Proposal Form For Addition And Revision Of Courses

1. Proposing College / School: College of Liberal Arts
   Department: Sociology, Anthropology, and Social Work
2. Course Prefix and Number: ANTH 3940
3. Effective Term: Fall 2014
4. Course Title: ARCHAEOLOGY LABORATORY PROBLEMS
   Abbreviated Title (30 characters or less): ARCHAEOLOGY LABORATORY PROBLEM
5. Requested Action:
   ○ Reumber a Course
   ○ Add a Course
   ○ Revise a Course
   Current Course Number: ANTH 3940
   Proposed Course Number: ANTH 4910
   Type of Revision:
6. Course Credit:
   Contact/Group Hours
   Scheduled Type
   (e.g.: Lab, Lecture, Practicum, Directed Study)
   Weekly or Per Term?
   Credit Hours
   Anticipated Enrollment

   Maximum Hours (Repeatability): 3

   1
   Lecture
   Week
   1
   15

   2
   Lab
   Week
   2
   15

   Total Credit Hours: 3
7. Grading Type:
   ○ Regular (ABCDF)
   ○ Satisfactory/Unsatisfactory (S/U)
   ○ Audit
8. Prerequisites/Corequisites:
   Use "P:" to indicate a prerequisite, "C:" to indicate a corequisite, and "P/C:" to indicate a prerequisite with concurrency.
   ANTH 1000 - P
   ANTH 2100 - P
9. Restrictions: List specific restriction in space above.
   □ College □ Major □ Standing □ Degree
10. Course Description:
    (20 Words or Less; exactly as it should appear in the Bulletin)
    Investigates a specific archaeological problem or problems and involves students in laboratory techniques and research.
11. May Count Either:
    □ or □ (Indicate if this particular course cannot be counted for credit in addition to another)
12. Affected Program(s):
    (Respond "N/A" if not included in any program; attach memorandum if more space is required)
    (e.g.: minor, major, etc.) (e.g.: MS in Chemistry, Performance Option, Minor in Art)
    Requirement or Elective?
    (required or optional?)
   minor
   Minor in ANTH
   Elective
   major
   BA ANTH
   Elective
13. Overlapping or Duplication of Other Units' Offerings:
    (If course is included in any other degree program, is used as an elective frequently by other unit(s), or is in an area similar to that covered by another college/school, attach correspondence with relevant unit)
    ○ Applicable
    ○ Not Applicable
14. Justification:
Per the course numbering system, "X94X = Number not assigned to a Standard Definition"

(Include a concise, yet adequate rationale for the addition/revision of the course, citing accreditation, assessments (faculty, graduate, and/or external) where applicable)

15. Resources:
Not Applicable

(Indicate whether existing resources such as library materials, classroom/laboratory space, and faculty appointments are adequate to support the proposed addition/revision; if additional resources are required, indicate how such needs will be met, referencing the appropriate level of authorization -- i.e.: Dean -- where necessary, if no additional resources or shifting of resources will be necessary, respond "Not Applicable")

16. Student Learning Outcomes:
(State in measurable terms (reflective of course level) what students should be able to do when they have completed this course)

17. Course Content Outline:
(Provide a comprehensive, week-by-week breakdown of course content, including assignment due dates)

18. Assignments / Projects:
(List all quizzes, projects, reports, activities and other components of the course grade -- including a brief description of each assignment that clarifies its contribution to the course's learning objectives)

19. Rubric and Grading Scale:
(List all components of the course grade -- including attendance and/or participation if relevant -- with point totals for each; indicate point totals and ranges or percentages for grading scale; for S/U grading, detail performance expectations for a passing grade)

20. Justification for Graduate Credit:
(Include a brief statement explaining how the course meets graduate educational standards (i.e.: rigorous standards for evaluation, development of critical thinking and analytical skills, etc.))

(Included below are standard statements regarding course policies. If necessary, a statement may be altered to reflect the academic policies of individual faculty members and/or the academic unit or department, provided that there is no conflict with the Student Policy eHandbook, Faculty Handbook, or any existing university policy.)

POLICY STATEMENTS

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event of an absence.

Excused Absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student's immediate family, the death of a member of the student's immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoenas for a court appearance, and religious holidays. Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please consult the Student Policy eHandbook for more information on excused absences.

Make-Up Policy: Arrangement to make up a missed major examination (e.g. hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. Except in extraordinary circumstances, no make-up exams will be arranged during the last three days before the final exam period begins.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Student Policy eHandbook will apply to university courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Disability Accommodations: Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with your office hours, an alternate time can be arranged. To set up this meeting, please contact me by e-mail. If you have not established accommodations through the Office of Accessibility, but need accommodations, make an appointment with the Office of Accessibility, 122B Haley Center, 844-2096 (V/TT).
Approvals

Department Chair / Head

Date: 9/16/13

College / School Curriculum Committee

Date: 9/17/2013

College / School Dean

Date: 9/17/2013

Dean of the Graduate School (for Graduate Courses)

Date:

Assoc. Provost for Undergraduate Studies (for Undergraduate Courses)

Date:

Contact Person: Allen Furr

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