

**Syllabus: Anthropology 1099 “Resources in Anthropology at USU” (1 credit)**  
MWF 12:30-1:20 (August 31 – October 12, 2015), Main 117  
Instructor: Dr. Bonnie Glass-Coffin [bonnie.glasscoffin@usu.edu](mailto:bonnie.glasscoffin@usu.edu) 435-797-4064  
Office hours: Wednesday 9:30-10:20 and 1:30-2:20 and by appointment

**Required reading: The Anthropology Graduate’s Guide: From Student to Career (selected chapters as noted in the syllabus)**

**Week 1 (August 31-Sept 4): Introduction to the Anthropology Program and SSWA Department (Dr. Bonnie Glass-Coffin)**

**Mon:**

- Overview of the course
- Discussion of portfolio assignment
- Program basics:
  - Green Sheet & Requirement Tracking Form
  - BA & BS Requirements
  - Anthropology coursework through Distance Education

**Wed:**

- Introductions:
  - Staff Assistant (**Annette Grove**),
  - Peer Advisor / Anthropology Club (**Jason Brough**)
  - HaSS Advisor (**Reid Furniss**)
- Getting involved overview:
  - Anthropology scholarship and grant opportunities
  - Internships, volunteering, work study, lab and field work, collaborating with your professors

**Fri:**

- Museum of Anthropology (**Molly Cannon**)
- Brief tour of physical facilities: Museum of Anthropology, labs, SSWA office & conference room, anthropology conference room & library.

**Week 2 (September 9-11): Sept 7<sup>th</sup>, Holiday—no class.**

- Required reading: Ch. 3-5 of textbook,

**Wed:**

- But, what can I DO with a degree in anthropology? view “Anthropology: Real Careers, Real People”

**Fri:**

- Discussion of self-assessment exercise for your portfolio (4 questions in Ch. 3 + what would your dream job be?)

**Week 3 (Sept. 14-Sept 18): Archaeology Track (Dr. David Byers, Dr. Judson Finley, Dr. Jacob Freeman, Dr. Ken Cannon and Dr. Molly Cannon)**

- Required reading: Ch. 6 in textbook

**Mon, Wed:**

- Archaeology presentations by various professors.
- You should be sure to ASK our presenters about the following:
  - Archaeology field school and research opportunities in the field
  - Archaeology lab and research opportunities in the lab
  - Paleoenvironmental field trip
  - Obtaining paid employment in archaeology as an undergraduate
  - Cultural resource management training and opportunities
  - USU Archaeological Services(Ken Cannon)
  - The anthropology SDCAV (GIS) lab (Molly Cannon)

**Fri:**

- Discuss skills-assessment (what skills do you have for your dream job? what skills do you need? how can you be strategic: using your classes and extra-curricular activities to prepare you for your dream career?)

**Week 4 (Sept. 21-25): Biological & Cultural Anthropology Tracks**

- Required reading: Ch. 10-11

**Mon:**

- Biological anthropology presentations: **(Dr. Nanda Grow, Dr. Patricia Lambert)**

**Wed:**

- Cultural anthropology presentations: **(Dr. Francois Dengah, Dr. Bonnie Glass-Coffin)**

**Fri:**

- Discuss exercise: locate and be prepared to present 2 internship ideas for Summer 2016 (see <http://www.aaanet.org/profdev/internships> for examples)

**Week 5 (Sept. 28-Oct 2):**

**Mon:**

- Library Resources for Anthropology Students **(Carol Kochan).**  
**\*CLASS WILL MEET IN LIBRARY ROOM 122**

**Wed:**

- **No class meeting: use personal computers or computer labs to complete library assignment**

**Fri:**

- In class discussion of assignments

**Week 6 (Oct 5-Oct 9): Professional Preparation (Anthro Faculty & Grad Students)**

- Required reading: Ch. 12-14

**Mon:**

- Preparing for graduate school

**Wed:**

- Ask your professors: a panel and open forum about “what it takes” to complete graduate school and enter a career in academia.

**Fri:**

- Discussion of interview exercise
- Closing comments

**OCTOBER 12, 2015, 5:00 p.m. Binder Due in Main 245:** Each student will assemble a binder containing **all** handouts, notes, and any other materials provided or presented in class. The purpose of the binder is to provide you with 1) a useful reference source to guide you through your anthropology major at USU from now through graduation and 2) a place to compile a portfolio of your best work while a student at USU.

Please include the following checklist as the very first page in your binder, complete with your inked-in check marks indicating that you’ve included each item:

- This checklist—copied/pasted onto its own sheet, printed out and completed (i.e., check marks indicate that each item is indeed present in the binder)
- Typed* table of contents
- Typed* statement of attendance (see next page: please cut, paste, sign and date the attendance document so that it represents a single page in your binder)
- Typed* list of names and contact information (e-mail & phone) for all anthropology personnel and others you meet/learn about as resources for your future with us.
- Typed* notes from each class period, making it clear you were present & attentive.
- Exercises as assigned.
- All hand-outs received.
- A *typed* ~ 1 to 2-paragraph statement, discussing what you most liked about this course as well as what you most look forward to as a USU Anthropologist. If you remain unsure about your major, please discuss the pros and cons as you see them of a future in the USU Anthropology Program. Please end with a list of extracurricular program opportunities you would like to pursue (e.g., joining the anthropology club).
- Tabs clearly separating each of these sections.
- Additional tabs labeled Freshman, Sophomore, Junior, and Senior, providing four sections into which you will put copies of your best work while a student at USU.

**EXPLANATION OF GRADING FOR ANTH 1099**

Your final grade will be based on attendance and on the quality and completeness of your binder as well as your individual assignments. Binders are due no later than Friday, October 3 at 5:00. **No late binders will be accepted** (“late” = any time after 5:00 on Oct. 3<sup>rd</sup>). Early binders are welcome.

Please give your notebooks to Annette Grove and have her date and initial the cover indicating she received it by the due date. **Please PICK UP your notebooks from Annette by October 24, 2013. Late pick-ups will result in grade reductions.**

### Statement of Attendance

I, \_\_\_\_\_, hereby certify that I attended all five sessions of Anth 1099. Or, I was excused on the date listed for the reason listed and made up work missed as directed by Dr. Glass-Coffin.

I attended all 5 classes

OR

I missed class on \_\_\_\_\_ because \_\_\_\_\_.  
I made up missed work from that day by \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_.

**I understand that if my signed statement of attendance conflicts with a cross-check of daily attendance lists, I will lose one letter grade per conflict.**

Signature

Printed Name

Signature Date

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THE AMERICANS WITH DISABILITIES ACT (ADA): Qualified students with ADA-documented physical, sensory, emotional or medical impairments may be eligible for reasonable accommodations. Veterans may also be eligible for services. All accommodations are coordinated through the Disability Resource Center (DRC), Room 101 of the University Inn, (435)797-2444 voice, (435)797-0740 TTY (toll free 1-800-259-2966). Please contact the DRC as early in the semester as possible. Alternate format materials (Braille, large print or digital) are available with advance notice.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA): The Department of Sociology, Social Work, & Anthropology at Utah State University maintains the confidentiality of students' records. When it is not feasible to distribute exams, papers, and other assignments to students individually (e.g., in large-enrollment classes), the instructor may obtain from students a signed waiver of confidentiality regarding class assignments so exams, papers, and other academic exercises may be placed out during class or during other group sessions for students to pick up. A general waiver may be sought from each student at the beginning of the academic term with the understanding that the waiver may be rescinded during the semester, in writing, if the

student chooses. If a student does not sign a waiver, assignments will be returned to that student confidentially.

**PLAGIARISM:** Plagiarism includes knowingly “representing, by paraphrase or direct quotation, the published or unpublished work of another person as one’s own in any academic exercise or activity without full and clear acknowledgment. Plagiarism also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials” (*Code of Policies and Procedures for Students*, Article V, Section 3A.1). The penalties for plagiarism are severe. They include “#1) warning or reprimand and #2) grade adjustment” (see: Article VI, Section 1A). Other penalties may also be imposed at the Dean’s discretion and may include probation, suspension, expulsion, withholding of transcripts, denial or revocation of degrees, referral for psychological counseling, and/or other disciplinary actions.

**USU CLASSROOM CIVILITY POLICY:** USU supports the principle of freedom of expression for both faculty and students. The University respects the rights of faculty to teach and students to learn. Maintenance of these rights requires classroom conditions that do not impede the learning process. Disruptive classroom behavior will not be tolerated. An individual engaging in such behavior will be subject to disciplinary action.