University of Alabama at Birmingham

Ambassador Manual
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Overview of Program

Congratulations on earning the honor of serving as a UAB Ambassador for this year! You are certainly in for a great time that is sure to include wonderful experiences, numerous friends, and the distinction of serving your University.

While this year promises to be one you will remember for years to come, it is important to keep in mind that you are an official representative of the University of Alabama at Birmingham.

With that in mind, the Preamble to the UAB Ambassador Constitution defines our role in the school and community as follows:

“The UAB Ambassador Program is dedicated to serving the University by providing student hosts and hostesses at officially recognized activities of the University of Alabama at Birmingham. Functions of the Ambassadors shall include providing information and assistance to the UAB Administration, faculty, staff, student body, and visitors. The program is coordinated through the UAB Office of Student Life.”

Good luck this year! This will be a wonderful learning and growing experience for you.

Most of all, HAVE FUN!

Ambassador Training Committee

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"I Am –
A letter from an Ambassador to an Ambassador"

I am one of those folks you see standing in the green blazer welcoming you to UAB and telling you all about it.
I have smiled till my cheeks hurt
I have stood till I can not feel my feet
I have held my position two feet away from tables of food, my belly aching and trying not to salivate as I direct people where they need to go
I have been to so many productions and plays, several of them over and over again, that I can recite every line and every verse of every character
There are days I wake before sunrise and do not return home till far after the sun has gone back down
There are times when I have stood straight with my head held high for several hours only to direct a single, solitary individual where they need to go
Yet, I know the power of the position I hold
Not everyone can and will wear the green blazer
It is a privilege and a duty
I know that when I put on that green blazer I become the embodiment of the institution that I hold dear
I know that eyes are watching and at times judging the whole university by how I perform that day
I know that I am often times the first, last, and only contact with UAB that a person might have - and thus their whole perception of the college - is me
I am one of the chosen few
I am one of a long line of colleagues who I did not know and will never know, but yet with whom I share a common experience and a common duty
I am the face of this university
I am the green – I am the gold
I am UAB
I am an Ambassador

Sarah Latham
Ambassador
1994-1996
Words of Wisdom
(Complied from the 2003-2004 Ambassadors)

- Come to assignments on time! If anything, it puts your fellow Ambassadors in an awkward position with both the contact and with the notion that they are going to have to turn you in.
- Old Ambassadors are always watching you, so make sure you are on your best behavior.
- Get your hours early! Don't wait until the end of the semester and hope you can get to 80%.
- Take the time before the assignment to get to know the building and information about the event (speaker's name, performance length, etc.).
- Know the answers to the Frequently Asked Questions. There's no telling how many times you'll be asked these while on and off assignment.
- You can have access to all contact information for all assignments. All you have to do is ask someone.
- As a member of the Ambassador organization, you can either uplift or hinder the entire program based on your individual actions.
- Learn the campus in case you have to give information about locations on campus other than the venue you are working.
- Learn to work with people that you don't always see eye-to-eye with.
- Be familiar with top administrators and call them by name when you can.
- Read the Constitution. Knowing it can keep you from getting in trouble.
- The UAB Ambassadors program is all about professionalism and devotion to and respect for the program and the others in the program. This rule should be held in the utmost importance, above even the Constitution.
- If you are going to miss a meeting, you must notify the Advisory Council and Ambassador President/Vice President at least one week in advance of the meeting. Don't put this off until it's too late. You will get demerits.
- Smile! People at events you will work want to see happy people representing UAB. Hosts and hostesses greet their guests and are courteous to all, even fellow Ambassadors.
- Get to know your fellow Ambassador friends. The people in the program make it enjoyable for everyone. Have great times with them outside of assignments, too!
- Take the program seriously. Everybody else does, and so should you!
- Ambassadors are assigned office hours to work each month in the Ambassador office. Be sure to work your assigned hours. Not working them will get you demerits.
- As soon as you can get your uniform, do so! It takes time to get garments altered, and your procrastination can hold up the entire group.
- If you are ever asked to do anything you think is not in your scope of duties, go ahead and do it anyway. It is easier for the advisor to approach the contact person than it is for you to.
- Be kind, courteous, and respectful at all times, both on and off assignment. Ambassadors are an elite group and should behave as such.
- Always present yourself sharply. Even though it may sound weird, people look at how you are dressed and take note. Don't let something like wrinkled pants get you in trouble.

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UAB AMBASSADORS
CONSTITUTION

PREAMBLE

The UAB Ambassador Program is dedicated to serving the University by providing student hosts and hostesses at officially recognized activities of the University of Alabama at Birmingham. Functions of the Ambassadors shall include providing information and assistance to the UAB Administration, faculty, staff, student body and visitors. The program is coordinated through the UAB Office of Student Life.

ARTICLE I – NAME

This group shall be known as the UAB Ambassadors.

ARTICLE II – CONDITIONS OF SELECTION & MEMBERSHIP

Yearly selection of Ambassadors shall be made by a committee selected by the Office of Student Life Advisor to this program. Members of the Selection Committee shall include the President or Vice-President of the UAB Ambassadors as time permits. The Selection Committee will select Ambassadors and alternate Ambassadors based on the following guidelines:

1. Membership is open to all students of UAB (undergraduate or graduate) who have been full-time students (as defined by University catalogs) for at least two terms immediately prior to the start of the summer semester.

2. Applicants must possess an overall grade-point average of 2.5, and must have attained a grade-point average of 2.0 for their semester prior to selection, as well as for the semester in which selection is made. Students selected to serve as Ambassadors must maintain an overall GPA of 2.5 and attain a GPA of 2.0 for each semester, which they serve.

3. Ambassadors are required to attend all of summer training, which includes weekly meetings, retreat, assignments, and other training activities during the summer semester. Failure to do so will result in replacement with an Ambassador alternate, on approval of the Advisory Council and Administrative Advisor.

4. Outgoing Ambassadors shall be available to assist in the training of the newly selected Ambassadors in the spring term.

5. In exchange for a stipend award given each term, Ambassadors are required to be available to serve for three full academic terms. Further,
they must be able to attend the regularly scheduled weekly meetings. The summer semester is included as part of the three required semesters. If an Ambassador is unable to serve during a semester, they must go before the advisory council, in which a person could be removed from the Ambassador program, suspension of stipend, or any other punishment deemed fair by the council.

6. The newly selected UAB Ambassadors shall be available to attend training sessions in the spring semester. They are selected as set by the training committee and advisor, which include and not limited to, the Joint Leadership Retreat, tours, and Springfest.

7. Upon selection to the Ambassador program, the incoming Ambassador shall pay a deposit at the beginning of their term. This deposit shall be returned upon successful completion of duties as an Ambassador for that academic term. The amount the deposit shall be determined by the Ambassador Advisor, president, and vice president.

ARTICLE III – OFFICERS

Officers shall be elected within one month of the start of the summer term.

A. The President shall be elected to serve a one-year term. The President shall be a second-year Ambassador. Only if no Ambassador returns for a second year shall the President be a first-year Ambassador. Duties shall include:

1. Presiding over meetings.
2. Delegating assignments.
3. Calling special meetings.
4. Preside over the executive board
5. Establishing special committees when needed.
6. Keeping a list of the number of assignments and hours each Ambassador has worked and attempting to choose the Ambassadors with the lower percentage of hours for assignments.
7. Working at least three hours per week at the Ambassador desk.

B. The Vice-President shall be elected to serve a one-year term. Duties shall include:

1. Assuming the duties of the President in his/her absence.
2. Chairing the Advisory Committee.
3. In cooperation with the Advisor, implementing further training of the Ambassadors - both initial training of all incoming Ambassadors and ongoing training throughout the year.
4. Recording of hours worked under supervision of the Advisor.
5. Keeping Ambassadors updated on current University events.
6. Working at least three hours at the Ambassador desk.

C. The Secretary shall be elected to serve a one-year term. Duties shall include:

1. Taking minutes of the meetings.
2. E-mailing the minutes to each Ambassador (weekly), prior to the next meeting. The minutes may be prepared using the Ambassador Office equipment and must be e-mailed within twenty-four (24) hours of the time the meeting is held.
3. Attending to correspondence dealing with meetings and minutes, including thank you notes to guest speakers.
4. Keeping Ambassadors advised of upcoming University events.
5. Working at least three (3) hours per week at the Ambassador desk.
6. Making certain that all assignments are written on the Ambassador calendar.

D. The Treasurer shall be elected to serve a one-year term. Duties shall include:

1. Maintaining bank accounts for any monies resulting from fundraising engaged in by the Ambassadors for the benefit of the program, keeping track of money spent from dues, and keeping records of any monies (not considered state funds, e.g. deposits) contributed by supporters of the Ambassador Program.
2. Keeping records of all bank statements kept in Advisor’s office and reporting the financial standing of the program to the Ambassador and the Administrative advisor at monthly executive meetings.
3. Working two (2) hours per week at the Ambassadors’ desk.

E. The Historian shall be elected to serve a one-year term. Duties shall include:

1. Taking photographs at various functions involving the UAB Ambassadors.
2. Maintaining a scrapbook and insuring that at least one group photograph is included.
3. Recognizing Ambassadors, in the scrapbook, for special achievements, awards received, or birthdays.

F. The Chaplain shall be elected to serve a one-year term. Duties shall include:
   1. Presenting devotionals at the conclusion of weekly meetings.
   2. Promoting harmony and morale within the group.

G. All elected officers are on a probationary basis. Failure to fulfill duties and uphold the Ambassador reputation will result in replacement at any time during the year. Officers will be replaced after receiving fourteen (14) or more demerits (upon review of the Advisory Council) and a new election will be held for the vacant position. The executive officers will also meet once a month to discuss the various Ambassadors’ issues.

ARTICLE IV – ADVISOR

There shall be an appointed Advisor to the UAB Ambassadors. The responsibilities of the Advisor shall include, but not be limited to the following:

1. Implementation of the selection process.
2. Assistance to the Ambassadors in all aspects of the Ambassador program.
3. Meeting regularly with the Ambassadors as a whole, the President of the Ambassadors, and other Ambassadors as needed.
4. Making administrative decisions concerning the Ambassador program, including suspension and expulsion of members when necessary.
5. Supplying monthly financial reports to the Administration of the Ambassadors fund with expenditures allocated by the members.
6. Training Ambassadors in areas pertinent to their role, i.e. History of UAB, city of Birmingham, etc.
7. Issuing of demerits according to demerit policy, along with the Advisory Council.
8. Supervising the Vice-President in the recording of hours worked each term.
9. Examination of student grade reports to determine eligibility.
10. The Administrative Advisor shall also have the authority to make decisions that supersede the provisions of the Constitution only when unforeseen circumstances arise.
11. Keeping an accurate record of Ambassadors’ uniforms (i.e. inventory).
ARTICLE V – AMENDMENTS

This Constitution shall be considered for revision at any time and the consideration for revision shall include the by-laws and all amendments. Until the review and approval process for a revised Constitution is completed, the existing Constitution shall govern. The review, or revision of this Constitution, including the by-laws and the addition of amendments, shall be done in the following manner:

1. A constitutional sub-committee shall be appointed by the President of the Ambassadors, or if circumstances warrant, the Administrative Advisor of the Ambassadors.
2. The sub-committee shall determine proposed changes to the Constitution.
3. The sub-committee shall prepare a written report recommending any proposed changes, to be distributed to the members and Administrative Advisor. A report shall be entered into the minutes of the next meeting and shall be tabled until the next regular meeting, at which time a vote shall be taken on the recommendation provided a quorum is present, and that approved recommendation shall be made to the Administrative Advisor. The Administrative Advisor shall, within a reasonable time, approve or revise, in writing, the vote of the membership. The constitutional revision process may be initiated any time by a petition to the President and Administrative Advisor of two-thirds of the Ambassadors eligible to vote. The same constitutional revision procedure shall be followed.

BY-LAWS

Amendments to the BY-LAWS may be made by a majority of the group.

SECTION I

BENEFITS

1. Ambassadors shall receive a stipend award of an amount determined by the Office of Student Life and the Advisory Council per hours worked.
2. Each Ambassador shall be issued three official uniforms: a formal, casual, and polo.

MEETINGS

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1. A student applying for the position of UAB Ambassador is informed that he or she is required to serve three full terms in the coming year and attend a two hour weekly meeting at a pre-determined day and time.

2. Effective immediately, the weekly meeting time will be selected at the first regularly scheduled meeting following the completion of the registration period for the upcoming semester. The meeting time will be selected based on the Ambassadors' class schedules and will be at such a time as will allow the greatest number of Ambassadors possible to be in attendance.

3. Each Ambassador is allowed two excused absences, which must be documented by providing at least a one-week advance notice in writing to the Ambassador President. Failure to do so may result in an unexcused absence. An unexcused absence will result in demerits.

4. Accruing more than two absences in a semester will result in demerits at the discretion of the Administrative Advisor or advisory council.

5. Absences due to assignment are excused and do not count toward an Ambassador’s two excused absences.

6. An Ambassador is required to attend all scheduled meetings (unless excused prior to the meeting) each term with the following exceptions:

   a. An Ambassador who cannot attend all meetings due to a mandatory class or lab may appeal this ruling, provided that the Administrative Advisor is notified in advance of the beginning of the term in question and provide written notification from academic advisors. The Ambassador must come before the Advisory Council stating his or her reason. The Advisory Council will be composed of the elected officers and shall be chaired by the President. The Administrative Advisor shall serve as ex-officio member of the Council. The Council will examine the conflict and rule on whether the Ambassador shall receive his or her stipend.

   b. An Ambassador who cannot attend all of the meetings due to a university organization event(s) may appeal this ruling provided that the Administrative Advisor is given written notification from an advisor or professor at least one week in advance of the event(s). UAB organization events are those in which representation of UAB at a recognized event is done by a said
Ambassador or a group, i.e. SGA, Program Allocation Board, etc. He or she must also appear before the Advisory Council, who shall examine the conflict and rule on whether the Ambassador will receive the stipend. This exception does not occur for any mandatory trainings or assignments such as graduation and Springfest.

SECTION II

DUTIES AND RESPONSIBILITIES OF THE AMBASSADORS

1. Under the Office of Student Life, the Ambassadors are responsible to serve as the official hosts and hostesses at University-sponsored activities.

2. It is the duty of each Ambassador to attend assigned events. If conflict should arise prior to the assignment, the Ambassador is responsible for securing a replacement and notifying the Ambassador President, Administrative Advisor, and making the necessary changes in the Ambassador Assignment Book. The Ambassador must come by the office to make the changes. They will not be able to take the book out of the office.
   a. An Ambassador who accumulates more than five replacements for assignments in a single semester shall be given demerits unless the replacement is approved by the Advisory Council.

3. If exhaustive measures have been taken to secure a replacement and no replacement is found, the Ambassador must notify the following persons:
   a. Administrative Advisor, Ambassador President, and the assignment contact person.
   b. A fellow Ambassador attending the assignment.

4. An Ambassador is responsible for reporting any violations of the Ambassador Constitution Code by an Ambassador including himself or herself at any assignment to the Ambassador President and the Administrative Advisor prior to the next regularly scheduled weekly meeting.

5. Ambassadors are not required to be enrolled in school during the summer semester, but they are required to attend weekly Ambassador meetings, training sessions, retreats, and assignments.
Failure to do so will result in immediate replacement by an Ambassador alternate.

6. Ambassadors must be enrolled as a full time student at least two of the three semesters constituted as an Ambassador term.

7. Ambassadors are required to do at least one office hour per month. This is not in addition to office hours prescribed by the constitution for executive officers.

SECTION III

ASSIGNMENTS

1. Requests for Ambassadors should be submitted in writing (to the Administrative Advisor) at least two weeks prior to the event.

2. Sunday-Thursday assignments should preferably be limited to the hours of 7:30 a.m. to 10:00 p.m.

3. Assignments shall be delegated by the President at least eight days before the event or as the request is formally submitted.

4. In the event assignments arise between meeting dates, the Administrative Advisor and/or president will contact persons to fill the assignment.

SECTION IV

DISCIPLINARY PROCEDURES

1. Failure to meet Academic Requirements

   a. An Ambassador failing to meet the academic requirements shall be placed on academic suspension from the program for the semester, which follows notification of an overall GPA below 2.5, or a semester GPA below 2.0.

   b. The suspended Ambassador shall be reinstated upon notification at the end of the term of suspension that academic requirements have been met.

   c. Failure to meet such requirements shall result in termination from the program.

   d. An Ambassador may be placed on suspension only once. Thereafter, failure to meet academic requirements shall result in termination from the Ambassador program.
2. A demerit system shall be implemented to deal with regulation infractions. Demerits will be issued by the Administrative Advisor and Advisory Council. The accumulation of fourteen or more demerits will result in a mandatory meeting the Advisory Council. Semester stipends will be reduced $5 for every one demerit (1 demerit = $5, 2 = $10, 3 = $15, so on and so forth).

3. Demerits shall be issued for the following:

   a. Absenteeism without securing a replacement or giving proper notice is 8 demerits. Any and all cases of absenteeism will mandate a meeting with the Advisory Council.
   b. Reporting to assignments while under the influence of any alcohol or other chemical substances—14 demerits
   c. Partaking of any alcoholic beverage or other chemical substance while in uniform and/or on assignment—14 demerits
   d. Using any tobacco product while on assignment—14 demerits
   e. Unexcused absence from meeting—5 demerits per meeting
   f. Working under 80% of average hours in a term- Please refer to Section VII #2 for appropriate assignment of demerits
   g. Unexcused tardiness at assignments (15 min. after arrival time)—5 demerits
   h. Failure to remain for the designated length of assignment or meeting without permission of contact person—5 demerits
   i. Improper behavior on assignment as defined by or judged by the Ambassador Manual, the Ambassador Constitution, Administrative Advisor, other Ambassadors, and/or contact person—5 demerits
   j. Eating on assignment without permission of contact person—4 demerits
   k. Accepting/receiving monetary compensation for an assignment or while on assignment—5 demerits
   l. Chewing gum while on assignment—3 demerits
   m. Failure to wear complete, proper uniform attire to assignment or not having a clean, neat appearance while in uniform—2 demerits
   n. Wearing of uniform or parts of uniform when not on assignment without permission from advisor and/or president—2 demerits
   o. Tardiness to meetings (five minutes after designated meeting time). One excused tardy is allowed; after which, each additional tardy (excused/unexcused) will result in demerits—2 demerits
p. Leaving a meeting early (before it has been adjourned) without a
pre-approved excuse will result in demerits. One instance of
leaving early (with an excuse) will be allowed per semester
without demerits. Each additional instance will result in
demerits—2 demerits
q. Being disruptive during Ambassador's meetings will constitute 1
demerit per interruption.
r. Accumulating more than 5 replacements in a single semester—5
demerits
s. Failure to do one office hour per month- 2 demerits

ADVISORY COUNCIL

1. The Vice-President will chair this council and shall be a voting member.
The President will preside over this hearing.

2. Additionally, three non-officer voting members of the Ambassadors shall
be selected at the time of officer elections to serve on the Advisory
Council for the remainder of the Ambassador year. Members of the
Advisory Council shall be selected by election. Members of this council
will be removed upon accumulation of fourteen (14) demerits in an
academic term and/or any behavior deemed inappropriate by the
Administrative Advisor and Ambassador President (i.e. unexcused
absences to meetings or repeatedly arriving late to meetings or
assignments). Furthermore, the member will be replaced with another
Ambassador chosen by the Administrative Advisor and Ambassador
President. If an Ambassador has accumulated fourteen (14) or more
demerits, that Ambassador will be removed from the Advisory Council
and may not serve on any further Advisory Council.

3. The decisions rendered by the Council must be kept confidential.

4. The Administrative Advisor and President shall serve as ex-officio
members in all disciplinary matters with the exception of suspension and
expulsion from the program; in such cases, they shall exercise voting
privileges with the other council members.

5. The Advisory Council shall meet with any Ambassadors who have
accumulated fourteen (14) or more demerits in a single term. The
Ambassador in question shall be notified in writing, by the Vice
President, of the demerit infractions.

6. The Council shall have the authority to take the following action:
   a. Dismiss, reduce, or uphold the demerits awarded for infractions
   b. Reduction or suspension of a stipend at fourteen (14) demerits
c. Expulsion at fourteen (14) or more demerits

d. Any other action deemed appropriate by the Advisory Council
   (such as increasing the required percent of hours worked for a
   semester).

7. The Advisory Council shall set the terms of probation.

8. Reporting to an assignment while under the influence of any alcohol or
   other chemical substance, partaking of any alcoholic beverage or other
   chemical substance while in uniform and/or on assignment, or using any
   tobacco product while in uniform and/or on assignment will result in
   immediate expulsion from the Ambassador Program.

9. Upon review by the Advisory Council, the actions taken shall be
   recorded, signed by the Ambassador President, Ambassador Vice-
   President, and Administrative Advisor, and placed in the file of the
   Ambassador.

10. Notice of an appeal of the verdict of the Advisory Council shall be made
    by the Ambassador in question to the Director of Student Programs.

11. Any appeal thereafter should be directed to the Assistant Vice President
    of Student Life.

SECTION VI

The meetings shall follow the guidelines as set forth in “Robert’s Rules of Order by
Isabel H. Robert.”

SECTION VII

1. An Ambassador semester is defined to begin the first day of class and
   end the day before the first day of class for the new semester.
   Enrollment shall be defined as 12 hours (full time status) and receipt of a
   letter grade at the completion of the semester. A letter grade shall be
   defined as A, B, C, D, F, and P/F. If you withdraw from a class, you must
   achieve at least 24 semester hours within the Ambassador term. An
   Ambassador term shall be defined as the first day of classes for the
   summer semester immediately following selection to the first day of
   classes for the following summer semester. Since graduate school
   program requirements vary per program, these will be reviewed on a by
   program/individual basis.

2. At the end of every semester, the Vice President shall total the entire
   number of Ambassadors’ hours for the semester divided by the total
   number of Ambassadors and calculate an average number of hours. The
Vice President shall also tally the number of hours each Ambassador worked during the semester. If any Ambassador does not work the average number of hours, the following actions shall result:

a. 80% - No demerits
b. 79%-70% - 7 demerits
c. 69%-60% - 10 demerits
d. Below 60% - 14 demerits and loss of semester stipend

These demerits will be issued in the semester of which the violation occurred.

3. Academic suspension is defined as a forfeiture of the semester stipend check and taking no assignment for the defined time of suspension while attending all weekly meetings and maintaining other requirements as deemed by the Constitution and/or Advisor.

4. All Ambassadors are required to work every graduation and Springfest. If for any reason an Ambassador cannot work graduation or Springfest he/she must notify the Administrative Advisor and go before the Advisory Council. Missing graduation or Springfest could result in demerits or reduction in pay. The only exception is because of academic reasons in which a letter from a professor should be submitted well in advance.

5. Each Ambassador is required to pay annual dues. Dues should be turned in to the Treasurer at an assigned time set by the Treasurer. Due money is to be used for social activities, annual gifts for the UAB President and the Vice President of Student Affairs, and other activities as approved by the Administrative Advisor, Ambassador President, and Treasurer. Before any money is spent from dues for any Ambassador activity, the Administrative Advisor, Ambassador President, and Treasurer must approve. Due money may not be used for gifts for individual Ambassadors.

6. There shall be three committees within the Ambassador program: publicity, training, and social. Each committee will be appointed a chair by the Ambassador President. Each member of the Ambassador program must serve on one of the committees (including executive officers). At the discretion of the President, any special committees may be created with the approval of the Administrative Advisor.

a. Publicity committee is responsible for:
   i. Creating at least one newsletter that is will circulated throughout UAB campus (administration, Alumni, faculty, etc.) and will be used for recruitment purposes.
   ii. Any publicity necessary for the Ambassador program.
b. Training Committee is responsible for:
   i. Coordinating training activities and tours throughout the Ambassador year.
   ii. Scheduling guest speakers to discuss various topics.
   iii. Scheduling all training for the new Ambassadors during the Spring Semester.
   iv. Keeping all Ambassadors updated on UAB's current events.

c. Social Committee is responsible for:
   i. Coordinate at least one monthly social activity.
   ii. Keep track of Ambassadors’ birthdays
The Blazer Message

I. General Information
   A. Public institution, part of the University of Alabama System
   B. Metropolitan, urban campus
   C. 75 city blocks, located in the largest city in the state at the foothills of Red Mountain
   D. 8 undergraduate schools, 50 undergraduate majors
   E. Large Medical School and renowned medical center
   F. Committed to providing quality education with renowned research faculty
   G. UAB accredited police department – one of the safest campuses in Alabama
   H. Very affordable
      i. Approximately $6,572 – $8,516 per year for in state tuition, room and board, books and supplies; tuition only $3,940 based on course load of 15 credit hours each semester
      ii. Approximately $10,502 – $12,066 per year for out of state tuition, room and board, books and supplies; tuition only $7,870 based on course load of 15 credit hours each semester
      iii. Financial Aid consists of need-based (grants, loans, work study) and non-need based (loans and parent plus loan)
      iv. $12.9 million through 1,200 scholarships awarded each year

II. National Rankings
   A. Ranks 3rd in the Southeast in federal research funding – UAB houses more than 80 nationally known research centers
   B. Over $300 million in research, more than all other Alabama schools combined
   C. Research – AIDS, head/spinal injuries, space shuttle missions, marine biology
   D. School of Nursing ranked 15th in the US
   E. Department of Psychology ranked 3rd by the National Science Foundation
   F. Department of Mathematics ranked 5th in the southeast by the National Science Foundation

III. Focus on Undergraduate Education
   A. 18:1 student-to-faculty ratio
   B. 1,732 full time faculty
   C. 90.6% of faculty has highest degree in their field
   D. Approximately 1,100 undergraduate courses offered in Fall 2001
   E. Courses offered from 6 a.m. until 10 p.m. – flexibility
   F. Opportunity for research as undergraduate as early as your freshman year
   G. State of Alabama articulation agreement with core curriculum
   H. Faculty have required office hours
   I. Student support – assigned advisors
J. Computer centers located in every school and Sterne Library
K. Two libraries with combined holdings of 1,719,299 volumes
L. Accreditation by Southern Association of Colleges and Schools. Individual schools also accredited by regional and national professional organizations
M. Honors Program – only one of its kind in Alabama (replaces state core curriculum)
N. Free email accounts and web space available

IV. Talented and Diverse Student Body
   A. 14,695 total enrollment; 9,954 undergraduates
   B. 70% full-time, 30% part-time
   C. 59% female, 41% male
   D. 70% under the age of 25, 43% under the age of 22
   E. 60% Caucasian, 20% African American, 10% other
   F. 91.8% in state, 4.9% out of state, 3.3% international
   G. Every county in Alabama, 37 states, 78 countries are represented
   H. Air Force and Army ROTC
   I. In just 5 years UAB has produced 3 All-US College Academic First Team, 1 Rhodes Scholar, and 1 Marshall winner
   J. Fullbright Scholar
   K. NCAA Division 1-A, founding member of Conference USA
   L. 17 intercollegiate sports

V. Location
   A. Largest city in Alabama, over 1 million in metro area
   B. Mild climate
   C. Accessible to major highways, interstates, and airports
   D. BJCTA Bus system and DART Transportation
   E. Home to some of the fastest growing companies
   F. Opportunities for employment, co-op, internships
   G. McWane Science Center & IMAX Theater
   H. City Stages Music Festival
   I. Vision Land, malls, and Five Points South area
   J. Proximity to Atlanta, Gulf Coast, Nashville, New Orleans, Orlando

VI. Partnerships
   A. Julliard Music and Birmingham Ballet
   B. Study Abroad
   C. Early Medical School Acceptance Program (EMSAP) and Nursing Scholars Program
   D. NASA
VII. Housing/Meal Plans
   A. Housing Options
      i. 1,733 on-campus residents; apply early
      ii. 2 apartment style halls, 2 all-suites, 1 traditional
      iii. All fully furnished, basic cable, and laundry facilities provided
      iv. Student housing UAB precinct provides 24 hour security with officers patrolling buildings and parking areas
      v. Off campus apartments within walking distance or 10 minute drive
   B. Meal Plans – optional
      i. Blazer Bucks with various plans. Money rolls over each semester. Also good at Java City/Freshens.

VIII. Student Life
   A. Free entrance to UAB Blazer home games
   B. 30 National Honorary Societies
   C. Greek Life – 16 fraternity/sorority chapters
   D. UAB Outdoor Adventures – hiking, skiing, camping, and rafting trips
   E. Intramural Sports – basketball, billiards, bowling, flag football, golf, paintball, soccer, softball, tennis, ultimate Frisbee, volleyball, wiffleball, and many more
   F. Athletic Team support: co-ed and all girl Cheerleaders, Golden Girls dance team, and Marching Band
   G. Student Publications: *Kaleidoscope* (student newspaper), *Phoenix* (magazine), and *Aura* (literary arts review)
   H. Leadership Organizations: Student Government Association, UAB Ambassadors, UAB Trailblazers, Orientation Leaders, and International Mentors
   I. Choral groups and music ensembles
   J. UAB Entertainment (record label)
UAB Alma Mater

Here in Alabama, a place of rich diversity,
Stands our Alma Mater. We cherish her integrity.
May each loyal son and daughter wear
Proudly the colors green and gold.
Praise to thee our UAB. Her honor we uphold.

Yearning minds of age and youth
Live and love her noble truth.
Moving ahead with blazing speed
T'wards knowledge to empower,
In the heart of Birmingham our UAB stands proud.

UAB Victory March

All hail Alma Mater
We sing this song for thee
Raise up the banner
For Blazer victory
(Fight Fight Fight)

All hail Alma Mater
We pledge to always be
Ever faithful, ever loyal
To dear old UAB

UAB Fight Song

At UAB in Birmingham
All Hail our players bold
They are mighty Blazers
Who wear the Green and Gold

Tonight let's fire their Golden Blaze
The flame of victory
Go Blazers! Go Blazers!
Win for UAB!
The Do’s and Don’ts of Being an Ambassador

Do

- Leave a good impression after an assignment has been completed.
- Enjoy yourself on assignments; even the worst assignment has some positive point.
- Have a positive attitude and be approachable.
- Remember that you are often the basis by which people judge UAB; a positive impression can go a long way.
- Maintain an open mind about people and situations.
- Separate personal matters from impersonal ones.
- Let your true personality shine through.
- Realize that you are ALL in this group together.
- Wear a complete uniform issued by the Office of Student Leadership.
- Make sure your attire has been well-maintained (cleaned and pressed).
- Be responsible for your actions.
- Be punctual and considerate of others.
- Ask questions when you feel uncertainty.
- BUDGET your time academically, extracurricularly, and socially, but also realize that you will need to make some personal sacrifices.
- Use discretion in every aspect of your life.
- Stand to show respect for dignitaries, UAB Administration, etc. when they enter a room.
Don't

- Complain about problems if you are not going to take the time to help resolve them.
- Let a negative attitude be shown while on assignment (body language).
- Discuss inappropriate topics/language in the presence of others, especially when they are in listening distance.
- Display inappropriate behavior while on assignment:
  1. Chew gum.
  2. Talk on the phone unless given a break by the contact person.
  3. Ask contact person for permission to leave an assignment early.
  4. Ignore your responsibilities on assignments or engage in personal conversations to the extent you forget your purpose for being at a function.
  5. Leave an assignment temporarily to put money into a parking meter. Leave your car in the closest lot you can park in and walk to the assignment.
- Accept assignments on the sole basis of length (1 four hour assignment vs. 4 one hour assignments), getting by with the minimal effort.
- Stereotype or prejudice others because they are not like you.
- Let stress/time constraints overwhelm you.
- Arrive late for assignments.
- Appear to be a friend when you truly are not; just show respect and camaraderie towards everyone.
Twelve Tips for Leaders

1. BE ENTHUSIASTIC! Enthusiasm paints like with color. Those who express enthusiasm enjoy their work and get more done!
2. INSPIRE TEAMWORK. Each member contributes to the total task.
3. WATCH WHAT YOU SAY. Words do hurt; words spoken can never be taken back. Practice to soft approach. When you are caught off guard, learn to say, “That will take some thought. Let me get back to you.”
4. COMMUNICATE. Speak, write, and listen! The more information people have, the better decisions they make.
5. OFFICERS ARE TRAINERS. A good leader delegates, not just to spread the work around, but also to develop future leadership. After all, you want your successor to carry on your good work.
6. TAKE THE LONG VIEW. Don’t get so caught up in what you are doing that you forget that it is only one part – no matter how important – of the total picture. Be unselfish.
7. DON’T BE FRIGHTENED BY CHANGE. Few things remain static, and the ability to respond to changing situations takes creativity and intelligence. Patient planning is essential.
8. USE YOUR MANAGEMENT SKILLS. Personal charm is not enough to plan and execute the steps necessary to accomplish your goals.
9. KEEP YOUR SENSE OF HUMOR. Laugh with others whenever you can and at yourself as often as you dare. Have fun!
10. PLAN SOME QUIET TIME EVERY DAY. With your schedule, you may feel fortunate to squeeze in five minutes, but you need time to assimilate experiences, to sort through conflicting demands, to draw conclusions, and to make plans. Daydreaming is not a waste of time.
11. SHOW YOU CARE. Share praise and encouragement generously, and offer a broad shoulder. Appreciate those working with you. Encourage trust – that human characteristic will carry over when there are weaknesses in actual skills.
12. BE FLEXIBLE. Never say never!
How to Get Along with People

1. Keep skid chains on your tongue – always say less than you think. How you say it often counts more than what you say.
2. Make promises sparingly and keep them faithfully, no matter what it costs you.
3. Never let an opportunity pass by to say a kind and encouraging thing to or about somebody. Praise good work done, regardless of who did it. If criticism is needed, criticize in a constructive manner, never out of spite.
4. Be interested in others – interested in their pursuits, their welfare, their homes, and their families. Let everyone you meet, however humble, feel that you regard him or her as one of importance.
5. Be cheerful. Keep the corners of your mouth turned up. Hide your pains, worries, and disappointments under a smile. Laugh at good stories and learn to tell them.
6. Preserve an open mind on all debatable questions. Discuss, but not argue. It is a mark of superior minds to disagree and yet be friendly.
7. Let your virtues speak for themselves, and refuse to talk of another’s vices. Make it a rule to say nothing of another unless it is something good.
8. Be careful of another’s feelings. Wit and humor at the other fellow’s expense are rarely worth the effort.
9. Pay no attention to ill-natured remarks about you. Simply think that no one will believe them. Disordered nerves and a bad digestion are a common cause of backbiting.
10. Don’t be too anxious about your dues. Do your work, be patient, and keep your disposition sweet. Forget self, and you will be rewarded.
Frequently Asked Questions

1) "Do you offer anything besides medicine?"
   A: There is a wide range of disciplines offered here at UAB and medicine is just one. The reason you often hear so much about medicine is because of the amount of money which is allocated toward research in the various fields, but we certainly offer much more than medicine.

2) "What is the difference between UAB and The University?"
   A: UAB is a young school. We are 35 years old and are already the third largest school in Alabama. We have by far the greatest number of “in-state” students, and we are located in an urban campus. We are moving and growing at an incredible rate and have a very bright future. (Don’t bad-mouth any other school!)

3) "What is there to do here? Isn’t this a commuter school?"
   A: Tell them about some personal experiences and what you have been able to be involved with on campus. Tell them that we have 16,000 students and approximately 1,700 live on-campus. Many students live at home with their parents or have found an apartment very close by. And yes, it is a commuter school, but this is part of what makes UAB different and unique.

4) "Will I get lost in big classes taught by graduate assistants?"
   A: No. Some classes, such as English, are designed to handle only 30 students. This creates an environment which allows students to interact with professors on a more one-on-one basis. Some of your freshmen classes will be large, but you will always have an opportunity to talk with the professor. The actual student-to-teacher ratio is 18:1.

5) "Do you have a football team?"
   A: Yes, we have a division 1 football team. The coach, Watson Brown, was appointed in 1994-1995. We will have scholarships available for players just like UA or AU and will be competing at the same level.

6) "Is there a lot of crime on your campus?"
   A: The crime on campus is what you would expect from a city the size of Birmingham, but we have several preventative measures here at UAB. We have a fully accredited police force, we have “Help” boxes all over campus, and we also offer an escort service for students. You may want to mention that our police force helped train the Birmingham police, and that Help boxes ring directly to the station; you don’t need to even speak into them. Police travel by car, foot, bike, and horse.
7) “How good is your ________ program?”
   A: Speak about what you personally know about the program, but if you don’t
   know, don’t try to fool anybody. It’s okay not to know. Simply be honest and
   tell them you aren’t sure about that particular program, but you would be more
   than happy to put them in touch with someone who could help them.

8) “Is parking a problem here?”
   A: There will always be a parking spot for you on campus; you just have to decide
   how far you want to walk. The earlier you arrive at school, the better chance
   you have of getting a “good spot.” Explain that commuting students can park
   in Lot 15 and students living on campus can park near their residence halls.

9) “I don’t want to go to school with a bunch of old people. Are there any young people
   here?”
   A: Yes, we have young people who go to school here. Most of the people you will
   take classes with in your freshman year will be your age, but you will have
   some people who are older. This is something that provides UAB with a
   unique characteristic – you get to learn about things from a different
   perspective. The actual age of our entering freshmen in Fall 2002 was 18.8.

10) “What kinds of sports do you have here?”
   A: Men’s athletic programs include baseball, basketball, football, golf, soccer, and
tennis. Women’s programs include basketball, cross country, golf, rifle, soccer,
softball, synchronized swimming, tennis, track and field (indoor and outdoor),
and volleyball.

11) “Why did you come to UAB?”
   A: A question only you can answer. Be sure to hit the high points of the university,
regardless. This is your chance to tell new students what you like best about
the university. Don’t let this opportunity pass you by! You are representing
UAB.

12) “Are there problems with on-campus housing (being able to study, crime, proximity,
    being co-ed)?”
   A: On-campus housing does not have a lot of problems associated with it. There is
always a full time staff member on duty from 8 p.m. – 5 a.m. All the residence
halls are located within walking distance to all the buildings on campus, and
being able to study is not a problem. This is a good opportunity to talk about
life in residence halls and on campus.
13) “What type of meal plans does UAB have?”
   A: The Dragon’s Lair Café offers meal plans in the terms of Blazer Bucks. This is like a debit card. You put however much money you would like to onto the card and use it to check out at the Dragon’s Lair Café as well as at Java City/Freshen’s Yogurt. You can stop by the café and ask them about purchasing Blazer Bucks. By the way, the Dragon’s Lair Café is centrally located (in the HUC) and is a great place to stop to grab a bite to eat.

14) “Can freshmen have cars on campus?”
   A: Yes, freshmen can have cars on campus. For those who commute school, they will be able to park in all the lots marked with a 15 (15A, 15B, etc.). Any other students who live on campus will be able to park in the parking lots of the residence halls. This helps keep parking problems to a minimum.

15) “Is tutoring available?”
   A: Yes, tutoring is available. We have a Math Lab (located in the 15th Street Classroom Building) which is open nearly all day every day, and we also have an English Writing Resource Center. This offers one-on-one help for papers, projects, etc., and is located on the second floor of the Humanities Building. Various departments offer tutors, such as the Economics Department and the Biology and Chemistry Departments, and tutors are also available on the 5th floor of the HUC.

16) “I plan to work. Can I schedule classes around my work schedule?”
   A: Yes, work and class are not a problem. The class schedule is specifically designed with the working person in mind. Classes are offered MWF (AM), MW (PM), and TTh (AM and PM).

17) “I’m transferring to UAB from a junior college. Am I going to lose half my credits when I get to UAB?”
   A: Credits will transfer, but how your credits will equate with the programs we have at UAB is up to the Admissions Office to decide. It is the office that will process your transcript. It is located on the 2nd floor of the HUC and the phone number is 934-8221.

18) “Where’s the nearest grocery store?”
   A: There are numerous grocery stores located on Greensprings Highway. There is also a Shop-A-Snack directly in front of Rast Hall.

19) “Will I be able to find a job on campus?”
   A: Yes, we have many work study jobs available. There is a display case on the 3rd floor of the HUC which displays all such jobs. If you look enough you will be able to find what you are looking for. We offer everything from helping at the information desk to doing lab and research work.
20) "Does UAB help students find jobs after graduation?"
A: Yes, we even have a Career Center, which is located on the 5th floor of the HUC. They will sit down with you, discuss your options, and point you in the right direction. They offer a great deal of information on a wide range of career choices.
Speaking in Public

Speaking at functions is a common assignment. A knowledge of UAB history and facts about Birmingham and the state will be very helpful in making such speeches. Some basic rules of public speaking should be followed:

- If you are going to use notes, fine, but do not let them detract from your presentation in any way.
- Make sure your approach to the podium is clear. Nothing is worse than seeing the speaker trip over a chair or a microphone cord on his or her way to the rostrum.
- SMILE, especially if you are happy to be there. If you’re not happy to be there, your audience will pick it up fast enough, and if they do, you might as well have stayed home.
- Maintain good eye contact with as many in your audience as possible.
- Watch what you do with your hands. Do not jingle coins or keys in your pockets or wave pens, pencils, or glasses at your audience. Napoleon achieved great success with his hand in his jacket routine, but few audiences have liked it since. It is good to gesture to make a point as long as those gestures are natural. When not gesturing, let your hands rest either at your side or on the back of the podium.
- Watch your posture. If you are constantly rocking back and forth, your audience may fall asleep. Speakers who lean on the rostrum generally look like they are ready to die, and many times their listeners wish they would. Stand up straight and LOOK SMART!
The ABC's of Poise

A – ATTITUDE. The dictionary defines poise as “the state or quality of being balanced.” Thus, if you are truly poised, you try never to allow negative emotions such as anger, jealousy, fear, and pain to gain control of you in public; you balance them with the positive power of pride. You are simply too proud to show unattractive emotion to the world at large. Being poised does not mean that you never give reign to your true feelings, only that you take time to sort those feelings out before you act on them.

Often, you may have to appear more composed than you really are, but this can be for the best. Sometimes, you can convince even yourself that you are in a good mood!

B – BEARING. To be poised, you must be able to forget about the details of your appearance. And, of course, you cannot forget about them unless you are sure they are right. A basic to poise is knowing how to dress, walk, and talk in an attractive, natural manner. You choose clothes that flatter you and fit the occasion. You move about gracefully, mindful of your posture where you are sitting on standing.

You train your diction and delivery so the manner of your speech will not distract your listeners from the message you want to convey. Then, having done your best to put your best foot forward, you concentrate on others.

C – CONFIDENCE. The person who seems invariable to do the right thing at the right time has faith in their judgment of the situation. They act with assurance because it is not necessary to stop and debate about every little decision. They know what is right and complete it in a clear-cut way.

One's confidence is apt to be reassuring to others; at all events it gives one a definite advantage over the “Oh-dear-me-whatever-shall-I-do” type. This person comes off as a distinct person, equal to any occasion.
UAB Building Information

Hill University Center

1st Floor

107   Alumni Auditorium
110   Student Life
112   Information Center
115   Java City/ Freshens
118   Blazer Arcade
125   HUC Operations (Room Scheduling)
132   Campus Recreation Athletic Team Support Groups
133   Director of Student Programs
135   Student Publications *(Kaleidoscope)*
136   Student Programs
150   Blazer Bookstore/UAB Ticket Office
151   Blazeradio
158   UAB Copy Services
160   Dragon's Lair Café

2nd Floor

207   Registrar’s Office

3rd Floor

241   Student Information Services
250   International Scholar and Student Services
260   Undergraduate Admissions
314   Retention Initiatives
317   Financial Aid
318   General Studies
322   Student Accounting
325   Board Room

4th Floor

400A   Student lounge
410   Work Room
411   Meeting Room
412   Meeting Room
413   Meeting Room
440   Student Leadership
470   Academic Programs and Policy
   * Study Abroad
   * Testing Center

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5th Floor

503  Vice President for Student Affairs
      Assistant Vice President for Facilities and Finance

504  Student Retention Programs
      Veterans Affairs

511  Graduate School

516  Disability Support Services

531  Associate Vice President for Enrollment Management

New Student Orientation

Technology & Research

532  Career & Student Services

540  TRIO Academic Services

- ATM’s for several banks are located in front of the University Center.
- Constructed and completed in 1983, Plaza renovated Winter/Spring 1994
- Named for UAB’s 2nd President S. Richardson Hill in 1991

Bartow Arena
- Multi-purpose arena; home of UAB Blazers and Lady Blazers basketball teams and Lady Blazers volleyball team
- Completed in 1988
- Seats maximum capacity of 8500 for the basketball games, variety of other configurations available for smaller crowds for lectures, concerts, etc.
- Fully equipped workout gym for UAB athletes
- Recently constructed twin office towers on bridge side to house entire Athletic Department
- Some Intramural Activities conducted here
- Renamed in 1997 for then Athletic Director Gene Bartow

UAB Student Housing Facilities
- Camp Hall (completed in 1980) houses 400 students
- Denman Hall houses 170 students
- Rast Hall (completed in 1990 for first-time freshmen) houses 400 students
- Blount Hall, newest dorm, houses 510 students
- Hixson Hall (traditional women dormitory) houses 220 students
- With the growing interest in UAB, Hixson Hall was renovated in Summer of 1994. Hixson Hall received new furniture, flooring, and ceilings.
Mervyn H. Sterne Library
- When UAB was formed in 1969 a small extension division library existed. From that beginning, the Mervyn H. Sterne Library emerged and has developed into a major academic library. From 1969 until 1973, the library was housed in several locations.
- The Sterne Library opened for service in January 1973 at its present location, 917 South Thirteenth Street. Expanded in 1987, the Library now houses a collection of over one million items. The collections support teaching and research in the arts and humanities, business, education, engineering, natural science and mathematics, and social and behavioral sciences.
- In addition to monographs and subscriptions to more than 2,500 periodicals, the collection consists of microforms, sound and video recordings, and electronic resources.
- The facility has seating for about 1,100 users. In addition to serving the University community, the library provides support to users from schools and businesses within the city and the state through various partnership agreements.
- Named after Mervyn H. Sterne, a Birmingham philanthropist and civic leader.

Spencer Honors House
- Renovated Baptist Church built in 1902; still has original stained glass windows
- Has computer rooms, Xerox machines, study rooms, used by students in the University Honors Program
- A program designed to promote a close relationship between faculty, advisors with an interdisciplinary curriculum involving a 2 or more discipline approach

Jerry D. Young Memorial Baseball Field
- Named after the late Dr. Young, former VP of Financial Affairs
- Major league field dimensions
- Underground sprinkling system
- Tale of Bo Jackson hitting a home run as far as Athletic Office lot

Special Studies Building
- Special studies offices
- Houses Army ROTC
- Houses cooperative education
Smolian International House
- Completed in Spring 1992
- Built with funds from proceeds from sale of Smolian House
- Temporary housing for visiting International students
- Available for programs with an “International Mission”

Business and Engineering Complex
- Business: houses Business School and its various departments, classrooms for business courses and computer labs. Funded by a group of local business people who saw the need for a Business School in Birmingham
- Engineering: houses Engineering School and its departments, classrooms and lab facilities for engineering courses
- Wind Tunnel (small brick building between Engineering Building and tennis courts) – aerodynamic tests; test velocities up to 250 mph; bought from US Air Force for $98,000
- BEC completed in 1983
- Business School had the quickest accreditation of any Business College in the country

West Campus Intramural Fields
- Completed in Winter 1993
- Located behind Med Center Best Western Hotel on 11th Street South
- Used for intramural softball, flag football, and soccer.
- UAB soccer team practices here; home soccer field

UAB Police Station
- Independent police force, cooperates with Birmingham City Police Department
- Has late night escort services (on-campus escort service for students, employees, and visitors from 6 pm – 12 am at 934-8722)
- Patrol by car, bike, horse, and foot
- Constantly patrol area to assure safety

Bell Building
- Houses a practice gym for P.E.
- Auditorium that seats 400 used for theatre and dance productions
- Added to Ullman in 1955
- Renovated in 1989
Wallace Physical Education Building
- Opened in 1974 at a cost of $1.6 million
- Houses heated pool (only solar heated in the state), gymnasium with weight lifting equipment (nautilus and free weights), quarter mile indoor track, exercise rooms, handball courts, racquetball courts, squash courts
- All for use by UAB students and staff with validated ID
- Intramural Sports, Physical Education Department and Special Studies use this facility

Intramural Field and Quarter-Mile Track
- Well lit and is usually open to public use, no ID required
- Field used for intramural games: football, softball, soccer, track meets
- Greek games held here
- Track resurfaced Spring 1994

Humanities Building
- Houses English, Art & Art History, Foreign Language Departments, writing and reading labs, Forensics Team
- Visual Arts Gallery, 1st floor, sometimes used to display work done by UAB students
- Completed in 1973

15th Street Classroom Building
- Houses classrooms for math and criminal justices courses
- Houses math labs for tutoring
- Used for late night study sessions
- Former UAB Bookstore

Chemistry Building
- Houses Chemistry Department
- Contains facilities for all student chemistry labs
- Completed in 1971
Ullman Building
- Houses Departments of Social and Behavioral Sciences (history, sociology, social work, political science) except for psychology and criminal justice
- Originally an elementary school, then a high school, now part of UAB
- Oldest building on undergraduate side (Hillman is the oldest building on campus)
- On the state registrar of historic landmarks
- Named after Samuel Ullman, former Superintendent of Birmingham City Schools. His statue is located outside the main entrance of the building.

Education Building
- Opened in 1971
- Houses School of Education
- Houses VP Office for Academic Affairs
- ETS (Educational Technology Services) is located on 2nd floor. Tapes, computers, and filmstrips are here. It’s the Media Center for Sterne Library.
- Various classes held here

Campbell Hall
- Houses Department of Psychology as well as School of Natural Sciences and Mathematics, Departments of Computer Science, Physics, and Biology
- Houses biology and physics labs; UAB is the only school in the state that allows its human anatomy classes to examine actual human cadavers

Hulsey Center
- Houses Music Department
- Opened in 1982
- Has auditoriums to facilitate choral and music recitals as well as small theatrical productions

Marshall Conference Center
- Houses meetings, fundraisers, small concerts

Math/Criminal Justice Building
- Houses Math and Criminal Justice Departments
Alys Robinson Stephens Performing Arts Center

- The Alys Stephens Center houses four superb venues, each suited perfectly for a specific style of performance.
- The largest and most well-known venue, the Jemison Concert Hall, seats over 1,330 people. Its insightful design has made it an acoustical marvel, allowing every note to be heard distinctly.
- The Sirote Theatre, a 350-seat proscenium theater, becomes the perfect backdrop for theatrical performances and family shows.
- The intimate Reynolds-Kirschbaum Recital Hall seats 170 people, providing the ideal setting for small series.
- The Odess Theatre is a flexible “black box” theater that allows productions to design the theater around their needs.

Tennis Courts

- No reservation needed, lit until around 11:00 pm

Sorority Square

- Opened in 1977
- Houses 5 sororities
- Houses a practice gym for Intramural Aerobic Classes
Undergraduate Programs of Study

School of Arts and Humanities
African-American Studies
Art
Communication Studies
English
French
Music
Philosophy
Spanish
Theater

School of Business
Accounting
Economics
Finance
Industrial Distribution
Management
Marketing

School of Education
Early Childhood Education
Elementary Education
Health Education
High School Education
Physical Education
Special Education

School of Engineering
Biomedical Engineering
Civil Engineering
Electrical Engineering
Materials Engineering
Mechanical Engineering

General Studies
Undeclared Majors

School of Health Related Professions
Allied Health Sciences
Cyrotechnology
Health Information Management
Medical Technology
Nuclear Medicine Technology
Radiologic Sciences
Respiratory Therapy
Surgical Physician Assistant

School of Natural Sciences and Mathematics
Biology
Chemistry
Computer and Information Sciences
Mathematics
Natural Science
Physics

School of Nursing
Nursing

School of Social and Behavioral Sciences
Anthropology
Criminal Justice
Economics
History
International Studies
Political Science
Psychology
Social Work
Sociology

Interdisciplinary Minors
African-American Studies
American Studies
Environmental Studies
Gerontology
Science Studies
Urban Affairs
Women's Studies

Pre-professional Programs
Pre-Dentistry
Pre-Health Administration
Pre-Law
Pre-Medicine
Pre-Nurse Anesthesia
Pre-Occupational Therapy
Pre-Optometry
Pre-Pharmacy
Pre-Physical Therapy

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Programs of Study
Arts and Humanities

**African-American Studies**
- This program is designed to provide a comprehensive understanding of the cultural values and experiences that connect people of African descent, beginning in Africa and extending to the Caribbean, North & South America, Asia, and Europe.
- Study Abroad in Africa, the West Indies, or England, hub of the 17th century slave trade.

**Art**
- Concentrations – Art Education, Art History, and Studio Art
- Curricula of the programs within the Department of Art provide an educated perspective and appreciation of the visual arts and art design.
- Offers Bachelor of Art (Art History) or Bachelor of Fine Arts (Studio Art)
- Facilities include a 24-hour computer lab for photography, printmaking, and graphic design; photography darkrooms; and comprehensive slide libraries.

**Communication Studies**
- Communication Studies is concerned with human deliberation and communication in all its forms.
- Ranked top 20 in the country for research productivity.
- Concentrations – Communication Management, Mass Communications (Broadcasting, Journalism, Public Relations).
- Internship requirement…work in Birmingham or CNN, CBS, or in Moscow.
- PRCA/PRSSA – student firm that handles public relations projects for local clients.
- Facilities include fully computerized print journalism lab and News TV studio.

**African-American Studies**
- Optional Concentration in linguistics.
- Special Programs include Business Technical Writing Program, Creative Writing Program and UAB Writers Series.
- Teach English in Japan through the Japanese Exchange for Teachers program.

**French, Spanish**
- Placement Tests available through the 1-Step Office.
- Foreign Language Media Services is a new, interactive computer lab that provides virtual immersion in simulated environments for foreign language learning.
- Spanish for specific purposes (Healthcare, Construction).
Music
- Optional Concentrations include Music Education, Music Business, and Music Technology.
- Music Technology explores current developments in computers and their applications to and impact on the creation and recording of music.
- UAB Entertainment, UAB’s own recording label.
- Ensembles include Blazer pep band, Chamber singers, Concert Choir, Gospel Choir, Jazz Ensemble, Marching Blazer Band, MIDI Ensemble, Percussion Ensemble, Super Jazz/Big Band, and Wind Ensemble.
- Facilities: practice room, MIDI labs, and a state-of-the-art recording studio.

Philosophy
- The study of philosophy in a spirit of free inquiry enables the student to develop and exercise powers of intellectual discrimination, creative imagination, logical organization, and evaluative judgment.
- Concentrations – general philosophy, honors track, or design your own course of study.
- UAB Center for the Study of Ethics and Values in Sciences is the only such center in America exploring ethical issues related to the general practice of science.
- New minor – Philosophy in Law – good law school preparation

Theatre
- Optional Concentrations – Professional performance or Professional design/technology
- Get involved with UAB Theatre Productions and community groups (Southern Play Works and Birmingham Children’s Theatre)
- Touring Ensembles – UAB Bookends, UAB Cabaret, UAB Kids on the Block, and UAB Shakespeare Ensemble
- Film students visited France’s Cannes Film Festival and helped produce an independent film on campus.
- Sixteen UAB theatre students nominated for awards by the Kennedy Center’s American College Theatre Festival.
Programs of Study
Business

- One of only three programs in Alabama accredited by the International Association for Management Education, and one of 30 in America endorsed by the Institute of Internal Auditors.
- Ranked 3rd among the urban 21 Schools of Business by US News and World Report.
- Career Management Office – full-service branch of the UAB Career Center located within the School of Business.
- Students can learn how to create business plans for high-tech start up companies.

Accounting
- Accounting is the principles or practice of systematically recording, presenting, and interpreting financial accounts.
- UAB accounting students have consistently scored highest in the state on their CPA exams – exceeding the national average by 36 percent – for the last 4 years that records have been kept.
- Optional Concentration in information systems (IS) is designed to provide students with the foundational knowledge and managerial skills to pursue a career in information systems.
- All undergraduate accounting classes taught by full-time faculty.
- Beta Alpha Psi is the premier professional accounting and business information fraternity.

Economics
- The science that deals with the production, distribution, and consumption of wealth and with the various related problems of labor, finance, taxation, etc.
- Concentrations – Economic Analysis and Policy or Quantitative Methods
- Excellent choice for students considering MBA, law, PhD, or other professional degree.
- Economics Club

Finance
- The science of managing money.
- Concentrations – Financial Management or Investments and Institutions
- UAB was 1st in nation to link the Reuters Financial News Service online.
- Finance Club

Industrial Distribution
- Partnership between School of Business and School of Engineering
- One of only 2 such programs in a 16-state region
- Department annually distributes a book containing resumes of graduating ID majors to more than 400 companies.
Management
- Students learn how to be effective decision makers in an organizational setting.

Marketing
- Concentrations – General Marketing or Promotion/Sales
- UAB chapter American Marketing Association
Programs of Study

Education

- The Teacher-In-Residence Program invites skilled, experienced K-12 teachers to join the faculty to share their firsthand knowledge.
- Teacher Education Program – To pursue an Alabama teaching certificate, you must be admitted to TEP, which allows you to take certain courses required for certification.

Early Childhood/Elementary Education
- Early Childhood – certified to teach nursery-3rd grade
- Elementary – certified to teach grades 1st-6th
- New program allows you to earn dual certification in both Early Childhood and Elementary Education.

Foreign Language Education
- Double major in education and French or Spanish.
- Certified to teach nursery-12th grade

Health Education
- May be used for students interested in sports medicine.
- Optional Concentration – Health Promotion/Community Health
- Certified to teach 7th-12th grades

Physical Education
- May be used for students interested in sports medicine.
- Optional Concentrations – Health Promotion/Fitness Leadership, Exercise Science
- Certified to teach nursery-12th grade

High School Education
- Double major in education and your selected teaching field.
- Certified to teach 7th-12th grade
- Specialized Concentrations/Certification Areas – biology, chemistry, English, history, comprehensive language arts, mathematics, physics, comprehensive social science

Middle School Education
- Middle School Endorsement can be earned in comprehensive science, language arts, mathematics, or comprehensive social science.
- Must first complete certification for elementary or high school.
- Certified to teach nursery-12th grade

Special Education
- Certified to teach nursery-12th grade

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Programs of Study

Engineering

- The unique Industrial Scholars program is a combination of internships that offers a valuable on-the-job experience with high-profile companies such as Southern Company, U.S. Steel, and Westinghouse. The program is open to highly qualified students.
- The Research Scholars program provides exceptional students with opportunities to gain valuable research experience by receiving research appointments with world-renowned UAB engineering faculty.
- The Research Experiences for Undergraduates program, sponsored by the National Science Foundation, is designed to involve students in cutting-edge scientific discovery. The program hires eight undergraduates for 10 weeks each summer, and scholarship/internship awards are available.
- The school has a direct link to the powerful Alabama Supercomputer Network.
- With a few additional courses, all engineering majors can be used to complete UAB's pre-health curriculum and admission prerequisites for health professional schools.

Civil Engineering
- Optional Concentrations – Environmental Engineering, Structural Engineering
- Facilities and Technology: state-of-the-art data acquisition system, fully equipped cementious materials mixing lab, and more.

Electrical Engineering
- Work with BellSouth to enhance public telecommunication networks or evaluate new devices developed by Network Equipment Technologies.
- Faculty is responsible for 58 patents, including the world's 1st virtual reality glove.

Materials Engineering
- Optional Concentration – Biomaterials
- Facilities include wind tunnel, metals casting furnaces, and much more.
- Assist faculty on studies sponsored by Department of Defense, Department of Energy, and NASA.
- Faculty members develop experiments for the International Space Station and act as consultants to NASA.

Mechanical Engineering
- Optional Concentration – Biomechanics/Biofluids
- Facilities include wind tunnel for testing aerodynamic designs.

Biomedical Engineering
- Explores how engineering and technology bring new solutions to health care and life science.
- This program began in Fall 2001 as an undergraduate program. UAB has offered this degree as a Master's and now provides it as a bachelor's as well.
- The state's only undergraduate biomedical engineering degree program.

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Programs of Study
Health Related Professions

- When you are accepted to UAB, you are admitted as a pre-SHARP student. After completing foundation courses, you are eligible to apply for your program of study.

Allied Health Sciences
- Offers the only allied health sciences program in the state of Alabama and one of only a handful across the country.
- Allied Health Sciences program prepares graduates for mid-level management positions in all types of health care organizations. The mid-level position is generally within an operating unit or organization that is within the scope of the graduate’s professional credentials.
- For admission, you must be a graduate of a certificate, associate degree, or equivalent health program and be licensed, registered, or certified in a health specialty.

Cytotechnology
- The Cytotechnologist assists the pathologist by performing microscopic evaluation of cellular samples from virtually all organs of the body to detect microorganisms, infectious lesions, cancer, and related diseases. It is one of the most successful means of detecting cancer at an early stage when it can be cured.
- Trains you to use advanced procedures to identify cells and cell abnormalities.
- Only accredited Cytotechnology program in the state.

Health Information Management (HIM)
- HIM works with administrative and clinical staff in health care facilities to provide the best possible information resources. HIM designs and maintains health information systems to collect, assess, and disseminate clinical and administrative data. This data is utilized in financial management, facilities planning and operational and risk management.
- Only nationally accredited bachelor’s degree curriculum in Alabama.
- Ranks among the top 10 in America according to a recent American Health Information Management Association survey.

Medical Technology (MT)
- MT assumes major responsibility for analyzing body fluids and other specimens to aid the physician in the diagnosis of disease and therapeutic monitoring of treatment. The MT assesses, controls, and manages quality laboratory service and information and performs preventive maintenance and troubleshooting of typical laboratory problems.
- Get hands-on training at more than 23 clinical sites across Alabama and Georgia.
**Nuclear Medicine Technology (NMT)**
- NMT assumes major responsibility for using radioactive drugs to obtain information that will aid the physician in diagnosing disease and monitoring therapy. The NMT has direct patient contact in performing the nuclear medicine procedures and uses a variety of radiation detection equipment and computers to acquire data.
- Only NMT program in the state.
- Opportunities for research experience are available through UAB’s world-renowned Comprehensive Cancer Center.

**Radiological Sciences**
- *Concentrations – Radiation Therapy, Radiography*
- Radiation Therapy – Working under the direction of an oncologist, the radiation therapist is responsible for treating patients with malignant diseases using ionizing radiation. The therapist, interacting regularly with cancer patients, faces special demands and daily challenges.
- Radiography includes producing and processing radiographs that permit accurate interpretation of the human anatomy on X-ray film and computer display monitors.
- The two programs are the only bachelor’s degree programs of their kind in Alabama.
- The Radiation Therapy program is one of just 12 bachelor’s programs in the nation and the Radiography program is one of only 16.
- Radiation Therapy students can take advantage of links to UAB’s Comprehensive Cancer Center, one of only a few such centers in the U.S.

**Respiratory Therapy**
- Respiratory therapists work with physicians and allied health professionals to diagnose and treat patients with disorders associated with the respiratory and cardiovascular systems. Therapists administer many medical gases and cardiorespiratory drugs. Respiratory therapists are often responsible for the evaluation of patients and often assist in the development of the respiratory care plan. They are also trained to perform and evaluate the results of diagnostic tests such as arterial blood gases and pulmonary function studies.
- One of only 2 bachelor’s degree programs of its kind in the state.

**Surgical Physician Assistant (SPA)**
- Duties of a Surgical Physician Assistant vary and may include taking such as assisting at surgery, taking histories and physical examinations on surgical patients, venipuncture, inserting nasogastric and urinary tract tubes, and wound care.
- One of only 3 SPA programs in the country and only one in Alabama.
Programs of Study
Natural Sciences and Mathematics

- **Natural Science** major provides a general education based on a broad course of study encompassing several departments within the school. The student should choose both a major and a minor within NSM. The academic advisor depends on the chosen major.
- Dr. Joan Lorden’s office offers research **opportunities in any department for high school students.** If a student wins the local science fair they are declared a **Bennett Scholar** (named for a former UAB President J. Claude Bennett). Students are matched with a faculty member and the student works for most of the summer and is paid $1,500.
- **Students in all departments are encouraged to participate in the undergraduate research opportunities.** Many students are named as co-authors of research papers and published in professional journals.
- NSM students can apply to participate in **Research Experiences for Undergraduates**, a program designed to involve students in cutting-edge scientific discovery. UAB students as well as students from other universities participate in the program. It is sponsored by the National Science Foundation.
- A new class designed for incoming freshmen began in the Spring of 2003. It is **NS 100**, a NSM Honors Seminar. It is a course for good students who are not in the University Honors Program. Dr. Anne Cusic is the course instructor and students must get her permission to take the course. It is team taught by a group of NSM faculty and introduces students to different areas in the NSM world.

**Biology**
- **Accelerated Training Programs in Neuroscience and Cell and Molecular Biology.**
- **Real-world experiences include summer marine science courses at Dauphin Island Sea Lab, Tropical Ecology in the Bahamas, and Tropical Rainforest Ecology in Costa Rica.**
- **New Fast Track Bioinformatics Program.** Students major in biology with a minor in computer science. Students then qualify to apply for the M.S. in Computer and Information Sciences program and if accepted, can complete the program in 1.5 years. There is no application for the undergraduate portion of the program. Students must plan the curriculum carefully with their advisor.
- **New Fifth Year Program in Biology.** High School seniors interview for the program. Begin graduate research in junior/senior year of college. Receive Master’s at end of 5th year.
- One of the only schools in Alabama where undergraduate students have the opportunity to work on cadavers in **Anatomy Lab.**
- **Students may apply for the Biology Honors Program.**
Chemistry
- Optional Concentrations include Biochemistry/Biotechnology (most popular), Polymer/Materials Science, Information Sciences, and Business.
- Fellowships and scholarships available for current students and incoming freshmen.
- Students may apply for the Chemistry Honors Program. Students may also complete curriculum to be certified by the American Chemical Society. Strong support network of faculty and teaching assistants as well as voluntary study groups led by staff members. New computer labs available for chemistry students.

Computer and Information Sciences
- Students encouraged to participate in computer science professional organization on campus (ACM – Association for Computing Machinery).
- Need-based and merit-based scholarships are available.
- Three new computer labs for CIS students.
- Students may apply for the CIS Honors Program.
- In the 2003-2004 academic year, several classes converted from C++ to Java to keep up with statewide programs.
- The department conducts Computer Science Camp for high school students and camps for teachers during the summer.

Mathematics
- Mathematics Fast Track Program – unique program allows student to earn both a bachelor’s and master’s degree in math in 4-5 years. Offers research and mentoring opportunities with professors and group seminar activities.
- Need-based and merit-based scholarships are available.
- Travis Wood Scholarship for students returning to school after an absence (about $900).
- Students may apply for the Mathematics Honors Program.

Physics
- Optional Concentration – Biophysics
- Special scientific partnerships with UAB School of Medicine.
- Department is spearheading development of the high-speed Internet in Alabama.
- Department offers several research opportunities for high school students: Requires an application. If accepted, the student can participate in research for half of the summer and be paid $1,000 or the student can participate in research for a full summer and be paid $2,000.
- Project SEED research experience with the department. Student is identified by the Heritage Center as having a good future in science but does not have good preparation for it. Student is trained and then interviews with faculty. Students and faculty are matched based on each party’s request and the student is paid for the summer research work.
- Students may apply for the Physics Honors Program.
Programs of Study
Nursing

- One of only 9 World Health Organization Collaborating Centers for International Nursing in America and one of just 37 throughout the world.
- Nurse Educator ranked the school 15th among the nation's 490 baccalaureate schools of nursing.
- Educational Mobility Program offers advanced placement options for admitted UAB students who are registered nurses and who have already successfully completed formal nursing education (in a diploma program or junior/community college associate degree program).
- Nursing Scholars Program allows academically talented high school seniors to reserve their place in the School of Nursing before completing the pre-nursing courses. Ten students are accepted into this program each year.
- School of Nursing has contacts with more than 80 hospitals, clinics, and other community health agencies, which allows students easy access to valuable, real-world clinical knowledge throughout college.
- School of Nursing has an honors program, in collaboration with the UAB Honors Program, that allows you to develop in-depth skills in research or clinical practice. This is the only honors option that is in accordance with the UAB Honors Program. Program has two tracts: Clinical and Research.
- RN-BSN Mobility Program is now offered entirely on-line and can be finished in 3 terms.
Programs of Study
Social and Behavioral Sciences

Anthropology
- The anthropology program emphasizes the holistic view of human kind through the four major branches of the field: cultural anthropology, archaeology, physical anthropology, and linguistics.
- Opportunities to participate in field studies...UAB-Harvard archaeological dig in the Middle East.
- Students made short films documenting Birmingham’s diverse communities.

Criminal Justice
- The Justice Science program offers students broad academic exposure to the field of criminal justice and provides some opportunity for concentrated study in the areas of interest within this field. The programs primary purpose is to develop a general understanding of the multidisciplinary nature of criminal justice, and its secondary aim is to expose students to in-depth examination of topics related to careers in the criminal justice field.
- Home of UAB’s mock law trial team; team participates in invitational, regional, and national competitions.
- Internships at a criminal justice agency...students have worked with U.S. Customs Service and local police departments.

Economics
- The School of SBS, in cooperation with the Department of Economics in the School of Business, offers coursework leading to the Bachelor of Arts degree with a major or minor in economics.

History
- This program is designed to give students insight into the world in which they live and into the forces and events that have shaped and molded that world.
- The purpose of historical study is not only an understanding of our own past and present, but an appreciation of the evolution of other cultures, civilizations, and nations.
- Historian’s Craft...a special course designed to teach individuals how historians work and discover the changing nature of historical interpretation.

International Studies
- The international program provides a holistic appreciation of the different values and structures that characterize the world’s diverse societies, as well as an understanding of the institutions that produce economic, social, cultural, and political interdependence among nations.
- International exchange program with links to institutions in 26 countries.
- Offers specialization in curriculum with a geographic/cultural concentration on Latin America, Europe, Asian studies, or the developing world.
Political Science
- Political Science is concerned with the observation and comprehension of government in human society.
- Public affairs experience working in a public or nonprofit agency or organization.
- One-on-one mentoring with faculty in the department's honors program.

Psychology
- The department provides a variety of experiences to give students an understanding of the basic principles and mechanisms of behavior. The scientific method is emphasized throughout the curriculum.
- Provides a major field of study as part of a liberal arts and science education.

Social Work
- B.S.S.W. is a professional degree.
- This program educates students from a social science perspective in both problem solving skills and social work values to prepare them for generalist practice with diverse populations in an increasingly complex world.

Sociology
- Sociology offers two concentrations for a major in sociology: (1) general sociology and (2) social psychology in sociology.
- General Sociology involves the study of group dynamics and its impact on human populations and individuals. It analyzes the behavior patterns in all types of social relationships.
- Social psychology in sociology provides a perspective on interpersonal relationships that draws on research conducted by sociologists and psychologists. In the broadest sense, social psychology is the study of how people's behaviors and thoughts influence, and are influenced by, the actions of others.
- Study everything from homelessness, school violence, and aging issues to population migration in cities, family and kinship, and much more.
- Explore the growing field of medical sociology.
Programs & Opportunities

UAB Honors Program
- Accepts 50 students each year (applications due in January).
- Offers students a unique alternative to core curriculum classes. Class is a series of symposium-like liberal arts courses taught by teams of faculty members and guest lectures from outside the university.
- Students can use the Spencer Honors House on campus for studying, meeting, recreation, or simply relaxing.

Early Medical School Acceptance Program (EMSAP)
- Offered to just 10 new students each year, this competitive program reserves a place for its students at UAB School of Medicine before high school graduation. It offers opportunities to shadow physicians, volunteer in a social or medical setting, and take special seminars.

Army ROTC and Air Force ROTC
- Army ROTC offers Outdoor Adventures class
- Army ROTC is ranked 2nd in the nation
- Air Force ROTC is a partnership with Samford University

UAB Career Center
- Free service for all UAB students, from freshman classification up to graduating senior. Can be used for 6 months after graduation if student registers with the center prior to graduating.
- You can access resource materials, attend workshops and seminars, or find a job on the center’s extensive list of job openings for employers on and off campus.
- Regularly brings recruiters from large companies to campus for career fairs and on-campus interviews.
Hot Spots on Campus

- **Hill University Center** – Student Center where you will find the Dragon’s Lair Café, the UAB Bookstore, Arcade, ticket office, meeting rooms, student services, registrar’s office, financial aid, student accounting, and much more.
- **Wallace Physical Education Complex** – Free with valid student I.D. Includes basketball/volleyball courts, gyms, indoor heated pool, a squash court, racquetball/handball courts, indoor track, and weight & Cardio-fitness rooms.
- **Bartow Arena** – Home of the UAB Blazers Men’s and Women’s Basketball teams and the Women’s Volleyball team. Houses the Athletic Department.
- **Smolian International House** – Great place to meet people from all over the world, and get to know cultures of six continents.

Birmingham Hot Spots

- **Five Points South** – Eclectic neighborhood of coffee houses, clubs, and shopping located next to campus.
- **Shopping** – The Riverchase Galleria is one of the largest malls in the Southeast. The Summit and Brookwood Mall are just minutes from campus.
- **Cultural Icons** – Find inspiration at the Birmingham Museum of Art, the Birmingham Civil Rights Institute, or the historic Alabama Theatre.
- **VisionLand Theme Park** – Home of the **Rampage**, one of the top wooden roller coasters in the country.
- **McWane Center** – Hands-on science museum where you can experience bigger-than-life movies in the IMAX Dome Theater.