

**Department of Anthropology and Archaeology
University of Calgary
ARKY 325
Ancient Civilizations
Fall 2017**

Time & Days: 3:30 – 4:45 TR
Location: ST 143

Instructor: Dr. Jennifer Chmilar
Email: jchmilar@ucalgary.ca
Office: Earth Sciences 602K
Office Hours: Tues/ Thurs by
appointment
Telephone: (403) 220-4699

T.A.:
Email:
Office:
Office Hours:

Course Description

This course covers the rise and achievements of the earliest civilizations in both the Old and New Worlds. Emphasis will be placed on the civilizations of Mesopotamia, Egypt, India, China, Mesoamerica, and the Andes. We will explore what civilization is, why it arose in several parts of the world at different times, and what these ancient civilizations have in common.

Learning Outcomes

By the end of the course students should be able to

- Explain what civilization is
- Explain why civilizations arose in Mesopotamia, Egypt, India, China, Mesoamerica and the Andes
- Discuss the major achievements of these civilizations
- Discuss what these civilizations have in common.

Readings

Students are expected to consult assigned readings in preparation for each class. The text is available through the University of Calgary Bookstore or students may acquire it through other means. A copy of the most recent text is available on 2 hour reserve in the library. Additional readings, including articles and portions of electronic books, are accessible free of charge via library links provided on D2L.

In the Bookstore:

1. **Wenke, Robert J. and Deborah I. Olszewski (2007) *Patterns in Prehistory: Humankind's First Three Million Years, 5th edition.* Oxford University Press, New York.**

Online Links:

2. Links to supplementary articles can be found in the appropriate folders within the D2L page. A valid U of C library account will be needed to sign in and follow the links.

Please consult the course outline and reading list, available on D2L, for daily topics, reading requirements, assignment and exam due dates.

Format

The course will progress according to the detailed outline provided at the beginning of term and posted on D2L. Students are expected to arrive to class with required texts already read. Classes will consist of a lecture/discussion led by the professor on issues arising from daily topics, but not strictly mirroring material in required readings. Students are responsible for taking their own notes as PowerPoint slides are minimal outlines of the topics covered and may or may not be posted on D2L. Lectures will be supplemented by occasional guest lectures, videos and other media sources. Students are encouraged to pose relevant

questions and participate with appropriate and respectful commentary. All material presented in lectures, including by guest speakers and in videos, and all assigned readings – including sections not explicitly covered during lecture - are testable. Regular attendance and participation is highly recommended.

Assessment

Final grade will be based on three exams during the term and a final exam to be scheduled during exam week. Exams will be a combination of multiple choice and short answer questions. It is not required to complete all coursework in order to calculate the final grade. Opportunities for bonus points **may** be made available during the semester but not on an individual basis. The breakdown of grades is as follows:

Exam #1 (Thursday September 28)	20%
Exam # 2 (Tuesday October 24)	25%
Exam # 3 (Thursday November 16)	25%
Final Exam (To be scheduled by the registrar)	30%

Grading scheme:

A+	94.9–100	A	89.9–94.8%	A-	84.9–89.8 %
B+	79.9–84.8 %	B	74.9–79.8 %	B-	70.9–74.8 %
C+	66.9–70.8 %	C	62.9–66.8 %	C-	58.9–62.8 %
D+	54.9 %– 58.8%	D	49.9–54.8 %	F	49.8 and below

Accommodations:

In keeping with a philosophy of universal access to education, students may register with Student Accessibility Services located in MacEwan Hall room 452, or by phone (403) 220-8237, to arrange for academic accommodations. Those not registered are not eligible for such accommodations. See: <http://www.ucalgary.ca/access/>

Absences:

Absence from the in-class exams and tests must be justified. Official requests must be made in person or in writing to the professor no later than one class prior to the scheduled exam and accompanied by valid documentation. In the case of no documentation, the exam may be rewritten but subject to a penalty. There will only be one scheduled rewrite of the exam within one week of its scheduled date, any student who missed the exam is expected to make arrangements to attend.

Exam Reassessment

Students have two weeks after exam grades are posted to appeal their grade. Students will need to make an appointment with the TA to review the exam and compare it to the answer key. Any discrepancies are to be addressed in a written document as per the "Reassessment Instructions" posted on D2L. Note that this is not an opportunity to critique the answer key and any revaluation may result in a lower grade.

Freedom of Information and Protection of Privacy Act:

This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIP). As one consequence, students should identify themselves on all written work by using their ID number. Also they will be required to provide a piece of picture identification in order to pick up an assignment or look at a final exam. For more information see also: <http://www.ucalgary.ca/secretariat/privacy>.

Plagiarism:

In written work, when a piece of information or a quote is used from another person (author, filmmaker, guest speaker, friend, or presented in another class), due credit is required. Failure to attribute the source of ideas and to pass them off as one's own is called plagiarism and is grounds for sanctions as

imposed by the university. Please review the University guidelines for Intellectual Honesty here: <https://arts.ucalgary.ca/plagiarismcheating>.

Tentative Schedule

Dates	Topic	Readings
Tuesday September 12 Thursday September 14	Introduction: Anthropology, Archaeology, & Science	Chapter 1: 2-12, 32-34 Chapter 2: Chapter 16
Tuesday September 19 Thursday September 21 Tuesday September 26	Culture, Complexity, & Civilization	Chapter 6: Chapter 7:
Thursday September 28	EXAM #1 - 20%	
Tuesday October 3 Thursday October 5 Tuesday October 10	Mesopotamia	Chapter 8
Thursday October 12 Tuesday October 17 Thursday October 19	Ancient Egypt	Chapter 9
Tuesday October 24	EXAM #2 - 25%	
Thursday October 26 Tuesday October 31 Thursday November 2	Indus Valley	Chapter 10
Tuesday November 7 Thursday November 9 Tuesday November 14	China	Chapter 11
Thursday November 16	EXAM #3 - 25%	
Tuesday November 21 Thursday November 23 Tuesday November 28	Mesoamerica	Chapter 13
Thursday November 30 Tuesday December 5 Thursday December 7	The Andes	Chapter 14
FINALS WEEK (TBA)	FINAL EXAM - 30%	

Policies

Note-taking

Students are expected to take their own notes. It is not the professor's policy to provide lecture notes on D2L. Powerpoint presentations may be provided but should not be treated as an alternative to note-taking, as it will occur only at the instructor's timing and discretion. Students are expected to consult with peers over missed lectures and subsequently with the professor or TA during their office hours.

Recording and Sharing Notes

Recording devices may not be used unless approved by the professor. Notes are for personal use and may not be sold or distributed on a note-sharing website.

Electronic Devices in the Classroom

All cell phones are expected to be turned off and put away during class-time. Taking notes using pen and paper is strongly encouraged though laptops may also be used. Should laptops become used for purposes not related to course material or in the designated areas of the classroom, this privilege may be removed for all class members.

Office Hours

To arrange a meeting during, or out of, office hours, send a request via email indicating the desired day and time as well as a brief reason. Please note that the professor is only available on Tuesdays and Thursdays.

Email Etiquette

Please use your ucalgary.ca email address, or another email with an *appropriate* name. Include the class and a brief reason for your email in the subject line (when emailing from D2L the class is already included). Open your email with a salutation directed to me (for example, 'Dear Professor Chmilar'), do not use 'Hey'. If you have multiple questions, separate each into its own paragraph so all can be easily identified. Write in full sentences. Close your email by signing your name.

No discussion of grades via email, you must make an appointment to discuss your grade in person.

All email will be replied to in a prompt fashion though likely not immediately. Tuesday and Thursday mornings will be set aside specifically to respond to emails. As such, students can expect a reply within approximately two days (not including evenings, weekends, or holidays) or less, ***provided the email etiquette has been followed and the answer is not available here in the syllabus.***

Statement of Fair Warning

In this course readings and lectures may contain ideas and information that some students find disturbing or otherwise troubling. Any student not wishing to undertake this work should contact the instructor immediately so that enrolment in an alternative course more in keeping with the student's interests can be facilitated.

Writing across the Curriculum

Writing skills are not exclusive to English courses and, in fact, should cross all disciplines. The University supports the belief that throughout their University careers, students should be taught how to write well so that when they graduate their writing abilities will be far above the minimal standards required at entrance. Consistent with this belief, students are expected to do a substantial amount of writing in their University courses and, where appropriate, members of faculty can and should use writing and the grading thereof as a factor in the evaluation of student work. The services provided by the Writing Support, part of the Student Success Centre, can be utilized by all undergraduate and graduate students who feel they require further assistance.

ADDITIONAL IMPORTANT INFORMATION

PLAGIARISM AND CHEATING

Plagiarism: "to steal and pass off the ideas or words of another as one's own" (Webster's). Plagiarism will not be tolerated and will automatically result in a failing grade for the submission. Any student caught plagiarizing will also be subject to additional University sanctions. Students are expected to be familiar with the Department of Anthropology and Archaeology's policy on intellectual honesty

DEFERRED EXAMS:

A student who is absent from a test for legitimate reasons must discuss an alternative course of action with the instructor. The instructor at their discretion may transfer the percentage weight for the test to the final examination, if there is a final examination in the course, set another test, etc. An instructor will normally make this decision on the basis of verbal information provided by the student. In the event that an instructor feels that they cannot judge the veracity of the information provided, Students must be aware that they are responsible for payment of any charge associated with the medical assessment and documentation as this service falls outside the realm of services provided by the Provincial Health Care Plan. Deferral of the final exam requires Registrar approval.

ACADEMIC ACCOMMODATIONS

<http://www.ucalgary.ca/access/accommodations/policy>

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities

Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the instructor of this course.

ACADEMIC INTEGRITY

Academic integrity is essential to the pursuit of learning and scholarship in a university, and to ensuring that a degree from the University of Calgary is a strong signal of each student's individual academic achievements. As a result, the University treats cases of cheating and plagiarism very seriously. Non-academic integrity also constitutes an important component of this program.

For detailed information on what constitutes academic and non-academic misconduct, please refer to the following link: <http://www.ucalgary.ca/pubs/calendar/current/k-2-1.html>

All suspected cases of academic and non-academic misconduct will be investigated following procedures outlined in the University Calendar. If you have questions or concerns about what constitutes appropriate academic behavior or appropriate research and citation methods, you are expected to seek out additional information on academic integrity from your instructor or from other institutional resources.

Where there is a criminal act involved in plagiarism, cheating or other academic misconduct, e.g., theft (taking another student's paper from their possession, or from the possession of a faculty member without permission), breaking and entering (forcibly entering an office to gain access to papers, grades or records), forgery, personation and conspiracy (impersonating another student by agreement and writing their paper) and other such offences under the Criminal Code of Canada, the University may take legal advice on the appropriate response and, where appropriate, refer the matter to the police, in addition to or in substitution for any action taken under these regulations by the University

TEACHING EVALUATIONS / USRI (Universal Student Ratings of Instruction)

At the University of Calgary, feedback provided by students through the Universal Student Ratings of Instruction (USRI) survey provides valuable information to help with evaluating instruction, enhancing

learning and teaching, and selecting courses. **Your responses make a difference, please participate!**
Website: <http://www.ucalgary.ca/usri/>

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Emergency Evacuation Assembly Points: In the event of an emergency that requires evacuation, please refer to the following link to become familiar with the assembly points for the class:
<http://www.ucalgary.ca/emergencyplan/assemblypoints>

Freedom of Information and Protection of Privacy Act: Freedom of Information and Protection of Privacy Act

The University of Calgary is committed to protecting the privacy of individuals who work and study at the University or who otherwise interact with the University in accordance with the standards set out in the Freedom of Information and Protection of Privacy Act. Please refer to the following link for detailed information: <http://www.ucalgary.ca/legalservices/foip>

The Department of Anthropology and Archaeology's FOIP (Freedom of Information and Privacy) policy requires all reports/examinations to be returned to students during class time or the instructor's office hours. Any term work not picked up will be placed in the Anthropology and Archaeology Office (ES620) for distribution. Any student not wishing to have their work placed in the office must make alternative arrangements with the course instructor early in the term.

Safewalk Information: Campus Security, in partnership with the Students' Union, provides the Safewalk service, 24 hours a day to any location on Campus including the LRT, parking lots, bus zones and University residences. Contact Campus Security at (403) 220-5333 or use a help phone, and Safewalkers or a Campus Security Officer will accompany you to your campus destination.

Faculty of Arts Program Advising and Student Information Resources: Have a question, but not sure where to start? Arts Students' Centre

The Faculty of Arts Students' Centre is the overall headquarters for undergraduate programs in the Faculty of Arts. The key objective of this office is to connect students with whatever academic assistance that they require.

In addition to housing the Associate Dean, Undergraduate Programs and Student Affairs and the Associate Dean for Teaching and Learning, the Arts Students' Centre is the specific home to:

- program advising
- the Faculty's Co-operative Education Program
- the Arts and Science Honours Academy
- the Faculty's Interdisciplinary Programs

- a Student Help Desk

Location: Social Sciences Room 102

Phone: 403.220.3580

Email: ascarts@ucalgary.ca

Website: arts.ucalgary.ca/undergraduate/

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at (403) 210-ROCK [7625] or visit them at the MacKimmie Library Block.

Contacts for Students Union Representatives for the Faculty of Arts:

arts1@su.ucalgary.ca

arts2@su.ucalgary.ca

arts3@su.ucalgary.ca

arts4@su.ucalgary.ca

Ombudsman`s office: <http://www.ucalgary.ca/ombuds/>