DEPARTMENT OF ANTHROPOLOGY

# GRADUATE STUDENT HANDBOOK

(A Survival Guide for the MA Program in Anthropology)

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(Revised by Georgia L. Fox, Graduate Coordinator, Spring 2011; updated August 27, 2013)

# GRADUATE STUDENT HANDBOOK

**Table of Contents**


I. Introduction to the Handbook……...…3.

II. Anthropology Program……. 3.

III. Anthropology Department: Faculty & Staff……..…4.

IV. Degrees Offered……....9.

V. Graduate School Timeline……...……. 10.

VI. Admission Requirements…….……12.

VII. Department of Anthropology Graduate Status……....15.

VIII. Candidacy Examination Guidelines……....17.

IX. Requirements Checklist for the MA Degree.…….……..…..……..19.

X. The MA Thesis…….....22.

XI. Recommendations & Recommended Academic Plan……...…….….25.

XII. Appendices

A. Appendix A—Teaching Assistants in Anthropology…….....28.

B. Appendix B—Code of Ethics, American Anthropological Association……...…….....29.

C. Appendix C—Principles of Archaeological Ethics, SAA Ethics in Archaeology Committee…….....37.

D. Appendix D— Code of Ethics, American Association of Physical Anthropologists…….…..…….....….40.

# GRADUATE STUDENT HANDBOOK

## I. INTRODUCTION TO THE HANDBOOK

This handbook is designed to answer frequently asked questions and to provide a guide for students pursuing the MA Degree in Anthropology. It does not eliminate the need for sustained and frequent contact between the student and faculty advisors, especially as the student nears candidacy examinations and writing of the thesis. Remember that the Graduate Coordinator is your advocate and will be the first in the department to be informed when the Office of Graduate Studies changes any of their policies and/or procedures.

## II. ANTHROPOLOGY PROGRAM

There is perhaps no single field of study that can better prepare students to cope with the challenges of the 21st century than anthropology. Confronted with an increasing global population, rapid technological change, rising tides of nationalism, and economic globalization, many look to the future with uncertainty, anthropology provides understanding and answers based on a century of exploring the development of human nature, society, and culture. It is the only social science that seeks to understand both human biological and cultural variation in the past and in the present. Encompassing a wide range of subjects spanning cultural and linguistic anthropology, physical anthropology, archaeology and museum studies, anthropology is unique among the many fields that study humanity.

The BA, MA, and Honors Programs in Anthropology have been developed to provide the student with a broad perspective on human biological and cultural development. This is achieved through coursework in human biology and evolution, archaeology and prehistory, linguistics, folklore, and contemporary peoples in Western and non-Western cultures. Emphasis is placed on the acquisition of practical methodologies, theoretical perspectives, and analytical skills unique to the discipline. The Department of Anthropology creates a true learning community where excellent facilities are combined with close personal contact between students and faculty.

If you seek a major that will not only open up significant employment opportunities but also provides a sense of meaning and purpose in your life, consider majoring in anthropology. It leads to a more sophisticated, historically and scientifically grounded understanding of the

relationship of human beings to the natural world, past and present. Anthropology majors develop an awareness gained through instruction and practical experiences of how culture shapes and reshapes our understanding of human problems and possibilities. Anthropology students are perhaps most distinguished by the realization that there are many of ways of engaging in the human experience, each equally valid.

**What Can You Do with an Anthropology Degree?**

Anthropology is an eminently practical major for those seeking a liberal education leading to a broad spectrum of career opportunities. Beyond the more traditional teaching and research trajectories, anthropology majors may select a course of study to suit them equally well for examining the social impacts of a new federal program, or another, placing them on a remote hillside searching for ancient artifacts. Anthropology majors are finding positions in business, public and private agencies, education, museums, and public health programs. The Department of Anthropology offers four applied anthropology certificate programs.

**Certificate Programs**

The *Certificate in Cultural Resource Management* program prepares individuals for careers in the conservation, preservation, and management of heritage resources located on public and private lands. Emphasis is placed upon acquisition of archaeological field skills and knowledge of federal and state requirements. Employment opportunities are robust.

The *Certificate in Forensic Identification* fosters student interest in applying scientific knowledge and skills of the physical anthropologist to legal issues (i.e., in an area of the forensic sciences). This program promotes both the development of important methods such as human skeletal identification and assessment in collaborative involvement with local law enforcement agencies.

The *Certificate in Museum Studies* prepares individuals for careers in museums, federal, state, and private institutions, and similar types of cultural heritage management positions. A full spectrum of courses is offered toward the Museum Studies Certificate, as well as one required 180-hour internship.

The *Certificate in Applied Cultural Anthropology* prepares individuals for careers in private businesses and public agencies in the U.S. and abroad. Emphasis is on identifying culturally related problem areas, research design, collecting and analyzing data, and policy analysis.

## III. ANTHROPOLOGY DEPARTMENT ( http://www.csuchico.edu/anth/ )

### Teaching Faculty

*Eric Bartelink, Ph.D., Associate Professor, Texas A&M University (2006)*

Dr. Bartelink is a physical/biological anthropologist with academic interests in human skeletal biology and archaeological applications of stable isotope analysis. Dr. Bartelink's current research focuses on reconstructing diet and health patterns in prehistoric central California. Research interests: bioarchaeology, paleodietary reconstruction, forensic anthropology, California prehistory. He is the Director of the Human Identification Laboratory

*Frank Bayham, Ph.D., Professor, Arizona State University (1982)*

Dr. Bayham is an archaeologist with academic and research interests in the American Southwest, the Great Basin, and Northern California. Additionally, he has taphonomic and zooarchaeological expertise. Dr. Bayham teaches a variety of archaeology courses including those that address field and laboratory methods, zooarchaeology, taphonomy, and archaeological theory. He is the current Director of the Zooarchaeology Laboratory and co-Director of the Archaeology Laboratory, and was Past President of the Society for California Archaeology.

*Brian Brazeal, Ph.D., Associate Professor, University of Chicago (2007)*

Dr. Brazeal has spent several years living and conducting ethnographic fieldwork in the backlands of Bahia, Northeast Brazil. His research concerns Afro-Brazilian religions, especially healing, witchcraft, and the economic aspects of ritual practice. Brian has directed and produced an award-winning documentary film in 204 titled "The Cross and the Crossroads." He is currently expanding his interests into ethnographic photography and the trade in colored gem stones in Africa, India, and other countries.

*William Collins, Ph.D., Professor, Ph.D., University of Cincinnati (1974); MCRP Harvard University (1980); Ph.D., University of California, Berkeley (2005)*

Dr. Collins is an archaeologist with academic interests in Near Eastern Archaeology, environmental and physical anthropology, the developing world, language and religion, and ancient civilizations. Research areas include archaeology and cultures of the Middle East, Vietnam, East and Southeast Asia.

*Jesse Dizard, Ph.D., Associate Professor, UC Berkeley (2003)*

Dr. Dizard is a sociocultural anthropologist with interests in political ecology, ethnicity, tourism, and modernity. His recent work has focused on federal and state regulation of subsistence lifeways in Alaska. He also has research experience in Fez, Morocco, and more general interests in francophone North Africa and the Arab and Islamic worlds.

*David Eaton, Ph.D., Associate Professor, UC Berkeley (2001); MPH, UC Los Angeles (1991).*

Dr. Eaton is a sociocultural anthropologist with interests in medical anthropology, population and life sciences, human ecologies, and narrative and performance. His work focuses mainly on francophone equatorial Africa (especially the two republics of Congo; also Cameroon and Rwanda), and on Kiswahili-speaking eastern Africa (especially Tanzania and Kenya).

*Georgia Fox, Ph.D., Professor, Texas A&M University (1998)*

Dr. Fox is an archaeologist, specializing in New World colonization, museum and material culture studies, the conservation of archaeological and ethnographic materials, underwater archaeology, and historical and plantation archaeology. Dr. Fox is Co-Director of the Museum Studies Program and the Valene L. Smith Museum of Anthropology, and Director of the Heritage Resources Conservation Laboratory. Geographic areas of study include: Bronze Age Eastern Mediterranean, Caribbean, and maritime California.

*William Loker, Ph.D., Professor, University of Colorado, Boulder (1986)*

Dr. Loker is an applied sociocultural anthropologist with research interests in human ecology, globalization, cultural evolution, adaptation, and development. Dr. Loker has worked in Latin and Central America, as well as in the Amazon Basin. He has taught introductory and applied cultural anthropology, formal research methods, and courses in the Latin American Studies Program. He is currently the Dean of Undergraduate Education.

*Colleen Milligan, Ph.D. Assistant Professor, Michigan State University (2010)*

Dr. Milligan is a physical/biological anthropologist with research interests in bioarchaeology, skeletal biology, and forensic anthropology. Dr. Milligan's current research includes looking at indicators of health and disease from a historic skeletal sample from the Milwaukee County Institution Grounds Cemetery in Milwaukee, Wisconsin. In addition, she has been a Fellow with the Department of Homeland Security on issues related to forensic anthropology.

*Antoinette Martinez, Ph.D., Professor, University of California, Berkeley (1998)*

Dr. Martinez is an archaeologist with academic and research interests in North American and California archaeology, historical archaeology, culture-contact studies, native women in prehistory/history, and archaeofaunal analysis. She teaches a variety of archaeology courses including those that address archaeology and world prehistory, laboratory methods, cataclysmic events in prehistory, zooarchaeology, and archaeological theory. She is the Co-Director of the Archaeology Laboratory and the Anthropology Faculty Coordinator for the Northeast Information Center.

*Stacy B. Schaefer, Ph.D., Professor, University of California, Los Angeles (1990)*

Dr. Schaefer is a cultural anthropologist/Latin Americanist who specializes in Mesoamerica with research interests in indigenous peoples, ethnography, ethnobotany, art, symbolism, shamanism, religion, and interpretation and representation in museum exhibitions. Dr. Schaefer teaches courses in cultural anthropology and museums studies, and is Co-Director of the Museum Studies Program and the Valene L. Smith Museum of Anthropology.

*P. Willey, Ph.D., DABFA, Professor, University of Tennessee, Knoxville (1982)*

Dr. Willey is a physical/biological anthropologist with academic research interests in skeletal biology, and anatomy. In addition to teaching introductory physical anthropology, he teaches a wide variety of upper division courses in physical anthropology as well as in his specialty, human osteology. Dr. Willey is a Diplomate of the American Board of Forensic Anthropology.

**Faculty Contact Information**

| Faculty | E-mail | Office | Phone |
|---|---|---|---|
| Eric Bartelink | ebartelink@csuchico.edu | PLUMAS 107 | 898-4905 |
| Frank Bayham | fbayham@csuchico.edu | PLUMAS 101 | 898-4540 |
| Brian Brazeal | bcbrazeal@csuchico.edu | BUTTE 315 | 898-4094 |
| William Collins | wcollins@csuchico.edu | BUTTE 313 | 898-4953 |
| Jesse Dizard | jdizard@csuchico.edu | BUTTE 202 | 898-4038 |
| David Eaton | daeaton@csuchico.edu | BUTTE 317 | 898-4185 |
| Georgia Fox | gfox@csuchico.edu | PLUMAS 105 | 898-5583 |
| William Loker | wloker@csuchico.edu | SSC 440 | 898-6894 |
| Colleen Milligan | cfmilligan@csuchico.edu | PLUMAS 109 | 898-6220 |
| Antoinette Martinez | amartinez@csuchico.edu | BUTTE 311 | 898-6193 |
| Stacy Schaefer | sschaefer@csuchico.edu | BUTTE 217 | 898-3505 |
| Beth Shook | bashook@csuchico.edu | PLUMAS 103 | 898-5711 |
| P. Willey | pwilley@csuchico.edu | BUTTE 302 | 898-4793 |

**Non-Teaching Emeritus Faculty**

Beverly Chinas: Ph.D., *University of California, Los Angeles* (1968)

Claire R. Farrer, Ph.D.: *University of Texas, Austin* (1977)

Keith Johnson: MA, *University of California, Los Angeles* (1962)

Tom W. Johnson: Ph.D., *University of California, Berkeley* (1970)

Makoto Kowta, Ph.D., *University of California, Los Angeles* (1963)

Turhon Murad, Ph.D., *Indiana University* (1975)

James Myers: Ph.D., *University of California, Berkeley* (1960)

Valene Smith: Ph.D., *University of Utah* (1966)

Charles F. Urbanowicz, Ph.D., *University of Oregon* (1972)

**Anthropology Department Staff**

Jeannette Methvin-Terry, Department ASC; (530) 898-6192

Adrienne Scott, Museum Curator of Education; (530) 898-5397

Human Identification Laboratory Supervisor; (530) 898-4029

Kevin Dalton, Archaeology Laboratory Supervisor; (530) 898-4360

## IV. DEGREES OFFERED

The Anthropology Department currently offers two MA degrees: the **Master of Arts in Anthropology** and the **Master of Arts Degree in Anthropology with the Option in Museum Studies**. Each of these tracks requires 30 units of advanced coursework, including required graduate seminars and upper-division courses. For course offerings, depending on their focus, students are required to take three core graduate seminars at the 600-level, as well as courses at the 400-level, which may be counted toward the 30-unit requirement, with prior approval of the student's Graduate Committee and the Graduate Coordinator. Courses at the 300-level will not count toward the graduate degree. Both the non-museum and Museum Studies options require a written Candidacy Examination and completion of a thesis of original research.

### MA Program in Anthropology

The MA Program in Anthropology is an excellent choice for students hoping to teach or work in governmental or independent agencies, as well as for those who plan to pursue a doctoral degree at a later date. In keeping with the departmental focus on holism and the four-field approach, the MA Program in Anthropology embraces the whole of anthropology while allowing emphasis in one or more subdisciplinary areas, such as sociocultural anthropology, archaeology, human evolutionary studies, human skeletal biology, and forensic anthropology.

The Anthropology Department currently does not have an emphasis in linguistic anthropology; however, it may be possible to pursue these interests through an interdisciplinary MA program. Students wishing to pursue interdisciplinary studies will need to work in close consultation with a faculty member from another department in addition to a faculty member from Anthropology. Students pursuing an interdisciplinary MA program may still be required to take the Candidacy Exams in Anthropology.

### MA Degree-Option in Museum Studies

The **MA Degree-Option in Museum Studies** provides advanced training in museum theory and practice. The MA Degree-Option in Museum Studies is designed to prepare students academically and professionally in Anthropology and advanced Museum Studies. Two 180-hour off-campus internships are an integral part of this program.

## V. GRADUATE SCHOOL TIMELINE

Your path through the program should look something like this. Each of these steps is discussed in greater detail elsewhere in this handbook.

**Gain Admission to the MA Program**
Please note that part of your Application is to be sent to the department and part is to be sent to the Office of Graduate Studies. The department's due date is **January 7**, which includes: two letters of recommendation, one writing sample, and a resume. Please send **one copy** only of each of your transcripts, the application form, GRE scores, and required application fee to the Office of Graduate Studies by March 1. The sooner you get the materials in, the better. Acceptance into the MA Program is determined by the anthropology faculty. Notification is made by the Graduate Coordinator through email. Students can be accepted into either "Conditionally Classified" or "Classified" status.

***Note: Although the Department of Anthropology's January 7 deadline is when we begin the selection process for fall candidates, we will consider applications until March 1, but we advise getting your application materials in by January 7.**

**Begin Your Studies**
Choose your first semester's worth of studies. It is recommended that you take 9 units including the Core (ANTH 600) and Physical Seminars (ANTH 601; 9 units is "full time"). If you are conditionally classified, you should attempt to fulfill any specified requirements as early as possible in order to file a Recommendation of Advancement to Classified Status. Graduate students in the Museum Studies Option should schedule to take the Museum Seminar (ANTH 605), which is offered during the fall semester. Arrange to meet with the Graduate Coordinator early in the semester, and begin to identify faculty with an expertise in your specific area(s) of interest.

**Coursework**
Students have a certain number of required courses as well as other requirements to fulfill. To best manage your time, we recommend filling out a rough draft of the Master's Degree Program Plan as early as possible. You should also begin meeting with faculty who might make up your Graduate Advisory Committee and discuss potential thesis ideas.

**Graduate Advisory Committee**
By the end of the semester in which Classified Status is granted, and before 15 units of the program course work have been earned, you should form your Graduate Advisory Committee and submit the Master's Degree Program Plan with the names of your committee members and your general thesis topic to the graduate school. Begin seriously discussing thesis ideas with your committee. For the Museum Studies Option, students are encouraged to choose one of the Co-Directors of the Museum Studies Program as their Committee Chair, and another appropriate Anthropology faculty member as their second committee member.

**Candidacy Examination**
After you have completed a seminar in each of the core areas, enroll in ANTH 696 to take the Candidacy Examination. This exam also satisfies the graduate literacy requirement of the Graduate School. Upon passing the examination, consult with the Graduate Coordinator to file a Recommendation of Advancement to Candidacy Status.

**Thesis Proposal**
A written thesis proposal is required before the thesis is begun. The proposal is developed in consultation with members of your Graduate Advisory Committee, especially the Chair of the Committee. The proposal must be submitted to and accepted by all Committee members, who sign the proposal before it is brought to the Graduate Coordinator to be signed and placed in the student's file. Please note: this proposal usually entails multiple drafts and will likely take a semester to write and revise. You are encouraged to complete this during the semester after you advance to Candidacy status. If you are using human subjects for your research**,** you will need to complete Human Subjects forms. In most cases, research involving the use of human subjects must be approved by the University's Human Subjects in Research Committee (HSRC). For assistance, contact HSRC at 530-898-5413, Student Services Center (SSC), Room 460. If it is determined that your research needs HSRC approval you must apply for and receive notification of approval prior to beginning your research. Students, whose MA Thesis projects involve topics regarding Native Americans, may need to have their proposal reviewed by the Department of Anthropology's ANARC Committee; please consult the Department Chair on this matter.

**Thesis Research and Writing**
The thesis and its defense is the culminating activity for the MA Degree in Anthropology. Many students find that they need excellent time management to both conduct the research and write the thesis. You should be able to collect the data for a well thought out project over the course of one semester and/or one summer. **Please plan at minimum one semester for writing your thesis and a second semester for revisions and its oral defense.** Keep in mind that the research and writing of an MA Thesis takes longer than you think! *Be sure to give your committee at least two weeks to read any draft of the thesis*; it's just common courtesy.

**Apply for Graduation**
Candidates must complete the Application for Graduation no later than the 4th week of the semester in which they plan to graduate. Specific deadlines can be found in the Academic Calendar or through the Office of Graduate Studies (http://www.csuchico.edu/graduatestudies/). Please fill out the **Graduate Clearance Form**, which is similar to the Graduate Program Plan. The form can also be accessed from the Office of Graduate Studies website. It is the student's responsibility to make sure all the appropriate paper work is filed and deadlines are met.

**Thesis and Oral Defense**
A defendable draft of the MA thesis must be given to each committee member no later than the 8th week of the semester in which the student plans to defend and graduate. The Graduate Advisory Committee will decide whether or not the thesis is ready to be defended. The Committee members will schedule a time and a place for the thesis defense. At the defense, students will need to provide documents, including: 1) **Final Progress Sheet**; 2) **Chair's**

**Verification Sheet**; and 3) **two copies of the signature pages** that will be placed in the final copy of the thesis. All documents must be signed by the committee, and the signature pages must be signed in black ink!

**Graduation**
A commencement ceremony for Master's graduates is held once a year at the end of the spring semester. Students who have fulfilled all requirements and completed their thesis are awarded the Master of Arts Degree in Anthropology.

## VI. ADMISSION REQUIREMENTS

The Department of Anthropology accepts applications for Graduate Study for the fall semester only. Completed applications are due on **January 7th**. There are two different addresses to which materials are to be sent.

1. **Items to be submitted to the Office of Graduate Studies**, CSU Chico 95929-0875:

   a. Application form and additional information is available at

   http://www.csuchico.edu/graduatestudies/

   b. Application fee of $55 or fee waiver form.

   c. **One official transcript** only from each postsecondary school attended; and Graduate Record Exam (GRE) scores with at least 150 each for verbal and quantitative measures (1080 combined in previous system). The CSU, Chico code is **4048**. *Please do not send official transcripts or GRE scores to the Department of Anthropology*

2. **Items to be submitted to the Department of Anthropology:**

   a. A Letter of Intent essay that is no more than two pages long (double-spaced), and includes: 1) a brief autobiographical sketch; 2) a statement of your goals and **specific subfield interests** in anthropology and our graduate program; 3) why and how CSU, Chico can help you achieve your goals; and 4) any other information that may serve to distinguish you from other applicants.

   b. A current curriculum vita

   c. Two Letters of Recommendation

   d. Writing sample (i.e., term papers, publications)

   These four above items are to be sent directly to:

   Graduate Coordinator,
   Department of Anthropology
   400 W. First St.

CSU-Chico
Chico, CA 95929-0400

Due to impaction from the number of students applying to our MA Program in Anthropology, as well as to the MA Degree-Museum Studies Option, the Department of Anthropology seldom accepts students whose grade point average is lower than 3.0 in their last 60 semester units (or 90 quarter units) of undergraduate work.

Applicants must either have a baccalaureate degree or, if the degree is expected by the time of admittance, must be in good academic standing at the institution they are attending. The degree granting institution must be accredited by a regional accrediting association. If, however, a prospective graduate student is a graduate of a non-accredited institution that is judged by the Office of Graduate Studies to be acceptable, the student may apply for admission under special circumstances.

Acceptance or rejection into the MA Program is voted on by the faculty members of the Anthropology Department. Official notification is made by the Graduate Coordinator and the Office of Graduate Studies via email. Application to the program does not guarantee admission. Once rejected for admission, it is unlikely that additional applications will change the admission committee's decision. It is the Anthropology Department's policy to allow only 9 units of transferrable credit into the student's program as the student pursues the MA degree, regardless of whether the 9 units are from CSU-Chico or another accredited institution.

**Student Financial Aid**

- Financial aid is generally not available in the Anthropology Department. There are some opportunities for student support, but they are limited, such as Instructional Student Assistant (ISA) positions (Please see Section XII for more detail), and as a Teacher's Assistant; both are subject to budgetary constraints. To qualify as a paid Teacher's Assistant (TA), students must take Supervised College Teaching (ANTH 698; 2-4 units), the semester before they are allowed to become a TA. These opportunities are not guaranteed; if incoming students are interested, it is essential that they enquire about these opportunities during the early part of the first semester they matriculate in the program. To gain teaching experience, unpaid TA positions are also possible, but also require consultation with faculty prior to any action taken toward this goal.

- Financial aid information may be obtained at www.csuchico.edu/fa. At University Census, financial aid awards are revised to match eligibility based on the **actual number of units** in which students are **officially enrolled**. Awards may be reduced for students enrolled in fewer than full-time units. If you have a bachelor's degree, you are considered a **post-baccalaureate** student for enrollment purposes, but you may be considered an undergraduate for financial aid depending on your program. Full-time status requires a minimum of 8 semester units; students must be enrolled in at least 4 semester units.

- See the Office of Financial Aid; please click on **Types of Aid** for details of all types of available aid at CSU, Chico.

- See **Student Financial Services** for how enrollment affects fees. Fee charges are based on a different breakdown of units.

If your program of study is Conditionally Classified, Classified, or Advanced to Candidacy, you may be eligible for:

State University Grant (SUF)
Federal Direct Subsidized Stafford Loans
Federal Direct Unsubsidized Stafford Loans
Federal Work-Study

**International Students**

International students will need to be aware of all of the necessary requirements, including TOEFL exam requirements, or any others, as noted on the Office of International Education website, which can be accessed at: http://www.csuchico.edu/international/. International students applying to the program should send their all of their application materials to the Office of International Education:

Office of International Education
Student Services Center, Room 440
400 West First Street
Chico, CA 95929-0680
Phone: (530) 898-5415
Fax: (530) 898-6889
Email: oied@csuchico.edu

## VII. DEPARTMENT OF ANTHROPOLOGY GRADUATE STATUS

There are three status categories for graduate students in Anthropology: Conditionally Classified, Classified, and Candidate. Students can be accepted as either Conditionally

Classified or as Classified Status. Students accepted into the program who have few or none of the required anthropology background coursework will be accepted as Conditionally Classified, indicating that one or more prerequisites will still need to be met for regular admission. The Graduate Coordinator will initiate each change in status; however, **each student is responsible for notifying the Graduate Coordinator in person when they have completed the requirements to change status**. The Graduate Coordinator, upon satisfactory proof of completion of prerequisites, completes the necessary paperwork to upgrade the student's status, which will then be updated in the Office of Graduate Studies records. **No change in status occurs without the completion of the appropriate paperwork.**

**Prerequisites for Admission to Conditionally Classified Status**

1. Satisfactory grade point average, as specified in Admission Requirements (Section IV).
2. Approval by the Anthropology Department and the Office of Graduate Studies.
3. An acceptable baccalaureate from an accredited institution, or an equivalent approved by the Office of Graduate Studies. If the applicant's previous work is deficient in Anthropology, the applicant will be required to take courses prescribed by the graduate committee.
4. Letters of recommendation from at least two faculty members familiar with the applicant's studies or professional persons with whom the applicant has worked.
5. Brief autobiographical sketch and statement of your goals in Anthropology (letter of intent).
6. A combined score of at least 1000 on the verbal and quantitative portions of the Graduate Record Examination (GRE).

**Prerequisites for Admission to Classified Status**

In addition to any requirements listed above:

1. Demonstration of strength in the broad range of modern Anthropology in all of its subfields. This will normally be accomplished by successfully completing ANTH 301, ANTH 302, ANTH 303, ANTH 304, ANTH 485, and ANTH 496 (or their equivalents) with a grade of B or better or by passing the challenge examinations for these courses at an acceptable level.

**Course Challenges**

Students may challenge any of the prerequisite courses by enrolling in the class when it is offered and notifying the instructor immediately of their request to challenge the course by examination. Once the instructor's approval is received, students may obtain a challenge petition from the Anthropology Department Secretary, fill it out, and submit it to the Department Chair. If the petition is approved, the instructor will administer an examination covering the subject

matter of the class at a time and place of the instructor's choosing. Passing the exam yields credit for the course. Failing the exam requires completing the course with a grade of B or better. (Note: courses to be counted toward the 30-unit program requirement cannot be challenged by examination). If a course is successfully challenged, the instructor sends a memo (in hard copy) to the Graduate Coordinator, who then places the information in the student's permanent file and notifies the Office of Graduate Studies of the removal of the prerequisite.

**Prerequisites for Advancement to Candidacy**

In addition to any requirements listed above:

1. Classified graduate standing and completion at the university of at least 9 units of the proposed program.
2. Removal of all unit and course deficiencies.
3. Formation of the Graduate Advisory Committee by the end of the semester in which classified status is granted. The committee shall consist of a minimum of two voting members who are tenured or tenure-track faculty in the CSU, Chico Department of Anthropology.
4. Development of an approved program in consultation with the Graduate Advisory Committee.
5. Successful completion of the Candidacy Examination by enrolling in ANTH 696 and writing three assigned papers, including one on socio-cultural anthropology and two from other areas selected by the student from physical anthropology, archaeology, linguistics, and museology. This examination will be used to fulfill the literacy requirement.
6. Submission of the thesis proposal; the proposal is prepared by the student under the direction of his/her advisory committee. **It must be signed by all committee members, the student, and the Graduate Coordinator before being placed in the student's permanent file**.

**Graduate Advisory Committee**

The Graduate Advisory Committee consists of a minimum of two voting members who are tenured or tenure-track faculty in the CSU Department of Anthropology. A third member is optional and may be from other campus departments or outside the university, provided the person holds an earned Ph.D. or is in other ways recognized as an expert in the field the student is pursuing. The Graduate Advisory Committee must be approved by the Graduate Coordinator, as must all changes to the Committee's constitution.

Upon formation of the Graduate Advisory Committee, and with input from its members, s student develops an approved 30-unit **Master's Degree Program Plan** on a form supplied by

the Office of Graduate Studies. **On this form, please do not exceed 30 units of courses**; it is not necessary to list all of the courses that you have taken on the Program Plan. Courses on the Program Plan are listed first by ANTH 600-level courses, followed by 400-level courses. Once the Graduate Advisory Committee and the Graduate Coordinator sign-off on the program, the form is then forwarded by the Graduate Coordinator to the Office of Graduate Studies; a copy of the signed from is also added to yours permanent file.

## VIII. CANDIDACY EXAMINATION GUIDELINES

The Candidacy Examination is designed to test for a breadth of knowledge among the various subdisciplines of anthropology, in addition to examining a student's abilities to write in acceptable English and their ability to synthesize vast amounts of data into a sensible, but coherent and concise paper. Successful completion of this examination also satisfies the graduate literacy requirement of the Office of Graduate Studies. Therefore, it is recommended that students take the candidacy examination only after having had at least one seminar in each of the candidate's areas. Generally, the Candidacy Examination is taken when the student has completed 15-21 units towards the MA degree, although it may be taken earlier at the discretion of the student and his/her committee. **Please note that at least 9 units must be taken towards the degree after advancement to Candidacy**.

Prior to the beginning of the semester in which the examination is to be completed, each student wishing to take the examination must notify the Graduate Coordinator and indicate the three subdisciplinary areas selected from the areas currently offered in the Anthropology Department. Students then enroll in ANTH 696, receiving the appropriate course number from the department secretary. This one unit course is included in the 30 units required for the MA degree.

The Candidacy Examination consists of three written essays responding to assigned questions; each essay is to be completed within a three-week time period during a single semester, typically administered consecutively beginning in the first month of the semester. Students may take the three parts of the examination in any order they wish. Each essay is to be no more than 10 pages long (plus References Cited), double-spaced in 12-point type face. Students should attach a cover sheet to each exam, using their student identification numbers rather than their names. It is imperative that the exams strictly follow the *AAA Style Guide*

adopted by the Anthropology Department. The *AAA Style Guide* can be accessed from the Anthropology Department webpage. At the beginning of the semester, the Graduate Coordinator will issue an email with explicit instructions to all students who have signed up to take the exam that semester.

All questions are picked up from the Department ASC on the specific dates listed in the email that will go to each student who has signed up for ANTH 696. Each essay is also returned to the secretary in person on the specified date. The secretary will date-stamp the exams to indicate the order in which they were written.

Candidacy questions are written by faculty members. Anthropology faculty rotate through their particular subdisciplines of anthropology, so that the same person does not normally write questions two semesters in a row. The essays are read and graded by the faculty members who submitted the questions without knowledge of who wrote the exam, as students are to use their student identification numbers, rather than their names, on their essays.

Each essay is graded on a pass/fail basis for both literacy and scholarship. Each essay is rated as **Pass or No Pass**, and occasionally a **Provisional Pass**. A Provisional Pass means that the essay is expected to be rewritten in the first month of the next semester. **Students who receive a Provisional Pass must re-register for ANTH 696 the semester following the one in which they received a Provisional Pass.** No student should attempt the re-write of a Provisional Pass without first consulting with the faculty member who wrote and graded the question**. Students who received a No Pass will also need to retake the Candidacy Exam the semester following the one in which they received a No Pass by re-registering for ANTH 696.** Should a student fail any of their candidacy exams the first time, **the student will be placed on Administrative Academic Probation**, receiving official notification from the Office of Graduate Studies, according to University Policy, as stated in the University Catalog under Administrative Academic Probation.

Usually, the new exam question will be a new question that a different faculty member in that subdiscipline will administer. The student has three weeks to complete the exam. A No-Pass exam may be taken during any of the three administering times that the exams are offered, and will adhere to the same protocols and procedures. Results of the Candidacy Exams are available by the week of final exams of each semester, when students pick up their exams from the department secretary. **Note: Two consecutive No Pass scores remove a student from the MA**

**Program.** Successful completion of the essays results in a grade of **Credit** appearing on the student's transcripts. If the student successfully retakes the Candidacy Exams for the second time, they will be released from Administrative Academic Probation status.

Students pursuing the Option in Museum Studies who are taking seminars in subjects outside the Anthropology Department must, nonetheless, take a minimum of two sections of the Candidacy Examination in the Anthropology Department. One essay of the Candidacy Examination may be taken from outside the Anthropology Department, with the approval of one of the Co-Directors of the Museum Studies Option. The topic of the extra-departmental essay will be negotiated with the C-Director of the Museum Studies and the other department involved.

During the Candidacy Examination, students are urged to consider that the same library research materials may be required by several students in any one semester in order to complete the examinations. Be aware that there is no competition between or among your fellow students for passing grades; grades are given on an individual basis, so all students in a given semester could potentially pass each of the examinations. Therefore, common courtesy in sharing materials is expected. **Students are not permitted to discuss the questions with other students who are taking the examinations or to consult with other faculty members**. However, students are permitted to ask questions for clarification from faculty members who administer the Candidacy Examinations. To ask the faculty member who submitted the question, students are to send the question(s) to the Graduate Coordinator, who will then forward the question to the faculty member without revealing the student's identity.

## IX. REQUIREMENTS CHECKLIST FOR THE MA DEGREE

The MA degree will be awarded upon satisfactory completion of all requirements established by each student's Graduate Advisory Committee and the Office of Graduate Studies. The current requirements are as follows.

**MA Degree-Program in Anthropology**

___ Completion of an approved program consisting of 30 units of 400/500/600 level courses as follows:

___ At least 21 units in the discipline of Anthropology.

___ At least 18 of the units required for the degree in 600-level courses.

___ At least 18 units in graduate courses, to include ANTH 600; 9 units from ANTH 601, ANTH 602, and ANTH 603; an additional 3 units from any of the above graduate seminars except ANTH 600 (taken in the student's subdiscipline); ANTH 697, ANTH 699T.

___ Not more than 9 semester units of transfer and/or extension credit (correspondence courses and U.C. extension course work are not acceptable).

___ At least 9 units completed after advancement to candidacy.

___ Not more than 15 units taken before admission to classified status.

___ Not more than 4 units of Independent Study (697).

___ Not more than three units of Thesis (699) may be taken;

**Note: The Graduate School does not allow students to sign up for more than 3 credits of ANTH 699T, regardless of whether they are being applied toward the degree.**

___ Completion and final approval of a research thesis of adequate scope and depth, which must be approved by the Graduate Advisory Committee. Graduate students must submit a defendable draft of the thesis to their committee members no later than the eighth week of the semester in which they intend to graduate (see "Thesis" below).

___ Satisfactory completion of a comprehensive final oral examination in the field of study. All candidates are required to take an oral examination of two hours' duration. The examination will cover the student's course work and area of specialization. The candidate is also expected to be prepared to defend the thesis.

___ Approval by the department Graduate Advisory Committee and the Graduate Coordinator.

**MA Degree-Option in Museum Studies**

___ Completion of an approved program consisting of 30 units of 400/500/600 level courses as follows:

___ Twenty-one units in Anthropology are required: ANTH 405, 461, 466, 467, 605, 689 (Students may use any course from the ANTH 689A-ANTH 689E series to fulfill this requirement), 697, plus up to three thesis units (ANTH 699T).

___ Six units selected from ANTH 600, 601, 602, or 603.

___ An additional 3 units of graduate seminar in Anthropology or other appropriate discipline in consultation with the Museum Studies Coordinator.

NOTE: ANTH 601, ANTH 602, or ANTH 603 may be replaced by an equivalent graduate seminar from another discipline in consultation with the Museum Studies Coordinator. However, it is vital that all such substitutions be approved by both Director and the Graduate Coordinator.

___ Completion and final approval of a research thesis of adequate scope and depth, which must be approved by the graduate advisory committee. Graduate students must submit a defendable draft of the thesis to their Graduate Committee members no later than the eighth week of the semester in which they intend to graduate (see "Thesis" below).

___ Satisfactory completion of a comprehensive final oral examination in the field of study. All candidates are required to take an oral examination of two hours' duration. The examination will cover the student's course work and area of specialization. In addition, the candidate is expected to be prepared to defend the

thesis.

___ Approval by the department graduate committee and the Graduate Coordinators Committee on behalf of the faculty of the university.

**Graduate Program Timing**

**Continuous enrollment each semester is required** until your degree is officially awarded. If the student is no longer enrolled in courses and has completed their 699T requirements, then it is advised that students enroll through the Regional Continuing Education (RCE) Office; however, *if the student is receiving financial aid, then they should be advised to check on the units required to sustain financial aid, and whether adjunct enrollment through RCE is even possible when receiving financial aid*. A standard course load for graduate students is 9 units per semester. You should keep in mind that there is a **5-year limit in place for completion of all work for the MA degree in Anthropology (including the thesis and its defense).** Only in extraordinary circumstances will the five-year rule be suspended and additional time given. Each such request will be made in the format currently being used by the Graduate School. However, students need to be aware that neither the Department of Anthropology nor the Office of Graduate Studies is under any obligation to extend the time requirement, and that such requests must be motivated by a serious and compelling reason. In addition, a student may be required to re-take courses at the discretion of the student's primary advisor and the Graduate Coordinator.

**Graduate Literacy Requirement**

Writing proficiency is a graduation requirement. Anthropology Master's Degree students will demonstrate their writing competency on the Candidacy Examination (see "Advancement to Candidacy" above).

**Graduate Grading Requirements**

All courses in the major (with the exceptions of ANTH 597/697, 696, 699P and 699T) must be taken for a letter grade, except those courses specified by the department as ABC/No Credit (400/500-level courses), AB/No Credit (600-level courses), or Credit/No Credit grading

only. A maximum of 10 units combined of ABC/No Credit, AB/No Credit, and Credit/No Credit grades may be used on the approved program (including 597/697, 696, 699P, 699T and courses outside the major). Although grading standards are determined by individual programs and instructors, it is also the policy of the university that unsatisfactory grades may be given when work fails to reflect achievement of the high standards, including high writing standards expected of students pursuing graduate study.

Students must maintain a minimum 3.0 grade point average in each of the following three categories: all course work taken at any accredited institution subsequent to admission to the master's program; all course work taken at CSU, Chico subsequent to admission to the program; and all courses on the approved Master's Degree Program.

**Graduate Advising and Tracking Requirements**

**Advising is mandatory for all Anthropology graduate students**. During your matriculation through the program, you will be required to meet with the Graduate Coordinator **every semester** to review your program plan. In addition, student progress will be regularly tracked by Graduate Tracking Forms, which will be distributed during the academic year. It is important that these forms be filled out and returned to the Graduate Coordinator. We strongly recommend that students to attend the mandatory advising workshop offered by the Graduate Coordinator. The Office of Graduate Studies also offers several workshops during the academic year, such as workshops on thesis writing and preparation; it is also recommended that students avail themselves of these opportunities. Students will be apprised of these workshops either by the Graduate Coordinator or by the Office of Graduate Studies via email.

## X. THE MA THESIS

All students must research and write a thesis. A written thesis proposal is required before the thesis is begun. The proposal is developed in consultation with members of your Graduate Advisory Committee, especially the Chair of the Committee. The proposal must be submitted to and accepted by all Committee members, who sign the proposal before it is brought to the Graduate Coordinator to be signed and placed in the student's permanent file. Any substantive change to the original proposal must be submitted to and accepted by all Committee members, and filed with the Graduate Coordinator. As a reminder, if you are using **human subjects** for

your research**,** the thesis proposal may need to be reviewed by the University's Human Subjects in Research Committee (HSRC). For assistance, contact HSRC at 530-898-5413, Student Services Center (SSC), Room 460. If it is determined that your research needs HSRC approval, you must apply for and receive notification of approval prior to beginning your research.

There are specific university requirements for the thesis. These are outlined in ***A Guide to Graduate Studies: Policies, Procedures, and Format*** available at the Office of Graduate Studies webpage at: http://www.csuchico.edu/graduatestudies/documents/fall_grad_guide.pdf. **Graduate students should be intimately familiar with the guidelines outlined in this manual.**

The Department of Anthropology will also consider project-based thesis research, under the specific guidelines as outlined in the *A Guide to Graduate Studies: Policies, Procedures, and Format*, as well as by full approval and in consultation with the student's Thesis Advisory Committee. Please **check for any updates or changes in the Office of Graduate Studies manual!**

The Anthropology Department has a specific requirement: namely that each thesis be written in a manner and style acceptable to the premier journals in the discipline. Of course, that means that at a minimum, the thesis is written in impeccable English. For general thesis formatting, it is not the responsibility of the Office of Graduate to choose the journal; rather, students, will choose a premier journal in their sub-discipline of Anthropology, such as *American Antiquity* for archaeology. The student's Thesis Advisory Committee must approve the student's choice of journal.

In addition, the Anthropology Department follows the *American Anthropological Association (AAA) style guide*, which you can download from the Anthropology Department webpage. When in doubt, consult the "Chicago Manual of Style, 15th edition," on which the *AAA Style Guide* is based.

The thesis may be the result of original research or a synthesis of existing material. The content, methodology, and theoretical perspective used, as well as the length, are all matters of negotiation between the student and their Graduate Advisory Committee. Copies of all previous MA theses are available in the Anthropology Department Office and in the Meriam Library for students to read. CSU Chico MA Theses in Meriam Library went online in 2009. The spring theses in 2009 have both online and print (bound) versions, but after that, all CSU Chico MA

theses are online only. The MA theses are cataloged and searchable in the Meriam Library online catalog. The record will provide a link to the Chico Digital Repository (CDR), where the electronic version lives. Students can also go to the CDR directly in the Meriam Library Special Collections at: http://csuchico-dspace.calstate.edu/chico_xmlui/. This CDR link is listed under Databases A-Z list under both "Chico Digital Repository" and "Masters Theses (2009-)"

**Applying for Graduation**

**In the semester that you plan to defend and graduate, you must submit an Application for Graduation by the 4th week of the semester. A defendable draft of the MA thesis must be given to each Committee member no later than the end of the 8th week of the semester.** The Application for Graduation and the Graduation Checklist, as well as other paperwork can be accessed at the Office of Graduate Studies website.

The Graduate Advisory Committee will decide whether or not the thesis is ready to be defended. The Committee members also schedule, with the Department Secretary and the Graduate Coordinator, a time and a place for the thesis defense. Be aware that many students find the writing of the thesis to be the most challenging portion of the graduate program. Committee Chairs and the Graduate Coordinator will assist any students who request assistance in the organization and presentation—or the basic "how-to"—of thesis writing. It cannot be over-emphasized enough that each student **carefully proof-read each page of the thesis**. It often helps to have a fellow graduate student colleague also proof-read before submission. Many punctuation, grammar, or sentence phrasing errors can be caught by reading aloud. Be especially careful when proof-reading tables and figures.

**The Thesis Defense**

In addition to the written thesis, each student must successfully engage in a two-hour final oral examination. This oral examination focuses on the thesis and the defense of it; however, the nature of this examination also requires an explanation of the theoretical and methodological underpinnings of the thesis, and may well deviate from the specific topic of the thesis into areas of the student's general anthropological background and preparation. Often, this may include questions pertaining to theoretical perspectives highlighted in graduate coursework taken by the Candidate. In general, the thesis defense will be a 30-45 minute oral presentation to

your Graduate Committee, followed by discussion and questions regarding the thesis research and more general theoretical issues in anthropology.

The Anthropology Department unanimously decided (many years ago) that students **are not permitted to defend their thesis or graduate during the summer**. Since this is Departmental policy, and faculty members are not obligated to be on campus, please do not request to defend or to graduate during the summer. If you miss the spring deadline for graduation, you may still be able to defend in May (before the semester is officially over), but you will not be able to graduate until the fall semester.

## XI. RECOMMENDATIONS

After completing Candidacy Exams, it has been common for MA Candidates to begin full-time employment, or to procrastinate writing the thesis. You are required to complete the degree within five years, but should be able to finish in three years if you are diligent. The fast track to finishing is to begin planning your project ahead (i.e., before you take your Candidacy Exams), to begin collecting your data early on, and to concentrate on writing as soon as possible. It is often difficult to dedicate time to writing the thesis while working a full-time job.

Your thesis defense should be scheduled early in the semester at a time that works for your committee members. You should find out whether any of your committee members are planning to be away at a conference, on sabbatical leave, or committed to other obligations. The thesis defense can be very stressful for some people, so it is a good idea to practice your presentation in front of your peers before you actually defend. It is also a good idea to present your findings at a local or regional conference, which will help to prepare you for the defense.

When you are finished with your thesis, you should strongly consider crafting and reworking your thesis research into a journal article for publication. This can be daunting, especially after finishing the thesis, but is also very rewarding. Many community colleges, Ph.D. granting institutions, and CRM firms are looking for individuals who contribute to the academic community. If it is worth doing, it should be worth publishing.

Stay on top of all University deadlines for paying fees for graduation and thesis submission, as well as deadlines for defending and submitting the final draft of the thesis.

| Fifth Semester | Sixth Semester | Comments |
|---|---|---|
| | | |

**Recommended Three-Year Academic Plan**

| First Semester | | Second Semester | | Comments |
|---|---|---|---|---|
| ANTH 600 –Core Seminar | 3 | ANTH 602- Archaeology Seminar | 3 | You should meet with the Graduate Coordinator each semester.<br><br>If Conditionally Classified, you should complete your pre-requisites and file for Classified status.<br><br>By the end of the semester in which Classified status is granted (and before 15 units have been earned) you should form your graduate advisory committee (GAC) and submit your graduate plan to the graduate school.<br><br>Not more than 15 units taken before classified status will count towards your MA degree; only 400+ level courses will count |
| ANTH 601- Physical Seminar | 3 | ANTH 603- Cultural Seminar | 3 | |
| Complete specified requirements * | 0-3 | Complete specified requirements * | 0-6 | |
| 400-Level Course in Focus Area | 0-3 | 400-Level Course in Focus Area** | 0-3 | |
| ANTH 605 Museum Seminar | 3 | ANTH 698- Supervised College Teaching | 0-2 | |
| **Total** | **9** | **Total** | **9-11** | |

*Specified requirements for Classified Status include ANTH 301, ANTH 302, ANTH 303, ANTH 304, ANTH 485, and ANTH 496 (or their equivalents) with a grade of B or better, or by passing the challenge examinations for these courses at an acceptable level.
**It is recommended for most students that you take or audit ANTH 485 (or an equivalent or upper division statistics course) at least once, even if you come in with equivalent credits.

| Third Semester | | Fourth Semester | | Comments |
|---|---|---|---|---|
| ANTH 696- Candidacy Exam | 1 | Elective Graduate Seminar in Focus Area | 0-3 | You should meet with the Graduate Coordinator and/or the Chair of your Graduate Advisory Committee each semester.<br><br>To Advance to Candidacy: 1) Achieve Classified status; 2) Develop an approved program with your GAC; 3) Successfully complete the candidacy examinations.<br><br>**It is recommended that you use the summer between your second and third years to conduct thesis research. Please plan accordingly.** |
| Elective Graduate Seminar in Focus Area | 0-3 | ANTH 697- Independent Study* or 689- Internship | 0-3 | |
| 400+ Level Elective(s)** | 3-6 | 400+ Level Elective(s) | 3-6 | |
| | | **Write Thesis Proposal** | | |
| **Total** | **8-10** | **Total** | **9-11** | |

*You may not apply more than 4 units of Independent Study to your Degree Plan (ANTH 697).
**It is recommended for most students that you take or audit ANTH 485 (or an equivalent or upper division statistics course) at least once, even if you come in with equivalent credits.

| | | | | |
|---|---|---|---|---|
| ANTH 699T** | 1-2 | ANTH 699T** | 1-2 | You must take at least 9 units after advancement to Candidacy.<br><br>Some students reduce to part time status during their third year to facilitate thesis writing. Please contact the Graduate School for more details. |
| ANTH 697 Independent Study* or 689-Internship | 0-3 | Elective | 0-3 | |
| Elective | 0-3 | **Edit Thesis & Defend** | | |
| **Total** | **4-10** | **Total** | **4-11** | |

*****You may not apply more than 4 units of Independent Study to your Degree Plan (ANTH 697).
**You may not take more than 3 units of Thesis (ANTH 699T).

## XII. APPENDIX A—TEACHING ASSISTANTS IN ANTHROPOLOGY

Chico State's Anthropology Department provides teaching opportunities for graduate students in its lower division physical anthropology course, ANTH 111, as Teaching Assistants (TAs). TAs may teach laboratories for as many as four semesters. Although TAs are not considered part-time faculty and only receive semester-by-semester contracts, they do accrue sick leave and contribute to PERS retirement plan. Retirement funds may be requested at the end of employment.

### Eligibility

1. Successful completion of ANTH 698, Supervised College Teaching.

2. Grades of B or better in all courses taken as a graduate student. No outstanding Incomplete (I) grades are permitted.

3. Attained Classified Status in Chico State's Department of Anthropology and those teaching a third or fourth semester must have achieved Candidate Status.

4. Making sufficient progress toward their degree and be enrolled in at least three units of graduate coursework during semester teaching ANTH 111.

### Application and Selection

To apply, complete application form available in Anthropology Department Office. TAs are selected by the Department Chair in consultation with the instructor of record. Selection is based on performance in courses, including ANTH 698, progress in graduate program, and, for those having previously served as TA, performance in teaching ANTH 111.

**Requirements**

1. Set-up and take-down laboratory materials, conduct laboratory sessions, and administer and grade laboratory quizzes.

2. Maintain weekly office hours.

3. Attend a pre-semester TA meeting, first lecture, post-final TA meeting, and conduct review sessions for lecture exams and help administer lecture exams.

**In addition, TAs may be required to:**

4. Attend course lectures and/or attend weekly meetings.

5. Grade lecture exams, lecture pop-quizzes, or course papers.

6. Present a lecture.

**Appendix B—Code of Ethics, American Anthropological Association**

**http://www.aaanet.org/committees/ethics/ethcode.htm**

## *Code of Ethics of the American Anthropological Association*

*Approved June 1998*

### I. Preamble

Anthropological researchers, teachers and practitioners are members of many different communities, each with its own moral rules or codes of ethics. Anthropologists have moral obligations as members of other groups, such as the family, religion, and community, as well as the profession. They also have obligations to the scholarly discipline, to the wider society and culture, and to the human species, other species, and the environment. Furthermore, fieldworkers may develop close relationships with persons or animals with whom they work, generating an additional level of ethical considerations

In a field of such complex involvements and obligations, it is inevitable that misunderstandings, conflicts, and the need to make choices among apparently incompatible values will arise. Anthropologists are responsible for grappling with such difficulties and struggling to resolve them in ways compatible with the principles stated here. The purpose of this Code is to foster discussion and education. The American Anthropological Association (AAA) does not adjudicate claims for unethical behavior.

The principles and guidelines in this Code provide the anthropologist with tools to engage in developing and maintaining an ethical framework for all anthropological work.

## II. Introduction

Anthropology is a multidisciplinary field of science and scholarship, which includes the study of all aspects of humankind--archaeological, biological, linguistic and sociocultural. Anthropology has roots in the natural and social sciences and in the humanities, ranging in approach from basic to applied research and to scholarly interpretation.

As the principal organization representing the breadth of anthropology, the American Anthropological Association (AAA) starts from the position that generating and appropriately utilizing knowledge (i.e., publishing, teaching, developing programs, and informing policy) of the peoples of the world, past and present, is a worthy goal; that the generation of anthropological knowledge is a dynamic process using many different and ever-evolving approaches; and that for moral and practical reasons, the generation and utilization of knowledge should be achieved in an ethical manner.

The mission of American Anthropological Association is to advance all aspects of anthropological research and to foster dissemination of anthropological knowledge through publications, teaching, public education, and application. An important part of that mission is to help educate AAA members about ethical obligations and challenges involved in the generation, dissemination, and utilization of anthropological knowledge.

The purpose of this Code is to provide AAA members and other interested persons with guidelines for making ethical choices in the conduct of their anthropological work. Because anthropologists can find themselves in complex situations and subject to more than one code of ethics, the AAA Code of Ethics provides a framework, not an ironclad formula, for making decisions.

Persons using the Code as a guideline for making ethical choices or for teaching are encouraged to seek out illustrative examples and appropriate case studies to enrich their knowledge base.

Anthropologists have a duty to be informed about ethical codes relating to their work, and ought periodically to receive training on current research activities and ethical issues. In addition, departments offering anthropology degrees should include and require ethical training in their curriculums.

No code or set of guidelines can anticipate unique circumstances or direct actions in specific situations. The individual anthropologist must be willing to make carefully considered ethical choices and be prepared to make clear the assumptions, facts and issues on which those choices are based. These guidelines therefore address *general* contexts, priorities and relationships which should be considered in ethical decision making in anthropological work.

## III. Research

In both proposing and carrying out research, anthropological researchers must be open about the purpose(s), potential impacts, and source(s) of support for research projects with funders, colleagues, persons studied or providing information, and with relevant parties affected by the

research. Researchers must expect to utilize the results of their work in an appropriate fashion and disseminate the results through appropriate and timely activities. Research fulfilling these expectations is ethical, regardless of the source of funding (public or private) or purpose (i.e., "applied," "basic," "pure," or "proprietary").

Anthropological researchers should be alert to the danger of compromising anthropological ethics as a condition to engage in research, yet also be alert to proper demands of good citizenship or host-guest relations. Active contribution and leadership in seeking to shape public or private sector actions and policies may be as ethically justifiable as inaction, detachment, or noncooperation, depending on circumstances. Similar principles hold for anthropological researchers employed or otherwise affiliated with nonanthropological institutions, public institutions, or private enterprises.

**A. Responsibility to people and animals with whom anthropological researchers work and whose lives and cultures they study.**

1. Anthropological researchers have primary ethical obligations to the people, species, and materials they study and to the people with whom they work. These obligations can supersede the goal of seeking new knowledge, and can lead to decisions not to undertake or to discontinue a research project when the primary obligation conflicts with other responsibilities, such as those owed to sponsors or clients. These ethical obligations include:

- To avoid harm or wrong, understanding that the development of knowledge can lead to change which may be positive or negative for the people or animals worked with or studied
- To respect the well-being of humans and nonhuman primates
- To work for the long-term conservation of the archaeological, fossil, and historical records
- To consult actively with the affected individuals or group(s), with the goal of establishing a working relationship that can be beneficial to all parties involved

2. Anthropological researchers must do everything in their power to ensure that their research does not harm the safety, dignity, or privacy of the people with whom they work, conduct research, or perform other professional activities. Anthropological researchers working with animals must do everything in their power to ensure that the research does not harm the safety, psychological well-being or survival of the animals or species with which they work.

3. Anthropological researchers must determine in advance whether their hosts/providers of information wish to remain anonymous or receive recognition, and make every effort to comply with those wishes. Researchers must present to their research participants the possible impacts of the choices, and make clear that despite their best efforts, anonymity may be compromised or recognition fail to materialize.

4. Anthropological researchers should obtain in advance the informed consent of persons being studied, providing information, owning or controlling access to material being studied, or otherwise identified as having interests which might be impacted by the research. It is

understood that the degree and breadth of informed consent required will depend on the nature of the project and may be affected by requirements of other codes, laws, and ethics of the country or community in which the research is pursued. Further, it is understood that the informed consent process is dynamic and continuous; the process should be initiated in the project design and continue through implementation by way of dialogue and negotiation with those studied. Researchers are responsible for identifying and complying with the various informed consent codes, laws and regulations affecting their projects. Informed consent, for the purposes of this code, does not necessarily imply or require a particular written or signed form. It is the quality of the consent, not the format that is relevant.

5. Anthropological researchers who have developed close and enduring relationships (i.e., covenantal relationships) with either individual persons providing information or with hosts must adhere to the obligations of openness and informed consent, while carefully and respectfully negotiating the limits of the relationship.

6. While anthropologists may gain personally from their work, they must not exploit individuals, groups, animals, or cultural or biological materials. They should recognize their debt to the societies in which they work and their obligation to reciprocate with people studied in appropriate ways.

**B. Responsibility to scholarship and science**

1. Anthropological researchers must expect to encounter ethical dilemmas at every stage of their work, and must make good-faith efforts to identify potential ethical claims and conflicts in advance when preparing proposals and as projects proceed. A section raising and responding to potential ethical issues should be part of every research proposal.

2. Anthropological researchers bear responsibility for the integrity and reputation of their discipline, of scholarship, and of science. Thus, anthropological researchers are subject to the general moral rules of scientific and scholarly conduct: they should not deceive or knowingly misrepresent (i.e., fabricate evidence, falsify, plagiarize), or attempt to prevent reporting of misconduct, or obstruct the scientific/scholarly research of others.

3. Anthropological researchers should do all they can to preserve opportunities for future fieldworkers to follow them to the field.

4. Anthropological researchers should utilize the results of their work in an appropriate fashion, and whenever possible disseminate their findings to the scientific and scholarly community.

5. Anthropological researchers should seriously consider all reasonable requests for access to their data and other research materials for purposes of research. They should also make every effort to insure preservation of their fieldwork data for use by posterity.

## C. Responsibility to the public

1. Anthropological researchers should make the results of their research appropriately available to sponsors, students, decision makers, and other nonanthropologists. In so doing, they must be truthful; they are not only responsible for the factual content of their statements but also must consider carefully the social and political implications of the information they disseminate. They must do everything in their power to insure that such information is well understood, properly contextualized, and responsibly utilized. They should make clear the empirical bases upon which their reports stand, be candid about their qualifications and philosophical or political biases, and recognize and make clear the limits of anthropological expertise. At the same time, they must be alert to possible harm their information may cause people with whom they work or colleagues.

2. Anthropologists may choose to move beyond disseminating research results to a position of advocacy. This is an individual decision, but not an ethical responsibility.

## IV. Teaching

### Responsibility to students and trainees

While adhering to ethical and legal codes governing relations between teachers/mentors and students/trainees at their educational institutions or as members of wider organizations, anthropological teachers should be particularly sensitive to the ways such codes apply in their discipline (for example, when teaching involves close contact with students/trainees in field situations). Among the widely recognized precepts which anthropological teachers, like other teachers/mentors, should follow are:

1. Teachers/mentors should conduct their programs in ways that preclude discrimination on the basis of sex, marital status, "race," social class, political convictions, disability, religion, ethnic background, national origin, sexual orientation, age, or other criteria irrelevant to academic performance.

2. Teachers'/mentors' duties include continually striving to improve their teaching/training techniques; being available and responsive to student/trainee interests; counseling students/ trainees realistically regarding career opportunities; conscientiously supervising, encouraging, and supporting students'/trainees' studies; being fair, prompt, and reliable in communicating evaluations; assisting students/trainees in securing research support; and helping students/trainees when they seek professional placement.

3. Teachers/mentors should impress upon students/trainees the ethical challenges involved in every phase of anthropological work; encourage them to reflect upon this and other codes; encourage dialogue with colleagues on ethical issues; and discourage participation in ethically questionable projects.

4. Teachers/mentors should publicly acknowledge student/trainee assistance in research and preparation of their work; give appropriate credit for coauthorship to students/trainees;

encourage publication of worthy student/trainee papers; and compensate students/trainees justly for their participation in all professional activities.

5. Teachers/mentors should beware of the exploitation and serious conflicts of interest which may result if they engage in sexual relations with students/trainees. They must avoid sexual liaisons with students/trainees for whose education and professional training they are in any way responsible.

## V. Application

1. The same ethical guidelines apply to all anthropological work. That is, in both proposing and carrying out research, anthropologists must be open with funders, colleagues, persons studied or providing information, and relevant parties affected by the work about the purpose(s), potential impacts, and source(s) of support for the work. Applied anthropologists must intend and expect to utilize the results of their work appropriately (i.e., publication, teaching, program and policy development) within a reasonable time. In situations in which anthropological knowledge is applied, anthropologists bear the same responsibility to be open and candid about their skills and intentions, and monitor the effects of their work on all persons affected. Anthropologists may be involved in many types of work, frequently affecting individuals and groups with diverse and sometimes conflicting interests. The individual anthropologist must make carefully considered ethical choices and be prepared to make clear the assumptions, facts and issues on which those choices are based.

2. In all dealings with employers, persons hired to pursue anthropological research or apply anthropological knowledge should be honest about their qualifications, capabilities, and aims. Prior to making any professional commitments, they must review the purposes of prospective employers, taking into consideration the employer's past activities and future goals. In working for governmental agencies or private businesses, they should be especially careful not to promise or imply acceptance of conditions contrary to professional ethics or competing commitments.

3. Applied anthropologists, as any anthropologist, should be alert to the danger of compromising anthropological ethics as a condition for engaging in research or practice. They should also be alert to proper demands of hospitality, good citizenship and guest status. Proactive contribution and leadership in shaping public or private sector actions and policies may be as ethically justifiable as inaction, detachment, or noncooperation, depending on circumstances.

## VI. Epilogue

Anthropological research, teaching, and application, like any human actions, pose choices for which anthropologists individually and collectively bear ethical responsibility. Since anthropologists are members of a variety of groups and subject to a variety of ethical codes, choices must sometimes be made not only between the varied obligations presented in this code but also between those of this code and those incurred in other statuses or roles. This statement does not dictate choice or propose sanctions. Rather, it is designed to promote discussion and provide general guidelines for ethically responsible decisions.

## VII. Acknowledgments

This Code was drafted by the Commission to Review the AAA Statements on Ethics during the period January 1995-March 1997. The Commission members were James Peacock (Chair), Carolyn Fluehr-Lobban, Barbara Frankel, Kathleen Gibson, Janet Levy, and Murray Wax. In addition, the following individuals participated in the Commission meetings: philosopher Bernard Gert, anthropologists Cathleen Crain, Shirley Fiske, David Freyer, Felix Moos, Yolanda Moses, and Niel Tashima; and members of the American Sociological Association Committee on Ethics. Open hearings on the Code were held at the 1995 and 1996 annual meetings of the American Anthropological Association. The Commission solicited comments from all AAA Sections. The first draft of the AAA Code of Ethics was discussed at the May 1995 AAA Section Assembly meeting; the second draft was briefly discussed at the November 1996 meeting of the AAA Section Assembly.

The Final Report of the Commission was published in the September 1995 edition of the *Anthropology Newsletter* and on the AAA web site (http://www.aaanet.org). Drafts of the Code were published in the April 1996 and 1996 annual meeting edition of the *Anthropology Newsletter* and the AAA web site, and comments were solicited from the membership. The Commission considered all comments from the membership in formulating the final draft in February 1997. The Commission gratefully acknowledges the use of some language from the codes of ethics of the National Association for the Practice of Anthropology and the Society for American Archaeology.

## VIII. Other Relevant Codes of Ethics

The following list of other Codes of Ethics may be useful to anthropological researchers, teachers and practitioners:

**Animal Behavior Society**
1991 Guidelines for the Use of Animals in Research. *Animal Behavior* 41:183-186.

**American Board of Forensic Examiners**
n.d. *Code of Ethical Conduct.* (American Board of Forensic Examiners, 300 South Jefferson Avenue, Suite 411, Springfield, MO 65806).

**Archaeological Institute of America**
1991 Code of Ethics. *American Journal of Archaeology* 95:285.
1994 *Code of Professional Standards.* (Archaeological Institute of America, 675 Commonwealth Ave, Boston, MA 02215-1401. Supplements and expands but does not replace the earlier Code of Ethics).

**National Academy of Sciences**
1995 *On Being a Scientist: Responsible Conduct in Research.* 2nd edition. Washington, D.C.: National Academy Press (2121 Constitution Avenue, NW, Washington, D.C. 20418).

**National Association for the Practice of Anthropology**
1988 *Ethical Guidelines for Practitioners.*

**Sigma Xi**
1992 Sigma Xi Statement on the Use of Animals in Research. *American Scientist* 80:73-76.

**Society for American Archaeology**
1996 *Principles of Archaeological Ethics.* (Society for American Archaeology, 900 Second Street, NE, Suite 12, Washington, D.C. 20002-3557).

**Society for Applied Anthropology**
1983 *Professional and Ethical Responsibilities.* (Revised 1983).

**Society of Professional Archaeologists**
1976 *Code of Ethics, Standards of Research Performance and Institutional Standards.* (Society of Professional Archaeologists, PO Box 60911, Oklahoma City, OK 73146-0911).

**United Nations**
1948 *Universal Declaration of Human Rights.*
1983 *United Nations Convention on the Elimination of All Forms of Discrimination Against Women.*
1987 *United Nations Convention on the Rights of the Child.*
Forthcoming *United Nations Declaration on Rights of Indigenous Peoples.*

## Appendix C—Principles of Archaeological Ethics, SAA Ethics in Archaeology Committee

At its April 10, 1996 meeting, the SAA Executive Board adopted the Principles of Archaeological Ethics, reproduced below, as proposed by the SAA Ethics in Archaeology Committee. The adoption of these principles represents the culmination of an effort begun in 1991 with the formation of the ad-hoc Ethics in Archaeology Committee. The committee was charged with considering the need for revising the society's existing statements on ethics. A 1993 workshop on ethics, held in Reno, resulted in draft principles that were presented at a public forum at the 1994 annual meeting in Anaheim. SAA published the draft principles with position papers from the forum and historical commentaries in a special report distributed to all members, *Ethics and Archaeology: Challenges for the 1990s*, edited by Mark. J. Lynott and Alison Wylie (1995). Member comments were solicited in this special report, through a notice in *SAA Bulletin*, and at two sessions held at the SAA booth during the 1995 annual meeting in Minneapolis. The final principles, presented here, are revised from the original draft based on comments from members and the Executive Board.

The Executive Board strongly endorses these principles and urges their use by all archaeologists "in negotiating the complex responsibilities they have to archaeological resources, and to all who have an interest in these resources or are otherwise affected by archaeological practice (Lynott and Wylie 1995:8)." The board is grateful to those who have contributed to the development of these principles, especially the members of the Ethics in Archaeology Committee, chaired by Mark. J. Lynott and Alison Wylie, for their skillful completion of this challenging and important task. The bylaws change just voted by the members has established a new standing committee, the Committee on Ethics that will carry on with these crucial efforts.

**Principle No. 1:**

***Stewardship***

The archaeological record, that is, in situ archaeological material and sites, archaeological collections, records and reports, is irreplaceable. It is the responsibility of all archaeologists to work for the long-term conservation and protection of the archaeological record by practicing and promoting stewardship of the archaeological record. Stewards are both caretakers of and advocates for the archaeological record for the benefit of all people; as they investigate and interpret the record, they should use the specialized knowledge they gain to promote public understanding and support for its long-term preservation.

**Principle No. 2:**

***Accountability***

Responsible archaeological research, including all levels of professional activity, requires an acknowledgment of public accountability and a commitment to make every reasonable effort, in good faith, to consult actively with affected group(s), with the goal of establishing a working relationship that can be beneficial to all parties involved.

**Principle No. 3:**

***Commercialization***

The Society for American Archaeology has long recognized that the buying and selling of objects out of archaeological context is contributing to the destruction of the archaeological record on the American continents and around the world. The commercialization of archaeological objects - their use as commodities to be exploited for personal enjoyment or profit - results in the destruction of archaeological sites and of contextual information that is essential to understanding the archaeological record. Archaeologists should therefore carefully weigh the benefits to scholarship of a project against the costs of potentially enhancing the commercial value of archaeological objects. Whenever possible they should discourage, and should themselves avoid, activities that enhance the commercial value of archaeological objects, especially objects that are not curated in public institutions, or readily available for scientific study, public interpretation, and display.

**Principle No. 4:**

***Public Education and Outreach***

Archaeologists should reach out to, and participate in cooperative efforts with others interested in the archaeological record with the aim of improving the preservation, protection, and interpretation of the record. In particular, archaeologists should undertake to: 1) enlist public support for the stewardship of the archaeological record; 2) explain and promote the use of archaeological methods and techniques in understanding human behavior and culture; and 3) communicate archaeological interpretations of the past. Many publics exist for archaeology including students and teachers; Native Americans and other ethnic, religious, and cultural groups who find in the archaeological record important aspects of their cultural heritage; lawmakers and government officials; reporters, journalists, and others involved in the media; and the general public. Archaeologists who are unable to undertake public education and outreach directly should encourage and support the efforts of others in these activities.

**Principle No. 5:**

***Intellectual Property***

Intellectual property, as contained in the knowledge and documents created through the study of archaeological resources, is part of the archaeological record. As such it should be treated in accord with the principles of stewardship rather than as a matter of personal possession. If there is a compelling reason, and no legal restrictions or strong countervailing interests, a researcher may have primary access to original materials and documents for a limited and reasonable time, after which these materials and documents must be made available to others.

**Principle No. 6:**

***Public Reporting and Publication***

Within a reasonable time, the knowledge archaeologists gain from investigation of the archaeological record must be presented in accessible form (through publication or other means) to as wide a range of interested publics as possible. The documents and materials on which publication and other forms of public reporting are based should be deposited in a suitable place for permanent safekeeping. An interest in preserving and protecting *in situ* archaeological sites must be taken in to account when publishing and distributing information about their nature and location.

**Principle No. 7:**

***Records and Preservation***

Archaeologists should work actively for the preservation of, and long term access to, archaeological collections, records, and reports. To this end, they should encourage colleagues, students, and others to make responsible use of collections, records, and reports in their research as one means of preserving the *in situ* archaeological record, and of increasing the care and attention given to that portion of the archaeological record which has been removed and incorporated into archaeological collections, records, and reports.

**Principle No. 8:**

***Training and Resources***

Given the destructive nature of most archaeological investigations, archaeologists must ensure that they have adequate training, experience, facilities, and other support necessary to conduct any program of research they initiate in a manner consistent with the foregoing principles and contemporary standards of professional practice.

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## Appendix D—Code of Ethics, American Association of Physical Anthropologists

## (Approved by the AAPA Membership at the annual business meeting on April 25, 2003)

### I. Preamble

Physical anthropologists are part of the anthropology community and members of many other different communities each with its own moral rules or codes of ethics. Physical anthropologists have obligations to their scholarly discipline, the wider society, and the environment. Furthermore, field workers may develop close relationships with the people with whom they work, generating an additional level of ethical considerations.

In a field of such complex involvement and obligations, it is inevitable that misunderstanding, conflicts, and the need to make choices among apparently incompatible values will arise. Physical anthropologists are responsible for grappling with such difficulties and struggling to resolve them in ways compatible with the principles stated here. The purpose of this Code is to foster discussion and education. The American Association of Physical Anthropologists (AAPA) does not adjudicate claims of unethical behavior.

The principles and guidelines in this Code provide physical anthropologists with the tools to engage in developing and maintaining an ethical framework, as they engage in their work. This Code is based on the Code developed and approved by the American Anthropological Association (AAA). The AAPA has the permission of the AAA to use and modify the AAA Code as needed. In sections III, IV, V, VI, VII, and VIII anthropology or anthropologists refers to physical anthropology or physical anthropologists.

### II. Introduction

Physical anthropology is a multidisciplinary field of science and scholarship, which includes the study of biological aspects of humankind and nonhuman primates. Physical anthropology has roots in the natural and social sciences, ranging in approach from basic to applied research and to scholarly interpretation. The purpose of the AAPA is the advancement of the science of physical anthropology. The Code holds the position that generating and appropriately utilizing knowledge (i.e., publishing, teaching, developing programs, and informing policy) of the peoples of the world, past and present, is a worthy goal; that general knowledge is a dynamic process using many different and ever-evolving approaches; and that for moral and practical reasons, the generation and utilization of knowledge should be achieved in an ethical manner.

The purpose of this Code is to provide AAPA members and other interested persons with guidelines for making ethical choices in the conduct of their physical anthropological work. Because physical anthropologists can find themselves in complex situations and subject to more than one code of ethics, the AAPA Code of Ethics provides a framework, not an ironclad formula, for making decisions.

Physical anthropologists have a duty to be informed about ethical codes relating to their work and ought periodically to receive training on ethical issues. In addition, departments offering anthropology degrees should include and require ethical training in their curriculums.

No code or set of guidelines can anticipate unique circumstances or direct actions required in any specific situation. The individual physical anthropologist must be willing to make carefully considered ethical choices and be prepared to make clear the assumptions, facts and issues on which those choices are based. These guidelines therefore address general contexts, priorities and relationships that should be considered in ethical decision making in physical anthropological work.

## III. Research

In both proposing and carrying out research, anthropological researchers must be open about the purpose(s), potential impacts, and source(s) of support for research projects with funders, colleagues, persons studied or providing information, and with relevant parties affected by the research. Researchers must expect to utilize the results of their work in an appropriate fashion and disseminate the results through appropriate and timely activities. Research fulfilling these expectations is ethical, regardless of the source of funding (public or private) or purpose (i.e., "applied," "basic," "pure," or "proprietary").

Anthropological researchers should be alert to the danger of compromising anthropological ethics as a condition to engage in research, yet also be alert to proper demands of good citizenship or host-guest relations. Active contribution and leadership in seeking to shape public or private sector actions and policies may be as ethically justifiable as inaction, detachment, or noncooperation, depending on circumstances. Similar principles hold for anthropological researchers employed or otherwise affiliated with nonanthropological institutions, public institutions, or private enterprises.

A. Responsibility to people and animals with whom anthropological researchers work and whose lives and cultures they study.

1. Anthropological researchers have primary ethical obligations to the people, species, and materials they study and to the people with whom they work. These obligations can supersede the goal of seeking new knowledge, and can lead to decisions not to undertake or to discontinue a research project when the primary obligation conflicts with other responsibilities, such as those owed to sponsors or clients. These ethical obligations include:

> To respect the well-being of humans and nonhuman primates
>
> To work for the long-term conservation of the archaeological, fossil, and historical records
>
> To consult actively with the affected individuals or group(s), with the goal of establishing a working relationship that can be beneficial to all parties involved

2. Anthropological researchers must do everything in their power to ensure that their research does not harm the safety, dignity, or privacy of the people with whom they work, conduct research, or perform other professional activities

3. Anthropological researchers must determine in advance whether their hosts/providers of information wish to remain anonymous or receive recognition, and make every effort to comply with those wishes. Researchers must present to their research participants the possible impacts of the choices, and make clear that despite their best efforts, anonymity may be compromised or recognition fail to materialize.

4. Anthropological researchers should obtain in advance the informed consent of persons being studied, providing information, owning or controlling access to material being studied, or otherwise identified as having interests which might be impacted by the research. It is understood that the degree and breadth of informed consent required will depend on the nature of the project and may be affected by requirements of other codes, laws, and ethics of the country or community in which the research is pursued. Further, it is understood that the informed consent process is dynamic and continuous; the process should be initiated in the project design and continue through implementation by way of dialogue and negotiation with those studied. Researchers are responsible for identifying and complying with the various informed consent codes, laws and regulations affecting their projects. Informed consent, for the purposes of this code, does not necessarily imply or require a particular written or signed form. It is the quality of the consent, not the format that is relevant.

5. Anthropological researchers who have developed close and enduring relationships (i.e., covenantal relationships) with either individual persons providing information or with hosts must adhere to the obligations of openness and informed consent, while carefully and respectfully negotiating the limits of the relationship.

6. While anthropologists may gain personally from their work, they must not exploit individuals, groups, animals, or cultural or biological materials. They should recognize their debt to the societies in which they work and their obligation to reciprocate with people studied in appropriate ways.

B. Responsibility to scholarship and science

1. Anthropological researchers must expect to encounter ethical dilemmas at every stage of their work, and must make good-faith efforts to identify potential ethical claims and conflicts in advance when preparing proposals and as projects proceed.

2. Anthropological researchers bear responsibility for the integrity and reputation of their discipline, of scholarship, and of science. Thus, anthropological researchers are subject to the general moral rules of scientific and scholarly conduct: they should not deceive or knowingly misrepresent (i.e., fabricate evidence, falsify, plagiarize), or attempt to prevent reporting of misconduct, or obstruct the scientific/scholarly research of others.

3. Anthropological researchers should do all they can to preserve opportunities for future fieldworkers to follow them to the field.

4. Anthropological researchers should utilize the results of their work in an appropriate fashion, and whenever possible disseminate their findings to the scientific and scholarly community.

5. Anthropological researchers should seriously consider all reasonable requests for access to their data and other research materials for purposes of research. They should also make every effort to ensure preservation of their fieldwork data for use by posterity.