Bergen Community College
Division of Business, Social Sciences & Public Services
Department of Social Sciences

Departmental Policy Syllabus

ANT-100 Introduction to Anthropology

Basic Information about Course and Instructor

Semester:
Course Number:
Meeting Times and Place:

Instructor:
Office Location:
Phone:
Department Secretary:
Office Hours:
Email Address:

Course Description

ANT-100 Introduction to Anthropology offers a comprehensive approach to the study of cultural diversity. This course introduces students to socio/cultural anthropology, archaeology, linguistics, and physical/biological anthropology. Introduction to Anthropology emphasizes behaviors, similarities and differences in adaptations, and variations in current and past human populations.

3 lecture 3 credits
General Education Course
Social Science Elective
Diversity Course

Student Learning Objectives

Through their performance on exams, quizzes, and term paper, students should, by the end of the semester, be able to:

1. Analyze the concept of culture as the adaptive mechanism that provides for the survival of the human species.
2. Evaluate the underlying similarities as well as the wide range and variability of cultural solutions to living on earth.
3. Describe the various human subsistence systems, i.e. hunting and gathering, horticulture, agriculture, and pastoralism, and the effect each has had on the formation of culture.
4. Demonstrate knowledge of the field methods used by archaeologists.

5. Analyze the differences between the various kinds of archaeology.
6. Evaluate the non-verbal forms of communication, like gestures, expressions and movement.
7. Demonstrate a familiarity with gender speech patterns and how social stratification manifests itself in language.
8. Describe and analyze the chronology of human evolution.
9. Demonstrate an understanding that most behavioral variation among human groups is due to cultural, not biological differences.

In support of the above mentioned goals, the course is based on reading and discussing assignments in the textbook as well as outside sources, including articles from professional journals and internet sites. In response to the material presented in the course, students are strongly encouraged to take an active and knowing part in class discussions and writing assignments.

Course Content:

As a general introduction to the holistic nature of anthropology, students will be briefly introduced to the current methods and perspectives of the four fields that define the discipline (socio/cultural anthropology, archaeology, linguistics and biological/physical anthropology). Therefore, the course will include the following mandatory components:

1. A review of the history of each of the four disciplines.
2. A review of the current problems and field methods of each discipline.
3. A discussion of the impact that each discipline has had on our understanding of culture.

In addition to these mandatory components, individual instructors may incorporate field trips to local museums and local archaeological sites, such as the African Burial Grounds in Manhattan, New York as well as films, articles and other multi-media supplements.

Course Text

The **required text** for this course is *Introducing Anthropology: An Integrated Approach, With PowerWeb (2nd Edition)* by Michael Alan Park, McGraw Hill, 2003. ISBN: 007284101X

Research, Writing and/or Examination Requirement

As a General Education course, ANT-100 has a significant writing requirement integrated into the content of the course, including the preparation of out-of-class writing assignments and essays. Exams will consist of 50% essay and 50% short-answer and/or objective style questions.

Grading Policy

The final grade in the course will be determined by a student's overall mastery of the subject matter as evidenced on exams, out-of-class writing assignments and class participation. All factors considered, class participation should not account for more than 15% of the final grade in the course.

BERGEN COMMUNITY COLLEGE ATTENDANCE POLICY

All students are expected to attend punctually every scheduled meeting of each course in which they are registered. Attendance and lateness policies and sanctions are to be determined by the instructor for each section of each course. These will be established in writing on the individual course outline. Attendance will be kept by the instructor for administrative and counseling purposes.

ATTENDANCE POLICY IN THIS COURSE

Students are expected to attend every scheduled class and to arrive punctually. Attendance will be taken at each class session. It is expected that class will be conducted in such a manner that students will benefit from both the lectures and class discussions. Each student is held responsible for all material presented. While there is no automatic penalty for being absent from class, attendance is generally reflected in the student's overall performance. Those who arrive late or leave early disrupt class. If you find that it is absolutely necessary for you to leave the class early, please consult with the instructor before the beginning of the class, and take a seat close to the door so as not to disturb others when you leave. Make-ups for examinations will be allowed if, in the instructor's judgment, the student has presented a good excuse for missing the work.

OTHER COLLEGE, DIVISIONAL, AND OR DEPARTMENTAL POLICY STATEMENTS

Statement on Plagiarism and/or Academic Dishonesty - Academic Integrity

The Bergen Community College Statement on academic integrity as found in the college catalog on page 37 is the following;
In cases when students are charged with academic irregularities, such as cheating during an examination or plagiarism in the preparation of an essay, laboratory report, or oral presentation, the instructor has the authority to:

1. Give the student a failing grade for the assignment if, within the course's total requirements, non-completion of that assignment would not constitute sufficient ground for failing the course; or,

2. Give the student a failing grade for the course if, within the course's total requirements, non-completion of that assignment would preclude the student's passing course.

The instructor must make a written report to the Vice President of Student Services of whatever action he or she has taken and its justification. In turn the Vice President of Student Services must send a copy of the instructor's report to the student. Within ten days of receipt of such notification, the student may appeal the decision in writing to the Vice President of Student Services. The Vice President of Student Services shall be responsible for maintaining a cumulative file of all infractions of academic dishonesty.

Two such offenses shall be sufficient grounds to suspend a student from the College. Thus, should it be verified that a student has committed a second such offense, the Vice President of Student Services, will report the matter to the Committee on Academic Standing and recommend an appropriate action.

Academic Integrity Policy in this Course

The integrity of any academic discipline is essential and requires that those who engage the subject matter do so in an honest and forthright manner. In this environment cheating of any sort is unacceptable, and if uncovered, will be sanctioned. The policy used in this course is akin to that of the College. If a student is found cheating or plagiarizes on written assignments he/she will receive an F for that assignment. A written description of the incident will be forwarded to the Vice President of Student Services to be placed on file. If a second incident occurs the student will fail the course and a second written description concerning the event will be forwarded to the Vice President of Student Services. Any subsequent actions will be pursued by the Vice President and the Committee on Academic Standing.

The implementation of this policy requires that during quizzes or examinations the desk be completely clear of all books, papers, notes, computers and cell phones. All of these items should be placed on the floor under the seat and out of sight. The only item on your desk should be your quiz or exam and a pen or pencil. Students who need to use hand held computers for foreign language translation purposes, or who have to use such items because of special needs should first clear their use with the instructor.

Statement on Americans with Disabilities Act (ADA)

Bergen Community College has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by federal regulations implementing section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990 (ADA). Section 504 and ADA state, in part, that "no qualified individual with a disability, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity."

Complaints should be addressed to the Manager of Training and Compliance, Office of the Executive Vice President, Room A-330, (201)612-5331, who has been

designated to coordinate 504/ADA compliance efforts. (BCC Student Handbook, 2003, Page 42).

Sexual Harassment Statement

Bergen Community College is committed to providing its students and employees with an academic and work environment free from sexual harassment or discrimination. Sexual harassment in any form constitutes prohibited, unprofessional and unacceptable conduct, and is a violation of Title VII of the Civil Rights Acts of 1964 and 1990, as amended, Title IX of the Education Amendments of 1972, the New Jersey Law Against Discrimination, established case law and State policies. The policy applies to all persons. Administrators, faculty, staff, and students are all covered. (BCC Catalog, 2003-4, page 51). See catalog for complete details.

Acceptable Use of BCC Technology Resources

Bergen Community College reserves the right to monitor its information technology resources and telecommunications network to protect the integrity of its computing systems, workstations, and lab facilities, and to ensure compliance with all acceptable use and related policies and procedures. To this end, the College reserves the right to inspect any and all computer systems or data that reside on its telecommunications network for violations of any acceptable use and related policies and procedures. (BCC Catalog 2003-4, page 39).

The College's entire Acceptable Use policy, administrative guidelines, and procedures may be found at http://www.bergen.edu/documents.

Faculty Office Hours: The Purpose and Value

All full-time instructors will reserve a minimum of three (3) hours per week for the sole purpose of meeting with students. The exact hours are to be determined by each individual instructor and posted in the department and if possible next to the instructor's office. The purpose of this is to assist students who have questions pertaining to class assignments or who are in need of clarification of material or concepts discussed in class. All students are welcome to visit the instructor during the posted hours but if this is not possible due to scheduling conflicts the instructor at the students request will arrange for a time to meet which is mutually convenient. The faculty office hours are valuable because they provide a setting for the instructor and student to interact on a one-to-one basis where they can focus on specific individualized concerns.

STUDENT AND FACULTY SUPPORT SERVICES

Services for Students with Disabilities

A wide variety of services are available to students with documented disabilities through the Office of Special Services (OSS) [Room S-131; (201) 612-5270]. OSS is dedicated to serving students with physical, visual, learning, hearing, and emotional disabilities. If a student has been classified in high school or had a 504 plan, it is highly recommended that the student contact OSS during the college application process. A more detailed explanation can be found on the College web site www.bergen.edu Personal information is kept confidential. Examples of the types of accommodations and services include:

> Extended test taking time
> Organizational strategies
> Tutoring
> Career counseling
> Adaptive equipment computer labs
> Note takers
> Sign language interpreters

The Sidney Silverman Library

The Sidney Silverman Library is an integral part of the College's educational programs. To support the curriculum, the library acquires, organizes, and provides access to a variety of print, media, and electronic resources for individual and classroom use.

The library is located on the first, second, and third floors in the L area of the megastructure. It is open whenever classes are in session and on a reduced schedule when classes are not in session. The library is open to all students, faculty, and the general public. (BCC Catalog 2003-4, page 55).

The Library's Web page, http://www.bergen.edu/library, is available for up-to-date information regarding library collections and services.

<u>Other Student and Faculty Services</u>

Academic Advising Center [Main Building, Room A-101; (201) 612-5480]
Cooperative Education and Career Development Center [Main Building, Room C-100, (201) 447-7171
Child Development Center [East Hall]
Counseling Center [Main Building, Room A-118; (201) 447-7211]
Dental Hygiene Clinic [Main Building, Room S-327; (201) 447-7180]
The Distance Learning Office {Main Building, Room C-334; (201)612-5581]
English Language Resource Center [East Hall, Room E-126]
Health Services [Main Building, B-101; (201) 447-9257]
Math Lab [Main Building, Room C-110]
Multimedia Lab [Main Building, Room S-250]
Online Writing Lab (OWL) http://www.bergen.edu/owl
Office of Testing and Assessment [Main Building, Rooms L-121 and L-123]
Public Safety [Main Building; Room L-154; (201)447-7116
Tutoring Center [Main Building, Rooms S-118 and S-119; (201) 447-7489]

Include a Course Outline and Calendar

The Course Outline and Calendar must include all of the following elements;

- A daily or (at least) weekly schedule of topics to be covered.
- Dates for exams, quizzes, or other means of assessment.
- Due dates for major assignments-e.g., due dates for the paper(s), due dates for the project(s) etc.
- Any required special events-e.g., a lecture by a visiting speaker, a dramatic performance etc.
- A note to students stating that the course outline and calendar is tentative and subject to change, depending upon the progress of the class.

Sample Format for Course Outline and Calendar

Week(s)	Date(s)	Topic	Reading/Activity/Assignments/ Events
1-2	September 4, 8	Introduction to the class	Self-introduction
2	Sep 10	Introduction to the class	Self-introduction
3	Sep 15	The Essence of Anthropology	Chapter 1
3	Sep 17	The Essence of Anthropology	Chapter 1
4	Sep 22	The Essence of Anthropology	Chapter 1
4	Sep 24	The Character of Culture	Chapter 4
5	Sep 29	The Character of Culture	Chapter 4
5	Cot 1	The Character of Culture	Chapter 4
6	Oct 6	Social Identity, Personality and Gender	Chapter 7
6	Cot 8	Social Identity, Personality and Gender	Chapter 7
7	Oct 13	Social Identity, Personality and Gender	Chapter 7
7	Oct 15	Spirituality, Religion, and the Supernatural	Chapter 12
8	Oct 20	Spirituality, Religion, and the Supernatural	Chapter 12
8	Oct 22	Spirituality, Religion, and the Supernatural	Chapter 12
9	Oct 27	Language and Communication	Chapter 11
9	Cot 29	Language and Communication	Chapter 11
10	Nov 3	Language and Communication	Chapter 11
10	Nov 5	Field Methods in Archaeology and Paleoanthropology	Chapter 4
11	Nov 10	Field Methods in Archaeology and Paleoanthropology	Chapter 4
11	Nov 12	Field Methods in Archaeology and Paleoanthropology	Chapter 4
	Nov 17, 19	Thanksgiving	
12	Nov 24	The First Bipeds	Chapter 6

12	Nov 26	The First Bipeds	Chapter 6
13	Dec 1	The First Bipeds	Chapter 6
13	Dec 3	Modern Human Diversity	Chapter 8
14	Dec 8	Modern Human Diversity	Chapter 8
14	Dec 10	Modern Human Diversity	Chapter 8
15	Dec 15	Review	
15	Dec 17	Review & Wrap up	

Note to Students: This Course Outline and Calendar is tentative and subject to change, depending upon the progress of the class.