ANTHROPOLOGY MAJOR’S HANDBOOK

COLORADO COLLEGE

(Revised January 2016)

Also available on the Anthropology Department’s web site:
http://www.ColoradoCollege.edu/Dept/AN/

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WELCOME!
The faculty and staff of the Department of Anthropology welcome you as a new major! We are pleased that you selected anthropology as your focus of study and hope that you will continue to find your anthropology classes interesting and thought-provoking. All of us in the department are here to help you as you progress through your studies. You will work closely with your advisor in the department, but the rest of us are available to help you as well. A list of major requirements is included in this handbook; if you have any questions about the major, please let us know.

The Anthropology Department consists of five faculty members - four full time and one adjunct - and two support staff persons who keep everything running smoothly and efficiently. Areas of expertise within the department include biological anthropology, sociocultural anthropology, archaeology, and linguistics. Every year the department brings in visiting faculty members who offer new approaches, different subject matters, and expertise to our curriculum.

We urge you to participate in the various departmental activities throughout the year, including meetings of the Colorado College Student Anthropology Society. We also offer a variety of brown-bag lectures, picnics and informal gatherings. Check your mailbox and email for advance notice of these events. Once again, welcome to the department!

ANTHROPOLOGY DEPARTMENTAL MISSION
The Anthropology Department at Colorado College strives to provide students with an expansive outlook on human life through time and across space. We seek to fulfill the discipline’s promise as one of the cornerstone subjects of a contemporary liberal arts education.

Colorado College’s location and block plan format afford distinctive and unparalleled prospects for undergraduate anthropology students. We are able to expose students, anthropology majors and non-majors alike, to multiple opportunities for hands-on anthropological laboratory and fieldwork during the regular academic calendar year. Together with creative pedagogy and rigorous expectations for reading, writing, data gathering and critical qualitative and quantitative analysis, we aim to provide a second-to-none undergraduate educational experience in anthropology.

For a small department at a liberal arts college, ours is also unusual in representing all four subfields of American anthropology: 1) archaeology, which focuses on the material cultures and peoples of the past; 2) biological anthropology, which examines the evolution of human biology and behavior stressing the influence of culture on evolution; 3) linguistic anthropology, which addresses both the formal complexity of linguistic systems and the role that language plays in the regulating and negotiating of social life; and 4) socio-cultural anthropology, which stresses contemporary peoples, combining ethnography and cross-cultural comparison to portray the variability of human value systems, practices and organization. In continuity with the original four-field American vision, our challenge is to demonstrate for students how each subfield contributes to the overall knowledge of human life and how dialogue across subfields allows anthropological perspectives to be unrivaled in their holism.
ANTHROPOLOGY OFFICES (in Barnes Science Center) AND TELEPHONE EXTENSIONS:

<table>
<thead>
<tr>
<th>FACULTY</th>
<th>OFFICE</th>
<th>PHONE</th>
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</thead>
<tbody>
<tr>
<td>Krista Fish</td>
<td>314</td>
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<td>Sarah Hautzinger</td>
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<td>Christian Leza</td>
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<td>Mario Montaño</td>
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<td>Juliana Novic</td>
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<td>Yogesh Chandrani</td>
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<td>Laurie Weinstein (Block 2)</td>
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<td>6363</td>
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<td>David Weinstein (Block 2)</td>
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<tr>
<td>Joshua Holst (Block 6)</td>
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<td>Kerry Linfoot (Block 7)</td>
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<tr>
<td>ADMINISTRATIVE ASSISTANT</td>
<td>302</td>
<td>6358</td>
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<td>Suzanne Ridings</td>
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<tr>
<td>Ruth Markwardt</td>
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</table>

IMPORTANT DATES

Major declaration: Students declaring a major in anthropology should do so by registration in fall of the junior year at the latest. At the same time, majors should obtain an advisor who is a faculty member in the Anthropology Department.

Progress through the major: Students should complete courses in at least three of the four subfields by the time they declare the major. These courses are prerequisites for advanced courses (most 300-level and a few 200-level courses) in the department.

Majors’ meetings: Occasional required meetings are held to review the major requirements for graduation and important due dates, announce important forthcoming events, and answer student questions.

Anthropology Day: Seniors present their Senior Capstone research at a poster session held during the spring semester. This Anthropology Day poster session is a requirement for graduation and all majors are expected to attend.

Senior Capstone due dates:
- Proposal: first Monday of Block 8, 12:00 noon (Junior year)
- Complete draft of paper: first Friday of Block 6, 12:00 noon (Senior year)
- Final draft (signed by your advisor): second Monday of Block 7, 12:00 noon (Senior year)
ANTHROPOLOGY DEPARTMENTAL REQUIREMENTS (12 units):

Effective April 15, 2015

Major

Students majoring in anthropology must complete a minimum of twelve (12) units of course work, including the following requirements:

Two required, discipline-wide courses (taught in fall semester):
- AN215 Anthropological Theory
- AN315 Senior Seminar (taught Block 6 and intended as the capstone course for seniors) in Anthropology

Two Courses with the Department’s “Methods” designation*

An additional 10 units of course work in the department**, distributed in the following categories:
- A minimum of one course in each of the 4 subfields (archaeological, biological, cultural, and linguistic anthropology)
- At least three anthropology courses at the 300-level (in addition to AN315. Note: all 300-level courses have prerequisites; 2-block courses count as one course, but two units in the major)
- At least two courses tagged “M” for significant methodological content
- AN400 Research in Anthropology cannot substitute for 300-level courses.

All Seniors must submit a Senior Capstone Project (these may take longer- or shorter-duration forms; consult with advisor(s) and Senior Capstone Guidelines)

Major requirements may be satisfied by no more than:
- two units of off-campus credit
- two units of independent Readings/Research (400), and
- two cross-listed unit taught by non-departmental faculty (e.g. ethnomusicology, political ecology, ethnography, religion, Race, Ethnicity, and Migration Studies (RM), or SW studies, etc.).**

Note: The department awards Distinction in Anthropology to students who present evidence of distinguished work. Consult the Majors Handbook for Distinction guidelines.

Minor

A minor in anthropology will consist of a minimum of five units of course work, to include the following:
- Courses in (at least) two of the four major subdisciplines (biological, cultural, archaeological, and linguistic anthropology) as described in the major requirements.
- At least one course at the 300 level.
- Independent research courses (AN400) may not be counted toward the minimum five units of the minor.
- Minor requirements may be satisfied by no more than:
  - one cross-listed course unit taught by non-departmental faculty (e.g. ethnomusicology, political ecology, ethnography, religion, RM or SW studies, etc.).**
  - one unit of off-campus credit.
*Anthropology Courses with Methods Content*

Note: The courses listed here are those that *always* fulfill methods content requirements. Other courses may also fulfill these if previously approved by the department and designated by the professor. These may be appropriate single iterations of regularly taught courses with more hands-on work than usual, occasional or one-time courses.

<table>
<thead>
<tr>
<th>Course #</th>
<th>Anthropology Courses with Methods content</th>
<th>Subfield</th>
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</thead>
<tbody>
<tr>
<td>AN 206</td>
<td>Doing Ethnography</td>
<td>Cultural</td>
</tr>
<tr>
<td>AN 219</td>
<td>The Archaeology of the American Southwest</td>
<td>Archaeology</td>
</tr>
<tr>
<td>AN 220</td>
<td>Doing Archaeology</td>
<td>Archaeology</td>
</tr>
<tr>
<td>AN 243</td>
<td>Hispanic Folklore of the Southwest</td>
<td>Cultural</td>
</tr>
<tr>
<td>AN 256</td>
<td>Language Socialization</td>
<td>Linguistic</td>
</tr>
<tr>
<td>AN 260</td>
<td>Language &amp; Gender</td>
<td>Linguistic</td>
</tr>
<tr>
<td>AN 262</td>
<td>Theory and Methods in Linguistic Anthropology</td>
<td>Linguistic</td>
</tr>
<tr>
<td>AN 301</td>
<td>Human Osteology</td>
<td>Biological</td>
</tr>
<tr>
<td>AN 302</td>
<td>Human Ecology and Biology</td>
<td>Biological</td>
</tr>
<tr>
<td>AN 306</td>
<td>Primatology</td>
<td>Biological</td>
</tr>
<tr>
<td>AN 311</td>
<td>Language in Culture and Mind: Cognitive Anthropology</td>
<td>Linguistic</td>
</tr>
<tr>
<td>AN 320</td>
<td>Field Archaeology</td>
<td>Archaeology</td>
</tr>
<tr>
<td>AN 321</td>
<td>Rio Grande Culture, History and Region</td>
<td>Cultural</td>
</tr>
<tr>
<td>AN 342</td>
<td>The Anthropology of Food</td>
<td>Cultural</td>
</tr>
<tr>
<td>AN 376</td>
<td>Culture and Power</td>
<td>Cultural</td>
</tr>
<tr>
<td>AN 371</td>
<td>Culture Contact and Writing Cultures</td>
<td>Cultural</td>
</tr>
<tr>
<td>AN 380</td>
<td>Community-based Field Course</td>
<td>Varies</td>
</tr>
</tbody>
</table>

**The Anthropology Department allows majors to earn up to two (2) credits, and minors one (1), from off-campus study programs to count towards the degree. We accept a broad array of (C), or Cognate, courses for a single credit, assuming the coursework undertaken while off-campus includes at least one course with an anthropological/cultural/societal dimension to it. A second course towards the major requires the proposed be a course be focused on disciplinary anthropology’s thought and content (A). Courses taken off-campus are taught at the 300-level or above will transfer back to the department only at the 200-level to prevent off-campus study from replacing advanced study on campus. Students should submit course approval requests via Summit, which can be accessed at any time before or during your off-campus study. Please upload complete information about the course; you should also save syllabi and papers from your courses overseas, in case there are any additional questions when you get back to campus.

A—Anthropology Course. Serves for a 1st or 2nd course unit one of 12 major / 5 minor course units at the 200-level; does not fulfill subfield distribution. C—Cognate course. Serves for 1st but not a second 2nd off-campus credit, 208 topics, fulfills cultural subfield distribution.
<table>
<thead>
<tr>
<th>Course Number and Title</th>
<th>2 Methods Course (*M)</th>
<th>300-level (min three courses not incl. 315)</th>
<th>Sub-Field (need A, B, C, &amp; L)</th>
<th># of Units</th>
</tr>
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<tbody>
<tr>
<td>215 Anthropological Theory (req. for all majors; intended for juniors)</td>
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<tr>
<td>315 Senior Seminar in Anthropology (req. for all majors; intended for seniors)</td>
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</tbody>
</table>

Total (or more) 300-level courses? (Not including 315) | ✔ |
At least one course in 4 major subfields (A, B, C, & L)? | ✔ |
At least 12 TOTAL UNITS? | ✔

* A=Archaeological; B=Biological; C=Cultural; L=Linguistic
SENIOR CAPSTONE IN ANTHROPOLOGY

Introduction

See also: “Senior Capstone Guidelines” for more details on proposal requirements, advising, required components for final version, formatting and so on. Available at department website and (printed) in department office.

All senior majors must submit a Senior Capstone Project, which provides them with the opportunity to conduct their own independent research project or compose a synthesis of important research within the field of anthropology. Projects will typically take the form of an academic paper; students with adequate preparation may also propose alternatives such as an ethnographic film, museum exhibit, or applied project (each accompanied by a shorter paper). The Capstone program allows students to apply and demonstrate their training at the culmination of their undergraduate study, and also offers a counterpoint to the atomization of one-block-at-at-time by asking students to ponder a question longer, and to rethink and revise their first efforts. Options for capstone directions are as varied as four-field anthropology and CC’s departmental orientation: we encourage hard work, intellectual rigor, creativity and discovery. Seniors must all follow the same departmental deadlines for proposals and drafts, but their time investment in capstone can take longer- or shorter-duration forms, and you can tailor yours to your needs, interests, and priorities.

Shorter-duration projects can be an anthropological paper you execute wholly in block 4’s required AN315, titled the Senior Seminar in Anthropology. A considerable portion of this course will be devoted to support capstone writing.

Longer-duration projects involve significant work before or after 315, and typically one (and up to two) independent research blocks (AN400 Research in Anthropology). A capstone advisor’s support is required for an additional AN400 block/s; there are no a priori GPA qualifications, but the professor will take previous performance into account in deciding whether to support. You might opt for the longer process if you 1) desire and are prepared for a more in-depth and substantive experience; 2) wish to use summer or pre-block 4 time for field or other research, and/or take an AN400 block; 3) require IRB approval for earlier research; and 4) wish to apply for departmental funding in support of your endeavor.

Advising: The professor teaching 315 in any given year will serve as a capstone project advisor; in cases where another faculty member brings considerable expertise or prior involvement to a particular project, that person may be also serve as an advisor (who is primary versus secondary advisor can be worked out by the student, case by case). Some general guidelines for capstone writing can be found in the Chicago Manual of Style, and Kate L. Turabian’s A Manual for Writers of Term Papers, Theses, and Dissertations, which can be obtained in Tutt Library or in the College Bookstore.

Proposal: Majors pursuing the Senior Capstone should work with a faculty member(s) to develop a proposal. See Capstone Guidelines for specifics on formatting and content. Proposals will be reviewed and approved by the department as a whole. The department reserves the right to offer suggestions, to request a revised proposal, or to reject proposals that do not meet the high standards of a Senior Capstone. In some cases, the department may recommend a second reader.

The proposal is due by noon on the first Monday of block 8 of your junior year. Please submit a paper copy of your proposal to the Administrative Assistant in Barnes 302.
Blocks for Academic Credit
With prior planning and approval from a supervising advisor for the block, students may register for AN400: Research in Anthropology for one or, in special cases, two blocks of independent capstone work. AN400 is also used for independent studies and non-Senior Capstone work. Students create their own subtitle for the course that is specific to the type of research they are performing. This subtitle will appear on official transcripts; use the chance to highlight aspects other than your final title (such as “Data Gathering on…” etc.). The title of the senior capstone will appear on official transcripts under AN450, whether or not the student chooses to take an independent study block. AN450 is NOT a course that is taken for credit or for which students register, it is simply the categorization given to Senior Capstone Work in order for the Registrar to monitor the requirement for the major and include the title of it on official transcripts.

Institutional Review Board (IRB) approval
IRB approval is required for all research involving living human subjects. This means that if you intend to do interviews or other ethnographic investigation involving interpersonal contact, you must describe your research procedures and the measures you will take to ensure the safety and privacy of the people with whom you speak. **Plan ahead to meet the IRB's deadline for approval before you begin your research.** The application form and additional information can be obtained at the following link: https://www.coloradocollege.edu/other/irb/#top

Style Guide
The best general guide to the writing of papers in anthropology is the style used in the journals which are concurrent with the standards in your area of research. In general, the department recommends the style used by *Current Anthropology*, which can be found at: http://www.press.uchicago.edu/dms/ucp/journals/generaldocs/CA_style_guide.pdf

See the Senior Capstone Guidelines for details on style guide and formatting including pagination, title page, abstract, honor pledge, references, footnotes, graphics, figures, illustrations, tables, margins, line spacing, and fonts.

Submission Process
A complete draft of your paper is due on **Friday at 12:00 noon the first week of Block 6**. The final copy is due **Monday at 12:00 noon the second week of Block 7**. It is your responsibility to anticipate and avoid delays. Any Senior Capstone received after the specified due date may result in an “Incomplete” and a delay of graduation.

The final copy of your Senior Capstone is to be submitted to your Senior Capstone advisor(s) and a digital copy sent to the Anthropology Department Administrative Assistant. A digital file must also be submitted to the Tutt Library via [http://coloradocollege.libguides.com/DigitalArchivesSubmission](http://coloradocollege.libguides.com/DigitalArchivesSubmission). If you want a personal copy, submit a hardcopy to the Tutt Library with $10 as per the Tutt Library website [http://coloradocollege.libguides.com/content.php?pid=345211&sid=3038528](http://coloradocollege.libguides.com/content.php?pid=345211&sid=3038528). If others who have helped during research, (e.g., faculty advisor/s, informants, other libraries, government agencies, etc...) have requested a copy of your Senior Capstone Project, it is your responsibility to supply such copies.

Advisors will request a clean electronic copy of the final version by noon of the second Monday of Block 7. This award is presented at Honors Convocation during Block 8.
FUNDING FOR STUDENT RESEARCH

There are three principal sources of funding for student research. The first and most important is the Venture Fund, which is administered by the Dean's Advisory Committee. It is a competitive campus-wide award that supports travel and expenses. Because available funds diminish late in the year, students hoping to secure funding should submit a Venture Fund proposal well in advance of the projected research. The application form is available at the department website or in the department office. Students are encouraged to request letters of support for their application well in advance of the deadline each block.

The second source of funding is the department’s Kathleen A. Jones Memorial Fund, established by the family of a 1980 graduate of the Anthropology Department. It is specifically for the support of majors engaged in research for the Senior Capstone or faculty supervised projects. All research funds are contingent on department approval of a research proposal.

The third source of funding is the President’s Special Projects Fund awarding between $100 and $500 to students one time during their four years at CC to “accomplish an academic project that will add to their liberal arts education experience at Colorado College.”

Regardless of funding source, the department will require you to write and sign a thank-you note to the donors or the honorees of the fund, which should also provide an informative explanation of your research interests. You must save all receipts and make a careful accounting of your expenditures to the department.

INDEPENDENT STUDY IN ANTHROPOLOGY

The Anthropology Department offers AN400: Research in Anthropology as an option for independent study. Independent study units are intended primarily for anthropology majors wishing to do advanced work under the close supervision of a faculty member. Students writing a Senior Capstone may devote one or two research blocks to the capstone (although no blocks are required), but any student may wish to undertake an independent project. Students’ ability to take independent study blocks relies upon gaining approval – and signatures on an Independent Study Drop/Add form – from the supervising faculty member and the department chair. As early as possible but no later than Monday noon of the last day of the block preceding the independent block, students should approach faculty members and propose the independent study; be prepared to justify the need for independent work, show what previous work lays a foundation for it. Students may count a maximum of two independent blocks toward their major requirements.

Students wishing to do an independent study should have taken at least one course in anthropology, preferably the introductory course in the area in which they wish to do additional work. Independent studies are not offered for courses already taught during the academic year or summer session. Independent study blocks are offered solely at the discretion of the faculty member, who may impose specific requirements in addition to the department's requirements.

CREDIT FOR OFF-CAMPUS STUDY

Colorado College emphasizes the importance of a study abroad experience as part of an undergraduate education. These experiences can include taking classes at a foreign university or college, participating in various Associated Colleges of the Midwest programs (e.g., in Costa Rica and Tanzania) or other
“Semester in. . .” programs of the college (e.g., France, Mexico, Russia, Japan). In all cases, the department will work with students to advise them about what kinds of courses and/or experiences might fulfill major requirements and which ones might not. Credit for recognized programs (such as those from ACM) is usually straight-forward and includes language studies, culture area studies, and often field studies. Regular courses taken at another university or college, foreign or domestic, will be reviewed on an individual basis as to their applicable transfer of credit for major requirements. Please remember that we can accept up to two credits only into the major and up to one credit in the minor for courses and programs the college has approved for academic credit and which appear on your CC transcript. The college makes the decision about what are acceptable (or not acceptable) academic credits for courses, programs, etc., while the department makes the decisions about which credits satisfy major requirements.

Students seeking international study experiences beyond the ACM’s programs should consult the “approved program” list through the Office for Study Abroad. In cases where no approved program meets a student’s needs, the student may wish to explore petitioning to have an alternate program approved with the departmental advisor, whose letter of support will be required. In general, credit is not guaranteed for such programs for any major requirement and, in most cases, will require the student to bring back all course work (including syllabi, papers, exams, journals, textbooks, handouts, etc.) for evaluation. Upon return to campus the student submits a petition to the department along with the grade received in the course and supporting materials for evaluation. A sample petition for study abroad credit can be found on the departmental webpage under “Academics.” Save everything that was part of your program of study abroad!

**DEPARTMENTAL EQUIPMENT**

In most cases, students should approach either the administrative assistant or the course instructor about using equipment for courses. Outside of the context of equipment use in a course, the Anthropology Department permits use of technical equipment by anthropology majors solely on the premises of the department (Barnes Hall on the Colorado College campus). In rare circumstances, the faculty may allow exceptions to this policy. Such exceptions could only occur through a formal petition filed with consent of the advisor and with a minimum of 2 weeks of advance notice, to be approved by the Anthropology faculty. All students using department equipment will be required to sign a loaner agreement acknowledging their responsibility for the return of the equipment in good working condition.

**DEPARTMENTAL AWARDS**

*Distinction in Anthropology*

The Department of Anthropology offers an award of Distinction in Anthropology to senior majors in recognition of academic excellence in anthropology. Students become eligible to be nominated for Distinction if they

(a) have a GPA of 3.8 or better in the major, and
(b) receive a grade of A or A- on the Senior Capstone, and
(c) are recommended by one or more Anthropology Department faculty member(s).

The awarding of Distinction in Anthropology is determined by vote of the faculty of the department. Recipients of departmental Distinction are listed in the Commencement program.
Courtney Cusick Memorial Award

The Courtney Cusick Memorial Award is named for senior anthropology major Courtney Cusick, who was killed in an automobile accident in 2002 on her way back to CC for her final semester. The award recognizes an outstanding Senior Capstone which clearly demonstrates strong argumentation, a sound inter-weaving of theory, method and data, meticulous research of primary sources, and a commitment to using multiple lines of evidence. Papers are nominated by capstone advisors for consideration by the department. This award is presented at Honors Convocation during Block 8.

The H. Marie Wormington Award

The Department of Anthropology presents the H. Marie Wormington Award for the outstanding graduating senior major. The criteria include

(a) an excellent academic record;
(b) commitment to the discipline of anthropology, especially in field research;
(c) involvement in the department’s program outside of coursework;
(d) participation in college activities on behalf of anthropology.

Students are encouraged to submit nominations with supporting letters to the administrative assistant by the last day of block 6. This award is presented at Honors Convocation during Block 8.

THE COLORADO COLLEGE STUDENT ANTHROPOLOGICAL SOCIETY

The Colorado College Student Anthropological Society, SAS, was formed in the spring of 1995 to provide a forum outside the classroom where students could exchange and discuss ideas about the discipline of anthropology, to provide student support for majors, to assist with peer tutoring, and to provide an organizational structure for student representation in department meetings, to transmit student concerns to the department, and for participation in department discussions about hiring new faculty, curriculum changes, and other issues of student concern. SAS governance varies according to the current cohort’s interest, but typically students elect or appoint officers to lead the group.

The SAS also provides interested students with opportunities to present and discuss their research, for example, a slide show of experiences on an archaeological dig in Honduras. Occasionally, professors are invited to attend the meetings, thus adding to the discussion at hand. Additionally, SAS brings guest speakers in anthropology to the department and college, as well as organizing other events of interest (including discussions of graduate school programs, anthropological careers panels, film series, thematic celebrations). SAS is chartered by and receives funding from the Colorado College Campus Association (CCCA); SAS may additionally raise funds or seek departmental assistance when needed.

For further information about SAS, including meeting times, please contact the department paraprofessional, who serves as a liaison between SAS and the faculty (Barnes 408, ext. 6825) or Suzanne Ridings (Barnes 302, ext. 6358).