



**ANTH& 100 HYA: Survey of Anthropology Spring Quarter 2015**  
**Tuesday, Thursday 10:30am-12:20pm and Friday 10:30am -11:20am Classroom D101**

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**WELCOME TO SURVEY OF ANTHROPOLOGY!**

Anthropologists are scientists who study both biological and cultural characteristics of human beings, both modern and ancient. We travel far and wide and generations back in time in order to understand where we came from, where we are now, and where we are going. As a comparative science, anthropologists also study the traditions and customs of our own society. This course will offer a new perspective of your own culture, and a deeper understanding of human history and diversity, as it emphasizes global perspectives.

**COURSE DESCRIPTION AND OBJECTIVES**

Anthropology& 100 (Item# 5056, section HYA) is a 5-credit course that introduces you to the discipline of anthropology. You are exposed to the basic underlying principles, theories, and methods of anthropology through lectures, textbook readings, articles, discussions, and visual materials. This introductory course will explore the 4 subdisciplines of anthropology: cultural anthropology, linguistics, biological anthropology, and archaeology. Numerous contemporary cultures, as studied by the ethnologist, will be discussed in a comparative fashion. We will explore the general topic of evolution and specifically how it applies to humans. We will look at our primate relatives and come to understand our similarities and differences with them. The viewpoint of archaeology will enhance your understanding of human history, and an introduction to linguistics will provide you with the basics of studying human communication. We will also discuss how various types of anthropologists go about collecting their data, and the rewards and challenges of conducting fieldwork in anthropology.

**WHAT IS THE RHYTHM OF THIS COURSE?**

Zcx

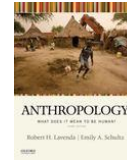
***READ THIS SECTION VERY CAREFULLY***

**IF YOU DO NOT HAVE FLEXIBILITY IN YOUR SCHEDULE TO SYNC IT WITH THE RHYTHM OF THIS CLASS, YOU WILL HAVE A VERY DIFFICULT TIME SUCCEEDING IN THIS COURSE. REGARDLESS OF YOUR SCHEDULE.**

This class has a unique flow due to the fact that it is only on campus with no online hours. The major components of this course, being on campus, are described in detail below. It is your responsibility to be aware of all deadlines and course updates as announced in class. You may use the online course calendar to mark important deadlines for yourself. You will be required to attend class Tuesday, Thursday mornings for two hours each of those days and also Friday's for one hour. I may use the online site to post articles or other materials that are assigned as homework.

## BOOKS AND REQUIRED MATERIALS

- **REQUIRED TEXTBOOK**  
OXFORD UNIVERSITY PRESS Robert H. Lavenda and Emily A. Schultz 2015  
*Anthropology What Does It Mean To Be Human? Third Edition*  
ISBN-978-0-19-021084-7



- **Additional Articles will be assigned throughout the quarter**

## IMPORTANT CLASS POLICIES

**Class Communication:** Important class updates will be communicated at the beginning or end of class. I may also communicate via Canvas announcements and emails. If you miss class, you should log in to our Canvas site and check for announcements. You must use your Bellevue College email to communicate with your instructor. If you need to contact me, I prefer you email me via the Canvas email.

**Make-up tests (including the final)** are only offered at the discretion of the instructor and must be arranged **at least one week before the originally scheduled test date.**

If you are requesting a make-up test because you know in advance that you will not be able to complete the test during the allocated time, you must give a legitimate reason. You will need to e-mail *ahead of time* explaining why you need to miss the assessment, and you will be required to provide *appropriate documentation* to explain your absence. Vacation, attendance at social activities, sleeping in, work, picking up someone from the airport, forgetting etc. are not valid excuses for missing exams and you will not be able to make up exams for these reasons. Consideration for make-up exams is provided **ONLY** if you have contacted me **BEFORE** your absence and **IF** you have provided appropriate documentation. A make-up exam may be composed of essay questions under strict time constraints and must be taken as soon as possible. If you are ill during the time of a test you must notify your instructor immediately by email and meet with your instructor upon your return to discuss the possibility of a make-up.

**Make-up Discussions:** There are 5 discussions (25 points each) and there are no make-ups for these. Dates for the discussions will be announced in class several days prior. Homework will be assigned such as an article or a movie and questions will be provided that you will need to respond to so that you come prepared for our class discussion. A discussion can not be re-created. Your responses to the assigned questions will be in the form of a, "Discussion page" which are notes you have typed for the discussion. **Once it has passed – no make up is possible. If you have a valid reason for missing the discussion, then you may turn in the hardcopy of the discussion page for partial credit prior to the discussion date.** No emailed copies will be accepted.

**Make-up Documentary Analysis:** There are 5 documentaries that will be watched in class. Your written analysis will be due the following class meeting. There are no make-ups for these unless you pre-arrange with me prior to the due date.

**Submission Process:** Assignments will be turned in on Canvas at the appropriate assignment submission board or I will ask that you bring your paper to class.

**Attendance:** Everytime you miss class it is important that you check Canvas announcements and check in with your instructor the next class. In order to earn your attendance points for in-class you must be present.

## COURSE REQUIREMENTS

**Attendance:** Attendance is required for success in this class. You may earn up to 50 points. You must be present to earn the attendance points. It is well worth your time to "attend" class regularly and constructively participate. Participation is

easily monitored by yourself and the instructor. You are expected to keep abreast of due dates and any schedule changes. It is not the instructor's responsibility to remind you when assignments are due. Please record your own due dates.

**Read the textbook:** There is a textbook for this course, listed above. It will be nearly impossible to master content without reading the textbook chapters. It is your responsibility to purchase the textbook in time for the beginning of class. It is up to you to decide the best time to complete each section's assigned readings. Please ask if you need clarification of materials.

**Active Participation:** Active Participation will be expected of each of you. You should read all assigned materials for each class ahead of time in preparation for constructive participation.

**Discussions:** To enhance your learning, the class will participate in 5 class discussions. These will vary in format; you may be required to read a designated article, watch a film in class, do online research or read a specific section of our textbook. You are expected to provide thoughtful, respectful comments that are based on your educated opinion from course materials. For each discussion, you have questions to research, writing to complete and input to contribute to the class. This process is critical for furthering your knowledge, engaging in the class, and for excelling on tests.

**If you miss a discussion, you cannot make it up since the moment will have passed (a discussion cannot be re-created). Late discussions are not accepted for any reason.**

**There are 3 steps to the discussion:**

- a. **Preparing:** By reading an article, a passage in the textbook, watching a film or searching the internet. When there is an article that is the focus of the discussion, read it first, think about the material, and relate it to the textbook or lecture. When the discussion involves internet research, be sure to adhere to best practices in choosing websites or articles for information. If a film is assigned – make sure to watch the entire film and think about how it relates to lecture material or our text.
- b. **Writing:** Each student will write a 1 page paper. Here I will be looking for your informed scientific analysis about the material in response to the questions provided. Your paper must be well written, proofread for grammatical and spelling errors, substantive in content, clearly show that you have read or watched the assigned material and all assigned questions addressed. Print on paper and bring to class on the day of our discussion to be turned into your instructor after the discussion is completed. Your responses are expected to be thoughtful and contextual. Be sure to thoroughly answer each part of the discussion and follow the above guidelines to earn full credit. All sources must be cited, whether from the textbook, assigned article, internet website, fellow student, lecture, etc. Please use the APA citation style: <http://www.apastyle.org/>.
- c. **Discussing:** The discussion format will vary, however, most commonly the class is divided into smaller groups to begin discussing the material and then each group will share their thoughts with the rest of the class. You are expected to participate in the discussion. This means that you are expected to share your thoughts on the assigned material. It is informative to hear your classmates responses to the discussion questions as they will vary. Please respect that we will have different opinions, experiences and perspectives to share and that it can be a little intimidating to share ones thoughts in class. Lets make it a great learning experience for all!

**Documentary Analysis:** These assignments include watching a documentary film and answering questions. You will be asked to summaries the film, tie the film to our textbook or class material and to analyze it by using both your ethnocentric perspective and a relativistic perspective.

**Tests and Final Exam:** A major part of your course grade will be derived from 4 tests and a cumulative final exam. Each of the 4 tests are worth up to 50 points (up to 200 points total). Questions are derived from our textbook, any other assigned reading, lecture slides, discussions, films, class exercises, handouts and any other instructional material presented to this class. Cheating and plagiarism will not be tolerated (see below). Test conduct will comply with the College policy for academic honesty. An exam may consist of multiple choice, true/false, fill in the blank, term definitions and/or short answer essay questions. There may be up to 25 questions on each exam (each question worth 2 point) and you will have 30-60 minutes to complete each test depending on the test.

- The 5th test is during the last week of class (finals week) and is worth 100 points for 50 questions. It's a cumulative exam.
- You will need to bring a scantron, pencil and eraser.

**Extra Credit:** May be offered at the instructors discretion. The only planned extra credit is the course evaluation towards the end of the quarter.

### NON-SCHEDULED CANCELATIONS

The possibility is always there that class will be cancelled unexpectedly. In the case that class is cancelled, I will post information on Canvas. This could include lecture material, assignments and handouts. It is your responsibility to check this in a timely manner and before the next class session

### GRADING

		<b>Final Grade</b>	<b>Point Value</b>
<b>Class Requirement</b>	<b>Point Value</b>	A = 95-100%	567-600 (points)
		A- = 90-94%	537-566 (points)
Attendance	50	B+ = 87-89%	519-536 (points)
Documentary Analysis (5 x 25 points)	125	B = 83-86%	495-518 (points)
Discussions (5 x 25)	125	B- = 80-82%	477-494 (points)
Tests (4 x 50 points each)	200	C+ = 76-79%	453-476 (points)
Final Exam (Cumulative)	100	C = 73-75%	435-452 (points)
		C- = 70-72%	417-434 (points)
		D+ = 65-69%	387-416 (points)
<b>TOTAL POINTS</b>	<b>600</b>	D = 50-64%	297-386 (points)
		F = <50%	< 297 (points)

### TENTATIVE Course Calendar

\*The instructor reserves the right to modify any part of the course or syllabus as the classroom situation demands. **You can expect this schedule to be changing.** Class on campus is scheduled for Tuesday, Thursday and Friday.

<b>WEEK</b>	<b>Tuesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>1</b> Ch 1-2 Module 1	<b>January 5</b> Class Introductions/Syllabus Review Introduction to Four Fields of Anthropology <b>Read Chapter 1</b>	<b>January 7</b> Anthropology: Humanistic and Scientific Natural Selection/DNA	<b>January 8</b> <b>Documentary Analysis 1:</b> The Minds Big Bang 56 min
<b>2</b> Ch 3-4	<b>January 12</b> Modern Human Diversity – Race and Racism	<b>January 14</b> Non-Human Primates	<b>January 15</b> <b>Documentary Analysis 2:</b> Ape Genius 54 min
<b>3</b> Ch 5-6	<b>January 19</b> Human Fossil Record	<b>January 21</b> Archaeology: The Neolithic Revolution Domestication <b>Discussion 1</b>	<b>January 22</b> <b>Test 1</b> (Week 1-2 Material)
<b>4</b> Module 2 Ch 7	<b>January 26</b> Methods of Archaeology and Physical Anthropology	<b>January 28</b> The Emergence of Cities and States	<b>January 29</b> <b>Documentary Analysis 3:</b> TBA
<b>5</b> Ch 8 Module 3	<b>February 2</b> The Characteristics of Culture Ethnographic Methods <b>Discussion 2</b>	<b>February 4</b> Social Identity, Personality, and Gender <b>Discussion 3</b>	<b>February 5</b> <b>Test 2</b> (Week 3-4 Materials)
<b>6</b> Ch 9 Module 4	<b>February 9</b> Language	<b>February 11</b> <b>No Class COLLEGE ISSUE DAY</b>	<b>February 12</b> <b>Discussion 4</b>
<b>7</b> Ch 10	<b>February 16</b> How do we make meaning?	<b>February 18</b> Cont., How do we make meaning?	<b>February 19</b> Test 3 (Week 5-6 material)

8 Ch 11-12	<b>February 23</b> Economics	<b>February 25</b> Politics	<b>February 26</b> <b>Documentary Analysis 4:</b> Ongka's Big Moka
9 Ch 13	<b>March 1</b> Kinship	<b>March 3</b> Kinship Activity <b>Discussion 5</b>	<b>March 4</b> <b>Documentary Analysis 5:</b> Mosuo
10 Ch 12, 14	<b>March 8</b> <b>No Class</b> <b>FACULTY PROFESSIONAL DEVELOPMENT DAY</b>	<b>March 10</b> Social Inequality	<b>March 11</b> <b>Test 4</b> (Week 7-9 material)
11 Ch 15-16 Module 5	<b>March 15</b> Applied/Medical Anthropology	<b>March 17</b> Globalization	<b>March 18</b> <b>TBA</b>
12	<b>March 22</b> <b>Test 5: Cumulative Final Exam opens at 9:30 am – 11:20 am</b>		

## A NOTE ABOUT COURSE CONTENT

Since anthropologists examine just about every aspect of the social world, we talk about provocative material. Please be advised that we will likely explore controversial topics, they will always be framed within an academic context. When we find ourselves in a space outside of our comfort zone, it provides a great example of our own cultural constructs and is a powerful opportunity for learning. If you have any questions or concerns about content or climate, feel free to speak with me about it right away.

## BELLEVUE COLLEGE EMAIL AND ONLINE ACCESS

- For this course you will need access to Canvas and your BC email. Your student MyBC network account can be used to access your student e-mail, log in to computers in labs and classrooms, connect to the BC wireless network and log in to *Canvas*. To create your account, go to: <https://www.bellevuecollege.edu/netid/>
- Class materials will be posted on Canvas.

## LEARNING OUTCOMES FOR SURVEY OF ANTHROPOLOGY

Upon completion of this course, students will be able to:

1. Articulate an understanding of the breadth of anthropology, its main fields (archaeology, biological anthropology, cultural anthropology, linguistics) and their ties to the sciences and humanities.
2. Recognize, identify, and employ the scientific method in anthropology, and to distinguish coherent arguments based on such principles from other claims.
3. Identify critical components in anthropological thought, especially in regard to ethnocentrism and cultural relativism.
4. Demonstrate knowledge of the range of human cultural and biological variation in the past and present from an evolutionary perspective.

5. Convey the importance of language in culture and society.
6. Explain the relevance of the anthropological perspective to global issues and cultural diversity.

## GENERAL EDUCATION RATINGS FOR ANTH& 100: SURVEY OF ANTHROPOLOGY

Survey of Anthropology (ANTH& 100) has the following General Education Ratings:

Critical Thinking, Creativity, and Problem Solving = 3	Cultural Diversity = 3
Quantitative/Logical Reasoning = 2	Nature of Science = 3
Research/Information Literacy = 2	Reading = 2
Historical & Intellectual Perspectives = 3	Listening, Speaking = 2

### **What do general education ratings mean?**

0 = Course does not include instruction and assessment of this area.

1 = Course includes instruction and practice of the gen-ed area, and performance/knowledge of this area is assessed

2 = Course includes instruction and practice in two or more of the outcomes of this gen-ed area, performance/knowledge is assessed, and 20% or more of the course focuses on it.

3 = Course includes instruction and practice in at least half of the outcomes of this gen-ed area, performance/knowledge is assessed, and 1/3 or more of the course focuses on it.

Please consult BC's Course Catalog for more information on General Education Ratings.

## CLASSROOM LEARNING ATMOSPHERE: GENERAL CLASS CONDUCT

It is important to make sure that the classroom environment is as conducive to scholarship as possible. You are encouraged to participate in discussions of the theories and concepts that will be presented to the class, as long as they pertain to class material. You are also encouraged to learn the names of your fellow students and to be respectful of them. **However, side comments directed to fellow students contribute to distractions, not to learning, and will not be tolerated.** Please review BC's policy in the Student Handbook as well as the policies for this class. All infractions of policies will be reported to the Dean of Student Services, with the recommendation that the Dean take further action.

## CLASSROOM LEARNING ATMOSPHERE: ATTENDANCE AND PUNCTUALITY

This class is based on the assumption that you will be attending regularly, participate fully, and support the learning environment for your fellow students. I will take attendance once at every class session at the beginning of the class. If you are absent, **you** are responsible for obtaining lecture notes from fellow students and to gain information regarding announcements or changes to the schedule that you may have missed. Studies have shown that the students who attend class regularly also achieve better grades and a greater comprehension of course content. Please **be on time** for class. If circumstances prevent you from arriving on time, please take a seat **closest to the door** to reduce the number of students who are distracted by your late arrival. Students sometimes encounter circumstances in which they have to leave before the end of class. Once again, this creates a distraction for others. If you should have to leave early, **please arrange to sit close to the door, inform the instructor of your need to leave early, and do not re-enter the room once you have left.**

## CLASSROOM LEARNING ATMOSPHERE: TECHNOLOGY IN THE CLASSROOM

Electronic devices (cell phones, laptops, etc.) are a convenience, not a right. They create a distraction for your fellow students. **Cell phones are to be turned OFF while in a classroom. If you have a need to use a laptop computer for note-taking, please see me immediately.**

## CLASSROOM LEARNING ATMOSPHERE: CHEATING AND PLAGIARISM

Cheating and plagiarism are concerns on every college campus. Cheating or plagiarism is legitimate grounds for failing the course and dismissal from class. Cheating behavior on tests includes, but is not limited to, looking at someone else's test, asking another student for answers, assisting another student with cheating, passing notes, writing on the desk, talking during the testing period or otherwise being disruptive, using sources for information, etc. If you quote from sources, you must acknowledge those sources; otherwise you will fail this course. If you are unfamiliar with what constitutes plagiarism, please inquire. All course work, except team reviews, is to be performed by you without the



assistance of others. Cheating or plagiarism will result in failure of the course. Information about Bellevue College's copyright guidelines can be found at: <http://bellevuecollege.edu/lmc/links/copyright.html>. A good resource for Plagiarism is the Writing Lab: <http://bellevuecollege.edu/writinglab/Plagiarism.html>

**For all of your written work:** Submit proofread work **only**. If you need help with your writing, please make use of the following student support services:

- Academic Success Center: <http://bellevuecollege.edu/academicsuccess/>
- Academic Tutoring Center: <http://bellevuecollege.edu/tutoring/>
- TRiO Student Support Services: <http://bellevuecollege.edu/TRiO/>
- Writing Lab @ BCC: <http://bellevuecollege.edu/writinglab/>

**Preventing Plagiarism:** Plagiarism is a form of academic dishonesty occurring when students use information or material from outside sources and do not properly cite those sources. This is grounds for disciplinary action. It is your responsibility to understand plagiarism and its consequences. Plagiarism occurs if:

- a. You do not cite quotations and/or attribute borrowed ideas.
- b. You fail to enclose borrowed language in quotation marks.
- c. You do not write summaries and paraphrases in his/her own words and/or doesn't document his/her source.
- d. You turn in work created by another person.
- e. You submit or use your own prior work for a current or past course, or work from one current course in another course *without express permission* from your instructors. This may also be considered academic dishonesty.
- f. Consequences: If it is determined that you have plagiarized or engaged in other forms of academic dishonesty, you will likely fail the assignment and possibly the course, despite points earned through other work. Acts of academic dishonesty are reviewed for disciplinary action.

## CLASSROOM LEARNING ATMOSPHERE

Class discussions and team work, while enriching, can also be challenging and disturbing. You may find that your fellow students hold beliefs and opinions that conflict with your own. This is an opportunity to exercise your listening skills, perfect your critical reasoning skills, and learn to examine claims based on supporting evidence. **It is imperative that this learning environment be safe and open for all students regardless of age, sexual orientation, race, ethnicity, religion, gender, disability, or perspective.** Students who do not adhere to this code of conduct will be asked to leave the class. This behavior will be reported to the Dean of Student Services. Discussion guidelines:

1. We are not here to persuade others to our point of view; rather to examine the merits of each position, based on evidence.
2. We can respect the person even if we don't share his/her opinions.
3. We will give each participant his/her time to express their views without interruption, argumentation, or disrespectful gestures, laughter, or facial expressions, etc.
4. We will question the evidence or the claim; not the person.
5. We will remain open to corrective feedback as to our views and/or the impact of our communication style.
6. We will remain aware of the time and seek to not dominate the discussion. (No more than two comments/questions before yielding the time to others.)
7. We will avoid phrases such as: "People like that..." "That's a stupid question....idea....etc." "They always..."
8. No one should be understood to be 'representing' the **entire** racial/ethnic, gender, class, etc. group to which he or she belongs. You speak only for yourself.

## HOW CAN YOU SUCCEED IN THIS CLASS?

1. **ATTEND CLASS:** Attending class helps you gain a better education and better grades.
2. **TAKE NOTES:** Notes will highlight what the instructor has emphasized. Take notes that you can understand and use. Review your notes right after class and before the next class meeting to reinforce learning.
3. **READ:** Read all assigned chapters in the textbook or assigned articles (keep up with the reading). Material that is not covered in class, but is found in the reading assignments, is fair game for testing. You are responsible for your own reading and comprehension of material. I recommend that you read each assigned chapter twice.



4. **PARTICIPATE:** Be prepared for every class by reading the assignments *ahead of time*. This preparation will help you to more fully comprehend material presented in class and feel more confident participating in class discussions.
5. **STUDY FOR TESTS.** Prepare for exams by reading the text ahead of time, reviewing class notes and online lectures or any other assigned material.
6. **COMPLETE ALL ASSIGNMENTS:** Be prepared for your weekly assignments. Plan a set time each week to work on your assignments and schedule it on your calendar. Make sure to contact your instructor prior to working on your assignment if you have questions or need clarification. Follow the instructions and answer all questions in assignments.
7. **APPROPRIATE BEHAVIOR:** Obtain a copy of the BC Student Handbook to familiarize yourself with policies and behaviors that are appropriate to the college environment. Lewd, abusive, disruptive, or harassing behavior will not be tolerated. Turn off all electronic devices before entering the classroom. Arrive to class on time.
8. **ABSENCES:** If you know you will be absent for in-class assignments or quizzes, email me in advance.
9. **COMPREHENSION:** **If you are not understanding course material, come and see me right away. I want you to do well in this course, but I cannot help you if I don't know you need help or want help. Student success is important to me, but you must be serious and an active participant in your own learning.**
10. **ACCOMMODATION:** "If you need course adaptations or special accommodations because of a disability, or if you have medical information that needs to be shared with me in the event that the building needs to be evacuated, please contact me during the first week of the quarter. If you require accommodations due to a diagnosed disability, please contact the Disability Resource Center office in B132. Phone: 425-564-2498 (Voice) TTY: 425-564-4110.
11. **TUTORING:** If you are struggling with this class or any other class, there is help available on campus and on-line. You may contact the tutoring service on campus. Come and talk with me about how I can help you.  
<http://www.bellevuecollege.edu/asc/>
12. **EXPLORE THE LMC!** The Library Media Center is at your fingertips! I *strongly* encourage you to visit the LMC, but you can also access it via the web. Talk to a Reference Librarian at the Library (D-126), by calling (425) 564-6161, or by email: [reference@bellevuecollege.edu](mailto:reference@bellevuecollege.edu).
  - **Main Library Media Center:** <http://bellevuecollege.edu/lmc/>
  - **For the LMC online catalog:** <http://bellevuecollege.edu/lmc/catalogs.html>
  - **For article databases:** <http://bellevuecollege.edu/lmc/periodicals.html>
  - **For films on Demand:** [Films on Demand Login Link](#)

## OTHER ANTHROPOLOGY COURSES OFFERED AT BELLEVUE COLLEGE

BC offers in-depth courses in Anthropology which I encourage you to take: archaeology (Great Discoveries in Archaeology; Archaeology; Ancient North America; Incas & Their Ancestors; Aztecs, Mayas, & Their Ancestors), biological anthropology (Biological Anthropology; Bioanthropology with Lab; Cross-cultural Medicine; Forensic Anthropology), cultural anthropology (Food, Drink, & Culture; American Life & Culture; Cultural Anthropology; Sex, Gender, & Culture; Environment & Culture; REEL Culture; Religion & Culture) and linguistics (Language, Culture, & Society). Check BC's Course Catalogue for a full description of each course. We will also be offering several special topics courses spanning the discipline. Topics may include Primatology, Experimental Archaeology, Anthropology of Immigration and Scandinavian Culture. There are no prerequisites for any of these courses and they fulfill degree requirements. Different formats (on campus, on-line, hybrid) are offered. Stop by and visit the Social Science Advisor, Deanne Eschbach, in Room D110, for free professional planning and advising.

## CONCENTRATION IN ANTHROPOLOGY

In addition to earning an AAS degree, you can take 20 or 21 credits of required courses to earn a concentration in Anthropology. These four courses provide the basic foundation of Anthropology and represent the 4-field approach of American Anthropology. All of them are to be offered on campus and on-line.

- ANTH& 204 – Archaeology (5 credits of Social Science)
- ANTH 208 – Language, Culture, & Society (5 credits of Humanities or Social Science)
- ANTH& 206 – Cultural Anthropology (5 credits of Social Science)
- ANTH& 215 – Bioanthropology with Lab (6 credit of Lab Science) **or**
- ANTH& 205 – Biological Anthropology (5 credit of natural science)

## AFFIRMATION OF INCLUSION

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect. <http://bellevuecollege.edu/about/goals/inclusion.asp>

## ACADEMIC CALENDAR

- Enrollment and College Calendars can be found at the following link - <http://www.bellevuecollege.edu/enrollment/calendar/>

## DISABILITY RESOURCE CENTER (DRC)

The Disability Resource Center serves students with a wide array of learning challenges and disabilities. If you are a student who has a disability or learning challenge for which you have documentation or have seen someone for treatment and if you feel you may need accommodations in order to be successful in college, please contact us as soon as possible. If you are a person who requires assistance in case of an emergency situation, such as a fire, earthquake, etc, please meet with your individual instructors to develop a safety plan within the first week of the quarter.

If you are a student with a documented autism spectrum disorder, there is an additional access program available to you. Contact [asn@bellevuecollege.edu](mailto:asn@bellevuecollege.edu) or (425) 564-2764. ASN is located in the Library Media Center in D 125. [www.bellevuecollege.edu/autismspectrumnavigators/](http://www.bellevuecollege.edu/autismspectrumnavigators/).

The DRC office is located in B 132 or you can call the reception desk at (425) 564-2498. Deaf students can reach the DRC by video phone at (425) 440-2025 or by TTY at (425) 564-4110.

Please visit their website for application information into our program and other helpful links at [www.bellevuecollege.edu/drc/](http://www.bellevuecollege.edu/drc/).

## STUDENT CODE OF CONDUCT

“Cheating, stealing and plagiarizing (using the ideas or words of another as one’s own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Vice President of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Vice President of Student Services.” The Student Code, Policy 2050, in its entirety is located at: [http://bellevuecollege.edu/policies/2/2050\\_Student\\_Code.asp](http://bellevuecollege.edu/policies/2/2050_Student_Code.asp)

## WINTER FINAL EXAM SCHEDULE

The Final test will open at 7:30 am on Monday, March 23rd on Canvas. You do not need to come to class this day. You must complete the final test on Canvas sometime between 7:30 am on Monday, March 23<sup>rd</sup> and Wednesday, March 25<sup>th</sup> at 11 pm. You can find the Winter quarter final exam schedule at this link: <http://www.bellevuecollege.edu/courses/exams/>

## PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION Winter 2016

### Cheating, Stealing and Plagiarizing\*

Cheating, stealing and plagiarizing (using the ideas or words of another as one’s own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Dean of Student Services and at [http://bellevuecollege.edu/policies/2/2050P\\_Student\\_Code\\_\(Procedures\).asp](http://bellevuecollege.edu/policies/2/2050P_Student_Code_(Procedures).asp)

Email Communication with instructors must be done through student email accounts only. Instructors cannot communicate with students about their course work or grades through student's personal email accounts.

Incomplete

If a student fails to complete all the required work for a course, an instructor may assign the grade of Incomplete ("I"). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an "F").

F Grade

Students who fail a course will receive a letter grade of "F."

Final Examination Schedule

The Social Science Division will adhere to the final examination schedule as stated in the BC Schedule. Final examinations will be held at the end of each quarter at fixed times. Instructors will not give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstance beyond the student's control, the student is unable to be present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designated by the instructor.

Withdrawal From Class

College policy states that students must formally withdraw from a class by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course.

Hardship Withdrawal

Instructors may assign the grade of "HW" (hardship withdrawal) at their discretion in the event that a student cannot complete the coursework due to extreme and exceptional circumstances. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

Students Who Require Disability Accommodations:

Students with disabilities who have accommodation needs are encouraged to meet with the Disability Resource Centre (DRC) office located in B132 (telephone 425.564.2498 or TTY 425.564.4110), to establish their eligibility for accommodation. The DRC office will provide each eligible student with an accommodation letter. Students who require accommodation in class should review the DRC accommodation letter with each instructor during the first week of the quarter.

Students with mobility challenges who may need assistance in case of an emergency situation or evacuation should register with Disability Resource Centre, and review those needs with the instructor as well.

Distribution of Grades

Grades will not be posted in the Social Science Division or in faculty offices, and program assistants or coordinators will not give out grades. Students should access their grades through the BC Web site.

Return of Papers and Tests

Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if student supplies the instructor with stamped, self-addressed envelope (with appropriate postage); or by the instructor designating a time and place whereby the student may retrieve his/her papers. Unclaimed papers and/or Scantron score sheets must be kept by the instructor for a minimum of sixty (60) instructional days following the end of the quarter.

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*\*If you are accused of cheating, stealing exams and/or plagiarism, there is a Bellevue College Student Discipline and Appeals Procedure (the right to due process) which you may pursue. Contact the office of Division Chair (D110), the Dean of Student Services (B231A) or the Associated Student Body (C212) for information regarding the appeals process.*