Proposal for a Revision of the Graduate Curriculum in the Department of Anthropology College of Liberal and Creative Arts January 8, 2015
I. Introduction

A. Contact people

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B. Number of faculty teaching in the program in Spring, 2014

<table>
<thead>
<tr>
<th></th>
<th>Full time</th>
<th>FERP</th>
<th>Full time lecturers</th>
<th>Other lecturers</th>
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<tr>
<td></td>
<td>5</td>
<td>1</td>
<td>2</td>
<td>7</td>
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C. Number of majors, minors and graduate students in Spring 2014

Majors: 302  
Minors: 33  
Graduate: 27

D. Number of graduates over the past 3 years

<table>
<thead>
<tr>
<th>Academic Year</th>
<th>Undergraduate</th>
<th>Graduate</th>
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<tbody>
<tr>
<td>2011-2</td>
<td>78</td>
<td>6</td>
</tr>
<tr>
<td>2012-3</td>
<td>85</td>
<td>7</td>
</tr>
<tr>
<td>2013-4</td>
<td>91</td>
<td>7</td>
</tr>
<tr>
<td>Total 2011-14</td>
<td>254</td>
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II. Nature of the request

The Department of Anthropology proposes a curriculum revision of its Graduate Program. The faculty have worked together for three years to complete this transition. Our graduate program’s requirements remain at their original thirty unit minimum, but we have revised all of our required graduate offerings and have added six new graduate courses. These developments reflect a new departmental Mission Statement, changing faculty interests, an expanded commitment to one of our subfields (Visual Anthropology), useful recommendations of the 6th Cycle Review Committee, and improved assessment tools.

A. What is new for the MA

Anthropology has created six new courses, described in this section, and has revised four others, described in Section 2, below.

1) Four new courses to develop writing and research skills
   - ANTH 715 The Craft of Anthropological Writing
   - ANTH 716 The Literature Review
   - ANTH 717 The Research Proposal
   - ANTH 718 The Grant Proposal

Rationale: Based on our Department’s self-assessment and on recommendations of the 6th Cycle Reviewers, we have created four new 1-unit graduate courses that are
required of all incoming graduate students to ensure they have the research and writing skills necessary to begin their MA thesis or Creative Work project. Previously these skills were implicitly part of the ANTH 710 Proseminar and area-specific seminar courses (721 [was 740], 722 [was 760] and 723 [was 770]). However, this created ambiguity regarding when and how specific skills were taught and assessed. Creating stand-alone courses ensures that all necessary research and writing skills are fully covered and allows for more systematic assessments. To accommodate these units, the area-specific seminars have been reduced from 3-units to 2-units and focus more exclusively on the theory and foundations of the field as described in Section B, page 5.

**ANTH 715 The Craft of Anthropological Writing** (1 unit) provides students with the opportunity to practice their writing skills in anthropology. Topics range from a review of basic grammar, style, and usage, to the organization of argument and its delivery, and on to strategies to enhance creative thinking. Students review prominent writing styles in anthropology, and learn about the variety of sub-disciplinary, professional association, and publishing house style-guides and submission procedures. This is a Fall semester class, designed to be taught in close conjunction with ANTH 710, *Seminar in Anthropological Theory and Method*. Papers written for 710 will be worked on in 715 to help the student develop skill in writing several drafts and developing themes.

**ANTH 716, The Literature Review** (1 unit) provides students with the basic skills needed to write a literature review including the components of the review; the location and assessment of sources; the best ways to categorize, organize, and critically synthesize sources and source content; plagiarism and citation; the aspects of literature reviews specific to anthropology; and the development of the appropriate authorial tone. Important topics are means to finding the problem and contend with information glut. It offers tools for developing online and offline search skills. This is a Spring semester class.

**ANTH 717, The Research Proposal** (1 unit) provides students with the basic skills needed to produce a research proposal that is practical and appropriate for their MA thesis or Creative Work including designing a research question; defining and documenting the context of research; choosing and assessing methods to be used; understanding ethical concerns and gaining permissions required for research; foreseeing expected results and assessing the significance, impact, and consequences of the results obtained for existing knowledge and for future research. It dovetails with ANTH 716, *The Literature Review*, by using work conducted in that course to develop new research themes and evaluate them in terms of their originality and timeliness. This is a Spring semester class, which complements ANTH 718, also taught in the Spring.

**ANTH 718, The Grant Proposal** (1 unit) identifies proposal elements demanded by all granting agencies – *Statement of Need, Goals and Objectives, Program Design* (including Human Subjects protocols), *Budget, Sustainability, Evaluation* and *Capacity*. The course introduces the proposal requirements of three major granting agencies for anthropological research - The National Science
Foundation, The National Institutes of Health, and The Wenner-Gren
Foundation. Using the research they have designed in ANTH 716 and 717,
students design proposals based on the requirements of one of these agencies.
This is a Spring semester Class.

2) Three new courses in Visual Anthropology

Introduction: Visual Anthropology at San Francisco State University is unique in that
this sub-discipline originated here. The first textbook ever written on Visual
Anthropology was by our very own tenured professor, the late Dr. John Collier,
*Visual Anthropology: Photography as a Research Method* in 1967. Dr. Collier, along
with another anthropology professor, Dr. John Adair, proceeded to cultivate Visual
Anthropology as a legitimate sub-discipline of Cultural Anthropology. Traditionally,
North American Anthropology began as a four-field discipline (Archaeology,
Biological, Cultural, and Linguistic Anthropology), although currently most
departments of Anthropology have a multi-field approach. Given our legacy of Visual
Anthropology, our department is committed to maintaining it as a strong emphasis,
which began years ago with the hire of Dr. Peter Biella, who received one of the first
doctoral degrees in Visual Anthropology at Temple University; and had as an
undergraduate cinema student at SFSU in the late sixties, studied with Dr. Collier
and Dr. Adair. Hence, the new courses in Visual Anthropology are an expression of
our commitment to this exciting sub-discipline.

Rationale: Only a handful of programs in the world offer graduate studies in Visual
Anthropology and our department is one of the few with the expertise to do so.
While many graduate students have studied with our visual faculty over the years,
we propose to more fully integrate visual anthropology as one of our main subfields
and to strengthen the theoretical and foundational training for those students who
specialize in visual through expanded seminar offerings. Emphasizing Visual
Anthropology as an integral part of our program will help us to attract a greater
number of high-quality applicants to the M.A. program.

a) ANTH 720, *Foundations in Visual Anthropology*, is a required 2-unit
introductory course that corrects a deficit in our graduate students’ first year
of study. Previously, the first year included only three of the four subfields
that reflect the strengths of our Department – Biological, Archaeological,
Cultural, and Visual Anthropology. The new course complements all the
subfields by training our students to recognize the opportunities provided by
the critique of representation and the possibilities of ethnographic teaching
and applied interventions using visual media.

b) *Two advanced graduate seminar electives in Visual Anthropology.* The
Department has also created two new elective graduate seminars – ANTH
750 (3 units), *The Still Image*, and ANTH 755 (3 units), *The Moving Image*.
These courses meet several needs identified by the 6th Cycle Reviewers,
changing faculty interests, and our revised Mission Statement. With them
we have created a more diversified curriculum - as well as one that is more comprehensive in the subdiscipline of Visual Anthropology.

3) Improved program self-assessment and student accountability

Although not visible from our course offerings, our policies for student accountability and oversight have become more scrupulous in the last year. The Anthropology Department has also recently clarified our Program Learning Outcomes (PLOs). The new design of our introductory Proseminar and the development of the 1-unit writing and research courses gives us the ability to conduct annual writing evaluations for each first-year student; when we identify a student in need, we will assign him or her a faculty writing mentor. In addition, faculty have instituted more formalized annual student self- and committee-based evaluations; these include updates of work remaining to be accomplished. We have also created an annual “MA Round-Up” in which faculty members collectively read and view the year’s MA thesis and creative works. These self-assessment innovations in our program allow us to reflect on the Department’s PLOs, and give us the opportunity to consider concrete means to improve our program and teaching.

B. Courses that are being revised

We have revised and renumbered 3 existing graduate seminar courses, ANTH 721 (was 740), 722 (was 760) and 723 (was 770). These will all be taught during the Spring semester of graduate students’ first year. We have reduced the units of these courses from 3 to 2. The students will still receive the same foundational knowledge of the discipline as before. Yet they will do so in a more focused way, because training in writing and research methods will be moved from the seminars and into the new 1-unit courses described in Section A1. This change will also preserve our FTES and the 9-unit per semester workload of the faculty members teaching the courses in the following way. Each faculty member teaching one of the four 2-unit seminar courses – whether 720 (the new class) or 721, 722 and 723 (the revised and renumbered classes) - will also be assigned one of the four, 1-unit research methods courses, 715, 716, 717, and 718.

The three revised courses, ANTH 721, 722 and 723, will be conducted as combination of lecture and discussions. They will present primary literature in the three subdisciplines named; reading lists will be approved by the faculty as a whole. For these courses, and for their new, 2-unit sister course, 720 (discussed on p. 4), we have developed a set of guidelines that standardizes the expectations, the amount and type of written work and reading assignments, and the methods of assessment across all required graduate seminars.

C. No courses or educational activities are being discontinued

We are not discontinuing any graduate courses or educational activities for our students. However, three currently required courses that introduce the
subdisciplines of Biological, Archaeological, and Cultural Anthropology will be reduced from 3 to 2 units.

D. Pertains only to undergraduate revisions – Not applicable here

E. Changes and continuities in the program

The Anthropology Department has lost many faculty in recent years. Two were lost to retirement – Wong in Spring, 2010, and Pahl in Spring, 2013; one has FERPed – Soh beginning in 2012-3; and two have migrated – Volk in Spring, 2011 and Ferreira in Spring, 2013. The university has not replaced these five tenured faculty members. In light of this and problems identified in the 6th Cycle Review, we have altered our Mission Statement, our goals for new hires, our graduate program’s PLOs, our self-assessment techniques and course offerings. We have revised four and added six new courses. We have improved our assessment techniques. These changes respond to the realization that our students need additional and advanced training in writing and research skills. The new courses and revisions also reflect our desire to offer more graduate training in Visual Anthropology.

Yet the Department also continues many of its old emphases. Our focus in Cultural Anthropology - on cross-cultural studies, medical activism and social justice - dovetails well with Visual Anthropology’s focus on producing culture-sensitive training films about AIDS and migration for indigenous peoples. Archaeology and Visual Anthropology have also joined forces with the advent of new classes in the prehistoric origins of visual art, still photographic archiving, and cultural studies in symbolic anthropology and aesthetics. Our Bioarchaeology program continues to thrive by combining research in the Bay Area with training in forensics, skeletal analysis of past populations and Cultural Resource Management; it is closely allied with the Archaeology program. Research in paleopathology complements the cultural focus in medical anthropology by offering perspectives on paleopathology, paleoepidemiology and cultural aspects of health in past populations.

The purpose of the proposed curricular changes is to allow us to better train scholars in the skills of scholarship, contemporary applications, as well as deepen their contact with the range of anthropology and the anthropologists in the Department. Moreover the curricular revision does not extend time for completion of their graduate studies (please consult Appendix 3, Brief Rationale and Road Map, p. 22-25)

III. Description of the changes

In the new plan, Anthropology MA students must complete (1) 15 units of Required Courses; (2) 12 units of Electives; and (3) a 3-unit Culminating Experience. In the following tables, these proposed requirements are presented in a side-by-side comparisons with the old curriculum. The three tables show that the Required Courses have changed substantially, the Elective Course choices have increased, and the Culminating Experience courses remain the same.
1. **Required Courses.** Four new courses have been created and added to the new required curriculum. Before, students were required to complete 12 units of required courses; now, with the addition of four *Research Skills* mini-courses (1-unit each), with a reduction from 3 units to 2 units for three subfield seminars, and with the addition of a 2-unit *Introduction to Visual Anthropology*, the total number of required units is 15.

NOTE: Disregard “No Prerequisites” in the course listings below. Each course has a minimal prerequisite of graduate level standing or consent of instructor.

<table>
<thead>
<tr>
<th>Current Curriculum</th>
<th>Proposed Curriculum</th>
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<tbody>
<tr>
<td><strong>Course number</strong></td>
<td><strong>Title</strong></td>
<td><strong>Units</strong></td>
</tr>
<tr>
<td>ANTH 710</td>
<td>Proseminar in Anthropological Theory and Method</td>
<td>3</td>
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<td><em>No prerequisites</em></td>
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<tr>
<td>New</td>
<td></td>
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<tr>
<td>New</td>
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<td>New</td>
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<tr>
<td>ANTH 720</td>
<td>Seminar in Visual Anthropology</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td><em>No prerequisites</em></td>
<td></td>
</tr>
<tr>
<td>ANTH 740</td>
<td>Seminar in Archaeological Problems</td>
<td>3</td>
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<tr>
<td></td>
<td><em>No Prerequisites</em></td>
<td></td>
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<tr>
<td>ANTH 760</td>
<td>Seminar in Biological Anthropology</td>
<td>3</td>
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<tr>
<td></td>
<td><em>No prerequisites</em></td>
<td></td>
</tr>
<tr>
<td>ANTH 770</td>
<td>Seminar in Problems in Cultural Anthropology</td>
<td>3</td>
</tr>
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</table>
2. **Electives.** In the new curriculum, the number of units required for *Electives* has been reduced by 3 - from 15 to 12 - while the number of available 3-unit courses has increased from 6 to 8. The reduction of *elective units* by 3 cancels the addition of *required units* by the same number, described above.

<table>
<thead>
<tr>
<th>Course number</th>
<th>Title</th>
<th>Units</th>
<th>Course number</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ANTH 730</td>
<td>Electives in Anthropology or in allied fields upon advisement: includes Anthropology upper division courses and selections from:</td>
<td>15 total</td>
<td>ANTH 530/730</td>
<td>Human Osteology Practicum • Cross-numbered with ANTH 530. Prerequisite graduate standing</td>
<td>4</td>
</tr>
<tr>
<td>ANTH 731</td>
<td>Fossil Humans Practicum • Prerequisite: graduate standing</td>
<td>4</td>
<td>ANTH 531/731</td>
<td>Fossil Humans Practicum • Prerequisite: graduate standing</td>
<td>4</td>
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<tr>
<td>ANTH 735</td>
<td>Paleopathology • Prerequisite: ANTH 530/730 or consent of instructor</td>
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<td>ANTH 535/735</td>
<td>Paleopathology • Prerequisite: ANTH 530/730 or consent of instructor</td>
<td>3</td>
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<tr>
<td>ANTH 771</td>
<td>Domination and Resistance • Prerequisite: graduate standing or consent of instructor</td>
<td>3</td>
<td>ANTH 771</td>
<td>Domination and Resistance • Prerequisite: graduate standing or consent of instructor</td>
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Electives. old - 15 units total

Electives. new - 12 units total

*Electives continued ->*
ANTH 785 Teaching Anthropology
- Prerequisite: Graduate standing. Minimum grade of B in course in which student will assist

ANTH 788 Anthropology and Human Rights
- Prerequisite: graduate standing or consent of instructor

ANTH 897 Directed Thesis Advising and Support
- No prerequisites

ANTH 899 Independent Study
- Prerequisites: ANTH 710 and consent of student's graduate major adviser, department chair, and supervising faculty member

ANTH 785 Teaching Anthropology
- Prerequisite: Graduate standing. Minimum grade of B in course in which student will assist

ANTH 588/788 Anthropology and Human Rights
- Prerequisite: graduate standing or consent of instructor

ANTH 897 Directed Thesis Advising and Support
- Prerequisite: graduate standing.

ANTH 899 Independent Study
- Prerequisite: ANTH 710 and consent of student's graduate major adviser, department chair, and supervising faculty member

3. Anthropology's two Culminating Experience choices, and the number of units they require, have not been changed. Students must select one of two thesis options:

Current Curriculum (unchanged) | Proposed Curriculum (unchanged)
--- | ---
| Course number | Title | Units | Course number | Title | Units |
| ANTH 894 | Either A Creative Work Project • Consent of instructor and approval of Advancement to Candidacy (ATC) for the Master of Arts and Culminating Experience (CE) forms by Graduate Studies or A Written Thesis • Consent of instructor and approval of Advancement to Candidacy (ATC) for the Master of Arts and Culminating Experience (CE) forms by Graduate Studies | 3 total | ANTH 894 | Either A Creative Work Project • Consent of instructor and approval of Advancement to Candidacy (ATC) for the Master of Arts and Culminating Experience (CE) forms by Graduate Studies or A Written Thesis • Consent of instructor and approval of Advancement to Candidacy (ATC) for the Master of Arts and Culminating Experience (CE) forms by Graduate Studies | 3 total |

Culminating - 3 units total
IV. Reasons for revising the curriculum

1. Changes in faculty numbers and interests
Many factors led Anthropology to revise its Graduate Program. The initial instigator was the Department’s 6th Cycle Review in 2011 which noted many areas for improvement. Our revisions have relied heavily on the recommendations of our review, which took place during a time of major transitions and downsizing in the department.

In the years before the Reviewers arrived, two of our members had retired without replacement; since then, three more have migrated or FERPed, also without replacement. Our full-time numbers are now half of what they were five years ago. For that reason, and encouraged by the Reviewers, the remaining faculty has had to reevaluate the Department’s limitations, strengths and goals.

2. Need to increase the diversity of graduate offerings
The Reviewers pointed out a need for greater diversity and number of graduate offerings. In light of this, we have added three new graduate seminars (ANTH 720, 750 and 755).

3. Need to expose students to all faculty members
The Reviewers noted uneven participation of faculty members in Graduate Student education, and identified the need for graduate students to have greater exposure to all of our faculty early in the program. As a response to this, we expanded our introductory Proseminar (ANTH 710), which introduces students to all faculty in the students’ first year of study. We also propose to increase our students’ exposure to faculty by having everyone teach the new, mandatory research-skills classes (ANTH 715, 716, 717 and 718).

4. Strengthen students’ professional skills through increased oversight
Departmental self-evaluations have led us to conclude that the research-skills classes will not only improve our student’s success in Anthropology but will also help our students succeed in many kinds of employment after they graduate.

We have also noted - in agreement with the Reviewers - that many of our graduate students would benefit from developing another employable set of closure skills through additional support for timely completion of their culminating experience. The Department has therefore adopted a number of new mandatory measures to assist graduates in completing their theses. We now assign remedial-writing advisors when needed, require annual student and committee-authored progress reports, mandate a maximum advising load to our dwindling faculty, and conduct annual faculty-wide student and thesis evaluations. (For more information on this topic, see Part XIII, Sections 1-6, on page 17.)
V. University-level issues that should impact on new curriculum

1. How the new curriculum furthers the mission of the University

The University’s core values of equity, social justice and community service are reflected in Anthropology’s commitment to applied medical, cultural, and visual subfields - particularly concerning migratory populations - as well as to our specialization in bioarchaeology as it pertains to social identity theory and forensics. These commitments are not altered by changes to our graduate curriculum. The changes, however, will allow us to improve the training we give our students. With the new curriculum, our students will be better prepared to fulfill our core values.

A primary mission of San Francisco State University is to provide “curricula that reflect all dimensions of human diversity, and that encourage critical thinking and social and cultural awareness.” ¹ [Footnotes are on p. 18.] The discipline of Anthropology exists for the purpose of exploring and understanding human diversity and differing viewpoints. All of our classes encourage social and cultural awareness. This includes the classes that are new in the proposed curriculum, as well as those addressing human prehistory and relationships between culture and the human body as understood biologically and as culturally constructed. The new research skills classes will develop greater mastery of critical thinking turned to the understanding of human difference.

2. How the new curriculum furthers the mission of the Department

The Department of Anthropology’s Mission Statement ² describes our program as providing rigorous and practical training in three subdisciplines:

- Medical anthropology: public health, human rights, community-based participatory research, and health of migrant populations;
- Visual representation: ethnographic and applied film making, critique of visual ideology, origins of art, still image and photography; and
- Bioarchaeology: contextualized skeletal and dental analyses, health of past populations, paleo-pathology and osteology in a medico-legal context.

The proposed curricular changes enhance the Department’s ability to achieve these goals in three ways. First, the new research-skills courses increase our students’ academic competence in all of the subdisciplines; this will make them more effective as scholars and professionals. Second, our new courses in Visual Anthropology provide a more rigorous training in that field. Third, the innovations to our assessment process provide greater oversight and standardization in the evaluation of our student’s scholarship, lead to more rapid completion of theses, and increase the effectiveness of teaching and mentoring by our faculty.

3. How the new curriculum serves the interest of the students

Many students come to the Anthropology program without the research skills
needed to master our discipline. In the past we have given remedial training to individual students as needed, but doing so took time from other courses and was not ideal pedagogy. Now we will be able to help the least prepared individuals more effectively with the three new skills courses in the curriculum – and the way they dovetail with our redesigned Proseminar class. In addition, the new courses will serve all of our students, not just those in greatest need. Our redesigned assessment procedures serve both the weakest and strongest students.

In reshaping our curriculum, we have decreased the unit-load of required courses in the sub-fields of Archaeology, Cultural, and Biological Anthropology. We have added a required course in Visual Anthropology. These four overview courses give our students a more complete view of the Department’s strengths that will serve them in the vicissitudes of the job market.

4. **How the revised program curriculum meets Student Learning Outcomes (SLOs) and Program Learning Outcomes (PLOs)**

In Spring, 2011, the Anthropology faculty approved five Graduate Program Learning Objectives (PLOs). Before that date, although the faculty had not formally codified these program-wide outcomes, the major elements were already present in many of our graduate course’s Student Learning Outcomes (SLOs). We used SLOs – in faculty discussions - as the basis for formulating our entire Program’s learning outcomes. The following outlines how our graduate curriculum promotes the PLOs which are supported by the Student Learning Outcomes in specific courses.

**PLO 1:** “The successful graduate student will possess advanced knowledge and understanding of the concepts and theories of the four sub-disciplines covered by the Department.” Revision of the three area specific seminar courses included review by the entire Department of all course syllabi including individual SLOs and readings. This ensured rigorous coverage of the theoretical foundations of Anthropology. Our new course, *Foundations in Visual Anthropology* (ANTH 720), completes the pantheon. It allows all students to understand concepts and theories in the fourth sub-field that was previously not represented.

**PLO 2:** “The successful graduate student will have the ability to analyze and evaluate complex data about human biological and cultural systems.” The redesign of the *Proseminar in Anthropological Theory and Method* (ANTH 710) – particularly the way that it articulates with our three new research-skills courses (ANTH 715, 716 and 717) - improves our students’ analysis and evaluation of complex data. These skills are applied in the second semester of graduate study through close reading and analysis of the major research works in each of the sub-field specific seminar courses. Each of these courses, contains a context-specific SLO that directly articulates with PLO 2.
PLO 3): “The successful graduate student will have the ability to employ a comparative approach and make meaningful cross-cultural comparisons.” Comparison, particularly cross-cultural comparison, is fundamental to an anthropological understanding of the world. Our newly-completed seminar cycle in Visual, Archaeology, Cultural, and Biological Anthropology expand awareness of difference, expand the anthropological imagination, and increase our students’ ability to make meaningful cross-cultural comparisons. This strengthening of the comparative approach will improve the attainment of all Student Learning Outcomes.

PLO 4): “The successful graduate student will demonstrate an advanced ability to perform all phases of anthropological fieldwork in one of the four sub-disciplines, including but not restricted to archaeologcal fieldwork, collection of biological data, ethnographic participant observation, interviewing, audio-visual and archival research methods.” Anthropology is an empirical discipline. For that reason, fieldwork is the foundation of all anthropological research – Cultural, Biological, Archaeological, and Visual. Under close supervision of advisors, each student must complete an original work of scholarship, a Master’s Thesis or Creative Work, as his or her culminating experience. While this requirement is unchanged from the old curriculum, the new, more rigorous tracking of student progress in the program – along with the review of all submitted works by the entire faculty - ensure more effective monitoring of the Department’s success in meeting this PLO.

PLO 5): “Students who successfully complete their M.A. Thesis or Creative Work/Film will have skills at levels sufficiently high to allow them access to Ph.D. programs in their sub-field, or move directly into a professional employment in their sub-discipline.” More rigorous monitoring of progress and the final product of the culminating experience as outlined in PLO 4 will provide students with a professional work to add to their curricula vitae. In addition, the course sequence required under the proposed curriculum – integrating our revised Proseminar and three new research-skills classes – is designed to improve scholarly research (fundamental to many SLOs) and increase graduate employability. The additional training offered in three new Visual Anthropology classes will also improve scholarship and employability in that sub-field.
5. **How the new curriculum ensures that the Department’s degree program is rigorous**

   We will increase the rigor and scholarly success of our students with the revision of our introductory *Proseminar* and three new research-skills courses. In addition, with the improvements we have introduced to our student- and faculty-accountability procedures, we will be better able to hold students to a common standard, celebrate their progress, warn against idleness, and encourage them to complete the degree in a timely manner.

6. **How the new curriculum ensures there are no bottlenecks to graduation**

   The principle bottleneck that our graduate program experienced in the past was the fact that students lost touch with their faculty mentors during the thesis writing stage as they struggled to balance their academic work with family and work obligations. We expect that changes in the curriculum will reduce this problem in two ways. First, the enhanced training in research skills will lessen anxiety and facilitate thesis completion. In addition, the changes we have instituted in student self-evaluation and improved committee oversight will prevent - or at least decrease - students’ tendency to deprioritize completion of the culminating experience by providing them with more specific expectations and support. Finally, the new curriculum can be completed by an average student taking an average graduate course load in the same time current graduate students can technically graduate.

7. **How the new curriculum reflects the latest trends in your discipline**

   Our newly added courses in Visual Anthropology (720, 750 and 755) introduce new trends in that sub-field. Other changes in the proposed curriculum are our new and redesigned research-skills classes, our re-evaluation of the required seminar readings and topics, and our improved assessment procedures.

8. **How the new curriculum positions students to be ready for changes in their discipline and in society**

   The changes in our curriculum are designed to improve our students’ scholarship and increase their job preparedness. Because we will now offer better training in research skills, students will be better prepared to research and master whatever changes emerge in their disciplines. The new Visual courses focus on emerging trends and changes in the field.

9. **How the new curriculum helps ensure that transfer students have a clearly articulated path through your degree**

   The Graduate Program in Anthropology does not accept transfer students.

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VI. **Different viewpoints in the Department concerning the changes**

   Over the last three years, Anthropology’s five full-time faculty collaboratively authored the changes proposed for a new graduate curriculum. All agreed on the improvements we describe – the new classes in research skills, the additional Visual courses, and the improvements accountability. We all agree that we would like more graduate courses in Cultural/Medical Anthropology, but our current faculty numbers do not permit us to do...
VII. How the revised curriculum is affected by the revised Student Learning Outcomes (SLOs)

In Part V, Section 4 (p. 12, above), we describe changes proposed to the graduate curriculum from the perspective of the Department’s learning outcomes both for individual classes and the Program as a whole.

VIII. How the revised curriculum used suggestions proposed by the 6th Cycle Review

In Part IV, Sections 1, 2, 3 and 4 (p. 10, above), we itemize the key recommendations of the 6th Cycle Review Committee that have been integrated into our new curriculum.

IX. Describe the mix of courses at lower, upper, and graduate levels. Are there enough courses in your curriculum at every level (including major courses at the lower division level)?

In the past six semesters (F11 to S14), the number of lower, upper and graduate courses offered by Department of Anthropology has averaged as follows:

- Lower division – 5
- Upper division – 26
- Graduate – 8

Anthropology graduate students have a wider variety of choices than is indicated by the number given here. This is the case because graduate students are encouraged to take MA level courses in related departments. Still, it is clear that the Graduate Program is in greater need than the undergraduate curriculum, and will benefit from its six new courses. More graduate-only courses would enhance our Program. We look forward to creating them when more faculty are hired.

In the next two years, we expect to add one more required lower division course, an Introduction to Visual Anthropology (ANTH 130) that is parallel to the existing introductions to Archaeology, Biological and Social-Cultural Anthropology.

X. How does the Department relate to the University’s General Education requirements? How is this understanding implemented in your curriculum?

Our Graduate Program is not part of the University’s General Education requirements.

XI. What level of resources will be required to implement these changes? What are the resource implications of your proposed changes for the next year? For the next five years?

1. How the curricular changes are incorporated into the existing curriculum with no additional resources

The Department has increased the rigor and utility of our graduate offerings without increasing the number of units required for the Master’s Degree. This allows us to maintain our Graduate/Undergraduate faculty ratio as it has been. Additionally, we
are closely monitoring the number of graduate students offered admission to ensure that each will receive the proper mentoring that will maximize their ability to complete the program successfully and in a timely manner.

2. If additional resources are required, how will these resources be obtained and from where?

The hiring of more graduate faculty to replace those retired and migrated will greatly benefit the Anthropology Department. We expect that the University will eventually provide funds for replacement faculty lines starting with the 2011 retirement of Wong and the 2013 retirement of Pahl.

One of our new graduate courses (The Still Image, ANTH 750) would benefit from additional resources. In December, 2013, Anthropology submitted a proposal for funds, written in collaboration with Museum Studies, to the College of Liberal and Creative Arts. Our Instructional Technology Request concerned one collection within the Treganza Museum. The proposal was submitted to the College only weeks before the closure of the Science Building. In the proposal, Anthropology advocated for the purchase of new storage and preservation facilities that would protect thousands of black and white photographs and color slides. We believe that this collection can be used as major component of the training in a new Visual Anthropology course. The College IT Committee and the Dean approved allocation of funds for this purpose, but the Science Building crisis has now put the initiative in doubt. We will propose it again in the next funding cycle.

We anticipate a need for purchasing a number of current anthropological and ethnographic films. Two thousand dollars would allow us to make the existing collection more current.

3. How the Department will sustain the proposed changes over time (considering upcoming retirements, etc.)

Recent retirements and migrations in Anthropology, although causing a strain on remaining faculty, have also left the Department with a core of members who are deeply committed to graduate education and are in strong agreement with the revisions proposed here. We are confident that our faculty numbers will eventually be brought back and that we will be able to offer graduate and undergraduate curricula that surpass what we are achieving now. Moreover, except for the addition of a new graduate seminar in Visual Anthropology, the workload distribution on faculty will be evenly distributed and will not harm the graduate and undergraduate program, and provides current faculty an opportunity to focus on their specialization. The reduction of the unit-loads of graduate seminars to 2-units, and the addition of 1-unit skill training modularly incorporated into the graduate seminars will not affect the expected teaching load of current faculty, which will essentially stay the same as it is presently.
XII. Consultations
Are library holdings expected to be affected? Attach a memo or message from the library liaison - See Appendix 1.

XIII. Provisions for Program Assessment
In August, 2013, the Department submitted its first Graduate Program Assessment Report. The report identifies procedures for conducting six types of assessment. Following is a summary.

1. Student self-assessment
   - We have instituted mandatory annual progress reports submitted by each graduate student to his or her advisor and the Graduate Coordinator.

2. Faculty assessment of students before their advancement to candidacy
   - Faculty now create a written description of weakest students in the Graduate Program’s introductory course; each is assigned a faculty writing mentor.
   - Faculty collect graduate students’ first-semester essays for quantitative assessment.

3. Theses and Creative Works assessment
   - We have created Anthropology MA Thesis Evaluation rubrics – See Appendix 4.
   - We assess MA theses based on evaluation rubrics.
   - We compare each student’s first-semester written assignments with the writing quality of his or her thesis.

4. Faculty self-assessment
   - We have initiated biannual peer reviews of faculty teaching.

5. Faculty program assessment
   - We hold four faculty meetings per year set aside for discussion of each graduate student.
   - We have created a biannually-updated spreadsheet of each graduate student’s grades with written evaluations appended.

6. Faculty follow-up assessment of our graduates post-graduation
   - We evaluate graduate and post-graduate students’ academic and professional achievements.

XIV. Advising/Transition Guidelines
The academic year following approval of Anthropology’s revised graduate curriculum, four new courses will become required for incoming graduates. Graduate students who entered in earlier years will be permitted to follow the requirements of earlier Bulletins, though they may take the new courses as electives on advisement. Since neither the total units required for the degree nor the requirements of the Thesis or Creative Work have changed, students operating under the older curriculum will be minimally affected.

IX. Appendices
1. Evidence of consultation with the library.
2. Bulletin copy with tracked changes for revised program upon approval.
Footnotes


4. Instructional Technology Request [Concerning the Treganza Museum] Submitted to Susan B. Shimanoff, Associate Dean College of Liberal and Creative Arts (December, 2013). Departmental document, 7 pages.

5. Department of Anthropology, College of Arts and Humanities: Graduate Program Assessments Report
APPENDIX I - PROOF OF CONSULTATION WITH LIBRARIAN

On July 14, 2014, the Chair of Anthropology had a telephone conversation, with Chris Mays, library liaison for the Anthropology Department. Mays foresees no special difficulty facilitating what few additional video-purchase needs might be created by Anthropology’s proposed graduate curriculum revisions.

Here is a screen shot of his confirmatory email.

Re: Anthropology Curricular Change

On Mon, Jul 14, 2014 at 11:42 AM, Chris Mays <chrism@sfsu.edu> wrote:

Peter,

It was a pleasure to talk to you this morning.

Thank you for informing me of the upcoming changes in the Anthropology curriculum. This information is precisely what I need to make sure my collection development purchases for Anthropology do the most good for the students and faculty in the programs.

The Library stands ready to support this new curriculum, and I welcome any other inquiries from you and your faculty regarding how we can be of service.

Sincerely,

- Chris Mays

Library Liaison for Anthropology
APPENDIX 2  Bulletin copy with tracked changes for revised program

The original Bulletin copy is taken from:


In the following, text added to the original document is indicated in blue and is underlined.
Corrected text is also indicated in underlined, blue text, with the addition that the old replaced text is included in a box in the margin.

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Master of Arts in Anthropology

Admission to Program

Applicants must have a bachelor’s degree in anthropology or an allied field. Applicants who do not have a B.A. in anthropology will be required, on advisement, to take ANTH 100, 110, 120, and 300 or their equivalents prior to beginning the M.A. program.

The application deadline for the M.A. program is February 1. The application consists of the following required materials: (1) completed department application; (2) a Statement of Purpose outlining experience, career objectives, and rationale for studying anthropology at the graduate level; (3) three letters of reference from faculty who can assess the applicant’s potential for graduate school; (4) one or two writing samples that demonstrate the applicant’s ability to write at an advanced level; (5) applicants to the visual anthropology focus are also requested to submit a short DVD sample of recent work; (6) Official Transcripts from all previous academic work; and (7) GRE Scores (SF State Institution Code: 4684). All students, regardless of citizenship, whose native language is not English and whose preparatory education was principally in a language other than English, are required to attain a score of 550 (written test) or 213 (computer test) or 79 – 80 on the IBT (Internet Based Test) on the Test of English as a Foreign Language (TOEFL) or an equivalent score (6.0) on the International English Language Test Scheme (IELTS).

Each student is assigned a two-person faculty committee at the time of admission on the basis of the student’s field of interest. The committee is responsible for determining the student’s course of study and guiding the student through program completion.

The faculty Graduate committee evaluates applications for admission, assesses the overall program, and reviews student progress. If a student is not making reasonable progress toward the degree, the committee may recommend termination of candidacy.

Written English Proficiency Requirement

Level One: A minimum score of 4.0 on the analytical writing section of the GRE.

Level Two: Completion of the M.A. Thesis or completion of the written component of the Creative Work Project.
Classified Graduate Status

All graduate students are admitted in conditionally classified status. All graduate students must meet the following conditions in order to become fully classified:

- Completion of prerequisite coursework (if any).
- Completion of ANTH 710 with a grade of B or better.
- Satisfaction of the Graduate Foreign Language Requirement.

Anthropology (M.A.) — 30 units

Courses are 3 units unless otherwise indicated

Course Requirements — 15 units

- ANTH 710 (3 units) Proseminar in Anthropological Theory and Method
- ANTH 715 (1 unit) Research Skills: The Craft of Anthropological Writing
- ANTH 716 (1 unit) Research Skills: The Literature Review
- ANTH 717 (1 unit) Research Skills: The Research Proposal
- ANTH 718 (1 unit) Research Skills: The Grant Proposal
- ANTH 720 (2 units) Foundations in Visual Anthropology
- ANTH 721 (2 units) Seminar in Archaeological Problems
- ANTH 722 (2 units) Seminar in Biological Anthropology
- ANTH 723 (2 units) Seminar in Problems in Cultural Anthropology

Electives in Anthropology or allied fields upon advisement. — 12 units

Students must select 12 units of electives in consultation with their advisor:

At least three of these units must be at the 700 level or above. The remaining nine units may be at the undergraduate upper-division level (300 or above). Courses that may not be used as electives include ANTH 300, ANTH 301, and ANTH 302.

Thesis or Creative Work Project — 3 units

Students may satisfy this requirement either by writing a thesis or, after consultation with the student's advising committee, and subject to the approval of the department graduate committee, a creative work project. This could involve a video, photography, or multi-media project. Students must complete one of the following:

- ANTH 894 Creative Work Project
- ANTH 898 Master's Thesis
APPENDIX 3  Addendum to the Proposal for Revision of Graduate Curriculum: Brief Rationale for Revision and Road Map

Rationale for Revision

Based on our Department self-assessment and recommendations from the 6th Cycle Reviewers, we propose to add a skills set curriculum for our graduate students. We accomplish this by the addition of four new 1-unit graduate courses and one 3-unit graduate seminar that remains within the 30 unit requirement for completing the Master’s program in the same time frame of our current program. The addition of these courses builds upon what is presently taught and will be evenly taught by all core faculty. We are excited at the prospect of implementing a newly revised graduate program as we are confident it will enhance our students’ professional careers irrespective of whether they proceed in doctoral studies in Anthropology, or pursue careers with a terminal MA degree.

Current Requirements

ANTH 710: Proseminar in Anthropological Method and Theory (3 units)
ANTH 740: Seminar in Archaeological Programs (3 units)
ANTH 760: Seminar in Physical Anthropology (3 units)
ANTH 770: Seminar in Cultural Anthropology (3 units)

Language Exam or satisfactorily completion of Language Course upon approval of Thesis Advisor or
ANTH 652: Anthropological Statistics (in lieu of Language Requirement)

Electives (15 units)

30 units to complete MA in Anthropology

Proposed Revisions

1. Three current mandatory graduate seminars unit load is reduced from 3 units to 2 units and renumbered accordingly:
   ANTH 740 = ANTH 721
   ANTH 760 = ANTH 722
   ANTH 770 = ANTH 723

2. An additional mandatory graduate seminar is established, ANTH 720: Seminar in Visual Anthropology

3. Four new mandatory 1-unit skill set courses focused on research and writing skills are added and to be taught by the same instructor teaching the revised mandatory 2-unit graduate seminars. The four new mandatory skill set courses are:
4. The addition of one new graduate seminar (ANTH 720) and four new skill set courses will not prolong completion of all the required courses in the first year, just as the current program accomplishes. The average graduate student taking an average course load will still be able to complete all their course work in the same allotted time as our current graduate program.

**Electives**

Remaining elective units required for the degree may include,

- Upper Division undergraduate classes in Anthropology (no more than 9 units)
- MA-level classes in other SFSU departments (with pre-approval of the Graduate Coordinator)
- Or from the following MA-level classes in Anthropology:
  - *ANTH 531/731: Human Fossils Practicum*
  - *ANTH 535/735: Paleopathology*
  - ANTH 750: Graduate Seminar in Visual Anthropology: The Fixed Image
  - ANTH 755: Graduate Seminar in Visual Anthropology: The Moving Image
  - ANTH 899: Independent Study

  *Note: Graduate students must enroll in the graduate level of an undergraduate/graduate “paired course.”

**Staffing**

In our proposed revision, the only course addition that will have a minor impact on faculty assigned time will be the inauguration of a new graduate seminar, ANTH 720: Graduate Seminar in Visual Anthropology. This course can be taught by two of our current five core faculty (Dr. Peter Biella and Dr. Douglass Bailey). Our department can accommodate this one course (per academic year) requirement upon our core faculty, which will be alleviated with future tenure-track positions.
## Roadmap

### YEAR ONE - FALL

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ANTH 710</td>
<td>Proseminar in Anthropological Theory and Method (Quesada)</td>
<td>3</td>
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<tr>
<td>ANTH 715</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>ANTH 722</td>
<td>Seminar in Biological Anthropology Research Skills: The Literature Review (Wilczak; Griffin)</td>
<td>2</td>
</tr>
<tr>
<td>ANTH 716</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>+ Electives</td>
<td>(see below)</td>
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<td></td>
<td><strong>Minimum Total:</strong> 9 units</td>
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### YEAR ONE - SPRING

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<td>ANTH 721</td>
<td>Seminar in Archaeological Problems Research Skills: The Research Proposal (Bailey)</td>
<td>2</td>
</tr>
<tr>
<td>ANTH 717</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>ANTH 723</td>
<td>Seminar in Problems in Cultural Anthropology Research Skills: The Grant Proposal (Quesada)</td>
<td>2</td>
</tr>
<tr>
<td>ANTH 718</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>+ Electives</td>
<td>(see below)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Minimum Total:</strong> 9 units</td>
<td></td>
</tr>
</tbody>
</table>

Satisfactory completion of an upper-division Language Course Or ANTH 652

Students can test out of the Language Requirement upon which they are expected to select an elective upon advisement of the Graduate Coordinator or Chair of their Thesis Committee

+ Electives | (see below)                                                                                   | Minimum Total: 9 units |

Units completed by the end of the first year in the program = 18 units

### YEAR TWO:

- Advancement to Candidacy, Thesis proposal and IRB approval
- ANTH 894: Creative Work Project or ANTH 898: Written Thesis (3 units)
- Electives (minimum 9 units)
Technically, graduate students can complete their Master’s degree in Anthropology by the end of Year Two. Also graduate students are encouraged to take electives that relate to their thesis subject throughout their graduate studies.

Please consult our refurbished Graduate Program Website:

http://anthropology.sfsu.edu/content/graduate-program