

CHAPTER 6: UNDERSTANDING ACADEMIC TERMS



OBJECTIVES

- Define academic terms, policies, and procedures
- Outline the organizational structure of Louisiana Tech University
- Calculate grade point average (GPA)
- Recognize communication apprehension
- Demonstrate appropriate interpersonal communication with faculty and staff



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. Jim Henderson



PROVOST



Dr. Donna Thomas



VICE PRESIDENT OF STUDENT ADVANCEMENT



Dr. Dickie Crawford



CHIEF RESEARCH AND INNOVATION OFFICER



Dr. Davy Norris



INTERIM ASSOCIATE VICE PRESIDENT FOR RESEARCH & DEVELOPMENT



Dr. Ramu Ramachandran



ASSOCIATE VICE PRESIDENT FOR RESEARCH AND DEAN OF THE GRADUATE SCHOOL



Dr. Ramu Ramachandran



ASSOCIATE VICE PRESIDENT FOR INSTITUTIONAL EFFECTIVENESS, RESEARCH AND PLANNING

Dr. Sheryl Shoemaker



VICE PRESIDENT FOR FINANCE AND ADMINISTRATION

Lisa Cole



Who's Who among College Deans



APPLIED AND NATURAL SCIENCES



Dr. Gary Kennedy
Dean



BUSINESS



Dr. Chris Martin
Dean



EDUCATION

Dr. Henrietta Williams Pichon
Dean



ENGINEERING AND SCIENCE



Dr. Collin Wick
Dean



LIBERAL ARTS



Dr. Karl Puljak
Dean



POLICIES

Attendance

Academic standing

- Good academic standing
- Probation
- Suspension

Academic Honor Code

- 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



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

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



QUESTIONS?



CHAPTER 7: UTILIZING ACADEMIC RESOURCES



OBJECTIVES

After reading this chapter you will be able to:

- Identify services and resources provided by the BARC, Prescott Memorial Library, Registrar, Financial Aid, Comptroller's office, and Tech Express
- Articulate a plan for seeking assistance using campus 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





"Student success and achievement begins with Louisiana Tech's outstanding tutoring and mentoring services."

Carol Rasmussen, Merchandising and Consumer Studies



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?

