



School of Agriculture, Fisheries and Human Sciences



Student Handbook 2020-2021

The University of Arkansas at Pine Bluff is committed to a policy of equal opportunity for all in every aspect of its operations. The university has pledged not to discriminate on the basis of race, color, sex, age, religion, national origin, sexual orientation, marital status or disability. This policy extends to all educational, service and employment programs of the university.

Disclaimer

This handbook should not be regarded as an irrevocable or inflexible commitment on the part of the university. Any fees, changes, courses, programs and activities described herein are subject to cancellation or termination by the university or its governing board at any time with proper cause.

Each student is personally responsible for knowing all requirements established for a degree and for adhering to all published regulations of the university. It is the student's responsibility to be aware of these regulations and to satisfy the degree requirements. The student's advisors or counselors do not assume that responsibility. Any substitution, waiver or exemption from any established departmental or college requirement for academic standards may be accomplished only with the recommendation of the student's dean and/or approval of the vice chancellor for academic affairs. It is each student's responsibility to pursue a chosen academic curriculum as it appears in this catalog.

Changes in University Regulations

The university reserves the right to change the regulations for admission to, instruction in and graduation from the university and to change other regulations affecting the student body at any time. New regulations go into force whenever proper authorities determine they are needed and apply both to prospective students and to those matriculating at the time.

Curriculum changes will not affect fulltime students who have declared and are pursuing a major. Providing enrollment continues without interruption, these students shall continue to pursue the curriculum as identified in the degree plan existent at the time they declared their majors. Changes in state certification requirements and state laws, however, may alter curriculum offerings and requirements for graduation, regardless of when a student entered a given curriculum.



UNIVERSITY
of ARKANSAS
AT PINE BLUFF
1873

SCHOOL OF AGRICULTURE, FISHERIES AND HUMAN SCIENCES

Dear SAFHS Students,

Welcome to the School of Agriculture, Fisheries and Human Sciences (SAFHS)! We are glad you are here! There are approximately 4,313 institutions of higher education in the United States. There are more than 40 in Arkansas. Yet you made the wise, life-altering and future-focused decision to join the SAFHS family at the University of Arkansas at Pine Bluff. Our motto is *Where Excellence is a Habit*. That is because we purposefully pursue excellence in all aspects of the academic experience.



SAFHS is a School where you will be able to thrive and realize your educational and career goals. Our academic departments include agriculture, aquaculture/fisheries and human sciences. We are proud of the programs in the School for several reasons. First, SAFHS is very student-centered. The small class size and low teacher-student ratio enhance the learning environment tremendously. Student interaction is facilitated in this non-threatening academic environment. Second, the programs in the School facilitate leadership development by in-class, as well as hands-on, extracurricular activities. The many student organizations afford their members opportunities to become leaders through campus participation, community service, fund raising activities and field trips. Third, we are renowned statewide and nationally for our Centers of Excellence and by the cutting-edge research conducted by our faculty, which enhances classroom teaching. Last, we have an enviable graduation placement rate. Recent graduates have embarked on careers with business, industry, and state and federal government. Some have embraced entrepreneurship by starting their own businesses. Others have pursued advanced degrees and sought additional educational and career opportunities.

The *SAFHS Student Handbook* is designed to provide you with much needed information to assist you in matriculating smoothly through your four years at the university. It details your responsibilities and the resources available to help you meet your goals.

We in the School of Agriculture, Fisheries and Human Sciences have laid the foundation for an exceptional educational experience that affirms our motto: *Where Excellence is a Habit!* Thank you!

Sincerely,

Doze Y. Butler, PhD, MBA
Dean/Director
School of Agriculture, Fisheries and Human Sciences

1200 N. University Drive, Mail Slot 4990 • Pine Bluff, AR 71601
Office: (870) 575-8529 • Fax: (870) 575-4678
www.uapb.edu/safhs

UAPB is an Equal Opportunity/Affirmative Action Institution

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SAFHS Welcome

Welcome to the School of Agriculture, Fisheries and Human Sciences (SAFHS) at the University of Arkansas at Pine Bluff. The School offers a wide range of educational programs in keeping up with UAPB's historical land-grant mission. Programs within the school enjoy numerous partnerships and collaborations that allow for student involvement in the various components of the land-grant system. Our motto is "*Where Excellence is a Habit.*"

In this handbook you will find information critical to your success as you pursue your degree. Here you will find:

General Information about SAFHS

- Mission
- Education
- Research
- Policies

Student Opportunities

- Scholarships
- Internships

Graduation Requirements

- Assessment
- Senior Comprehensive Exam
- Senior Seminar Portfolio Project

Departmental Information

- Agriculture
- Aquaculture and Fisheries
- Human Sciences

Degree Opportunities

- Agricultural Sciences
- Aquaculture and Fisheries
- Fisheries Biology
- Human Sciences
- Regulatory Sciences

UAPB History and Development

The University of Arkansas at Pine Bluff (UAPB) is a post-secondary educational institution whose origin in 1873 was embedded in an Act of the Arkansas State Legislature. The purpose of the legislation was to provide education for the state’s “poorer classes.”

In 1875, Branch Normal College, a branch of the Arkansas Industrial University (now the University of Arkansas) opened its doors to seven students in a one-story frame house on the corner of Lindsey and Sevier streets in Pine Bluff, Arkansas. As a branch of the Normal Department of the Arkansas Industrial University, its primary goal was the preparation of teachers. J. C. Corbin, former state superintendent of instruction and chairman of the Board of Trustees for the Arkansas Industrial University, was named principal of the newly created institution and served in that position from 1875-1902. With the passage of the Second Morrill Act of 1890, Branch Normal became a land-grant institution and its curriculum was expanded to include instruction in agriculture and the mechanical arts and associated trades.

Between 1911 and 1915, the curriculum was reduced to instruction in elementary and secondary coursework. Jefferson Ish, a native Arkansan, followed J.C. Corbin and several other institutional heads, serving as superintendent from 1915-1921. He reestablished programs that were lost under prior administrations, and the institution was reorganized to align its programs with its designation as an 1890 land-grant institution. He also developed a strong agriculture program to accompany the teaching component and initiated training in allied trades, thus establishing a strong foundation for the college.

In 1921, the name of the school was changed to the Arkansas Agricultural, Mechanical and Normal (AM&N) School to reflect the 1890 land-grant focus as well as its original goal of training teachers. In 1925-1926, AM&N School advanced to become a two-year junior college. In 1927, AM&N School was renamed Arkansas Agricultural, Mechanical and Normal College, expanded its curriculum to four years and was made independent of Arkansas Industrial University. AM&N College operated as an independent institution for 47 years from 1927-1972. It merged into the University of Arkansas System in 1972 and was renamed “the University of Arkansas at Pine Bluff.” The University of Arkansas is governed by the University of Arkansas Board of Trustees, which also oversees the operation of five four-year institutions, the University of Arkansas for Medical Sciences and seven two-year institutions.

UAPB is the only historically black college/university (HBCU) within the University of Arkansas System. In addition, in Arkansas, it is the second oldest public educational institution and the oldest HBCU. Currently, the institution’s student body population is 94 percent African American, 4 percent Caucasian and 2 percent other.

SAFHS General Information

Administration



Dr. Doze Y. Butler
Dean/Director of SAFHS
870-575-7200
butlerd@uapb.edu



Dr. Nina Lyon Bennett
Assistant Dean for Academics
870-575-7214
bennettn@uapb.edu

Genita Harris
*Extension Assistant Specialist –
Administrative Operations*
870-575-7200
harrisg@uapb.edu

Vera Bohannon
*Extension Assistant Specialist –
Administrative Operations*
870-575-7201
bohannonv@uapb.edu



Dr. Christopher C. Mathis Jr.
Assistant Dean for Research
870-575-8821
mathisc@uapb.edu



Dr. Obadiah M. Njue
Assistant Dean for Extension and Outreach
870-575-8152
njueo@uapb.edu

MOTTO: “Where Excellence is a Habit”

Mission

This mission of the School of Agriculture, Fisheries and Human Sciences is to provide relevant academic instruction and student experiential learning in selected areas, identify social and economic problems and conduct appropriate problem-solving research, and disseminate research results through Extension activities, workshops and other educational outreach programs.

The SAFHS mission is in keeping with the land-grant mission of the university. It was developed to provide guidance for the faculty, staff and administrators who support the development of student skills in preparation for productive and meaningful careers. The mission includes research and outreach components that broaden the academic experience of its students.

- The School of Agriculture, Fisheries and Human Sciences is an integral part of the University of Arkansas at Pine Bluff. It fulfills its 1890 land-grant mission through education, research, Extension and public service.
- We continuously challenge ourselves to improve the quality of life for people of Arkansas, the nation and the global society, with an emphasis on rural development.
- The attainment of skills necessary to live and work effectively and successfully is the goal.
- The Office of International Programs, within the School, is integral to the attainment of global effectiveness and success.

Education

We are excited to have you in this School, and your education is a top priority for SAFHS. The School has a highly qualified faculty who are committed to meeting your educational needs, guiding and mentoring you through your career endeavors successfully. However, they cannot meet your needs without your full participation. We urge you **to be an active learner in order to take full advantage of the learning opportunities SAFHS faculty provide**. Remember, your education is *yours*, and you will only get out of it what you put into it.

To help guide you in your educational journey, the faculty of SAFHS have committed to a core set of **Student Learning Outcomes** that will prepare you for a successful career, no matter your major. By the end of your four years with SAFHS, you should know or be able to do the following:

1. Based on knowledge of principles of life science systems, predict outcomes for discipline-specific systems including agricultural, food, human nutrition, child and family development or aquaculture and fisheries.
2. Apply the scientific method to formulate and test hypotheses. Make accurate observations and propose reasonable and testable hypotheses. Make predictions based on hypotheses and compare test outcomes to predicted outcomes. Evaluate data and revise hypotheses as necessary.
3. Evaluate and appraise the interactions among international policies and issues on agriculture, hunger, food availability, human nutrition, child and family development, aquaculture, fisheries, the environment and trade in the U.S. Be aware of the reciprocal nature of international policy. Understand how U.S. policy affects and is affected by the policies of other nations. Describe how policies alter markets, food availability, family structures and child development, and food production systems. Predict subsequent policy changes based on changes in outcomes.
4. Based upon cultural and personal contexts, integrate cultural and personal awareness into verbal and non-verbal communication strategies to clearly express meaning. Recognize cultural and personal differences and articulate ways in which cultures differ. Illustrate ways in which personal and cultural differences can lead to miscommunication and misunderstanding. Recommend strategies to minimize interpersonal and intercultural conflict. Respect cultural and personal differences.
5. Explain the importance of and practice good citizenship and public service. Compare and contrast differing visions of citizenship. Examine the role of public service in community and its effects on both the participant and the community. Differentiate between citizenship and public service. Articulate the necessity of applying good citizenship and public service to their own lives.
6. Assess the effect of human requirements for food and nutrition, family and child development and food production and productivity on the world's natural resource base and the global environment, and the impact of the environment on human needs.
7. Explain information presented in figures and tables, summarize data using diagrams, equations, tables and figures, formulate appropriate conclusions from data, and recognize limits of conclusions that can be drawn from data.
8. Conduct efficient and effective searches of electronic information sources based on research questions. Rate the quality of information according to discipline appropriate standards. Organize, summarize and synthesize information from searches. Cite information sources in an appropriate and ethical manner.

As a student at UAPB, you have been issued a LiveText account (www.livetext.com). LiveText allows you to keep a record of your progress toward achieving these outcomes in an online portfolio. In it, you will keep examples of your work that can be shared with potential employers as an example of what you can do. Each class you take in SAFHS will have a portfolio assignment. **Your portfolio will also be used in your Senior Seminar class where it will be an important part of your graduation requirements (see below).**

Research

Faculty engage in a wide array of research activities designed to solve environmental, agricultural, health, social and economic problems of the state, nation and world. Students have an opportunity to become involved in research programs through special problems and co-op courses offered within each major, or they may be employed as extra-help or work-study students by individual faculty members. Faculty-led research engages students in the use of the scientific method of inquiry and the development of new knowledge and cutting-edge skills. Check with your department office for the latest information about research opportunities.

Policies

The faculty and staff of SAFHS want your college experience to be straightforward and uncomplicated. That is why we have developed the policies discussed below to guide you through your time as a student here at UAPB. These policies will help you progress toward completing your degree with as little trouble as possible, and when you are faced with a problem, to guide you through the steps to correct or resolve that problem.

Academic Advising

All students must meet with their advisor each semester to review their progress toward their degree and plan for the next semester's classes. You must meet with your advisor before you will be able to register.

While you must meet with your advisor at least once each semester, you should meet at least three times if you can. Your advisor is not just someone who will help guide you through the appropriate classes to earn your degree. Your advisor is available to:

- Help you clarify your career goals
- Discuss problems affecting your academic performance

- Help you succeed by guiding you to resources, such as
 - Disability Services / Veteran Affairs
 - Tutoring
 - Financial aid
 - Computer labs
 - Library resources
 - Career services
 - Counseling
- Discuss adding or dropping courses
- File your application for graduation

Meeting your advisor at the beginning of each semester gives you a chance to discuss your career goals, how they may have changed over time and what other options are available to you. You might also discuss how you can make yourself more marketable as an employment candidate during the first meeting. A mid-semester meeting is a good opportunity to discuss your progress in your classes and make sure you are on track to graduate. If you are struggling, this would be a good time to talk about strategies you can employ to help you succeed in your classes. Toward the end of the semester, you should meet with your advisor to plan your classes for the next semester and make sure you are progressing towards graduation.

Class Attendance

Class attendance is one of the most important elements of your academic success. **Students who attend class regularly, are prepared and participate in the class discussion are the ones who earn the best grades and learn the most.** Students who regularly miss class, arrive late and fail to engage in class discussions tend to perform poorly.

SAFHS follows the attendance statement of the University of Arkansas at Pine Bluff found in the ROAR Student Handbook available on the [Student Life homepage](#) and also included here:

1. Attendance is the responsibility of the student. Students are expected to regularly attend all classes in which they are enrolled.
2. Instructors will provide each student with the attendance requirements in writing, either in the course syllabus or in a separate handout, and verbally explain them to students the first day of class.

3. The student is responsible for informing instructors in advance when an absence will occur. If this is not possible, it is the responsibility of the student to contact the instructor as soon as possible.
4. For school-sanctioned events such as field trips, band, choir, athletics and similar events, the coordinator of the event should send a letter to the vice chancellor of academic affairs seeking approval for the respective students to be absent from classes for the event. The letter should identify the type of event for which excused absences are being requested and include a listing of all student participants. Following approval, the list and the letter of request with the vice-chancellor's approval should be presented by all student participants to their respective instructors. The coordinator of the event will submit a copy of the approved letter and the list of student participants to the dean of students' office where it will be kept on record.
5. The dean of students will notify instructors when a student is absent three days or longer due to an illness or other issue. This courtesy memo does not alter the instructor's attendance policies, excuse the student from policy number three above, nor does it constitute an excused absence. Rather, it is documentation of the absence.
6. Class participation may be used, at the instructor's discretion, as a factor in determining a student's final grade for the course.

Communication

Your UAPB email is the official method of communication used by SAFHS and the university. You must **check your UAPB email regularly** for important news and updates. Class information may be distributed to you via email and you may be required to submit assignments via email. The university emails a Daily Campus Bulletin that has information about important exams and policy changes that may affect you as a student. It also provides information about upcoming campus events.

Complaints

It is our goal in SAFHS to treat all of our students with fairness and respect. For this reason, student concerns and complaints are taken very seriously by our faculty. Most of your concerns or complaints are easily resolved if you speak directly to the faculty or staff with whom you have a problem. **Only after you have spoken to the person directly about the problem should you involve others.** If you are unable to resolve your problem the university has a specific mechanism for handling your complaints that is outlined in the ROAR Student Handbook (available on the [Student Life homepage](#)). It is reprinted here for your convenience:

Student Academic Grievance Procedures

It is the policy of the university that a student may have prompt and informal resolution of his or her grievance and that resolution is accomplished under orderly procedures.

Disputed Grades

A student's grade should represent the instructor's good faith judgment of the student's performance in the course based on the informed use of appropriate measurement and evaluation instruments. If a student disagrees with a grade he/she has received, the following procedure should be followed until the problem is resolved. These steps must be followed in the order presented below and appropriate documentation of each step (including notation of the date, time, location, length, content and final outcome of the discussion) must be provided in order to proceed to the next step.

1. The student should discuss the disputed grade with the instructor of the course. This should normally take place during the instructor's posted office hours.
2. If the dispute is not resolved in step one, the student should request a meeting with the chairperson of the department offering the course. The instructor of the course will also attend the meeting.
3. If the dispute is not resolved in step two, the student should request a meeting with the dean of the school offering the course. The instructor of the course and the instructor's chairperson will also be present.
4. If the dispute is not resolved in step three, the student should request a meeting with the vice chancellor for academic affairs. The instructor of the course, the instructor's chairperson and the dean of the school offering the course will also be present. The decision of the vice chancellor for academic affairs is final and no further appeal is possible.

Other Academic Grievances

A student may have a grievance against an instructor which goes beyond a dispute over the grades received in a course. Such grievances might involve allegations of harassment extortion; not meeting his/her classes or general incompetence. For such non-grade oriented grievances the following procedure should be followed until the problem is solved. These steps must be followed in the order presented below and appropriate documentation of each step (including notation of the date, time, location, length, content and final outcome of the discussion) must be provided in order to proceed to the next step.

1. The student should make the grievance known to his/her instructor both verbally and in writing.
2. If the grievance is not resolved in step one, the student should request a meeting with the chairperson of the department in which the course is offered. The instructor will not be present at this meeting, but a follow-up meeting will be scheduled with the instructor and the chairperson.
3. If the grievance is not resolved in step two, the student should request a meeting with the dean of the school offering the course. The chairperson and the instructor of the course will also be present at this meeting.
4. If the grievance is not resolved in step three, the student should request a meeting with the vice chancellor for academic affairs. The dean of the school offering the course will schedule a follow-up meeting with the instructor, the instructor's chairperson and the dean of the school in which the student is enrolled.
5. If the grievance is not resolved in step four, the student should request a meeting with the chancellor. The vice chancellor for academic affairs will also attend this meeting. The chancellor will schedule a follow-up meeting with the instructor, the instructor's chairperson, the instructor's dean and the vice chancellor for academic affairs. The chancellor also has the option of empowering a panel of professors to review the allegations made by the student, render a judgment and recommend an action for the chancellor to implement. The decision of the chancellor is final.

Student Opportunities

Employers regularly rank work experience and leadership skills as among the **most important factors when considering recent graduates for employment**. SAFHS provides you with a variety of opportunities to gain both. Participation in the research opportunities mentioned above, formal internships with potential employers and involvement in student organizations will help you gain the experience you need to pursue the career you want.

Student internships are a required part of the curriculum in seven of the 13 degree options. Students in other options participate in internship opportunities through the UAPB Office of Career Services' Cooperative Education Program. More than 85 percent of SAFHS students complete professional work experience prior to graduation.

Students participate in degree-related clubs to develop professional skills, networking and civic responsibility.

Student Organizations:

- Agriculture Club
- Animal Science Club
- Aquaculture and Fisheries Club (*includes student members of the American Fisheries Society and the U.S. Aquaculture Society*)
- Collegiate 4-H (open to all UAPB students)
- Fashion Network Club
- Food Service Management Club
- Gamma Sigma Delta, the honor society of agriculture
- Human Development and Family Studies Club
- Human Sciences Club (Arkansas Association of Family and Consumer Sciences Affiliate)
- Kappa Omicron Nu Honor Society
- Minorities in Agriculture and Natural Resources and Related Sciences (MANRRS)
- Nutrition and Dietetics Club
- Regulatory Science Club
- SAFHS Ambassadors

SAFHS Scholarships

Deadlines vary

For application and other information call (870) 575-7201 or 870-575-8535

<i>Scholarships</i>	<i>General Criteria</i>	<i>Amount</i>
USDA/1890 Scholars http://www.outreach.usda.gov/education/1890/	Incoming freshman/ continuing students	Tuition, room, board, fees, books, employment, employment benefits, and software use; for more information contact the UAPB, USDA/1890 Liaison office at (870) 575-7240
SAFHS 1890 Scholarships Program At UAPB	Incoming 1 st -time freshman or transfer students with a confirmed Associate Degree and a minimum 2.8 GPA	Tuition, room, board, fees, books, employment, employment benefits, computer and software use; for more information contact SAFHS 1890 Scholarship Coordinator at (870) 575-8139
SAFHS Endowed Scholarship	High academic achievement	\$500
Electric Cooperatives of Arkansas Mentoring Scholarship	Incoming freshman/ minimum 18 ACT and 2.5 GPA	5 at \$1,000 each
Division of Agriculture Scholarship	High academic achievement	\$250-\$500
New Hope AME Church Scholarship	High academic achievement	\$375

Graduation Requirements

Assessment

All students who enroll at UAPB in Fall 2020 or later will be required to pass a **Senior Comprehensive Exam** in their respective majors with a **score of 70 percent or better** to graduate. If you do not earn a 70 percent or higher you will be allowed to retake the exam within two weeks. If you **do not pass** the second attempt, you will **NOT BE ELIGIBLE TO GRADUATE** that term. You will be required to complete an **intervention plan** designed by the department to address **your particular needs** the following semester before you can take the exam for the third and final time. **No fourth attempt will be permitted.** If you do not earn a 70 percent or higher on the third attempt, **you will not graduate from UAPB.**

University Assessments

All students are expected to register for and complete all university-sponsored exams. These exams will be scheduled at different points during your tenure. These exams include the English Proficiency Exam (EPE) (if required) and the Collegiate Assessment and Academic Proficiency (CAAP) or Rising Junior Exam. The exam schedules will be in the Campus Bulletin which are sent daily to your university e-mail account. It is paramount that you check your UAPB e-mail on a regular basis, as this is the required form of communication between the university and its students.

The SAFHS assessment protocol measures student competencies and readiness for graduation, the strength of the curriculum and SAFHS overall program strength at entry, mid and exit levels. Specific assessment tools:

- Senior Comprehensive Exam for each major
- Senior Survey
- Professional skills evaluation from your internship/co-op experiences.

In accordance with university policy, undergraduate students must attain a 70 percent or better on their Senior Comprehensive Exam.

Senior Portfolio

In your senior year you will be required to take Senior Seminar. This is a capstone experience class that will tie together all of your learning and experiences from your time with us. A critical piece of the Senior Seminar course is a portfolio project that was mentioned briefly above under the **Education** heading.

What is the Portfolio?

- The Portfolio is a collection of your papers, projects and documents created over time and across courses and experiences.
- It is a concrete way of demonstrating the complex nature of the subject matter in your major.
- It serves to record student growth and progress in skills development, professional growth and personal achievement.
- It will articulate and track your accomplishments in and out of the classroom.
- It will allow you to easily draw connections among experiences and achievements.
- It will help you record experiences that otherwise might be forgotten or undervalued for later inclusion in a resume or presentation for employers or graduate schools.
- It will bring clarity of purpose and a higher level of motivation to the classroom.
- It will give you the opportunity to demonstrate competencies and capabilities from internships, leadership positions on campus or community, and field-based study or research experiences.
- It will raise your awareness of knowledge and skills gained from your education.
- It will illustrate that growth in learning depends upon sustained interest and effort.
- It will document the scope and quality of your experience and training.

How Will I Know What to Include in the SAFHS Portfolio?

- The portfolio will be introduced in the introductory/orientation class, Orientation, Career Life Planning and Personal and Social Development, or the orientation class of your department. Class discussion of the portfolio's intent will establish relevance to SAFHS majors.
- Portfolio guidelines detail the procedures and requirements for the development of the four sections of the portfolio.
- Individual courses in your major identify course projects for submission to the portfolio. (Portfolio Guidelines Section 2)
- Portfolio guidelines describe items for submission about experiences outside the classroom. (Portfolio Guidelines Sections 1, 3, 4)

Who is Responsible for Keeping my Portfolio?

- The student is responsible for knowing and following the portfolio guidelines.
- The student is responsible for maintaining the portfolio and all its contents.
- The portfolio should be discussed regularly with the student's advisor.

What Happens to my Portfolio?

- The completed portfolio is submitted as part of the requirements of the Senior Seminar class.

SAFHS Degree Programs

Agricultural Sciences (B.S.)

- Agricultural Business 120 credit hours
- Agricultural Economics 120 credit hours
- Animal Science 120 credit hours
- Plant and Soil Science 120 credit hours

Agriculture Engineering (B.S.)

- Agriculture Production Systems 120 credit hours
- Power and Machinery 120 credit hours
- Soil and Water Systems 120 credit hours

Regulatory Sciences (B.S.)

- Agriculture 120 credit hours
- Environmental Biology 120 credit hours
- Industrial Health and Safety 120 credit hours

Agricultural Regulations (M.S.)

31 credit hours

Aquaculture and Fisheries Sciences (B.S.)

- Aquaculture 120 credit hours
- Aquaculture and Seafood Business 120 credit hours
- Fisheries Science 120 credit hours
- General 120 credit hours

Aquaculture/Fisheries (M.S.)

minimum 34 credit hours

Aquaculture/Fisheries (Ph.D.)

minimum 42 credit hours

Human Sciences (B.S.)

- Food Service and Restaurant Management 120 credit hours
- Hospitality and Tourism Management 120 credit hours
- Human Development and Family Studies 120 credit hours
- Human Sciences Education 120 credit hours
- Merchandising, Textiles and Design 120 credit hours
- Nutrition and Food Science 120 credit hours

Departmental Information

Department of Agriculture



Dr. Tracy V. Dunbar
Chair, Department of Agriculture
870-575-7142
dunbart@uapb.edu

Margaret Taylor
Extension Assistant Specialist
870-575-8535
taylorml@uapb.edu

Welcome

Welcome to the Department of Agriculture. Agriculture is a scientific discipline that involves both basic and applied research as well as the application of discipline-based concepts and principles to problems in agriculture.

Introduction

The Department of Agriculture administers a comprehensive multidisciplinary curriculum that prepares students for entry-level positions with federal and state agencies, private companies and for graduate school. The department strives to provide students with a quality education through teaching, research, scientific experiences and technical orientation in various agricultural disciplines.

The department serves a diverse group of both undergraduate and graduate students. It grants Bachelor of Science degrees in agricultural sciences, agricultural engineering and regulatory sciences and a Master of Science degree in agricultural regulations. The degree in agricultural sciences is offered with options in plant and soil science, animal science, poultry science, agricultural business and agricultural economics. The degree in agricultural engineering is cutting-edge, innovative and market-driven in order to prepare students for today's industry demands. The program is offered with three options: power and machinery, agricultural production systems, and soil and water systems. The degree in regulatory sciences is offered with options in industrial health and safety, environmental biology and agriculture.

Objectives

The department's main objectives are to prepare students for:

1. the job market in their area of specialization.
2. graduate and professional school.
3. entrepreneurship by providing knowledge of technical agriculture, agricultural businesses and agricultural policies.
4. productive and well-educated citizenship.
5. participation in domestic as well as international agricultural production systems.

General Departmental Requirements for the Bachelor of Science Degree Programs

Students in the Department of Agriculture must complete a minimum of 120 semester hours, or as specified by the curriculum in their field, to earn the Bachelor of Science degree in agricultural sciences or the Bachelor of Science degree in regulatory science. The agricultural science degree program has options in animal science, poultry science, plant and soil science, agricultural economics and agricultural business. The regulatory sciences degree program has options in agriculture, environmental biology and industrial health and safety. Students may participate in the Cooperative Education Program (COOP), which adds an additional six hours to the curriculum that can count towards agriculture electives.

Important Notes:

1. Students take electives with advisor's consent.
2. Students must exit University College.
3. Students must take a comprehensive examination in their major program area.

Academic Advising

Effective student advising requires careful guidance on the part of knowledgeable faculty and staff, but equally requires diligent preparation on the part of the student. Each undergraduate student is expected to:

1. Be familiar with the degree requirements for his or her current academic track (see Appendix).
2. Be familiar with the basic university requirements for graduation (see Appendix).
3. Know how to contact your advisor.

4. Contact your advisor regularly, at least once every semester, which is required to register.
5. Be on time for meetings with your advisor and bring along relevant materials such as updated course planning sheets and unofficial transcripts.
6. Notify your advisor if an advising meeting needs to be rescheduled.

This handbook is designed to help current students and those interested in learning more about the department's programs, policies and procedures. The handbook presents information regarding university and department academic regulations, guidelines, student services and activities. It is, however, emphasized that the student is responsible for knowing and complying with the information in the University Catalog and the University Student Handbook, the ROAR (current edition).

The department handbook is updated regularly in tandem with the university's catalog. In case of any errors in the department's handbook, or suggestions, contact the Department of Agriculture at 870-575-8535.

Scholarships

Charlie and Jeanetta Nelms Scholarship. The recipient of this scholarship must be an upperclassman from Cross, Crittenden, St. Francis or Lee Counties, have a GPA of 2.75 or better, be actively engaged in student and academic activities and demonstrate professional promise. The agriculture scholarship will be awarded odd years and the mathematics scholarship will be awarded even years.

Dr. Hazell Reed Scholarship (\$550). This award will be given to a full-time student majoring in plant science. The recipient must demonstrate academic excellence, have a GPA of 3.0 or better, strong leadership qualities, good citizenship and true professional promise.

Harold and Deborah Vault Scholarship (\$500). This award will be given annually to a student majoring in agriculture who maintains a 2.75 GPA or better, has 28 or more semester hours, exhibits good citizenship and demonstrates professional promise.

Henry Lake and the late Dr. Joyce Lewis Lake Scholarship (\$800). This award will be given to a full-time student majoring in agriculture (even years) and education (odd years). The recipient must demonstrate academic excellence, have a GPA of 2.5 or better, strong leadership qualities, good citizenship and true professional promise. Preference will be given to students from Newport, Arkansas and/or Memphis showing financial need.

J.A. Gordon Award (\$492). The recipient of this scholarship must be a resident and high school graduate of Arkansas, must be a U.S. citizen and must be majoring in agricultural economics or Agri-Business with a 3.0 or high GPA. Preference will be given to students showing financial need.

Joe C. Smith Scholarship (\$996). The recipient of the scholarship must be an African-American, have a minimum of 28 semester hours majoring in agriculture, should exhibit good citizenship and demonstrate professional promise and leadership skills. The student must have 2.5 GPA or better to be considered.

John B. Clark Scholarship (\$350). This scholarship is awarded in honor of the late John B. Clark, Extension farm management specialist at UAPB. The award is made to an upperclassman (60 or more hours) agricultural economics/business major who has maintained a GPA of 3.00 or above, demonstrates professional promise and leadership skills and is active in departmental or school extracurricular activities.

Lewis, Jerry, Nannette White Jackson-Mae Grayson Hamilton Award (\$250). This scholarship is provided perpetually through a gift from Mrs. Nannette White Jackson '41. The award will be made to a student in Department of Agriculture who has maintained a GPA of 3.0.

McGee Family Scholarship (\$250). This scholarship is given by Ben and Rose McGee, Nathaniel and Lynn McGee, Sam and Mary McGee, and Marjorie McGee and Ben McGee, II. The recipient of this scholarship must be an Arkansas Delta high school graduate, upperclassman with a GPA of 2.50 or better majoring in agronomy or sociology, exhibit good citizenship and demonstrate professional promise. The proceeds must be used for required tuition, fees, textbooks or supplies. The Agronomy Scholarship will be awarded even years and the Sociology Scholarship will be awarded odd years.

New Hope AME Church Scholarship. The Sunday School of New Hope A.M.E. Church in Sherrill, Arkansas offers one scholarship per academic year to an agriculture student who demonstrates financial need. The student must demonstrate qualities of leadership, good professional promise, high moral standards, academic achievement and need.

O.R. and Irma Holiday Scholarship (\$1,690). This award is given annually to a student in agriculture (even years) and human science (odd years). The student must have earned 30 semester hours with a GPA of 2.3 or above, exhibit good citizenship and demonstrate professional growth.

P.S. Reed Award (\$514). This award will be given to a full-time student majoring in animal science or agronomy each year. The recipient must demonstrate academic excellence, have a GPA of 2.75 or better, strong leadership qualities, good citizenship and true professional promise.

Thomas and Mildred Baskins Scholarship (\$646). This scholarship will be given annually to a student in agriculture (even years) and elementary education/library science (odd years). The student must have earned 30 semester hours with a grade point average of 2.5 or above, exhibit good citizenship and demonstrates professional promise.

William and Laverne Feaster Scholarship (\$382). The recipient of this scholarship must be a student who graduated from Dermott School District (first choice), Arkadelphia School District (second choice) or an Arkansas Delta School District (third choice) and/or must be an upperclassman with a GPA of 2.75 or above majoring in agriculture education or human sciences education. The student should demonstrate interest in public service, leadership and teacher education. The Agriculture Education Scholarship will be awarded even years and Human Sciences Education will be awarded odd years.

Vernon O. White, W.B. and Minnie White Family Scholarship (formerly Lewis Jackson and Vernon White Scholarship) (\$250). This scholarship is provided perpetually through a gift from Mrs. Nannette White Jackson '41, in memory of her late husband and brother. The award will be made to a student in Department of Agriculture who has maintained a GPA of 3.0 or above in their major area and demonstrates outstanding qualities of leadership, good citizenship and show professional promise in the field of Agriculture.

Department of Aquaculture and Fisheries



Dr. Rebecca Lochmann
*Chair, Department of Aquaculture
and Fisheries*
870-575-8124
lochmannr@uapb.edu

Delila Thurman
Research Associate
870-575-8968
thurmand@uapb.edu

Welcome

Welcome to the Department of Aquaculture/Fisheries. The department offers a broad-based curriculum designed to prepare you for a career in natural fisheries, aquaculture or the seafood industry.

Introduction

The Department of Aquaculture and Fisheries at the University of Arkansas at Pine Bluff offers the only Bachelor of Science degree in Aquaculture and Fisheries Sciences in Arkansas. The major has four degree concentrations: General (AQFI), Aquaculture (AQUA), Fisheries Science (AQFS), and Aquaculture & Seafood Business (AQSB). The curriculum of each concentration conforms to guidelines established by the American Fisheries Society for fisheries undergraduate programs, and will conform to those of the U.S. Aquaculture Society for aquaculture programs, when finalized and adopted. We also offer a graduate program for students pursuing M.S. and Ph.D. degrees in Aquaculture/Fisheries. Through partial support from Title III, faculty and students have also participated in professional enrichment activities designed to enhance their preparedness for graduate school. Our emphasis is on hands-on, innovative teaching methods designed to prepare students for exciting careers in aquaculture and natural resources-related fields.

Objectives

All aquaculture and fisheries science majors will obtain a working knowledge of:

1. Basic ecological concepts, fish systematics and evolution
2. Fish physiology and anatomy
3. Water chemistry
4. Fish health

5. Culture methods for various aquaculture species
6. Aquaculture and fisheries marketing and economics
7. The commercial aquaculture industry in Arkansas
8. Natural fisheries issues in Arkansas

Additionally, for the Seafood Business option students will:

9. Demonstrate knowledge of seafood economics and marketing concepts, including supply and demand, value chain, price discovery, organization, uncertainties, public relations and new trends. Be able to apply concepts and methods of marketing and public relations in developing a seafood marketing strategy and plan.

Academic Advising

Students are expected to meet regularly with their advisors every semester, with the advisor deciding on the frequency of such meetings. Students are **required** to meet with their advisors during the fall semester before pre-registering for the upcoming spring semester; students meet with advisors during the spring semester before pre-registering for the upcoming summer and or fall semesters. Students are expected to seek guidance from their advisors regarding academic progress or professional development as needed. Students should not change their class schedule following advisement without notifying their advisors.

General Expectations

The following outlines a list of general expectations for undergraduate aquaculture and fisheries science majors at the University of Arkansas at Pine Bluff (UAPB).

- **Major field of study:** students are expected to be enrolled in the aquaculture and fisheries science major.
- **Semester credit hours:** students are expected to be enrolled full-time (12 or more semester hours) each semester.
- **Textbooks:** students are expected to purchase or make arrangements to borrow textbooks for all of their classes.
- **Grade point average:** Per university policy, students are required to maintain a cumulative grade point average of at least a 2.00 to remain in the school and earn a degree. However, to ensure eligibility for scholarships, internships, student travel opportunities and graduate school, a minimum cumulative GPA of 3.0 is necessary.

- **Web courses:** web-based courses can be a convenient way to complete college degrees more rapidly, but they should be carefully considered. Certain kinds of students excel in web courses, whereas others tend to have difficulty learning in a web environment. An advisor should be consulted before choosing a web-based section of all required courses.
- **Withdrawing from courses:** students should inform their advisors when they withdraw from a class and should discuss the repercussions before formally withdrawing from a course. An advisor cannot properly advise students without this information.
- **Staying in touch:** students should check their university email account regularly. Official correspondence between the university and the student, or the advisor and the student, should not occur through third-party email accounts. Students are expected to provide updated cell numbers to advisors to ensure communication. Some advisors may permit limited text-messaging between themselves and student advisees. However, social media platforms such as Facebook, Twitter and Instagram are not appropriate means to correspond with advisors or seek advisement.
- **Professional meetings:** attendance of scientific meetings is an important part of professional development. Advisors will make students aware of travel opportunities, but students are responsible for completion of applications for funding and travel permission. A student should not travel unless they have guaranteed arrangements for transportation, registration, lodging and meals. The university and/or department are not responsible for reimbursement of travel expenses accrued by students who did not obtain authorization to travel.
- **Participation in research:** students are expected to be active participants in research projects. Students who participate in research are more likely to attend professional conferences, graduate school and become employed in the field. There are numerous paid and unpaid opportunities throughout the school year and summer in the Department of Aquaculture and Fisheries.
- **Participation in internships:** students are expected to pursue summer internships while in school pursuing their degrees. Students who do not participate in summer internships are less likely to secure employment in the field following graduation. It is the student's responsibility to identify and pursue internships, with the advisor of the department providing assistance during this process.
- **Professional performance:** students are expected to exhibit a high level of professional performance while attending class, working in the department, participating in an internship or attending a conference. Performing professionally means to:
 - Attend and be on time for all classes
 - Abstain from fraud in all academic work or research
 - Neither give nor receive aid on a test or assignment when such aid is prohibited
 - Be intolerant of misconduct by any member of the academic community
 - Be on time for work and work until your task is completed

- Promptly notify a supervisor when absence from work is unavoidable
 - Request time off when needed
 - Be honest when filling out work-related timesheets
 - Follow the instructions of supervisors, dress appropriately and avoid disruptive behavior.
- **University exams:** all students are expected to register for and complete all university sponsored exams. These exams will be scheduled at different points during your tenure here. These exams include the English Proficiency Exam (if required), the Collegiate Assessment and Academic Proficiency (CAAP) or Rising Junior Exam and the Senior Comprehensive Exam. **All students are required to score at least 70 percent on the Senior Comprehensive Exam in order to be eligible for graduation.** See the Graduation Requirements for SAFHS above for additional details.
 - **Integrity:** if an aquaculture and fisheries science student becomes involved in activities that risk damaging the reputation of the Department of Aquaculture and Fisheries or the university, they risk outright expulsion from school. Examples would be students who are convicted of a major crime, proven or confessed cheating on examinations, proven or confessed theft of or damage to university or other property or any other activity deemed unlawful or unethical. Students are entitled to file a grievance per university and state procedures as they deem necessary.

Scholarships

Arkansas Game and Fish Commission Conservation Scholarships are available statewide for high school seniors and college undergraduates pursuing careers in natural resources conservation and/or wildlife law enforcement. The scholarships are \$1,000 per semester for freshman and sophomore students; \$1,500 per semester for junior and senior students; and \$2,000 per semester for graduate students. Funding for these scholarships is made possible by sales of conservation license tags.

The Department of Aquaculture and Fisheries offers five \$1,000 Trinity Scholarships each academic year for undergraduates pursuing a B.S. degree in fisheries biology. Preference is given to students who have excelled academically and have financial need.

The Catfish Farmers of Arkansas Scholarship provides two \$1,000 scholarships each academic year to undergraduate students interested in pursuing a career in aquaculture.

The Sunday School of New Hope A.M.E. Church Scholarship in Sherrill, Arkansas offers one scholarship per academic year to a fisheries biology student who demonstrates financial need.

Department of Human Sciences



Dr. Brenda Martin
*Chair, Department of Human
Sciences*
870-575-8806
martinb@uapb.edu

Tamera Ford
Extension Assistant Specialist
870-575-8806
fordta@uapb.edu

Welcome

Welcome to the Department of Human Sciences. Students who complete programs in the department will be prepared to work in a variety of careers related to family, children, apparel, food service, hospitality, education, nutrition, public policy, advocacy and government.

Our mission is to provide quality instruction and research experiences that prepare students to be informed citizens who positively impact the lives of individuals and families.

Introduction

The department prepares graduates for careers and for graduate and professional schools through academic programs that engage them in research to solve stakeholder problems. The faculty develops research programs that generate new knowledge based on emerging trends and provide educational experiences that prepare students for careers in human sciences and related fields. A Bachelor of Science degree in Human Sciences is offered with the following concentrations in:

- Foodservice/Restaurant Management
- Hospitality and Tourism Management
- Human Development and Family Studies
- Merchandising, Textiles and Design

The Department operates the UAPB Child Development Center for ages 18 months to 4 years. The Center is accredited by the Arkansas Department of Human Services, Division of Child Care and Early Childhood Education.

Objective

The department objective is for students to understand how their program major will impact the lives of individuals and families. Students will demonstrate their understanding in and out of the classroom.

Academic Advising

Students are responsible for meeting with their faculty advisor before registering for classes. Scheduling an appointment is recommended to make sure that your advisor is not in a meeting or attending a conference. Common topics to discuss with your advisor may include but are not limited to:

- Problems that may affect your academic performance
- Academic progress
- Dropping or adding a class
- Internship opportunities
- Graduation requirements
- Withdrawal from the university

Student Expectations

1. Attend class regularly and actively participate to ensure classroom success
2. Purchase and read class textbook for complete understanding
3. Review your program evaluation frequently – it is your responsibility to make sure you are on track to graduate
4. Establish regular communication with your advisor *and* University College officials to make sure all required tests are completed
5. Study for the Senior Comprehensive Exam – you *must* pass the exam before you graduate

Scholarships

Mrs. W. M. Bentley Endowed Scholarship

New Hope AME Church Scholarship. The Sunday School of New Hope A.M.E. Church in Sherrill, Arkansas offers one scholarship per academic year to an agriculture student who demonstrates financial need. The student must demonstrate qualities of leadership, good professional promise, high moral standards, academic achievement and need.

O.R. and Irma Holiday Scholarship (\$1,690). This award is given annually to a student in agriculture (even years) and human science (odd years). The student must have earned 30 semester hours with a GPA of 2.3 or above, exhibit good citizenship and demonstrate professional growth.

Phyllis Flowers-Greenhouse Scholarship

Internship Experience

All students must complete an internship experience prior to graduation. The purpose of the internship is to gain a full work experience for your chosen career path. The internship can be paid or unpaid. Your advisor will assist you with locating an internship site.

Clubs and Organizations

We encourage students to participate in departmental clubs and organizations to network with peers and gain an understanding of professional associations. Student clubs and organizations are listed below.

- Human Development and Family Studies Club
- Human Sciences Club
- Kappa Omicron Nu Honor Society (*invitation only)
- National Society of Minorities in Hospitality
- The Fashion Network Club



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The University of Arkansas at Pine Bluff is fully accredited by The Higher Learning Commission,
230 South LaSalle Street, Suite 7-500, Chicago, IL 60604, 1-800-621-7440/FAX: 312-263-7462.

A University of Arkansas COOPERATIVE EXTENSION PROGRAM, University of Arkansas at Pine Bluff, United States Department of Agriculture and County Governments Cooperating. Issued in furtherance of Extension work, Act of September 29, 1977, in cooperation with the U.S. Department of Agriculture, Dr. Doze Y. Butler, Dean/Director, 1890 Research and Extension Programs, Cooperative Extension Program, University of Arkansas at Pine Bluff. The University of Arkansas at Pine Bluff offers all its Extension and Research programs and services without regard to race, color, sex, gender identity, sexual orientation, national origin, religion, age, disability, marital or veteran status, genetic information, or any other legally protected status, and is an Affirmative Action/Equal Opportunity Employer.