

# CHAPTER 4: UNDERSTANDING ACADEMIC TERMS



# UNIVERSITY STRUCTURE

## Colleges:

- Applied and Natural Sciences
- Business
- Education
- Engineering and Science
- Liberal Arts

## Departments, Schools, and Divisions



# UNIVERSITY PERSONNEL

## **Administrators**

- Deans, Associate Deans, Department Heads, Directors, and Coordinators

## **Faculty**

- Professors, Associate and Assistant Professors, Lecturers, Instructors, and Teaching Assistants



# Who's Who in University Administration



# UNIVERSITY PRESIDENT



Dr. Les Guice



# INTERIM PROVOST



Dr. Donna Thomas



# VICE PRESIDENT OF STUDENT ADVANCEMENT



Dr. Dickie Crawford



# CHIEF INNOVATION OFFICER



Dr. Davy Norris





# ASSOCIATE VICE PRESIDENT FOR RESEARCH AND DEAN OF THE GRADUATE SCHOOL



Dr. Ramu Ramachandran



# Who's Who among College Deans



# APPLIED AND NATURAL SCIENCES



Dr. Gary Kennedy



# BUSINESS



Dr. Chris Martin



# EDUCATION



Dr. Don Schillinger



# ENGINEERING AND SCIENCE (INTERIM)



Dr. Colin Wick



# LIBERAL ARTS



Dr. Karl Puljak



# POLICIES

## Attendance (Policy 2206)

## Academic standing (2023-2024 Policy)

- Good academic standing
- Probation
- Suspension

## Academic Honor Code (2023-2024 Policy)

- Cheating
- Falsification
- Stealing/Unauthorized Access





# DEGREE PROGRAMS

- Associates (2 year)
- Bachelors (4 year)
- Graduate degrees
  - Masters
  - Doctorate



# ADVISING

## Responsibilities

- Of advisers
- Of students

## Types of assistance

- Course selections, registration, and changes
- Career decisions
- Scholastic difficulties

## Early advising/registration



# DECLARING A MAJOR

## Influences on choice of major

- Family and friends
- Career planning survey and activities

**Must declare a decision before earning 60 credit hours**

**Change of major form ([forms.latech.edu](https://forms.latech.edu))**



# REGISTERING FOR CLASSES

**Review “racing form”**

**Schedule advising session**

**Select courses and alternatives**

- Course levels
- Sections
- Pre-requisites and co-requisites
- Faculty or staff listing

**Use BOSS (soon to be Workday Student)**

**Confirm class schedule and fees**



# GRADE POINT AVERAGE (GPA)

## Types

- Quarterly GPA
- Cumulative GPA
- Earned GPA

## Quality points

- A=4; B=3; C=2; D=1; F=0
- S=satisfactory; F=fail; NC=no credit; W=withdraw

## Calculating GPA



# CHAPTER 5: UTILIZING ACADEMIC RESOURCES



# BULLDOG ACHIEVEMENT RESOURCE CENTER

## Where?

Wyly Tower Main Floor (Room 202)

## What?

Tutoring

Writing assistance (Writing Center, WT 325)

Referrals

Academic advising

First-Year Experience (FYE) program

Residential Life



# HONORS PROGRAM - BENEFITS

- Recognition of Honors achievement on transcripts and at commencement ceremonies
- Smaller than average class size with the best and most innovative faculty members
- An integrated core curriculum that will provide a solid foundation for graduate and professional school studies
- Advanced or priority registration
- Designated honors residential accommodations
- Priority consideration in university programs
- Access to Honors cultural, social, and academic activities





# LIBRARY SERVICES AVAILABLE

- Reference librarians
- Circulation desk
- Reserves and e-reserves
- E-books
- Reference books
- Periodicals/serials
- Much, much more. . . .



# Library Services – Check it Out!

*Welcome to the Library!*



When you enter the doors, you'll be greeted by . . .

- A helpful librarian at the **Information Reference Desk**
- A **Circulation Desk** to check out or return materials
- A large group of **Research Computers**



To learn more about the library, view the following tutorials:

- Part 1 - [Virtual Library Tour](#) (self-paced)
- Part 2 - [Exploring the Library Website](#) (3:23)

The second tutorial has *audio narration*, but can be viewed without audio as captions are provided.



# Registrar's Office (Keeny Hall 207)

- Transcripts
- Academic calendars
- Enrollment verification
- Grade verification
- Emergency Notification System (ENS)
- Graduation
- Resignation



# FINANCIAL AID (KEENY HALL 240)

## Purpose

- Simplify the process of obtaining financial assistance to offset costs/expenses associated with university attendance

## FAFSA . . .the process begins!

## Aid available

- Grants, loans, scholarships, and work study



# Comptroller's Office

- Cashiers Office (Keeny Hall 103)
- Accounts payable
- Accounts receivable
- Payroll
- Perkins loans
- University accounting



# TECH EXPRESS



## Reasons to visit Tech Express office

- Make university ID card
- Report or pick up lost ID card
- Replace an ID card
- Add or change meal or Tech Express plans

**Accepted at bookstore, campus dining locations, vending machines, some laundry rooms, library copy machines, and more. . . .**

**Accepted by select Ruston merchants**



**QUESTIONS?**

