

**San José State University
Anthropology Department
ANTH 167, Archaeological Lab Methods Sec1, Fall 2009**

Instructor: Dr. Marco Meniketti
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Office Hours: M 11:00-1:00, T/Th 1:00-3:00, 6:00-6:30
Class Days/Time: Tues/Thurs 4:30-5:45
Classroom: WSQ 004
Prerequisites: ANTH 13 or equivalent

Faculty Web Page and MYSJSU Messaging (Optional)

Copies of the course materials such as the syllabus, major assignment handouts, etc. may be found on my faculty web page accessible through the Quick Links>Faculty Web Page links on the SJSU home page. You are responsible for regularly checking with the messaging system through MySJSU (or other communication system as indicated by the instructor).

Course Description

Central questions in archaeological theory and practice and basic laboratory methods of analysis of material culture remains. **General laboratory procedures in archaeological research. Collection, processing, and curation of artifacts.**

Course Goals and Student Learning Objectives

Learning Objectives:

The focus of this course will be on theory and hands-on skills associated with analysis of archaeologically recovered materials and artifacts. While archaeologists tend to have specialized skills or training in artifact classes or materials (such as lithics or ceramics) all archaeologists must have working knowledge of how to process every class of artifact that might be encountered during excavation. This course stresses fundamentals such that students are trained in recording and reporting basic information about artifacts and are made aware of the kinds of specialized laboratory analyses are possible.

Laboratory Applications

Students will gain hands-on experience with techniques used in archaeological analysis, including photography, trace element detection and statistics, illustration and curation.

Artifact Analysis

Students will learn and apply a range of methods for analysis of soils, artifacts, archaeological site plans, microscopic wear patterns.

Basic Conservation Experimentation

Students will engage in independent research related to special problems in archaeological analysis and conservation. This may be either preserving artifacts recovered from marine environments or assessment of different conservation procedures.

Research Reporting

Reporting sites and artifact description is an essential part of archaeological writing and a professional responsibility. The backlog in unpublished research is not only staggering in volume, but a genuine problem in the advancement of the field. Students will engage in scientific technical writing and will complete a brief archaeological report based on SJSU artifact collections and archives.

Required Texts/Readings

Archaeological Laboratory Methods, 5th edition. Sutton and Arkush. Kendall/Hunt Publishing 2009.

Other Readings

Several case studies and supplemental works, some out of print, will be made available as pdfs on my faculty webpage for download.

Classroom Protocol

Policies:

- Students are encouraged to ask questions before, during, and after class and to take full advantage of scheduled office hours or make appointments to discuss topics of interest.
- The instructor will make every reasonable effort to provide timely and constructive feedback to students concerning performance throughout the semester.
- The instructor will be available through regular office hours, through email, and by appointment.
- Students should expect to actively participate individually, through group work, class discussions, and in Q&A sessions.
- Students are expected to keep track of assignments, grades and readings.
- **No assignments will be accepted by email. No exceptions.**
- Missed exams may be made-up only if a student provides appropriate documentation for legitimate cause for missing scheduled exam dates (funeral, medical emergency, family crisis; *per university policy*). *Absolutely no make-up will be given for reasons of course overloads, or personal time. Make-up exams will be by scheduled appointment in my office and will include oral discussion section.* Late research projects will not be accepted. Late assignments will be given a grace period of one class cycle (the next class) and a reduced score. Late assignments will not be accepted beyond the grace period. Assignments will not be accepted during finals week.
- Exam dates will not be altered. ***If you have a conflict with a scheduled exam date please make arrangements in advance (at least two weeks). The sooner the better.***
- ***You may not leave the room during an exam.*** The instructor will interpret this as a completed exam and it will be collected without further opportunity to continue.

- The instructor reserves the right to adjust the syllabus content as deemed necessary to facilitate the highest achievement and performance of the class or to introduce new elements that may arise. Archaeology is an active science. New information becomes available weekly that may impact our course material.
- To receive a passing grade for this course you must complete and submit at least 2/3 of the assignments.
- Extra credit assignments will not be provided as substitutes for missing regular assignments.
- **Academic integrity and ethics will be upheld at all times.** Plagiarism is intellectually dishonest and a form of theft. It will not be tolerated.
- **All lectures are copyrighted.** The use of recording equipment of any kind; tape, film, or digital, is forbidden without written consent from the instructor. This is not usually a problem. Students must agree not to use lectures in unauthorized formats or non-educational purposes.
- All written projects should conform to the citation standards of American Antiquity. Examples are provided for use on my faculty webpage.
- Students are expected to attend class. Participation is a vital element in a social science environment and attendance is foundational to academic success. Attendance does not count toward scoring your grade, but will impact your learning. Attendance will be monitored informally.
- Please turn off your cell phones as a courtesy and in respect for fellow students and the instructor.
- **Please: Food and drinks are not allowed in the lab.**
- **It will be assumed that you have read and understand all policies and course criteria.**

Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drops, academic renewal, etc. [Information on add/drops are available at http://info.sjsu.edu/web-dbgen/narr/soc-fall/rec-298.html](http://info.sjsu.edu/web-dbgen/narr/soc-fall/rec-298.html). [Information about late drop is available at http://www.sjsu.edu/sac/advising/latedrops/policy/](http://www.sjsu.edu/sac/advising/latedrops/policy/). Students should be aware of the current deadlines and penalties for adding and dropping classes.

Assignments and Grading Policy

Course Requirements

The class is a mixture of lecture, discussion, lab work and independent study. Independent projects will require students use library and internet resources as well as carry out long term lab experiments. Lab work is mandatory and students may miss only one lab session unexcused without penalty. Trace Element lab can not be made up because the equipment will be available for only one week.

Project Report

Students will engage in scientific technical writing development and will complete an archaeological report based on semester long analysis of material from the SJSU artifact collections and archives. Students will be assigned a topic early in the semester and are expected to use a variety of resources to in preparation of the report.

Lab Work

As this is a lab course there will be multiple opportunities to participate in lab analysis of artifact materials. The material used in class is drawn from active and on-going research. Thoughtful care should be taken with the artifacts. Students will be assigned tasks each week depending on available materials and analytical equipment. Students can expect to spend weeks doing repetitive and often tedious lab tasks. There will be no make-up for labs (*substitute work may be available for students having valid and documented medical excused absences*). Because materials and equipment are limited, it may be necessary to spread the lab work out over several classes. This means individuals will likely be working on different tasks. One page write-up due at completion of lab.

Conservation problems will be semester long experiments and will require students to make observations on a variety of remedies for artifact curation.

Case Studies and Annotated Bibliography

Students will compile three annotated bibliographies over the semester relevant to the various topics covered in the course. Each should center on case studies associated with lab analysis of archaeological materials. It may be necessary to extend your reach beyond the SJSU library.

Final Exam: December 16, 2:45 pm.

The final exam is based on practical skills and problem-based analysis. Some aspects of the exam may be hands-on. The exam will be open-note.

Highly recommended all assigned readings be completed before class.

Additional material sources

Cronyn, J.M.

1990 The Elements of Archeological Conservation. Rutledge, London

Miller, G., Jones, O., Ross, L., and T. Majewski

1991 Approaches to Material Culture Research for Historical Archaeologists. The Society for historical Archaeology

Renfrew, C. and Bahn, P.

2007 Archaeological Essentials: Theories, method and Practice. Thames and Hudson, London.

Students should anticipate and schedule minimally 5 hours of each week for work outside class.

Assignments and various announcements will be available for download from My Faculty Webpage.

Assessments:

There will nine lab write-ups, three annotated bibliographies and a term project. There will also be a Final Exam. The Final Exam is comprehensive and encompasses the entire course. It is open note. The Exam questions are problem based and essay-short answer oriented. Objective questions are included. Conceptual understanding and application of knowledge is the principal objective of the course and will be targeted by assessment.

Archaeology is interdisciplinary. The goal of these assessments is to provide students with the broadest range of opportunity to demonstrate mastery and competence based on their personal strengths and to reach as many different interests as feasible within the context and constraints of the course.

Term papers in this course are viewed as concise reports of major topics or archaeological problems, and students will ideally incorporate lecture materials, readings, and their personal knowledge base into the paper where appropriate. **All papers must be typed, dbl spaced, 12 pt type, plus appropriate citations.** In addition to mechanical aspects (spelling, grammar, proper citations, etc) synthesis papers and term projects are assessed based on original thinking, conceptual clarity, and accuracy. To the degree that these are subjective categories, they are consistent with the standards of professional peer reviewed journals across disciplines. Obviously, you are not expected to write at the level of professionals, but you can be expected to adhere to professional practice and improve your academic skills repertoire. Papers will not be accepted after the deadline.

Term projects must be of 8-10 pages. Intentional plagiarism will result in an automatic failing grade. Failure to take the final exam will result in an F grade regardless of other completed work.

Students should anticipate and schedule minimally 5 hours of each week for work outside class.

Assignments and various announcements will be available for download from My Faculty Webpage.

Labs 9 x 10 pts (The best eight of nine will apply: 80 pts)

Report (60 pts)

Annotated Bibliographies 3 x 20 (60 pts)

Final Exam 100 pts

Total: 300 pts

All assignments must be submitted to receive a grade.

Grades will be based on score percentages. 92-100% 4.0; 88-91% 3.5; 80-87% 3.0; 75-79% 2.5; 70-74% 2.0; 64-69% 1.5; 57-63% 1.0; <56% 0.0

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Below are basic guidelines for grading. Additional criteria may apply depending on assignments. Grading is criterion based and follows a set of rubrics so that assessment is consistent for all students. Final grade is all based on assessment trends rewarding consistent improvement.

Earning an A: All assignments must be completed, on time, and demonstrate thorough mastery of conceptual as well as critical content. Assignments will exhibit thoughtful and critical analysis, conceptual synthesis, and originality. Papers will be carefully proofed for grammatical and typographical errors and exhibit exemplary writing appropriate to the discipline. Seminar responsibilities achieved. Assignments must be of consistently high quality in terms of content and execution. Examinations will score in the 90% and above range. Projects complete and original or innovative.

Earning a B: All assignments must be completed, on time, and demonstrate general comprehension of conceptual as well as critical content. Assignments will exhibit thoughtful analysis and effort should be made at conceptual synthesis. Seminar responsibilities achieved. Papers will be carefully proofed for grammatical and typographical errors and exhibit very few writing problems. Assignments must be of good quality in terms of content and conform to standards appropriate to the discipline. Exams may score in the 85% and above range. Projects complete and original.

Earning a C: At least 80% of assignments must be completed, on time, and demonstrate general understanding of critical content. Knowledge of basic conceptual material should be demonstrated. Seminar responsibilities achieved. Assignments will exhibit careful effort with minimal errors in content. Papers will likely contain grammatical and typographical errors and exhibit general writing problems. Citation standards incorrect. Exams may score in the 75% and above range. Projects complete but of average quality as measured by content and scope.

Earning a D: Failure to turn in assignments in a timely manner or to complete no more than 60% of assignments. Only basic knowledge of conceptual material. Critical analysis not demonstrated. Assignments exhibiting a lack of careful or thoughtful effort and several errors in content. Failure to achieve seminar responsibilities or at barely acceptable effort. Minimal engagement in class projects. Papers will likely contain grammatical and typographical errors and exhibit general writing problems. Citation standards ignored. Exams may score below 75% range. Project partial completed a basic level.

Earning an F: Failure to turn in assignments in a timely manner or to complete and submit more than 60% of assignments. Basic knowledge of conceptual material and critical analysis not demonstrated. No evidence of general skills or course content acquired. Assignments exhibiting a lack of careful or thoughtful effort and significant errors evident in content. Papers will likely contain serious grammatical and typographical errors along with general writing problems, especially in word usage. Citation standards wrong. Exams may score below the 60% range. Final project possibly incomplete, late, or absent. Any intentional plagiarism will automatically result in a failing grade. Missing final exam will result in an F.

Grade I: Special circumstances (personal circumstances preventing student from academic completion of the course). Attendance below acceptable levels to have earned an I will in some instances be assigned an F grade per University policy. An Incomplete can not be given to avoid an F grade.

University Policies

Academic integrity

Students should know that the University's [Academic Integrity Policy is available at http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf](http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf). Your own commitment to learning, as evidenced by your enrollment at San Jose State University and the University's integrity policy, require you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The website for [Student Conduct and Ethical Development is available at http://www.sa.sjsu.edu/judicial_affairs/index.html](http://www.sa.sjsu.edu/judicial_affairs/index.html).

Instances of academic dishonesty will not be tolerated. Cheating on exams or plagiarism (presenting the work of another as your own, or the use of another person's ideas without giving proper credit) will result in a failing grade and sanctions by the University. For this class, all assignments are to be completed by the individual student unless otherwise specified. If you would like to include in your assignment any material you have submitted, or plan to submit for another class, please note that SJSU's Academic Policy F06-1 requires approval of instructors.

Campus Policy in Compliance with the American Disabilities Act

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with the DRC (Disability Resource Center) to establish a record of their disability.

Student Technology Resources (Optional)

Computer labs for student use are available in the Academic Success Center located on the 1st floor of Clark Hall and on the 2nd floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library.

A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include digital and VHS camcorders, VHS and Beta video players, 16 mm, slide, overhead, DVD, CD, and audiotape players, sound systems, wireless microphones, projection screens and monitors.

Learning Assistance Resource Center (Optional)

The Learning Assistance Resource Center (LARC) is located in Room 600 in the Student Services Center. It is designed to assist students in the development of their full academic potential and to motivate them to become self-directed learners. The center provides support services, such as skills assessment, individual or group tutorials, subject advising, learning assistance, summer academic preparation and basic skills development. [The LARC website is located at http://www.sjsu.edu/larc/](http://www.sjsu.edu/larc/).

SJSU Writing Center (Optional)

The SJSU Writing Center is located in Room 126 in Clark Hall. It is staffed by professional instructors and upper-division or graduate-level writing specialists from each of the seven SJSU colleges. Our writing specialists have met a rigorous GPA requirement, and they are well trained to assist all students at all levels within all disciplines to become better writers.

[The Writing Center website is located at http://www.sjsu.edu/writingcenter/about/staff/](http://www.sjsu.edu/writingcenter/about/staff/).

Peer Mentor Center (Optional)

The Peer Mentor Center is located on the 1st floor of Clark Hall in the Academic Success Center. The Peer Mentor Center is staffed with Peer Mentors who excel in helping students manage university life, tackling problems that range from academic challenges to interpersonal struggles. On the road to graduation, Peer Mentors are navigators, offering “roadside assistance” to peers who feel a bit lost or simply need help mapping out the locations of campus resources. Peer Mentor services are free and available on a drop –in basis, no reservation required. [Website of Peer Mentor Center is located at http://www.sjsu.edu/muse/peermentor/](http://www.sjsu.edu/muse/peermentor/).

Course Number / Title, Semester, Course Schedule

List the agenda for the semester including when and where the final exam will be held. Indicate the schedule is subject to change with fair notice and how the notice will be made available.

Table 1 Course Schedule

Week	Date	Topics, Readings, Assignments, Deadlines
1	Aug 25, 27	S&A Chp 1, 2 Introduction to archaeological Lab analysis, Lab notes, Definitions Conservation problems Part I [Lab 9] Term-Topics assigned
2	Sept 1,3	S&A Chp3, 6 Ceramics [Lab 1] hand outs Prehistoric materials
3	Sept 8,10	S&A Chp 9 hand outs Historic artifact types [Lab 2]
4	Sept 15,17	Ceramics (illustration) [Lab 3] Historic
5	Sept 22,24	hand outs Annotated Bib 1 Trace element analysis [Lab 4] Soil Chemistry for archaeology
6	Sept 29, Oct 1	S&A Chp 4, 5 Lithics [Lab 5] Types, nomenclature, metrics
7	Oct 6,8	Use wear
8	Oct 13,15	S&A Chp 14 hand outs Statistics, Site plans [Lab 6] Data bases and web applications
9	Oct 20, 22	S&A Chp 11 Annotated Bib 2 hand outs Flora Flotation and separation [Lab 7]
10	Oct 27, 29	[continued]

Week	Date	Topics, Readings, Assignments, Deadlines
11	Nov 3,5	Seriation and chronology Hand outs
12	Nov 10,12	S&A Chp 8 Curation Perishables
13	Nov 17,19	S&A Chp 10 Fauna [Lab 8] Annotated Bib 3
14	Nov 24	[Open; catch up]
15	Dec 1,3	hand outs Conservation problems Part 2 [Lab 9]
16	Dec 8	Synthesis Term Report due
Final Exam	Dec 16	2:45 WSQ004