3)
ENGL 328	Young Adult Literature and Culture (3)
ENGL 332	Literature and Film (3)
ENGL 337	Great Plays from the West and East (3)
ENGL 338	Modern Drama (3)
ENGL 341	American Literature: The Central Years (3)
ENGL 342	Melville, Poe and Whitman: American Voyagers (3)

ENGL 344	American Fiction (3)
ENGL 346	The American Dream (3)
ENGL 348	The Multicultural Americas (3)
ENGL 349	Identities: Explorations in the American Past and Present (3)
ENGL 351	Ancient Myth: Paradigms and Transformations (3)
ENGL 354	Images of Love (3)
ENGL 357	Other Worlds: Fantasy, Science Fiction and Mystery (3)
ENGL 358	Tolkien: Master of Fantasy (3)
ENGL 361	The Hero and the Quest (3)
ENGL 362	Dante, Chaucer and Cervantes: Three Versions of Pilgrimage (3)
ENGL 364	Shakespeare: Kings, Knaves and Fools (3)
ENGL 365	Shakespeare: Love, Myth and Metamorphosis (3)
ENGL 366	Milton, Blake and Yeats: Poet as Prophet (3)
ENGL 371	Changing Woman (3)
ENGL 372	Feminine Realities: In the Context of Their Times (3)
ENGL 374	Austen, the Brontes and Woolf: Rooms of Their Own (3)
ENGL 391	Language as Technology (3)
ENGL 392	The Archaeology of Language (3)
ENGL 395	Narrative Discourse: Cross-Media Comparisons (3)
ENGL 397	Reading Strategies (3)
ENGL 400	Literature in Society (3)
ENGL 421	The Elizabethan Renaissance: In the Green World (3)
ENGL 431	The Metaphysical Moment: From T.S. Eliot to John Donne (3)
ENGL 432	The Age of Reason (3)
ENGL 441	The Romantic Imagination (3)
ENGL 442	The Victorian Paradox (3)
ENGL 450	The Great Moderns (3)
ENGL 498	Seminar in English: The Modern Tradition (3)

### **Professional Application Classes (9 credits)**

*Three of the following courses:*

ARTS 351	The Business of Being an Artist (3)
ARTS 352	Essentials of Arts Management (3)
ARTS 397	Special Topics in Integrated Arts (3)
ARTS 489	Independent Study in Integrated Arts (3)
CSCE 301	Introduction to Nonprofit Leadership (3)
CSCE 302	Fundamentals of Grant Writing (3)
CSCE 400	Nonprofit Management (3)
ECON 200	The Economic Way of Thinking (3)
ECON 305	Managerial Economics (3)
ENTR 300	The Entrepreneurial Experience (3)
ENTR 320	Opportunity Assessment and Development (3)

FIN 300	Personal Finance (3)
FIN 331	Financial Management (3)
GVPP 320	Public Administration (3)
GVPP 324	American Public Policy (3)
GVPP 463	Interest Group Politics and Lobbying (3)
MGMT 300	Human Resource Management (3)
MGMT 301	Management and Organizational Behavior (3)
any advanced management course	
MKTG 301	Marketing Management (3)
MKTG 415	Marketing Communication (3)
MKTG 460	Advanced Marketing Management (3)

### **Major Electives (9 credits)**

*An additional three courses from among the production classes, analysis classes and professional application classes*

### **Capstone Requirements (6 credits)**

ARTS 475	Internship (3)
ARTS 476	Senior Seminar (3)

### **General Electives**

IDIS 101	First-Year Seminar: Introduction to University Learning (3)
<i>Freshmen only; transfer students replace this with a different elective</i>	

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

## **INTERDISCIPLINARY STUDIES, BACHELOR OF ARTS**

[www.ubalt.edu/interdisciplinary](http://www.ubalt.edu/interdisciplinary)

Diedre Badejo, program director

ADVISORY BOARD AND AFFILIATED FACULTY: faculty and staff members across the Yale Gordon College of Arts and Sciences, the College of Public Affairs and the Merrick School of Business

The B.A. in Interdisciplinary Studies program, the university's DIY major, allows students to create a course of study anchored by three areas of individualized study, including wide-ranging and inventive combinations of academic disciplines. The program is designed for students whose intellectual interests and professional goals are best served by extended study in more than one discipline.

Students construct a cohesive program around themes, topics or areas of concentration not confined to a single discipline, thereby allowing flexibility not found in a standard program.

The program also includes an honors track that allows greater opportunity for students to create an individualized major, working closely with an interdisciplinary studies faculty member throughout the program. Students who graduate from this track attain special recognition at the commencement exercises for having completed honors-level work. Students should consult with the program director for additional information.

*Important note: Students should not confuse the interdisciplinary studies program with various University course requirements that use the IDIS course code, such as IDIS 301, IDIS 302 and IDIS 304. The interdisciplinary studies major, in contrast, requires IDIS 201 Introduction to Interdisciplinary Studies and IDIS 497 Interdisciplinary Studies Portfolio, then draws on courses across the curriculum. Thus, the IDIS subject code includes interdisciplinary courses that are not specific to the major, some of which serve to meet graduation and general education requirements.*

### **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

### **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

#### **Information Literacy**

Students in the B.A. in Interdisciplinary Studies program will meet the University of Baltimore information literacy requirement by successful completion of:

- IDIS 110 Introduction to Information Literacy (3)

#### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate

information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Program Plan Requirement**

A degree candidate develops a program plan through coursework requirements for IDIS 201 Introduction to Interdisciplinary Studies. This plan becomes the foundation for creating a unified and cohesive course of study throughout the interdisciplinary studies major. This program plan then becomes the platform for developing a final capstone learning portfolio as part of the coursework for IDIS 497 Interdisciplinary Studies Portfolio.

### **Interdisciplinary Studies Requirements (42 credits)**

IDIS 201            Introduction to Interdisciplinary Studies (3)

### **Concentration Areas (36 credits)**

First concentration area (12 credits minimum/300-level or above)

Second concentration area (12 credits minimum/300-level or above)

Third concentration area (12 credits minimum/300-level or above)

Areas of individualized study may be drawn from any major or minor offered at the University of Baltimore as well as from disciplines not offered at the University of Baltimore with the approval of the program director. At least one of the three areas of concentration must be an arts and sciences discipline.

### **Capstone Portfolio (3 credits)**

IDIS 497            Interdisciplinary Studies Portfolio (3)

Students in this capstone course practice articulating their individualized major to prospective employers, graduate schools and others by developing resumes and cover letters, as well as a polished portfolio that represents their work as interdisciplinary majors.

### **General Electives**

Students who plan to major in interdisciplinary studies are strongly advised to use these elective credits to fulfill all introductory and pre-major requirements in the disciplines that they intend to use as areas of individualized study in their planned interdisciplinary studies program. Interdisciplinary studies students must fulfill all prerequisites that apply to courses selected for use in concentration areas (see above).

Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

### **JURISPRUDENCE, BACHELOR OF ARTS**

[www.ubalt.edu/jurisprudence](http://www.ubalt.edu/jurisprudence)

Josh Kassner and Steven Scalet, program directors

FACULTY: Carney, Cotton, Guy, Kassner, Ripple, Sawyer, Scalet, Taggart

The B.A. in Jurisprudence program is a selective, interdisciplinary academic program designed for serious students, many of whom go on to law school, graduate school, public service or law-related careers in the private sector. Students in this major examine topics related to law and legal theory through the study of philosophy, history, literature, government and public policy. Students strengthen decision-making, problem-solving and leadership skills. This major reflects the commitments of many universities in the U.S. and abroad: to create a flexible and interdisciplinary course of study in the humanities and social sciences that focuses on different aspects of law for students interested in law or law-related careers. At UB, the jurisprudence major emphasizes pre-professional education alongside the broad-based, legally focused liberal arts education. The program is administered by the philosophy program through the Division of Legal, Ethical and Historical Studies.

Qualified students may seek early admission to the School of Law upon completion of 93 credits through the Law School Early Entry Option, which allows students to begin studying law prior to the completion of the bachelor's degree and to substitute the first year of law school for the senior year of college.

### **ADMISSION REQUIREMENTS**

Jurisprudence is a selective major that grants admission to all qualified applicants. Applicants must meet the University's general admission requirements as well as the program-specific admission requirement of a cross-institutional cumulative GPA of 3.0 or better. This requirement applies to students admitted under freshman standards and to transfer students.

Applicants who do not meet this criterion for admission to jurisprudence but who meet requirements for undergraduate admission or for choosing an academic major may select another major. If, between the time of first admission to UB and the successful completion of 72 credits applicable to the degree (including transfer credits), such students raise their cross-institutional cumulative GPA to 3.0, they may petition for a change of major to the jurisprudence program. See the [Academic Policies](#) section of this catalog.

Transfer students are not required to have majored in any particular field of study or to have taken any particular course of study; however, all jurisprudence majors must meet any course requirements for the B.A. in Jurisprudence program as outlined in this catalog with either acceptable transfer credits or credits earned at UB.

Applicants who are interested in the 93-credit Law School Early Entry Option are cautioned to read UB School of Law requirements for this option carefully (see [www.ubalt.edu/prelaw](http://www.ubalt.edu/prelaw)) and to seek advisement regarding their current standing and progress toward meeting these requirements. Freshmen and sophomores who are interested in this major should meet with the jurisprudence program director as part of the transition process to an academic major. Transfer students must meet with the jurisprudence program director prior to their first registration at UB.

## **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.A. in Jurisprudence program will meet the University of Baltimore information literacy requirement by successful completion of:

- IDIS 110 Introduction to Information Literacy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Jurisprudence Program Requirements (57 credits)**

#### **Required Courses (12 credits)**

JPLA 200	Introduction to Jurisprudence (3)
PHIL 301	Ethics (3)
PHIL 316	Logic of Language (3)
JPLA 498	Capstone Project (3)

#### **Foundational Electives (9 credits)**

one 100- or 200-level course in American government

one 100- or 200-level course in American history

one 100- or 200-level course in philosophy

*Other courses may be substituted with the permission of the program director.*

Students may substitute a paralegal degree for the foundational electives with the permission of the program director.

### **Advanced Electives (36 credits)**

Please contact the jurisprudence academic coordinator for the most recent list of courses that satisfy each category, as course options and availability change across years. Courses may also be substituted with the permission of the program director.

#### English, Writing and Communication (6 credits)

*Two of the following:*

- CMAT 303 Oral Communication in Business (3)
- ENGL 351 Ancient Myth: Paradigms and Transformations (3)
- ENGL 356 Literature and Law (3)
- ENGL 364 Shakespeare: Kings, Knaves and Fools (3)
- ENGL 365 Shakespeare: Love, Myth and Metamorphosis (3)
- ENGL 432 The Age of Reason (3)
- WRIT 314 Argument and Persuasion (3)

#### Government and Public Policy (12 credits)

*Four of the following:*

- GVPP 300 American Political Institutions (3)
- GVPP 340 Constitutional Law (3)
- GVPP 341 Civil Liberties and the Bill of Rights (3)
- GVPP 345 The Legislative Process (3)
- GVPP 381 American Political Thought (3)
- GVPP 382 Political Ideologies (3)
- GVPP 384 Comparative Government (3)
- GVPP 425 Administrative Law and Process (3)
- GVPP 490/491 Internship (3)

#### History (12 credits)

*Four of the following:*

- HIST 312 Age of Revolution (3)
- HIST 331 English Law to 1689 (3)
- HIST 332 English Law Since 1689 (3)
- HIST 340 American Legal History (3)
- HIST 377 New South and Civil Rights (3)
- HIST 434 American Constitutional History (3)
- HIST 438 Great Trials in History (3)
- HIST 440 History of Common Law (3)
- HIST 468 American Political History (3)
- HIST 490 Internship (3)
- HIST 492 Independent Study (1–3)

### Philosophy (6 credits)

*Two of the following:*

PHIL 317	Ancient Philosophy (3)
PHIL 319	Modern Philosophy (3)
PHIL 320	20th-Century Philosophy (3)
PHIL 419	Religions in America (3)
PHIL 490	Theories of Justice (3)
PHIL 492	Independent Study (1–6)
PHIL 496	International Law and Morality (3)

These jurisprudence courses may be substituted for any advanced electives:

JPLA 400	Topics (3)
JPLA 496	Internship (3)

### General Electives

IDIS 101	First-Year Seminar: Introduction to University Learning (3) <i>Freshmen only; transfer students replace this with a different elective</i>
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Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### Accelerated Bachelor's/Master's Option

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the M.A. in legal and ethical studies. Contact the jurisprudence academic coordinator for information and see [Accelerated Bachelor's/Master's Option](#).

### Law School Automatic Admit Option

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

### Jurisprudence Law School Early Entry Option

Students who qualify complete 93 hours of undergraduate credits and an additional 27 hours of law school credits to attain the 120 credits required for the bachelor's degree. See [Law School Early Entry Option](#) for information about the qualifications and requirements that govern this option. Please meet with the jurisprudence academic coordinator for the major requirements through the early entry option.

## PHILOSOPHY, SOCIETY AND APPLIED ETHICS, BACHELOR OF ARTS

[www.ubalt.edu/philosophy](http://www.ubalt.edu/philosophy)

Josh Kassner and Steven Scalet, program directors

FACULTY: Cotton, Guy, Kassner, Ripple, Scalet, Taggart

The B.A. in Philosophy, Society and Applied Ethics program prepares students for lifelong personal fulfillment, civic engagement and professional success through an interdisciplinary curriculum that is grounded in practical philosophy and committed to experiential learning. Students in this unique interdisciplinary major enroll in a core of philosophy classes that integrate with courses in another subfield. The major requirements are flexible, tailored to students' interests, and designed to enlarge exposure to ideas, policy debates and important topics in public life. The major is administered by the philosophy program through the Division of Legal, Ethical and Historical Studies.

In consultation with a faculty adviser, students majoring in philosophy, society and applied ethics choose one of five tracks: student-designed; philosophy and public affairs; philosophy, economics and business; philosophy, sustainability and the environment; applied ethics and professional life.

No matter the track, students in the program will encounter coursework that develops:

- **Practical skills** in critical thinking, constructive dialogue and written expression necessary to thrive in a career
- **Enduring questions** from the philosophical tradition tailored to address personal, social and institutional challenges in today's world
- **Lifelong learning** that fits an undergraduate education into a larger life plan

Students develop critical thinking and problem-solving skills through core philosophy courses that emphasize rigorous analysis and coursework outside the philosophy curriculum for understanding and resolving real-world problems.

Career and graduate school options for students in this major are diverse, depending on the track chosen. Details are provided within track requirements (below).

### ADMISSION REQUIREMENTS

See the [Admission](#) section of this catalog.

### DEGREE REQUIREMENTS

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.A. in Jurisprudence program will meet the University of Baltimore information literacy requirement by successful completion of:

- HIST 295           The Historian's Toolkit (3)
- IDIS 110           Introduction to Information Literacy (3)

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

### **Philosophy, Society and Applied Ethics Program Requirements (36 credits)**

**Core Requirements (9 credits)** The following 9 credits are required for all tracks:

*One of the following:*

- PHIL 100   Introduction to Philosophy (3)
- PHIL 140   Contemporary Moral Issues (3)
- PHIL 150   Critical Thinking Arguments (3)

*One of the following:*

- PHIL 280   Environmental Ethics (3)
- PHIL 317   Ancient Philosophy (3)
- PHIL 319   Modern Philosophy (3)
- PHIL 320   20<sup>th</sup> Century Philosophy (3)

*Required:*

- PHIL 499   Capstone in Philosophy, Society and Applied Ethics (3)

The major includes an experiential learning requirement that can be satisfied in one of many ways. See the program director for details. In addition, students complete one of the following tracks.

### **STUDENT-DESIGNED TRACK REQUIREMENTS (27 credits)**

The student-designed track allows students to integrate their core study of philosophy with a subfield drawn from any major or minor at the University of Baltimore, under the direction of a faculty adviser. A wide range of career paths is associated with this track, indicated by the careers connected to the relevant subfield. For example, the student-designed track can be well-suited to careers in communications, entrepreneurship, journalism, law, teaching, advocacy work and government, as well as further graduate study.

**Required Courses (27 credits)**

Five 200- to 400-level philosophy courses, at least one of which must be 400-level (15)

Four electives from a chosen subfield, drawing on any major or minor at UB other than philosophy; student identifies a course of interdisciplinary study approved by program faculty (12)

**PHILOSOPHY AND PUBLIC POLICY TRACK REQUIREMENTS (27 credits)**

The track in philosophy and public policy is well-suited for careers in public service or the not-for-profit sector. This track also provides training for graduate study in public policy, law, public affairs, political theory or philosophy.

**Philosophy Courses Related to Public Policy (9 credits)**

*Three of the following:*

PHIL 250 Social and Political Philosophy (3)

PHIL 280 Environmental Ethics (3)

PHIL 302 Philosophy of Community (3)

PHIL 490 Theories of Justice (3)

PHIL 496 International Law and Morality (3)

**Required Courses (18 credits)**

Two additional 200- to 400-level philosophy courses, at least one of which must be 400-level (6)

Four elective courses in public affairs; must be approved by a faculty adviser in consultation with the College of Public Affairs (12)

**PHILOSOPHY, ECONOMICS AND BUSINESS TRACK REQUIREMENTS (27 credits)**

The track in philosophy, economics and business is well-suited for careers in business and management, where strong critical thinking and oral and written communication skills are essential. This track also serves to expand opportunities for professional development within a given career, law school or further graduate study in interdisciplinary graduate programs that combine philosophy, politics and economics.

**Philosophy Courses Related to Economics and Business (6 credits)**

*Two of the following:*

PHIL 250 Social and Political Philosophy (3)

PHIL 280 Environmental Ethics (3)

PHIL 490 Theories of Justice (3)

**Required Courses (21 credits)**

Three additional 200- to 400-level philosophy courses, at least one of which must be 400-level (9)

Four elective courses in business or economics; must be approved by a faculty adviser in consultation with the Merrick School of Business (12)

### **PHILOSOPHY, SUSTAINABILITY AND THE ENVIRONMENT TRACK REQUIREMENTS (27 credits)**

The track in philosophy, sustainability and the environment is well-suited for careers in advocacy for environmental causes, the not-for-profit sector or environmentally related businesses.

#### **Philosophy Courses Related to Sustainability and the Environment (9 credits)**

*Three of the following:*

- PHIL 250 Social and Political Philosophy (3)
- PHIL 309 Eastern Religions (3)
- PHIL 419 Religions in America (3)
- PHIL 490 Theories of Justice (3)
- PHIL 496 International Law and Morality (3)

#### **Required Courses (18 credits)**

- PHIL 280 Environmental Ethics (3)

Two additional 200- to 400-level philosophy courses, at least one of which must be 400-level (6)

Three elective courses in sustainability and the environment; must be approved by a faculty adviser in consultation with the B.A. in Environmental Sustainability and Human Ecology program director (9)

### **APPLIED ETHICS AND PROFESSIONAL LIFE TRACK REQUIREMENTS (27 credits)**

The track in applied ethics and professional life is well-suited for career advancement in careers where ethics and compliance are of particular importance, including government contracting, finance, accounting and human resource management, among other professions.

#### **Philosophy Courses Related to Ethics and Professional Life (9 credits)**

*Three of the following:*

- PHIL 250 Social and Political Philosophy (3)
- PHIL 301 Ethics (3)
- PHIL 302 Philosophy of Community (3)
- PHIL 305 Professional Ethics in Human Services (3)
- PHIL 490 Theories of Justice (3)
- PHIL 495 Existentialism (3)

#### **Required Courses (18 credits)**

Two additional 200- to 400-level philosophy courses, at least one of which must be 400-level (6)

Four elective courses in professional development, other than philosophy courses; must be approved by a faculty adviser in consultation with the philosophy program director (12)

## **PSYCHOLOGY, BACHELOR OF ARTS**

[www.ubalt.edu/psychology](http://www.ubalt.edu/psychology)

Sally Farley, program director

FACULTY: Donahue, Eyssell, Farley, Frederick, Gasparini, Gasser, Glazer, Mitchell, Thompson

ADJUNCT FACULTY: Harvey-Jones, Mowrer

The B.A. in Psychology program is housed in the Division of Applied Behavioral Sciences. The program provides students with broad exposure to the theoretical, methodological, quantitative and applied aspects of psychology. The program enables students to prepare for admission to graduate school and to build skills necessary for careers in psychology and related fields. Faculty members have a wide variety of research interests and professional skills in counseling, behavioral neuroscience, social psychology, cognitive psychology, industrial/organizational psychology, and research methods and data analysis. As part of the program, all students complete a signature capstone experience under the direction of a faculty member, either an in-depth, student-generated research project or a psychology-based internship. In addition, undergraduate students and faculty members frequently engage in collaborative research teams in the Wagman Applied Psychology Laboratory. The undergraduate program sponsors a local chapter of Psi Chi, the international honor society in psychology.

### **ADMISSION REQUIREMENTS**

See the [Admission](#) section of this catalog.

### **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the college-wide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

A maximum of 12 credits may be transferred to UB as meeting major requirements or major electives; the program director will evaluate and determine applicable coursework.

#### **Information Literacy**

Students in the B.A. in Psychology program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- IDIS 110 Introduction to Information Literacy (3)
- PSYC 200 Introduction to Professional Practices (3)
- PSYC 308 Research Methods and Statistics I (3)
- PSYC 309 Research Methods and Statistics II (3)

#### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate

information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

*For this major, the preferred general education course to satisfy one of the two social and behavioral sciences requirements is PSYC 100 Introduction to Psychology.*

### **Psychology Program Requirements (45 credits)**

#### **Major Requirements (6 credits)**

PSYC 100	Introduction to Psychology (3)
PSYC 200	Introduction to Professional Practices (3)

#### **Behavioral Science Core (12 credits)**

PSCY 300	History and Systems of Psychology (3)
PSYC 308	Research Methods and Statistics I (3) *
PSYC 309	Research Methods and Statistics II (3) *
PSYC 490	Senior Project in Psychology (3) **

*\* Must be taken sequentially*

*\*\* Requires successful completion of all other courses in the Behavioral Science Core*

#### **Distributive Psychology Requirement (12 credits)**

*Two courses in one of these areas, and one course in each of the remaining areas:*

##### Psychology as a Social Science

PSYC 210	Interpersonal Psychology (3)
PSYC 250	Social Psychology (3)
PSYC 260	Psychology of Religion and Spirituality (3)
PSYC 335	Theories of Personality (3)
PSYC 360	Cross-Cultural Psychology (3)
PSYC 365	Psychology of Gender (3)

##### Psychology as a Natural Science

PSYC 205	Human Development (3)
PSYC 345	Cognitive Psychology (3)
PSYC 415	Evolutionary Psychology (3)
PSYC 425	Sensation and Perception (3)
PSYC 430	Physiological Psychology (3)

##### Applied Psychology

PSYC 320	Industrial and Organizational Psychology (3)
PSYC 325	Forensic Psychology (3)
PSYC 330	Health Psychology (3)
PSYC 340	Counseling Psychology (3)
PSYC 380	Community Psychology (3)

### **Major Electives (15 credits)**

*At least five additional PYSC courses selected from the three distributive psychology areas above and/or from the following list of courses (or other courses approved by the program director and division chair), at least 3 credits of which must be earned in 400-level courses.*

PSYC 215	Human Sexuality (3)
PSYC 220	Stress Identification and Management (3)
PYSC 230	Behavior Modification in Applied Settings (3)
PSYC 240	Educational Psychology (3)
PSYC 315	Motivation (3)
PSYC 350	Abnormal Psychology (3)
PSYC 355	Interviewing Psychology (3)
PSYC 370	Psycholinguistics (3)
PSYC 375	Environmental Psychology (3)
PSYC 403	Training and Development (3)
PSYC 404	Organizational Consulting (3)
PSYC 405	Tests and Measurements (3)
PSYC 413	Psychopathology (3)
PSYC 493	Honors Seminar (3)
PSYC 494	Honors Project (3–6)
PSYC 497	Topics in Psychology (3)
PSYC 499	Special Projects in Psychology (1–3)

### **General Electives**

IDIS 101	First-Year Seminar: Introduction to University Learning (3) <i>Freshmen only; transfer students replace this with a different elective</i>
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Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Accelerated Bachelor's/Master's Option**

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the M.S. in applied psychology. Contact the program director for information and see [Accelerated Bachelor's/Master's Option](#).

### **Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

## **SIMULATION AND DIGITAL ENTERTAINMENT, BACHELOR OF SCIENCE**

[www.ubalt.edu/digitalentertainment](http://www.ubalt.edu/digitalentertainment)

This transfer program is also offered on weekdays at the Universities at Shady Grove.

Aaron Oldenburg, program director

FACULTY: Blodgett, Cahn, Harper, Oldenburg, Shrestha, Summers, Walsh

ADJUNCT FACULTY: Ayzenberg, Coughlin, Fox, Hall, Hartley, Harris, McDonough, Noonan, Sauchuk, Satzinger, Sulzbach, Thomas

The B.S. in Simulation and Digital Entertainment program is offered through the Division of Science, Information Arts and Technologies. This program allows students with a strong interest in interactive software to refine their skills and understanding while they prepare for a range of career opportunities. Coursework focuses on the design and development of games, both for entertainment and for learning. Students participate in development teams, building interactive software for education, training and research as well as for the game industry. They also choose from one of two tracks to specialize in industry areas, fostering key roles in team projects. Along the way, they acquire a foundation for further study in areas such as applied information technology.

Tracks from which students can choose include:

- **Technical Art:** For those who want to build their skill sets with 3-D modeling and animation and with integrating them into game engines, this track prepares students to become technical artists who work with programmers and artists. The track focuses on higher-level 3-D skills and requires visual artistic talent.
- **Level Design:** This area of specialization is ideal for students who want to improve their scripting and logic in preparation for careers as level designers, who create the interactive architecture for segments of a game.

### **FACILITIES**

The Division of Science, Information Arts and Technologies maintains several computer labs supporting programming, network administration, information security, 3-D graphics and computer game development for game consoles, desktop and laptop computers, and mobile devices.

### **ADMISSION REQUIREMENTS**

Students applying to the program at the Universities at Shady Grove must have a minimum of 60 transferable credits. For more information, see the [Admission](#) section of this catalog.

### **DEGREE REQUIREMENTS**

In addition to fulfilling the requirements of the major, all bachelor's degree candidates are required to fulfill the collegewide degree requirements outlined under [Yale Gordon College of Arts and Sciences, Academic Policies and Information](#).

### **Information Literacy**

Students in the B.S. in Simulation and Digital Entertainment program will meet the University of Baltimore information literacy requirement by successful completion of one of the following:

- COSC 324      Designing for Humans (3)
- INFO 110      Introduction to Information Literacy (3)

If you have not completed an articulated program at one of the state's community colleges, you must meet the University's general requirements for transfer and satisfy the following course requirements:

- A college-level course in multimedia authoring or production (COSC 150 Introduction to Game Design)
- A college-level course in standard publishing technologies for the web, such as HTML/CSS (COSC 155 Internet Technologies: Mastering the Basics)
- A college-level course in 2-D graphics or digital imaging (COSC 160 Graphics for Game Design or CMAT 212 Computer Graphics: Imaging)
- A college-level course in scripting for interaction design (COSC 250 Game Scripting)  
A college-level course in 3-D modeling and/or animation (COSC 260 Introduction to 3-D Graphics)

All of these prerequisite requirements can be met by courses at the University of Baltimore but are not offered at the Universities at Shady Grove. If you are applying to the program at USG, you must have a minimum of 60 transferable credits and satisfy these prerequisites *before* enrolling in UB classes.

### **General Education Requirements (43 credits)**

In the face of pressing economic and social challenges, it is critical that University of Baltimore graduates be able to communicate effectively in many different modes; gather, synthesize and critically evaluate information; make ethical and evidence-based decisions within real-world contexts; understand systems and think systemically; and negotiate divergent and competing perspectives.

See the [University-Wide Degree Requirements](#) for details regarding general education requirements at the University of Baltimore.

*For this major, the preferred general education course to satisfy the mathematics requirement is MATH 111 College Algebra.*

### **Simulation and Digital Entertainment Program Requirements (48 credits)**

#### **Core Courses (33 credits)**

- COSC 150      Introduction to Game Design (3)
- COSC 155      Internet Technologies: Mastering the Basics (3)
- COSC 160      Graphics for Game Design (3)\*
- COSC 250      Game Scripting (3)
- COSC 260      Introduction to 3-D Graphics (3)

COSC 315	Programming for Interactive Design (3)**
COSC 320	Game Concept and Design (3)
COSC 324	Designing for Humans (3)
COSC 405	The Business of Game Development (3)
COSC 408	History of Video Games (3)
COSC 440	Frontiers of Game Design (3)

\* *CMAT 212 Computer Graphics: Imaging may substitute as an equivalent course.*

\*\* *Transfer students who have taken a college course in C++ programming or an equivalent course in object-oriented programming may substitute COSC 351 Object-Oriented Programming, a course in the Java programming language.*

### **Content Tracks (15 credits)**

Students complete one of the following tracks.

#### Technical Art

COSC 370	Level Design (3)
COSC 410	3-D Modeling (3)
COSC 420	3-D Production (3)
COSC 469	Game Development Project I (3)
COSC 470	Game Development Project II (3)

#### Level Design

COSC 351	Object-Oriented Programming (3)
COSC 370	Level Design (3)
COSC 418	Design of Multiplayer Games (3)
COSC 469	Game Development Project I (3)
COSC 470	Game Development Project II (3)

### **General Electives (30 credits)**

IDIS 101	First-Year Seminar: Introduction to University Learning (3) <i>Freshmen only; transfer students replace this with a different elective</i>
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Complete as many courses as necessary from any discipline to fulfill your 120-credit requirement to graduate.

### **Accelerated Bachelor's/Master's Option**

Students who qualify may apply to take up to 9 graduate credits that apply to both this undergraduate degree and the M.S. in interaction design and information architecture. Contact the program director for information and see [Accelerated Bachelor's/Master's Option](#).

**Law School Automatic Admit Option**

Qualified graduates of all UB undergraduate programs can be automatically admitted to the UB School of Law following their graduation through the University's Automatic Admit Option. For more information, see [Law School Automatic Admit Option](#).

# Academic Minors

## **APPLIED RHETORIC, MINOR (15 credits)**

Cheryl Wilson, faculty contact

This minor is a perfect fit for you if you're preparing for law school or are in such majors as jurisprudence and criminal justice.

This minor is ideal for students interested in developing the close reading and communication skills needed for professions in law, communication and business.

### **Requirements and Guidelines**

- This minor requires you to have completed at least 24 credits with a minimum cumulative grade-point average of 2.0.
- You may use a maximum of 6 credits to satisfy both major (degree) and minor requirements.
- You must earn at least a C (2.0) in each course you apply to the minor.

### **Minor Requirements (6)**

ENGL392      The Archeology of Language (3)

ENGL395      Understanding Narrative (3)

*One of the following (3):*

CMAT342      The Rhetoric of Digital Communication (3)

CMAT352      Media Literacy (3)

CMAT371      Mass Media and Society (3)

*Two of the following (6):*

ENGL331      Popular Genres (3)

ENGL333      Media Genres (3)

ENGL356      Literature and Law (3)

ENGL400      Literature in Society (3)

ENGL321      Argument and Persuasion (3)

ENGL330      Legal Writing and Rhetoric (3)

## **CREATIVE WRITING, MINOR (15 credits)**

Cheryl Wilson, faculty contact

Many students—from early childhood through high school—produce poetry, short stories, plays and other forms of creative writing, but when they reach college, they feel compelled to give up their writing to pursue a more practical, applied area that is more likely to help them secure a job and significant

income. This minor allows students to concentrate on their career-oriented major while giving them a creative outlet through a set of courses that hones their existing skills and teaches them new ones that will serve them well, regardless of their career.

### **Requirements and Guidelines**

- This minor requires you to have completed at least 24 credits with a minimum cumulative grade-point average of 2.0.
- You may use a maximum of 6 credits to satisfy both major (degree) and minor requirements.
- You must earn at least a C (2.0) in each course you apply to the minor.

### **Minor Requirement (3 credits)**

WRIT 215 Introduction to Creative Writing (3)

*Two of the following (6):*

ENGL 315 The Short Story (3)  
ENGL 316 Modern Poetry (3)  
ENGL317 The Novel (3)  
ENGL 320 Contemporary Literature (3)  
ENGL332 Literature and Film (3)  
ENGL338 Modern Drama (3)

*Three of the following (9):*

ENGL363 Creative Writing Workshop: Screenwriting (3)  
ENGL387 Creative Writing Workshop: Memoir (3)  
ENGL386 Creative Writing Workshop: Creative Journalism (3)  
ENGL382 Creative Writing Workshop: Poetry (3)  
ENGL383 Creative Writing Workshop: Fiction (3)  
ENGL 385 Creative Writing Workshop: Playwriting (3)  
ENGL388 Creative Writing Workshop: Special Topics (3)

### **LITERATURE, MINOR (15 credits)**

Cheryl Wilson, faculty contact

Take time away from your textbooks for great literature. Supplement your major by developing strong reading and analytical skills while also engaging with a variety of interesting and challenging literary works.

### Requirements and Guidelines

- This minor requires you to have completed at least 24 credits with a minimum cumulative grade point average of 2.0.
- You may use a maximum of 6 credits to satisfy both major (degree) and minor requirements.
- You must earn at least a C (2.0) in each course you apply to the minor.

### Minor Requirement (3)

ENGL397 Literary Theory and Interpretation (3)

*Two of the following period and context courses (6):*

ENGL 311 Wells of the Past: Classical Foundations (3)

ENGL341 American Literature to 1900 (3)

ENGL 342 Melville, Poe and Whitman: American Voyagers (3)

ENGL344 American Literature Since 1900 (3)

ENGL346 The American Dream (3)

ENGL360 Major Authors (3)

ENGL 361 The Hero and the Quest (3)

ENGL 362 Dante, Chaucer and Cervantes: Three Versions of Pilgrimage (3)

ENGL 366 Milton, Blake and Yeats: Poet as Prophet (3)

ENGL 374 Austen, the Brontes and Woolf: Rooms of Their Own (3)

ENGL 400 Literature in Society (3)

ENGL 421 The Elizabethan Renaissance: In the Green World (3)

ENGL 431 The Metaphysical Moment: From T.S. Eliot to John Donne (3)

ENGL 432 The Age of Reason (3)

ENGL 441 The Romantic Imagination (3)

ENGL 442 The Victorian Paradox (3)

ENGL 450 The Great Moderns (3)

### Electives (6)

*Two 300- or 400-level ENGL courses (WRIT/writing courses may not be used)*

### PHILOSOPHY, MINOR

Josh Kassner and Steven Scalet, faculty contacts

Toni Martsoukos, academic coordinator

Philosophy courses are excellent preparation for law, business and many other professions. These courses develop analytic thinking, clear and concise writing, strong communication skills, and openness to different ways of looking at the world—all of which help students become more successful in their careers, no matter the field. Students are exposed to civil discourse; write about important local,

national and global ideas; and study great works of philosophy and social science. Classes emphasize dynamic interaction for addressing big questions, such as, “What sort of life should I seek?, What makes laws and a social system just or unjust?, Are there reasoned ways to sort through the most fundamental questions that matter to me most?” The philosophy minor can integrate with any major on campus, encouraging both depth and practical applications related to your major area of study.

The philosophy minor is administered by the philosophy program through the Division of Legal, Ethical and Historical Studies. This program also administers the related major in philosophy, society, and applied ethics, which allows students additional study of philosophy while choosing a track in a subfield outside of philosophy. The program also administers the jurisprudence major with degree requirements that have significant crossover with the philosophy minor.

## **DEGREE REQUIREMENTS**

### **Minor Requirements (15 credits)**

#### **Required Courses (6 credits)**

*One of the following:*

- PHIL 101 Introduction to Philosophy (3)
- PHIL 140 Contemporary Moral Issues (3)
- PHIL 150 Critical Thinking and Arguments (3)

*One of the following:*

- PHIL 317 Ancient Philosophy (3)
- PHIL 319 Modern Philosophy (3)
- PHIL 320 20th-Century Philosophy (3)

#### **Electives (9 credits)**

Students complete two philosophy elective courses at the 200 level or higher and one philosophy elective course at the 400 level.

In addition, students must earn at least 9 credits toward the minor with courses at the 300 or 400 level.

## **POPULAR CULTURE, MINOR**

Julie Simon, faculty contact

Students are immersed in rapidly evolving, far-reaching expressions of shared cultures. The construction of self, of groups, of popular icons and culturally significant phrases are but a tweet away, and the ease with which these media can be engaged does not diminish their social impact. Through this minor, students learn to read, interpret, critique and utilize various media to become more savvy consumers of popular culture. They examine a variety of media—from print, film and television to popular music and video games—that focus on representations of historical figures and events, families, racial and ethnic

groups, and political issues. Along the way, they learn about the historical, social, business and governmental forces that affect popular culture, as well as the psychological motivations for embracing or rejecting aspects of popular culture.

### **MINOR REQUIREMENTS**

Digital communication majors are not eligible for this minor.

#### **Minor Requirements (18 credits)**

CMAT 271      Interpreting Pop Culture (3)  
CMAT 352      Media Literacy (3)

*One of the following:*

ARTS 230      The Art of Film (3)  
CMAT 231      Decoding Media (3)  
ENGL 332      Literature and Film (3)

*One of the following:*

CMAT 371      Mass Media and Society (3)  
CMAT 381      Representing Reality: News and Documentary (3)

*One of the following:*

CMAT 333/  
ENGL 333      Media Genres (3)  
CMAT 363/  
ENGL 363      Creative Writing Workshop: Screenwriting (3)  
COSC 460      Games, Simulations and Society (3)  
ENGL 346      The American Dream (3)  
ENGL 392      The Archaeology of Language (3)  
GVPP 362      Media and Government (3)  
HIST 390      Film and History (3)  
WRIT 211      Popular Writing (3)  
Special topics courses, as appropriate

## **PROFESSIONAL WRITING, MINOR (15 credits)**

Cheryl Wilson, faculty contact

Perfect your writing for whatever career you choose. This minor allows you to supplement your major by developing strong communications and writing skills in a range of media and genres.

### **Requirements and Guidelines**

- This minor requires you to have completed at least 24 credits with a minimum cumulative grade-point average of 2.0.
- You may use a maximum of 6 credits to satisfy both major (degree) and minor requirements.
- You must earn at least a C (2.0) in each course you apply to the minor.

### **Minor Requirements (6)**

ENGL323 Writing, Editing and Publishing (3)

ENGL390 Syntax, Semantics and Style (3)

*Three of the following (9):*

CMAT211 Computer Graphics: Publishing (3)

CMAT374 Magazine Design (3)

ENGL321 Argument and Persuasion (3)

ENGL386 Creative Writing Workshop: Creative Journalism

ENGL322 Techniques of Popularization (3)

ENGL324 Public Relations Writing (3)

ENGL325 Introduction to Journalism (3)

ENGL326 Writing for Digital Media (3)

ENGL402 Copy Editing and Document Design (3)

## **PSYCHOLOGY, MINOR**

Kristen Eyssell, faculty contact

This minor provides breadth and focus in the field of psychology based on a foundation of research methodology and scientific writing.

Students gain an understanding of theories and concepts in the field of psychology, which can influence their formation of multifaceted and effectual resolutions to interpersonal and organizational issues. The skills they develop through this minor augment their abilities to assess and evaluate the needs and concerns of a community or organization with which they work, and these same skills enhance students' ability to create effective solutions, utilizing a blend of scientific skepticism and open-minded tolerance for human behavior.

## **MINOR REQUIREMENTS**

Students must have completed PSYC 100 Introduction to Psychology with a grade of C or better and must earn at least 9 credits toward this minor in 300- or 400-level courses. *Psychology majors are not eligible for this minor.*

### **Minor Requirements (15 credits)**

#### **Required Courses (6 credits)**

PSYC 200 Introduction to Professional Practices (3)  
PSYC 308 Research Methods and Statistics I (3) or a quantitative methods course in another discipline

#### **Electives (9 credits)**

Students complete three psychology elective courses.

## **SECURITY AND NETWORK ADMINISTRATION, MINOR**

Giovanni Vincenti, faculty contact

Information technology is the application of computing and communication technologies in industry, government, business and entertainment, and it is now a vital part of any organization. In the 21st century, organizations rely heavily on those who can use IT applications software competently and professionally.

As the interconnection of global information networks expands, this interdisciplinary minor in computing, communication networks, computer system administration and security technologies provides students with theoretical and practical foundations in networking, computer system administration and security scenarios.

Upon completing this minor, students are prepared, with additional review, to pursue A+ and Network+ industry certifications. Actual certification would require successful completion of the certification examinations.

## **COURSE CODE**

Computer science (COSC). Descriptions and prerequisites for individual courses are detailed in the online course descriptions, found at [www.ubalt.edu/coursedescriptions](http://www.ubalt.edu/coursedescriptions).

## **MINOR REQUIREMENTS**

*Applied information technology majors are not eligible for this minor.*

### **Minor Requirements (18 credits)**

#### **Required Courses (12 credits)**

COSC 210 Computer Hardware/Software Support (3)  
COSC 310 Fundamentals of Computer Networks (3)  
COSC 332 Fundamentals of Computer Security (3)  
COSC 430 Legal Issues in High Technology Crime (3)

**Electives (6 credits)**

*Two of the following:*

- COSC 312 Administering and Supporting a Network Operating System (3)
- COSC 401 The TCP/IP Protocol Suite (3)
- COSC 432 Information Assurance (3)
- COSC 433 Network Security (3)
- COSC 435 Digital Forensics (3)

**COURSE DESCRIPTIONS**

Courses designated with an asterisk (\*) are not offered regularly. Please check with the adviser or the division director/chair before making course selections.

**IDENTIFYING GENERAL EDUCATION COURSES**

In the online [Course Descriptions](#), each course that may be used to satisfy a general education requirement is designated using the following coding system (codes are in [**BOLD**]):

**WRIT** English Composition

**MATH** Mathematics

**Arts and Humanities**

**ENGL** Literature

**CMAT** Oral Communication

**HIPL** History or Philosophy

**ART** Fine Arts

**SOSC** Social and Behavioral Sciences

**GSCI** Biological and Physical Sciences

For further information about the University's general education, see the [University-Wide Degree Requirements](#) section of this catalog as well as the description of your degree program.

Other courses may have been designated as meeting general education requirements since the printing of this catalog; please contact your academic adviser for more information.

# POLICIES

## UNIVERSITY SYSTEM OF MARYLAND POLICY ON STUDENT CLASSIFICATION FOR ADMISSION AND TUITION PURPOSES

The policy on student classification for admission and tuition purposes is approved by the University System of Maryland Board of Regents. The current policy can be found at [www.usmd.edu/regents/bylaws/SectionVIII/VIII270.html](http://www.usmd.edu/regents/bylaws/SectionVIII/VIII270.html).

## MARYLAND HIGHER EDUCATION COMMISSION GENERAL EDUCATION AND TRANSFER POLICIES

These policies apply only to public institutions of higher education and can be found online at [www.dsd.state.md.us/comar/SearchTitle.aspx?scope=13B](http://www.dsd.state.md.us/comar/SearchTitle.aspx?scope=13B) by entering the numbers listed below at the beginning of each section (e.g., 13B.06.01.02).

### 13B.06.01.02

*.02 Definitions.*

A. In this chapter, the following terms have the meanings indicated.

B. Terms defined.

(1) "A.A. degree" means the Associate of Arts degree.

(2) "A.A.S. degree" means the Associate of Applied Sciences degree.

(3) "Arts" means courses that examine aesthetics and the development of the aesthetic form and explore the relationship between theory and practice. Courses in this area may include fine arts, performing and studio arts, appreciation of the arts, and history of the arts.

(4) "A.S. degree" means the Associate of Sciences degree.

(5) "Biological and physical sciences" means courses that examine living systems and the physical universe. They introduce students to the variety of methods used to collect, interpret and apply scientific data, and to an understanding of the relationship between scientific theory and application.

(6) "English composition courses" means courses that provide students with communication knowledge and skills appropriate to various writing situations, including intellectual inquiry and academic research.

(7) "General education" means the foundation of the higher education curriculum providing a coherent intellectual experience for all students.

(8) “General education program” means a program that is designed to:

- (a) Introduce undergraduates to the fundamental knowledge, skills and values that are essential to the study of academic disciplines.
- (b) Encourage the pursuit of lifelong learning.
- (c) Foster the development of educated members of the community and the world.

(9) “Humanities” means courses that examine the values and cultural heritage that establish the framework for inquiry into the meaning of life. Courses in the humanities may include the language, history, literature and philosophy of Western and other cultures.

(10) “Mathematics” means courses that provide students with numerical, analytical, statistical and problem-solving skills.

(11) “Native student” means a student whose initial college enrollment was at a given institution of higher education and who has not transferred to another institution of higher education since that initial enrollment.

(12) “Parallel program” means the program of study or courses at one institution of higher education has comparable objectives as those at another higher education institution—for example, a transfer program in psychology in a community college is definable as a parallel program to a baccalaureate psychology program at a four-year institution of higher education.

(13) “Receiving institution” means the institution of higher education at which a transfer student currently desires to enroll.

(14) “Recommended transfer program” means a planned program of courses, both general education and courses in the major, taken at a community college, which is applicable to a baccalaureate program at a receiving institution, ordinarily the first two years of the baccalaureate degree.

(15) “Sending institution” means the institution of higher education of most recent previous enrollment by a transfer student at which transferable academic credit was earned.

(16) “Social and behavioral sciences” means courses that examine the psychology of individuals and the ways in which individuals, groups or segments of society behave, function and influence one another. The courses include but are not limited to subjects that focus on:

- (a) History and cultural diversity
- (b) Concepts of groups, work and political systems
- (c) Applications of qualitative and quantitative data to social issues
- (d) Interdependence of individuals, society and the physical environment

(17) "Transfer student" means a student entering an institution for the first time having successfully completed a minimum of 12 semester hours at another institution, which is applicable for credit at the institution the student is entering.

**13B.06.01.02-1**

*.02-1 Admission of Transfer Students to Public Institutions.*

A. Admission to Institutions.

(1) A student attending a public institution who has completed an A.A., A.A.S. or A.S. degree, or who has completed 56 or more semester hours of credit may not be denied direct transfer to another public institution if the student attained a cumulative grade-point average of at least 2.0 on a 4.0 scale or its equivalent in parallel courses, except as provided in §A(4) of this regulation.

(2) A student attending a public institution who has not completed an A.A., A.A.S. or A.S. degree, or who has completed fewer than 56 semester hours of credit is eligible to transfer to a public institution regardless of the number of credit hours earned if the student:

- (a) Satisfied the admission criteria of the receiving public institution as a high school senior.
- (b) Attained at least a cumulative grade-point average of 2.0 on a 4.0 scale or its equivalent in parallel courses.

(3) A student attending a public institution who did not satisfy the admission criteria of a receiving public institution as a high school senior but who has earned sufficient credits at a public institution to be classified by the receiving public institution as a sophomore shall meet the stated admission criteria developed and published by the receiving public institution for transfer.

(4) If the number of students seeking admission exceeds the number that can be accommodated at a receiving public institution, admission decisions shall be:

- (a) Based on criteria developed and published by the receiving public institution.
- (b) Made to provide fair and equal treatment for native and transfer students.

B. Admission to Programs.

(1) A receiving public institution may require higher performance standards for admission to some programs if the standards and criteria for admission to the program:

- (a) Are developed and published by the receiving public institution.
- (b) Maintain fair and equal treatment for native and transfer students.

(2) If the number of students seeking admission exceeds the number that can be accommodated in a particular professional or specialized program, admission decisions shall be:

- (a) Based on criteria developed and published by the receiving public institution.
- (b) Made to provide fair and equal treatment for native and transfer students.

(3) Courses taken at a public institution as part of a recommended transfer program leading toward a baccalaureate degree shall be applicable to related programs at a receiving public institution granting the baccalaureate degree.

C. Receiving Institution Program Responsibility.

(1) The faculty of a receiving public institution is responsible for development and determination of the program requirements in major fields of study for a baccalaureate degree, including courses in the major field of study taken in the lower division.

(2) A receiving public institution may set program requirements in major fields of study that simultaneously fulfill general education requirements.

(3) A receiving public institution, in developing lower-division course work, shall exchange information with other public institutions to facilitate the transfer of credits into its programs.

**13B.06.01.03**

*.03 General Education Requirements for Public Institutions.*

A. While public institutions have the autonomy to design their general education program to meet their unique needs and mission, that program shall conform to the definitions and common standards in this chapter. A public institution shall satisfy the general education requirement by:

(1) Requiring each program leading to the A.A. or A.S. degree to include not less than 30 and not more than 36 semester hours, and each baccalaureate degree program to include not less than 40 and not more than 46 semester hours of required core courses, with the core requiring, at a minimum, course work in each of the following five areas:

- (a) Arts and humanities
- (b) Social and behavioral sciences
- (c) Biological and physical sciences
- (d) Mathematics
- (e) English composition

(2) Conforming with COMAR 13B.02.02.16D(2)(b)----(c).

B. Each core course used to satisfy the distribution requirements of §A(1) of this regulation shall carry at least three semester hours.

C. General education programs of public institutions shall require at least:

- (1) One course in each of two disciplines in arts and humanities
- (2) One course in each of two disciplines in social and behavioral sciences
- (3) Two science courses, at least one of which shall be a laboratory course
- (4) One course in mathematics at or above the level of college algebra;
- (5) One course in English composition

D. Interdisciplinary and Emerging Issues.

(1) In addition to the five required areas in §A of this regulation, a public institution may include up to eight semester hours in a sixth category that addresses emerging issues that institutions have identified as essential to a full program of general education for their students. These courses may:

(a) Be integrated into other general education courses or may be presented as separate courses.

(b) Include courses that:

(i) Provide an interdisciplinary examination of issues across the five areas.

(ii) Address other categories of knowledge, skills and values that lie outside of the five areas.

(2) Public institutions may not include the courses in this section in a general education program unless they provide academic content and rigor equivalent to the areas in §A(1) of this regulation.

E. General education programs leading to the A.A.S. degree shall include at least 20 semester hours from the same course list designated by the sending institution for the A.A. and A.S. degrees. The A.A.S. degree shall include at least one three-semester-hour course from each of the five areas listed in §A(1) of this regulation.

F. A course in a discipline listed in more than one of the areas of general education may be applied only to one area of general education.

G. A public institution may allow a speech communication or foreign language course to be part of the arts and humanities category.

H. Composition and literature courses may be placed in the arts and humanities area if literature is included as part of the content of the course.

I. Public institutions may not include physical education skills courses as part of the general education requirements.

J. General education courses shall reflect current scholarship in the discipline and provide reference to theoretical frameworks and methods of inquiry appropriate to academic disciplines.

K. Courses that are theoretical may include applications, but all applications courses shall include theoretical components if they are to be included as meeting general education requirements.

L. Public institutions may incorporate knowledge and skills involving the use of quantitative data, effective writing, information retrieval and information literacy when possible in the general education program.

M. Notwithstanding §A(1) of this regulation, a public, four-year institution may require 48 semester hours of required core courses if courses upon which the institution's curriculum is based carry four semester hours.

N. Public institutions shall develop systems to ensure that courses approved for inclusion on the list of general education courses are designed and assessed to comply with the requirements of this chapter.

**13B.06.01.04**

*.04 Transfer of General Education Credit.*

A. A student transferring to one public institution from another public institution shall receive general education credit for work completed at the student's sending institution as provided by this chapter.

B. A completed general education program shall transfer without further review or approval by the receiving institution and without the need for a course-by-course match.

C. Courses that are defined as general education by one institution shall transfer as general education, even if the receiving institution does not have that specific course or has not designated that course as general education.

D. The receiving institution shall give lower-division general education credits to a transferring student who has taken any part of the lower-division general education credits described in Regulation .03 of this chapter at a public institution for any general education courses successfully completed at the sending institution.

E. Except as provided in Regulation .03M of this chapter, a receiving institution may not require a transfer student who has completed the requisite number of general education credits at any public college or university to take, as a condition of graduation, more than 10 to 16 additional semester hours of general education and specific courses required of all students at the receiving institution, with the total number not to exceed 46 semester hours. This provision does not relieve students of the obligation to complete specific academic program requirements or course prerequisites required by a receiving institution.

F. A sending institution shall designate on or with the student transcript those courses that have met its general education requirements, as well as indicate whether the student has completed the general education program.

G. A.A.S. Degrees.

(1) While there may be variance in the numbers of hours of general education required for A.A., A.S. and A.A.S. degrees at a given institution, the courses identified as meeting general education requirements for all degrees shall come from the same general education course list and exclude technical or career courses.

(2) An A.A.S. student who transfers into a receiving institution with fewer than the total number of general education credits designated by the receiving institution shall complete the difference in credits according to the distribution as designated by the receiving institution. Except as provided in Regulation .03M of this chapter, the total general education credits for baccalaureate degree-granting public receiving institutions may not exceed 46 semester hours.

H. Student Responsibilities. A student is held:

(1) Accountable for the loss of credits that:

- (a) Result from changes in the student's selection of the major program of study.
- (b) Were earned for remedial course work.
- (c) Exceed the total course credits accepted in transfer as allowed by this chapter.

(2) Responsible for meeting all requirements of the academic program of the receiving institution

### **13B.06.01.06**

*.06 Academic Success and General Well-Being of Transfer Students.*

A. Sending Institutions.

(1) Community colleges shall encourage their students to complete the associate's degree or to complete 56 hours in a recommended transfer program, which includes both general education courses and courses applicable toward the program at the receiving institution.

(2) Community college students are encouraged to choose as early as possible the institution and program into which they expect to transfer.

(3) The sending institution shall:

- (a) Provide to community college students information about the specific transferability of courses at four-year colleges.
- (b) Transmit information about transfer students who are capable of honors work or independent study to the receiving institution.
- (c) Promptly supply the receiving institution with all the required documents if the student has met all financial and other obligations of the sending institution for transfer.

B. Receiving Institutions.

(1) Admission requirements and curriculum prerequisites shall be stated explicitly in institutional publications.

(2) A receiving institution shall admit transfer students from newly established public colleges that are functioning with the approval of the Maryland Higher Education Commission on the same basis as applicants from regionally accredited colleges.

(3) A receiving institution shall evaluate the transcript of a degree-seeking transfer student as expeditiously as possible and notify the student of the results not later than midsemester of the

student's first semester of enrollment at the receiving institution, if all official transcripts have been received at least 15 working days before midsemester. The receiving institution shall inform a student of the courses that are acceptable for transfer credit and the courses that are applicable to the student's intended program of study.

(4) A receiving institution shall give a transfer student the option of satisfying institutional graduation requirements that were in effect at the receiving institution at the time the student enrolled as a freshman at the sending institution. In the case of major requirements, a transfer student may satisfy the major requirements in effect at the time when the student was identifiable as pursuing the recommended transfer program at the sending institution. These conditions are applicable to a student who has been continuously enrolled at the sending institution.

#### **13B.06.01.08**

*.08 Transfer Mediation Committee.*

A. There is a Transfer Mediation Committee, appointed by the secretary, which is representative of the public, four-year colleges and universities and the community colleges.

B. Sending and receiving institutions that disagree on the transferability of general education courses as defined by this chapter shall submit their disagreements to the Transfer Mediation Committee. The Transfer Mediation Committee shall address general questions regarding existing or past courses only, not individual student cases, and shall also address questions raised by institutions about the acceptability of new general education courses. As appropriate, the committee shall consult with faculty members on curricular issues.

C. The findings of the Transfer Mediation Committee are considered binding on both parties.

#### **13B.06.01.09**

*.09 Appeal Process.*

A. Notice of Denial of Transfer Credit by a Receiving Institution.

(1) Except as provided in §A(2) of this regulation, a receiving institution shall inform a transfer student in writing of the denial of transfer credit not later than midsemester of the transfer student's first semester, if all official transcripts have been received at least 15 working days before midsemester.

(2) If transcripts are submitted after 15 working days before midsemester of a student's first semester, the receiving institution shall inform the student of credit denied within 20 working days of receipt of the official transcript.

(3) A receiving institution shall include in the notice of denial of transfer credit:

(a) A statement of the student's right to appeal

(b) A notification that the appeal process is available in the institution's catalog

(4) The statement of the student's right to appeal the denial shall include notice of the time limitations in §B of this regulation.

B. A student believing that the receiving institution has denied the student transfer credits in violation of this chapter may initiate an appeal by contacting the receiving institution's transfer coordinator or other responsible official of the receiving institution within 20 working days of receiving notice of the denial of credit.

C. Response by Receiving Institution.

(1) A receiving institution shall:

(a) Establish expeditious and simplified procedures governing the appeal of a denial of transfer of credit.

(b) Respond to a student's appeal within 10 working days.

(2) An institution may either grant or deny an appeal. The institution's reasons for denying the appeal shall be consistent with this chapter and conveyed to the student in written form.

(3) Unless a student appeals to the sending institution, the written decision in §C(2) of this regulation constitutes the receiving institution's final decision and is not subject to appeal.

D. Appeal to Sending Institution.

(1) If a student has been denied transfer credit after an appeal to the receiving institution, the student may request the sending institution to intercede on the student's behalf by contacting the transfer coordinator of the sending institution.

(2) A student shall make an appeal to the sending institution within 10 working days of having received the decision of the receiving institution.

E. Consultation Between Sending and Receiving Institutions.

(1) Representatives of the two institutions shall have 15 working days to resolve the issues involved in an appeal.

(2) As a result of a consultation in this section, the receiving institution may affirm, modify or reverse its earlier decision.

(3) The receiving institution shall inform a student in writing of the result of the consultation.

(4) The decision arising out of a consultation constitutes the final decision of the receiving institution and is not subject to appeal.

**13B.06.01.10**

*.10 Periodic Review.*

A. Report by Receiving Institution.

(1) A receiving institution shall report annually the progress of students who transfer from two-year and four-year institutions within the state to each community college and to the secretary of the Maryland Higher Education Commission.

(2) An annual report shall include ongoing reports on the subsequent academic success of enrolled transfer students, including graduation rates, by major subject areas.

(3) A receiving institution shall include in the reports comparable information on the progress of native students.

B. Transfer Coordinator. A public institution of higher education shall designate a transfer coordinator, who serves as a resource person to transfer students at either the sending or receiving campus. The transfer coordinator is responsible for overseeing the application of the policies and procedures outlined in this chapter and for interpreting transfer policies to the individual student and to the institution.

C. The Maryland Higher Education Commission shall establish a permanent Student Transfer Advisory Committee that meets regularly to review transfer issues and recommend policy changes as needed. The Student Transfer Advisory Committee shall address issues of interpretation and implementation of this chapter.

## **UNIVERSITY OF BALTIMORE POLICIES**

### **Privacy**

The University complies with the requirements of the Federal Educational Rights and Privacy Act (FERPA), 34CFR Part 99, and of the Maryland Public Information Act, State Government Article 10-162. In compliance with these acts, the University will only release without a student's signature that information that is so designated as directory information. Directory information is defined as the student's name, hometown, major field of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, and the most recent previous educational institution attended.

The Maryland Public Information Act requires the University to provide directories of its students upon request. Students who do not wish to have directory information released are required to submit that request by filing a Request to Withhold Directory Information form in the Office of Records and Registration prior to the start of each semester.

FERPA provides students with the opportunity to review information contained in their educational records. Offices where students' educational records are kept include the Office of Records and Registration and, in some cases as applicable, the Office of Financial Aid (including veterans' affairs), the Offices of Admission, the Office of Law Admissions and the offices of the academic deans. Students who wish to review their records may do so by making an appointment with the appropriate head of the office housing that record.

For additional information about student privacy, visit [www.ubalt.edu/ferpa](http://www.ubalt.edu/ferpa).

### **Nondiscrimination and Sexual Misconduct**

#### **Nondiscrimination Policy**

The University of Baltimore ("UB" or "University") does not discriminate on the basis of—and prohibits discrimination against any member of the University community on the basis of—sex, gender, race, religion, age, disability, national origin, ethnicity, sexual orientation, gender identity or other legally protected characteristics in its policies, programs, activities or employment practices; this includes inquiries regarding Title IX of the Education Amendments of 1972 as amended ("Title IX"), Title VII of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. Inquiries or complaints regarding sexual misconduct and other gender-based discrimination, including pregnancy, sexual orientation and gender identity, should be directed immediately to the Title IX coordinator, Anita Harewood, vice president, Office of Government and Community Relations, Academic Center, Room 336, phone: 410.837.4533, [T9@ubalt.edu](mailto:T9@ubalt.edu); to the dean of students, Office of Community Life, Academic Center, Room 112, phone: 410.837.4755, [communitylife@ubalt.edu](mailto:communitylife@ubalt.edu); or to the assistant vice president, Office of Human Resources, Charles Royal Building, Third Floor, 410.837.5410, [mmaher@ubalt.edu](mailto:mmaher@ubalt.edu). Sexual misconduct and other gender-based discrimination reports will be handled under the following policy and procedures: <http://www.ubalt.edu/policies/administrative/II-7.1.pdf>.

Inquiries or complaints regarding other forms of discrimination, such as complaints of discrimination on the basis of race, religion, age, disability, national origin, ethnicity or other legally protected characteristics, should be directed immediately to the following offices:

- For inquiries or complaints against students, contact the Office of Community Life, Academic Center, Room 112, 1420 N. Charles St., 410.837.4755 [communitylife@ubalt.edu](mailto:communitylife@ubalt.edu)
- For inquiries or complaints against faculty or staff members, contact the Office of Human Resources, 1319 N. Charles Street, Charles Royal Building, 3rd Floor, 410.837.5410.

### Sexual Misconduct

In accordance with Title IX, the University of Baltimore is committed to creating a university setting that is safe from sexual misconduct, including sexual and gender-based harassment, sexual violence, dating violence, domestic violence, sexual exploitation and sexual intimidation. The University actively seeks to prevent issues of sexual misconduct by educating and providing resources to raise awareness of these issues, and recognize, respond and provide support to those who have experienced sexual harassment and/or been the victim of a sexual offense. For complete information, please visit [www.ubalt.edu/titleix](http://www.ubalt.edu/titleix).

### **Accessibility to Students with Disabilities Policy**

It is the policy of the University of Baltimore to provide reasonable accommodations for students with disabilities. To provide academic adjustments, proper documentation is required and must be presented to the Center for Educational Access. This documentation is required whether the condition is permanent or temporary (broken leg, etc.).

A student's documentation must be current and must include a diagnosis, recommendations for reasonable and appropriate accommodations, and information regarding how the disability impacts the student in an educational setting. This documentation will be reviewed by Center for Educational Access staff for all students seeking accommodations. This includes undergraduate, graduate and law students. This documentation will be retained by the Center for Educational Access and is not part of the student's permanent academic record. These records will remain in the center's suite for the duration of the student's academic career and are kept confidential. After a period of seven inactive years, the documentation will be destroyed unless the student requests that it be returned.

### **Bereavement Policy**

The University of Baltimore recognizes that students may experience the death of a loved one during the course of an academic term. To promote the general mental health of University of Baltimore students, this policy provides a formal process to allow grieving students the opportunity to be available for their families during times of death and grief.

This policy is not seen as a substitute for good communication between students and their faculty members around missed classes or assignments, but rather as a complement to that communication to assist students when they are grieving.

### **Definitions:**

- a. Bereavement leave here refers to those days a student may miss classes or assignments because the student is using the Bereavement Policy.
- b. Calendar days include all days of the week, including weekends.

c. Group work is a formal assignment in a course that involves the grieving student and at least one other student in the completion of the assignment.

d. Missed academic work includes any assignments or tests in a course that a student would ordinarily be submitting or participating in were the student not using the Bereavement Policy.

e. Significant relationships can include, but are not limited to, the following:

- Uncle(s) or aunt(s)
- Cousin(s)
- Niece(s) or nephew(s)
- Legal in-law(s)
- Grandparent(s)
- Step-relation individual(s)
- Child(ren) or individual(s) for whom the mourner had legal guardianship
- Parent(s) or legal guardian(s)
- Sibling(s)
- Spouse or domestic partner

f. Travel days will be calendar days.

With appropriate notification as described in this policy, students who opt to use the Bereavement Policy will be permitted up to five (5) calendar days of absence from classes and/or examinations to mourn the loss of an individual with whom they have a significant relationship.

With appropriate notification and permission as described in this policy, a student who has opted to use the Bereavement Policy may have up to two more calendar days excused from class or examination for travel related to the bereavement process. Travel days may be allowed for such trips as going to the home of the deceased, the family home of the student grieving and/or the location of the funeral/services. Students opting to use the Bereavement Policy can appeal to the professor and/or Office of Community Life and dean of students if more travel days are needed. These requests will be handled on a case-by-case basis.

Unexcused absences already prescribed in a course syllabus should not be used in congruence with the Bereavement Policy.

The student who is mourning should be given a reasonable amount of days to make up any missed academic work.

The assignments a student missed while on bereavement leave should not be subject to deduction in scoring, as long as they are completed in a reasonable, extended period of allotted time. The student is responsible for working with the professor to make up these assignments.

Students who opt to use this policy must be in communication with their professor(s) about their missed assignments by the time they return to campus from bereavement leave.

**Notification:**

A student opting to use the Bereavement Policy must immediately notify via email the dean of students and his or her current course instructors if he or she will be taking bereavement leave. Notification must be made at the beginning of the mourning period (that is, within the first 24 hours, which counts as the first calendar day of the bereavement period).

If the student is engaged in class group work or on any class team, she/he must also notify at least one member of her/his team as soon as the student knows she/he will be taking bereavement leave.

Students using the Bereavement Policy must provide proof of death for the individual(s) who is/are being mourned. Proof of the individual(s) death(s) should be submitted to the dean of students within 14 calendar days from start of the bereavement leave. Failure to provide documentation will result in the absences being considered unexcused.

Documentation of the death or funeral service attended should suffice as evidence of the death.

Documentation can include but is not limited to:

- An obituary
- A copy of death certificate
- Program from funeral/services
- Signed letter of funeral service from the funeral home

If there are any disputes between faculty members and students when using this policy, the dean of students will be responsible for providing adjudication on the matter.

The University of Baltimore's Counseling Center is available to assist students and provide counseling services if so desired by the student.

**Immunization and Health Record Policy**

The University of Baltimore does not have mandatory immunization requirements nor requires students to submit health records. However, the University strongly encourages all students and other members of the University community to work with their health care provider to be sure they are up to date on all appropriate immunizations, specifically:

- Measles-mumps-rubella
- Tetanus-diphtheria-pertussis
- Meningococcal (meningitis)

**Drug and Alcohol Policy**

As a member of the University System of Maryland, the University of Baltimore complies fully with the Maryland Drug and Alcohol Abuse Control Plan.

Except where permitted by law, the use, possession, sale, distribution and condition of being under the influence of controlled or illegal substances while on University premises is strictly prohibited.

The use of alcoholic beverages is permitted only in designated areas on campus and provided that such use is in conformity with all applicable alcoholic beverage laws and with the specific University regulations as outlined in the University's Student Handbook, found online at [www.ubalt.edu/studenthandbook](http://www.ubalt.edu/studenthandbook).

Violations of laws and University regulations regarding the use of controlled/illegal substances and alcohol will be subject to prosecution through both civil authorities and the campus judicial system. The range of University penalties shall include but not be limited to disciplinary reprimand, loss of privilege, probation, suspension and expulsion.

### **No-Smoking Policy**

Smoking can be hazardous to health for smokers and nonsmokers alike. It can contribute to heart attack, stroke, high blood pressure, emphysema and several forms of cancer. The University of Baltimore has taken positive steps toward providing for all employees and students a smoke-free environment in which smoking is prohibited within all University buildings. This no-smoking policy stresses compliance on the part of employees and students. While it is best to rely on common courtesy for colleagues and classmates to ensure the success of this policy, the University is prepared to enforce it with formal sanctions. Visitors who refuse to comply with this policy will be required to leave University premises.

### **Clery Policy**

The University of Baltimore, in compliance with the [Clery Act](#), requires all students applying for admission to the institution to answer a series of "yes/no" questions that help identify students who may pose a potential threat to the campus and its students if allowed to enroll. If students answer "yes" to any of these questions, they must provide further explanation regarding the situation. The dean of students is responsible for making all decisions related to these applications as well as the procedures for reviewing these applications. Providing false information on any of these questions may result in a student's expulsion from the University.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires that colleges and universities publish and distribute an annual security report. This report includes campus crime statistics for the previous three years, policy statements concerning crime reporting, access to campus facilities, enforcement and arrest authority of campus police, crime prevention, and procedures to be followed in sexual assault offenses. The act also provides for timely notice to the campus of crimes considered serious and continuous threats to safety, as well as emergency response procedures. Also the act requires the maintenance of a public crime log of all reported crimes. You may view and download this document by visiting [www.ubalt.edu/ubpolice](http://www.ubalt.edu/ubpolice). You may also obtain a paper copy of the report at the UB Police Department, located in the Charles Royal Building, room 200.

### **Waiver of Tuition for Senior Citizens of the State of Maryland**

It is the policy of the University System of Maryland to extend special privileges, where practicable, to senior citizens who are residents of the state of Maryland and are enrolled in one of its institutions. The term "senior citizen" includes any individual who is 60 or older, who is retired, whose chief income is derived from retirement benefits and who is not employed full time.

Seniors receive, on a space-available basis, waivers of tuition for not more than three undergraduate or graduate (not law) courses per semester or term. These students are afforded all services available to regularly enrolled students, as they pay all other fees. Subject to certain conditions, privileges extended to seniors from other USM institutions include waiver of tuition for undergraduate and graduate courses, use of the libraries, and other privileges as determined by individual institutions.

Seniors at other USM institutions are afforded the following privileges at the University of Baltimore:

- The use of the libraries (subject to restrictions during examination periods)
- Admission to all nonticketed public lectures and performances
- Discount tickets (subject to restrictions) for events sponsored by the Center for Student Involvement
- Eligibility to join, for a fee, Campus Recreation and Wellness

### **Catalog Use and Information**

This 2016–17 University of Baltimore Undergraduate Catalog outlines the University’s undergraduate programs, courses, policies and procedures that were in effect as of June 30, 2016. Subsequent changes to policies and procedures may cause certain information in this catalog to become outdated. Hence, this catalog is not to be construed by the student as a contract, except in terms of the policy titled [Catalog Under Which Students Graduate](#) (as detailed in the [Academic Policies](#) section) and in terms of the student’s compliance with all current policies and procedures of the University.

UB students are informed of changes or additions to academic and financial policies that may affect them through announcements by email or on appropriate University websites and, in some cases, through mail correspondence or separately printed posters, bulletins, notices or other communication vehicles.

The University of Baltimore reserves the right to make policy and program changes as necessary. Students are urged to review all University-produced correspondence, class schedules, mailings, posters and other literature to keep fully informed.

# FACULTY AND ADMINISTRATION

Faculty profiles, which include degrees earned and teaching and research interests, can be found in alphabetical order linked from the following websites:

- [Yale Gordon College of Arts and Sciences](#)
- [The Merrick School of Business](#)
- [The College of Public Affairs](#)
- [The School of Law](#)

## **University System of Maryland Board of Regents**

The University of Baltimore is a constituent university of the University System of Maryland. The USM is governed by a Board of Regents, whose 17 members are appointed by the governor (<http://www.usmd.edu/regents/members/>). The chancellor of the USM is Robert Caret.

### **UB Administration**

Kurt L. Schmoke, President

J.D., Harvard University

Diploma, Social Anthropology, Oxford University

B.A., Yale University

Darlene B. Smith, Executive Vice President and Provost

Ph.D., University of Maryland, College Park

MBA, University of Baltimore

B.S., University of Baltimore

A.A., Anne Arundel Community College

Harry P. Schuckel, Senior Vice President for Finance

MBA, American University

B.S., University of Illinois Champaign-Urbana

Shelia Higgs Burkhalter, Vice President for Student Affairs

MB.A, University of Arkansas

M.Ed., Indiana University Bloomington

B.S., Southeast Missouri State University

David F. Bobart, Vice President for Technology and Chief Information Officer;

Interim Vice President for Enrollment Management

B.A., The Johns Hopkins University

Anita Harewood, Vice President for Government and Community Relations  
J.D., Georgetown University Law Center  
B.S., University of Maryland, College Park

Theresa Silanskis, Vice President for Institutional Advancement  
M.P.A., University of Baltimore  
B. A., Saint Mary's College of Maryland

Christine Spencer, Interim Dean, Yale Gordon College of Arts and Sciences  
Sc.D., Harvard University, School of Public Health  
S.M., Harvard University, School of Public Health  
B.A., Bard College

Murray M. Dalziel, Dean, Robert Merrick School of Business  
Ph.D., Harvard University  
M.A., University of Edinburgh

Ronald Weich, Dean, School of Law  
J.D., Harvard University  
B.A., Columbia University

Lucy Holman, Dean, Langsdale Library  
D.S., University of Baltimore  
M.S.L.S., University of North Carolina at Chapel Hill  
M.S., University of North Carolina at Charlotte  
B.A., University of North Carolina at Chapel Hill

Roger Hartley, Dean, College of Public Affairs  
Ph.D., University of Georgia  
M.A., University of Georgia  
B.S., Indiana University Bloomington

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