Louisiana State University

Graduate Students & Programs Manual

Department of Geography & Anthropology

227 Howe-Russell-Kniffen Geoscience Complex

Baton Rouge, Louisiana 70803

Last Revised: August 13, 2018

Table of Contents

1-Introduction 4
2-Overview of Geography & Anthropology at LSU 4
2.1 Some Facts 4
2.2 Programs of Study at a Glance 5
2.3 Financial Support & Life in Baton Rouge 6
2.4 Student Life & Organizations 6
2.4.1 Geography & Anthropology Society (GAS) 7
2.4.2 Geography & Anthropology Undergraduate Society (GAUS) 7
2.4.3 Gamma Theta Upsilon International Geographical Honor Society (GTU) 7
2.4.4 Lambda Alpha Honor Society in Anthropology (Alpha LA) 7
2.4.5 Cultural-Historical Collaborative (CHC) 8
2.4.6 Topics in Climatology (Coffee & Carbs) 8
2.5 Departmental Specializations 8
2.6 Graduate Careers 10
2.7 For Prospective Students: How to Apply 10
3-People 10
3.1 Academic Faculty 11
3.2 Emeritus Faculty 20
3.3 Departmental & Administrative Staff 20
3.4 Programs Advisors 21
3.5 Graduate Students 21
4-Research Units, Groups & Laboratories 21
4.1 African & African American Studies 21
4.2 Biology, Evolution, and Ecological Reconstruction Laboratory 21
4.3 Cartographic Information Center 22
4.4 Coastal Archaeology of Latin American Laboratory (CALA) 23
4.5 Computer Mapping Sciences Laboratory 24
4.6 Digital Imaging & Visualization in Archaeology (DIVA) 24
4.7 Disaster Science & Management 24
4.8 Forensic Anthropology & Computer Enhancement Services (FACES) 24
4.9 Computer-Aided Design & Geographic Information Systems (CADGIS) Laboratory 25
4.10 Geomorphology Research Group 25
4.11 Geoscience Publications 25
4.12 Louisiana Office of State Climatology 26
4.13 LSU Museum of Natural Science 26
4.14 Miles Richardson Cultural & Historical Research Laboratory 27
4.15 Paleoclimatology & Anthropology Studies Laboratory (PAST) 27
4.16 Pruitt Lecture Series 27
4.17 Southern Climate Impacts Planning Program (SCIPP) 27
4.18 Southern Regional Climate Center (SRCC) 28
5-Graduate Programs & Certificates: Curricula & Requirements 28
5.1 Masters Programs 28
5.1.1 Master of Arts (MA) in Anthropology 29
5.1.2 Master of Science (MS) in Geography 31

5.2 PhD in Geography & Anthropology 32
5.3 Graduate Certificate in Climatology & Climate Change 35
5.4 Graduate Certificate in Geographic Information Science (GISc) 36
5.5 Concentrations in Mapping Sciences in the Geography Graduate Programs 37
5.6 Minor in Geography or Anthropology 38
6-Policies & Guidelines for Graduate Students 38
6.1 General Graduate Program Policies 38
6.2 Procedures for the Use of Departmental Services 39
6.3 Procedures Related to Departmental Space 40
6.4 Procedures for the Use of Specific Departmental Units & Equipment 41
6.5 Instructional Responsibilities for Graduate Teaching Assistants 41
6.6 Faculty-Graduate Students Matters 42
7-Assistantships, Fellowships, Grants & Awards 43
7.1 Assistantship Duties & Tenure 42
7.2 Field & Research Awards 43
7.2.1 Robert C. West & Richard J. Russell Field Research Awards 44
7.2.2 G&A Research Materials Award 45
8-Miscellaneous Information 45
8.1 Groups to Join 45
8.2 Other Important Documentation 45
8.3 Finances 46
8.4 Things to Do & Places to See 46
8.5. Trivia 48
9-Required & Supplemental Forms 48
9.1 Background Information on Forms 48
9.2 Required Forms 49
9.2.1 Personal Data Sheet (Form 1) 49
9.2.2 Annual Graduate Student Evaluation Form (Form 2) 49
9.2.3 Academic Advisory Committee (Form 3) 49
9.2.4 Assistantship Application (Form 4) 49
9.2.5 Methods Coursework (Form 5) 49
9.2.6 Program of Study for Geography Master's Degree (Form 7)* 50
9.2.7 Proposed Research (Form 8) 50
9.2.8 Request for Master's Examination [i.e. thesis defense] (Form 9) 50
9.2.9 Application for Admission to Candidacy for a Master's Degree (Form 10) * 50
9.2.10 Program of Study for the Doctoral Degree (Form 11b) † ** 51
9.2.11 Request for Doctoral Final Exam (Form 12) † ** 51
9.2.12 Application for Doctoral Degree (Form 13) † ** 51
9.3 Supplemental Forms 51
9.3.1 Change of Advisor and/or Committee (Form 14) 51
9.3.2 Request for Change in Program of Study for Doctoral Degree (Form 15) † ** 52
9.3.3 Request to Update Application for Degree (Form 16) † 52

† *Graduate School forms that also can be downloaded on the LSU Graduate School website.*
* R*equired Master's Forms*
** *Required Doctoral Forms*
All departmental forms can be downloaded on the G&A website.

1-Introduction

Welcome to the Department of Geography & Anthropology at Louisiana State University! Our department, founded in 1928, has a rich history of excellence and its various graduate research programs have consistently garnered praise over the years. This handbook aims at introducing the department, its faculty, staff, students, facilities, and various graduate research programs. Its most important goal is to help you understand and meet the requirements of the LSU Graduate School and of our department.

Please acquaint yourself with the basic requirements of your specific program of study and, more specifically, their sequential order. Nearly every requirement is matched with a specific form you must complete, get approved and signed, and return to our Office of Graduate Studies (located in 227 Howe-Russell-Kniffen Geoscience Complex).

The Office of Graduate Studies is an extension of the Department of Geography & Anthropology's administrative office and its purpose is to further the academic careers of our graduate students. Its function is centered on every aspect of your academic progress from your initial inquiry regarding graduate work up to the time when the department certifies that you have met all requirements for your degree. The administration of the graduate program is carried out by the Graduate Program Advisor (who is also a faculty member) with the assistance of the graduate office administrative coordinator, who is responsible for the day-to-day administration. The position of advisor to the graduate programs rotates approximately every three years. Associate Professor David Chicoine currently serves as Graduate Advisor and can be reached by email at dchico@lsu.edu. Erika DeLeon serves as the administrative coordinator for the graduate office and can be reached by gradsec@lsu.edu. If you are ever in doubt about any aspect of your academic program, consult your major professor, the graduate director, or Ms. DeLeon in the department's Office of Graduate Studies. Ms. DeLeon can help you with most of your requests pertaining to the program.

We trust that your experience in the LSU Department of Geography & Anthropology will be an intellectually rewarding one. The offices of the department and graduate studies are dedicated to that outcome!

2-Overview of Geography & Anthropology at LSU

2.1 Some Facts

Louisiana State University (LSU) and Agricultural & Mechanical College, founded in 1860, is the state's oldest public institution of higher education. It is the flagship University of the State of Louisiana and the only public Doctoral/Research University Extensive with a Very High Research Activity ranking by the Carnegie Foundation for the Advancement of Teaching. LSU is a center for sophisticated scholarship conducted in over 100 departments, 15 institutes and centers, and 15 colleges. Additionally, it is a land-grant, sea-grant, and space-grant university, one of a few in the United States.

As of 2015, the total enrollment across all LSU campuses was of 44,000 students, with approximately 31,000 students at the Baton Rouge campus. Graduate students number about 5,000 in more than a dozen schools and colleges, and 60 departments. As of the fall of 2017, 93 graduate students were enrolled in the Department of Geography & Anthropology, which is based at LSU's Baton Rouge campus.

Baton Rouge, the state capital of Louisiana, is located on the Mississippi River 80 miles or 128 km northwest of New Orleans. The human occupation of the Istrouma Bluff, the first natural bluff up river from the Mississippi Delta made the region attractive to people since at least 10,000 years ago. Indeed, earthworks built by ancient prehistoric populations dot the landscape, including on the LSU campus itself! Today, Baton Rouge is positioned at the confluence of an intriguing variety of cultural and physical landscapes,

contributing to its unique ambiance, social life, cuisine, and cultural diversity. While the city of Baton Rouge has a population of 230,000, the Greater Metropolitan Baton Rouge Area has a population of over 830,000. The Baton Rouge Metropolitan Airport (BTR) is served by American, Delta, and United airlines with daily connections to Dallas-Ft. Worth, Charlotte, Atlanta, and Houston.

The Department of Geography & Anthropology was founded in 1928 and the graduate program began in 1933. The original members of the department, sometimes known as the "founders," consisted of Professors Fred B. Kniffen and Richard J. Russell. Both received their doctorates from the Department of Geography at the University of California at Berkeley where they were influenced by the geographer Carl O. Sauer, and anthropologist Alfred L. Kroeber. Their ideas remain a lively source of intellectual influence at LSU. The Founders' Room (313 Howe-Russell-Kniffen Geoscience Complex), the department's major seminar and meeting room, commemorates their contributions.

The first master's degree in geography was granted in 1935 and in anthropology in 1941. The first doctorate in geography was awarded in 1938. Between the founding and 2017, the department has awarded more than 230 doctorates and more than 530 master's degrees in geography and anthropology combined. Departmental alumni have held faculty positions at major universities including Berkeley, Clark, Rutgers, Syracuse, Texas, University of California at Los Angeles (UCLA), Virginia, and Yale among others.

2.2 Programs of Study at a Glance

The mission of the Department of Geography & Anthropology is (1) to serve the region, which has a unique range of cultural diversity and a rich historic and prehistoric heritage, and in which its residents have justifiably great pride; (2) to provide a comprehensive and high quality curricular program for undergraduate majors and graduate students at master's and doctoral levels; to conduct seminal and sustained research and scholarship befitting a department of premier academic rank; (3) to provide high quality general education courses for non-majors; (4) to provide service at the highest levels in our professions as well as to the University, community, region, and state; and (5) in our role as the University's principal department for exploring the relations of nature and culture, to articulate interdisciplinary discourse, scholarship, and programmatic development among the humanities and the social and physical sciences.

As such, the Department of Geography & Anthropology offers undergraduate programs leading to the BA in Anthropology, BA in Geography, and BS in Geography. Concentrations in Disaster Science & Management (BA & BS), GIS (BA & BS), and Environmental Studies (BA) are also available to undergraduate students in geography. At the graduate level, we offer a MA in Anthropology, MS in Geography, MNS, and PhD in Geography & Anthropology. We also offer two graduate certificates in Climatology & Climate Change, and Geographic Information Science (GISc), respectively.

Our faculty has both breadth and depth in theoretical, methodological, and regional expertise, and as such is equipped to supervise cutting edge graduate student's research in several major sections of geography and anthropology including biogeography, climatology, geomorphology, quaternary studies, cultural geography, historical geography, economic development, urban geography, mapping sciences, political economy, political ecology, sociocultural anthropology, ethnolinguistics, archaeology, physical anthropology, paleoanthropology, bioarchaeology, material culture studies, and GIS. Geographic area expertise focuses on Louisiana, the southern U.S., North America, Central America, the Caribbean, South America, Europe, Africa, East Asia, and Southeast Asia. In each division, there are numerous ongoing projects, research facilities, and research collaborations led by dynamic and innovative scholars.

The department allocates a substantial portion of its space and resources to state-of-the-art research units and laboratories. In physical geography, these include the H. J. Walker Geomorphology Research Laboratory, the Soil & Sediment Laboratory, the Louisiana Office of State Climatology, the Southern Regional Climate Center, the Southern Climate Impacts Planning Programs (SCIPP), and the Paleoclimatology & Anthropology Studies (PAST) Laboratory. Researchers focusing on mapping sciences and GIS benefit from the Cartographic Information Center – one of the nation's largest university map libraries –, and the Computer Mapping Sciences Laboratory.

For students focusing on human and sociocultural topics, our department boasts various local, regional, and international research initiatives, as well as a series of collaborative initiatives to foster dialogue and advances in the humanities including the African & African American Studies, and the Cultural Historical Collaborative based at the Miles Richardson Research Laboratory. Archaeologists and material specialists benefit from the Coastal & Latin American Archaeology Laboratory (CALA), and the Digital Imaging & Visualization Laboratory (DIVA). Paleoanthropologists and forensic specialists work from the Physical Anthropology Laboratory, and the Forensic Anthropology & Computer Enhancement Services (FACES) Laboratory, respectively.

The University's Middleton Library houses more than three million volumes along with an extensive collection of microfilm holdings and a strong subscription to electronic resources accessible online. The Interlibrary Library Loan sercive (ILL) is particularly useful and effective to access books, articles, and other publications not currently at Middleton. Hill Memorial Library contains a premier collection of historical manuscripts pertinent to southern history and geography.

2.3 Financial Support & Life in Baton Rouge

Typically, an average of 100 students are enrolled in our various graduate programs, and each year the department funds about 15 full-time equivalencies in assistantship stipends. The department nominates outstanding applicants for enhanced assistantships through the Graduate School. We also nominate students from underrepresented countries and minorities for the Graduate School's Tuition Award program, which offers in-state tuition awards on a competitive basis. Outstanding applicants from minority groups are nominated by the graduate director for Huel D. Perkins Fellowships. In addition, a number of members of the faculty usually have research grants that support additional graduate students. Most students in the graduate program receive some form of financial assistance. Departmental graduate assistantships at the master's level typically average $12,750 for the academic year; doctoral assistantships average $15,050. Students on full-time assistantship receive a full tuition waiver. Students are normally eligible for four semesters of aid in a master's program and for six semesters during a PhD program.

Tuition and fees vary with course load, but the Fall 2017 costs for a full-time resident graduate student taking 9 credit hours are $4,370. Full-time graduate assistants and fellows are exempted from non-resident tuition premiums, which are $8,461 a semester and a full reduction in resident tuition. For information regarding student fee bills or payments, please contact the Office of Bursar Operations at 225-578-3357.

The monthly rent for a one-bedroom apartment near campus ranges between $600 and $1000. Food and utilities in Baton Rouge are relatively inexpensive on a national scale. Many students inquire about roommates and apartments via craigslist (Baton Rouge) or through postings in surrounding neighborhoods.

2.4 Student Life & Organizations

Life across campus is seasonally punctuated by major structuring events including sports and festivals, as well as more academically-oriented activities including conferences and student's organizations. Numerous student groups and societies exist across campus, and everyone is encouraged to get involved and socialize. G&A students are particularly dynamic and engaged in a

series of events from Mardi Gras parades to honors societies. Below is a list of some of the organizations led by graduate students.

2.4.1 Geography & Anthropology Society (GAS)
The Geography & Anthropology Society, established by graduate students in 1981, is a professional and a social organization aimed at promoting scientific understanding and communication among individuals studying nature and culture. The society fosters student and faculty interaction, promotes student representation in departmental affairs and policy making, and provides an outlet for extracurricular social activities. Membership is open to undergraduate majors, minors, graduate students, and faculty in the fields of geography and anthropology; all are encouraged to participate! Dues are $15 per semester or $20 for the academic year. Faculty advisors of GAS work with the student executive including a co-president from geography, a co-president from anthropology, a secretary, a treasurer, and a faculty liaison.

The mission goals of GAS, as stated in the organization's constitution, are to:
(1) Unite individuals who are interested in the fields of anthropology and geography through promoting better communication and broadened understanding of those fields.
(2) Foster the scientific study, investigation, and interpretation of anthropological and geographical subjects.
(3) Develop and promote a greater public interest in an appreciation of the cultural and physical environment.
(4) Foster communication between students and faculty.

David Chicoine is currently the faculty advisor for GAS and can be contacted with any questions.

2.4.2 Geography & Anthropology Undergraduate Society (GAUS)
The Geography & Anthropology Undergraduate Society (GAUS) is an organization that was established for the expressed purpose of promoting and learning about Geography and Anthropology. GAUS has monthly meetings that include guest speakers from in and outside the department. The group plans social events and is actively involved in community outreach. They participate in field schools where the students learn how to utilize various forms of equipment and research methods appropriate for both disciplines. Any LSU student, faculty member or staff member who subscribes to the purpose and basic policies of the organization may become a member of this organization, subject only to compliance with the provisions of the constitution. Any person looking for more information can find the organization listed under LSU Campus Life Student Organizations. Jill Trepanier is currently the faculty sponsor and can be contacted for more information.

2.4.3 Gamma Theta Upsilon International Geographical Honor Society (GTU)
GTU is an international honor society in geography. Gamma Theta Upsilon was founded in 1928 and became a national organization in 1931. Members of GTU have met academic requirements and share a background and interest in geography. GTU chapter activities support geography knowledge and awareness. Jill Trepanier is currently the faculty sponsor and can be contacted for more information.

2.4.4 Lambda Alpha Honor Society in Anthropology (Alpha LA)
Lambda Alpha is the national honors organization for anthropology. Founded in 1965, its main purpose is to promote interest in the study of anthropology as a university discipline, to recognize outstanding student performance, and to encourage scholarship and research in anthropology. Louisiana State University's chapter of Lambda Alpha (Alpha LA) was formed by the Department of Geography & Anthropology in 1995. Graduate research awards and grants are available through national competitions. David Chicoine is currently the faculty sponsor for Alpha LA and can be contacted with any questions.

2.4.5 Cultural-Historical Collaborative (CHC)

The G&A Cultural-Historical Collaborative (CHC) is a student-led work group established in 2009 that focuses on cultural and historical (often qualitative) approaches to geography and anthropology. Students meet regularly and together decide how to shape our work group. Each semester is different and each year we rotate different student coordinators. Watch out at the beginning of the semester for scheduling queries sent via the graduate listserv to decide on meeting times. The purpose of this group is to provide a time and space to benefit from peers' personal and professional experiences and to support time management while minimizing the stress of committing to regular meetings. Every participant shapes her/his activities with the group as it fits individual needs.

Students share work for peer review, practice academic presentations and job talks, address professional development topics related to academic and nonacademic careers, and provide supportive accountability for each other as we develop our course work and thesis/dissertation topics. In the past CHC put on workshops including pedagogy development, cv and resume building, and job networking, in addition to panels addressing ethics in qualitative approaches and other topics. This tradition continues and in 2012 CHC received NSF grant money from the Association of American Geographers' Enhancing Departments and Graduate Education (EDGE) project. During the 2012-2013 academic year this grant supported the establishment of a library (housed in the Miles Richardson Cultural & Historical Lab) comprised of professional development resources in pedagogy, general academic fields, and nonacademic fields.

ALL are welcome, even if you don't consider yourself qualitative/historical/cultural, and coming to one meeting does not require attendance at all the others. So check it out!

2.4.6 Topics in Climatology ("Coffee & Carbs")

"Coffee & Carbs" meets weekly in the SRCC conference room (E332), normally on Tuesdays at 9:30am (but this can change from semester to semester). Contact Kristine DeLong for more information.

2.5 Departmental Specializations

The strenght of any department lies in the expertise, dedication to excellence, and sustained research activities and publications of its faculty, graduate students and other researchers. In the Department of Geography & Anthropology, our researchers specialize in a broad spectrum of topics, while at the time developing a high degree of specialization necessary to reach ground-breaking and paradigm-shifting results. Starting from the theoretical premise that humans and their environments are deeply intertwined, we work to develop cutting-edge and innovative metho-dologies in order to implement strong empirical and experimental protocols. Our scholars explore sophisticated theoretical frameworks, and combine results and interpretations in ways to serve the public of Louisiana, the US and beyond.

After consultation with faculty members and potential major professors, students typically focus their education on one of four areas: physical geography, mapping sciences, human geography and/or anthropology. Physical geographers study patterns of climates, land forms, vegetation, soils, and water. Mapping scientists use many tools and techniques in their work, and geographic technologies are increasingly among the most important emerging fields for understanding our complex world. They include Geographic Information Systems (GIS), Remote Sensing, Global Positioning Systems (GPS), and online mapping such as Google Earth. Human geography is concerned with the spatial aspects of human existence. Anthropologists study humankind, past and present, physical, cultural, linguistic and material, pulling in expertise in fields ranging from biology to sociology and archaeological studies.

Listed below are some of our departmental strengths, areas of specialization and expertise. Prospective and incoming students are encouraged to familiarize themselves with the richness and diversity of research in our department.

GEOGRAPHY
Physical Geography
Atmospheric Hazards
Coastal and Aeolian Geomorphology
Coastal Management
Climatology
Fluvial Geomorphology
Global Environmental & Climate Change
Hydrology
Paleoclimatology
Quaternary Studies
Tropical Climatology/Meteorology

Human Geography
Applied Geography
Agricultural & Economic Geography
Cultural Geography
Historical Geography
History of Geography
Environmental Geography & Political Ecology
Geography & Anthropology
Geography of Crime
Geography of Health
Medical Geography
Political Geography
Urban Geography

Regional Areas of Expertise
United States: Louisiana, US South, Gulf Coast, Mississippi Valley and the American West
Europe
Latin America & Caribbean
Asia: China & Southeast Asia

Methodology
Big Data
Mapping Sciences & GIS
Remote Sensing
Geographic History and Thought
Historic Maps & Archival Analysis Fieldwork
Qualitative Methods
Quantitate Methods
Sclerochronology
Stable Isotope Analysis

ANTHROPOLOGY
Sociocultural Anthropology
Ethnography of Science & Technology
Ethnomusicology & Folklore
Gender, Place & Culture
Medical Anthropology
More-than-Human Worlds
Oral History
Political Anthropology
Public Culture, Festivals & Performance
Race & Identity
Urban Ethnography

Linguistic Anthropology
Environmental & Conservation Discourses
Language, Identity, and Performance
Tojol-ab'al Mayan
Discourse & Conversation Analysis

Archaeology & Material Culture Studies
3D Imaging & Printing
Andean Prehistory
Architecture & Space
Archaeology of Complex Societies
Coastal adaptations
Contact Period Archaeology & Ethnohistory
Cultural Heritage
GIS & Spatial Analysis
Maya Prehistory
Pottery Style & Technology
Underwater Archaeology
Visual Arts

Physical, Biological & Forensic Anthropology
Craniodental Morphology
Forensics
Health, Nutrition & Stress
Osteology, Anatomy & Fertility
Paleopathology
Taphonomy
Zooarchaeology

Regional Areas of Expertise
US: Southeast, Louisiana, New Orleans
Africa & African Diaspora
Latin America
Caribbean
South Africa
South America

2.6 Graduate Careers

Students graduating from our different graduate degree programs have success in finding employment in a variety of public, non-governmental, and private sectors. Geography and anthropology students learn the types of skills that reach across a number of disciplines and potential professions. Geography students, in particular, often combine their knowledge of human-environmental relationships to work in areas such as town planning, travel and tourism, environmental protection, civil engineering, research, teaching (grade school through college), urban planner, climatologist or meteorologist, GIS specialist, environmental/resource management, transportation management, emergency management, demographer, communications, national park service ranger, and real estate appraisal.

According to the U.S. Bureau of Labor Statistics (BLS) Geographers earn an average of $72,900 annually. Geography positions are expected to grow 30 percent or more by 2020, which is much faster than the average rate of growth (BLS). The BLS estimated that 60 percent of geographers worked for federal government agencies in 2010, 15 percent for architectural or engineering firms and 9 percent for academic institutions. The remaining 16 percent worked for commercial research & development firms or state-government agencies.

For students specializing on more social, cultural, and anthropological topics, a fast growing array of careers is available. While jobs listed as "anthropologist" might perhaps be less common outside of academia, graduates with an anthropology degree are well-suited for a career in many fields from corporations to governments, educational institutions, and non-profit organizations. Anthropology students typically pursue one of four career paths: in academia, the corporate and business world, the government, and non-profit and community-based bodies. Jobs are found in education, health care, museum curation, social work, international development, government, organizational psychology and non-profit management. Archaeology students have success in finding employment in university departments, cultural resource management (CRM), museums, conservation offices, contract archaeology, National Forest Service, public archaeology, and historical preservation. Students focusing on physical anthropology, bioanthropology, and forensics find employment with university departments as well as non-academic positions in applied anthropometry, museums, zoos, and forensic sciences.

According to BLS, employment of anthropologists and archaeologists is expected to grow four percent from 2014 to 2024. The median pay for anthropologists and archaeologists in the United States was $63,190 in 2016.

2.7 For Prospective Students: How to Apply

Prospective students interested in applying to one of our graduate programs should contact the graduate advisor and/or any member of our faculty. It is strongly suggested that prospective students develop a rapport with one or more faculty members with convergent research interests and areas of expertise. Applicants are evaluated on the basis of their undergraduate and/or past graduate academic records, letters of recommendation, statement of purpose, and their scores on the General Test (verbal, quantitative, analytical/writing) of the Graduate Record Examinations (GRE) taken within five years of the date of the application. Applications for the fall semester should be submitted by January 25, in order to be considered for an assistantship, although applications submitted by December 1 of the preceding year are encouraged. Apply online.

Prospective applicants are *strongly* encouraged to consult informally with members of the graduate faculty prior to applying and, if possible, visit the campus to meet with faculty and graduate students.

3-People

G&A faculty has made distinguished contributions at all levels of academic life. Twenty-nine professors currently work full-time, teaching and

researching a vast array of topics in all major fields of geography and anthropology. Twenty-five faculty members have held titled professorships including four Boyd Professors – LSU's most prestigious designation – and three Alumni Professors. Eight faculty currently occupy Distinguished Professorships including James J. Parsons Professor of Geography, Doris Z. Stone Latin American Studies Distinguished Professor, Carl O. Sauer Professor of Geography, Richard J. Russell Professor, Fred B. Kniffen Professor, Thomas & Lillian Landrum Alumni Professor, W.G. Haag Professor of Archaeology, Earleene Nolan Sanders Alumni Professor, and several department faculty members have served in numerous positions of leadership within the disciplines of geography and anthropology, including the presidency of the Association of American Geographers and the editorship of the *Annals of the Association of American Geographers*.

3.1 Academic Faculty

JOHN M. ANDERSON [MA (1990) History University of Colorado; MLIS (1995) Louisiana State University] is the Associate Librarian for the department's Cartographic Information Center (Map Library). His areas of interest are cartographic reference, historical Louisiana and U.S. topographic maps, and World War II-era maps. Email: janders@lsu.edu.

MARY JILL BRODY [BA (1973) Ohio University; MA (1976) Washington University; PhD (1982) Washington University] is LSU Doris Z. Stone Latin American Studies Distinguished Professor. Brody is active in the Interdepartmental Program in Linguistics and Hispanic Studies. She teaches courses in linguistic anthropology; and her current Anthropology MA students are investigating topics including perception of and attitudes towards foreign accents. Brody's research specialization is the living spoken Mayan languages, particularly Tojolab'al Mayan (Chiapas, Mexico); she began her ongoing work with speakers of Tojolab'al in 1976, and is currently the only person in the U.S. certified to interpret this language in court. Her theoretical research areas include conversation and discourse analysis and the relationship between language structure and language use. Her 2017 publications (refereed and single-authored) include "Court Interpretation of an Indigenous Language: Experiences of an Unexpected LSP Participant" and "'You're just workin' for yourself:' Strategies for indirect directives in yoga instructional discourse". Brody currently serves on several advisory boards, including *Ketzalcalli* (a Spanish/English bilingual international scholarly journal on Mesoamerican research published in Mexico and *Annual Editions in Anthropology*, Email: gajill@lsu.edu.

JULIET K. BROPHY [BS & BA (2002) University of Michigan, MA (2004) University of Tennessee, Knoxville; PhD (2011) Texas A&M University] is Assistant Professor of Anthropology. Research interests include craniodental morphometric analysis, hominin evolution, zooarchaeology, and taphonomy. Publications in peer-reviewed journals have explored paleoenvironments and taphonomic agents in South Africa (2008, *Journal of Human Evolution*), Pliocene faunal identification (2010, *Palaeontologia Africana*), Elliptical Fourier Analysis of australopithecine teeth (2013, *Science*), quantitative analyses of bovid teeth (2014, *Journal of Archaeological Science*), paleoenvironmental reconstruction from Malapa bovids (2016, *Palaeontologia Electonica*), creating dental matrices for Bayesian analysis (2016, *Journal of Human Evolution*), and documenting and identifying *Homo naledi* teeth, a new species of the genus *Homo* (2015, 2017, elife). Current projects include comparing the *H. naledi* deciduous and permanent teeth from South Africa to the other species in order to better understand their taxonomic designation and phylogenetic relationships. Email: jbrophy@lsu.edu.

DAVID CHICOINE [BSc (2000) Université de Montréal; MSc (2003) Université de Montréal; PhD (2007) University of East Anglia] is Associate Professor of Anthropology. Research interests include archaeological anthropology of complex societies, Central Andes (with a focus on coastal Peru), early urbanism, political economy, human-environment interactions, space and architecture, material culture, foodways, mortuary practices, visual arts, and cultural heritage. Recent

publications have explored Feasting and Political Economy (2011, *Journal of Anthropological Archaeology*), Moche Funerary Practices (2011, *Latin American Antiquity*), Plaza Life and Performance (2012, *Ñawpa Pacha*), Soundscapes and Community Organization (2013, *Antiquity*), Shellfish Resources and Maritime Economy (2013, *Journal of Island and Coastal Archaeology*), Urban Life in Ancient Coastal Peru (2014, *Journal of Field Archaeology*), Neighborhood and Incipient Urbanism (2015, *Contributions in New World Archaeology*), and Camelid Husbandry (2016, *Environmental Archaeology*). Ongoing field research in the Nepeña Valley (Department of Ancash, north-central coast of Peru) focusing on the development of urban societies and the rise of divine lordships. Email: dchico@lsu.edu.

CRAIG E. COLTEN [BA (1974) Louisiana State University; MA (1978) Louisiana State University; PhD (1984) Syracuse University;] is Carl O. Sauer Professor of Geography. His specializations are historical and environmental geography, and he teaches courses in these overlapping areas. His research over the years has spanned hazardous wastes, urban environmental change, and community resiliency. His books include *The Road to Love Canal* (1996), *An Unnatural Metropolis* (2005), *Perilous Place, Powerful Storms* (2009), and *Southern Waters* (2014). Email: ccolten@lsu.edu.

KRISTINE DELONG [BSME (1991) University of South Florida, Tampa; MS (2006) University of South Florida, St. Petersburg; PhD (2008) University of South Florida, St. Petersburg] is Associate Professor of Geography. Her research and teaching interests include investigating past climates in order to better understand current climate variability with a focus on interannual (El Niño) to centennial time scales particularly in the Gulf of Mexico, the Caribbean, and the tropical Pacific Ocean. DeLong's lab provides research tools for students in geochemistry, sclerochronology, and dendrochronology, as well as data and time series analysis methods. She has published multi-century long reconstructions of monthly temperatures from corals, authored papers on paleoclimate proxy methods, and climate signals from tree-rings, sediments, bivalves, and cave deposits as well as served as a co-author on large paleoclimate data assimilation projects. DeLong is currently the lead investigator on the Ancient Underwater Forest found offshore of Alabama and she conducts climate trainings with Native American tribes and summer internships with underrepresented minorities. Email: kdelong@lsu.edu.

ALEX HABERLIE [PhD (2018) Northern Illinois University] is Assistant Professor of Climatology. Research interests include mesoscale convective systems, climate variability and change, weather/climate model evaluation, machine learning and computer vision applications in climate science, applied climatology, and severe and hazardous weather. Recent publications have explored the agricultural importance of tropical system rainfall in the U.S. Corn Belt (2014, *Journal of Applied Meteorology and Climatology*), the effect of urbanization on the climatology of thunderstorm initiation (2015, *Quarterly Journal of the Royal Meteorological Society*), the effect of human-made reservoirs on thunderstorm occurrence (2016, *International Journal of Climatology*), and the use of machine learning to objectively identify mesoscale convective systems in weather radar data (2018, *Journal of Applied Meteorology and Climatology*). Ongoing and future research will incorporate high-resolution climate simulations for the purposes of exploring how the occurrence of mesoscale convective systems and other weather phenomena may change by the late 21st century. Email: ahaberlie1@lsu.edu.

JOYCE MARIE JACKSON [BM & MM (1972, 1974) Louisiana State University; PhD (2008) Indiana University, Bloomington] is Professor of Anthropology. Her teaching explores folklore, sociocultural anthropology and ethnomusicology. Key interests center on African American music and culture, performance-centered theory, African and African Diaspora rituals and community displacement and women's agency. Jackson has conducted extensive ethnographic research and published on gospel music and sacred and secular rituals in Africa and the Diaspora including the

Ndupp healing rituals in Senegal, the Black Mardi Gras Indians and the Baptist Easter Rock traditions in Louisiana, the sacred rushing tradition in the Bahamas and carnival traditions in Trinidad. She has authored, *Life in the Village: A Cultural Memory of the Fazendeville Community*. Other published work has appeared in the *American Anthropologist*, *The African American Review*, *Orisa: Yoruba Gods and Spiritual Identity, Caribbean and Southern: Transnational Perspectives on the U. S. South, Saints and Sinners: Religion, Blues and (D)evil in African American Music and Literature, Louisiana Folklife Journal, South Florida History, Greenwood Encyclopedia of African American Folklore, The New Encyclopedia of Southern Culture* and other scholarly publications. She curates exhibits based on her research and the images of J. Nash Porter (documentary photographer), the most recent being at the Smithsonian Institution. Jackson has also authored interpretive liner note booklets for documentaries produced by the Smithsonian Folkways Records, Capitol Records, Inc. and the Louisiana Folklife Recording Series. Currently, she is producing a multimedia interactive DVD-ROM, curriculum guide and companion book entitled, *Hidden Currents: The Rural Roots of Jazz in South Louisiana.* She has been the recipient of a National Endowment for the Arts Fellowship and a Rockefeller Foundation Fellowship. Email: jjackso@lsu.edu.

BARRY D. KEIM [BA (1987) University of New Orleans; MS (1990) Louisiana State University; PhD (1994) Louisiana State University] is the Richard J. Russell Professor, and Louisiana State Climatologist. He teaches Geography of the Atmosphere, Climatology of Extreme Events and Environmental Science. His research interests with the Louisiana Office of State Climatology include climatic change and variability, synoptic climatology, probable maximum precipitation, extreme climatic events, hydroclimatology, and human dimensions of global change. Recent publications include Nogueira, R., and B.D. Keim. 2011. Contributions of Atlantic Tropical Cyclones to Monthly and Seasonal Rainfall in the Eastern United States 1960–2007. *Theoretical and Applied Climatology* 103(1-2):213-227. Piazza, B.P., M.K. La Peyre, B.D. Keim. 2010. Relating Large-scale Climate Variability to Local Species Abundance: ENSO forcing and Brown Shrimp *(Farfantepenaeus aztecus*) in Breton Sound, Louisiana, USA. *Climate Research* 42:195-207. Nogueira, R., and B.D. Keim. 2010. Annual Volume and Area Variations in Tropical Cyclone Rainfall Over the Eastern United States. *Journal of Climate* 23(16):4363. Keim, B.D. 2010. The Lasting Scientific Impact of the Thornthwaite Water Balance Model. *Geographical Review* 100(3):295-300. Keim, B.D., and R.A. Muller. 2009. Hurricanes of the Gulf of Mexico. LSU Press: Baton Rouge, LA. Email: keim@lsu.edu.

KORY M. KONSOER [BS (2006) Grand Valley State University; MS (2008) West Virginia University; Ph.D. (2014) University of Illinois, Urbana-Champaign] is Assistant Professor of Geography, and LSU Coastal Studies Institute Fellow. Research interests include fluvial geomorphology, hydrology and hydrodynamics, sediment transport, stream restoration, flooding and geohazards, and human interactions with the natural environment. Publications in peer-reviewed journals have focused on hydraulic geometry of river and submarine channels (2013, *Journal of Geophysical Research – Earth Surface*), mixing interface and turbulence characteristics at river confluences (2014, *Environmental Fluid Mechanics*), landslide susceptibility in mountainous watersheds (2014, *Geomorphology*), river floodplain heterogeneity and bank erosion (2016, *Geomorphology*), planform evolution of meandering river neck cutoffs (2016, *River Flow 2016*), flow structure and bed morphology in large elongate meander loops (2016, *Water Resources Research*), and scales of river bank roughness (2017, *Earth Surface Processes and Landforms*). Ongoing projects include planform evolution of meandering rivers, point bar dynamics in fluvial systems, understanding paleo-fluvial systems on Mars, morphodynamics of small coastal rivers, and human perceptions and intervention in fluvial systems and flooding. Email: kkonsoer@lsu.edu.

MICHAEL LEITNER [BA (1987) University of Vienna; MA (1990) University of Vienna; MA

(1993) State University of New York at Buffalo; PhD (1997) State University of New York at Buffalo] is Professor of Geography, Adjunct Professor in the Department of Experimental Statistics at LSU and in the Department of Geoinformatics - Z_GIS at the University of Salzburg, Austria, and a Faculty Member in the Doctoral College "GIScience" at the University of Salzburg, Austria. He is the current editor of the Cartography and Geographic Information Science (CaGIS) journal and the recipient of the 2007 Meredith F. Burrill Award from the Association of American Geographers (AAG). Leitner teaches primarily courses in mapping sciences, including map reading, computer cartography, spatial analysis, and Geographic Information Science (GISc). His research interests are in spatial crime analysis and modeling, medical geography, and the utilization of confidential data in GISc. His publications include two co-authored books - "*The New Medical Geography of Public Health and Tropical Medicine: Case Studies from Brazil*" (2009) and "*Geographic Information Systems and Public Health: Eliminating Perinatal Disparity*" (2006), one co-edited book - "*Crime Modeling and Mapping Using Geospatial Technology*" (2013) and three co-edited special journal issues in *CaGIS* (2007 & 2013) and *The Professional Geographer* (2011). He has published 30 refereed journal articles, which have appeared in the Annals of the Association of American Geographers, International Journal of Health Geographics, Cartography and Geographic Information Science, The Professional Geographer, Urban Geography, Crime Mapping: *A Journal of Research and Practice,* Police Practice and Research: An International Journal, Journal of Health Care for the Poor and Underserved, Journal of Forensic Sciences, International Journal of Geographical Information Science, Computers, Environment and Urban Systems, and others. He has been the PI / Co-PI on grants totaling more than $2.5 million. Email: mleitne@lsu.edu.

GINESSE A. LISTI [BGS (1994) Louisiana State Univesity; MA (1997) Louisiana State University; PhD (2008) Tulane University] is Assistant Professor-Research, and Director LSU Forensic Anthropology and Computer Enhancement Services (FACES) Laboratory. Listi is a Diplomate of the American Board of Forensic Anthropology, a Fellow in the American Academy of Forensic Sciences, and a member of the American Association of Physical Anthropologists and the Southeastern Archaeological Conference. Research interests include forensic anthropology, as well as the dietary transition and temporal changes in the health of prehistoric populations living in the southern Lower Mississippi Valley (SLMV). Publications in peer-reviewed journals have examined facial soft tissue depths in children and adults (2000, *Journal of Forensic Science*), the use of GIS and GPS in forensic field recovery (2006, 2007, *Journal of Forensic Science*), studying methods for producing a biological profile in human skeletal remains (2006, 2010, 2012, 2016, *Journal of Forensic Science*), and the bioarchaeological assessment of the dietary transition, subsistence, and health in the SLMV (2011, *American Journal of Physical Anthropology*; 2013, *Southeastern Archaeology*).

BRIAN MARKS [BA (2003) Louisiana State University; MA (2005) University of Arizona; PhD (2010) University of Arizona] is Assistant Professor of Geography. Research interests include political and economic geography, political ecology, coastal areas, fisheries and aquaculture, agrarian political economy, Southeast Asia and the U.S. Southeast. Peer-reviewed publications have explored Assemblage Geographies (with P. Robbins, 2009, *SAGE Handbook of Social Geographies*), the Political Economy of the Great Recession (2010, *Uses of a Whirlwind*; 2013, *ACME*), Globalization and the Louisiana Shrimp Fishery (2012, *Journal of Agrarian Change*), and Social Reproduction and Economic Crisis among Shrimp Producers in the U.S. and Vietnam (2015, *Precarious Worlds*). Post-doc with the Bureau of Applied Research in Anthropology (2011-13) on the socio-economic effects of the BP oil spill on Gulf Coast communities. Recent field research in Vietnam on the geographic construction of South and North Vietnamese and post-reunification nationalism through geography textbooks, education, and popular media. In South Louisiana on the historical ecology of subsistence rice farming and its relation

to the trans-Atlantic slave trade. Email: bmarks@lsu.edu.

KENT MATHEWSON [BA (1970) Antioch College; MS (1976) University of Wisconsin-Madison; PhD (1987) University of Wisconsin-Madison] is Fred B. Kniffen Professor. His primary interests are cultural and historical geography, landscape archaeology, social theory and the history of geographic thought. His regional interests are focused on Latin America (especially the Andean area, Mesoamerica and Brazil), the U.S. South and the Atlantic World. Books include: *Irrigation Horticulture in Highland Guatemala*; *Prehispanic Agricultural Fields in the Andean Region* (co-editor); *Culture, Form, and Place: Essays in Cultural and Historical Geography* (editor); *Rereading Cultural Geography* (co-editor); *Concepts in Human Geography* (co-editor); *Culture, Land, and Legacy: Perspectives on Carl O. Sauer and Berkeley School Geography* (co-editor); *Dangerous Harvest: Drug Plants and the Transformation of Indigenous Landscapes* (co-editor); *Carl Sauer on Culture and Landscape: Readings and Commentaries* (co-editor); and 100+articles, book chapters, and reviews on prehistoric and traditional agriculture; history of geographical exploration and thought; cultural and historical geography of Latin America. Honors include: elected Fellow American Association for the Advancement of Science (AAAS), National Councillor American Association of Geographers (AAG), Fellow of the American Geographical Society (AGS). Funding sources include: NSF, NEH, AGS, AAG, Wenner-Gren Foundation. Service includes: Editor of AAG Review of Books, editor of seven geographical newsetters and journals. Email: kentm@lsu.edu.

HEATHER MCKILLOP [BSc (1977) Trent University; MA (1980) Trent University; PhD (1987) University of California-Santa Barbara] is Thomas & Lillian Landrum Alumni Professor. She teaches courses in archaeology and specializes in Maya archaeology, especially coastal and underwater Maya, trade, exploitation of maritime resources, and human responses to sea level rise. She is a member of the Coastal Landscapes and Cultures Research Group at LSU. She has ongoing fieldwork investigating ancient Maya wooden architecture and the salt industry in a peat bog below the seafloor in Belize and takes graduate and undergraduate students on the project, funded by the National Science Foundation, National Geographic, the LA Board of Regents, LSU, and other agencies. In 2008 she received an LSU Distinguished Faculty Award and LSU "Rainmaker" award, as well as being an Archaeological Institute of America Lecturer. Recent publications include *Salt: White Gold of the Ancient Maya* (2008), *The Ancient Maya* (2006), *In Search of Maya Sea Traders* (2005), "One Hundred Salt Works!" In *Research Reports in Belizean Archaeology* 5: 251-260 (2008), "Finds in Belize document Late Classic Maya salt making and canoe transport" *Proceedings of the National Academy of Sciences* 102: 5630-5634 (2005), "Dental Indicators of Diet and Health for the Postclassical Maya on Wild Cane Cay, Belize" (by Ryan Seidemann and Heather McKillop) *Ancient Mesoamerica* 18: 303-313 (2005), "GIS of the Maya Canoe Paddle Site" (2007); "Hidden Landscapes of the Ancient Maya on the South Coast of Belize." (Bretton Somers and Heather McKillop. In *Research Reports in Belizean Archaeology* 2:291-300 (2005), "Ancient Maya Environment, Settlement, and Diet: Quantitative and GIS Analyses of Mollusca from Frenchman's Cay" (by Heather McKillop and Terance Winemiller). In *Maya Zooarchaeology*, edited by Kitty Emery, pp. 57-80, Cotsen Institute of Archaeology, University of California-Los Angeles (2004), and "The Coral Foundations of Coastal Maya Architecture" (by Heather McKillop, Aline Magnoni, Rachel Watson, Shannon Ascher, Bryan Tucker, and Terance Winemiller), in *Research Reports in Belizean Archaeology* 1: 347-358. Email: hmckill@lsu.edu.

SHELLEY XUELIAN MENG [BE (2000) Wuhan University; MS (2003) Chinese Academy of Sciences; PhD (2010) Texas State University at San Marcos] is Assistant Professor of Geography. Research interests include remote sensing, 3D topographic mapping, feature extraction and LiDAR technology, land-cover dynamics, coastal mapping, vegetation phenology, urban development and land subsidence. Publications

have explored Ground Filtering Algorithms for Airborne LiDAR Data (2010, *Remote Sensing*), and the Detection of Residential Buildings from LiDAR and Aerial Photographs (2012, *Photogrammetric Engineering & Remote Sensing*). Email: smeng@lsu.edu.

STEVEN NAMIKAS [BA (1988) University of Windsor; MS (1992) Rutgers; PhD (1999) University of Southern California] is Associate Professor of Geography. Teaches courses in Coastal Geomorphology, Environmental Monitoring and Instrumentation, Hydrology, Environmental Conservation and Physical Geography. Research focuses on field-oriented process geomorphology with interests in sediment transport, aeolian processes, short-term beach and dune dynamics, beach hydrology, and instrumentation and measurement techniques and theory. Representative publications include: "Temporal and spatial variabilities in the surface moisture content of a fine-grained beach" (2010, *Geomorphology*), "Measurements of aeolian mass flux distributions on a fine-grained beach: Implications for grain-bed collision mechanics" (2009, *Journal of Coastal Research*), "A conceptual model of energy partitioning in the collision of saltating grains with a sediment bed" (2006, *Journal of Coastal Research*), "Field measurement and numerical modeling of aeolian mass-flux distributions on a sandy beach" (2003, *Sedimentology*), "A floating element drag plate for direct measurement of bed shear stress during aeolian transport" (2002, *Journal of Sedimentary Research*). Research has been supported by the National Science Foundation, Canadian National Science and Engineering Council, Chinese Natural Sciences Foundation, Louisiana State Board of Regents, and Louisiana State University. Email: snamik1@lsu.edu.

MICHA RAHDER [BA (2004) Biology Reed College; MESc (2008) Environmental Science Yale School of Forestry & Environmental Studies; PhD (2014) Anthropology University of California Santa Cruz] is Assistant Professor of Anthropology. Research draws on environmental anthropology, ecology, feminist theory, Latin American studies, critical geography, and science and technology studies (STS). She is also interested in human-technology relations, futures and temporality, evolutionary theory, more-than-human landscapes, and space exploration and colonization. Her book manuscript (Duke University Press) explores the intersections of environmental knowledge, technology, and justice in Guatemalan forest conservation. She has published articles related to violence and environmental uncertainty (*Ecología Política*), conspiracy theories and science (*Science as Culture*), and plant-human relations in community-based conservation (*Journal of Political Ecology*). In addition to ongoing collaborative research on Central American forest conservation, she is currently developing a project related to the practical and political futures of life after earth. Email: mrahder@lsu.edu.

HELEN A. REGIS [BA (1987) Loyola University; MA (1992) Tulane University; PhD (1997) Tulane University] is Associate Professor of Anthropology. Research interests include cultural, applied & public anthropology, cultural activism, public culture, race & racism, neoliberalism, Africa & diaspora, Cameroon, Marseille, New Orleans, and coastal Louisiana. Research work at the intersections of cultural practice, heritage, public space, and political economy. Current projects include: Subsistence in Coastal Louisiana; Life Histories of the New Orleans Jazz & Heritage Festival; Latina/o Heritage and Cultural Activism. Books include *Caribbean and Southern: Transnational Perspectives on the US South* (editor, 2006); *Charitable Choices: Religion, Race, and Poverty in the Post-Welfare Era* (co-Author, with John Bartkowski, 2004); *Fulbe Voices: Marriage, Islam, and Medicine in Northern Cameroon* (author, 2003). Recent publications include "Putting the Ninth Ward on the Map: Race, Place, and Transformation in Desire, New Orleans." *American Anthropologist* (with Rachel Breunlin, 2006); "Producing the Folk at the New Orleans Jazz and Heritage Festival." *Journal of American Folklore* (with Shana Walton, 2008); "Can There Be a Critical Collaborative Anthropology? Creativity and Activism in the Seventh Ward" *Collaborative Anthropologies* (with Rachel Breunlin, 2009); "Building Collaborative Partnerships

Through a Lower Ninth Ward Museum." Special issue on Museums and Collaboration. *Practicing Anthropology* 33(2): 4-10; and "Davis, the Irritant: Whiteness in Black Spaces." Critical Exchange on David Simon's Treme. *Contemporary Political Theory* 10(3):393-411. Email: hregis@lsu.edu.

KEVIN ROBBINS [BS (1977) Michigan State University in Physics; BMP (1978) Texas A&M University in Meteorology; MS (1993) Clemson University in Engineering; PhD (1988) North Carolina State University in Engineering] is Associate Professor of Geography and Director of the Southern Regional Climate Center. Research interests include automated collection, processing, and dissemination of meteorological and climatological data and value-added products. Current work includes project management of a national computer software system for collection, processing, and dissemination of climatic data; design of a computer processing and storage system for meteorological upper air data. Past experiences include weather forecasting in New York and Korea, design of drainage engineering systems, and design of automated meteorological collection and processing systems. Recent publications have explored Determination of Localized Statistical parameters for Disaggregation Modeling (1998, *ASAE Annual International Meeting*), UCAN – Climate Information Now For The Next Century (1997, *First Symposium on Integrated Observing Systems*), *Unified Climate Access Network* (1996, *Proceedings: Sixth International Conference on Computers in Agriculture*), The RIP and WMRIP: New Measures of Rainfall Intensity Distribution (1993, *Transactions of the ASAE*), Hurricane Emily: The Near "Miss" of 1993 (1993, *EOS*), and A Chronologic Overview of Climatological and Hydrological Aspects Associated with Hurricane Andrew and its Morphological Effects Along the Louisiana Coast (1993, *Shore and Beach*). E-mail: krobbins@srcc.lsu.edu.

DAVID SATHIARAJ [BEngr (1998) Osmania University; MS Industrial Engr (2000) Louisiana State University; MS Computer Science (2001) Louisiaina State University; PhD (2013) Computer Science and Engineering, Louisiana State University] is Assistant Professor-Research and Associate Director, NOAA Southern Regional Climate Center, LSU. Research interests include Big Data Analytics in Geosciences, Big Data Management, Spatio-temporal Data Mining, Climate Informatics, Healthcare Analytics, Socio-political Data Analytics and Geo-visualization. Recent work has included establishing LSU's first Science DMZ, a high-speed 40Gbps computer network for transfer of Big Data sets, issuance of a patent for designing a data mining algorithm and mathematical framework, development of two new patent pending technologies pertaining to predictive analytics and visualization of Big Data. Recent publications have included work such as "A review of tropical cyclone-generated storm surges: Global data sources, observations, and impacts" in *Reviews of GeoPhysics* (2013) and On Identifying Critical Nuggets of Information during Classification Tasks in *IEEE Transactions of Knowledge and Data Engineering* (2013). Current research work involves applying computer algorithms and machine learning techniques to research problems in the following domains: extreme climate hazards, transportation, healthcare and social sciences. Email: davids@srcc.lsu.edu.

REBECCA SAUNDERS [BA (1977) Florida State University; MA (1986) University of Florida; PhD (1992) University of Florida] is W.G. Haag Professor of Archaeology, and Curator of Anthropology, LSU Museum of Natural Science. Teaches courses in Louisiana archaeology and Contact Period studies. Advises graduate students working in Southeastern archaeology. Archaeological research focuses on human coastal adaptations through time, and includes research in Florida, Georgia, South Carolina, and Louisiana. She is also interested in the invention and development of pottery – especially the use of surface decoration to convey information on social groupings and interaction networks. More broadly, her research is designed to describe and interpret the evolution of native lifeways in the Southeast from the Middle and Late Archaic (8000-2500 BP) through the early colonial Spanish mission period.

Her latest writings reflect these interests: Revitalization Movements in the Prehistoric Southeast? An Example from the Irene site. In: Forging Southeastern Identities: *Social Archaeology, Ethnohistory, and Folklore of the Mississippian to Early Historic South*, edited by Gregory A. Waselkov and Marvin T. Smith (2017); and, with graduate student Margaret Wrenn, Crafting Orange Pottery in Early Florida: Production and Distribution. In *New Histories of Pre-Columbian Florida*, edited by Neill J. Wallis and Asa R. Randall (2014). She also has a new (January 2017) entry in the Oxford Handbooks Online, Archaic Shell Mounds in the American Southeast. Email: rsaunde@lsu.edu.

ANDREW SLUYTER [BA (1987) University of British Columbia; MA (1990) University of British Columbia; PhD (1995) University of Texas at Austin] is Professor of Geography. Research and teaching on historical, cultural, and political ecology in Louisiana, the Caribbean, and Latin America using qualitative and quantitative methods, including GIS and Digital Humanities. Author of a hundred publications, including three books: *Colonialism and Landscape, Black Ranching Frontiers,* and *Hispanic and Latino New Orleans.* Research and graduate students funded by NSF, NASA, ACLS, Board of Regents, and others. Executive Director of the Conference of Latin Americanist Geographers, Editor in Chief of the Journal of Historical Geography. Carl. O. Sauer Distinguished Scholar Award (2017), J. B. Jackson Book Prize (2015), ACLS Fellow (2012). Mentor to many successful graduate students. Email: asluyter@lsu.edu.

ROBERT TAGUE [BA (Anthropology) & BS (Zoology) (1973) Duke University; MA (Anthropology) (1980) Kent State University; PhD (Biology) (1986) Kent State University] is Earleene Nolan Sanders Alumni Professor. His current research is fourfold: (1) functional anatomy and evolution of the human pelvis, with particular reference to obstetrics and sexual dimorphism, (2) anatomical correlates and evolutionary significance of variation in the number of vertebrae in humans, (3) relationship between natural selection and variability within a species, and (4) paleopathological and paleodemographic study of a large, prehistoric Native American skeletal population. Recent publications include "Sacralization is not associated with elongated cervical costal process and cervical rib" in *Clinical Anatomy* (2011, Vol. 24), "Fusion of coccyx to sacrum in humans: prevalence, correlates, and effect on pelvic size, with obstetrical and evolutionary implications" in *American Journal of Physical Anthropology* (2011, Vol. 145), and "High assimilation of the sacrum in a sample of American skeletons: prevalence, pelvic size, and obstetrical and evolutionary implications" in *American Journal of Physical Anthropology* (2009, Vol. 138). Email: rtague@lsu.edu.

JILL TREPANIER [BA (2007) University of Wisconsin-Oshkosh; MSc (2009) Florida State University; PhD (2012) Florida State University] is Assistant Professor of Geography. Research interests include understanding extreme weather events (with a focus on tropical cyclones in the North Atlantic Ocean and Gulf of Mexico), tropical climatology, climate change, Geographic Information Systems, risk assessment, and statistical methods. Publications in peer-reviewed journals have explored Tropical Cyclone Risk Variability (2010, *Journal of Applied Meteorology and Climatology*, 2011, *Theoretical and Applied Climatology*, 2014, *Natural Hazards*, 2015, *The Professional Geographer*, 2015, *PLoS ONE*, 2017, *Journal of Geophysical Research – Atmospheres*), Damage Losses from Tropical Cyclones (2011, *Journal of Applied Meteorology and Climatology*), Climate Change Effects to Tropical Cyclones (2012, *Geophysical Research Letters*, 2013, *Journal of Advances in Modeling Earth Systems*, 2014, *Natural Hazards*), and Variability in Precipitation (2015*, Journal of Applied Meteorology and Climatology*. Ongoing research investigates terrestrial gamma flashes in lightning throughout the Caribbean and risk of tropical cyclone characteristics to oil platforms in the Gulf of Mexico. Email: jtrepa3@lsu.edu.

FAHUI WANG [BS (1988) Peking University; MA (1993) Ohio State University (1993); PhD (1995) Ohio State University] is James J. Parsons Professor of Geography. His earlier work was on

the spatial and economic structure of systems of cities, urban and regional development in developing countries, intraurban structure, job access and commuting. His recent research has been on GIS and spatial analysis applications in social sciences and public policy (e.g., transportation network development and human settlement, concentrated disadvantages and crimes, healthcare access and allocation, built environment and obesity) with focus on methodological development of GIS-automated spatial analysis methods (e.g., service area delineation, accessibility measure, regionalization, spatial optimization). His work has been supported by the National Institute of Justice, the U.S. Department of Housing and Urban Development, the National Institutes of Health, the National Science Foundation, and the National Natural Science Foundation of China. Email: fwang@lsu.edu.

LEI WANG [BS (1997) Beijing University; MS (2000) Institute of Remote Sensing Applications, Chinese Academy of Sciences; PhD (2006) Texas A&M University] is Associate Professor of Geography. He teaches undergraduate and graduate courses in Geographic Information Science, Principles of remote sensing, Digital Image Processing, and Watershed modeling. His research focuses on GIS-based Spatial Analysis, Remote Sensing Image Processing, Climate Change, and Human-environment interaction. Representative publications include: "Modelling detention basins measured from high-resolution light detection and ranging data", *Hydrological Processes*, 2012, "Computer-based synthetic data to assess the tree delineation algorithm from airborne LiDAR survey", *GeoInformatics*, 2012, "Spatiotemporal Segmentation of Spaceborne Passive Microwave Data for Change Detection", *Geoscience and Remote Sensing Letters*,2012, "Deriving spatially varying thresholds for real-time snowmelt detection from space-borne passive microwave observations", *Remote Sensing Letters*, 2011, "An object-based conceptual framework and computational method for representing and analyzing coastal morphological changes", *International Journal of Geographical Information Sciences*, 2010. "Mapping detention basins and deriving their spatial attributes from Airborne LiDAR data for hydrological applications," *Hydrological Processes*, 2008", "Identification and filling of surface depressions in massive digital elevation models for hydrological modeling", *International Journal of Geographic Information Science*, 2006 , His research is supported by Louisiana Board of Regents and National Aeronautics and Space Administration. Current research projects include remote sensing and modeling of coastal flooding hazards, post-disaster recovery and population dynamics, and localized spatial analysis methods. Email: leiwang@lsu.edu.

TERESA V. WILSON [BA (2007) Northern Arizona University; MA (2009) Louisiana State University; PhD (2014) University of Arkansas] is Assistant Professor-Research, Assistant Director of the LSU Forensic Anthropology and Computer Enhancement Services (FACES) Laboratory, and manager of the Louisiana Repository for Unidentified and Missing Persons Information Program. Research interests include bioarchaeology of the Middle East, dental anthropology, dental histology, forensic anthropology, human identification, forensic DNA, and 3D scanning. Active membership in professional organizations within forensic anthropology (the American Academy of Forensic Anthropology and the International Association of Craniofacial Identification) and physical anthropology (the American Association of Physical Anthropologists, the Paleopathology Association, and the Dental Anthropology Association). Ongoing bioarchaeology field research in New Orleans, Louisiana and Egypt. Email: tvwilson@lsu.edu.

3.2 Emeritus Faculty

JAY D. EDWARDS [PhD (1970) Tulane University] is Emeritus Professor of Anthropology. Research interests include vernacular architecture and material culture. Email: gaedwa@lsu.edu.

PATRICK HESP [BA (1974) Massey University; MA (1976) Massey University; PhD (1982)

University of Sydney] is Emeritus Professor of Geography, and Strategic Professor of Coastal Studies at Flinders University. Research interests include coastal and aeolian geomorphology, and the evolution of Holocene coastal barriers. Email: patrick.hesp@flinders.edu.au.

RICHARD H. KESEL [PhD (1972) University of Maryland] is Emeritus Professor of Geography. Research interest include geomorphology. Publications include Channel Migration in the Lower Mississippi (2000, *Geology*). Email: gakesel@lsu.edu.

ANTHONY J. LEWIS [BS (1962) West Chester State College; MS (1968) Oregon State University; PhD (1971) University of Kansas] is Emeritus Professor of Geography, Senior International Scientist Visiting Professor, Chinese Academy of Science; and Letters Editor for the International Journal of Digital Earth. His main interests are in physical geography and the collection, processing, interpretation, and presentation of remotely sensed data. His major field of emphasis and publication has been the geomorphic and hydrologic applications of side-looking radar imagery and the use of multi-spectral imagery for mapping renewable resources. He has served as a consultant on the applications of remote sensing data in New Zealand, Korea, China, Japan, and Indonesia and has presented lectures on the same topic in Mexico, Colombia, Canada and Australia. Current research projects include mapping land use/land cover with Landsat, geoscience applications of digital radar data, the remote sensing of UNESCO Cultural and Natural Heritage sites in China, and the Ice Age Floods of northwest United States. He is co-editor of *Principles and Applications of Imaging Radar: Manual of Remote Sensing*, 3rd Ed. and an English co-editor of *Atlas of Remote Sensing for World Heritage: China*. E-mail: galewi@lsu.edu.

ROBERT A. MULLER [BA (1958) Rutgers University; MA (1959) Syracuse University; PhD (1962) Syracuse University] is Emeritus Professor of Geography, and former Director of the Southern Regional Climate Center (SRCC). The SRCC is responsible for climatic data, informational services, and applied research for a six-state region including Texas, Oklahoma, Arkansas, Louisiana, Mississippi, and Tennessee. He also was the project leader of the agroclimatic program of studies and research, as well as the real-time-automated network of agroclimatic stations in Louisiana. His current research interests focus on the geography and history of tropical storm and hurricane strikes along the Atlantic Coast from Maine to The Yucatan with Barry Keim, and on applications of synoptic weather types and water-budget models to environmental and economic interactions, especially streamflow and flooding. Email: wolfiandsonni@cox.net.

3.3 Departmental & Administrative Staff

The departmental and office staff will be of great assistance during your graduate career. Introduce yourself to them when you arrive and treat them with kindness and courtesy. The office personnel are usually quite busy, so please be considerate of their time. Here's a brief list of some of the many ways the staff will be helping you as graduate students:

ERIKA DELEON coordinates the Office of Graduate Studies. See her immediately when you are hired on an assistantship as she handles paperwork for graduate assistants. This should be your first stop for general departmental questions. She keeps an updated list of graduate students' addresses and phone numbers. Be sure to provide this information as soon as you are settled. (See Form 1 Personal Data Sheet). Furthermore, if you move, do not forget to inform the main office of your new address and phone. She also handles the payroll and paperwork for student workers. Email: gradsec@lsu.edu.

LUKE DRISKELL [BS (2008) Louisiana State University, MS (2010) Louisiana State University] is computer analyst and oversees the IT operations of the Department of Geography & Anthropology. His research interest is in the geography of the Internet, with a focus on Internet accessibility (Mapping the digital divide in neighborhoods: Wi-Fi access in Baton Rouge, Louisiana; *Annals of GIS*, 2009). He specializes in the management of

information systems and is interested in digital curation, especially for geographic data. Email: luke@lsu.edu.

LAUREN EVANS coordinates online registration for permission of instructor classes and course full registration. All room reservations must be made through her; see her if you need to schedule a meeting, lecture, or exam in one of the classrooms or seminar rooms. Travel authorizations and paperwork for field trips are also handled by her. She handles tests, copying, and key distribution. She maintains lists of our department's theses/dissertations titles, and alumni addresses. Upon graduation please leave your home address and phone number with her. Email: levans10@lsu.edu.

LINDA STRAIN is the assistant to the department chair. She is responsible for grant activities of the department and its faculty including pre-proposal, proposal, budget development, and administration. Email: lstrain@lsu.edu.

NEDDA TAYLOR manages the departmental office. She is in charge of all budget matters, purchase orders, petty cash, and other money matters, personnel forms, administrative staff coordination, and staff hiring. Email: ntaylor@lsu.edu.

3.4 Programs Advisors

The department assigns faculty members to help guide students through its various degree programs. Those can be contacted with any questions regarding the appropriate program:

Mary Jill Brody: advisor BA in Anthropology, focus on sociocultural anthropology and ethnolinguistics

David Chicoine: advisor graduate programs in Geography & Anthropology (MA, MS, PhD)

Barry Keim: advisor BA Geography with a concentration in Disaster Science & Management, and Graduate Certificate in Climatology & Climate Change

Steven Namikas: advisor BA & BS Geography, and BA Geography with concentration in Environmental Studies

Rebecca Saunders: advisor BA Anthropology, focus on physical anthropology and archaeology

Lei Wang: advisor BA Geography with a concentration in GIS, and Graduate Certificate in GIS

3.5 Graduate Students

More than 90 students are currently enrolled in various graduate degree programs in Geography & Anthropology. A list of students, along with their research interests and ongoing projects can be found on the departmental website. Lists of research topics of past theses and dissertations are also online. Insights into the careers of some of our alumni can be found online here.

4-Research Units, Groups & Laboratories

The department counts more than a dozen distinct research groups, units, centers, and/or laboratories dedicated to provide access to state-of-the art facilities, equipment, and other vital resources. Part of the mission of several of those units is to foster collaboration with other departments and researchers at LSU and beyond.

4.1 African & African American Studies

The African & African American Studies Program (AAAS) at LSU is an interdisciplinary program in the College of Humanities & Social Sciences. As an interdisciplinary program, Black Studies emerged in the 1960s as an outgrowth of the Civil Rights and Black Liberation Movements and the demand for scholarly recognition and engagement in the life experiences and perspectives of peoples of Africa and African descent. In 1968, San Francisco State University established the nation's first Black Studies department rooted in students' activism. At LSU, AAAS was formed in 1994 by a group of African American scholars to address the absence of people of African descent from traditional

fields. In addition, they wanted to develop a disciplinary identity and curriculum program to service our students.

AAAS' mission is to promote critical thinking and challenge students to attain the highest levels of intellectual achievement and personal development through the study of ideas, practices, theories and experiences of Africans, African Americans, and other diasporic communities. To fulfill this mission, AAAS is comprised of a visionary and diverse faculty whose work commands a range of expertise and focuses on history, ethnicity, and gender, social, cultural, political, religious and literary studies. The faculty's commitment to excellence supports AAAS' vision to always foster an intellectually challenging and stimulating environment for our students. In addition, they are committed to addressing social injustices and promoting community engagement.

Towards these ends, the program offers a BA with a concentration in African & African American Studies as well as a minor. Since its inception, AAAS has taken innovative steps to ensure that our students' academic and civic goals and needs are met. This entails organizing and sponsoring events that involve the participation of surrounding communities. Furthermore, they are tirelessly working to recruit the brightest and the best from our communities and to secure more funds for student scholarships and program enhancement.

If interested, you are encouraged to view the program website for more detailed information.

4.2 Biology, Evolution, and Ecological Reconstruction Laboratory

The Biology, Evolution, and Ecological Reconstruction Lab is involved in studies pertaining to human origins. Currently, students are contributing to morphometric studies of teeth of fossil humans by digitizing the occlusal outlines of photographs of fossil teeth and comparing them to each other in order to assess intra and interspecific variation and phylogenetic relatedness. Students are also involved in digitizing modern and fossil teeth from Animals in the Family Bovidae (antelopes and buffalo). These teeth are used in studies to reconstruct past environments associated with early human ancestors in order to better understand their behavior patterns (e.g. habitat preferences). These studies currently rely on fossils from southern Africa and Europe though future studies will include expanding the research to east Africa. Juliet Brophy oversees the activities of this laboratory.

4.3 Cartographic Information Center (Map Library)

The Cartographic Information Center is the largest map collection housed in any academic department, with over half a million maps and photographs. Funded and administered by the department, the CIC annually serves hundreds of clients who use the federal, state, and historical map collections. As a US Government map depository, the CIC has a marvelous collection of US maps and, in addition, has strong holdings for the Gulf Rimland and Latin America. It also houses the Robert C. West Latin American collection of color slides and photographs.

The Cartographic Information Center is located in room 313 Howe-Russell-Kniffen Geoscience Complex. With a collection of more than 500,000 cartographic items, the CIC ranks first among map libraries in US academic departments and tenth among all American university map collections. As a depository for US government maps, the collection increases at a rate of about 6,000 maps per year. John Anderson serves as the unit's director.

Holdings in the map library include: USGS Topographic Series (coverage for the entire U.S. at various scales); U.S. Army Topographic Command Maps; NOAA Nautical Charts of the US and foreign waters; Aeronautical Charts (world coverage); Aerial Photos of Louisiana and parts of Eastern US; historical maps of Louisiana; miscellaneous maps from foreign governments, commercial map companies, etc. (world coverage with emphasis on Latin America); wall maps for

teaching; and a collection of atlases, transparencies, gazetteers, and globes.

The primary mission of the Cartographic Information Center is to support instruction and research in the Department of Geography & Anthropology, in particular, and the LSU community in general. Researchers on dissertations, theses, and grants constitute the largest group of users. Recent research projects include Louisiana coastal erosion, environmental and ecological studies, hydrological surveys, flood control projects, and archaeological excavations.
The CIC also provides maps for field trips, supplies wall maps for use in classes, maintains a collection of maps on reserve for classes with map-related assignments, and provides appropriate assistance to students whose map-reading skills need improvement.

The collection is open to the general public. Private sector patrons include consulting engineers, coastal environmental agencies, soil testing engineers, petroleum companies, architects, attorneys, and many others. Among state and local governmental patrons are the Attorney General's Office, State Lands, Department of Environmental Quality, Historic Preservation, East Baton Rouge District Attorney's Office, and others. CIC patrons also include backpackers, genealogists, civil war and local historians, fortune-hunters, puzzle-workers, and tourists. As a depository of government maps, our commitment is service to the public.

4.4 Coastal Archaeology of Latin American Laboratory (CALA)
The Archaeology Lab, located in E214 Howe-Russell-Kniffen Geoscience Complex, is shared by two research programs in archaeology at LSU. These include Maya archaeology, under the guidance of Heather McKillop, and Andean Archaeology under the guidance of David Chicoine. Students and faculty work closely with the Southeastern Archaeology Program, under the guidance of Rebecca Saunders, in the Museum of Natural Science (16 Gym Armory Building). Graduate and undergraduate students work on faculty projects as well as their own projects.

The Archaeology Lab, which consists of a complex of several rooms, offers an impressive array of opportunities for research and analysis. Artifactual material from Belize (Maya), Canada, Peru, California, Louisiana, and elsewhere is often under study by faculty and students. Facilities include a "wet-lab" for processing artifacts and laboratory equipment for study of artifacts (balances, microscopes, computers, microfilm and microfiche readers, and drafting tables, for example). Field equipment for faculty and graduate student's use is available for surveying and excavation. Often, simultaneous field projects are carried out in Louisiana and beyond.

The Maya archaeology program includes:
-A long-term field project on the south-coast of Belize
-The LSU Maya archaeology field school (normally offered in alternate years, e.g. 2003, 2005, 2007)
-LSU Maya Archaeology Night (a public event featuring presentation by students on their research, usually the second Tuesday night in November)
-Fieldwork carried out by graduate students elsewhere in the Maya area
-Analyses of artifactsl and other materials under temporary export permit from the government of Belize to the LSU Maya Archaeology Lab
-Comparative collections for identification of archaeological materials (Caribbean fish skeletons; tropical woods; Maya ceramics, obsidian, and other stone artifacts)
-An emphasis on coordinating archaeology and geography, especially utilizing the department's GIS (particularly Intergraph, ESRI ARC/INFO, and Surfer), cartography, and remote sensing facilities and expertise
-*LSU Maya Archaeology News* – a periodic newsletter about Maya archaeology through LSU

The Andean archaeology programs includes:
-A long term field project in the Nepeña Valley, north-central coast of Peru
-A field school that includes basic training in Andean prehistory, first-hand field experience and the exploration of important archaeological sites

-Collaborations with Peruvian universities and field projects on the Andean coast and highlands
-Laboratory facilities in Peru, and at LSU for the analysis of archaeological materials
-A focus on the development of early urbanism and the integration of geosciences into archaeological research

4.5 Computer Mapping Sciences Laboratory
The Department of Geography & Anthropology maintains two computer labs for teaching and research in mapping sciences, digital humanities, climate studies, and other areas covered in the variety of courses offered by the department. The lab computers run software for geographic information systems (GIS), cartography, remote sensing, statistics, and general office applications. A lab in Howe-Russell-Kniffen E220 is open to undergraduate and graduate students in the LSU community during open hours when there are no classes in the room. The 20-station lab gives students access to software and computing power for their research or completing class assignments. It also functions as a multimedia classroom. The Howe-Russell-Kniffen 260 teaching lab is used primarily for instruction of undergraduate courses. The room is equipped with a multimedia podium and projectors along with 28 workstations. For details please consult the departmental website.

4.6 Digital Imaging & Visualization in Archaeology (DIVA)
The LSU DIVA Lab was created in 2009 with a grant from the LA Board of Regents to purchase equipment and software, using the Underwater Maya project as a test case. Research activities include 3D imaging in the DIVA Lab and remotely at the Underwater Maya field camp in Belize. Research focuses on the Underwater Maya project, with collaboration with other labs and researchers at LSU and elsewhere. Visit the DIVA blog for more information.

4.7 Disaster Science & Management
The Disaster Science & Management program is an interdisciplinary program which provides students interested in emergency management-related careers in the public, not for profit, and private sectors with: (1) a broad understanding of the nature and impact of disasters on the natural, built and human environments; and (2) a basis for establishing strategies to effectively plan for disasters, mitigate the adverse effects of disasters, respond to disasters, and recover from disasters. Bachelor of Arts in Liberal Arts with Concentration in Disaster Science and Management is currently available at the undergraduate level. A Minor in Disaster Science & Management (DSM) is available at the undergraduate and graduate level.

The Minor in Disaster Sciences & Management meets the Education and Training Requirement for the CEM (Certified Emergency Management) and AEM (Associate Emergency Management). See the International Association of Emergency Managers for more information.

The program is housed within the College of Humanities & Social Sciences and is directed by Barry Keim.

Undergraduate students at LSU have the option of earning a BA or BS in Geography with a concentration in DSM, or a minor in DSM. A graduate certificate in DSM is under development. Please visit the program website for more detailed information.

4.8 Forensic Anthropology & Computer Enhancement Services (FACES)
The FACES (Forensic Anthropology & Computer Enhancement Services) Laboratory of the Department of Geography & Anthropology provides forensic anthropology and imaging services to Coroners, Sheriff's Offices, and Police Departments throughout the state, as well as bioarchaeological consulting services to private agencies. Forensic anthropology services include assisting with the recovery, analysis, and identification of human remains that are badly decomposed or skeletonized, and with providing facial approximations for unidentified or long-term missing persons. Visit FACES online!

The FACES Lab also houses the Louisiana Repository for Unidentified and Missing Persons Information Program. Established by state Legislative action in 2006, the Repository database is created and maintained by FACES personnel, and includes biological profile, dental, and DNA data for all of Louisiana's missing and unidentified persons.

Ginesse Listi is the Director for the FACES Lab. Additional staff include three Forensic Anthropologists and an Imaging Specialist. Graduate students in the MA program with a focus on Biological or Forensic Anthropology are given opportunities to participate in the forensic and bioarchaeological work of the FACES Lab.

4.9 Computer-Aided Design & Geographic Information System (CADIS) Laboratory

The CADGIS Lab, a facility in the College of Art & Design, supports instruction and learning in computer cartography, geographic information systems, remote sensing, architecture, art, and design. The lab, located in 216 College of Design, has a varied complement of software and hardware for class and individual use. The PC workstations have ArcGIS, AutoDesk, Creative Suite, and Office software suites among other applications used for courses taught in the College of Art & Design and the Department of Geography & Anthropology. Students and faculty also have access to large-format scanners, slide scanners, flat-bed scanners, color and black and white printing, and large-format plotters.

4.10 Geomorphology Research Group

The H. J. Walker Geomorphology Research Laboratory is named after Boyd Professor H. Jesse Walker, a pioneer in Arctic studies, coastal and fluvial geomorphology. This laboratory is used primarily for working with electronics, instrumentation and 'dry' activities, and houses a wide array of instrumentation used to study landform dynamics and the processes which drive them. Major field equipment includes a Sontek hydra ADCM/OBS/PT, 2 Marsh-McBirney 2-d current meters, a Price-type current meter, 8 high-resolution submersible pressure transducers, 3 OBS turbidity probes, 12 RM Young 3-d sonic anemometers, 30 3-cup anemometers, a Delta-T soil moisture meter with 8 probes, numerous sensors for monitoring temperature, humidity, wind direction, etc., 2 portable data acquisition systems (A Campbell-Scientific CR23x and an IOTECH laptop-based system), a variety of survey gear (total stations, auto levels, clinometers, etc.), a variety of sediment and water sampling tools, several types of sediment traps, and numerous other items. Additionally, the Walker Geomorphology Lab serves as a main data processing and visualization laboratory with multiple computer workstations, and has an adjoining research office space for undergraduate and graduate students.

The R. Kesel Laboratory is used primarily as a wet and 'dirty' laboratory and is equipped with various pieces of equipment for processing sediment and water samples. Major equipment includes a Sedigraph x-ray diffraction unit, ultrasonic and vibratory sieving systems, a high-speed centrifuge, drying oven, high temperature furnace, portable fume hood, a core/sample storage refrigerator, digital-image capable microscope, and precision balances.

The Department also has several vehicles available for field research. These include a 24-ft bay boat suitable for near shore or short-term offshore marine research, an 18-ft jon boat for inland river and lake research, a 4WD F350 quad cab pickup truck, Ford Expedition, a Honda Rincon 650 ATV, and Coleman 4WD UTV. Visit the Geomorphology Research Group online for more information!

4.11 Geoscience Publications

Geoscience Publications was a series aimed at communicating the scholarly advances of department faculty, students, and symposia. Between 1970 and 2008, it served at the publishing arm of the Department of Geography & Anthropology. Among its various publications was the prestigious monograph series *Geoscience and Man*. The series includes 40 volumes, representative of which are *Atchafalaya Swamp Life;*

Grasslands Ecology; Man and Cultural Heritage; Traces in Prehistory; Coastal Resources; Historical Archaeology of the Eastern United States; Place: Experience and Symbol; The American South; Tojolabal Maya;Cultural Diffusion and Landscapes; The Poverty Point Culture; The Uneven Landscape: Geographic Studies in Post-reform China; Person, Place, and Thing: Interpretative and Empirical Essays in Cultural Geography; Culture, Form, and Place: Essays in Cultural and Historical Geography; Latin American Geography; and *The Coastal Zone*.

Geoscience Publications also published the journal *Historical Geography* and the monograph series of the Fred B. Kniffen Cultural Resources Laboratory, which includes *Louisiana's Remarkable French Vernacular Architecture*, *Historic Louisiana Nails*, *Historical Maps of Louisiana: An Annotated Bibliography,* and *Plantations by the River*. In addition, it distributed digitized maps – *the China County Boundary File* and *the Historical United States (HUSCO) County Boundary Files* – as well as published occasional papers authored by departmental faculty, such as *New Orleans Weather, 1961-1980* and *An Atlas of Louisiana Surnames of French and Spanish Origin.*

Many of the volumes of Geoscience and Man, and the other publications are available from the departmental office.

4.12 Louisiana Office of State Climatology
The Louisiana Office of State Climatology (LOSC) (E328 Howe-Russell-Kniffen Geoscience Complex) is responsible for maintaining the climatic records of the state in paper copy and as computer data sets. Climatic data are mainly from the first-order and cooperative station networks of the National Weather Service (NWS) and the National Climatic Data Center (NCDC), with some data sets extending back 100 years to about 1890. The office accesses specialized data sets; an important example is the daily observations from the 12-station automated agroclimatic network of the Louisiana Agricultural Experiment Station operated from the LSU Department of Biological & Agricultural Engineering. LOSC also maintains a collection of daily weather maps, reports, and reprints on selected topics in climatology.

LOSC receives real time weather and climate data (hourly observations) for Louisiana and other nearby places on the National Oceanographic and Atmospheric Administration (NOAA) Weather Wire and selected weather maps for the US and the entire northern hemisphere by satellite receiver from the NWS Forecast Office just outside of Washington, DC. The staff publishes a monthly climatic newsletter, *Louisiana Monthly Climate Review*, which describes the status of Louisiana's climate in traditional as well as in synoptic and water-budget terms; the newsletter is distributed to more than 600 interested agencies, companies, and individuals in the US, with about three-quarters of the subscribers in Louisiana.

The office provides climatic information and data in response to requests by mail, over the phone, and at the office. Routine data are normally free to members of the LSU community and local, state, and federal agencies, but modest fees are charged for the general public and for non-routine requests and interpretations.

4.13 *LSU Museum of Natural Science* (LSUMNS)
The LSUMNS has extensive archaeological and ethnographic collections that is used by students in classwork and by professionals in research; the collections have provided materials for a number of theses and dissertations. The archaeological materials date back to the pivotal New Deal (WPA) archaeology programs in the Lower Mississippi River Valley, which were run out of LSU. Over the years, researchers from LSU have contributed many other important collections from excavations in Louisiana and elsewhere. The LSUMNS also has extensive reference collections for southeastern US pottery and for zooarchaeological analysis. The ethnographic collection has outstanding assemblages of Native American basketry and Amazonian featherwork.

Many students volunteer to work in the Museum, and we generally have up to five Work Study students from within Anthropology and from other programs. The Museum supports a Curatorial Assistant position (an MA or Ph.D.

student studying under Dr. Saunders) for one graduate student. The CA works with the Collections Manager and Dr. Saunders in all phases of analysis, curation, and other Museum duties (e.g., processing loans). The large lab, a sturdy collection of field and laboratory tools, and staff expertise in research and curation provide all students with an excellent learning environment.

4.14 Miles Richardson Cultural & Historical Research Laboratory

To support students and faculty using special equipment in the cultural and historical components of the program, the Miles Richardson Cultural & Historical Research Laboratory has assembled specialized equipment. Included is a highly portable audio recorder for ethnographies and oral histories, plus a dedicated computer with software and hardware to assist with transcribing interviews. Ipads have recently been acquired. Equipment is also available for making and editing video recordings. A camera for still photography, a camcorder for video recording, and a computer dedicated to processing digital images and also scanning non-digital images is available for student and faculty use. The lab has space for group projects and meetings. Since 2009, members of the G&A Cultural-Historical Collaborative (CHC) have used the Richardson Lab.

The Lab is open to graduate students pursuing independent projects involving oral history, ethnographic fieldwork, and archival research and to undergraduates enrolled in methods-related classes during lab hours.

4.15 Paleoclimatology & Anthropology Studies Laboratory (PAST)

The PAST Lab is active in developing paleoclimate records and data mining existing records to investigate past climate. Paleoclimate records include tree-rings, ice cores, corals, cave deposits, marine and lake sediments. Investigating paleoclimate records involves statistical and time series analysis to characterize and extract the information from the records.

The PAST Lab is involved in investigations of paleoclimate in the Atlantic region, specifically the Gulf of Mexico, Caribbean, and Atlantic Ocean. The paleoclimate perspective allows the discussion of how climate and climate variability may have influenced the environment and the people of Atlantic area. The vast archive of records from the Atlantic region provide environmental histories that can be used to understand climate conditions at key intervals of the past.

4.16 Pruitt Lecture Series

Evelyn Pruitt was born in 1918 in San Francisco. She received degrees in geography from UCLA in 1940 and 1943. Evelyn moved to Washington, DC in 1942 where she worked as a cartographic editor with the US Coast and Geodetic Survey. In 1948 Evelyn moved to the Office of Naval Research (ONR) where she remained until retirement 25 years later. During her years with ONR she was a prime mover in the development of coastal science including the foundation of the internationally famous Coastal Studies Institute at LSU. After retirement she served as a consultant for several organizations including the Army Corps of Engineers. She sponsored the research of many members of the LSU geography department including R. J. Russell, F. B. Kniffen, W. G. Haag, R. C. West, W. G. McIntire and H. J. Walker. Her generous last contribution to LSU geography was in the form of an endowment to assist women graduate students. As such, each year our department invites a distinguished lecturer and hosts a series of associated events in her honor.

4.17 Southern Climate Impacts Planning Program (SCIPP)

The Southern Climate Impacts Planning Program (SCIPP) is a south central United States focused climate hazards and research program whose mission is to increase the region's resiliency and level of preparedness for weather extremes now and in the future. The area we serve includes the six-state region of Oklahoma, Texas, Arkansas, Louisiana, Tennessee, and Mississippi. From severe storms, flooding, drought, hurricanes and storm surge, heat waves, wildfires, to winter storms, the South experiences among the nation's most extensive collection of climate-related hazards with many southern states ranking at or

near the top of the lists in disaster declarations and billion dollar disasters.

4.18 Southern Regional Climate Center (SRCC)
The Southern Regional Climate Center (SRCC) is a federally funded facility (the NOAA) organized together with the LOSC within the Department of Geography & Anthropology. The SRCC is responsible for climatic data, informational services, and applied research for a six-state region including Texas, Oklahoma, Arkansas, Louisiana, Mississippi, and Tennessee. The SRCC is closely affiliated with the state climatologists (SCs) in each of the states and with the Climatic Analysis Center (CAC) of the National Weather Service (NWS), located in Washington, D.C., and the National Climatic Data Center (NCDC) in Asheville, North Carolina. By means of a satellite-data system, the staff is able to monitor regional climatic variability and some of its impacts on a day-to-day basis. The SRCC also maintains computerized climatic data sets that span as much as 100 years. Kevin Robbins serves as the director.

5-Degree Programs & Certificates: Curricula & Requirements

Requirements for the Master of Science (MS) Program in Geography and Master of Arts (MA) Program in Anthropology include a minimum of 30 credit hours, including 6 credits for a thesis. A master's degree is typically attained within two years if students attend as full time status. Requirements for the Doctoral (PhD) Program in Geography & Anthropology include a minimum of 60 credit hours beyond the bachelor's degree or 30 hours beyond the master's degree. Students select a concentration in either Geography or Anthropology and take, at minimum: Introduction to Graduate Studies (7901), Research Methods (7902), two 7000 level courses (at least one in the concentration), and 9 hours of dissertation research. In addition, students must select either an external minor or nine credit hours in approved cognate fields (including 7000 level seminars). Anthropology concentration students may select Geography as a cognate and vice-versa. Students must write a dissertation constituting an original contribution to the discipline.

Students are expected to complete their degree programs in a timely manner. In order to do so, please be cognizant of the requirements associated with your degree programs. Students are allotted a *maximum* of five years for the completion of the master's degree and seven years for the completion of the doctorate. After five years, master's students lose credit beginning with the first semester and proceeding *ad seriatim* or one after another in a series. Students exceeding this deadline are required to revalidate earlier work by taking written or oral exams from each faculty member involved in the course work and their committee members. Doctoral students will only be allowed to continue in the program with special permission from the dean of the Graduate School. Such permission is only granted in exceptional circumstances. In sum, keep in mind that the clock is ticking!

5.1 Master's Programs
It is in the student's interest to complete the master's degree in two years. Students should plan their programs with that goal in mind. Upon arrival, each student should meet with his/her preliminary advisor who will be assigned by the graduate director. This advisor will assist each student in developing a program of study and choosing an advisory committee. Of course, students may select a new advisor, or new members of the preliminary committee, as changing interests require.

During the first year, in addition to taking at least nine hours of course work per semester, the student should also work toward completion of the statistics or methods course(s) requirements (if needed). *Toward the end of the second semester, the student should present his or her thesis committee (the major professor and two additional faculty members) with a thesis proposal.* Following approval of the thesis proposal by the committee, the student spends the summer of the first year collecting data for the thesis. Note: A copy of the thesis proposal should be on file in the graduate office (Form 8).

During the summer, the student may register for three or more hours of independent research or thesis credit. During the third semester, the student should complete the course requirements, including the statistics or methods course requirements; finish the thesis and have it reviewed; and in the fourth semester, defend the thesis before the committee and graduate. Students in the master's program are required to register at least once per year to maintain graduate status. They are required to register for ANTH or GEOG 8000 (thesis hours) when working on their thesis including the semester in which they defend.

The master's thesis is a short monograph that reports on original research undertaken by the student during tenure in the program. It is to be formulated and carried out under the supervision of a thesis committee consisting of at least three faculty members, one of whom serves as major professor and chair of the committee. The committee members must be members of the graduate faculty. At least one must be a full member of the graduate faculty, and, in the case of an external minor, one member from the minor department.

Formulating a thesis topic and choosing the committee members is the student's responsibility, but care should be made to ensure that (1) the student's research interests, (2) the thesis topic, and (3) the committee member's professional expertise are consonant. Moreover, the full expertise of the faculty should be considered in committee formulation. The student must prepare a thesis proposal that describes the intended research. Originating under the close supervision of the student's major professor, the proposal must be approved by all members of the thesis committee and a copy filed in the department office (Form 8).

An examination on the thesis typically occurs during the student's last semester in the program; however, no defenses will be scheduled during the summer. Copies of the thesis containing all maps, graphs, and tables must be provided to the student's advisor and committee members at least three weeks before the scheduled thesis exam. One week prior to the defense, a notice of the defense should be posted in the department. The thesis examination consists of a short public talk followed by a closed examination by the student's committee. *Prior to the scheduling of the exam*, each member of the committee must indicate with initials on Form 8 that they agree to serve on the committee. The defense can be scheduled once the student's major professor agrees that the thesis is defendable.

Upon completion of the thesis (and after consultation with the graduate school), students need to uploade their revised and final copy through LSU's Electronic Theses and Dissertations (ETD). The student should also provide a copy to each committee member who requests a copy.

5.1.1 Master of Arts (MA) in Anthropology

Summary of Anthropology Master's Course Requirements

1. ANTH 7901 Introduction to Graduate Study
2. 3 required core courses (ANTH 4020, ANTH 4040, ANTH 4060)
3. ANTH 7085 History of Anthropological Thought
4. 3 7000-level courses (exclusive of 7085 and 7901) (at least 2 of 7000-level courses must be ANTH seminars)
5. 1 elective course
6. 6 hours of thesis research (ANTH 8000)

Course Requirements for the Master of Arts (MA) in Anthropology: A minimum of 30 hours is required for the master's degree. Of those 30, at least 6 hours are thesis hours (ANTH 8000), and 1 hour includes the completion of Introduction to Graduate Study (ANTH 7901). The remaining 24 hours include: 3 required core courses (ANTH 4020, ANTH 4040, ANTH 4060), ANTH 7085 History of Anthropological Thought, 3 additional 7000-level courses (excluding ANTH 7085), and 1 elective course. At least 2 of the elective 7000-level courses must be ANTH seminars. The student must take each seminar from a different faculty member. Half the courses must be at the 7000-level or above, excluding thesis hours.

The program in anthropology emphasizes the four-field approach. Students gain a familiarity with the fundamentals of physical anthropology, archaeology, ethnology, and linguistics. Students are required to take courses in three of the four subfields, as follows: ANTH 4040 Physical Anthropology, ANTH 4020 Method and Theory in Archaeology, ANTH 4060 Language and Culture, and ANTH 7085 History of Anthropological Thought. ANTH 7901 Introduction to Graduate Study is also required of all students. ANTH 7901 must be taken the first semester it is offered. Most of the other required courses are offered on a two-year rotation and should also be taken at the first opportunity.

Students must pass all required core course anthropology courses (4020, 4040, 4060, or 7085) with at least a "B" grade. Students earning a "C" grade in any of these required courses must complete remedial work in that subfield as required by their thesis committee prior to graduation.

Methods and language courses are highly recommended, although not required for obtaining a MA degree in anthropology. If a student plans to conduct fieldwork and/or research in an area where English is not the native or primary language, they should consult with their major advisor about language study.

A thesis is required of all students in the master's program. *Students should identify a thesis project by the end of the 10th week of the second semester*. Often ANTH 7999 (Independent Research) is taken during the second semester to prepare a thesis proposal and carry out background reading under the guidance of the major professor. Students should defend their thesis proposal by the end of their second semester.

Research with Human Subjects: Any research that may or does require the use of, or interaction with, human subjects requires approval or exemption by the Institutional Review Board (IRB). Strict federal regulations and LSU policy govern the use of human subjects to protect their welfare, ensure their safety, and to ensure their documented informed consent is obtained.

All projects that use human subjects (including use of data or material from living individuals) in ALL research or experiments, OR as the object of projects or surveys, especially if they may result in publication in any form (including evaluative projects) must be approved or exempted in advance by the LSU Institutional Review Board (IRB).

Human subject welfare oversight is managed by IRB Chair Dennis Landin (130 David Boyd Hall, irb@lsu.edu, 578-8692). An application forms package may be downloaded here. Further guidance is available there.

All graduate students should plan to take the free, on-line web-based training course in research on human subjects. This course satisfies the NIH human subjects training requirement for obtaining Federal Funds. You will have the option of printing a certificate of completion from your computer upon completing the course.

The Thesis Proposal: During their second semester, students develop their thesis proposal. Typically, students register for ANTH 7999 with their major professor in order to prepare a 5000-word thesis proposal (as detailed below) to submit to the anthropology faculty by the end of the 10th week of the semester. They will then defend their thesis proposal before their full thesis committee – and any other departmental faculty who wish to attend – by the end of the semester.

The 5000-word thesis proposal will, at the least, consist of a detailed description of and rationale for the proposed thesis research, a literature review, and discussion of research methods. Each student must provide both a paper copy and an electronic version (in a format acceptable to their committee) to all members of their committee. The proposal will be circulated to all members of the anthropology faculty for review and comment (an electronic version circulated by email is sufficient). Faculty members may pass their questions and

comments to any member of the student's thesis committee and/or may be present at the proposal defense themselves. The student in consultation with their committee members will arrange the time and place of the thesis proposal defense.
At the conclusion of a successful thesis proposal defense, the student should submit Form 8 "Proposed Research" to the departmental Graduate Office. The form should be signed by all committee members and have a copy of the thesis proposal attached.

5.1.2 Master of Science (MS) in Geography

Summary of Geography Master's Course Requirements

1. GEOG 7901 Introduction to Graduate Study
2. GEOG 7902 Research Methods in Geography
3. 12 hours of 4000-level or above courses
4. 9 hours (two courses) of 7000-level courses (exclusive of 7901 and 7902)
5. 6 hours of thesis research (GEOG 8000)

Course Requirements for the Master of Science (MS) in Geography: A Master of Science (MS) degree is offered in geography. Students in all concentrations of Geography including cultural, economic, urban, historical geography, physical geography and GIS/mapping sciences enroll in the MS degree program. A proposed and defended thesis is required for completion of the MS program.

The master's degree provides the student with a broad knowledge of the history, theory, content, and techniques of geography. Such knowledge may be obtained by enrollment in specific courses or through independent study, either at LSU or at some other institution.

General Requirements: A minimum of 30 semester hours is required for the master's degree, of which 6 are thesis hours (GEOG 8000). The student may enroll for thesis credit beyond the 6 hours needed, but only 6 hours will count toward the 30 hours needed for the degree. The remaining 24 hours must include at least 12 hours (4 courses) at the 7000 level (exclusive of the core course GEOG 7901). GEOG 7902 (core course) and either one 7000-level reading course or GEOG 7935 (Quantitative Methods) may be applied to this 9-hour requirement. Of those 12 hours at least 6 hours (2 courses) must be earned under two different faculty members in the department and include at least one seminar other than GEOG 7902. Upon entering the graduate program, all master's students will enroll in GEOG 7901 (1 credit) and GEOG 7902 (3 credits) the *first semester they are offered*. These two courses are required of all master's students.

In addition to these courses, students are highly encouraged, but not required, to complete a language course if they plan to work in a country (or region) where English is not the native or primary language. Students conducting international research should discuss their language study with their advisor.

At the end of their first semester in the program, students will complete the departmental "Program of Study for Geography Masters" form (Form 7) and have it signed by their major professor, committee members, and the department chair.

During the first year, toward the end of the second semester, the student should present his or her thesis committee (the major professor and two additional faculty members) with a thesis proposal. Following approval of the thesis proposal by the committee, the student spends the summer of the first year collecting data for the thesis. Note: A copy of the thesis proposal should be on file in the graduate office (Form 8).

The Department faculty believes that it is critical that all students are conversant in the history of their discipline and students are strongly encouraged to take GEOG 4090 History of Geography. It is critical also, that students are able and conversant in methods and appropriate techniques in order to undertake their research. Students are therefore strongly encouraged to take GEOG 4048 Methods of Spatial Analysis, GEOG 7935 - Quantitative Methods for Geographical Analysis, GEOG 7936 - Advanced Qualitative Research Methods, or other similar courses approved by their advisor and committee.

Research with Human Subjects: Any research that may or does require the use of, or interaction with, human subjects requires approval or exemption by the Institutional Review Board (IRB). Strict federal regulations and LSU policy govern the use of human subjects to protect their welfare, ensure their safety, and to ensure their documented informed consent is obtained.

All projects that use human subjects (including use of data or material from living individuals) in ALL research or experiments, OR as the object of projects or surveys, especially if they may result in publication in any form (including evaluative projects) must be approved or exempted in advance by the LSU Institutional Review Board (IRB).

Human subject welfare oversight is managed by IRB Chair Dennis Landlin (130 David Boyd Hall, irb@lsu.edu, 578-8692). An application forms package may be downloaded here. Further guidance is available there.

All Graduate students should plan to take the free, on-line web-based training course in research on human subjects. This course satisfies the NIH human subjects training requirement for obtaining Federal Funds. You will have the option of printing a certificate of completion from your computer upon completing the course.

5.2 Doctoral (PhD) Program in Geography & Anthropology

Summary of Doctoral Program Requirements

The PhD in Geography & Anthropology offers two concentrations in Geography and Anthropology, respectively. Both PhD curricula involve a total of 30 hours beyond the master's degree (at least half at 7000-level+) including:

1. GEOG/ANTH 7901 Introduction to Graduate Study
2. GEOG/ANTH 7902 Research Methods in Geography
3. Selection of a Concentration in Geography or Anthropology
4. 6 hours of 7000-level courses (excluding 7901 and 7902) including at least one seminar in the specified Concentration
5. External minor or 9 hours in approved cognate fields (including one 7000-level course)
6. 3 additional hours of 4000 or 7000 coursework
7. 9 hours dissertation research (GEOG or ANTH 9000 depending on concentration)

Course Requirements for the PhD in Geography & Anthropology: The Doctor of Philosophy (PhD) is the highest degree offered at LSU. It recognizes and demands mastery of one or more subfields of the discipline. Doctoral students go far beyond the level required for lesser degrees, and their work is expected to be of such quality that it could grace the pages of scholarly books and journals. Although doctoral students are expected to exhibit the intellectual breadth required of an academic position, the PhD is primarily a research degree, and doctoral students should expect to spend little time sitting in undergraduate lecture courses in geography or anthropology, save those needed to remedy deficiencies.

Qualifications for Doctoral Work: Students entering the doctoral program are expected to have earned a master's degree, either at LSU or elsewhere. Those entering graduate school at LSU from the bachelor's level will enter either the MA or the MS program and complete the requirements for a master's before being permitted to go into the doctoral program.

General Requirements: The doctorate requires a minimum of 30 hours beyond the master's degree or a total of 60 hours beyond the bachelor's degree. At least half of the hours beyond the master's must be at the 7000 level or above. Included in the 7000+ level requirements are at least 9 hours of dissertation credit (GEOG/ANTH 9000), GEOG/ANTH 7902, a seminar, and three additional hours of 7000-level credit. Work at the 7000+ level must be earned in courses and/or seminars under two different faculty members of the department. It is strongly recommended, however, that doctoral students enroll in as many seminars as possible. Upon entering the graduate

program, all doctoral students will enroll in GEOG/ANTH 7901 (1 credit) and 7902 (3 credits) *the first semester they are offered.* These two courses are required of all doctoral students. A minor or work in cognate fields is required (see below).

Students are highly encouraged, but not required, to complete a language course if they plan to work in a country (or region) where English is not the native or primary language. Students conducting international research should discuss their language study with their advisor.

Research with Human Subjects: Any research that may or does require the use of, or interaction with, human subjects requires approval or exemption by the Institutional Review Board (IRB). Strict federal regulations and LSU policy govern the use of human subjects to protect their welfare, ensure their safety, and to ensure their documented informed consent is obtained.

All projects that use human subjects (including use of data or material from living individuals) in ALL research or experiments, OR as the object of projects or surveys, especially if they may result in publication in any form (including evaluative projects) must be approved or exempted in advance by the LSU Institutional Review Board (IRB).

Human subject welfare oversight is managed by IRB Chair Dennis Landin (130 David Boyd Hall, irb@lsu.edu, 578-8692). An application forms package may be downloaded here. Further guidance is available there.

All Graduate students should plan to take the free, on-line web-based training course in research on human subjects. This course satisfies the NIH human subjects training requirement for obtaining Federal Funds. You will have the option of printing a certificate of completion from your computer upon completing the course.

Steps Toward a Doctoral Degree: Assuming that the student enters the doctoral program with a master's degree (and that the student has a reading knowledge in at least one foreign language or competence in statistics if required by advisor and committee), that student should be able to finish the doctorate in four years or less. Upon arrival, each student should meet with his/her preliminary advisor who will be assigned by the graduate director. This advisor will assist each student in developing a program of study and choosing an advisory committee. Of course, students may select a new advisor, or new members of the preliminary committee, if changing interests require this. Students can complete their course work (excluding dissertation research hours) in three semesters of full-time enrollment.

Students must submit Forms 11a and b, "Program of Study for the PhD" and "Program of Study for the Doctoral Degree," to the department and Graduate School (with a copy for the graduate office), respectively, by the end of their first semester if they already have a master's degree or their second semester if they do not have a master's degree. Students should be aware of deadlines imposed by the Graduate School each semester for filing the program of study and other forms. PhD students are required to maintain continuous registration (fall and spring semesters) in order to continue graduate status. Exceptions are made in the cases of field work away from campus; however, these must be authorized.

It is expected that the student should finish course work within the first two years of study. Once these requirements have been met, the student will take the general examination. To take the general exam, students must satisfy course work and other requirements, have prepared a dissertation proposal, and submitted Form 12, "Request for Doctoral General Exam," to the department and the Graduate School (with a copy to the graduate office) three weeks prior to the exam. The third or following year, the student is frequently in the field investigating physical processes or cultural patterns that will constitute a dissertation. During the following or fourth year, the student should be able to write the dissertation and graduate.

The Dissertation Proposal and the General Examination: A dissertation proposal describing the intended research should be provided to each committee member at least three weeks before the general examination. The general includes a written and an oral exam. These may be taken at any time during the academic year provided that at least one year has elapsed after the submission of Form 11b "Program of Study for the Doctoral Degree," to the Graduate School. The general exam is taken only after the student has satisfied the course requirements listed in the program of study, including the minor or courses in cognate fields, and all required courses and 7000-level seminars. Exceptions to these conditions require a formal petition to and approval by the graduate director. Advancement to candidacy (All But Dissertation or ABD) is contingent on satisfactory performance on the general exam.

The written portion of the general examination includes essays set by the various members of the student's committee. The exam evaluates the candidate's knowledge in the subjects elected for intense study and one's preparation for undertaking the dissertation. Students should meet with their advisors and committee members the semester prior to taking the general exam, to determine the format to be followed, and then consult with the committee members to obtain a list of suggested readings. Traditionally, the exam has consisted of a four-hour written exam from each committee member, although other formats are allowed based on the committee members' expectations. The oral may be an in-depth evaluation of the written exam and/or the dissertation proposal.

The Goals of the General Examination: The general examination focuses first on the student's command of literature in their subfield and selected cognates and second on the rigor and clarity of their doctoral research proposal. More specifically, the written portion of this examination accents knowledge of the literature in the subfield and cognates; the orals accent the proposal itself. To be sure, we expect all of our students to be familiar with the core issues and literatures of geography and anthropology, *but, at the level of the general examination, we do not expect a rehearsal of geographical/anthropological knowledge at large nor in subfields several steps removed from their research program.*

The Dissertation Committee, the Proposal, and the Dissertation: Formulating a dissertation topic and choosing the committee members is the student's responsibility, but care should be taken to ensure that the student's research interests, the dissertation topic, and the committee member's professional expertise are consonant. Moreover, the full expertise of the faculty should be considered in committee formulation. The dissertation is a monograph or a collation of article-like papers with an introduction and conclusion that typically reports on original research undertaken by the student during one's tenure in the program (although research carried out prior to joining LSU and/or one of the G&A graduate programs can also be considered and included). PhD students should consult the LSU dissertation guidelines in order to understand how to appropriately use published and other copyrighted materials, as well as fruits of collaborative research. For the use of published research materials, students must obtain departmental approval, be principal author on the publication, obtain permission from the journal to use the published materials (the letters requesting and granting permission must appear in the appendix of your dissertation), and a statement must appear in your dissertation acknowledging the use of published materials. If your thesis or dissertation contains material of your own that is part of a larger collaborative project, you must be able to identify one aspect of that project as your own and demonstrate your original contribution. An easy way to do so is to be the sole author on your dissertation and its components. All collaborators and/or co-authors on publications (already published or projected) can be acknowledged in an endnote. In any case, it is the responsibility of your major professor and advisory committee to ensure that the thesis or dissertation represents your original, individual effort. All the necessary guidelines can be found on the Graduate School website.

The dissertation represents a major research effort on the part of the student, thus it is expected to exhibit clear and precise thought in its planning, execution, and presentation. It is to be formulated and carried out under the supervision of a dissertation committee consisting of at least four faculty members: two from the department, one of whom serves as the chair of the committee and as the student's major professor or advisor. The Graduate School assigns a Dean's Representative. The committee members must be members of the graduate faculty; at least two must be full members of the graduate faculty; at least one must be a full member of the graduate faculty from the department; and, in the event of an external minor, one member from the minor department. *The advisory committee must be approved by the graduate director and the department chair* (Form 3). Changes in the student's committee, major professor, or proposal which are made after being admitted to candidacy require the candidate to submit Form 14. A copy of this form may be found at the end of the manual.

Prior to beginning the dissertation research, the student must prepare a dissertation proposal that describes the intended research. Originating under the close supervision of the student's major professor, it must be approved by all members of the dissertation committee and a copy filed in the departmental office.

An examination on the dissertation typically occurs during the student's last semester in the program; however, *no defenses will be scheduled during the summer*. Copies of the dissertation, in legible condition and containing all maps, graphs, and tables, must be provided to the advisor and committee members at least three weeks before the scheduled exam. The dissertation examination consists of two parts: (1) a 45-minute oral public presentation of the dissertation followed by (2) a closed examination by the student's committee. *Prior to the scheduling of the exam*, the student must file Form 12, "Request for Doctoral General or Final Examination" with the Graduate School and provide a photocopy to the graduate office.

Upon completion of the dissertation, students need to uploade their work through the LSU ETD system. Also, one copy (unbound) should be deposited with the department chair to be bound and placed in the Founders' Room, and one copy should be given to the student's advisor. Students should also provide committee members with copies upon request.

External Minor or Cognate Field: Departmental policy requires either an external minor or nine hours in approved cognate courses for the completion of the doctoral degree. The cognate courses or minor must be listed on the student's program of study. Requirements for a graduate minor are determined by the department issuing the minor (for example History, French Studies, Geology) and not by Geography & Anthropology. Students pursuing an external minor must have one member from the minor department on their committee. Geography PhD students may pursue a minor in Anthropology and vice versa.

The cognate field requirement is composed of a suite of courses – nine hours in cognate fields outside of the concentration – of which at least three credit hours should be in an upper-level seminar (usually 7000-level). The courses *need not* be within a single discipline. The development of the cognate field may be quite flexible, and the specific suite of courses is developed by the student in consultation with the major professor and advisory committee. The cognate field may include traditional disciplines and emerging interdisciplinary fields, including, for example Oceanography, Geology, History, Atlantic Studies, Disaster Science & Management (DSM), Anthropology, Women's & Gender Studies, and Performance Studies.

5.3 Graduate Certificate in Climatology & Climate Change

The Graduate Certificate in Climatology & Climate Change program trains both traditional and non-traditional students. It enhances opportunities in industry, local, state, and federal government, laboratories, academia, and entrepreneurship by

providing you with an interdisciplinary education focused on climate science and climate communication and policy.

The Climatology & Climate Change Certificate is a 12 credit hour stand-alone certificate with courses offered in the Departments of Geography & Anthropology, Agricultural Economics, Manship School of Mass Communication, School of the Coast & Environment, and the LSU Law School. Students must complete at least two courses from a climate science module (6 credit hours) and two courses from a climate communications and policy module (6 credit hours) for a combined total of 12 credit hours. The course breakdown is as follows (3 credit hours for each course):

Climate Science: Choose any 2 for 6 hours
GEOG 4013: Meteorology
GEOG 4014: Climatology
GEOG 4015: Physical Climatology
GEOG 4016: Methods of Climatological Analysis
GEOG 4018: Geographical Hydrology
GEOG 4221: Tropical Atmosphere
GEOG 4083: Environmental Change of Ice Ages
GEOG 7917: Climatology of Extreme Events
OCS 7129: Global Climate Change & Wetlands

Climate Communication, Human-Dimensions, and Policy: Choose any 2 for a total of 6 hours
AGEC 7513: Dynamics in Natural Resource Economics
AGEC 7523: Nonmarket Valuation Methods in Agriculture & Nat Res
ANTH 4997: Environmental Anthropology
ARCH 4041: Issues in Sustainability
CMST 4160: Persuasive Communication on Climate
ENVS 4261: Energy & the Environment
ENVS 4600: Global Environmental Change: Past, Present, and Future
ENVS 7047: Environmental Economics & Policy
GEOG 4070 Environmental Conservation
GEOG 4080 Historical Geography
GEOG 4997: Global Change
LAW 5337: Law of Coastal Adaptation & Global Warming
LAW 5414: Climate Change Law
MC 7040: Crisis Communication
MC 7015: Mass Communication & Society
RNR 4107: Human Dimensions in Natural Resources

5.4 Graduate Certificate in Geographic Information Science (GISc)

The Graduate Certificate in Geographic Information Science at LSU is a 12 credit hour stand-alone certificate with courses offered in the Department of Geography & Anthropology, College of Art & Design, Department of Economics, School of the Coast & Environment, Department of Civil & Environmental Engineering, and Department of Computer Science.

Current LSU graduate students in any department can take the required courses to attain the certificate, and non-students wishing to begin the GIS certificate program can apply to the LSU Graduate School as a non-degree seeking applicant, which exempts them from certain requirements, such as taking the GRE. Anyone seeking the GIS certificate should first contact the office administrator for the graduate study programs in the Department of Geography & Anthropology.

Students must complete at least one method, theory, and applied topics course, for a combined total of 12 credit hours (though some courses may be listed under more than one category, they may only be used to fill one requirement). Elective courses allow students to choose a focus within the certificate. For example, a returning professional with an interest in sustainability studies could take Environmental Economics & Policy, and Design of Environmental Management Systems as electives. Each department will offer at least one elective course per semester. The course breakdown is as follows (3 credit hours for each):

Theory (3-6 hours)
ARCH 4041 Issues in Sustainability
ARCH 4700 Research Methods
DSM 4013 Disaster Anthropology
GEOG 4044 Computer Cartography

GEOG 4045 Environmental Remote Sensing
ECON 4320 Environmental Economics
ECON 7320 Seminar in Environmental & Resource Economics*
ENVS 7047 Environmental Economics & Policy
LA 4102 Critical Cartographies* (Note: also listed under "Method")

Method (3-6 hours)
GEOG 4047 Geographic Information Systems
GEOG 4048 Methods of Spatial Analysis
GEOG 7973 Advanced Geographic Information Systems*
LA 4102 Critical Cartographies*
LA 7102 Graduate Landscape Representation II*

Application (3-6 hours)
ARCH 4993 Advanced Computer Aided Architectural Graphics
CSC 4356 Interactive Computer Graphics*
CSC 7443 Scientific Information Visualization*
ENVS 4149 Design of Environmental Management System
ENVS 4900 Watershed Hydrology*
GEOG 4020 Aerial Photo Interpretation & Image Processing
GEOG 4046 Web GIS
GEOG 7945 Socio-economic Applications of GIS*
LA 7103 Advanced Digital Representation
LA 4504 Advanced Elective in Landscape Architecture
OCS 4410 Ecosystem Modeling & Analysis*
[*course requires a pre-requisite or instructor approval]

Who should consider applying?
Graduate students who already have or are pursuing a graduate degree in another discipline, but have a need to develop specific geospatial skills to apply to their primary discipline.

Professionals whose responsibilities include spatial analysis, but have never had any training in this area.

People considering a graduate degree in this area, but do not have the time to complete a full degree program
Entrepreneurs who want to learn how to use the power of geospatial technologies to benefit their endeavors

Professionals with experience in geospatial technologies that would like to refine their skills.

5.5 Concentrations in Mapping Sciences in the Geography Graduate Programs
The Department of Geography & Anthropology offers an internal Departmental mapping sciences concentration *within the MS and PhD degree programs of geography*. This concentration includes the subfields of cartography, remote sensing, and Geographic Information Systems (GIS). Students working toward MS and PhD degrees in geography and anthropology may elect to concentrate in mapping sciences as well as in the traditional concentrations in human geography and physical geography.

The subfields of cartography, remote sensing, and geographic information systems have experienced explosive growth, partly due to new computer technologies. Increasing demand for trained personnel in these subfields is evident in academia, governmental agencies, and the private sector. Research opportunities and funding in these fields are also increasing. The Department of Geography & Anthropology at LSU is committed to excellence in research and instruction and has responded to the growth of the discipline by offering courses and recruiting faculty in these fields.

MS in Geography with a Concentration in Mapping Sciences: Students concentrating in mapping sciences must meet the requirements established by the Department of Geography & Anthropology and the Graduate School. Students in this concentration must also complete GEOG 7935 and at least three of the four concentration core courses – GEOG 4040, 4044, 4045, 4047. Because of the nature of this concentration, it is required that students have a working knowledge of computer programming, mathematics, and

statistics. If a student has had prior course work in statistics and other required courses, the student may be allowed to waive those courses. Arrangement may be made upon the recommendation of the instructors of these courses and the student's committee.

For a list of suggested course sequences, see the faculty advisor for mapping sciences.

PhD in Geography & Anthropology (Geography Concentration) with a Concentration in Mapping Sciences: Students enrolled in the PhD program may concentrate in mapping sciences. Students concentrating in mapping sciences are required to complete GEOG 7935 and at least three of the four core courses – GEOG 4040, 4044, 4045, 4047. Because of the nature of this specialization, it is required that the student have a working knowledge of statistics and computer programming. We also strongly recommend that the student take related courses outside the department depending on interest, such as courses in computer graphics, and numerical analysis from the Department of Computer Science, and courses on image processing and expert systems from the College of Engineering.

For a list of suggested course sequences, see the faculty advisor for mapping sciences.

5.6 Minor in Geography or Anthropology

Students selecting a graduate minor in geography or anthropology are required to complete 12 hours of course work in the respective programs, at least three hours of which must be in 7000-level seminars.

6-Policies & Guidelines for Graduate Students

The Department of Geography & Anthropology has long enjoyed a reputation of scholarly and instructional excellence. These guidelines are designed to assist you in achieving the excellence we expect of incipient professionals in geography and anthropology.

Graduate students must assume full responsibility for knowledge of rules and regulations of the Graduate School and departmental requirements concerning their individual degree programs. Since requirements and programs are subject to change, students should at all times be aware of *current* regulations.

6.1 General Graduate Program Policies

Graduate students represent the department. We expect that you will be professional in appearance, manner, correspondence, and public presentation.

Instructing undergraduates at LSU is one of our primary missions. We urge that you assist them with good cheer and respect.

Professionals in geography and anthropology nurture the following characteristics: punctuality, efficiency, and clarity. Accordingly, we *discourage incomplete grades in courses, sloppy work and work-habits, and disorganized research and instructional presentation.*

We urge all incoming students to become involved in the Geography & Anthropology Society (GAS) – the department's organization of graduate students and faculty.

Friday Forum, a series of scholarly public lectures, is an integral part of the department's scholarly life. They are customarily held on Friday afternoons, and *all graduate students are expected to attend these lectures*. Attendance is compulsory for graduate assistants.

All students presenting papers at professional conferences *are required to participate in a departmental paper practice session* organized for that conference. All graduate students and fellowship assistants are expected to participate in these practice sessions, listening to other students' papers and providing critique where appropriate as part of their duties.

Graduate teaching assistants should familiarize themselves with all LSU and departmental procedures pertaining to instructional responsibilities. Advanced doctoral students on assistantships often have the opportunity to teach introductory courses.

Advanced masters and doctoral graduate students are often invited to make scholarly presentations to incoming students. These presentations highlight research design, preliminary data analysis, and provisional conclusions.

At the beginning of each semester, all graduate students must complete Forms 1 and 1a. Please give these to the graduate coordinator during the first week of classes.

All graduate students must complete an annual evaluation form on their research and communications activities during the preceding year. These are due *on or before February 1* of each year. Graduate assistant awards will be based, in part, upon these reports. (For further explanation of the annual report, see Form 2 in the Required Forms section of this manual).

Graduate examinations and credentials checks. Prior to signing the Graduate School forms requesting master's final, doctoral general, and doctoral final examinations, the chair requires the departmental graduate office to perform a credentials check. You must provide enough lead-time for the credentials check (one (1) week). *The chair will not sign off until these checks are complete.* A copy is retained in your file. This is especially important, since the Graduate School will contact the graduate director concerning any questions or problems with the content of the form. If our graduate office isn't given a copy of the form, resolution of any problems will be delayed and it could affect your graduation date.

6.2 Procedures for the Use of Departmental Services

Mail: Incoming mail is delivered to the department. Faculty and graduate student mail slots are located in the department's Culture Hearth (239 Howe-Russell-Kniffen Geoscience Complex). Outgoing *stamped* mail may be deposited in room E235. Approval is required by the chair for outgoing mail sent via the department.

Messages: Phone messages received by the departmental office staff will be placed in your mailbox.

Phone usage: The main office phone is not available for student use. Fax facilities are available in the main office, but only with chair approval and reimbursement of costs.

Photocopying: The department office copier is located in 232 Howe-Russell-Kniffen Geoscience Complex. Graduate students normally may ***not*** use the office copier for their course work or for personal purposes.

Authorized Copying by Graduate Students: To use the department copier, an authorized code number is required; the code allows variable copies and it may be renewed. If you are authorized to use the copier, obtain the appropriate code from the administrative coordinator in the main office. When using the copier, ask for office assistance in reloading paper or if a breakdown occurs. Use of departmental copying services by graduate students is authorized for:

- Graduate assistants teaching a course.
- Graduate assistants doing authorized copying for a faculty member.
- A graduate student with a code number assigned to his/her own grant.
- Special one-time requests approved by the chair.

Authorized Copy Submission and Turnaround: If you have been authorized to copy, see the main office for a current copy code. On submitting copy requests for tests, please fill out a work order and attach it to the documents. Allow sufficient lead time. Under normal circumstances, main office jobs will be returned within three days.

Online Registration: All LSU students are responsible for registering using myLSU. Independent reading and research courses, thesis and dissertation hours, and courses needing special departmental approval must be cleared through the department and the instructor you plan to work with. *Students registering for independent study or research courses must fill out the departmental form and return it to Lauren Evans. Failure to do so will result in the cancellation of your registration for these courses.*

Travel: When traveling with state, LSU, department, or research grant funds, certain procedures are necessary. Proper procedure is even more important if you expect reimbursement for all or part of your travel costs. Always find out in advance what is necessary concerning authorization, receipts, and reimbursement. You should consult with the graduate secreterary on these matters several weeks prior to intended travel.

Graduate students delivering research papers at professional meetings are eligible for travel grant support by applying for the Graduate Students Travel Award. Please refer to the Graduate School website for details on the application process and eligibility.

All LSU travel must be authorized in advance: "Request for Authorization to Travel" forms are available in the main office and can be downloaded here.

With rare exceptions, all arrangements for transportation and accommodations on state funds *must* be made through the travel agency contracted by LSU. Reimbursement for transportation and lodging arranged on your own, without going through the contracted travel agency, will *not* be authorized. See Erika for specifics on this regulation.

It is extremely important that you keep good travel records and *save your receipts* if you are expecting reimbursement. A "Travel Expense Voucher" form with receipts must be submitted within 10 days of your return from your trip. This form and a copy of the current reimbursement rates may be obtained from the graduate office administrative coordinator. It is a good idea to make a copy of your receipts before you turn them in since they will not be returned by the LSU Office of Accounting Services.

LSU-supplied cash advances for travel are generally *not* available. See the chair for assistance if this regulation prevents you from attending a conference or taking a necessary trip.

On a department-sponsored trip or field expedition, the faculty member in charge will probably take care of most of the above regulations, however, in any travel situation, *always find out in advance* what responsibilities are entailed concerning authorization, receipts, and

6.3 Procedures Related to Departmental Space

The *Culture Hearth* is a public space made available for all geographers and anthropologists. Located in 239 Howe-Russell-Kniffen Geoscience Complex (behind the faculty mailboxes), the Culture Hearth houses graduate student mail boxes, binders with jobs in geography and anthropology, various reading and reference materials, and a microwave for general use.

Space Assignments: Graduate student space assignments are made prior to each semester by the chair and the Graduate Director. Problems pertaining to an assignment should be reported to the Graduate Director. Graduate student office or desk space is extremely limited and is allocated on the basis of the following priorities:

(a) Instructors or graduate students with assistantships who are totally responsible for teaching a course.
(b) Graduate students with departmental teaching assistantships.
(c) Graduate students with assistantships who are assigned to specific research labs or departmental units (e.g., Computer Mapping Sciences, State Climate Office)
(d) All other graduate students with departmental assistantships.
(e) Research assistants not on the department's budget.

Keys and Security: Office and building entrance keys are available through Lauren Evans in the main office. Students receiving keys to department space must pay a deposit of $15 per key.

If accidentally locked out of your office during the day, see Lauren Evans or someone in the main office for temporary loan of a duplicate key. If you are locked out after office hours, call Campus Police (578-3231). *Due to our large inventory of*

sophisticated equipment, security is a matter of great concern. Please make sure the outside doors are securely locked on entering and leaving beyond normal working hours.

At the end of the semester, please clean out your office. If you are not eligible for departmental space the following semester, then be sure to turn in any keys that are no longer applicable. In addition, be sure to turn in *all* of your keys when you graduate. Your deposit will be returned only when your keys are returned to the main office.

Other Safety Concerns. Do not leave valuables unattended, especially in the library or in plain sight in your car. Thefts in the library and in parking lots are fairly common. Occasionally, a run of thefts occurs in unlocked offices and classrooms in the Howe-Russell-Kniffen Geoscience Complex; so don't leave backpacks, purses, calculators, etc. unattended.

All students should be on guard when you are in a campus building alone or on campus at night. Campus Transit will help you get to your car or residence hall (on campus only) after dark. For more information on this service, call 578-5555.

Physical Plant: Public spaces in the department should make a crisp and professional appearance. Faculty and students are urged to report physical plant problems to the chair who will bring them to the attention of the building coordinator. Some examples of these problems are painting, vandalism, trashy halls and unkempt bathrooms (we can all help here), inclement room temperatures, empty or dated exhibits and bulletin boards, etc.

Bulletin Boards and Exhibit Cases: These media are among the most vital for communicating with students and promoting department programs and activities. All display materials and requests for display should be directed to Lauren Evans in the main office.

6.4 Procedures for the Use of Specific Departmental Units and Equipment

Computer Mapping Sciences Laboratory (229 Howe-Russell-Kniffen Geoscience Complex). Graduate students are encouraged to use word processing and statistical software located in the CMS Lab for research and course work. You are responsible for your own training on the various software packages, but a lab assistant is on duty during operating hours to answer questions. CMS also has a library of quick guides for various software packages. You should reserve a time slot *in advance* to work on a specific computer. Sign-up sheets are located on a bulletin board just inside the door. You must provide your own storage device (e.g. flash drive or external hard drive) for file storage. The department absorbs the costs of computers, software, printers, toner, and paper; making multiple copies of your papers or other writing is strictly prohibited, however. Do not abuse this privilege. Operating hours are posted on the CMS Lab door. Additional guidelines for CMS usage will be posted in the lab.

Other departmental laboratories: See the faculty member in charge of the lab for permission to use the facility.

Equipment: A variety of field and research equipment is housed in the department. Permission to sign out or use various items must be arranged with the faculty member in charge of each piece of equipment.

6.5 Instructional Responsibilities for Graduate Teaching Assistants

It is LSU and departmental policy that all graduate assistants who instruct regular classes (including those who are ABD or on an assistantship) will have a regular faculty member designated as his/her supervisor and will receive "in-service" training appropriate to the conduct of a particular course. In addition, the department will maintain a regular evaluation procedure for that instructor. International students whose native language is not English may not be assigned duties requiring proficiency in spoken English until proficiency has been certified. Certification must be obtained through the *English as a Second Language Program* in the Department of English.

All teaching assistants and graduate instructors should be familiar with LSU Policy Statement 85 (PS-85)!

The following list enumerates expected instructional practice in the department:

Syllabus: To be handed out on the first meeting of each course; a copy should be placed in the department's master file in the main office. The syllabus should contain course outline, textbooks, course requirements (evaluation, papers, etc.), and faculty and GA office hours.

Office Hours: A minimum of two scheduled hours per week (list on syllabus) and TBA are required for office hours. Please be available when you have so indicated.

Class Assignments: Grading should be performed soon after students turn in an assignment. If we expect punctuality by students, they have a right to expect prompt reporting of our evaluations. Keep one copy of all handout materials (including tests) in your files.

Instructor Attendance: Instructors should meet all classes. In cases in which the instructor has an excused absence (e.g., illness or professional conference), he/she should notify the chair of the absence and indicate how the class(es) will be covered.

Audiovisual Materials and Equipment: Many rooms are equipped with digital projectors and screens. Other specialized equipment and materials may be ordered from the university provided sufficient lead time. AV assistance is available in the department's graduate office. A video projector, wall maps, globes, and other geographical materials are available in the CIC (map library) on the third floor.

Recruitment: Instructors and Graduate Assistants should make an effort to encourage the best undergraduates to major in geography or anthropology. A kind word, an invitation to GAS and the department events, and the like will earn dividends in attracting good students into the department. Additionally, an undergraduate geography club, Geography & Anthropology Undergraduate Society (GAUS), has been established by Jill Trepanier.

Grades: Grades must be turned in complete and on time. Grade sheets be must submitted online through myLSU.

Test Grading: Scantron grading is available in the department. See the main office for details. Undergraduate students should purchase appropriate test forms at the LSU Book Store.

Student Evaluations: All courses must be evaluated by students near the end of the semester. Please check on procedures with the main office.

End of Semester Responsibilities: Before leaving LSU, all instructors must leave their grade books and a phone number where they may be reached with the main office.

Miscellaneous: Extraordinary issues, especially matters of plagiarism, academic dishnoesty, and harassment should be immediately reported to the chair.

6.6 Faculty-Graduate Student Matters

Graduate Assistant (GAs) Assignments are made by the graduate director and chair. GAs should report to their assignment at the start of every semester. At the end of the semester, GAs are required to remain on duty through final examinations and until final grades are submitted.

Graduate Student Files: Files are housed in the graduate office and are, in some part, confidential. Although all contents may not be seen by graduate students, students are responsible for keeping their graduate files current. Each student should provide the graduate office with the following information:

- A current curriculum vitae
- A one-page stat sheet indicating name, address, phone number, research and teaching interests,

specialized skills, and teaching and work experience (Form 1 and Form 1a)
• A photocopy of all forms filed with the graduate school
• A photograph
• Annual reports

Annual Reports. All graduate students must complete an annual graduate student evaluation form summarizing research and communications efforts during the preceding year (see required Form 2). In addition, Form 1a should be filed each semester.

7-Assistantships, Fellowships, Grants, & Awards

7.1 Departmental Assistantships, Duties & Tenure

The department awards assistantships on the basis of academic qualifications. Funding is awarded based on the recommendations of the graduate committee chaired by the Graduate Advisor. Awards are based upon multiple criteria including, but not limited to, scores on the Graduate Record Examination (GRE), academic performances, letters of recommendation, graduate student evaluations, awards or recognition for academic achievement, student evaluations of teaching, previous performance as a graduate assistant, and time in program. International students whose native language is not English must have a Test of English as a Foreign Language (TOEFL) score of 575 (on the paper based exam) to be considered for an assistantship. The final decision on awarding assistantships rests with the chair of the department. Assistantship duties may range from teaching to laboratory assistance to research. Assistantship duties are determined first by the chair and graduate director and then by the faculty member to whom the assistant is assigned. Having an assistantship reflects superior academic achievement. Therefore, when a student performs in a superior manner, the student can expect the assistantship to be renewed in the master's program for one additional year making a total of two years, and in the doctoral program for two additional years making a total of three years. Renewal of the assistantship, however, is *not* automatic, and each assistantship is reviewed by the graduate committee. Occasionally, under rare circumstances, an assistantship is offered beyond these time limits. Students holding assistantships who are planning to carry out thesis or dissertation fieldwork may not retain their assistantships during the semester they are in the field, but they are eligible to regain their assistantships when they return, to be granted on a case-by-case basis. Please note that determination of years of funding for graduate assistants is based on time of entry into the program and not on the number of years of departmental support.

All graduate assistants should be familiar with LSU Policy Statement 21 (PS-21)!

Graduate assistants are expected to report to work prior to the beginning of each semester. They should report to the graduate office administrative coordinator. Graduate assistantship duties extend through the end of finals week in each semester of employment.

Every effort will be made to assign graduate assistants to professors whose work is in an area related to the assistant's research direction. However, this will not always be possible, and graduate assistants are urged to take advantage of their assignments to become more familiar with other aspects of the department.

The Graduate School requires annual review of all graduate students with assistantships or other university funding (grants, contracts, etc.); however, the department evaluates all graduate assistants at the end of each semester. Students must review and sign their evaluations.

7.2 Field & Research Awards

The department has a strong tradition of anthropological and geographical fieldwork. Most faculty members maintain active programs of fieldwork. The Robert C. West Field Research Fund and the Richard J. Russell Fund support students' field research on a competitive basis.

7.2.1 Robert C. West & Richard J. Russell Field Research Awards

In April 1981, the faculty in the Department of Geography & Anthropology at Louisiana State University established the Robert C. West Graduate Student Field Research Fund to support thesis and dissertation field research and to honor Boyd Professor Robert C. West. Awards also were established from the R.J. Russell Fund to honor Professor Russell. Over 200 awards, averaging $200-$600, have been granted to help defray travel and subsistence expenses only. Awards are competitive and based on availability of funds and quality of applications.

Masters' students often use Robert C. West or R. J. Russell funds for their thesis research. PhD students generally use the funds for exploratory or pilot research to help them develop a dissertation topic and leverage outside funding. MA students should consider additional funding opportunities such as Sigma Xi (LSU chapter and National). PhD students should consider NSF, Wenner-Gren Foundation for Anthropological Research, Fulbright, among others.

Deadlines: November 1 and April 1 (noon, CST, via online submission). The November 1 deadline is for research over the winter with report due the following April. The April 1 deadline is for work done over the summer, with a November 1 reporting deadline. Funds not expended by the reporting deadline must be returned.

Eligibility: Applicants must be currently registered Master's or PhD students in good standing in the Department of Geography & Anthropology at LSU and have their application approved by their advisor before submitting the application. Students may only receive one West/Russell award per graduate degree.

Application Requirements: The student's advisor must review and approve the proposal before it is submitted. Funds are awarded for research specified in the proposal and may not be redirected for other research, without the signed approval of the Research and Scholarship Committee. On application, notice of approval, exemption or application to IRB if proposed research involves human subjects. Approval or exemption notice from IRB must be met *before* research. Funds may not be used to pay outstanding fees/charges to LSU (e.g., library fines, parking tickets).

Selection Process: The Research & Scholarship committee, including faculty members in Anthropology & Geography appointed by the Department Chair will review applications and make awards, generally within two weeks of the application deadlines. The committee will decide if awards are to be made from the Robert C. West or the R. J. Russell funds and will notify the departmental graduate office administrative coordinator to allocate the funds to awardees.

Criteria for Selection: Student proposals are judged on the basis of the following criteria, listed in order of importance: (1) the scientific merit or quality of the proposed project, (2) organization and thoughtfulness of the proposed project, (3) appropriateness and feasibility of the field work and plan of study, and (4) the student's background and qualifications.

Reporting Requirements: Award recipients are required to submit a brief report (500 words) summarizing their field research and describing how the funds were spent, along with photocopies of receipts. Deadlines for submission of the reports are April 1 and November 1 for projects funded in the fall and spring semesters, respectively. Recipients may also be asked to make a brief presentation (10-15 minutes) in the Department Friday Forum series.

Acknowledgement Requirements for Awards: Acknowledgement must be made in scholarly publications and presentations as well as graduate theses and dissertations from research supported by these awards. Required wording follows: "This research was funded in part by a Robert C. West (or R. J. Russell) Graduate Student Field Research Award from the Department of Geography & Anthropology at Louisiana State University."

Application Instructions: The proposal must include:
-Cover sheet
-Project description (including significance, methodology, and description of research; *max 500 words*)
-References cited (*max one page*)
-Budget sheet and budget justification
-C.V. (including name, contact information, education, publications and presentations at professional conferences, relevant skills, languages, experience, and professional service; *max two pages*)
-Approval of your advisor (indicated on the cover sheet)
-Submission of appendices, figures or other additional information will result in the proposal being declined
-The application must be submitted online

Students are encouraged to look into other sources of funding including: CPRA, DNR, GTU, Lambda Alpha, LA Sea Grant, LDEQ, NASA, NatGEO, NSF, NOAA, USEPA, Sigma Xi.

7.2.2 G&A Research Materials Award

The Department of Geography & Anthropology has a Research Materials Award fund to support non-travel expenses for dissertation and thesis research, including the purchase of items such as digital data, archival materials, technical equipment, laboratory services or supplies, and/or data processing. Generally, a total of $500-700 is available per semester for making the awards. Awards will be made according to the quality of the proposal and the amount of funding available.

Application deadlines: November 1 and April 1, noon CST.

Eligibility: All students currently enrolled in an LSU Geography & Anthropology graduate program. Only one Research Materials Award will be made per student per degree program (Master's/PhD).

How to Apply: Complete the Research Materials Application Form, and submit online.

Application Requirements: All items purchased with award monies become property of the department following completion of your degree.

Report deadline: Awardees are required to report on how the funds were used for research, in a 500-word report submitted online, along with a description of how the funds were spent (with photocopies of receipts). Reports for awards made November 1 are due April 1. Reports for awards made April 1 are due November 1. Students may also be required to present on their research related to the award at a department Friday Forum.

Fill out the application form and submit it on the application page.

8-Miscellaneous Information

8.1 Groups to Join

Here is a list of some professional groups you may want to join. Consult a professor in your area of interest about membership. Membership is highly recommended in either the AAA, AAG, SAA, SHA, or AAPA. And of course, don't forget to join the Geography & Anthropology Society (GAS), our own departmental club!

Professional Groups:
Agricultural History Society (AHS)
American Academy of Forensic Sciences (AAFS)
American Anthropological Association (AAA)
American Association of Physical Anthropologists (AAPA)
American Historical Association (AHA)
American Congress on Surveying & Mapping (ACSM)
American Geographical Society (AGS)
American Geophysical Union (AGU)
American Meteorological Society (AMS)
American Oriental Society (AOS)
American Quaternary Association (AMQUA)
American Society of Photogrammetry & Remote Sensing (ASPRS)
American Water Resources Association (AWRA)
Association of American Geographers (AAG)

Conference of Latin Americanist Geographers (CLAG)
Economic History Association (EHA)
Eastern Historical Geographers Association (EHGA)
Friends of the Pleistocene (FOP)
Geological Society of America (GSA)
International Conference of Historical Geographers (ICHG) formerly CUKANZUS
Linguistic Society of America (LSA)
Louisiana Archaeological Society (LAS)
Population Reference Bureau (PRB)
Society for Amazonian & Andean Studies (SAAS)
Society for American Archaeology (SAA)
Society for Historical Archaeology (SHA)
Social Science History Association (SSHA)
Soil Conservation Service of America (SCSA)
Southeastern Archaeological Conference (SEAC)
Southern Anthropological Society (SAS)
Southwestern Division of the AAG (SWAAG)
Urban History Association (UHA)
Lambda Alpha Anthropology Honor Society (Alpha LA)
Gamma Theta Upsilon Geography Honor Society (LSU Chapter)

8.2 Other Important Documentation
The *General Catalog*, from the LSU Bookstore and the *Graduate Bulletin*, from the Graduate School in David Boyd Hall.

The *Graduate Student Handbook* and *Graduate Student Calendar* from the Graduate School in David Boyd Hall.

Information sheets from the Middleton Library regarding the use of their collections and other services, such as online database searches and LOLA.

Free flyers about almost anything, usually on a table near the stairs on the second floor of the Union.

8.3 Finances
The Campus Federal Credit Union is open to university employees and graduate students. Many private banks are also located near campus.

If you are on assistantship and your fee slip is so marked, you can get a 10 percent discount on purchases at the LSU Bookstore (Barnes & Noble) when you show your ID and fee bill. Be alert when you register to be sure that your fee bill is marked correctly.

Many off-campus businesses give a discount to students, but they often do not advertise the fact. It doesn't hurt to ask. Most will ask to see your student ID.

Discount coupon books are usually given out at registration. They offer coupons good at businesses located near campus.

Information about applications for assistantships and scholarships can be obtained from the departmental graduate office administrative coordinator and from the LSU Graduate School. If you are planning to apply for an assistantship, make a point to find out the current departmental deadline for applications. (It is usually December 15th for assistantships awarded the following fall.) If you are not on an assistantship and need a part-time job, check with the Office of Student Aid & Scholarships in Himes Hall. This is also the place to apply for student loans.

If you are on assistantship, pay close attention to your tax status, especially with changing tax laws.

See your major advisor for suggestions on grant opportunities available for graduate students in your research field, e.g., Sigma Xi Grants-in-Aid of Research. Also don't forget the Robert C. West and Richard J. Russell Research Awards given by the department, or the GRADS Award available from the Graduate School.

8.4 Things to Do & Places to See
Visit the Information Booth at the State Capitol (225-342-7317) to get brochures on area attractions. Some of these, such as the plantation tours, may strike you as "touristy," but with your knowledge of geography and anthropology, you

may get a lot more out of the tour than the ordinary tourist.

There are several museums in the area. On campus – the Museum of Natural Science (225-578-2855) in 119 Foster Hall. The LSU Museum of Art (LSU MOA) is located downtown in the Shaw Center. Other attractions include the Rural Life Museum and Burden Gardens (766-8421) at the intersection of Essen Lane and I-10, and the Louisiana Arts and Science Center (LASC; 344-9463) at 100 River Road, which houses several museums and a planetarium. Another nearby museum, the Heritage Museum and Cultural Center, is located at 1606 Main Street in Baker; other museums may be found in New Orleans and Shreveport.

The Baton Rouge Zoo (775-3877) is located on Thomas Road in Baker and offers an outstanding zoological collection.

For those botanically inclined, there are two arboretums in the area. Cohn Arboretum (775-1006) at 12056 Foster Road in Baker is just down the street from the zoo and sits on 16 shaded acres. LSU's Hilltop Arboretum (766-3405) is a few miles south of campus at 11855 Highland Road on a 12-acre site. The Bluebonnet Swamp is part is also nearby and worth of walk through.

There are many festivals in Louisiana (year-round). Almost every town or community has one, emphasizing its local specialty – usually a food, craft, music, or ethnic heritage. One of the favorites is the "Festival Acadiens et Créoles" in Lafayette, only 50 miles away. Also in Lafayette, the "Festival International de Louisiane" is a fantastic event with music from around the Francophonie, food, arts, and more.

The Rougarou Festival in Houma every late October. A "Rougarou" (from the French "loup-garou") is a werewolf-like supernatural being from Cajun folk tales. The Rougarou fest is reknown for its costume contest!

Mardi Gras! – needs no explanation (and not just in New Orleans). Inquire about our own departmental float in the Krewe of Southdowns!

Baton Rouge Mardi Gras: Southdowns, Spanish Town, Krewe du Mutts, Jupiter, Zeus, Artemis, and the Mardi Gras Balls!

Tubing and canoeing on nearby rivers are popular activities. Information on rental outlets and safe areas can be obtained from the Tourist Information Center in Hammond on South Morrison Blvd.

Visit the State Capitol (tallest in the country!), 9 a.m. to 4 p.m. and see Baton Rouge from the 24th floor observation deck. The Art Deco art and architecture are interesting. Myth has it that the bullet-hole nicks in the marble wall came from the assassination of Governor Huey Long.

The Capitol Park Museum, located downtown (660 N. 4St. in downtown Baton Rouge), is perhaps one of the best museums for people new to the area.

There are a lot of athletic facilities on campus that you may use even if you are not enrolled in a physical education class. (You'll need to show your ID.) You can get a current list of what is available, times they are open, fees (if any), etc. from the Department of Recreational Sports (578-8601).

Information on intramural sports is also available from the Department of Recreational Sports (225-578-8371). There are often enough people in our department to get a team together for volleyball or softball. For basketball fans, there are usually "pick-up games" throughout the year. There's also a group that meet to run the LSU lakes together.

There are many organized outdoor activities sponsored by "The Backpacker" store. They offer moderately priced group tours of many types. This store is located at 7656 Jefferson Hwy. The local Sierra Club also sponsors nature and wilderness outings.

On a more academic note, there are several regional and national meetings of professional

societies – especially the AAG, AAA, SAA, AAPA, SEAAG, and SWAAG – that are worth going to. Watch for posted announcements on the Graduate Student Bulletin Board, or better yet, join your favorite society and receive the information directly.

8.5 Trivia

Did You Know that...

The Howe-Russell-Kniffen Geoscience Complex is named for three of the founders of the LSU School of Geoscience: Henry V. Howe (1896-1973), a petroleum geologist, re-established the Department of Geology in 1922 and the Louisiana Geological Survey in 1931. Richard J. Russell (1895-1971), a geographer and geomorphologist, was a professor of geography, director of the School of Geology, dean of the Graduate School, and director of the Coastal Studies Institute. Russell was president of both the AAG (1948) and the GSA (1957), a rare distinction. Fred B. Kniffen (1900-1993), a geographer and anthropologist, came to LSU in 1929 and established the department as a center of cultural and historical geography. He was regarded as Louisiana's foremost authority on the subject of indigenous cultures and is considered the founder of American folk geography. All three were Boyd Professors, LSU's highest rank.

The Howe-Russell-Kniffen Geoscience Complex consists of two connected buildings. The older section is sometimes referred to as the Old Geology Building, but the official name is now Howe-Russell-Kniffen Geoscience Complex. The newer section is usually referred to as the Annex. In the LSU Class Schedule Booklets, room numbers in the Annex begin with an E (for East).

Our department is rare in that it is one of a very few in the US that has anthropology and geography together.

Lockett Hall was named for the geographer who made the first comprehensive survey of the state.

Baton Rouge is one of the nation's largest ports.

Baton Rouge supposedly got its name from an Indian territorial marker, a red "pole" (often misnamed "red stick") seen atop the local loess bluff located on the campus of Southern University.

In 1999, the local community held a massive celebration – Bonne Fête – of the 300-year settlement of Baton Rouge. Of course, Baton Rouge was not settled (by Europeans) until many years after 1699!

9-Required & Supplemental Forms

9.1 Background Information on Forms

Numerous requirements must be met to obtain a graduate degree. Some of these are departmental regulations which have been spelled out elsewhere in this manual. In addition to the departmental requirements, you are responsible for knowing all of the official Graduate School requirements. These can be found in the current *Graduate Bulletin*, a publication you should obtain as soon as you begin your graduate studies. The official policy of the Graduate School is as follows:

Graduate Student Responsibility: Graduate students must assume full responsibility for knowledge of rules and regulations of the Graduate School and departmental requirements concerning their individual degree programs. Since requirements and programs are subject to change, students should at all times be aware of current regulations.

The following forms are designed to guide you through the process of earning your degree. They are all available on the G&A website here. Some are "in-house" departmental forms which will help you, your advisor, your committee, and the department keep track of your progress toward your degree. The originals of all departmental forms are included in this manual. The other forms are required by the Graduate School. This manual contains only samples of all the Graduate School forms as you need them. In order to obtain the correct forms and due dates, please visit the Graduate School's website. A comprehensive list of all forms can be found online. Please note that

form numbers have been assigned to the Graduate School forms for the purposes of *this manual only*. When obtaining originals of these forms from the Graduate School you must refer to them by name, not form number). An explanation of each form follows.

Graduate School forms are denoted by a dagger (†)
Master's forms are denoted by an asterisk (*)
Doctoral forms are denoted by two asterisks (**)

9.2 Required Forms

9.2.1 Personal Data Sheet (Form 1)

This form is designed to develop a database on all graduate students in the department. You should complete it and turn it in to the main office within two weeks after you register for your semester as a graduate student. (You should turn the form in even if you have not yet chosen an advisor or selected your academic advisory committee. This information can be added later using Form 1a)

9.2.2 Annual Graduate Student Evaluation Form (Form 2)

A graduate student evaluation must be submitted each year by all students actively working toward a graduate degree. The report is due in the main office no later than noon, February 1 of each year. Directions outlining the items to include in this report are given on Form 2.

9.2.3 Academic Advisory Committee (Form 3)

As soon as possible, you should determine which faculty member you would like to have as your major advisor and as the director of your master's thesis or doctoral dissertation. You should also identify other faculty members who have interests and expertise that relate to your intended area of study. To assist you in this process, a *temporary advisor* will be assigned to new graduate students when they first arrive. The temporary advisor will have some expertise in your area of study and will help you decide on course work for your first semester. After you become more familiar with the faculty in the department and focus on a specific research area you will be able to identify a prospective major advisor and several other faculty members who could serve on your academic advisory committee. (There is no obligation to keep the temporary advisor as your major advisor, although many of you may wish to do so).

Form 3 is designed to formally request that selected individuals serve as your major advisor or as an advisory committee member. This form should be submitted to the graduate director no later than the end of your first semester in the program, and preferably sooner. (If for some reason you later decide to change your advisor or committee members, you may do so with optional Form 13). When forming your committee, you should be aware of the Graduate School requirements:

•Master's thesis committees must include three or more members of the graduate faculty, including at least two members of the graduate faculty in the department, one of whom is a *full* member of the graduate faculty. If there is a minor field, one committee member must represent the minor department.

•Doctoral committees must include four or more members of the graduate faculty, two of whom are *full* members of the graduate faculty. One member represents the Dean of the Graduate School and is appointed externally. At least one other than the chair mast be a full member of the graduate faculty from the department. If there is an external minor, one committee member must represent the minor department. (See the current *Graduate Catalog's* section on "Requirements for Advanced Degrees" for a complete explanation of these requirements)

9.2.4 Assistantship Application (Form 4)

Students who are interested in applying for department assistantships are encouraged to print out this application every semester if they *do not have an assistantship*.

9.2.5 Methods Coursework (Form 5)

All MA students in Anthropology must select the appropriate coursework in research methods for their chosen subfield and research interest. Students are required to take at least one methods course in addition to general required courses. Be sure to meet with you advisor as soon as possible

during your first semester to devise a plan to fulfill the methods requirement and to make sure you have the necessary skill set for your chosen research project.

9.2.6 Program of Study for Geography Master's Degree (Departmental Form) (Form 7)*
Due at the end of your first semester to the G&A Graduate Office.

9.2.7 Proposed Research (Form 8)
Before commencing your thesis or dissertation research, you should have a clearly defined statement of problem and research methodology. Form 8 is designed to present your research problem and methodology to your advisor and committee for approval. Master's students should have this form signed by their committee members at the conclusion of their master's thesis proposal defense. After it has been approved, it should be submitted to the graduate director to document your advancement to the research stage of your graduate program.

9.2.8 Request for Master's Examination [i.e. thesis defense] (Form 9)
The purpose of this Graduate School form is to formally request that your final master's examination be scheduled. A facsimile of the form is shown here, but you must obtain two originals of this yellow form directly from the Graduate School or download them from the Graduate School's website and submit the completed forms to the Graduate School three weeks prior to the date of the requested examination. Your requested exam time must comply with any departmental and Graduate School regulations that determine when an exam can be scheduled. As with the master's thesis proposal defense, you will need to arrange a time that is agreeable to all members of the examining committee. Once you find a suitable time slot, arrange and reserve a room for the exam and use Form 9 to formally notify each of the members by obtaining their signatures. After submitting the originals of this form to the Graduate School, send copies to the examining committee as a reminder.

9.2.9 Application for Admission to Candidacy for a Master's Degree (Form 10) *
This form includes a listing of the course work you will use to fulfill your degree requirements and it must be submitted to the Graduate School during the semester you intend to graduate, no later than the date listed in the current Graduate School calendar. When you register, if you indicate your intent to graduate in the upcoming semester, you will receive two originals of this form in a yellow-covered "packet" issued to candidates for master's degrees. Also included in this packet is the "Application for Degree" card. This card should be submitted to the Graduate School at the same time as the Admission to Candidacy form. The packet also contains the official Graduate School instructions for preparation of theses, dissertations, and monographs, and a thesis checklist.

Long before you officially submit this form, however, you should have planned out what courses you will take to fulfill your degree requirements. You should start to plan your program of study in your first semester as soon as possible after your deficiencies have been determined and you have discussed your interests and research focus with your advisor and committee. As you plan your program, be sure to include the necessary courses for elimination of your deficiencies and fulfillment of your foreign language and/or statistics competence, as well as departmental seminars and any courses needed to fulfill specific program requirements. Since many necessary courses may not be taught every year, long-range planning of your program of study is imperative. You can use the attached facsimile of Form 10 as a worksheet to assist you in organizing and planning the course work that you intend to use for fulfilling your master's program requirements. Once your tentative program of study has been determined, you are responsible for obtaining its approval from your advisor and committee. The actual submittal of two typed originals of Form 10 to the Graduate School should not take place until early in the semester you plan to graduate. If you do *not* graduate during that semester, you must submit a *Request to Update Application for Degree,* Form 16,

during the new semester in which you plan to graduate.

9.2.10 Program of Study for the Doctoral Degree Form 11a) † **

This is the first of the required Graduate School forms for PhD candidates and it is required by the end of your first semester if you have a master's degree or the second semester if you do not. At least one full academic year of continuous residence as a full-time graduate student must be earned at LSU after the "Program of Study" is received by the Graduate School. The purpose of this form is to document the course work you plan to use to fulfill the requirements for the doctoral degree.

You should start to plan your program of study in your first semester as soon as possible. Be sure to discuss your interests and research directions with your advisor and committee. As you plan your program, be sure to include the necessary courses for elimination of your deficiencies and fulfillment of any foreign language and/or statistics competence your committee requires, as well as departmental seminars and any courses needed to fulfill specific program requirements. Since some necessary courses may not be taught every year, long-range planning of your program of study is imperative. You can use Form 11a as a worksheet to assist you in organizing and planning the course work that you intend to use for fulfilling your doctoral program requirements.

9.2.11 Request for Doctoral Final Exam (Form 12) † **

This is a dual-purpose Graduate School form. Its purpose is to formally request that either your doctoral general or your doctoral final exam be scheduled. A facsimile of the form is shown here, but you must obtain two originals of this blue form directly from the Graduate School or download them from the Graduate School's website and submit them to the Graduate School three weeks prior to the date of the requested examination. You must also submit a completed copy of the form to each committee member. Your requested exam time must comply with any departmental and Graduate School regulations that determine when an exam can be scheduled. Once you find a suitable time slot that is agreeable to all members of your committee, arrange and reserve a room for the exam and complete Form 12 by obtaining the necessary signatures.

9.2.12 Application for Doctoral Degree (Form 13) † **

This form for doctoral candidates – actually it is a small white card – must be submitted to the Graduate School during the semester you intend to graduate, no later than the date listed in the current Graduate School calendar. When you register, if you indicate your intent to graduate in the upcoming semester, you will receive this card in the blue-covered "packet" issued to candidates for the doctorate. This card is your official notification to the Graduate School of your intent to graduate, and if you do *not* graduate during the semester you first submit this form, you must submit a *Request to Update Application for Degree,* Form 16, during the new semester in which you plan to graduate. Also included in the doctoral candidate's packet are: the official Graduate School instructions on preparation of theses, dissertations, and monographs; a dissertation checklist; and the "Survey of Earned Doctorates" and University Microfilms Agreement – two forms that you are asked to fill out and submit with your completed dissertation.

9.3 Supplemental Forms

9.3.1 Change of Advisor and/or Committee (Form 14)

Your advisor and committee are the most important faculty members involved in your degree program. It is important to you, to your committee, and to the department that all know exactly who is on your committee. Form 14 is designed to assist in keeping this information up to date. If you change any member of your committee (including your advisor), have the appropriate faculty member sign Form 14 and submit it to the graduate director.

9.3.2 Request for Change in Program of Study for Doctoral Degree (Form 15) † **

The purpose of this form is to document changes in your doctoral "Program of Study" after you have submitted Form 11b to the Graduate School. Two originals of this blue form must be obtained from the Graduate School and submitted there when completed.

9.3.3 Request to Update Application for Degree (Form 16) †

If you have previously submitted either Form 10 for the master's degree or Form 13 for the doctoral degree during a semester in which you did not complete all the requirements for graduation, you must update your Application for Degree *in the semester your graduation is anticipated*, using this official Graduate School form. This form must be submitted no later than the regular "Application for Degree" deadline of the new semester your graduation is anticipated. (Originals may be obtained from the Graduate School)