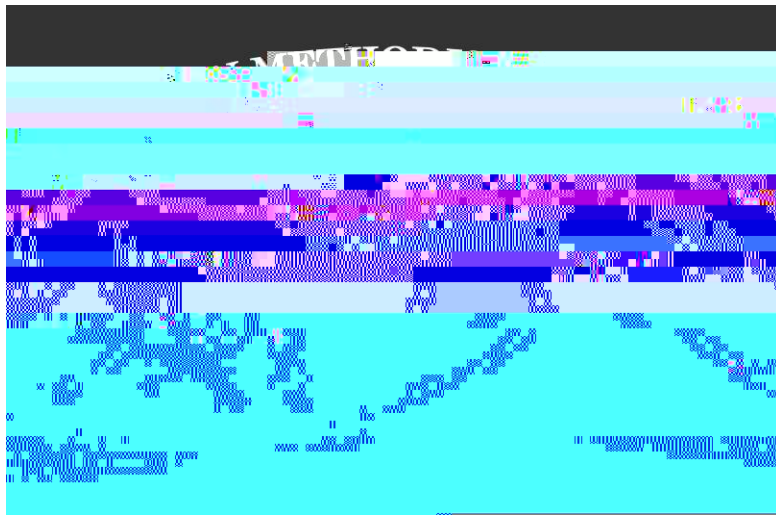


# Graduate Study

Southern Methodist  
University



Anthropology  
Dedman College

2022-2023

# **Redbook: Table of Contents**

Dissertation Write-Up Awards	15
○ Dissertation Fellowship Awards	15
Research Awards/Prizes	15
○ Graduate Research Day Awards	



Dissertation Production	44
Scheduling the Defense	44
The Defense	45
Projected Sequence and Timetable: Archaeology PhD Program	46

**Tab 7: The MA Degree in Medical Anthropology**

Introduction and Overview	47
Coursework	47
o Required Courses	47
o Elective Courses	47
Field/Clinical Experience	48
MA Examination in Medical Anthropology	49
o MA Examination Committee	49
o The MA Degree	49
Projected Sequence and Timetable: Medical MA Program	50

**Tab 8:**



## **C. Admission**

for admission directly to the Moody School of Graduate and Advanced Studies, SMU, Dallas TX. Applications are online at <https://gradadmission.smu.edu/apply/>. Admission requirements and other information are contained in the current SMU *Graduate Student Catalog*

as may be appropriate. If you have any problems during your time in our program, you should first take them to your Mentor or Advisor, and if a solution cannot be found then to the Director of Graduate Studies, and finally to the Department Chair. They will know which channels of formal communication should be used to solve your problem. (Please see the Graduate Student Box folder for a copy of the form.)

## **E. Student Office Space**

Most office spaces are located in the Heroy Building. At times, graduate student spaces may be assigned to another building or the library if space is not available in the department. Graduate students are not guaranteed office or laboratory space. Space allocations are prioritized on the type of support received by the student (i.e., TA, GRA) and determined by the Department Chair. Laboratory space is allocated to specific students at the discretion of their Faculty Mentor or Advisor. Space may also be allocated to graduate students not holding one of these appointments based on availability and at the Department Cha

**Most of the spaces allocated to graduate students are shared space.** Here are some general guidelines for use of departmental shared spaces, whether office or lab:

- 1) Be respectful of other students who may be sharing the space. Many offices or labs have multiple students. If you receive a phone call or have a guest come to visit, please be courteous to others who are in the office/lab either by leaving the room or lowering your speaking volume.
- 2) If you are the last person in the office/lab and are leaving for the day, please turn off the lights and be sure the door is closed and locked.
- 3)



Anthropology Department printers/copy machine.

1. If you are required to print material for your job as TA or GRA on behalf of a faculty member, the department will provide these copies or print jobs. These items can be printed from a thumb drive on the copier.
2. TAs, please take special note: **It is the responsibility of the undergraduate students in your classes to submit their coursework either electronically or as hard copy as specified by you or the instructor.** If you or the instructor specifies that electronic copies are acceptable, they will not be printed by the department.
3. The copier is not



## **Financial**

Nearly all private Universities are expensive; SMU is no exception. Everyone, student and faculty alike, is concerned about securing and distributing financial support. The Department of Anthropology has a limited amount of financial support

3. **Department Assistantships (DAs)** Typically pay an assistantship plus remission of tuition/fees. Assignments are made by the Department Chair.
4. **Graduate Research Assistantships (GRAs)** are provided to graduate students who work on sponsored research projects led by individual faculty members. The compensation paid to GRAs may vary, according to the guidelines of the funding agency, and may cover summers as well as the fall/spring semesters. Under most circumstances, GRAs will receive remission of tuition/fees. Assignments are made by the Principal Investigator of the research project and confirmed by the Department Chair.
5. **Campus Jobs** Over the years, graduate students in anthropology have been creative in finding employment on campus beyond the Department of Anthropology. They have worked residence halls (as dorm directors), to name just a few. For more information about campus employment, contact: [\\_](#)

2. **Student Loans** are available through federally-supported and federally-non-supported programs, to those who qualify, from local or hometown banks.

## D. Research and Travel Fellowships

Department funding will be at set amounts. These monies only pertain to approved reimbursable expenses. Be sure to consult \_\_\_\_\_ after orientation and the specific fellowships listed below for criteria and limitations. Any travel paid for or reimbursed by the university must be **pre-approved** by the university. Please see the Department Admin to complete the required paperwork. (Please see the Graduate Student Box folder for copies of the necessary forms.)

### 1. Open to all Graduate Students

- a. **Graduate Student Travel Grants** Graduate students are eligible to receive up to \$750 in reimbursement for travel expenses to attend a conference to present an accepted paper or poster. The proposals must be sponsored by the Department Chair and the Graduate Advisor. Note that travel grants cannot be awarded retroactively: proposals must be submitted at least 10 business days before travel.

1. **Due Date:** Applications are accepted year-round, but only one grant per student per academic year may be awarded. Application must be filed at least 10 business days before travel. **Before applying for this grant**, you need to notify your department administrator for any pre-travel arrangements.

2. **Application:** Please visit [www.smu.edu/graduate/Funding/StudentDevelopmentGrant](http://www.smu.edu/graduate/Funding/StudentDevelopmentGrant) for the application link.

- b. **Dedman Graduate Student Assembly Funding** The Graduate Student Assembly provides funding for graduate students in each department in Dedman College. Funding may fall within one of five categories. Please visit the website for more details on the categories.

1. **Due Date:** Applications are accepted year-round, but only one grant per student per academic year may be awarded. Application must be filed at least 10 business days before travel. **Before applying for this grant**, you need to notify your department administrator for any pre-travel arrangements.

Break.

2. **Application:** Please visit:  
[www.smu.edu/Dedman/Academics/Departments/Anthropology/Programs/Graduate/Fellowships](http://www.smu.edu/Dedman/Academics/Departments/Anthropology/Programs/Graduate/Fellowships)

## 2. Cultural/Medical students

### 3. Archaeology students

- a. **Fred Wendorf Archaeology Pre-Dissertation Fellowship** is designed to assist archaeology graduate students in conducting preliminary reconnaissance, survey, or testing in their field area in advance of writing their Dissertation Improvement Grant proposals to the National Science Foundation. Funding will be competitive, and will normally be provided to students after their second year of graduate study (after successfully passing their MA exams), and in advance of enrolling in ANTH 7317 (Archaeological Research Strategies).
  1. **Due Date:** The Monday before Spring Break.
  2. **Application:** The application will be sent out at the beginning of the Spring semester as well as placed in the Box folder. Proposals should include a description of the project and dissertation project; a brief discussion of methods and data analysis; a time frame for the research activities; and an estimated budget. These are submitted electronically to the Department Office.
  3. **Expectations:** Students who receive support must deliver a final written report regarding their activities under the award (limited to 10 pages) and give a public presentation (e.g., a Brown Bag Luncheon talk) no later than the end of the academic year following their return from field research.
- b. **The Garry A. Weber Graduate Fellowships:** Awarded to students in the research and writing phase of their dissertation research. Please see the Director of Graduate

## **E. Dissertation Write-Up Awards**

- 1. Dissertation Fellowship Awards:** The Dean of the Moody School of Graduate and Advanced Studies offers a limited number of dissertation fellowship awards on a highly competitive basis. To receive an award, you must be recommended by your dissertation Advisor to the department faculty. You must complete and defend your dissertation by the end of the academic year in which you receive the award.

## **F. Research Awards/Prizes**

- 1. Graduate Research Day Awards:** Made to students who participate in the annual SMU Research Days. The college awards a cash prize for the best paper presentation and the best poster. Further information is available from the Moody School of Graduate & Advanced Studies, or visit their website <https://www.smu.edu/Moody/Events/Research-Days>.



## **Positions and Training**

### **A. Graduate Training in Teaching**

- b. Professors and their TAs should have a pre-semester meeting in which the course schedule and TA duties are clearly outlined and discussed. This includes: expectations for office hours (at least two hours/week)

If TAs are to be given the responsibility of settling disputed grades or changing grades.

How grades are to be calculated, recorded, and stored and who will do these things.

- g. Undergraduate Student Problems: Students often first communicate personal problems that affect their course success or attendance to the TA. Professors should be clear on the circumstances in which the TA should bring such problems directly to the Professor, or when the TA may deal with issues that arise. Professors should review with TAs the SMU guidelines and available campus resources (listed below) for effectively dealing with undergraduate students who may be experiencing academic issues, personal problems, health issues, disabilities, or who may be personally or academically at-

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There may be exceptions, however, during high volume work periods or special events. Examples might include the finals period when all grading must be completed in 48 hours, special review sessions scheduled in the evening, trips to the zoo (primates course) on Saturdays, lectures by out-of-town visitors, and other similar course requirements. Professors should be flexible regarding these types of contingencies and it is hoped and expected that teaching assistants will as well.

## **2. Graduate Research Assistants**

The job of the Graduate Research Assistant (GRA) is to provide assistance to a Professor in his/her research. At the beginning of the semester, the GRA and Professor should meet to outline the specific project(s) the GRA will work on and the associated duties. Duties may include data collection, data processing or analysis, experimentation, and library research, as well as any other reasonable activity linked to the research process.

Graduate Research Assistants work up to 15 hours a week. However, actual work weeks may vary depending on the nature of the research. There may be weeks when fewer than 15 hours or more than 15 hours are required. Professors should respect normal working

GRA is n responsibilities and courses (i.e., any activity normally assigned to a TA such as grading, holding office hours, etc.), unless this is specified in the GRA letter from the Department Chair, nor to perform any personal tasks (e.g., run errands not related to the project, etc.) for the Professor.

## Progress in Program

### A. Coursework Guidelines

Normally all graduate level courses are numbered 6000 and above. Graduate students may take courses numbered below 6000 with the approval of their Mentor or Advisor. Enrollment for 9 hours of coursework (three 3-credit courses per semester) is recognized as a full load for graduate students. Persons who enroll for fewer than these hours are designated part-time students. After completion of the required credit-hour requirements, all PhD students should retain their student status until graduation, unless granted a leave of absence.

### B. Course Waivers and Transfer Credits

Students with an extensive background in anthropology may be credited (course waived with or without credit) for certain courses taken elsewhere. However, applicants should be aware that previous graduate-level coursework (including field school experience) will be rigorously evaluated for transfer or waiver credit; in other words, **the granting of credits/waivers is not automatic**. A course submitted for waiver or transfer credit should closely resemble one offered in our graduate curriculum or be complementary to our curriculum. Performance in the course must

or credits will be given for ANY course for which there is no supporting documentation.

In general, only courses for which you earned an A- or better (or its equivalent) can be waived or transferred. In cases where letter grades are not available (for example, for courses taken at some foreign universities), an explanation of the grade from the Professor of record will be required.

- 1. Required Courses** - Courses can be waived and credit hours granted as meeting SMU requirements only if they are deemed equivalent to our courses. Even if a course taken elsewhere is not deemed to be equivalent to a required course, you subsequently can petition to have the course transferred within the limits imposed for elective hours. For example, you may have taken a course in the history of ethnological theory. Such a course would not be equivalent to our ANTH 6321, a required course that covers the history of all four sub-fields of anthropology, but the course you took still might be considered for waiver/credit as an elective course.
- 2. Elective Hours** - If you enter our graduate program with graduate-level coursework in anthropology or a complimentary field, you may petition to transfer up to 18 *elective* hours in Archaeology and up to 24 in Cultural Anthropology (the difference between the two programs is based on differences in the proportion of elective to required hours in these programs).

- d. conditions imposed by the instructor.





## **4 Language Requirement**

If prior to completing the mandated 54 hours of coursework, you are taking hours toward the degree, but you are not going to be enrolled in courses during a specific fall or spring semester, by signing up for 6049 (Graduate Full-Time Status).

After you have completed the mandated 54 hours of coursework and passed your Qualifying Exams, you should sign up for 8049 (Graduate Full-Time Status) to maintain your full-time status in the program. Registration for full-time research status through ANTH 6049 and ANTH 8049 is permitted for a maximum of ten semesters. Additional enrollments beyond ten semesters must be requested in writing to the Department Chair.

**Continuous registration is required of PhD students and is your responsibility.** If you are undertaking full-time research off campus, you may petition the faculty for a research leave (up to a maximum of two years). The student will need to inform the Moody School of Graduate and Advanced Studies of all research leaves. If you do not register for two consecutive semesters without being granted a research leave, you will be dismissed from the program. If you do not register for one semester, and do not obtain a research leave, you may petition the Department Chair for re-instatement of your student status.

Defense of dissertation.  
Granting of Degree (May, Aug., Dec.).

**Note: Assuming that you have filed the appropriate request in a timely manner, the MA degree will be awarded to you after you have satisfactorily completed 36 hours of coursework, and passed the MA general examination. You will advance to doctoral candidacy (ABD**



*curriculum vitae*

**must be submitted to the department. Anthropology faculty members with joint appointments (excluding courtesy appointments) are considered internal members of the anthropology department only, and may not serve as outside members of your committee. Retired, emeritus faculty members can serv**

qualifying examination. Should this time limit be exceeded, the credits must be revalidated and approved by the Moody School Dean. Approval is granted only in exceptional cases.

The doctoral dissertation must be submitted and accepted no later than *five* years after you were admitted to PhD candidacy. An extension of one year may be granted by the Moody School Dean, upon recommendation of the departmental faculty. Except under special circumstances, if you still have not submitted your dissertation after the additional twelve-month grace period, you will be dropped from the graduate program, and can be re-admitted only by passing a new qualifying examination. Note: No petition for re-admission and re-examination has been submitted and approved in the history of our department!

If you must take a leave of absence for medical, familial, or personal reasons, the time spent on leave will not be counted toward your time limits as long as you follow the appropriate procedures. The decision to grant your petition for a leave of absence will be made by the department, and then approved by the Moody School Dean.

If you are a part-time student, time limit requirements will be interpreted appropriately to allow for your part-time status.



ANTH 6305 Applied Anthropology ANTH 6307 Global and Public Health  
ANTH 6309 Human Rights, Indigenous Peoples, and Nation States  
ANTH 6316 or 6317 Advanced Seminar in Ethnology: Any Health/Medical Topic  
ANTH 6351 or 6352 Independent Studies



2. **Preparation for the Language Exam:** Starting the first semester, students should begin language study or review in order to be prepared to pass the Language Exam prior to the completion of their sixth semester and prior to the PhD Qualifying Exams. We have found that students who do not prepare early are often not ready to pass the Exam and this may delay their progress prior to the Qualifying Exams.

Students are expected to choose and finalize the remainder of their faculty committee (their faculty Advisor, two other Professors from the department, and one outside member) by the end of their fifth semester. Please see the Department Admin to complete the required paperwork. (Please see the Graduate Student Box folder for copies of the necessary form.) The committee must be set up in accordance with University Guidelines and approved by the committee chair. They should also meet

## D. MA General Examination en route to PhD

To continue in the PhD program, students must demonstrate a high level of proficiency in the MA general examination taken at the end of your second year of coursework. In the Graduate Student Box folder, you will find a bibliography of key works in cultural anthropology, a list of MA General Examination questions for you to consider in preparation for the MA exam, and a set of guiding statements to structure your reading. The bibliography, together with material covered in courses during the first two years, will provide the foundation for the MA general examination. Normally the exam will be offered during the 11<sup>th</sup> or 12<sup>th</sup> week of the spring semester.

The MA Exam is based on 36 hours of coursework (including History I and II, Research Methods, Regional Ethnography, Advance Research Methods, Social Organization, and a range of elective courses). Students will not have access to questions in advance, but they will have access to the MA Bibliography, which is provided as a general resource for the well-read student. The faculty will maintain a private list of questions (not shared with students), which may be used or refined as they see fit for each student.

For the MA exam, students are given one week (Monday 9am to Monday 9am) to prepare answers to 3 questions designed specifically for them, and based on coursework. Responses cannot be longer than 10 pages of text per question (the 10-page limit does not include references). Answers must be submitted electronically to the Cultural/Medical Liaison, be in MS Word or PDF format, and use American Anthropologist format for the references. All answers will be graded by all of the Cultural/Medical faculty in residence within one week, and students will receive the results of their exam early in the following week.

The exam will be administered toward the end of your fourth semester (second semester for entrants who successfully petition with an MA in Anthropology), the date to be determined based on that deadlines for receiving MA degrees, usually in the 11<sup>th</sup> or 12<sup>th</sup> week of the semester. The date will be announced at the beginning of the spring semester in which you take the exam. You will have one week from the distribution of the specific questions to provide the answers.

Your advancement in the PhD program is contingent on achieving a grade of \_\_\_\_\_ or higher on the exam as a whole. Students who receive a grade of \_\_\_\_\_ on their exam are awarded a Masters of Arts degree in Anthropology, but will not be advanced into the PhD program. Students who fail the exam will not receive any degree and will not be allowed to continue in the program.

**Note: Failure to take this exam at the specified time can result in dismissal from the program. Only serious extenuating circumstances will be considered as a reason for postponement, and these must be presented in the form of a well-documented petition to be approved by a majority of the anthropology faculty. No written exam will be given during the summer.**

## E. Preliminary Dissertation Research

Many students will have opportunities to apply for and conduct preliminary dissertation research during the summer following their MA exams (see pages 12-14). In the summer, students will travel to their proposed research site and get to know the community, its members, their culture, and its particular relevance to their research issue. This will prepare them to write and submit

their research proposals for their doctoral research (ANTH 7351 usually taken during the fifth semester).

## F. PhD Candidate Requirements

To be admitted to candidacy, you must satisfy the language requirement, remove all incomplete grades, complete the required minimum of 54 hours of coursework (including any credits/waivers for courses taken elsewhere), and pass the PhD qualifying examination (both written and oral defense). Upon completion of these requirements, the department will recommend to the Moody School Dean that you be admitted to candidacy.

1. Bibliography - After passing the MA Exam, students should spend the fall semester of their third year (fifth semester) developing the theoretical and regional bibliographies for their PhD Qualifying Exams in consultation with their committee chair. Each bibliography should have a **minimum** of 75 citations (combinations of key monographs and edited volumes as well as key journal articles). Each bibliography should include some of the classical works in the region or theoretical area as well as more contemporary materials. This will allow students to track changes in the questions that have been addressed over time. It is helpful to divide these bibliographies into major sections reflecting the breadth of inquiry in a region, or critical issues within a broader theoretical area as well as those areas of special inquiry that are most project.

By the end of their fifth semester, students should



3. Policy on Changes to Region/Theoretical Focus After the Qualifying Exams Have Been Passed - Once the Written Qualifying Exams have been passed, students are *very strongly discouraged* from making changes to their Region or Theoretical Focus, and this will *be allowed only once and in rare and compelling circumstances*. Such a change would only be

dissertation committee agreed to the change. The student will then be required to re-do the qualifying exam for the area changed (region or theory). In these exceptional cases, the student is given a maximum of 6 months to complete the new exam. This may also call for changes to the committee (at the discretion of the faculty).

If the Region and thus research language is changed, this may also require a new language exam. The decision to require a new language exam will be made at the discretion of the dissertation chair and committee.

4. Dissertation Proposal and Defense - No later than during the sixth semester, you are expected to complete the proposal for your planned research project. Make certain to do IRB. (see Tab 9, Appendix 2) Be sure to keep in touch with your committee members (which must include your outside member at this time) to update them on your progress. To allow time for revisions, you must submit a complete version of this proposal to members of your committee at least one month in advance of the scheduled date of your proposal defense. All faculty members on your committee must receive a final version of the proposal two weeks in advance of the proposal defense date. Late submissions will not be accepted. Prior to the defense, you must revise your committee (including external member) with the Moody College (  
(

6. Conducting Your Dissertation Field Research - Usually, as soon as your funding becomes available, you will

## **PROJECTED SEQUENCE AND TIMETABLE: CULT/MED PhD PROGRAM**

A possible schedule for your first years in the program follows. Do not expect the courses to be offered in the exact order as shown, and feel free to mix required and elective as they are available (you do not need to fulfill all your requirements before your electives). Also, the research/teaching schedules of each student will vary depending on funding opportunities and previous teaching experience. Finally, the semester numbering system applies only to semesters in residence: If you have field commitments during the academic year, your schedule must be adjusted accordingly. You still will be expected to take the MA General Exam within four semesters. Some courses may be independent study courses in residence.

**Note: Students who are not fulfilling requirements and making adequate progress by the end of Year 2 will be asked to meet with the Dept. Chair, Grad. Advisor, and their committee chair to discuss ways to improve their progress.**

### **YEAR 1**

<b>Semester 1</b>	<b>Semester 2</b>
6321 History of Anthropology I ®	6322 History of Anthropology II ®
Core Concentration or Elective	7342 Social Organization ®
Core Concentration or Elective	Core Concentration or Elective
*Students will be assigned or choose an initial Advisor.	*Students finalize choice of faculty Advisor and plan of study (courses).
*Complete all petitions (course waivers/transfers)	

\*Begin Review/Study for Language Exam.





ANTH 6383 Geoarchaeology  
ANTH 6386 The Archaeology of Gender and Sexuality

Group C: Lab Courses

ANTH 6325 Introduction to Osteology I: Human-Animal Interactions  
ANTH 6333 Laboratory Methods in Archaeology

- 1. Faculty Mentor and Advisor:** Students will be assigned a faculty mentor when they enter the program or they may choose a Faculty Advisor if they already know which faculty member they would like to have as their primary advisor of their doctoral committee. This decision must be finalized by the end of the second semester. Please see the Department Admin to complete the required paperwork. (Please see the Graduate Student Box folder for copies of the necessary form.) In addition, students should formalize a general course of study with their Advisors. **(Important Note: a student may change his/her Faculty Advisor at any time if**

of all of the grades will determine your overall performance on the exam. You will receive

**a. The Written Exam**

You will take the written PhD qualifying exam during the semester in which you are completing your coursework. The exam will be tailored to your research topic, and will be scheduled and evaluated by your Advisor and committee (which must include your external member). There will be two questions in the area of specialization: one on the region of research, the other on methodological and/or theoretical matters related to your proposed research. These will be take-home exams, with a time limit of one week. The Written Examination is a diagnostic test only, and is not graded. Rather, your Advisor and committee will read it, and your Advisor will provide a written evaluation of the Examination, with input from the committee members, who will send their written comments to the Advisor within two weeks. The evaluation will identify strengths and weaknesses, and will suggest areas of further study as necessary. You will receive the written evaluation before your proposal defense [see below].

**6. Schedule**

When your last semester of coursework begins, follow this schedule:

*Start of sixth week* of classes last day for your Advisor to hand you two [take-home] questions. This can happen sooner if all committee members agreed on an alternative date.

*End of sixth week* of classes last day for you to give finished answers to your committee. Whenever you start, you have one week to hand in the answers.

As in the case of the MA general examination above, failure to take the PhD Qualifying Examination at the specified time can result in dismissal from the program.

**7. Proposal Defense**

You also will prepare for the proposal defense during the semester in which you are completing your coursework; i.e., during the same period that you take the written exam. Submit a complete version (including text, references, vita, and budget) of your dissertation research proposal to your Advisor at least one month in advance of the scheduled date of your proposal defense. Your committee (which should include your external member) should receive a final version of the proposal two weeks in advance of the proposal defense date.

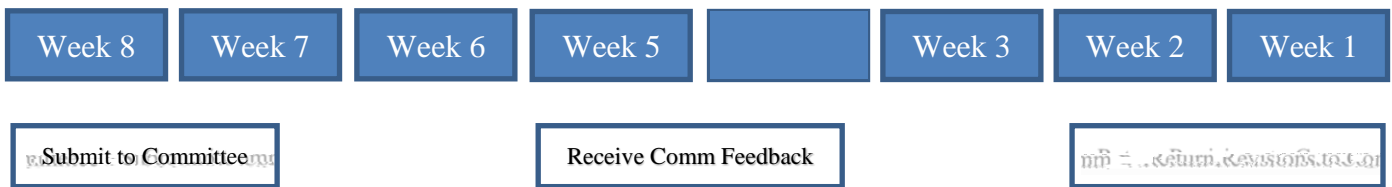
*Schedule* the proposal defense can occur no later than the last day of the exam week at the end of your final semester of coursework.

**Note: It is your responsibility to adhere to the schedules, to ensure adequate time for resubmitting revised drafts, and to ascertain**

must complete the online Defense Scheduler form you can find here: <https://www.smu.edu/Moody/Current-Students/Graduation/GraduationTimeline>.

- e. The Defense Procedures for a dissertation defense are outlined above. You will meet with your committee immediately following the public proceedings, and receive any additional recommendations to be incorporated into the third and final version of the dissertation, before it is submitted to the Moody School of Graduate & Advanced Studies.

Figure 1



## **PROJECTED SEQUENCE AND TIMETABLE: ARCHAEOLOGY PhD Program**

A possible schedule for your first several years in the program follows. Do not expect the courses to be offered in the exact order as shown, and feel free to mix required and elective courses as they are available (you do not need to fulfill all your requirements before your electives.) Also, the research/teaching schedules of each student will vary depending on funding opportunities & previous teaching experience. Finally, the semester numbering system applies only to semesters in residence: If you have field commitments during the academic year, your schedule must be adjusted accordingly. You still will be expected to take the MA general examination within four semesters of entering the program. ® = Required

**Note: Students who are not fulfilling requirements and making adequate progress by the end of Year 2 will be asked to meet with the Dept. Chair, Grad. Advisor, and their committee chair to discuss ways to improve their progress.**

### **YEAR 1**

#### **Semester 1**





ANTH 6303 Political Economy of Health  
ANTH 6305 Applied Anthropology  
ANTH 6307 Global and Public Health  
ANTH 6316 or 6317 Advanced Seminar in Ethnology (medical topic)  
ANTH 6384 Political Economy: Global Processes and Problems  
ANTH 6390 Current Issues in Anthropology

**Note: For non-medical anthropology coursework, you are encouraged to consult with the Instructor and to develop a research project/paper topic for the course that has a health focus.**

For courses outside of the anthropology department, you must obtain the approval of your Advisor before enrolling. You should also discuss your enrollment in these courses with the Instructor of Record in the appropriate department or school. You may have the option of taking these courses, particularly those in the Law School, on a \_\_\_\_\_ basis. This option should be discussed with the Instructor and your Advisor, *before* enrolling. You should be aware that the calendars of the professional schools may differ from that of Dedman College.

### **C. Field/Clinical Experience**

An internship with a field or clinical component is an intrinsic part of the MA program. This will involve your participation in some extramural medical, anthropological, or medical research project, clinic, facility, or agency. You should identify the agency, facility, or program where you want to work by the end of your 2<sup>nd</sup> semester. The internship/experience should last approximately 8-10 weeks with between 10 and 20 hours of service each week. Work may be limited to observation, or may be more involved, and may or may not involve an independent research question. A site supervisor must be identified, who will evaluate your efforts and provide a brief, written report to your Advisor at the end of the internship. Internships may not occur where you are currently employed, nor should they be in the same type of work in which you are already knowledgeable and working.

A one-page written proposal of the internship/experience, including evidence of a willing site supervisor, must be submitted to and approved by your Advisor no later than your 3<sup>rd</sup> semester. If you wish to propose a small independent research project to conduct during your internship/experience, this proposal must be submitted to and approved by both your Advisor and site supervisor no later than your 3<sup>rd</sup> semester. Ideally, the internship will be completed in your third semester of coursework, under the auspices of ANTH 6353.

You will prepare a written report on your field/clinical experience that is a minimum of twenty pages of text. It must include a bibliography and be written in appropriate anthropological style and format. This report does not need to conform to the thesis requirements for the University. Please consult with your committee chairperson regarding the necessary and appropriate content and form of the report. The report needs to be submitted at least six (6) weeks in advance of the scheduled date for the MA exam since it will be discussed during that exam. A copy of this report should be filed with the Department.

**D.**

## PROJECTED SEQUENCE AND TIMETABLE: MEDICAL MA PROGRAM

A possible schedule for your two year program follows. Do not expect the courses to be offered in the exact order as shown, and feel free to mix required and electives as they are available (you do not need to fulfill all your requirements before your electives). Also, the schedule of each student may vary depending on available opportunities. You will be expected to complete your internship by the third semester of your coursework. The 20-page write-up of your field/clinical experience must be completed during your fourth

### YEAR 1

Semester 1	Semester 2
6318 Health in Cross Cultural Perspective ®	6343 Biomedicine, Culture and Power ®
6319 Research Methods in Ethnology ®	Elective
Elective	Elective
*Students will be assigned or choose an advisor.	*Identify location/supervisor for internship.
*Complete all petitions (course waivers/transfers)	*Form MA committee.

### YEAR 2

Semester 3	Semester 4
6353 Research in Anth (Internship) ®	Elective
Elective	Elective
Elective	Elective
*Early in semester: Complete written proposal for Internship	*Remove all grades of "incomplete."
	*Write 20-page report on internship - submit 6 weeks prior to MA exam.
*By end of semester: Complete internship.	<b>*MA Exam - one hour, oral exam.</b>



Anthropologists in other Departments, Schools, etc.

**Eric G. Bing** (PhD UCLA 2000; Prof. of Global Health) HIV infection in Africa, health in the Developing World.

**Jill DeTemple** (PhD U North Carolina; Prof. and Department Chair, Religious Studies) Uses of dialogue in teaching higher education. Latin America.

**Kristina Nielsen**

## APPENDIX 1. LANGUAGE EXAMINATION



**SSRC:**

Comprehension: Adequate comprehension for normal daily needs.

Speaking: Able to speak adequately for normal daily needs.

Reading: Able to read general material in own and related fields with the aid of a dictionary.

Writing: Able to draft academic materials in field of specialization, with major editing by a native speaker.

You may attempt the language exam as many times as needed in order to pass it. You also may try different options, different languages, and even different examiners. Once you have passed the language exam, notify the Department Chair in writing to place the results in your file.



## **APPENDIX 2. IRB (Human Subjects Research) Application**

Nearly all research proposals in cultural anthropology will need to be approved by the campus IRB committee. The proposal will be submitted in the name of your dissertation committee chair since, as a student, you are not an agent of the University for IRB purposes. For additional information and guidelines for submitting an application, please go to the following URL: <https://wiki.smu.edu/pages/viewpage.action?spaceKey=RH&title=Research+Handbook+Home>. All federal funding agencies, and many private foundations, require IRB approval of your research proposal before funding will be released to the University for your project.