ARCH 2800 Archaeological Science | Syllabus | Fall 2020

ARCH 2800 - Archaeological Science   T/R 3:30 - 4:50 pm CT

Instructor Contact

This course is co-taught by 2 faculty members.
Name: Dr. Lisa Nagaoka
Email: Lisa.Nagaoka@unt.edu
Office Hours: by appointment

Name: Dr. Kara Fulton
Email: Kara.Fulton@unt.edu
Office Hours: by appointment

Teaching Assistant (T.A.): Ciara Mason, CiaraMason@my.unt.edu

Communication Expectations:

1. For general questions about the course or assignments, post to the Class Q & A discussion forum in Canvas. This way we can all benefit from questions asked, and they can be answered in a venue that the whole class can see.
2. For questions about Labs, contact your T.A. via Canvas message or email.
3. For questions about anything else, contact your professors, via Canvas message or email.

Note: Only send email from your official UNT email address. Messages from other email services may not be answered.

Resources:

- Online Communication Tips (https://clear.unt.edu/online-communication-tips)
- Advice for Emailing Professors (https://www.insidehighered.com/views/2015/04/16/advice-students-so-they-dont-sound-silly-emails-essay)

Course Description

Catalog description: Human prehistory and methods of scientific investigation; emphasizes archaeological cultures from early hominid sites in East Africa to entry of peoples into the New World. Course stresses methods of interdisciplinary research, including geology, paleoenvironmental reconstruction, paleodiet and artifact-faunal analysis. Labs employ artifacts and bones for study.

Additional info: This course will begin with the basics of archaeology, then delve more into archaeological science as a subfield. The lab and lecture sections of this course are combined - all material will appear in one place in Canvas.

Course Structure

This course takes place 100% online. On Tuesdays and Thursdays, we will have synchronous video conferences using Zoom. Other than that, your interaction with your professors and with your fellow students will take place primarily in Canvas, Google Docs, and TEAMMATES (see Canvas for more details). There are 14 weeks of content that you will move through. With the exception of the first week and the last module, the content of each module is designed to be completed in one week, beginning on Sunday. See the Team-Based Learning & Module Structure page on Canvas for full details of the module structure.

Resources:

- UNT Online: Learn Anywhere (https://online.unt.edu/learn)
- How to Succeed as an Online Student (https://clear.unt.edu/teaching-resources/online-teaching/succeed-online)

Course Prerequisites or Other Restrictions

None.

Course Objectives

By the end of this course, you will be able to:

CO 1. Describe different archaeological methods and techniques. (*Communication Skills*)

CO 2. Analyze archaeological datasets. (*Empirical and Quantitative Skills*)

CO 3. Interpret archaeological datasets to explain human behavior. (*Critical Thinking Skills*)

CO 4. Collaborate with peers toward a common goal. (*Teamwork Skills*)

Materials

All materials for this course are provided free of charge via Canvas. Assigned materials include, but are not limited to, book chapters, articles, websites, and videos.

Additionally, we will use 2 free software platforms: Google Docs and TEAMMATES. More details are provided on Canvas, under the Course Introduction module.

Teaching Philosophy

This course utilizes the team-based learning (TBL) instructional strategy. TBL is a structured form of **collaborative learning** that emphasizes **student preparation out of class** and **application of knowledge in class.** Have you ever been bored during a lecture and wish you didn't have to listen to things that you could read on your own from the textbook? TBL is not about learning through lecturing. Through TBL, you, as the student, are placed into a role of greater autonomy and responsibility for your learning while the instructor serves to guide and facilitate learning. You are in charge of learning on your own before class and then within teams when you come to the classroom. Our role as your instructors is to facilitate and maximize learning by giving more personalized feedback based on observation, discussion, and your team's reporting.

Technical Requirements & Skills

Minimum Technology Requirements
- Computer
- Reliable internet access
- Speakers
- Microphone
- Microsoft Office Suite
- Web browser
- Canvas Technical Requirements (https://clear.unt.edu/supported-technologies/canvas/requirements)

Computer Skills & Digital Literacy
- Sending and receiving email
- Downloading and installing software
- Creating, sending, and receiving Microsoft Word and Google Doc documents
- Posting to discussion boards
- Opening pdf files
- Navigating Canvas
- Using Zoom (with a webcam and microphone)

Rules of Engagement
Rules of engagement refer to the way students are expected to interact with each other and with their instructors online. Here are some general guidelines:

- Treat your instructor and classmates with respect in email or any other communication.
- Always use your professors' proper title: Dr. or Prof., or if in doubt use Mr. or Ms.
- Unless specifically invited, don't refer to your instructor by first name.
- Use clear and concise language.
- Remember that all college level communication should have correct spelling and grammar (this includes discussion boards).
- Avoid slang terms such as "wassup?" and texting abbreviations such as "u" instead of "you."
- Use standard fonts such as Ariel, Calibri or Times new Roman and use a size 10 or 12 point font
- Avoid using the caps lock feature AS IT CAN BE INTERPRETTED AS YELLING.
- Limit and possibly avoid the use of emoticons like :) or ☺.
- Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and your message might be taken seriously or sound offensive.
- Be careful with personal information (both yours and other's).
- Do not send confidential information via e-mail

See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.

Getting Help

Technical Assistance

Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk: http://www.unt.edu/helpdesk/index.htm
Email: helpdesk@unt.edu
Phone: 940-565-2324
In Person: Sage Hall, Room 130
Walk-In Availability: 8am-9pm
Telephone Availability:

- Sunday: noon-midnight
- Monday-Thursday: 8am-midnight
- Friday: 8am-8pm
- Saturday: 9am-5pm

Laptop Checkout: 8am-7pm

For additional support, visit Canvas Technical Help (https://community.canvaslms.com/docs/DOC-10554-4212710328)

Student Support Services

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- Student Health and Wellness Center (https://studentaffairs.unt.edu/student-health-and-wellness-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- UNT Care Team (https://studentaffairs.unt.edu/care)
- UNT Psychiatric Services (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
- Individual Counseling (https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

Other student support services offered by UNT include:

- Registrar (https://registrar.unt.edu/registration)
- Financial Aid (https://financialaid.unt.edu/)
- Student Legal Services (https://studentaffairs.unt.edu/student-legal-services)
- Career Center (https://studentaffairs.unt.edu/career-center)
- Multicultural Center (https://edo.unt.edu/multicultural-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- Pride Alliance (https://edo.unt.edu/pridealliance)
- UNT Food Pantry (https://deanofstudents.unt.edu/resources/food-pantry)

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Academic Support Services

- Academic Resource Center (https://clear.unt.edu/canvas/student-resources)
- Academic Success Center (https://success.unt.edu/asc)
- UNT Libraries (https://library.unt.edu/)
- Writing Lab (http://writingcenter.unt.edu/)
- MathLab (https://math.unt.edu/mathlab)

Course Assignments

Assignment	Points Possible
Course Introduction Quiz	16 points
Course Survey (2 @ 15 points each)	30 points
Individual Quizzes (best 11 out of 12 @ 16 points ea.)	176 points
Team Quizzes (best 11 out of 12 @ 16 points ea.)	176 points
Labs (best 11 out of 12 @ 25 points ea.)	275 points
Teamwork Feedback (best 11 out of 12 @ 25 points ea.)	275 points
Final Project	150 points
Total Points Possible	1098 points
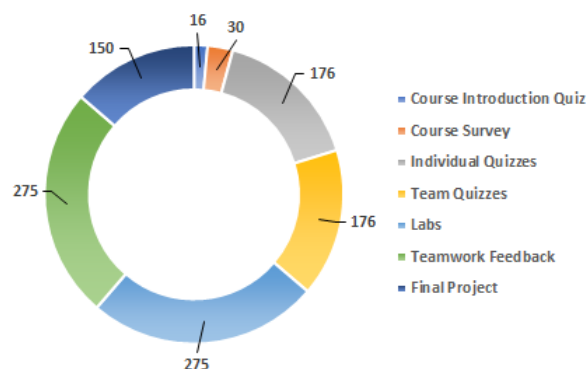
Course Introduction Quiz: Covers the syllabus and the "Course Introduction" module which serves as a basic overview of the course. This quiz must be submitted before future modules will unlock.

Course Survey: A survey at the beginning and end of the course asking about your knowledge and attitudes. There are no wrong or right answers.

Modules 1-12 each have the following 4 assignments which represent the TBL process:

Individual Quiz: Completed individually in class; covers the assigned materials from that week's module.

Team Quiz: Completed as a team in class; covers the assigned materials from that week's module.

Lab: Completed as a team outside of class; asks you to apply the content from the assigned materials.

Teamwork Feedback: Completed individually outside of class; you will provide actionable feedback to your peers to improve team dynamics.

Note: You will have 12 of each of the above types of assignments. We will drop your lowest score for each type of assignment. For example, your best 11 out of 12 Individual Quizzes will contribute to your final grade.

Final Project: Completed individually and collaboratively; culminating application of course content.

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Grading

The grading scale (A-F) along with the point totals/percentages we will use to calculate the final grades:

Total points possible for semester = 1098

Points		Percentage	Grade
1098 - **988**		100-90%	A
987 - **878**		89-80%	B
877 - **769**		79-70%	C
768 - **659**		69-60%	D
658 - **0**		59-0%	F

Course Evaluation

Student Perceptions of Teaching (SPOT) is the student evaluation system for UNT and allows you the ability to confidentially provide constructive feedback to your instructors and departments to improve the quality of student experiences in the course. The survey will be made available during weeks 13, 14, and 15 of the semester. For additional information, please visit the SPOT website (http://spot.unt.edu/) or email spot@unt.edu.

Course Policies

Assignment Policy

All assignment due dates and instructions are listed in Canvas.

The University is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor may extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 and obtain a ticket number. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

Late Work

No late work is accepted.

Attendance Policy and Class Participation

You are expected to attend and actively participate in all class meetings. Some assignments can only be completed in class and are not able to be made up.

Syllabus Change Policy

The syllabus and schedule are subject to change. Any changes will be announced on Canvas.

Appendix 1: UNT Policies

Academic Integrity Policy

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

ADA Policy

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website (https://disability.unt.edu/).

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT's Code of Student Conduct (https://deanofstudents.unt.edu/conduct) to learn more.

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Access to Information - Eagle Connect

Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail Eagle Connect (https://it.unt.edu/eagleconnect).

Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website (http://spot.unt.edu/) or email spot@unt.edu.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website (http://www.ecfr.gov/). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit,

cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student's responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

Student Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses.

See UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses (https://policy.unt.edu/policy/07-002).

Use of Student Work

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student's permission unless all of the following criteria are met:

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student's written permission.

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Appendix 2: Course Schedule

The course schedule is subject to change. Any changes will be posted on Canvas.

CLASS DATE	MODULE WITH TOPIC	OUT OF CLASS ASSIGNMENTS
Aug. 25 & 27	**Course Introduction module** **Mod. 0:** What is archaeology? What is archaeological science?	1. Course Intro. Quiz 2. Course Survey 1
Sep. 1 & 3	**Mod. 1:** Why do we do archaeology? Who has the right to do it?	1. Lab 1 2. Teamwork Feedback 1
Sep. 8 & 10	**Mod. 2:** How do archaeologists study the past?	1. Lab 2 2. Teamwork Feedback 2
Sep. 15 & 17	**Mod. 3:** How do archaeologists find sites?	1. Lab 3 2. Teamwork Feedback 3
Sep. 22 & 24	**Mod. 4:** How do archaeologists excavate sites?	1. Lab 4 2. Teamwork Feedback 4
Sep. 29 & Oct. 1	**Mod. 5:** How do archaeologists know how old something is? (Part I)	1. Lab 5 2. Teamwork Feedback 5
Oct. 6 & 8	**Mod. 6:** How do archaeologists know how old something is? (Part II)	1. Lab 6 2. Teamwork Feedback 6
Oct. 13 & 15	**Mod. 7:** What can pottery tell us about how past people lived?	1. Lab 7 2. Teamwork Feedback 7
Oct. 20 & 22	**Mod. 8:** What can chipped stone tell us?	1. Lab 8 2. Teamwork Feedback 8
Oct. 27 & 29	**Mod. 9:** What can animal remains tell us?	1. Lab 9 2. Teamwork Feedback 9
Nov. 3 & 5	**Mod. 10:** What can plant remains tell us?	1. Lab 10 2. Teamwork Feedback 10
Nov. 10 & 12	**Mod. 11:** What can human bones tell us? (Part I)	1. Lab 11 2. Teamwork Feedback 11
Nov. 17 & 19	**Mod. 12:** What can human bones tell us? (Part II)	1. Lab 12 2. Teamwork Feedback 12
Nov. 24 No class Nov. 26	**Mod. 13:** How can we interpret multiple lines of evidence together? *Happy Thanksgiving!*	
Dec. 1 & 3	**Mod. 13**, *continued*	1. Final Project 2. Course Survey 2
No class Finals Week	Congratulations – you made it!	