

## Course Material Submission Form OAN Match Definition Form

**Today's Date:** 1/16/08

**Use this table to specify institutional data**

**College/University:** YNGS

Name and title of individual submitting on behalf of the college/university

**Name:** William D. Jenkins

**Title:** Professor

**Address:** 1 University Plaza, Youngstown State University, Youngstown, OH 44555

**Email:** [wdjenkins@ysu.edu](mailto:wjjenkins@ysu.edu)

**Phone:** 330-941-3451

**Fax:**

**Indicate the reason for this submission:**

- New Course Match
- Course Renumbering Only (do not use for calendar changes)
- Revised Materials - Faculty review panel requested clarification
- Revised Materials - Institution submitting additional information
- Revised Materials - Course content revised by institution, including situations of both content and credit hour change
- x  Revised Materials - Other

**Describe specific revisions being made for "Revised Materials" submissions:**

Added Learning Outcomes

**Institutional Notes to Faculty Panel (the institution is encouraged to add any additional clarifications for this submission):**

**Table 1 - Use this table to describe the course match for which materials are being submitted for the first time or revised.**

Proposed effective year and term of match (Final effective date will depend on actual approval of match by faculty panel. Effective Year and Term is the first term in which students taking the course will receive matching credit.)

Semester institutions complete this row:

2008 Academic Year      x  Summer    Autumn    Spring

Quarter institutions complete this row:

2008 Academic Year       Summer    Autumn    Winter    Spring

<b>Ohio Articulation Number (OAN)</b> (Use a separate form for each OAN.): YNGS OSS003	<b>OSS003</b>
<b>Number of courses in the match:</b>	1 (up to 10)
<b>Current status of match:</b>	<input type="checkbox"/> First time submission
	<input type="checkbox"/> Approved <input type="checkbox"/> Submitted <input type="checkbox"/> Disapproved <input type="checkbox"/> Error <input checked="" type="checkbox"/> Resubmitted <input type="checkbox"/> Pending <input type="checkbox"/> Error with enrollment <input type="checkbox"/> Not submitted
<b>Course or Courses being matched to or currently matched to the OAN listed above.</b> (Course Numbers must be exactly what will appear on a student's transcript.):	<b>Course Number</b>
	1.      Anthro 3702
	2.
	3.
	4.
	5.
	6.
	7.
	8.
	9.
10.	

**Table 2 - Use this table to submit course materials for the first time or to revise previously submitted course materials. You must submit each course in a separate form, repeating the match definition information in Table 1 above for each form submitted.**

<b>Course Number.</b> (Course Numbers must be exactly what will appear on a student's transcript.):	Anthr 3702	<b>Course Title:</b>	Archaeology
<b>Hours</b> (be sure that the hours for this course matches the hours in the OAN.)			
<input checked="" type="checkbox"/> Semester Hours		<input type="checkbox"/> Quarter Hours	
<b>Total Credit Hours</b>	3	<b>Lecture Hours</b>	3
		<b>Laboratory Hours (if applicable)</b>	
<b>Course Placement in Major:</b>		<input checked="" type="checkbox"/> Major Requirement <input type="checkbox"/> Major Elective <input type="checkbox"/> Major Not Offered <input type="checkbox"/> Other	
<b>Pre-Requisite Course work (if applicable)</b> (Be sure this is consistent with the OAN definition): Anthr 1500 (formerly 2602)			
<b>Catalog/Course Description:</b> An introduction to the methods and techniques employed by anthropological archaeologists, and a brief synopsis of the information they have uncovered and the conclusions they have drawn through application of these methodologies.			
<b>Texts/Outside Readings/Ancillary Materials</b> (Be sure that the text meets performance expectations):			

Brian Fagan: *Archaeology: A Brief Introduction*.

**On Reserve:** Several short articles are on reserve in the library. They **must be read** by the time called for on the syllabus.

### **Course Objectives and/or Plan of Work:**

(Provide a clear indication of how the course objectives align with the matched OAN's learning outcomes. This will facilitate the faculty panel course review process.)

1. Develop knowledge of fundamental archaeological concepts and principles.
2. Develop a general knowledge of archaeological theories and research methods.
3. Describe and understand archaeological theories of early cultural development including the evolution of early civilizations worldwide.
4. Outline and describe the importance of specific archaeological research strategies including survey, excavation, data analysis, and dating materials.
5. Develop an understanding of ethical principles in archaeology (that is, anthropologists are not only field archaeologists but also caretakers of the past).

### **Description of Assessment and/or Evaluation of Student Learning** (The assessment plan needs to be appropriate for the expected rigor of the course) :

**Paper:** A research paper on some aspect of archaeology is due prior to the last class lecture period. Instructor **approval** of research subject is **required by the fourth week**. Its value will be in deciding which of two grades a student will get, i.e. a good paper gets the higher grade; a mediocre gets the lower. But it must be done. A student **may** be able to undertake a fieldwork project in lieu of the research paper. These will be discussed in class.

**Tests and Grades:** There will be two one-hour midterms, spaced evenly (the first in about four to five weeks, and the second at about week seven), and each counting 25% of your grade. You will get at least a week's advance notice of each exam. A two-hour final given at the assigned time of finals will be worth 50% of your course grade. I will go over in detail, during the first class period, what kinds of questions, etc. to expect. You **will** have a grade recorded before the drop date. The tests are **not** cumulative.

**Class Policy:** You will not be penalized for absenteeism. I assume that since you (or your parents) are paying for this education you want your money's worth. While I will not take off points *per se*, please note that a high percentage of the test material comes directly from the class notes and therefore creates a direct correlation between attendance and test scores. It's given that students are responsible for anything said in their absence (like test announcements, etc.) and therefore you should check with a classmate about what was covered before coming to class.

**If you miss an exam, you will be allowed a make-up only if you have let me or my administrative assistant know the good reason for your impending absence in advance of the test. To repeat, in advance of the test.** "After the fact" excuses don't count! Note the phone numbers above.

**Students Responsibility:** In addition to the rules and standards imposed hereinabove, students are responsible for the rules, etc. put forth in the *Undergraduate Bulletin* and *Schedule of Classes Catalog*.

**Master Syllabi and Working Syllabi (if both are used):**

**Department of Sociology and Anthropology  
Youngstown State University**

**Archaeology  
Anthr 3702**

**OAN: YNGS OSS003  
Source Course #: Anthro 3702**

**Prerequisites:** ANTHR 2602 (Introduction to Anthropology) Dr. John R. White

**Class Hours:** T TH – 9:30 - 10:45 Fall 2006 Semester

**Office Hours:** M W 8:00 - 9:00 a.m./T TH 2:00 - 3:00 p.m.

**Phone:** (330) 941-2732 (Office) P (330) 941-3442 (Administrative Assistant)

**Description:** An introduction to the methods and techniques employed by anthropological archaeologists, and a brief synopsis of the information they have uncovered and the conclusions they have drawn through application of these methodologies.

**Student Learning Outcomes:**

1. Develop knowledge of fundamental archaeological concepts and principles.
2. Develop a general knowledge of archaeological theories and research methods.
3. Describe and understand archaeological theories of early cultural development including the evolution of early civilizations worldwide.
4. Outline and describe the importance of specific archaeological research strategies including survey, excavation, data analysis, and dating materials.
5. Develop an understanding of ethical principles in archaeology (that is, anthropologists are not only field archaeologists but also caretakers of the past).

**Text:** Brian Fagan: *Archaeology: A Brief Introduction*

**On Reserve:** Several short articles are on reserve in the library. They **must be read** by the time called for on the syllabus.

**Paper:** A research paper on some aspect of archaeology is due prior to the last class lecture period. Instructor **approval** of research subject is **required by the fourth week**. Its value will be in deciding which of two grades a student will get, i.e. a good paper gets the higher grade; a mediocre gets the lower. But it must be done. A student **may** be able to undertake a fieldwork project in lieu of the research paper. These will be discussed in class.

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**Students Responsibility:** In addition to the rules and standards imposed hereinabove, students are responsible for the rules, etc. put forth in the *Undergraduate Bulletin* and *Schedule of Classes Catalog*.

**Disability Act:** In accordance with University procedures, if you have a documented disability and require accommodations to obtain equal access in this course, please contact me privately to discuss your specific needs. You must be registered with the Disability Services Office located in the Wick House on Wick Avenue and provide a letter of accommodations to verify your eligibility. You can reach the Disability Services Office at (330) 941-1372.

**FERPA Statement:** A signed and dated written consent from the student is required before a student's education records or the information contained therein, may be disclosed to a third party. As prescribed by the *Family Educational Rights and Privacy Act* regulations, such consent must: 1) specify the records that may be disclosed; 2) state the purpose of the disclosure; and 3) identify the party or class of parties to whom the disclosure may be made. A third party includes, but is not limited to, a student's spouse, prospective or current employer, or the parent of a non-dependent student. **In Keeping with FERPA Rules:** No grades will be given out over the telephone. Don't even try!

**Important Dates:**

Thursday, November 2, 2006 - Last Day for Withdrawing with a grade of "W"

Monday, September 4, 2006 - Labor Day (University Closed)

Friday, November 10, 2006 - Veteran's Day (University Closed)

Thursday, November 23, 2006 - Thanksgiving (University Closed)

Friday, November 24, 2006 - Columbus Day (University Closed)

**Final Exam Date:** Thursday, December 14, 2006 8:00 - 10:00 a.m.

## **Assignments**

### **I. Introduction**

Definitions. Goals. Strategies

Text: pp. 1-25, 26-51; 52-73

### **II. History of the Discipline**

Pioneers. Early problems. Early theories. Early works.

On Reserve: Daniel - The Idea of Man's Antiquity

Text: 1-25; 26-51; 52-73

### **III. Sites and Site Data**

Sites. How sites are made. Definitions. Types of Sites. Finding Sites. Site Material.

Preservation. Artifacts. Context.

Text: 98-121; 121-145

### **IV. Stratigraphy**

Definitions. Examples for dating. Slide illustrations.

Text: 121-145

On Reserve: Joukowsky - Stratigraphy

### **V. Analysis of Data**

Artifact analysis. Types and classes. Determining uses, etc. Replicative experiments.

Conservation and preservation of artifacts.

Text: 146-177

On Reserve: White - A closer Look at Clusters.

Aescher - Times Arrow, etc.

### **VI. Dating Techniques**

Relative and absolute. C-14. Varves. K-A Dating Etc.

Text: 73-98

On Reserve: Dethlefsen and Deetz - Death Heads, Cherubs, and Willow Trees.

### **VII. Concepts**

Descriptive units. Cultural Units. Spatial Units. Temporal Units. Synopsis.

Text: 146-178; 178-202

### **VIII. New Directions**

Cultural resources management. Ethnoarchaeology

Text: 287-308; 308-320

On Reserve: White - Ethnoarchaeology, Ethnology, Ethnohistory. . .

National Park Service - The National Register

### **XI. Lithic Technology**

Landmarks. Definitions. Flaking Techniques. Analysis. Flaking Demonstrations.  
Tool characteristics and types.

Film: *Flintknapping*

### **X. Material Analyses**

Archaeological Analyses of Materials Recovered. Pottery. Metal. Glass. Organic  
Material.

Text: 223-242

### **XI. Pleistocene Conditions**

Environment. Climate. Glaciers.

Text: 202-223

### **XII. The Lower Paleolithic**

Australopithecus Homo Erectus. Sites. Problems. Projections

### **XIII. The Middle Paleolithic**

Mousterian. Neanderthal. Sites. Cultural Elaboration.

### **XIV. The Upper Paleolithic**

Art. Homo sapiens sapiens. Social Aspects.

### **XV. The Mesolithic (Transitional)**

Environmental Changes. Technic Changes. S.E. Asia Mesolithic.

Text: 242-265

### **XVI. Domestication**

Neolithic. Sites. Traits. European Neolithic.

### **XVII. Urbanism - Its Beginnings**

Mesopotamia. Egypt. India. China

Text: 265-287

### **XVIII. Peopling The New World**

Theories. Pseudo-theories. Stages. Climate. Lithic stage.

### **XIX. The Archaic**

North America. Sites. Dates.

### **XX. The Formative**

Meso-America. Domestication. Mexico. North America. Adena. Hopewell.  
Southwest U.S.

### **XXI. The New World Classic and Post Classic**

Maya. Teotihuacan. Inca pre-cursors. Inca. Trans-Pacific Contacts.

**Additional Documentation:**

**OBR Use**

<b>Approved-Effective Date</b>	
<b>Pending (i.e. Additional Information Requested)</b>	
<b>Disapproved</b>	
<b>Today's Date</b>	

# Course Material Submission Form

## Instructions and notes

1. Submit completed forms to [atpanels@regents.state.oh.us](mailto:atpanels@regents.state.oh.us).
2. Use this form to define course matches and to submit new or revised course materials for faculty panel review. Please do not submit a form for multiple OANs or Courses.
3. For course renumbering and credit hour revision, remember to withdraw the old match.
4. For course renumbering and credit hour revision, you may want to include information about how the new numbers relate to the old in the Institutional Notes to the Faculty Panel.
5. Click check boxes to check the item. Text fields will expand as you enter information. Press tab to move forward through form. Press Shift-tab to move backward. Note that these tables are implemented as MS Word tables. Keep that in mind as you are copying and pasting between your syllabi and this form. It is possible to paste tables as nested tables. Use the Edit Menu "Paste as Nested Tables" selection.
6. Once you are done entering your information, save the data file. Under the File menu, choose "Save as" and then enter the name (no spaces!) of the file using the following naming conventions:
  - a. For course material submissions: **Institution-OAN-Course Number-Sequence-Version. Institution** is the 4 character HEI institution designation. **OAN** is the Ohio Articulation Number whose match is being defined or revised. **Course Number** is the **transcript** course number. **Sequence** is an indication of which course of a multi-course match is addressed in this form. The sequence is of the form (n of m) for an m-course match. For example, 1 of 1 for a single course match or 1 of 2 and 2 of 2 for a 2 course match. **Version** is a number indicating the revision number of this submission. Start with "Ver1" for the first time submission and include the "Ver".

### Example:

If you are submitting course materials for Rhodes Community College MATH110 for OMT005 the name of the file would be LMTC-OMT005-MATH110-(1 of 1)-Ver1.

If you are submitting course materials for Rhodes Community College MATH111 and MATH112 for OMT006 the name of the files would be LMTC-OMT006-MATH111-(1 of 2)-Ver1 and LMTC-OMT006-MATH112-(2 of 2)-Ver1.

7. Course materials must be submitted according to timelines below:

Considering the submissions of **new** courses for TAG matches, our goal is to work toward a timeline as follows:

Submit Course Material:	Start of Term 1
Faculty Panels Review Submitted Courses:	During Term 1
Approved course is effective:	Start of Term 2
Approved course is matched for transcript processing:	Term 3

A new match will have to be approved according to the timeframes below:

Course Approval Sample Timelines

#### Quarter Institutions

	Summer	Autumn	Winter	Spring
Course Material Submitted for Review	By 6/1	By 8/15	By 1/1	By 3/1
Faculty Panel Reviews Completed	By 8/1	By 12/31	By 2/28	By 5/31

#### Semester Institutions

	Summer	Autumn	Spring
Course Material Submitted for Review	By 6/1	By 8/15	By 1/1
Faculty Panel Reviews Completed	By 8/1	By 12/31	By 5/31

- If you want to submit supplementary supporting documentation, you may do that. Simply send the file along with this form and name the supplementary file **Institution-OAN-Course Number-Supplement. Institution, OAN, and Course Number** are as described in Number 6 above. Include the word **"Supplement"**. Just be sure to reference the supplement from the appropriate spot in this document.
- Remember that all institutions are required to have at least one course match for each OAN in all TAGs for which they have corresponding programs.
- This form should be used for all submissions or resubmissions starting immediately.
- If you encounter problems or have questions, please contact any of the individuals listed below:

Jim Ginzer (614) 752-9486 [jginzer@regents.state.oh.us](mailto:jginzer@regents.state.oh.us)  
 Sam Stoddard (614) 752-9532 [sstoddard@regents.state.oh.us](mailto:sstoddard@regents.state.oh.us)  
 Candice Grant (614) 644-0642 [cgrant@regents.state.oh.us](mailto:cgrant@regents.state.oh.us)