New Course Request

Indiana University

South Bend Campus

Check Appropriate Boxes: Undergraduate credit ☒ Graduate credit ☐ Professional credit ☐

1. School/Division College of Liberal Arts and Sciences

2. Academic Subject Code ANTH-P

3. Course Number 406 (must be cleared with University Enrollment Services)

4. Instructor VanderVeen

5. Course Title Laboratory Methods in Archaeology

Recommended Abbreviation (Optional) (Limited to 32 Characters including spaces)

6. First time this course is to be offered (Semester/Year): Summer 11, 2010

7. Credit Hours: Fixed at 1.0 or Variable from 1.0 to 6.0

8. Is this course to be graded S-F (only)? Yes ☒ No ☐

9. Is variable title approval being requested? Yes ☐ No ☒

10. Course description (not to exceed 50 words) for Bulletin publication: P: P405 or consent of instructor. Specialized training in laboratory procedures and analysis of archaeological materials. Major categories of material culture to be studied include lithics, ceramics, and faunal and floral remains. Emphasis is on processing, sorting, identifying, and analyzing material recovered from the previous Fieldwork in Archaeology (P405) course.

11. Lecture Contact Hours: Fixed at 14 or Variable from 10/4 to 12/4

12. Non-Lecture Contact Hours: Fixed at 14 or Variable from 10/4 to 30/4

13. Estimated enrollment: 15 of which 0 percent are expected to be graduate students.

14. Frequency of scheduling: every summer Will this course be required for majors? No

15. Justification for new course: elective for students in new Anthropology major

16. Are the necessary reading materials currently available in the appropriate library? Yes

17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by:

Department Chairman/Division Director

Date 2/10/10

Approved by:

Rebecca Tarlack Date 4/27/10

Dean of Graduate School (when required)

Date

Chancellor/Vice-President

Date

University Enrollment Services

Date

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

UPS 724

University Enrollment Services Final—White; Chancellor/Vice-President—Blue; School/Division—Yellow; Department/Division—Pink; University Enrollment Services Advance—White
From: Yi Cheng  
Chair, the CLAS Curriculum Committee  
To: the Dean/Associate Deans of CLAS and the Senate Curriculum Committee  
Re: ANTH-P406 New-to-IUSB Course Proposal  
Date: April 26, 2010

The CLAS Curriculum Committee discussed the ANTH-P406 proposal during the meeting on April 23, 2010. We noticed the inconsistency in the Bloomington’s original course request and the course change request forms, lines 7, 11, and 12. Both forms are attached to the proposal. 

Since this is not a problem for the proposer to resolve, the committee believes that the process of the approval of ANTH-P406 as a new course to IUSB should not be affected by this inconsistency.
ANTH-P 406: Laboratory Methods in Archaeology
Course Syllabus and Schedule

Instructor
Jay VanderVeen
DW 2267
520-4618
jmvander@iusb.edu

Objectives
This course encourages students to understand and experience how laboratory procedures form an integral part of the archaeological research process. The recovery of artifacts and other data from an archaeological excavation or survey marks only the beginning of interpreting people's actions in past societies and cultures. Studying material culture in relation to a research design within the various stages of laboratory methods is necessary because archaeological investigations are never complete until the "lab work" is done and reports are produced.

Through readings and lectures, discussions, speakers, and especially hands-on experience, this course provides students the opportunity to acquire the basic skills essential to proper laboratory methods and to analytical techniques. Such skills are critical to archaeological careers, whether in research or applied settings.

Readings
Archaeological Laboratory Methods: An Introduction, by Mark Q. Sutton and Brooke S. Arkush (Kendall Hunt, 2001)

Grading and Evaluation
1) Students are expected to participate everyday in the processing and analysis of artifacts. The material collected during previous field work requires timely and accurate analysis. By missing a day of class, substantial practical material will also be missed. (30 points)
2) Students will undertake an analytical research project based on information they have collected during the semester. A schedule for structuring and implementing analyses for the projects will be set in class. Project results will be reported in a paper submitted at the end of the semester using proper formats for archaeological and scholarly production. (100 points)
3) Each student will critically review a published example of an archaeologist's artifact analysis. The details of each assignment discussed in class and addressed through handouts. (20 points)

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<thead>
<tr>
<th>Grade</th>
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<tbody>
<tr>
<td>A+</td>
<td>100% and above (&gt;150 points)</td>
<td>A-</td>
<td>90-94 (135-142)</td>
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<tr>
<td>B+</td>
<td>87-89 (131-134)</td>
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<td>80-82 (120-124)</td>
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<td>C+</td>
<td>77-79 (116-119)</td>
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<td>70-72 (105-109)</td>
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<td>D+</td>
<td>67-69 (101-104)</td>
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<td>60-62 (90-94)</td>
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<td>F</td>
<td>59% and below (&lt;89)</td>
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Schedule
The typical activity each day is dependent upon the artifacts at hand. Students will be cleaning, sorting, counting, identifying, cataloging, and curating the material recovered from IU South Bend field schools. The level of processing needed cannot be anticipated, and the amount of attention provided to each artifact will necessarily vary. Thus, students’ schedule will need to be flexible. The first day of the week will begin with
discussions of articles and the assigned readings, and the laboratory work will follow. When applicable, lectures will be provided by the instructor and guest speakers.

This course may be taken for a variable number of credit hours, although the standard amount is six. All students, regardless of the credits sought in the course, must meet on the first day of each week to participate in the review of the literature. Additionally, all students are responsible for a minimum number of objects cleaned, classified, and catalogued. Time spent in the laboratory on the analysis of the artifacts and the extent of the final research project will be determined by the number of credit hours for which each student enrolled. Students and faculty will discuss the workload on a case-by-case basis.

Course Policies
Please approach me if you have concerns about any aspect of this class. I am more than willing to accommodate any individual with special needs or requirements, be they physical, religious, or otherwise. If you have an exceptionality of any sort, it is your responsibility to take the necessary steps to fulfill the college’s requirements, but I will certainly help you contact the appropriate officials. If you have a disability and need assistance, visit the Disabled Student Services office and obtain a letter attesting to your needs. If you require accommodations for religious observances, please provide me with a written request in the first two weeks of class. Regardless of the situation, early notification will benefit us both.

If you expect to have any difficulty in meeting the expectations for any assignments in this class, be aware that problems are best resolved by dealing with them BEFORE they occur. Most issues are negotiable beforehand, but there are no guarantees after the fact. See the Schedule of Classes regarding dates and policies for withdrawals.

Both the University and I take academic honesty very seriously. Cheating or plagiarism will not be accepted from any student. If you are caught acting dishonestly, you will fail the course. For your own safety, please read and follow the guidelines presented in the Student Responsibility section of the Code of Student Rights, Responsibilities, and Conduct published by the University (http://www.dsa.indiana.edu/Code/index1.html). Plagiarism goes beyond copying someone else’s words without giving credit; it applies also to the use of another’s ideas without attribution. If you have any questions about what may be plagiarism, see me.
New Course Request

Indiana University

Check Appropriate Boxes:
- Undergraduate credit [X]
- Graduate credit [ ]
- Professional credit [ ]

1. School/Division: COAS
2. Academic Subject Code: ANTH

3. Course Number: PA06
   (must be cleared with University Registrar)
4. Instructor: C.E. Peabody

5. Course Title: Laboratory methods in archaeology

   Recommended Abbreviation (Optional):
   (limited to 32 Characters including spaces)

6. First time this course is to be offered (Semester/Year): Summer II, 1997

7. Credit Hours: Fixed at 6.0 or Variable from to

8. Is this course to be graded S-F (only)? Yes [ ] No [X]

9. Is variable title approval being requested? Yes [ ] No [X]

10. Course description (not to exceed 50 words) for Bulletin publication:

    "Specialized training in laboratory procedures and analysis of archaeological materials. Major categories of material culture to be studied include lithics, ceramics, faunal and floral remains. Emphasis is on processing, sorting, identifying, and analyzing material recovered from the previous Field School in Archaeology (PA05)."

11. Lecture Contact Hours: Fixed at 1.4 or Variable from to

12. Non-Lecture Contact Hours: Fixed at 4 or Variable from to

13. Estimated enrollment: 20 of which 0 percent are expected to be graduate students.

14. Frequency of scheduling: MTWR
   Will this course be required for majors? No

15. Justification for new course: Required for SoPA certification of IU's archaeological training program

16. Are the necessary reading materials currently available in the appropriate library? Yes

17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by: [Signature] 12-5-96
Department/Chairman/Division Director

Dean of Graduate School (when required) Date

Approved by: [Signature] 1/16/97
Dean

[Signature] 3/14/97
Chancellor/Vice-President

[Signature] 4/16/97
University Registrar

After School/Division approval, forward the last copy (without attachments) to the University Registrar for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

Revised March, 1997

University Registrar Final Copy

Online System Printout

MAR 20 1997
Course Change Request

Indiana University

Check Appropriate Boxes:
- Undergraduate credit [X]
- Graduate credit [ ]
- Professional credit [ ]

1. School/Division: COAS
2. Academic Subject Code: ANTH
3. Current Course Number: P406
4. Current Credit Hours: 6
5. Current Title: Laboratory Methods in Archaeology
6. Effective Semester/Year for changes listed below: 2nd summer 1997
7. Instructor: Peebles

Type of Change Requested (Check appropriate boxes and indicate changes)

☐ 8. Change course number to: (must be cleared with University Registrar)

☐ 9. Current course title:
Change to:
Recommended abbreviation (optional) (Limited to 32 characters including spaces)

☐ 10. Current credit hours fixed at: 6 or variable from: to 6
Change to credit hours fixed at: or variable from: 1 to 6

☐ 11. Current lecture contact hours fixed at: or variable from: to
Change to lecture contact hours fixed at: or variable from: to

☐ 12. Current non-lecture contact hours fixed at: or variable from: to
Change to non-lecture contact hours fixed at: or variable from: to

☐ 13. Is this course currently graded with S-F (only) grades? Yes No
Change to S-F (only) grading? Yes No

☐ 14. Does this course presently have variable title approval? Yes No
Is variable title approval being requested? Yes No

☐ 15. Is this course being discontinued? For all campuses or for this campus only

☐ 16. Current course description

Change course description to (not to exceed 50 words)

17. Justification for change: For students to arrange their summer work schedules.
(Use additional paper if necessary)

18. Are the necessary reading materials currently available in the appropriate library?

19. A copy of every course change proposal must be submitted to departments, schools, or divisions in which there may be overlap of this course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by:

Department Chairman/Division Director
Date 6-18-97

Dean of Graduate School (when required)
Date

Approved by:

Chancellor/Vice-President
Date 6-27-97

University Registrar
Date 6-27-97

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