

## HIST 195: ARCHAEOLOGY LAB

Spring 2015

W 3:30-5:10 p.m.

Location: Hewes Library, Room 11A

INSTRUCTOR: <b>Prof. Víctor M. Martínez</b>	☎ (309) 457-2289
OFFICE: Hewes Library, Room 11A	E-✉ martinezv@monmouthcollege.edu
OFFICE HOURS: Tuesdays, 2:00—4:00 p.m. (beginning 1/20) or by appointment	

### COURSE DESCRIPTION

This course is designed so that students gain hands-on experience working with the Monmouth College Native American Artifact collection in a laboratory setting. Through the handling of authentic antiquities in a scientific manner, students are also introduced to the world of cultural resource management. The course will include introductory lectures on the cultural history of Illinois, Native American archaeology and lithic technology. Students will spend the majority of class time accessing, cataloguing, maintaining, and promoting our collection. Students may also have the opportunity to help develop the class's Facebook page and artifact database, as well as photograph artifacts. This course may be repeated for credit.

### TEXTBOOKS

There are no textbooks for the class, however, the following are required materials for class:

- A mechanic pencil that uses 0.5 mm leads (HB weight [=no. 2]);
- A good eraser, preferably a Staedtler Mars Plastic Eraser; and
- The color printed copy of the current Lab Handbook (please bring with you at all times).

Note: No pens, sharpies, or highlighters are allowed unless informed otherwise by the instructor or one of the TAs.

### COURSE ENGAGEMENT EXPECTATIONS

This course is scheduled to meet 1 day per week for 100 minutes for eight (8) weeks. Assigned activities may take each student a different amount of time to finish, however, the weekly average for all students in the course should be 1 hour. Due to this course's overriding emphasis on hands-on, in-class lab work, you should expect to spend only about 15 hours total on the outside assignments.

### GRADING AND REQUIREMENTS

- *In Class Activities and Participation:* Students will be asked to complete in class writing assignments, group work, or other activities. Student engagement in discussion of the readings or topics will also be of importance and form part of their assessment, thus students are expected to attend all class meetings, unless prevented from doing so by

serious illness or some other important over-riding obligation. Those who do not attend class regularly will find it difficult to do well on the tests and on written exercises. If you miss one of the classes, it is completely your responsibility to get the notes from a fellow classmate. DO NOT email that you have the sniffles and thus could not make it to class. If you are unable to attend a class in which a test is given or an exercise due, then you should let the instructor know via email on the day in question, preferably prior to the class, AND document the reason for your absence. I will take attendance and your absence will be obvious during discussion. You are allowed only **ONE** absence, after which your grade will drop by a full grade (e.g., from an "A" to a "B").

- *Writing assignments:* in lieu of a long research paper, you will be asked to write one short paper. This paper will consist of a 400-600 word summary of one of the archaeology lectures hosted by the Western Illinois Chapter of the AIA. The paper must be turned in to me no later than one week after the lecture. No late submissions will be accepted
- Point distribution for the course is as follows:

In Class Activities and Participation	70%
<u>Writing assignment</u>	<u>30</u>
<b>TOTAL</b>	<b>100%</b>

The grading scale for each component and for final grades is as follows:

100-94	A	83-80	B-	69-68	D+
93-90	A-	79-78	C+	67-64	D
89-88	B+	77-74	C	63-60	D-
87-84	B	73-70	C-	59-00	F

**Please note:** All assignments must be submitted on time. No extensions will be granted without proper university consent. Late papers will be marked down a letter grade (e.g. from A to an A-, an A- to a B+, etc.) per day (i.e., if an assignment is due Friday and you turn it in on Monday, then it is three days late). There will be NO curve for the course. If you keep up with the readings, attend the lectures, and participate in discussion, then you should do well in this course. Please come see me during office hours or contact me via e-mail should you have any questions.

#### **POLICY ON SPECIAL ARRANGEMENTS FOR LECTURES AND EXAMS**

Make-up exams will be offered only in the event of a true emergency. If an emergency prevents you from attending class, contact me as soon as possible. Make up exams will be given **only** to students who have provided notification and a clear explanation of their absence. If you have any questions, then be sure to speak to the instructor. In all cases, the instructor reserves the right to modify or amend these rules on a case-by-case decision in order to reflect the particular circumstances.

In this class, students may not make audio or video recordings of course activity, except students permitted and who have discussed this with the instructor. Those students who are permitted to record are not permitted to redistribute audio or video recordings of statements or comments

from the course to individuals who are not students in the course without the express permission of the faculty member and of any students who are recorded. Students found to have violated this policy are subject to discipline.

Monmouth College wants to help all students be as academically successful as possible. It is the goal of Monmouth College to accommodate students with disabilities pursuant to federal law, state law, and the college's commitment to equal educational opportunity. Any student with a disability who needs an accommodation should speak with the Teaching and Learning Center, which is located on the 2nd floor of Poling Hall (Tel.: 309-457-2257). Students who wish to use the testing services of the **Office of Disability Services (ODS)** need to notify the instructor with a written request for academic accommodations from the ODS office by the end of the second week of class (see <http://www.monmouthcollege.edu/life/disability-services> for more information).

### **SUPPORT FOR SUCCESS**

#### *Writing Center*

The Monmouth College Writing Center offers unlimited, free peer tutoring sessions for students at MC. Peer writing tutors work with writers from any major, of any writing ability, on any type of writing assignment, and at any stage of their writing processes, from planning to drafting to revising to editing. The Writing Center is located on the 3rd floor of the Mellinger Teaching and Learning Center, and is open Sunday-Thursday 7-10 p.m. and Monday-Thursday 3-5 p.m. on a first-come, first-served basis. No appointment is necessary. Contact [bdraxler@monmouthcollege.edu](mailto:bdraxler@monmouthcollege.edu) or visit the website, <http://writingatmc.wordpress.com/writing-center/> for more information.

#### *Teaching & Learning Center (TLC)*

The Teaching and Learning Center offers various resources to assist Monmouth students with their academic success. All programs are FREE to Monmouth students and are here to help you excel academically. Their services are not just for struggling students, but designed to assist all students to get better grades, to learn stronger study skills, and to be able to manage you're their academic time. Visit them at the 2nd floor of Poling Hall from 8 a.m.-4:30 p.m. or online at <http://www.monmouthcollege.edu/academics/support/tlc>. They can also be reached at, [tlc@monmouthcollege.edu](mailto:tlc@monmouthcollege.edu) or 309-457-2257.

### **ACADEMIC DISHONESTY**

Unless otherwise stated, each assignment is to reflect the efforts of a single student. Identical work, nearly identical work, or collaboration is treated as plagiarism and will be reported to the proper authorities (<http://www.monmouthcollege.edu/life/residence-life/scots-guide/disciplinary-procedures.aspx>). At Monmouth College, we view academic dishonesty as a threat to the integrity and intellectual mission of our institution. Any breach of the academic honesty policy—either intentionally or unintentionally—will be taken seriously and may result not only in failure in the course, but in suspension or expulsion from the college. It is each student's responsibility to read, understand and comply with the general academic honesty

policy at Monmouth College, as defined in the Scots Guide (<http://www.monmouthcollege.edu/life/residence-life/scots-guide/academic.aspx>). The following areas are examples of violations of the academic honesty policy:

1. Cheating on tests, labs, etc.; Plagiarism, i.e., using the words, ideas, writing, or work of another without giving appropriate credit;
2. Improper collaboration between students, i.e., not doing one's own work on outside assignments unspecified as group projects by the instructor;
3. Submitting work previously submitted in another course, without previous authorization by the instructor.

NB: This list is not intended to be exhaustive.

### **CLASSROOM CIVILITY**

The college classroom is a public space requiring a certain degree of civility. Please uphold the following guidelines in order to ensure an appropriate environment for your fellow students and for classes that share the space.

- Please refrain from eating in class. If you must have a beverage or snack, then be sure to remove any trash.
- Turn off all electronic devices, such as cellular phones.
- Those who wish to read the newspaper or sleep in class may be asked to leave.
- Those who wish to use their laptops to take notes should refrain from updating their Facebook pages, checking email, or surfing the web.
- If you need to arrive late to class or leave early, please sit near the back of the room and make every effort to make your entry or exit as unobtrusive as possible.
- Please refrain from disturbing the students near you by talking during lecture

Please come see me during office hours or contact me via e-mail should you have any questions regarding these policies.

### **READINGS**

Occasionally, I may ask you to do one or more reading for class. Reading assignments should be completed for the week on which they appear in the schedule of topics. Reading loads vary, so plan your study time accordingly. NB: The professor reserves the right to make changes or additions to this schedule as he sees fit. Changes will be announced either in class or via e-mail. If a student is not in class when such an announcement is made, then it is that student's responsibility to obtain updated schedule information from either the professor or a classmate. Misunderstandings of the schedule will not be considered a sufficient excuse for lack of preparation or missing an assignment or exam.