

Loyola University New Orleans

Environment Program



Student Resources & Advising Manual

2017

This Booklet was developed by the Environment Program to help students understand the academic procedures of the program and its College. Please use it along with the on-line LOYOLA UNIVERSITY UNDERGRADUATE BULLETIN where you will find additional information on College of Arts and Sciences (CAS) requirements. It's up to you to become familiar with the information contained both here and there.

WELCOME

Welcome to Loyola University and the Arts and Sciences' Environment Program. We are glad you are here and we hope your educational experience at Loyola is rewarding. The success of your collegiate years will depend enormously upon your own efforts and on your wise use of the opportunities that will be offered to you. We in the Environment Program want to help you understand the educational philosophy, the academic requirements and the curricular and co-curricular opportunities at Loyola University.

There are specific requirements that must be satisfied before you can be granted an academic degree. Although your adviser and others will assist you, you need to know from the beginning that it is your responsibility to understand these requirements and to plan a course of study that will satisfy them. You are responsible for learning university and college regulations as stated in the Loyola University Undergraduate Bulletin. The information that follows is intended for quick, easy reference to some of the more important academic policies of Loyola and the Environment Program.

ENVIRONMENT PROGRAM ADMINISTRATION

You are welcome to visit with your questions:

| | |
|----------------------------|---|
| Dr. Craig Hood (Director) | 865-2193 / chood@loyno.edu / 462 Monroe Hall |
| Kimberly Kahn (Admin Asst) | 865-2599 / kjkahn@loyno.edu / 571 Monroe Hall |
| Program Website: | http://cas.loyno.edu/environment |

TABLE OF CONTENTS

| | |
|--|-----|
| ABOUT THE ENVIRONMENT PROGRAM | 2 |
| OPPORTUNITIES IN THE ENVIRONMENT PROGRAM | 3 |
| ADVISING | 4-8 |
| SUPPORT | 9 |
| DPCLs and Minor Track | 10 |
| CAPSTONE and related forms | 11 |

ABOUT THE ENVIRONMENT PROGRAM

The Environment Program offers three majors and a minor. Students can pursue a B.S. in Environmental Science, with a concentration in the Biological Sciences or Teacher Certification, and a B.A. in Environmental Studies, with either a Humanities or Social Science concentration. Students can also pursue a Minor in Environment Studies. The curriculum in all degree programs is designed to provide students with a broad exposure to different perspectives on understanding environmental issues. At the same time, majors specialize within certain disciplines to enhance their knowledge and skills in ways that fully prepare them for graduate or professional schools and, ultimately, careers in their chosen environmental field.

Students majoring in Environmental Science acquire basic knowledge of the physical and biological aspects of ecological systems and apply this knowledge to solving problems arising from human activities. Environmental Science students take a 4-course core curriculum that consists of an introductory foundations course, a course in statistics, ecology and evolution course, and a senior capstone course, as well as concentration courses within their major, major electives, and selected adjunct courses in Humanities and Social Sciences. See cas.loyno.edu/environment for more details. Environmental Studies majors take an integrated approach to study human interactions with the environment and generally emphasize studies in policy, law, economics, literature, sociology, communications, philosophy and religious studies. Environmental Studies students also take the 4-course core curriculum, and an adjunct Natural Science course.

The culmination of the major and minor is a senior capstone consisting either of an internship (ENVA A497), a research project or thesis (ENVA A498) or an independent study (ENVA A499). Students generally enroll for one of these options in their senior year and must submit a proposal for approval by an Environment Program faculty member. (See page 12 for full description of the senior capstone.)

FULL-TIME FACULTY

| | | |
|---------------------------|---|--|
| Dr. Paul Barnes | Biological Sciences | pwbarnes@loyno.edu |
| Dr. Francis Coolidge, Jr. | Philosophy | fpcoolid@loyno.edu |
| Dr. Anne Daniell | Religious Studies | adaniell@loyno.edu |
| Dr. Eric Hardy | History | emhardy@loyno.edu |
| Dr. Craig Hood | Biological Sciences | chood@loyno.edu |
| Dr. Frank Jordan | Biological Sciences | jordan@loyno.edu |
| Dr. Anthony Ladd | Sociology | aladd@loyno.edu |
| Dr. Christopher Schaberg | English | schaberg@loyno.edu |
| Dr. Aimée Thomas | Biological Sciences | akthomas@loyno.edu |
| Dr. Robert Thomas | Center for Environmental Communication | rathomas@loyno.edu |
| Robert Verchick, J.D. | Center for Environmental Law and Land Use | verchick@loyno.edu |

OPPORTUNITIES IN THE ENVIRONMENT PROGRAM

INTERNSHIPS

Environment students have completed internships with Tulane Environmental Law Clinic, Audubon Nature Institute, Crescent City Farmer's Market, Hollygrove Market and Farm, Deep South Center for Environmental Justice, A Studio in the Woods, Edible Schoolyard, and Sankofa Community Development Corporation. See page 13 for a more complete list.

ORGANIZATIONS

The Loyola Association of Students for Sustainability (LASS) is an on-campus organization open to all students interested in working to promote sustainability practices at Loyola and the greater New Orleans area. Visit LASS on Facebook.

LUCAP, the Loyola University Community Action Program, is a student-initiated, student-led volunteer service and advocacy organization. LUCAP is open to all students, offering them opportunities for direct service related to social justice issues, including environmental issues. Visit Loyola University Community Action Program on Facebook.

The Sustainability Committee is made up of Loyola students, staff and faculty who take on a variety of campus environmental issues. Contact (Chair) Dr. Bob Thomas (rathomas@loyno.edu) to get on the email list for meeting announcements and campus greening discussions.

The Loyola New Orleans Natural History Club organizes field trips for the Loyola community to historically significant native ecosystems. Visit Loyola New Orleans Natural History Club on Facebook.

STUDY ABROAD

Visit the Center for International Education in Mercy Hall (2020 Calhoun) Room 301 (studyabroad.loyno.edu) for information on programs abroad. Loyola Exchange Program locations offering environmental courses include: Pontificia Universidad Católica del Ecuador, Keele University Exchange (UK), Universiteit van Amsterdam, National University of Ireland at Maynooth, Beijing Center, China, and Massey University (New Zealand).

ENVIRONMENT PROGRAM HONORS

Majors may earn Program honors by completing all departmental and university academic requirements; maintain at least 3.0 in their major and overall GPA; complete six credit hours of research credit (ENVA A498) with a grade of A; complete a substantive and original research thesis or body of creative work; and present your scholarly findings to the university community or at an approved scholarly conference. Each honors student must form a thesis committee consisting of his or her research mentor and at least one other member of the Environment Program. This committee will approve a research proposal and review the final thesis.

ENVIRONMENT PROGRAM STUDENT AWARDS

The Environment Program gives *Service Awards*, along with *Academic Awards*, to Environment Majors and Environment Minors for academic excellence.



GENERAL ADVISING INFORMATION

Students may declare their major on LORA. Minors are declared in person at the CAS Dean's Office. Each student in the Environment Program is assigned an adviser (please contact Kimberly Kahn if you are unsure who your adviser is). The advisee/adviser relationship can be one of the most valuable you will have during your years at the university. Advisers assist students in developing a suitable educational plan and in finding ways to deal with issues that come up along the way. Students are encouraged to work closely with their advisers, not just during early registration periods but throughout each academic year. Watch your e-mail for more announcements.

If you wish to select a different adviser at any time for any reason, you may do so by contacting the Director or Kimberly Kahn in the Environment office. Your adviser has your degree plan (Degree Program Course Listing referred to as your DPCL) showing all courses required for graduation. Students are strongly encouraged to use a duplicate worksheet (included in this publication) and maintain it so you are prepared when you meet with your adviser. See the sample DPCL which applies to you or find the on-line at cas.loyno.edu/environment.

REGISTRATION

Registration is held at the beginning of the fall, spring and summer terms. Early registration for spring is held in October, and early registration for summer and fall begins in April. Working with your adviser, you select courses for each term. Your adviser must sign the advising form. The adviser may register you online or activate your Personal Identification Number needed to access LORA (Loyola's Web registration system) so you can register.

REGISTRATION HELP WITH ENVIRONMENT PROGRAM REQUIREMENTS

Finding Environment Program Courses on LORA: Click “Schedule of Classes.” In “Select Subject” box scroll down and click “Environment Program.”

MATH A260: (required for Environmental Studies majors; optional for Environmental Science majors) normally requires a MATH A257 prerequisite and LORA prevents registration in the class without it. You, however, do not need the prerequisite. If you want to register for MATH A260 (without completing MATH A257) contact your adviser or the Director and they will register you for the course.

Math options: if MATH A241 or MATH A260 are not being offered and you are close to graduation, PSYCH A303 (Statistics and Methods) and DECS B205 (Business Statistics) have been used as substitutes although both have prerequisites. Also, departments offering these courses give preference to their majors. Please contact your adviser prior to your senior year registration if this is your case. You may be advised to take an equivalent class at Tulane.

Ecology and Evolution Requirement for Environmental Studies Majors: LORA will not allow you to register for BIOL A208 without having taken BIOL A108 as a prerequisite. Social Science and Humanities track Environmental Studies majors are not required to take this prerequisite. Please contact the Director and they will register you for the course.

Additional Course Offerings for Credit: Consult your adviser to learn which “experimental” courses will also count toward major concentration or minor requirements, even if they are not listed on your DPCL or tracking sheet. Watch for e-mails about these courses before registration.

HOW TO SELECT MAJOR ELECTIVE COURSES

Each major requires you take a major elective course. You will find this on the DPCL under the “Major Elective” line on the Environmental Studies Humanities concentration (ENVH), and Social Sciences concentration (ENVS), but look for the line for “Env. Major Elective” instead on the Environmental Science (ENVB) DPCL. In the boxes below (see page 6) you will see the courses listed for each major that will fulfill this “Major Elective” requirement. In addition to the Major Elective, ENVB Majors also need to take both a humanities elective and a social science elective (see the “Env. Humanities Elective” and “Env. Social Science Elective” on the DPCL). Any course listed under “Humanities Courses” in the ENVB box will count toward the humanities elective and any course listed under “Social Science Courses” will count towards the social science elective.

See pages 10 for DPCLs for each major and a minor tracking sheet.

APPROVED COURSES FOR “MAJOR ELECTIVE”

Environmental Science Major – Biology Concentration (ENVB)

| “MAJOR ELECTIVE” requirement can be fulfilled by: | | |
|---|-----------------------------------|--|
| ENVB Major Courses: | Social Sciences Courses: | Humanities Courses: |
| BIOL A322 Population Genetics | CMMN A475 Env Communication | ENGL A352 Literature & Env |
| BIOL A324 Evolutionary Bio | SOCI A285 Sociology of Disaster | PHIL U243/J243 Env Philosophy |
| BIOL A328 Genetic Analysis | SOCI A355 Environmental Sociology | PHIL W245/J245 Env Ethics |
| BIOL A330/A331 Ecology | SOCI X236 Global Env Crisis | RELS A368 Christianity & the Env |
| BIOL A334/A335 Bio Fishes | HIST Q236 Historical Geography | RELS A470 Spirituality of Nature Writers |
| BIOL A336 Animal Behavior | | HIST Q234 Technology, Nature, & the West |
| BIOL A338/A339 Plant Ecology | | RELS V234 World Religions and Ecology |
| BIOL A355 Conservation Biology | | |
| BIOL A366/A367 Aquatic Microbiology | | |
| BIOL Y250 Tropical Ecology | | |
| BIOL A345/A346 Herpetology | | |
| OR ENVA A497 Internship, ENVA A498 Research, ENVA 499 Independent Study | | |

Environmental Studies Major – Social Sciences Concentration (ENVS)

| “MAJOR ELECTIVE” requirement can be fulfilled by: | |
|---|---|
| Natural Science Courses: | Non-Natl Sci/Non-Social Sci (Humanities) Courses: |
| BIOL A355 Conservation Biology | ENGL A352 Literature and Environment |
| BIOL Y236/J236 Evolution | PHIL U243/J243 Environmental Philosophy |
| BIOL Y237/J237 Marine Biology & Cons | PHIL W245/J245 Environmental Ethics |
| BIOL Y240/J240 Plant Natural History | RELS A368 Christianity and the Environment |
| BIOL Y244/J244 Miss River Delta Eco | RELS A470 Spirituality of Nature Writers |
| BIOL Y250 Tropical Ecology | HIST Q234/C234 Technology, Nature, & the West |
| BIOL Y262 Human Sociobiology | |
| BIOL Y264/J264 Global Ecology | |
| OR any additional course from Natl Science Elective list for the ENVB major (after prerequisites are met) OR ENVA A497 Internship, ENVA A498 Research, ENVA A499 Independent Study | |

Environmental Studies Major – Humanities Concentration (ENVH)

| “MAJOR ELECTIVE” requirement can be fulfilled by: | | |
|---|---|---|
| Natural Science Course: | Non-Natl Sci/Non-Hum (Soc Sci) Courses: | Humanities Courses: |
| BIOL A355 Conservation Biology | SOCI A285 Sociology of Disaster | ENGL A352 Literature and Environment |
| BIOL Y230 Human Ecology | SOCI A355 Environmental Sociology | HIST Q234/C234 Technology, Nature, & The West |
| BIOL Y236 Evolution | SOCI X236 Global Environmental Crisis | PHIL U243/J243 Environmental Philosophy |
| BIOL Y237 Marine Biology & Conservation | CMMN A475 Environmental Communication | PHIL W245/J245 Environmental Ethics |
| BIOL Y240 Plant Natural History | HIST Q236 Historical Geography | RELS A368 Christianity and the Environment |
| BIOL Y244 Miss River Delta Eco | | RELS A470 Spirituality of Nature Writers |
| BIOL Y262 Human Sociobiology | | RELS V234 World Religions and Ecology |
| BIOL Y264/J264 Global Ecology | | |
| OR any additional course from Natl Science Elective list for the ENVB major (after prerequisites are met) OR ENVA A497 Internship, ENVA A498 Research, ENVA A499 Independent Study | | |

DROP/ADD and WITHDRAWAL

During the first 5 days of classes, students are permitted to add courses. You may drop courses during the first 10 days. Courses dropped within the drop/add period will not appear on your record. You may drop or add at the Office of Student Records, the CAS office or on LORA. Beginning with the second week of classes and continuing to approximately one week after midterm, you may receive an administrative withdrawal from a course by completing a withdrawal form. This form must be signed by the course instructor and your adviser and then submitted to the University's Office of Student Records (TH 240). Courses from which you withdraw during the administrative withdrawal period will appear on your record with a W in the grade column. The date of the last day to withdraw from a course is printed in the semester academic calendar available on Loyola's website and in the Registration Schedule. After the deadline for an administrative withdrawal, you must complete the course. You will receive a grade in the course, even if you stop attending.

ON COURSE REPORT

Whenever in doubt about your remaining course work required for the degree, please refer to the On Course – Academic Progress Reports listed on LORA. It's also important for you to review the report with your adviser. She/he will forward any discrepancies to the appropriate office. The On Course – Academic Progress Report is an advising tool only, designed to assist your faculty adviser to check your progress toward completing your degree requirements. It is NOT a degree audit, which is conducted by the Dean's office prior to graduation.

Section 1 – Selected Student Data: lists your current program, biographical scores, completed curriculum hours and GPA summaries.

Section 2 – Academic Requirements Remaining: lists only those course requirements that have not been satisfied. As soon as you register for a required course, it will be moved from section 2. If the minimum required grade for this course requirement is not received at the end of the semester, the course requirement will reappear in section 2. Note: If your program is asking for a course or credit hours that are different from your required courses or credit hours, bring this discrepancy to your adviser's attention so it can be addressed.

Section 3 – Academic Requirement Completed or in Progress: displays the courses you have completed or are currently registered for and where they are being applied in your program. If course work appears under credits NOT used in Primary Degree Program, it means the course work is valid but is not required for your program.

Second major, minor, second minor, concentration or certificate requirements appear after the primary program requirements. The courses appearing in the above mentioned areas generally are re-used if they appear in the common curriculum or general elective areas. The primary major courses will not be re-used in any of the above areas.

Section 4 – Work Not Applicable to this program: lists all invalid course work, which usually includes courses with a final grade of F, I or W.

COURSES TAKEN AT TULANE/XAVIER/NOTRE DAME SEMINARY

Loyola students may enroll (cross-register) for courses taught at Tulane and Xavier universities and Notre Dame Seminary with permission of the Director and Dean's Office. Students may not cross-register for a course if it is offered in the same semester or is regularly offered at Loyola. Loyola students taking these courses must be enrolled in a minimum total of 12 hours. Students must fill out a consortium/cross-enrollment registration form available in the CAS office.

COURSES TAKEN AWAY FROM LOYOLA

Under certain circumstances, students in good standing are allowed to take summer courses at another school. The student must receive prior written permission. This may be obtained in the CAS office. Permission will be granted only for compelling reasons.

- Only courses in which grades of "C" or higher are earned are eligible for transfer credit to Loyola.
- Students are not allowed to take courses during the summer at another university unless there is a compelling reason. We offer online courses that fulfill some of the same requirements we have received requests for.
- No courses may be taken at other local universities.
- A student must be in good academic standing in order to take courses elsewhere.
- Juniors and seniors are not allowed to take courses at community colleges.
- No courses will transfer to Loyola without prior approval from the dean. Be aware of the university's policies on summer course approval. Summer course approvals by the department will not automatically receive the dean's approval.



Before making plans check your:

ACADEMIC CALENDAR

See the calendar for drop/add dates, holidays, exam schedules, and more.
Academicaffairs.loyno.edu/records/academic-calendars/

SUPPORT SERVICES

Loyola offers many support services, both academic and non-academic.

The **Writing Across the Curriculum Lab** offers assistance with writing projects for all courses. Lab location: 112 Marquette Hall. Open: days/evening M-Th; days F; evenings Sun (summer on-line only).

The **Mathematics Center** is a multimedia resource center available to all Loyola students. Center location: 413 Monroe Hall. Open: days M- F.

The **Student Success Center** offers a variety of services, including tutoring, study skills classes and testing for all subjects. Center location: 112 Marquette Hall. Open: days/evenings M – Th; days F; evenings Sun.

The **Career Development Center** has an extensive range of programs in which students can participate from the beginning of their Loyola career (interest assessment tests) to the end (job placement). Center location: 208 Danna Center.

Personal counseling is available to all students at the University Counseling Center. Center location: 208 Danna Center. Call (504) 865-3835 for an appointment.

University Ministry provides many activities to enhance student life at Loyola, including the opportunity to engage in the Loyola University Community Action Program and off-campus retreats. Office Location: 104 Bobet Hall. For more program information see their website at: mm.loyno.edu/university-ministry/programs



Degree Program Course Lists

(DPCLs)

Environmental Science (B.S)

[Biological Sciences Concentration \(ENVB\)](#)

[Biological Sciences Concentration \(ENVB\) \(Honors\)](#)

[Biological Sciences Concentration with Teaching Certificate \(ENVT\)](#)

[Biological Sciences Concentration with Teaching Certificate \(ENVT\) \(Honors\)](#)

Environmental Studies (B.A.)

[Environmental Humanities Concentration \(ENVH\)](#)

[Environmental Humanities Concentration \(ENVH\) \(Honors\)](#)

[Environmental Social Sciences Concentration \(ENVS\)](#)

[Environmental Social Sciences Concentration \(ENVS\) \(Honors\)](#)

[Environmental Studies Minor \(ENVR\)](#)

SENIOR CAPSTONE EXPERIENCE

Prerequisites: completion of 12 hours of program course work and second semester junior standing. Senior Capstone Experience Proposal submitted and approved by a Loyola ENVA faculty member.

Choose one of the following:

- **ENVA A497** – this is the course number assigned for a practicum experience that usually involves **service learning-type projects** or other volunteer work at some community, government, tourism, or non-government organization; however, it is not limited to these organizations. It is expected that students will receive no salary compensation for this work, to avoid conflicts of interest. Students can find their own practicum or contact the ENVA office for a list of practicum locations which they can pursue.
- **ENVA A498** – this is the course number assigned for a **research experience** that involves original ideas developed through data collection or library study. This type of experience is often viewed as traditional scholarship in the broadest sense. A faculty member whose research is related to the student's may serve as both Project Director and Sponsor.
- **ENVA A499** – this is the course number assigned for an independent study experience that involves **formal supervised activities** providing educational experiences focused on Environmental Studies. A wide latitude of experiences are possible here, so care must be taken in formulating the agreement between student and Project Director to spell out exact requirements for completion of this effort.

You need a:

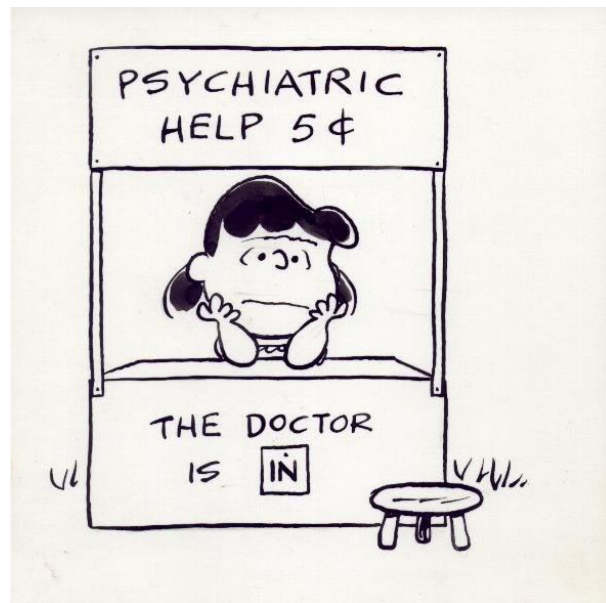
- **Project Director:** Loyola ENVA faculty member or a person outside of Loyola's ENVA faculty (e.g., for off-campus projects) who agrees to oversee all aspects of the project including the final write-up. If your Project Director is not an ENVA faculty member you also need a Project Sponsor.
- **Project Sponsor:** Loyola ENVA faculty member to act as the liaison between the Project Director (if outside the university) and university by overseeing completion of the formalities for university credit, including grading the effort after consultation with the Project Director. This also includes overseeing that deadlines are met and all forms completed and turned in to the Environmental Studies Program Director.

Requirements for completion of The Senior Capstone Experience: Students are responsible to complete the following steps and meet with their ENVA faculty Project Director or Sponsor for approval as each step is completed. The student must also meet with the Environment Program Director for final approval prior to graduation. **These steps are:**

- **An Independent Studies course form** must be completed, usually at the beginning of the semester in which the Senior Experience takes place. This university paper-copy form is used for all three courses – ENVA 497, 498, 499 – and is available in the Dean's office. An Environment Program faculty (Project Director or Sponsor) must sign the completed form (filled out with the title for The Senior Experience and one of the three course numbers).

- A practicum/study/research **Agreement Sheet** and **Waiver of Liability Form** (signed by the student, Project Director, and Sponsor – if needed) must be filled out before the project begins. (See pgs. 19–22 for blank detachable forms or download the forms at: <http://cas.loyno.edu/environment/senior-capstone>).
- The student is expected to complete at least 120 hours for The Senior Capstone Experience.
- An interim report by the student must be submitted to the ENVA Project Director/Sponsor. The nature and due date of this report will be specified by the Project Director/Sponsor at the beginning of the project.
- At the completion of the project, the student will submit **a final written report** on The Senior Capstone Experience to the Project Director/Sponsor. A copy of the final report should also be given to the Environmental Studies Program Director. Included in this final report should be a discussion on how this experience contributed to the student's environmental studies education. The nature and length of the paper is to be negotiated between the student and the Project Director/Sponsor.
- If there is a Project Sponsor for The Senior Capstone Experience, the student must have his or her Project Director submit to the Sponsor and Environment Program Director a practicum/study/research Evaluation Sheet at the completion of the project. (See p. 23 for a blank detachable Evaluation Sheet <http://cas.loyno.edu/environment/senior-capstone>).
- All of the above must be completed by May 1st of the graduation year or August 1st of the graduation summer (or a date set by the faculty sponsor).
- The faculty Project Director/Sponsor will assign a grade for the course that assesses the student's performance based on the Project Director's/Sponsor's evaluation and the student's written report.
- The Environment Program Director and Sponsor will write the Project Director of the student (if not a Loyola ENVA faculty) a note of appreciation for his or her time and effort.

..... don't forget to see your adviser!



Charles Schultz

New Orleans INTERSHIPS

LOCATIONS INCLUDE:

Alliance for Affordable Energy

2372 St. Claude Ave, 3rd Floor
(near St. Roch in the Upper 9th Ward)

Audubon Nature Institute

Uptown (zoo/park) and Downtown
(aquarium, butterfly and insectarium)

City of New Orleans: Coastal & Environmental Affairs

1300 Perdido St. (Downtown)

Crescent City Farmers Market

200 Broadway Street, Suite 107
(market locations: Uptown, Midcity, Downtown)

Global Green USA

2705 S. Broad Street (near Washington St., Broadmoor)

Green Light New Orleans

8203 Jeannette Street (near Carrollton Ave., Uptown)

Green Project of New Orleans

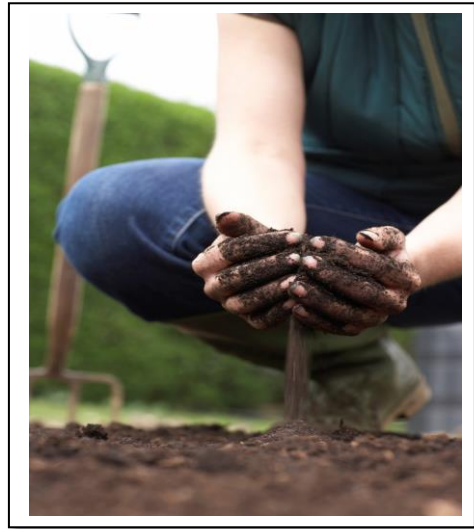
2831 Marais Street (one block off St. Claude, upper 9th Ward, Bywater)

Gulf Restoration Network

541 Julia St, Suite 300 (at Camp St., Downtown)

Holly Grove Market and Farm

8301 Olive St (near Carrollton Ave., in Holly Grove)



Lake Pontchartrain Basin Foundation

3838 N Causeway Blvd #2070 (Metairie)

Deep South Center for Environmental Justice

Dillard University (Gentilly)

Edible Schoolyard New Orleans

Samuel J. Green School: 2319 Vance Street
(between Jefferson and Napoleon, Uptown)
also at Arthur Ashe Charter School and
Langston Hughes Academy

Energy Smart New Orleans

home assessment in Algiers (Westbank)

Louisiana Bucket Brigade

4226 Canal St. (near Carrollton Ave., Midcity)

New Orleans Group of Sierra Club

716 Adams Street (near Maple St., Uptown)

Sankofa (Market) Community Development

Corporation market location: 3819 St. Claude Ave. (Lower 9th ward) garden location: 3820 N Rampart St. (Bywater)

Studio in the Woods

13401 Patterson Rd. (Westbank)

Tulane Environmental Law Clinic

6329 Freret St. (Uptown)

Vintage Garden Kitchen

(Metairie and Chalmette)

Loyola University Environment
Program
Senior Experience Agreement Sheet

Student Name: _____

Student Address: _____

Student Phone: _____

Student Email: _____

Director Name and Title: _____

Director Organization: _____

Organization Address: _____

Director Phone: _____

Director Email: _____

Beginning Date: _____

Expected End Date: _____

Brief Description of Senior Experience:

Student: I agree to complete the Senior Experience as outlined in the description above and on reverse if needed. I understand I must complete in a timely manner at least 120 hours of supervised work and a formal write up of my effort.

Student Signature

Printed Name and Date

Director: I agree to direct the work of this student as outlined above, provide ongoing feedback, and complete a final evaluation of the student that includes a review of his or her written report on the Senior Experience.

Director Signature

Printed Name and Date

Sponsor (if needed): I agree to act as the liaison between the Director and Loyola University to oversee the completion of the formal requirements of the Senior Experience. It is ultimately the student's responsibility to see a timely completion.

Sponsor Signature

Printed Name and Date

LOYOLA UNIVERSITY ENVIRONMENT PROGRAM

WAIVER OF LIABILITY

Description of Activity: INTERNSHIP

Participant name _____ Student ID# _____

Cell phone# _____ Age _____

ACKNOWLEDGEMENT OF RISK AND WAIVER OF LIABILITY

Read this document carefully and in its entirety. It is a binding legal document. If you are under the age of 18, this form must be signed by you as the participant AND by your parent or legal guardian.

I am aware that my internship may include activities that are risky and dangerous. I acknowledge that participation in my internship may include the following non-exclusive list of activities that bear risk and danger and from which bodily injury, up to and including mortal injury, may occur: intense physical labor, materials handling, lifting or carrying heavy objects; transportation to and from various destinations; being outside or in the presence of inclement weather conditions including, but not limited to, lightning, wind and/or hail; contact with plants, animals, insects and/or other environmental hazards; rendering of first- aid, emergency treatment or other services; consumption of food or drink; or other unknown and unanticipated activities and risks. With full knowledge of these facts and circumstances, I voluntarily participate in this Internship activity and assume all responsibility for and risk resulting from my participation including all risk of property damage and injury to others and to myself. I agree to comply with all of the rules and conditions of participating in this Internship activity. I certify that I have adequate health insurance necessary to provide for and pay any medical costs that my directly or indirectly result from my participation in the project. I will indemnify and hold Loyola University New Orleans and all of its respective officers, agents, servants, employees and volunteers (collectively the University) harmless with respect to all such costs.

I am aware that if I provide a vehicle not owned and operated by the University for transportation to, at, or from the project sites, or if I am a passenger in such a vehicle, the University is not responsible for any damage caused by or arising from my use of such transportation. Furthermore, I acknowledge that I am solely responsible for any action that I take that is outside the scope of the scheduled Internship activities, regardless if occurring before, during or after the period of the activity. To the extent permitted by law, and in consideration for being allowed to participate in Internship, I hereby save, hold harmless, discharge and release the University from any and all liability, claims, causes of actions, damages or demands of any kind and nature whatsoever that may arise from or in connection with my participation in any activities related to the project.

It is my express intent that this Acknowledgement of Risk and Waiver of liability shall bind my spouse, the members of my family and my estate, heirs, administrators, personal representatives and assigns. I further agree to save and hold harmless, indemnify and defend the University from any claim by the aforementioned parties arising out of my participation in this internship activity. I recognize and acknowledge that the University makes no guarantees, warranties, representations, or other promises relative to the project, and assumes no liability or responsibility for injury or property damage that I may sustain as a result of participation in a project. I further understand and agree that this Release is intended to be as broad and inclusive as permitted by law. If any portion here of is held invalid, it is agreed that the balance shall, notwithstanding, continue in full force and legal effect.

MEDICAL INFORMATION

I hereby certify that I have no health-related reasons or problems that preclude or restrict my participation in this Internship activity. I hereby consent to first aid, emergency medical care, and, if necessary, admission to a medical facility for executing such care of treatment for injuries that I may sustain while participating in any activity associated with this activity.

EMERGENCY CONTACT

Name _____ Phone _____

In signing the Acknowledgement of Risk and Waiver of Liability I hereby acknowledge and represent: (a) that I have read this document in its entirety, understand it, and sign it voluntarily; (b) that I am of legal age; and (c) that this Acknowledgement of Risk and Waiver of Liability is the entire agreement between the parties hereto and its terms are contractual and not a mere recital.

Date _____ Signature _____

Participants who are not 18 years of age or older must sign above, and also must obtain the signature of a parent or legal guardian below:

I certify that I am the parent or legal guardian of the above-named participant in this Internship activity. On behalf of myself and my spouse, partner, co-guardian or any other person who claims the participant as a dependent, I have read the above agreement, I understand the contents of this Acknowledgement of Risk and Waiver of Liability, assent to its terms and conditions, and sign this Acknowledgement of Risk and Waiver of liability of my own free act. I acknowledge that my dependent and I have agreed to the terms and conditions of my dependent's participation in this activity, and I hereby give my consent to Participation by my dependent in this activity, and to receive medical treatment determined to be necessary. I further agree to hold harmless, indemnify and defend the University from and against all claims, demands or suits that my dependent has or may have.

Date _____ Signature _____

**Loyola University Environment Program
Practicum/Studies/Research Directors Evaluation Sheet**

Student Name: _____

I want to take this opportunity to thank you for agreeing to supervise one of our students this semester. I have spoken with you at least once this semester to make certain that everything has been going smoothly. However, I would now like to ask you to take a few minutes to give me your evaluation of the student's performance with reference to their strengths and weaknesses and of The Senior Experience in the Environment Program, generally. It is only through your honest evaluation that the faculty will be able to be assured of a quality program. We always seek to improve.

1. Did the student make a positive contribution to your agency or organization? Please elaborate.

2. What was the greatest benefit of having a student placed in your agency or organization? Please elaborate.

3. Are there any areas in which you believe The Senior Experience component of the Environmental Studies program could be strengthened? If so, how?

4. Would you like to have other Loyola students placed in your agency or organization in the future? If not, please explain.

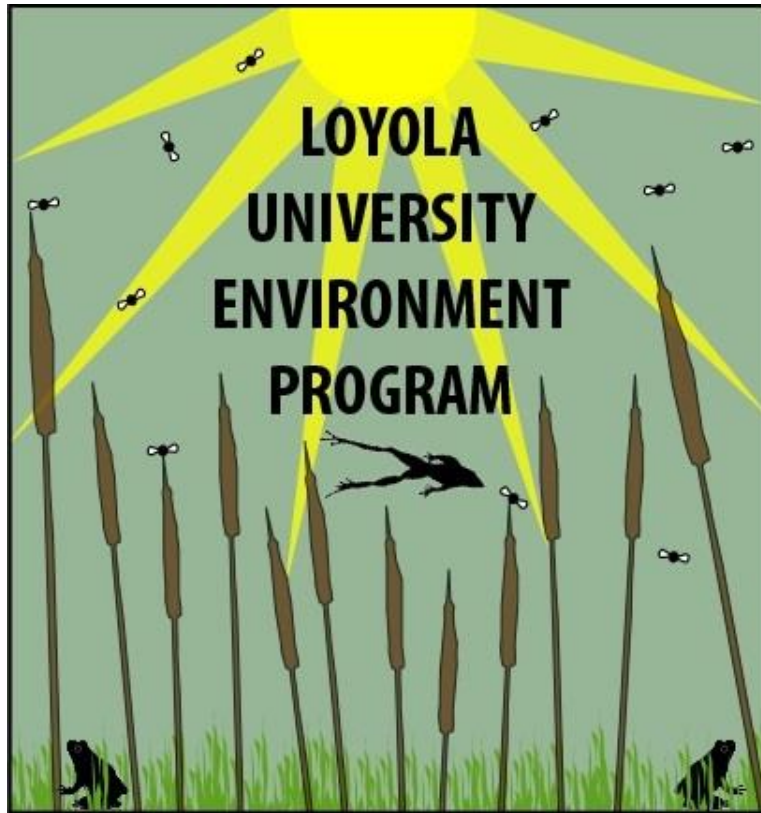
5. What grade would you assign to the student's effort for the work performed? A B C D F

Thank you for your time and cooperation! Please return this questionnaire by _____
Date

Return forms to _____ A N D _____
Faculty Sponsor Name Environment Program Director Name

email scan to: _____ email scan to: _____
Faculty Sponsor email address Environment Program Director's email address

or mail completed form to: Environment Program, Box 162, 6363 St. Charles Ave., New Orleans, LA



Environment Program

Loyola University New Orleans
6363 Saint Charles Avenue
Campus Box 162
New Orleans, LA 70118
Cas.loyno.edu/environment

Printed on recycled paper

