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Educational Policies Committee Program Proposal, College of Humanities and Social Sciences, October 24, 2008 - Master of Science in Anthropology with a Specialization in Archaeology and Cultural Resource Management

Utah State University

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AGENDA

MEETING OF THE
UTAH STATE BOARD OF REGENTS
TO BE HELD AT
UTAH VALLEY UNIVERSITY
OREM, UTAH

OCTOBER 24, 2008
MEMORANDUM

October 15, 2008

TO: State Board of Regents

FROM: William A. Sederburg

SUBJECT: Utah State University—Master of Science in Anthropology with a Specialization in Archaeology and Cultural Resource Management—Action Item.

Issue

Officials at Utah State University (USU) request approval to offer a Master of Science in Anthropology with a Specialization in Archaeology and Cultural Resource Management effective, Spring Semester 2009. The USU Institutional Board of Trustees approved this program on the 27 of June 2008. The Regents’ Program Review Committee approved the proposed degree on October 14, 2008.

Background

The proposed Master of Science in Anthropology is designed to meet the demand in the Intermountain Region and western United States for trained professionals able to meet the requirements for certification on the Register of Professional Archaeologists. The minimum degree for this certification increasingly required by government regulation is a Master’s degree. The purpose of the degree is to prepare graduates for highly employable careers in both public and private sectors as archaeologists in the Cultural Resource Management industry. The Master’s degree will also prepare students intending to pursue the Ph.D. at other institutions.

Opportunities for Utah State University undergraduate students to gain experience in archaeology became a regular part of the Anthropology program in 1988 and were expanded when an undergraduate major began in 1994. The location of Utah State University in the Intermountain West, the emphasis of the university on resource science and management, and the growth of the Cultural Resource Management archaeology industry provides opportunities for students to gain hands on experience that has consistently led to employment for Anthropology graduates. External contracting in Cultural Resource Management (CRM) archaeology has brought over $1.3 million to Utah State University since 1988 and provided training and research opportunities for hundreds of students. The curriculum includes foundation coursework in archaeological theory, analyses, and the prehistory of this region of the country; coursework typical of Master’s programs in anthropology for students
emphasizing archaeology. The program also includes quantitative skills, Geographic Information Systems, geoarchaeology, museum collections management, and the laws, regulations, and business environment of cultural resource management.

Policy Issues

Other Utah System of Higher Education institutions have reviewed this proposal, have given input, and are supportive of Utah State University offering this degree.

Commissioner's Recommendation

The Commissioner recommends that the Regents approve the Request to Offer a Master of Science in Anthropology with a specialization in Archaeology and Cultural Resource Management, effective Fall Semester, 2009.

William A. Sederburg, Commissioner

WAS/GW
Attachment
Academic, Career and Technical Education and Student Success Committee

Action Item

Master of Science in Anthropology
with a Specialization in Archaeology
and Cultural Resource Management

Utah State University

Prepared for
William A. Sederburg
By
Gary Wixom

October 15, 2008
Section 1: The Request

Utah State University requests approval to offer a Master of Science in Anthropology with a Specialization in Archaeology and Cultural Resource Management effective Fall Semester 2009. This request was presented to the USU Board of Trustees on 27 June 2008.

Section II: Program Description

The Anthropology Program at Utah State University (USU) is developing a graduate program to offer a Master of Science degree in Anthropology with a Specialization in Archaeology and Cultural Resource Management to begin in the fall of 2009. This M.S. degree will be offered at the Logan Campus as a traditional, full-time degree program, with Plan A and Plan B options as detailed below and in Appendix A. The purpose of the program is to prepare graduates as archaeologists for highly employable careers in both public and private sectors in the Cultural Resource Management industry. The Master’s degree will also prepare students intending to pursue the Ph.D. at other institutions.

Archaeology at Utah State University

Opportunities for Utah State University undergraduate students to gain experience in archaeology became a regular part of the Anthropology program in 1988 and were expanded when an undergraduate major began in 1994. The location of Utah State University in the Intermountain West, the emphasis of the university on resource science and management, and the growth of the Cultural Resource Management archaeology industry provides opportunities for students to gain hands-on experience that has consistently led to employment for Anthropology graduates. External contracting in Cultural Resource Management (CRM) archaeology has brought over $1.3 million to Utah State University since 1988 and provided training and research opportunities for hundreds of students.

The USU Anthropology Program also has a long history of running successful archaeology field schools, and these will assume a new level of importance with the development of a graduate program emphasizing archaeology and cultural resource management. The field school is offered in the summer, and has traditionally required faculty to obtain external funding to support most of the costs. Field school faculty have necessarily been required to dedicate a substantial amount of time to identify funding sources, write grant proposals, and conduct the required analyses and write-up in a timely manner. Budgetary support for this endeavor must be regularized as faculty time allotments are shifted to graduate curriculum and advisement, and this is reflected in the proposed budget that includes a graduate assistant position for the field school.

The USU Anthropology Program is acknowledged by government agencies, private sector CRM businesses, and University administrators as a successful example of pragmatic undergraduate education. The faculty have mentored several hundred undergraduate students into CRM archaeology since 1988, using the model of a graduate program for the upper echelons of each student cohort. However, the entry-level degree for advancement in the field of CRM archaeology is a Master’s degree, and this was formalized nationally in 1998 with the establishment of the Registry of Professional Archaeologists, as well as being codified into federal and state regulations. The successes of the Utah State University Anthropology program in training undergraduates to enter this field combined with the need for Master’s degree graduates has led the USU to seek a
Master of Science degree program in Anthropology with a Specialization in Archaeology and Cultural Resource Management.

The Master's of Science in Anthropology with a Specialization in Archaeology and Cultural Resource Management Degree Program

The proposed graduate program will require 33 credits of coursework that includes field, laboratory, and internship experiences (Appendices A & B). The program is flexible in that students can choose to complete a traditional Plan A thesis (if they intend to seek a Ph.D.), or select the Plan B option and complete a research-oriented professional paper, or a research-oriented CRM Technical Report (the typical publication of the industry). The program is also flexible in that students can choose internships in field archaeology settings, in a government agency, or in private sector settings depending on their career needs and intentions. The curriculum includes foundation coursework in archaeological theory, analyses, and the prehistory of this region of the country; coursework typical of Master's programs in anthropology for students emphasizing archaeology. The program also includes quantitative skills, Geographic Information Systems, geoarchaeology, museum collections management, and the laws, regulations, and business environment of cultural resource management.

Graduate student assistance will be available through several avenues. Support for graduate/teaching assistantships has been obtained through agreements with the Provost, the Dean of the College of HASS, the Vice President for Research, and the Department. By the second year of the Program, graduate assistantships will also begin to be funded by Utah State University Archaeological Services, a cultural resource management business to be founded in 2009 and described below. USU Archaeological Services will also provide opportunities for employment of unfunded students with work assignments that can be integrated into student research and training. These opportunities will provide some form of support to virtually all of the graduate students accepted into the program, while maintaining the competition for a limited number of partial or full Graduate Assistantships that is typical of graduate programs in anthropology under the philosophy that competition breeds determination, hard work, and quality.

The Anthropology Program is strongly committed to maintaining the high quality undergraduate curriculum that has made graduates of the program so successful in obtaining employment and graduate school opportunities upon graduation. Rather than detracting from this program, faculty recognize an opportunity to enhance the educational experiences of Anthropology undergraduate students through shared learning opportunities, increased laboratory and field experiences, and greater emphasis throughout the program on career training. In other words, the graduate curriculum and supporting programs as developed will enhance learning opportunities for all Anthropology students.

A draft curriculum and course descriptions are provided in Appendix A. The curriculum has been evaluated by the Anthropology faculty for quality of content, frequency of offerings, integration with and concomitant improvement of the undergraduate program, faculty course rotations, and staffing capabilities and needs. Most courses will be offered on a two-year rotation, and several will bring top undergraduate students together with graduate students (Appendix B). The Anthropology faculty has met over the past year and all agree that this is the most appropriate avenue for the Program to evolve at this time.
The Utah State University Museum of Anthropology

A unique aspect of the program is coursework in museum collections management as well as research and internship opportunities in the Utah State University Museum of Anthropology. Growth in the size of archaeological collections and the need to study and manage them is opening up employment opportunities in this aspect of the industry. Curation is a mandatory component of government compliance, and yet there are very few programs that teach the “how to’s” of preparing collections for curation facilities. The proposed USU Master’s degree program will provide this training.

An additional opportunity is available to students enrolled in the Master’s degree program. The Museum of Anthropology is a teaching unit under the Program’s umbrella that already offers a certificate in Museum Studies (Appendix D). The certificate program is unique among offerings at Utah’s public and private institutions in that a certificate can be earned as a complement to a Bachelor, Master, or Ph.D. degree in any field. The 24-credit certification program, which features supporting coursework from nearly two dozen departments and programs across the USU campus, educates students in museum administration, collections management and care, and interpretation and exhibition skills.

Most students seeking the certificate are undergraduates, but graduate students from other Departments are beginning to seek this certification as well. Master’s students who couple an anthropology M.S. with a museum studies certificate will be uniquely qualified (and likely sought after) for positions in cultural resource management firms, government agencies, and museums in Utah and beyond. Anthropology Master’s students seeking the certificate in Museum Studies will do so as an addition to their graduate degree. The certificate program already exists, and it is not part of the proposed graduate curriculum. It does, however, provide an additional dimension to the proposed graduate program. Master’s students who choose not to pursue the certificate are still required to take the graduate museum course and may still utilize the museum for research and internship experience.

Utah State University Archaeological Services

The Anthropology Program has a long track record of external contracting in cultural resource management. However, this has always been subject to the time constraints of faculty with substantial teaching assignments and research expectations, thus limiting the amount of contracting that can be done.

To expand opportunities and to generate funding, the Program is in the early phases of founding Utah State University Archaeological Services, a cultural resource management firm to be located on the Innovation Campus. This business was proposed to the Provost’s Innovation Fund in the Fall of 2006 (Appendix E) and it was funded in 2007 with a planned start-up date of Summer 2009 to coincide with the arrival of the first cohort of graduate students. The primary mission of the company is to provide high quality archaeological services for clients. A secondary mission will be to complement the proposed graduate program in two ways: 1) provide internship, training, employment, and research opportunities for graduate students; and 2) provide financial support for graduate assistantships.

Utah State University Archaeological Services will be directed by an Archaeological Project Director, a full-time, salaried professional staff position. On-campus, tenured, USU anthropology
faculty will serve as Principal Investigators for projects during the start up phase and selectively thereafter. A staff of paid archaeological technicians, interns, and in some cases, credit bearing student technicians will conduct archaeology field projects, perform laboratory analysis, and prepare the reports required by state and federal regulations. Since Utah State University has an established track record in CRM archaeology all state and federal permits for such work are already in hand. An extant client base that includes the Utah School and Institutional Trust Lands Administration, the Bureau of Land Management, the U.S. Forest Service, the Utah Division of Forestry, Fire, and State Lands, USU Departments in the College of Natural Resources, and occasional engineering firms, ranchers, and others will facilitate a successful start-up of this business venture.

The potential for this business to provide fiscal support to the graduate program is central to its founding. The degree of support will depend on agreements between Utah State University, the Vice President for Strategic Ventures and Economic Development, and USU Archaeological Services, as well as decisions about the size of the business. The business and fiscal plan under development are designed so a significant portion of the company profits, as well as a yet undetermined fraction of the university F & A rates applied to contracts will be directed to the Master’s degree program. The budget includes revenue projections based on a relatively conservative revenue model for the business.

Utah State University Archaeological Services will be a link with the robust private sector business in archaeology in the Intermountain region that can provide training and research opportunities for students, and fund some aspects of the proposed graduate program that will in turn provide employees for the industry.

**Purpose of Degree**

The purpose of the program is to meet the demand in the Intermountain Region and western United States for trained professionals able to meet the requirements for certification on the Register of Professional Archaeologists. The minimum degree for this certification increasingly required by government regulation is a Master’s degree. The purpose of the degree is to prepare graduates for highly employable careers in both public and private sectors as archaeologists in the Cultural Resource Management industry. The Master’s degree will also prepare students intending to pursue the Ph.D. at other institutions.

**Institutional Readiness**

As indicated in the following sections, staffing, funding, and funding plans to cover the needs of the proposed program are in place. All faculty needed for the proposed graduate program will be on staff as of August, 2008. No new faculty positions will be needed to cover the graduate curriculum as outlined. In addition, funding has been arranged through the Provost’s Office and the Dean of the College of HASS to cover a part time Staff Assistant II position to handle tasks associated with the administration of a graduate program, so that the workload of extant departmental staff will not increase substantially.

Careful planning by the Anthropology faculty has ensured that broader programmatic needs and initiatives will not be compromised by the addition of a graduate program in anthropology. Two cultural anthropology faculty members are on phased retirement (Dr. Richley Crapo and Dr. David Lancy) and the Department has submitted paperwork to the College to replace the first, who will
retire in the spring of 2009. Replacement hires for these two positions will build toward a stronger, more focused undergraduate curriculum in Applied Anthropology. Additionally, the recent Brigham City archaeology hire was selected in part because of her ability to teach across the sub disciplines, ensuring that the Program will be able to cover the broader undergraduate curriculum. All Anthropology faculty members remain dedicated to undergraduate instruction on the Logan campus and throughout the system. All of the graduate courses, as well as a full complement of undergraduate courses will be regularly offered, and all of the faculty will have undergraduate courses in their schedules.

As indicated below, library resources are adequate, though not ideal. Some infusion of one time and ongoing funds would help to bring the collections in line with library resources in Anthropology at other universities and in the Intermountain West.

Faculty
The Anthropology Program currently has nine tenured/tenure-track faculty: four cultural anthropologists, four archaeologists, and one bioarchaeologist (Appendix C). Seven are based at the Logan campus, one is a new hire at the Brigham City campus, and one is based at the San Juan center in Blanding. The four archaeologists and one bioarchaeologist that will be most actively involved in the Master’s program are Dr. Steve Simms, Dr. Bonnie Pitblado, Dr. Patricia Lambert, Dr. Christopher Morgan, and Dr. Emily Jones. Two of these were hired in spring of 2008 in anticipation of the M.S. program through reallocation of an existing position within the Anthropology Program and through the acquisition of a new position in Distance Education at the Brigham City campus. Three of the five are Registered Professional Archaeologists (Appendix C), certified to oversee archaeology projects in Utah and the Intermountain West. The level of faculty support now in place is comparable to similar programs at other institutions and will ensure that the proposed program is competitive (Table 1).

If the Anthropology Program is able to replace all existing faculty positions as these become available through retirements, there will be no immediate need for new faculty lines. In discussions with the Department Chair and the Dean of the College of HASS regarding these issues, strong support has been expressed for maintaining extant Anthropology positions. While the Program will not need new positions to administer the curriculum, the undergraduate and graduate programs as outlined are dependent on maintaining all current positions. In sum, no new faculty will be required in the first five years of the graduate program if Anthropology is able to maintain current staffing.

Staff
As indicated above, the College of HASS and the Provost’s office have agreed to provide matching funding to cover a part-time staff assistant (Assistant II, with benefits) and a salary match (with the Department) to cover summer field school faculty instruction. The Program currently relies on a work-study student to staff the front desk and provide student and faculty assistance. With the inception of a graduate program, regularized staff presence at the front desk will be essential for maintaining student records, student-faculty contacts, and other tasks generally performed by office personnel. The Department secretary and administrative assistant will continue to support the Program in capacities such as travel arrangements, grants and contracts administration, and general secretarial support.
Table 1. Data on faculty lines and graduate student support in comparable programs to the one proposed for USU.

<table>
<thead>
<tr>
<th>Program</th>
<th>Total anthropology faculty (# of archaeologists &amp; bioarchaeologists)</th>
<th>Nature of financial assistance offered</th>
<th>Number or value of assistance</th>
<th>Source of assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boise State</td>
<td>5 (2.5)</td>
<td>Assistantships</td>
<td>2 full-time</td>
<td>College dean</td>
</tr>
<tr>
<td>Univ. of Hawaii</td>
<td>17 (5)</td>
<td>None (but new program &amp; building)</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>University of MD</td>
<td>12 (4)</td>
<td>Assistantships; fellowships</td>
<td>8 ½-time assistantships; 4 fellowships</td>
<td>College dean</td>
</tr>
<tr>
<td>University of MT</td>
<td>16 (4)</td>
<td>Assistantships</td>
<td>4 full-time</td>
<td>College dean</td>
</tr>
<tr>
<td>Univ. of S Florida</td>
<td>23 (5)</td>
<td>Assistantships ($13,500/yr)</td>
<td>Available to any student who requests one</td>
<td>College dean</td>
</tr>
<tr>
<td>Sonoma State</td>
<td>6 (4)</td>
<td>Little aid (most goes to Ph.D. students)</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>St Cloud State</td>
<td>5 (3)</td>
<td>Assistantships</td>
<td>4 ½-time</td>
<td>College dean</td>
</tr>
<tr>
<td>Utah State University</td>
<td>9 (5)</td>
<td>Assistantships</td>
<td>2 full-time Yrs 1-2 3 full-time thereafter</td>
<td>College dean/ Provost’s office USU Arch. Services</td>
</tr>
</tbody>
</table>

**Library and Information Resources**

The Merrill-Cazier Library at Utah State University could support a Master of Science degree in Anthropology with a Specialization in Archaeology and Cultural Resource Management (See report in Appendix F). As indicated in this report, the library collections generally have good coverage for anthropology. Although the support letter indicates that the collection does not have great depth in the areas of archaeology and museum studies, this is not the case for archaeology journals of primary relevance to the proposed graduate program (but remains the case for museum studies and for broader areal coverage in archaeology). Recent package agreements have provided electronic access to a number of important journals that were unavailable only a couple of years ago. The major journal index in the area, *Anthropological Literature*, is available to the USU community. The Library also subscribes to *Anthrosource*, an online archive of journals from the American Anthropological Association, and recently gained subscriptions to a number of anthropology journals through other bundling agreements. In addition, many anthropology journals contain substantial archaeology content, and these may not have taken into account in the report. Appendix G provides a current list of anthropology journals accessible to faculty and staff at USU, with indicators of archaeology content. Nonetheless, it would be useful to enhance the very limited...
museum studies collection (Appendix G) and to add a few inexpensive archaeology journals, most notably *Current Research in the Pleistocene*—a glaring omission in the collection. The Program and Anthropology Museum will be looking into ways to fund such subscriptions in the coming years, perhaps through funding matches between the Library and Anthropology faculty or private donors.

As indicated in the Library report, the USU book collections for anthropology are comparable with USU peer institutions (plus the University of Arizona and the University of Utah). The report indicates that the archaeology area is somewhat weaker, particularly for prehistoric archaeology, and recommends some targeted retrospective book buying. Library book acquisition has not been a problem in the past for the Program, and archaeology faculty will need to take a more active role in future book acquisition opportunities to insure that the Program stays current on archaeological literature, particularly that pertaining to the prehistory of the Intermountain West. This is another area where the Program will also explore opportunities to enhance the collection through matching funding. It should be noted that the Program has a small library that includes archaeology volumes and many regional cultural resource management reports, and this will continue to expand with the move toward a stronger CRM focus.

**Admission Requirements**

Students seeking admission to the Master of Science Program in Anthropology with a Specialization in Archaeology and Cultural Resource Management will be required to meet the following admission requirements:

- A bachelor's degree from an accredited college, with a minimum 3.0 GPA for the last 90 quarter or 60 semester credits earned.
- Three letters of recommendation addressing the applicant's potential for success in the proposed graduate degree program. If applicant has been enrolled in school during the last five years, at least two of the letters must come from persons who are familiar with the student and can make an authoritative assessment of applicant's recent academic progress and success.
- Graduate Record Examination (GRE) general test scores with a minimum of 40th percentile on the verbal test and on the quantitative test.
- A letter of intent providing background about the applicant's training, interests, and experiences, as well as an overview of the applicant's career goals and specific reasons why graduate training an archaeology is important to the applicant.

**Student Advisement**

Master’s students will be expected to have their committee appointed and approved by the end of their second semester in the program. The committee must include at least three faculty members, with one member representing an area of emphasis other than that which is the focus of the student’s program of study and thesis. One or more members may be from outside of the department, but outside representation is not required.

Committee appointment forms are reviewed and approved by the Program Director and the Director of Graduate Studies. Upon recommendation of the Program Director and the Director of Graduate Studies, the Dean of the Graduate School will officially appoint the Supervisory Committee.
The chairperson of the Supervisory Committee, in close collaboration with other members of the committee, will guide and direct the program of study as specified in the USU Graduate Catalogue until the program is completed. Students should meet with their supervisory committee at least once annually to discuss program progress.

Any subsequent change in committee membership will require the approval of the Program Director and the Director of Graduate Studies and the Graduate Dean. Changes in committee membership are not allowed within six weeks of the thesis/dissertation defense. Before there is any change in a Supervisory Committee, the Program Director will notify the faculty members involved. In circumstances where a faculty member is unable to fulfill obligations, that person may be replaced on the committee at the recommendation of the major professor and Program Director after reasonable efforts have been made to solicit that person's participation.

All students will discuss their plans for course registration with their advisors prior to registering for courses and prior to dropping or adding any courses. If a student has not selected a permanent advisor, approval should be secured from either the Director of Graduate Studies or the Department Head.

**Justification for Gradation Standards and Number of Credits**

A total of 33 credits will be required for the Master of Science degree in Anthropology with a Specialization in Archaeology and Cultural Resource management. This number is based on the course requirements needed to train a professional archaeologist, as well as University standards and those of similar anthropology programs at other universities.

In keeping with current Master's level requirements in the Sociology Program of the Department of Sociology, Social Work, and Anthropology, the following minimum and maximum credit loads will be considered full time enrollment:

- 6 to 10 credits for all students on 20 hour per week assistantships.
- 9 to 13 credits for all students on less than 20 hour per week assistantships.
- 9 to 13 credits for all students not on assistantships.

An additional 3 hours of thesis credit may be taken.

All international students will be required to maintain full-time student status. According to the Immigration Service this means that international graduate students must enroll for 9 or more credits, not including duties associated with assistantships. Some exception can be allowed in the following cases:

1. The student is at the end of coursework and needs only a few hours for graduation.
2. The student is ill and has a doctor's statement of verification.

These circumstances will be cleared with the International Student Advisor to avoid any legal status problems.

Students must maintain a cumulative grade point average of 3.0. A supervisory committee can approve no more than two courses with a grade below B within or outside the department towards
the total number of credits required for the Master of Science in Anthropology. Students must earn a grade of C or better in all courses counting toward the M.S. degree.

External Review and Accreditation
In formulating the proposed graduate program, interviews were conducted with program directors of seven anthropology graduate programs similar to the one proposed here (see Table 1 for list of programs contacted). Information was also obtained from web sites of these programs regarding credit requirements, course offerings, and participating faculty. This information served as a basis for program design and the formulation of expectations regarding projected enrollments, funding needs, and so forth.

There is no formal accreditation process for professional archaeologists. However, the goal of the program is to help prepare students to meet the requirements for inclusion in the Registry of Professional Archaeologists (RPA), a certification widely sought after by industry employers. RPA certification requires both a Master’s degree and documented field and laboratory experience (Appendix H).

Projected Enrollment

<table>
<thead>
<tr>
<th>Year</th>
<th>Student Headcount</th>
<th># of Faculty</th>
<th>Student-to-Faculty Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>4</td>
<td>5</td>
<td>1:1</td>
</tr>
<tr>
<td>2</td>
<td>10</td>
<td>5</td>
<td>2:1</td>
</tr>
<tr>
<td>3</td>
<td>14</td>
<td>5</td>
<td>3:1</td>
</tr>
<tr>
<td>4</td>
<td>16</td>
<td>5</td>
<td>4:1</td>
</tr>
<tr>
<td>5</td>
<td>16</td>
<td>5</td>
<td>4:1</td>
</tr>
</tbody>
</table>

Expansion of Existing Program
The proposed program is not an expansion of an existing program.

Section III: Need

Program Need
Cultural resource management (CRM) archaeology provides industry and government agencies with an evaluation of heritage resources that by law have to be “taken into account” prior to the alteration of our public landscapes. CRM is now an institutionalized element of the environmental management industry in the United States and many other countries. Archaeologists identify and record all prehistoric and historic cultural resources from ancient villages and camps, to pioneer cabins, 19th century gold mines, and human skeletons. Archaeologists help industry and agencies find ways to protect what is of value by avoidance and occasionally by mitigation, and they facilitate land management.
Federal and State laws and regulations govern the practice of archaeology by issuing permits, and a national Register of Professional Archaeologists certifies professional standards (Appendix F). The minimum degree requirement for the permits and the professional registry is a Master's degree. Employment as technicians and research assistants can be found with lesser credentials, but lack of a Master’s degree limits advancement. Thus, there is a market for archaeologists at the Master’s level, be they undergraduate students prospecting for a graduate program or people already employed in the industry looking to advance professionally.

The growth of CRM archaeology places pressure on university curricula. Professional organizations within archaeology have been discussing the changing needs of graduate education for years, but “many academic programs have not recognized the need for corresponding changes in curricula, or the changes are prevented by institutional inertia” (SAA Bulletin 1997:1997:21). Even by 2004, a survey of 109 departments offering anthropology degrees (90+% of U.S. anthropology departments), only 15 were offering special graduate programs designed to train students for careers in CRM. In 2006, the Society for American Archaeology sponsored a forum titled “The New Graduate Curriculum.” Responding to the changing needs of the profession because of the rise of CRM archaeology, the forum recommended the “encouragement of highly focused, M.A.-only programs in applied archaeology… filling a niche for well-trained students prepared to take jobs in CRM and related, applied fields.” (SAA Bulletin, November 2006).

The American Cultural Resources Association conducted a survey in 2006 and received responses from 69 CRM companies listing the most important professional qualities and skills in job applications for archaeological positions. Some highlights of that survey include:

- 87% rated the establishment of graduate programs serving CRM as very important or important.
- 96% rated knowledge of the legislation and regulatory environment as very important or important.
- 84% rated knowledge of Geographic Information Systems as very important or important.
- 84% rated knowledge of quantitative methods as very important or important.
- 100% cited the importance of technical writing skills and experience at producing reports found in CRM.
- 84% advocated an “intensive, rigorously researched and comprehensive Master’s thesis,” signaling the importance of integrating research and applied skills.

Over the years, Utah State University has been approached by private companies to provide trained students in CRM archaeology, or to develop internships, and the Anthropology Program has responded by placing dozens of its undergraduates. One such recent inquiry from a private firm in Salt Lake City lamented the shortage of Master’s-level degree programs in the Intermountain West, and noted the strong demand for trained archaeologists.

Senior archaeologists working in CRM realize the need for graduate training to be more than applied archaeology. In order to produce career-path archaeologists, graduate training needs to include adequate knowledge of the scientific research contexts of archaeology, and experience in the conduct of research to prepare students for careers, and not just as technicians in a transient labor force. The proposed graduate program at Utah State
University responds to the changing needs of archaeology and to recommendations of archaeologists in the CRM industry. The proposed program and curriculum are designed to teach critical technical skills, while engaging our students in the research process that produces a professional ethic enabling career growth.

Government agencies, Utah School and Institutional Trust Lands Administration and the Utah Division of State History, and a private CRM firm in Salt Lake City have expressed support for our proposal and raised the potential for internships for our graduate students (Appendix G). Additional internship opportunities and endorsement from other agencies and from private sector Cultural Resource Management firms in Utah will be sought, and the Program anticipates forming an Advisory Board comprising representative from these entities.

**Labor Market Demand**
Cultural Resource Management grew from beginnings in the early 1970s into the largest employment sector in archaeology. Nationwide the CRM industry is valued at several billion dollars per year. By the late 1990s “60-70 percent of the membership of the SAA (Society for American Archaeology), and the Society for Historical Archaeology are engaged in cultural resources management.” (SAA Bulletin 1997:20). An inventory of job listings on the Society for American Archaeology website in summer 2007 reveals that 82% of the advertised positions are in private or government sector CRM. A census among archaeologists in the late 1990s found that 302 respondents in CRM archaeology reported garnering $300 million in research support, while the 650 respondents working in non-CRM archaeology reported garnering only $62 million in research support.

In Utah there are over 50 private companies holding archaeological permits, with 18 firms maintaining offices in the state. The Utah Division of State History reports that over 1,700 archaeological field projects are conducted in the state each year. Field projects vary widely in size, with small projects requiring crews of 3–5 employees, most projects employing over a dozen people, and a few large projects each year employing many dozens at a time. Work extends well beyond field projects because for each person-hour spent in the field an additional 10 hours of time is spent in the laboratory, writing reports, and performing administrative tasks to manage the business and regulatory environment in which CRM occurs.

**Student Demand**
To evaluate student demand for the proposed Master’s program as systematically as possible, eight programs most similar to the proposed Master’s program were identified and contacted. Surveys were conducted via e-mail and/or phone interviews with the graduate directors of seven of these programs (one director could not be reached). These are similar to the Anthropology Program in number of anthropology faculty contributing to the CRM Master’s degree (although not necessarily in overall numbers of anthropology faculty) and in the structure of the degree programs. The interview process unequivocally demonstrated that student demand for programs in cultural resource management (variably called “applied archaeology,” “cultural heritage management,” and “heritage resource management”) far outstrips the number of programs available to educate students in the United States (Table 3).
Table 3. Applicant information for similar programs nationwide.

<table>
<thead>
<tr>
<th>Program</th>
<th>No. applicants/Year</th>
<th>No. accepted/Year</th>
<th>% students who finish</th>
<th>% offered jobs in CRM after graduation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boise State</td>
<td>11 (1st year of program)</td>
<td>7</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>U Hawaii</td>
<td>5 (1st year of program)</td>
<td>2</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>U Maryland</td>
<td>75</td>
<td>20</td>
<td>95%</td>
<td>90%</td>
</tr>
<tr>
<td>U Montana</td>
<td>20</td>
<td>10</td>
<td>70%</td>
<td>100%</td>
</tr>
<tr>
<td>U S Florida</td>
<td>80</td>
<td>20</td>
<td>90%</td>
<td>100%</td>
</tr>
<tr>
<td>Sonoma State</td>
<td>40</td>
<td>10</td>
<td>95%</td>
<td>100%</td>
</tr>
<tr>
<td>St Cloud State</td>
<td>10 (1st year of program)</td>
<td>4</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

For the well-established programs (University of Maryland, University of Montana, University of Southern Florida and Sonoma State), student demand exceeds admittance by a factor of two to four. The mere fact that three of the seven programs have just admitted their very first cohort of Master’s students shows that this proposal is part of a nationwide response to the demand for well-trained anthropological archaeologists in the private sector. The data also show that even in the newest programs, all of which gained final approval to admit students just last spring, demand for graduate-student slots still exceeded the number of acceptances approximately two-fold. Each of the program directors in those nascent programs also mentioned that they expected a significant rise in their applicant pools next year and in all subsequent years as they have sufficient lead-time to advertise and recruit students.

One interview question asked graduate program coordinators to describe their CRM Master’s student body. Most of them observed that their programs initially (or in the case of new programs, currently) draw primarily from the region. However, directors of more mature programs observed that within just a few years, applicant pools reflected interest and attendance from regions outside the institution’s home region, and often included international students (current cohorts in the seven-targeted programs include students from Central America, Botswana, Kenya, Western Europe, China, and Russia). In well-established programs, a mix of 50% “local” students (i.e., from the region, not necessarily an institution’s home state) and 50% non-local students proved typical.

Program chairs also all noted that their student bodies generally represent two groups of students, those fresh out of undergraduate programs with little or no field experience, and people who have been long employed as private or government-sector archaeologists looking to earn the master’s degree requisite for advancing up the career ladder in the cultural resource management field and also in government positions. This mix was common to every program, and several directors mentioned without prompting that it resulted in cohesive cohorts where everyone had something to offer (e.g., study tips from younger students to those longer out of school and professional contacts from employed students to those just entering the field).

A final observation gleaned from data presented in Table 3 is the rather phenomenal success of these Master’s programs both in percentage of students finishing their programs and the percentage obtaining jobs in their fields immediately upon graduation. Programs graduate most or all of their students, and even more of the students obtain lucrative positions in the private and
governmental sectors of archaeology. In fact, Sonoma State graduate director Margaret Purser noted that “the only reason our master’s program completion rate is 95% rather than 100% is that California companies and government entities routinely try to recruit our students to paid positions before they have finished their Master’s program; the demand for well educated archaeologists is that high, and has been since our program was established thirty-three years ago.”

In addition to systematically gathering as much data as possible to demonstrate the tremendous demand for programs like the one propose here, USU anthropology faculty are acutely aware of the demand for a USU anthropology graduate program from an experiential perspective. All faculty members receive regular inquiries from Anthropology students and others who have heard “through the grapevine” that USU may soon offer this opportunity. A number of students who would have preferred to come here for their graduate work have instead been forced to second-choice programs. Similarly, a letter from Brooke Arkush, an archaeologist and professor of anthropology at Weber State University, refers to the interest expressed by his anthropology undergraduates in attending an in-state master’s program that will fast-track them for high-paying jobs in archaeology (Appendix I). USU Anthropology faculty have also maintained a working relationship with John Fritz (Salt Lake Community College) to facilitate transfers for students wishing to pursue applied archaeology, and recently enhanced ties to USU’s branch campuses are also yielding fruit as “pipelines” for new undergraduate and CRM master’s students. One of the USU Anthropology Program’s own faculty members, Jon Moris, recently assumed a position based in Blanding, where he works closely with Navajo students, and he is actively working to recruit them to the field of applied anthropology (and specifically to Utah State University for Bachelor’s and Master’s degrees).

In summary, nationwide data collection and empirical observation on the part of USU anthropology faculty members paint a picture of very high student demand for the master’s program proposed here, and far too few programs to meet that demand. Importantly, in closing, the only “competing” program, geographically speaking (and this applies only to those students who represent the region; not all likely applicants), is Boise State. Mark Plew, graduate director of the Boise State program, is supportive of the proposal because he recognizes that the demand is so great that both programs will turn away far more students than they have the facilities to accept.

Similar Programs
No other public university in Utah offers a Master’s degree with a Specialization in Archaeology and Cultural Resource Management. Brigham Young University is the only institution in Utah that offers Master’s level preparation aimed at cultural resource management archaeology, and that has a business firm that provides research and employment opportunities for students (BYU Office of Public Archaeology). However, Brigham Young University is a private, religious institution that draws its students from a particular sector and thus does not serve the needs of many prospective students in Utah and the Intermountain West.

Collaboration with and Impact on Other USHE Institutions
The University of Utah is the only public university in the state offering graduate degrees in anthropology, including both Master’s and Doctoral degrees in anthropology-archaeology. However, their program moved to a different model of anthropology graduate education in the early 1990s that does not emphasize cultural resource management archaeology as we propose here. They are fully in support of this proposal. There are no other graduate programs in anthropology-
archaeology in the state and only a handful in the Intermountain West. Weber State University offers a Bachelor’s degree in anthropology. The Weber State archaeology faculty and department head have expressed strong support for the program. Both schools see the proposed program as filling an important niche in terms of employment preparation and for directing undergraduate students toward graduate programs (Appendix I).

Benefits
The proposed program will enrich graduate education at Utah State University and enhance links with other units on campus. Program faculty have been in contact with the Dean of Science, Dr. Mary Hubbard (Appendix I), the Department Chair of Environment & Society (Dr. Joe Tainter), and Dr. Joel Pedersen (Luminescence Laboratory) of the Geology Department. These discussions have been extremely fruitful and the Anthropology Program has received strong support from these individuals and units for the Master’s degree program. The archaeology program and firm will benefit the Luminescence Laboratory on the Innovation Campus through generating income from the processing of archaeological samples for dating. Members of the Anthropology faculty wrote letters in support of Pedersen’s NSF proposal to staff the facility that emphasized the importance of applications in archaeology.

Consistency with Institutional Missions
A driving force in proposing an Anthropology M.S. program with a specialization in archaeology and cultural resource management at Utah State University is the USU Mission Statement. Many of the goals of the proposed Anthropology degree and specialization are strongly allied with the goals of a land grant university: essentially, to serve the needs of various communities in tangible, on the ground ways. This has become increasingly apparent with the growth of the archaeology and cultural resource management industry, which directly serves the needs and interests of private industry and government at all levels. The proposed Master’s degree program will provide the opportunity to attract a new and more diverse student body to our campus, meet the needs of students in the Anthropology program and in the State of Utah, and provide local, regional, state, and national businesses and agencies with highly qualified professionals ready to fill the growing number of positions in both public and private sectors. These highly trained professionals will carry the name of Utah State University into the broader business and government communities, and thus enhance the reputation of the University. In this way, the proposed program directly meets goals 1-4, and in a broader sense contributes to virtually all of the 10 goals as outlined in the USU Mission Statement.

Section IV: Program and Student Assessment

Program Assessment
The goal of the program is to produce well-trained, professional archaeologists able to obtain suitable employment upon graduation or to move on to advanced (PhD) educational training in archaeology. All of the courses included in the curriculum are designed to provide students with the knowledge and skills they will need to conduct theoretically significant, methodologically sound and analytically rigorous archaeological research in a cultural resource management environment. These skills include reading and writing proficiency, critical thinking, quantitative analysis, and use of a GIS, as well as a range of fieldwork skills. As indicated above, students will be required to earn a grade of “B” or better in all but two of their courses (and no lower than a C in any course counting toward the Master’s degree), ensuring that they have gained competency in all areas of
training before receiving the Master’s degree. In addition, all students will be required to produce a thesis, research paper, or cultural resource management report as a mechanism for demonstrating their readiness to conduct and report on primary research in archaeology. For those students seeking a terminal Master’s degree, the most important, long term outcome measure will be the success they have in obtaining and maintaining positions in the CRM industry, museums, or related forms of employment upon graduation. As with undergraduate students, the Program will track graduates through an alumni database and interactive web page.

**Expected Standards of Performance**

As per recommendations of the 2006 SAA forum on graduate training in CRM described above, the program has been designed around the following performance goals:

- Curricula recognizing the much broader scope of CRM and incorporating business, ecology, and the legal/regulatory environment in which CRM archaeology exists.
- Written and verbal communication.
- Experience in the preparation of proposals and research design.
- Basic applied field techniques including survey, mapping, GPS, and sampling.
- Basic applied techniques in data analysis, collections processing, and collections management.
- Experience in report preparation.
- Graduate curricula should provide structured mentorships or internships with CRM companies and/or government agencies.

Competency in these areas will be assessed through performance in academic courses, field schools, internships, and the thesis, research paper, or CRM Research report completed as part of the Plan A and Plan B requirements.

**Budget Comments**

Table 4 shows projected revenues from graduate student enrollment, revenue projections from USU Archaeological Services, a private company on the USU Innovation Campus, and projected Program funding needs. Funding has been obtained from the Provost’s Office and the Dean of the College of HASS for: a part-time staff assistant (with benefits); a salary match (with the Department) to cover summer field school faculty instruction; and a full year graduate assistantship. A one year allocation from the VP of Research (with some matching funding from the Department) in the form of start-up funds to a new archaeology hire will cover an additional graduate assistantship for year one of the program. In year two, USU Archaeological Services will begin to fund graduate assistantships and a $5000 portion of the field school budget out of F & A. Current revenue projections are based on the Program’s own history of CRM contracting as well as conversations with heads of local CRM firms. Library funding is not essential to the inception of the graduate program, but some funding is recommended by a Merrill-Cazier Librarian and will be sought by the Program in the future when funds become available.
Table 4: Projected Budget

**Utah State University**
Masters of Anthropology with a specialization in Archaeology and Cultural Resource Management

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Students</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Projected FTE Enrollment</td>
<td>4</td>
<td>10</td>
<td>14</td>
<td>16</td>
<td>16</td>
</tr>
<tr>
<td>Cost per FTE</td>
<td>10,008</td>
<td>4,652</td>
<td>4,149</td>
<td>3,750</td>
<td>3,875</td>
</tr>
<tr>
<td>Student/Faculty Ratio</td>
<td>1:1</td>
<td>2.5:1</td>
<td>3.5:1</td>
<td>4:1</td>
<td>4:1</td>
</tr>
<tr>
<td>Projected Headcount</td>
<td>4</td>
<td>10</td>
<td>14</td>
<td>16</td>
<td>16</td>
</tr>
</tbody>
</table>

| **Projected Tuition**                         |         |         |         |         |         |
| Gross Tuition                                 | 14,085  | 36,621  | 72,364  | 102,986 | 117,405 |

| Tuition to Program                           |         |         |         |         |         |

| **5 Year Budget Projection**                 |         |         |         |         |         |
| Year 1                                       |         |         |         |         |         |
| Expense                                      |         |         |         |         |         |
| Salaries & Wages                             | 32,750  | 33,730  | 44,740  | 46,080  | 47,460  |
| Benefits                                     | 7,280   | 7,790   | 8,340   | 8,920   | 9,540   |
| Total Personnel                              | 40,030  | 41,520  | 53,080  | 55,000  | 57,000  |
| Current Expense                              | 5,000   | 5,000   | 5,000   | 5,000   | 5,000   |
| Travel                                       |         |         |         |         |         |
| Capital                                      |         |         |         |         |         |
| Library Expense                              |         |         |         |         |         |
| Total Expense                                | 40,030  | 46,520  | 58,080  | 60,000  | 62,000  |

| Revenue                                       |         |         |         |         |         |
| Legislative Appropriation                     |         |         |         |         |         |
| Grants & Contracts                            |         |         |         |         |         |
| USU Archaeological Serv.                      | 15,000  | 25,000  | 25,000  | 25,000  | 25,000  |
| Provost & HASS Realloc.                       | 31,030  | 31,520  | 33,080  | 35,000  | 37,000  |
| Tuition to Program                            |         |         |         |         |         |
| VP Research / Department                      | 9,000   |         |         |         |         |
| Total Revenue                                 | 40,030  | 46,520  | 58,080  | 60,000  | 62,000  |
Salaries and Wages above include a part-time staff assistant, part-time field staff, and several graduate assistantships.

USU Archaeological Services, a private company to be created at the USU Innovation Campus, is projected to fund several Graduate Assistantships.

A one-time allocation of $5,000, and on-going $1,500 to fund library resources as funds are available.

One pressing need not strictly tied to budget, but important for archaeology faculty contracts and grants (beyond the Innovation Firm), is on-campus laboratory space. Archaeologists need physical space to process materials collected in the field. The Program currently has a single wet lab primarily set up for and dedicated to teaching, and a small dry lab that serves as a teaching lab, computer lab, curation facility, map room, and place for analysis of archaeological materials. This is insufficient for current needs and limits the scale and number of funded projects that faculty can effectively run—despite the addition of graduate students that will make larger projects possible.

The Program was able to negotiate laboratory space for its new archaeology hire at the Brigham City campus, and has begun a conversation with the Provost’s Office to explore options for additional laboratory space at the Logan campus.

**Funding Sources**

As indicated above, funding for the program will come from several sources. First, ongoing funding has been obtained through a joint agreement between the Provost’s Office, the Dean of the College of HASS, and the Department of SSWA for a 50% Staff Assistant II, a $10,000 graduate assistantship, and a faculty salary match (with the Department) to fund instruction for the annual, five week summer field. Second, a one-year graduate assistantship for the 2009-2010 academic year has been obtained as part of the start-up package for the new Archaeology hire (Chris Morgan) through a joint agreement between the VP for Research Office and the Department of Sociology, Social Work and Anthropology. Third, it is anticipated that USU Archaeological Services will generate overhead to fund annually two additional graduate assistantships and a $5000 contribution to the field budget, beginning in the second year of the Program. The firm has a scheduled start date of summer, 2009, so that it will be up and running when the first graduate cohort arrives in the fall of 2009. Finally, it is possible that private donors may assist in funding some components of the field school and graduate assistantships, and this is an avenue of funding that the Program will pursue in the coming years.

**Reallocation**

As indicated above, the Program has reallocated one faculty position from Cultural Anthropology to Archaeology in anticipation of the graduate program. The Provost’s Office, the Dean of the College of HASS, and the VP for Research have also reallocated permanent and one-time funds in support of the Master’s degree program.
Impact on Existing Budgets
The proposed graduate program in Anthropology has been developed to minimize impacts on existing budgets, especially the Department budget. As indicated above, funding for a staff person, a faculty salary match, and a full year graduate assistantship were obtained through the Provost's Office and College of HASS. Additional funding for graduate assistantships will be obtained from the Anthropology Program's archaeology firm, which will be staffed in large part by graduate students (providing an additional funding source for students in the form of employment). No graduate student funding will be redirected from the Sociology Graduate Program to the Anthropology Graduate Program. Faculty needs have been addressed through a combination of reallocation and the acquisition of a new position through Distance Education. No new faculty lines are needed to begin the graduate program. A small infusion of new funding into the Library budget is all that is needed to bring the book and journal resources in line with anticipated needs of the proposed graduate program.
Appendix A: Program Curriculum

**Required courses (24 credits):**

- Anth 6000 Archaeological Theory (3)          New course
- Anth 6000 Statistical Methods in Archaeology (3) New course
- Anth 6000 Cultural Resource Management Core Class (3) New course
- Anth 6000 Museum Collections Research & Management (3) New course
- Anth 5360/6360 Archaeology of the Western U.S. (3) Existing course (4000)
- Anth 5310/6310 Archaeology Lab Methods (2)         Existing course (5000)
- Anth 5000/6000 Archaeology Field School (3)       Existing course (5000)
  Internship with private firm or public agency may replace these credits
- Anth 6000 GIS in Archaeology (3)                  New course
  Students will also be able to take WATS 6920 Geographic Information Systems (4)

**Elective courses (minimum of 3 credits):**

- Anth 5380/6380 Peopling of the New World (3)      Existing course (5000)
- Anth 5250/6250 Problems in Bioarchaeology (3)     Existing course (5000)
- Anth 5000/6000 Faunal Analysis (3)                New course
- Geol 6120 Geomorphology (3)                      Existing course (6000)

**Plan A: Master’s Thesis (6 credits) or**

**Plan B: Professional Paper (6 credits) or CRM Technical Research Report (6 credits)**

**Total Credits: 33 minimum**
New Course descriptions:

Anth. 6000  Archaeological Theory (3)  A survey and critique of archaeological theory from the nineteenth century to the present with emphasis on shifting paradigms and the implications for research.

Anth. 6000  Cultural Resource Management (3) Survey and analysis of the laws, regulations, and practice of the cultural resource management.

Anth. 5000/6000  Faunal Analysis (3). Skeletal anatomy of mammals, birds, reptiles, and fish with emphasis on applications in archaeology. Laboratory class.

Anth 6000 GIS in Archaeology. Introduces GIS software and the technical aspects of GIS with a focus on applications in archaeology. Students will become familiar with the use of GIS in archaeological research and management, and complete projects of practical applications of GIS.

Anth. 6000  Museum Collections Research & Management (2)  This course teaches students about collections accession, cataloguing and curation. Participants will be taught to properly handle ethnographic and archaeological materials of various types, and they will learn techniques for conducting effective object-related research. Students will participate in field trips to increase their exposure to different cataloguing and curation strategies.

Anth. 6000  Statistical Methods in Archaeology (3)  Introduction to the practical analysis of commonly-encountered archaeological data using simple quantitative and statistical procedures, such as exploratory data analysis, sampling, regression, and spatial analysis. The course is taught in a computer-assisted (multimedia) format.
Appendix B: Program Schedule for Logan Campus

**Year 1 (2009-2010) Courses.** Note: F=Anthropology Faculty member:

**Graduate:**
- 6000 Archaeological Theory (F1)
- 6000 Statistical Methods in Archaeology (F4)
- 6000 Cultural Resource Management Core (F2)
- 6000 Archaeology Lab Methods (F1, F2, F4, &/or F8). (Placements with USU Arch firm/faculty, F1 oversight)
- 6000 Archaeology Field Methods Internship (Placements with USU firm or private/government agency, F1 oversight)
- 6120 Geomorphology (Geology faculty)

**UG/Grad:**
- 5000/6000 Faunal Analysis (F3 or F8)
- 5100 Anthropology of Sex and Gender or New Course(F7)
- 5110 Ethnographic Field School (F6) Summer Session

**Undergraduate:**
- 1010 Cultural Anthropology (F6) (twice/yr)
- 1020 Biological Anthropology (F3)
- 2010 Peoples of the Contemporary World (F5)
- 2030 World Archaeology (F4)
- 3130 Peoples of Latin America (F6)
- 3160 Anthropology of Religion or New Course in Applied Anthropology (F7)
- 3200 Perspectives on Race (F3)
- 3250 Osteology (F3)
- 3300 Archaeology in North America (F4)
- 3310 Museum Studies (F2)
- 3350 Archaeology of Ancient Civilizations (F5)
- 3990 History and Theories of Anthropology (F1)
- 4130 Medical Anthropology (F6)
- 4360 Ancient Desert West (F1)

**Year 2 (2010-2011) Courses:**

**Graduate:**
- 6000 Museum Collections Research and Management (F2)
- 6000 Archaeology of the Western U.S. (F1)
- 6000 GIS (F4)
- 6000 Archaeology Lab Methods (F1, F2, F4, &/or F8). (Placements with USU arch firm/faculty, F1 oversight)
- 6000 Archaeology Field Methods Internship (Placements with USU firm or private/government agency, F1 Grad Advisor oversight)
- 6000 Thesis for 2nd year students (shared supervision)

**UG/Grad:**
- 5250/6250 Problems in Bioarch (F3)
- 5300/6300 Archaeology Field School (F4) Summer Session
- 5380/6380 Peopling of the New World (F2)

**Undergraduate:**
- 1010 Cultural Anthropology (F6) (2x year)
- 1020 Biological Anthropology (F3)
- 2030 World Archaeology (F1)
- 3110 North American Indians or New Course in Applied Anthropology (F7)
- 3160 Anthropology of Religion or New Course in Applied Anthropology (F7)
- 32xx History of Disease (F3)
- 3250 Osteology (F3)
- 3300 Archaeology in North America (F4)

**Assignments that reduce normal 4-course load:**
- Program Director receives one course reduction (F2)
- Graduate Program Director receives one course reduction (F1)
- Museum Director receives one course reduction (F2)
- First year faculty receives one course reduction (F4)

**Notes:**
1. Anth 2030 World Archaeology offering reduced from to once per year and class size increased from 90 to 120 students. Distance Ed to pick up course in other semester (F8).
2. Cultural anthropology offerings revised to focus on program strengths in medical anthropology, Latin America, the anthropology of religion, and applied anthropology.
3320  Ancient Humans and the Environment or New replacement course (F4)
3350  Archaeology of Ancient Civilizations (F5)
3990  History and Theories of Anthropology (F1)
4120  Ethnography of Children (F5)
4130  Medical Anthropology (F6)
4350  Archaeological Method and Theory (F4)
Appendix C: Faculty.
Areas of specialization relevant to Master of Science degree in Anthropology with a Specialization in Archaeology and Cultural Resource Management are bolded.

Archaeology (Will serve as Graduate Committee Chairs and Members):
Dr. Emily Jones (PhD U Washington 2004, Assistant Professor, Brigham City). Specializations: New and Old World Archaeology, faunal analysis, GIS, quantitative research methods; U.S. Southwest and Paleolithic Europe.

Dr. Patricia Lambert (PhD UC-Santa Barbara, Professor). Specializations: skeletal biology, bioarchaeology, palaeopathology, quantitative research methods; California, Great Basin, Southwest, Southeast and Peru.

Dr. Chris Morgan (PhD UC-Davis, Assistant Professor & Registered Professional Archaeologist). New and Old World Archaeology, evolutionary ecology, GIS, quantitative research methods; California, Great Basin, China.

Dr. Bonnie Pitblado (PhD U Arizona, Associate Professor & Registered Professional Archaeologist). Paleoindian archaeology, lithic analysis, hunter-gatherer adaptations; Rocky Mountains, Great Basin, Plains

Dr. Steve Simms, (PhD U Utah, Professor & Registered Professional Archaeologist). North American archaeology, archaeological method and theory, evolutionary ecology, ethnoarchaeology; Great Basin, Near East.

Biological Anthropology:
Dr. Patricia Lambert (PhD UC-Santa Barbara, Professor). Specializations: skeletal biology, bioarchaeology, palaeopathology, quantitative research methods; North America and Peru. (Dual Listing)

Cultural Anthropology (Will potentially serve as Graduate Committee Members. Dr. Glass-Coffin and Dr. Moris participate in the Department’s Master of Social Science Degree Program):


Dr. David Lancy (PhD U Pittsburgh, Professor). Specializations: anthropology of childhood, anthropology and education, play, qualitative research methods; Africa, Papua New Guinea. (In Phased Retirement, will retire in spring 2011)

Dr. Jon Moris (PhD Northwestern, Professor, San Juan Center). Economic & applied anthropology, development, pastoralism; Africa, contemporary Southwest. (Retirement pending)

Appendix D: Museum Studies Certificate Requirements
(A HASS Area Studies Certification)

Objective: To provide Utah State University undergraduate and graduate students with a strong theoretical and experiential foundation for (a) graduate work in the field of Museum Studies; (b) paid jobs in museum settings upon graduation; and/or (c) voluntary museum service at Utah’s many small—and larger—museums.

Advisor: Dr. Bonnie Pitblado. Old Main 245F. 797-1496. bonnie.pitblado@usu.edu.

Requirements:
• Students must complete a minimum of 24 credits to earn this certificate
• No more than 12 credits may be completed in any one discipline
• At least 9 credits must be taken at the 3000 – 5000 level
• A GPA of 3.0 must be maintained in all courses applied toward the certificate

Interested students are urged to meet with the certificate advisor as early as possible to ensure efficient course planning. For the certificate to appear on a student’s transcript, he or she must complete a single-page application form along with their other graduation materials. Area studies certificate forms can be obtained in the HASS advising center (TSC 302) or from advisor Bonnie Pitblado. Completed applications (which include the advisor’s signature) must be turned in to Dan Mathews at the HASS advising center. He can be reached at 797-3883 or Daniel.Mathews@usu.edu.

Students must complete 24 credits distributed as follows to earn a Museum Studies certificate through the HASS area studies program:

Core Courses – 6 credits

ANTH 3310 Introduction to Museum Studies (3)
ANTH 5800 Museum Development (1-2) – apprenticeship in USU Museum of Anthropology

And one of the following (1-2 credits)

ANTH 5900 Independent Studies (filled in a museum other than the Museum of Anthropology)
HASS 4250 Advanced Internship/Co-op
HIST 6540 Museum Internship (with permission)

Over for additional requirement areas and course choices
**Museum Administration – 6 credits**

ECON 1500 (required)

*And one of the following*

ACCT 2010 Survey of Accounting I  
ACCT 2020 Survey of Accounting II  
BA 1350 Introduction to Business  
BA 3500 Fundamentals of Marketing  
BIS 2100 Principles of Management Information Systems  
BIS 2200 (formerly 1550) Business Communication (Independent Study Only)  
MHR 3110 Managing Organizations and People

**Object care and Exhibition – 6 credits**

ART 1120 Two-Dimensional Design (Art 1150 for Art majors)  
ART 1130 Three-Dimensional Design (Art 1160 for Art majors)  
ART 2400 Computers and Art  
ART 2810 (formerly 2800) Photography I  
ART 3400 Typography (formerly Graphic Design I)  
CHEM 1010 Introduction to Chemistry  
HIST 6500 Archiving Internship (with permission)  
HIST 6840 Archives Management (with permission)  
ID 2730 Interior Space Planning and Human Dimensions  
ID 3730 Interior Materials and Construction

**Interpretation and educational outreach – 6 credits**

ELED 1010 (formerly 1000) Orientation to Elementary Education  
ENVS 4600/6600 Natural Resource Interpretation  
ENVS 5110 Introduction to Environmental Education  
HIST 4850 Interpreting the Past for Teachers  
INST 1000 Information Literacy (Offered only occasionally)  
INST 5030 Information Access  
INST 6490 Instructional Technology in Adult Education (with permission)  
JCOM 1130 (formerly 1110) Beginning Newswriting for the Mass Media  
JCOM 1500 (formerly 1000) Introduction to Mass Communication  
JCOM 2310 Writing for Public Relations  
JCOM 3010 Communication Research Methods  
LING 4900 Analysis of Cross-Cultural Difference  
SCED 3210 Educational and Multicultural Foundations  
SPCH 1020 (formerly 1050) Public Speaking  
SPCH 2110 (formerly 2600) Interpersonal Communication  
SPCH 3330 Intercultural Communication  
THEA 1033 (formerly 1400) Beginning Acting  
THEA 4030 Storytelling
Appendix E: Innovation Fund Proposal

An Innovation Fund Proposal for
Utah State University Archaeological Services

We request start up funds for an enterprise to provide corporations and government agencies services in Cultural Resource Management (CRM) while providing Utah State University undergraduate and graduate students training and internships in practical archaeology. This enterprise builds upon Utah State’s experience in CRM that has attracted over $1.3 million in external contracts since 1988. It is innovative in two ways: First, our previous contract efforts were done by faculty on 9 month contracts with full teaching, research, and service assignments. Our innovation campus proposal enables the revenue stream to be full time. Second, this proposal is linked to the proposed addition of a Master’s degree in archaeology at Utah State. We seek start up funds for a “research park” model of a CRM enterprise that will attract external contracts. The enterprise will generate F & A funds for the university from the beginning and once the business is established after one year, it will be self-sustaining.

Cultural Resource Management archaeology provides industry and agencies with an evaluation of heritage resources that by law have to be “be taken in account” prior to the alteration of our public landscapes. This process is part of many Environmental Assessments. Archaeologists identify and record all prehistoric and historic cultural resources from pioneer cabins, to 19th century gold mines, to many kinds of places used by ancient peoples and dating back thousands of years. Archaeologists help industry and agencies find ways to protect what is of value by avoidance and occasionally by mitigation, and they facilitate land management. Nationwide the CRM industry is valued at several billion dollars per year. Archaeologists work in federal and state government agencies in Utah and private consulting firms are based in the state. Two things are unique about Utah State’s approach: 1. Our primary aim is to teach young professionals while providing high quality archaeological services. Utah State students are trained by experienced archaeologists on campus, in the field, and through our proposed Innovation campus projects; 2. We are the only public higher education institution in Utah proposing to link a CRM services enterprise with university degree programs. Brigham Young University’s Office of Public Archaeology has been in business for over 25 years, but no public institution has had such an operation since the University of Utah moved to a different model of anthropology/archaeology graduate education in the early 1990s.

Utah State University Archaeological Services will be stationed on the Innovation Campus and will be directed by an Archaeological Project Director, a full-time, salaried professional staff position. On-campus, tenured, USU anthropology faculty will serve as Principal Investigators for projects during the start up phase and selectively thereafter. A staff of paid archaeological technicians, interns, and in some cases, credit bearing student technicians will conduct archaeology field projects, perform laboratory analysis, and prepare the reports required by state and federal regulations. Field activity will be at a height from March to October, with a scaled back analysis and reporting season during the winter during the start up phase.

Our funding request is for start up salary for the Project Director, office and lab space rental, equipment purchases, and a vehicle. We bring matching resources to the effort: We already own
much of the equipment needed to conduct archaeological survey and excavation. We have substantial experience in this field, having done over 50 CRM projects within the Anthropology Program. The Principal Investigator’s time required on projects will be billed into the contracts we attract and do not require start-up funds. We already hold all state and federal permits for such work and have a client base that includes the Utah School and Institutional Trust Lands Administration, the Bureau of Land Management, the U.S. Forest Service, the Utah Division of Forestry, Fire, and State Lands, USU Departments in the College of Natural Resources, and occasional engineering firms, ranchers and others. An important component of our match is the donation of one of the two required vehicles by a private donor who is supportive of archaeology at Utah State University.

This enterprise will be an integral part of our proposed Master’s degree program in archaeology. The process to initiate a graduate program begins Fall 2006 and the proposed CRM enterprise will begin after that process has proceeded far enough to gauge success. We will continue to solicit small CRM projects to ensure a continued client base and continued production of a trained student base. This proposal seeds the enterprise for the first year to enable effort to be directed toward expanding our client base and establishing our personnel and practices. F & A costs will be generated from the beginning. The enterprise will subsequently be self sustaining, and importantly have the requisite foundation to pursue growth. Our goal for a gross annual revenue stream is $350,000/year, and the enterprise can survive on a minimum of $200,000/year. Both estimates include full F&A rates for illustration.

**BUDGET**

**Requested Funds**
- Personnel. Archaeological Project Director. This person will direct the enterprise, including all field and lab work. It requires a Master’s degree and experience.
- Office/lab space rental at Innovation Campus. Estimates are based on current space costs and enough space for office, lab, and storage. USU Archaeology also has labs on campus and other storage space off campus.
- Equipment. We own equipment to conduct archaeological surveys and mount full scale excavation by crews of up to 20. We own some computing equipment and analytical equipment such as scales and microscopes. Some of this can be shared with the new facility, but we cannot compromise our campus labs and computing facilities by founding this enterprise.
- Vehicles are essential to archaeology. They must be non-university owned (non Motor Pool) in order to be responsive to client needs. We require an SUV to transport up to 5 crew members and equipment and a pickup truck to transport up to 3 crew members and larger loads of equipment. Both must be 4-wheel drive.

**In-Kind Matching Funds**
- Principal Investigators time will be billed to new contracts attracted.
- Commitment by private donor for one of the required vehicles.
- Equipment already owned that can be shared with new enterprise: field equipment for excavation ($10,000), lab equipment ($1,000), computing equipment ($2,000).
Basis for Anticipated Revenue Streams

Utah State University has an 18 year history conducting Cultural Resource Management archaeology that secured over $1.3 million by tenured and tenure track faculty. Since 2000, faculty on 9 month appointments conducting CRM archaeology in the summer and at other times when possible and using small crews of undergraduate students have produced revenue streams from $35,000 - $60,000/year. During the 1990s when Utah State University had a tenure-track faculty member with a role allocating 50% of their time to CRM archaeology, the revenue streams consistently were in excess of $125,000/year and for several years were over $250,000/year. These revenue streams were produced by faculty who taught varying assignments of regular courses, but who had typical research and service roles for USU faculty. Most of the fieldwork was limited to the summer months and there was no participation by students at the graduate level in archaeology. This record, and projections of costs/revenues suggest a goal of $350,000/year for gross revenues and a minimum of $200,000 a year to maintain the enterprise. Utah is in a boom that demands cultural resource services and we will need to increase our client base over our past efforts to meet our goal. The start up funds will enable us to shift emphasis in that direction.

Budget

This budget funds six months for the Archaeological Project Director, 1 year for rent, equipment and the second required vehicle.

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Director 6 months @ $40,000/year + 42% benefits</td>
<td>= $28,400</td>
</tr>
<tr>
<td>Space rental 1 year @ $1K/month</td>
<td>= $12,000</td>
</tr>
<tr>
<td>Equipment</td>
<td>= $15,000</td>
</tr>
<tr>
<td>Vehicle (used)</td>
<td>= $25,000</td>
</tr>
<tr>
<td><strong>Total Request from Innovation Fund</strong></td>
<td><strong>= $80,400</strong></td>
</tr>
</tbody>
</table>
Appendix F:

To: Patricia Lambert, Anthropology Program Director

From: Steven Harris

Re: Library Resources for Proposed Master of Science in Anthropology with a Specialization in Archaeology and Cultural Resource Management.

The Merrill-Cazier Library could adequately support a masters degree in anthropology with a specialization in archaeology and cultural resource management. Although not especially strong in this area, the library collections generally have good coverage for anthropology. The library strengths in folklore lend support to many of the cultural resource interests of the department. The collection does not have great depth in the areas of archaeology and museum studies, but should be adequate for the proposed program. Graduate students should be able to conduct general research with the resources available in the Library. Some additional demand will likely placed on interlibrary loan.

Of 167 journal subscriptions currently available the Department of Sociology, Social Work and Anthropology, approximately one third serve anthropology subject interests. Several dozen additional anthropology and archaeology journals are available through package subscriptions and journal aggregators. The program would be well served by the addition of a few more journal subscriptions in archaeology. Journals in this area are quite inexpensive. As little as $500-$800 ongoing funds could actually improve the collections significantly.

The major journal index in the area, *Anthropological Literature*, is available to the USU community. The Library also subscribes to Anthrosource, an online archive of journals from the American Anthropological Association. The Library subscribes to the Ethnography Collection of the Human Relations Area Files (HRAF), but not the Archaeology Collection.

The USU book collections for anthropology, as a percentage of our total holdings, are comparable with our peers (plus the University of Arizona and the University of Utah). Again, the archaeology area is somewhat weaker, particularly for prehistoric archaeology. Some targeted retrospective book buying would be valuable. A one-time addition of approximately $5,000 would do a great deal to improve the current state of the book collection. The ongoing need to maintain the subject of archaeology could draw money away from other anthropology areas in the book budget. Maintaining an up-to-date book collection might actually be more expensive than maintaining additional journals. An additional $1,000 ongoing for books would likely be adequate to keep the collection relatively current.
Appendix G:
Anthropology and Museum Journals Accessible Through Merrill-Cazier Library (*dedicated archaeology journals, +substantial archaeological content, ^some archaeological content).

Anthropology Journals:
American Anthropologist+
American Antiquity*
American Ethnologist^
American Journal of Archaeology and the History of Fine Arts*
American Journal of Archaeology*
American Journal of Physical Anthropology+
Ancient Biomolecules (1996-2002)*
Ancient Civilizations from Scythia to Siberia*
Ancient Egypt*
Anthropologica^
Anthropological Quarterly^
Anthropological Review (1863-1870)^
Anthropological Theory
Anthropology
Anthropology and Archaeology of Eurasia*
Anthropology and Education Quarterly^
Anthropology and Humanism^
Anthropology and Medicine
Anthropology of Consciousness
Anthropology of Work Newsletter
Anthropology of South Africa^
Anthropology Newsletter+
Anthropology Science Journal of the Anthropological Society of Nippon+
Anthropology Today
Antiquity*
Archaeological Prospection*
Archaeology*
Archaeology of Oceania*
Archaeometry*
Critique in Anthropology^
Cross-cultural Research^
Cultural Dynamics
Cultural Resource Management*
Cultural Studies
Current Anthropology+
Ethnology
Ethnohistory^
Ethnos
Ethology
Ethology and Sociobiology (thru 1996)
European Journal of Archaeology*
Evolution and Human Behavior+
Evolutionary Ecology+
Evolutionary Psychiatry
Field Methods^
Historical Archaeology*
International Journal of Osteoarchaeology*
International Journal of Remote Sensing+
Journal of Anthropological Archaeology*
Journal of Anthropological Research+
Journal of Archaeological Method and Theory*
Journal of Archaeological Research*
Journal of Archaeological Science*
Journal of California and Great Basin Anthropology+
Journal of Human Evolution+
Journal of Linguistic Anthropology^
Journal of Material Culture*
Journal of Social Anthropology
Journal of World Prehistory*
L'Anthropologie*
Latin American Antiquity*
Museum Anthropology+
Plains Anthropologist*
Qualitative Research
Southeastern Archaeology*
Southwestern Lore+
Space and Culture
The Anthropological International Journal of Contemporary and Applied Studies of Man
The Anthropological Review
The Kiva*
Time and Society
Utah Archaeology*
World Archaeology*

**Recommended Archaeology Journal Additions:**
Current Research in the Pleistocene

**Relevant Museum Journals:**
Museum
Museum Archivists
Museum International
Museum Magazine
Museum News
Museum of the Fur Trade Quarterly
Museum Studies
Appendix H: RPA Standards and Application Form

Standards of Research Performance

The research archaeologist has a responsibility to attempt to design and conduct projects that will add to our understanding of past cultures and/or that will develop better theories, methods, or techniques for interpreting the archaeological record, while causing minimal attrition of the archaeological resource base. In the conduct of a research project, the following minimum standards should be followed:

• The archaeologist has a responsibility to prepare adequately for any research project, whether or not in the field. The archaeologist must:

  1.1 Assess the adequacy of her/his qualifications for the demands of the project, and minimize inadequacies by acquiring additional expertise, by bringing in associates with the needed qualifications, or by modifying the scope of the project;

  1.2 Inform herself/himself of relevant previous research;

  1.3 Develop a scientific plan of research which specifies the objectives of the project, takes into account previous relevant research, employs a suitable methodology, and provides for economical use of the resource base (whether such base consists of an excavation site or of specimens) consistent with the objectives of the project;

  1.4 Ensure the availability of adequate and competent staff and support facilities to carry the project to completion, and of adequate curatorial facilities for specimens and records;

  1.5 Comply with all legal requirements, including, without limitation, obtaining all necessary governmental permits and necessary permission from landowners or other persons;

  1.6 Determine whether the project is likely to interfere with the program or projects of other scholars and, if there is such a likelihood, initiate negotiations to minimize such interference.

• In conducting research, the archaeologist must follow her/his scientific plan of research, except to the extent that unforeseen circumstances warrant its modification.

• Procedures for field survey or excavation must meet the following minimal standards:

  3.1 If specimens are collected, a system for identifying and recording their proveniences must be maintained.

  3.2 Uncollected entities such as environmental or cultural features, depositional strata, and the like, must be fully and accurately recorded by appropriate means, and their location recorded.

  3.3 The methods employed in data collection must be fully and accurately described. Significant stratigraphic and/or associational relationships among artifacts, other specimens, and cultural and environmental features must also be fully and accurately recorded.

  3.4 All records should be intelligible to other archaeologists. If terms lacking commonly held referents are used, they should be clearly defined.

  3.5 Insofar as possible, the interests of other researchers should be considered. For example, upper levels of a site should be scientifically excavated and recorded whenever feasible, even if the focus of the project is on underlying levels.

• During accessioning, analysis, and storage of specimens and records in the laboratory, the archaeologist must take precautions to ensure that correlations between the specimens and the field records are maintained, so that provenience contextual relationships and the like are not confused or obscured.

• Specimens and research records resulting from a project must be deposited at an institution with permanent curatorial facilities, unless otherwise required by law.
• The archaeologist has responsibility for appropriate dissemination of the results of her/his research to the appropriate constituencies with reasonable dispatch.

6.1 Results reviewed as significant contributions to substantive knowledge of the past or to advancements in theory, method or technique should be disseminated to colleagues and other interested persons by appropriate means such as publications, reports at professional meetings, or letters to colleagues.

6.2 Requests from qualified colleagues for information on research results directly should be honored, if consistent with the researcher's prior rights to publication and with her/his other professional responsibilities.

6.3 Failure to complete a full scholarly report within 10 years after completion of a field project shall be construed as a waiver of an archaeologist's right of primacy with respect to analysis and publication of the data. Upon expiration of such 10-year period, or at such earlier time as the archaeologist shall determine not to publish the results, such data should be made fully accessible to other archaeologists for analysis and publication.

6.4 While contractual obligations in reporting must be respected, archaeologists should not enter into a contract which prohibits the archaeologist from including her or his own interpretations or conclusions in the contractual reports, or from a continuing right to use the data after completion of the project.

6.5 Archaeologists have an obligation to accede to reasonable requests for information from the news media.
Long Application for RPA Registration

Please Print out this form and mail it to the address below

Section 1: Cover Sheet

Name:  Dr. Ms. Mr.

Address:

Address:

City/State/Zip:

Phone:

Fax:

Email:

Checklist (of material required for an application):

[ ] Original signed application and four copies.

The application includes four sections, all of which must be completed:

- Section 1: Cover Sheet
- Section 2: Educational Requirements
- Section 3: Execution of an Archaeological Study
- Section 4: Field and Laboratory Experience Requirement

[ ] $35 non-refundable application fee (waived if you have graduated with advanced degree within last 6 months)

[ ] Annual registration fee of:
  - $45 for persons who are members of a sponsoring group or organization such as AAA, AIA, SAA or SHA
  - $125 for persons without such affiliation

[ ] Title page, Abstract, and Table of Contents of thesis, dissertation or report(s) (4 copies)

[ ] Transcripts or other proof of the graduate degree (claimed in Section 2 of this application) (4 copies)

[ ] Curriculum vitae (4 copies)

Agreement

The applicant, ____________________________ (type or print name here) agrees and acknowledges that after registration she/he will be bound by the
Code of Conduct, Standards of Research Performance, and Disciplinary Procedures:

- For all conduct occurring during the period she/he is registered, including the period her/his application is pending, and

- For all conduct occurring during such periods as the applicant identifies herself/himself as a Registered Professional Archaeologist (RPA).

In the event that the applicant is denied registration, she/he agrees to be bound by the appeals procedure in the Bylaws.

The applicant agrees and acknowledges that any investigation and all communications and related activities that may be conducted by the Register or its agents in connection with disciplinary proceedings are privileged and non-actionable because they are conducted in the performance of the Register's professional responsibilities.

In addition, the applicant agrees that the Register may, at its sole discretion, publish and distribute the results of any disciplinary proceedings to RPAs and other interested individuals, business entities, private or governmental agencies, or the media. In addition, the applicant agrees that the register may conduct investigations of alleged violations by the applicant of the Code of Conduct and/or Standards of Research Performance, and may take and engage in such actions, communications, and activities as are reasonably necessary for the purpose of such investigations.

Signature:  

_________________________________________________________________  (Required)

Date:  ________________________

Section 2: Educational Requirements

Advanced Degree(s): The applicant must have an advanced degree (such as an M.A., M.S., Ph.D., or D.Sc.) from an accredited institution in archaeology, anthropology, art history, classics, history, or other germane discipline with a specialization in archaeology. Four photocopies of a diploma or a transcript that indicates award of the degree must be included with this application.

Degree:  

Field:  

Degree Date:  

Institution:  

Committee Chair:  

Section 3: Execution of an Archaeological Study

The applicant must have designed and executed an archaeological study and have reported on that research in the form of a master’s thesis, Ph.D. dissertation or report (or several smaller reports that together are) equivalent in scope and quality to a master’s thesis or
Ph.D. dissertation. A purely descriptive report, however long, is not considered equivalent. The thesis, dissertation, or report must show a substantive data analysis by the applicant directed toward an explicit archaeological research problem.

Please list the relevant thesis or dissertation below with complete bibliographic information, including title, institution, and date*.

Please include 4 copies of the title page, table of contents, and abstract.

Thesis/Dissertation Title:

Date: 

Institution: 

OR

Please list the relevant report(s) below with complete bibliographic information, including date* and either place of publication or institution/agency where submitted.

Please include 4 copies of the title page, table of contents (if present), and abstract for each report.

Report(s) Title:

Date: 

Institution: 

Section 4: Field and Laboratory Experience

The applicant must document a minimum of one-year (52 weeks) of field and laboratory
experience, gained in blocks of at least 4 weeks duration, distributed as stipulated in sections 4.1, 4.2, and 4.3 below. [Note: In some instances it may be difficult for archaeologists to fully reconstruct their field and laboratory experience. In such cases, and in others in which career-related experience may have provided comparable preparation, the applicant may list and briefly describe projects that together provide at least one year of experience in survey, excavation, and laboratory processing/analysis. This must include the minimum of 16 weeks of work in the field (of which at least 8 are in excavation), 16 weeks in the laboratory, and 20 weeks in a responsible supervisory capacity. Survey projects that involved testing or oversight of major projects requiring research design and responsibility for quality control are examples of experience that would satisfy the field requirement. For each project, indicate the duration and nature of one’s involvement, name the project director or supervisor, and cite any relevant publication.]

4.1

**Supervised Field Experience.** The applicant must document 16 weeks of supervised excavation/testing and survey experience, of which no more than 8 weeks can be surface survey. The experience must have been done under the supervision of an RPA or an archaeologist who meets the requirements to be a Registered Professional Archeologist.

1. **Supervised Excavation.** Please list experience (for a minimum of 8 weeks in 4 week blocks) including project title, supervisor (see requirements), dates, and duration (in weeks).

   - **Project Title:**
   - **Supervisor:**
   - **Dates:**
   - **Duration (in weeks):**

2. **Supervised Survey Experience.** Please list experience (for a maximum of 8 weeks in 4 week blocks) including project title, supervisor (see requirements), dates*, and duration (in weeks).

   - **Project Title:**
   - **Supervisor:**
   - **Dates:**
   - **Duration (in weeks):**
Supervisor: ____________________________________________
Dates: ________________________________________________
Duration (in weeks): __________________________________

Total number of weeks listed under section 4.1 (minimum 16 weeks): ________________________________________

4.2

**Supervised Laboratory Experience.** The applicant must document 16 weeks of supervised laboratory experience. The experience must have been done under the supervision of an RPA or an archaeologist who meets the requirements to be a Registered Professional Archaeologist. Laboratory experience is defined as processing, cataloging, analyzing, and curating archaeological collections; analyzing archaeological field records (e.g., of architecture, features, stratigraphy, settlement patterns); or archival research on primary historical documents related to an archaeological project (which is not equivalent to ordinary library research).

Please list by including type of lab work, supervisor, dates*, and duration (in weeks).

<table>
<thead>
<tr>
<th>Lab Work</th>
<th>Supervisor</th>
<th>Dates</th>
<th>Duration (in weeks)</th>
</tr>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total number of weeks listed under Section 4.2 (minimum 16 weeks): ______________________________________

4.3

**Supervisory Research Experience.** The applicant must have 20 weeks experience in supervising the conduct of excavation/testing, survey, and/or laboratory work. Supervisory and supervised experience may have been gained at the same time (e.g., as a crew chief working under the supervision of a field director), but such experience cannot be counted in more than one section of this application. Please indicate if the work is excavation, survey, or lab work. Also, indicate the institution and location of the supervisory experience along with dates* and duration (in weeks).
This Application Must be Accompanied by a Signed Cover Sheet (Section1)

Applications submitted must be accompanied by a check for the $35 Application Fee payable to the Register of Professional Archaeologists and a check for the $45 Registration Fee also payable to the Register of Professional Archaeologists.

Your fees may be deductible as an ordinary and necessary business expense, and are not deductible as a charitable contribution.

Mail 4 copies of your completed application to:

Register of Professional Archaeologists
5024 Campbell Blvd., Suite R
Baltimore, MD 21236-5974
Appendix I:
Letters in Support of the Proposed Master’s Program

1.) Kenneth Wintch, Lead Staff Archaeologist, State of Utah School and Institutional Trust Lands Administration

2.) Matthew Seddon, Archaeologist, State of Utah, Division of State History

3.) Alan Schroedl, Senior Consultant, P-III Consultants (Private CRM firm in Utah)

4.) Dr. Linda Eaton, Professor of Anthropology and Chair, Department of Sociology and Anthropology, Weber State University

5.) Dr. Brooke Arkush, Professor of Anthropology (Archaeology), Weber State University

6.) Dr. Elizabeth Cashdan, Professor and Chair, Department of Anthropology, University of Utah

7.) Dr. Mary Hubbard, Professor and Dean, College of Science, USU