Anthropology Graduate Program Handbook

Welcome to the UNLV Department of Anthropology

This handbook is for students entering the Master of Arts program and the Doctor of Philosophy program in Anthropology help guide you along the path towards your graduate degree, we have created this handbook. We hope that this information helps propel you towards success in graduate school and beyonids framdbook:

- " Provides timelines to help you chart your expected progress towards your degree
- " Provides information regarding course requirements, inistrative requirements, and including forms that must be submitted to the Department or to the Graduate College
- " Provides information about becoming a Graduate Assistabilt (G
- " Provides information about organizing your committee

Mission Statement

Anthropology is the only academic discipline that studies the complete human experience; past, present, and future. Success in the 21st century requires an understanding of cultural diversity and evolutionary foundations of human behavior and biology within an increasingly interconnected and interdependent world. Anthropology is especially well suited to provide this

Table of Contents

Advisory Committee Guidelines	4
Graduate Assistantships	4
Maximum Time Limits for State GA Funding	5

‡ A level state GAs may hold their position for 2 years with the possibility of a 1 semester extension if degree completion is pending.

3-BA MID level state GAs may hold their position for 2 years and then be renewed for an additional 3 years by the partment for a total of 5 years of funding. Up to a 1 year extension may be possible for pending degree completion.

‡ 3-R/IX R/hD level state GAs may hold their position for 4 years, with a possibility of up to a 1 year extension for pending degree certicup.

Registration and Enrollment

\$ O O J U D G X D W H F R X U V H V Q H H G ³ ' H S D U W P H Q W & R Q V H Q W ' W their chair and/or the graduate coordinator to ensure that the proper courses are being taken. Once decided upon, the student send an email to the Administrative Assistant III with probation may be dismissed/separated from their program for failing to the conditions of their probation by the deadline provided. Please selectors and Separation section of the Graduate Catalog for more information

Classes in which a student receives a C+ or lower will not count towards their degree. Any student receiving a C+ or lower will be placed on academic probation. Failure ttheneet requirements of probation will result in separation from the graduate program.

Professional Development

You q 0 0 612 792 re W* n BT /TT1 12 Tf re W*isseate program.

SampleProgramDescriptions and Timelines

Please refer to Catalog fothe official plans of study A Subplan will be decided through consultation with the committee chair. A student may not declare their subplan without prior approval from their committee chair. Qena subplan is determined, the student must email the Graduate Coordinator or the Graduate College and inform them of the intended subplan. Once the subplan has been declared, the appropriate Advisory Committee form will then be made available to the studie on their Grad Rebel Gateway portal. Note: the plan of study form will not be made available until the Advisory Committee form has been submitted.

Master of ArtsPAorghaoptology Tim1.2.96 Tfelinill then be madeitted.

Sub

determined in consultation with the chair of the advisory committee. Minimum requirements forme departmental proposal include: general aims, hypotheses or research questions, methods, and significance. This proposal must be successfully defended to the committee and must be defended orally. The student must obtain committee approval of their prospectus and complete the Prospectus Approval form that can be found on Grad Rebel Gateway.

" MA/PhD Thesis/DisserMAt 0 TJ ET Dd o E90. 4i<aoa0.024t be Msis/DisserMAt 0 T11 69i1 (ed)4 (d

Alumni Association

With an aluminbase 140,000+ strong, the NLV Alumni Association offers a variety of services and opportunities in support of alumni and their families. UNLV alumni are encouraged to support the values of higher learge ithrough advocacy, involvement, and giving.

Commencement Office

Located in the UNLV Office of the Registrar, tbemmencement officis the last step in the graduation process. Please check with the commencement office for information on the commencement ceremony and your diploma; for all other information about graduate student degree completion and graduation, including thesis/dissertation requirements and doctoral hooding, please contact the Graduate@el.It is the students' responsibility to ensure they apply forgraduation on time and submit all required forms to the Graduate College. Questions regarding thesis/disertation should be directed to the Graduate Colleges Team and questions regarding required forms should be directed to the Graduate <u>Refle</u>ge <u>Team</u>

Office of Diversity Initiatives

The vision of the <u>Office of Diversity Initiative</u>sis to advocate, promote, and support the advancement of equitinclusiveness, and empowerment of a continuously changing collegiate and global community. The mission of the Office of Diversity Initiatives is to provide leadership DQG VXSSRUW IRU 81/9th Vurforte Equility MixterWith, and Live Mass that promotes respect, support, and empowerment. This Office also handles UNLV Title IX questions, inquiries, and reporting.

Disability Resource Center (DRC)

The <u>DRC</u> is committed to supporting students with disidibits at UNLV through the appropriate use of advocacy, accommodations, and supportive services to ensure access to campus courses, services, and activities. The DRC is the univerdies ignated office that determines and facilitates reasonable accommodation compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. Graduate students with disabilities must disclose to the DRC in order to receive appropriate accommodations.

Office of International Studerand Scholars Services

International Students and Scholars (ISeS) ures compliance with both SEVIS (Student and Exchange Visitor Information System) and federal law, so that the university can continue to be authorized by the U.S. federal government to enroll international students; host and hire international scholars; assist and advise employment eligibility and authorization relating to international students and scholars, and visa, travel, and immigration **issues** critical and specialized services to the international students and scholars of the UNLV community; and facilitate their transition to the campus and the U.S.

Jean Nidetch Women's Center

The <u>- H D Q 1 L G H W F K</u>: **R** Edmonified to the algorithm by the services of the UNLV community. The Women's Center has informating resources, brochures, and flyers for a variety of on and off campus organizations to help empower and protect yourself, and learn about your options. They also provide free tampons, pads, and condoms.

The Intersection

<u>The Intersectio</u> is a one VWRS UHVRXUFH IRU 81/9¶V K²LalKO\ GLYHUVH comprehensive multicultural center grounded in the academic life of our students. As an intersecting campus resource, the Intersection helps ensure st**pdetics** larly firstgeneration and students of color, successfully navigate their academic careers. Here, all members of campus can discuss their differences, discover their similarities, and build a shared sense of belonging.

UNLV Libraries

<u>UNLV Libraries</u> has always been more than books; they are about encouraging students and creating quality programs that elevate growth and learning. Please visit their website for important information about the servicesythee for to graduate students.

Graduate & Professional Student Association (GPSA)

The <u>Graduate & Professional Student Association</u> all currently enrolled University of Nevada, Las Vegas graduate and pro**fered** istudents. The GPSA maintains the Graduate Student Commons located in the Lied Library room 2141 and Gateway Building PDAC Room. The facility a working office equipped with a copier, fax, flatbed scanners, color laser printer, office supplies, and compers with printers and a small kitchen area. The GPSA is the graduate student governance body at UNLV; the GPSA Council consists of one graduate student representative from each graduate department, and they meet monthly. The GPSA also provides volunteeropportunities, sponsors social events, and supports graduate student research through the graduate research and travel grants program.

Office of Student Conduct

The <u>Office of Student Conducts</u> a studencentered, service riented office located within the Division of Student Affairs. The Office of Student Conduct collaborates with the UNLV community to provide an inclusive system through enforcement <u>of Maey</u> Student Code of Conduct by:

Promoting awareness f student rights and responsibilities; Establishing accountability for student choices; Creating opportunities for involvement in the process; and Striving to uphold the values and ethics that advance the common good.

Military and Veteran Services Cent

The <u>Military and Veteran Service Cen</u>tisrstaffed with veterans and veteran education benefits experienced staff to assist more than 1,800 veterans, dependents, active duty service members, National Guard members, and reservists attending (mb)-11 (e)4 (rs)-7 (, a)4 (nd re)7 (se)-6 (rv 9p6>>E

Writing Center

This is a free service to UNLV students to help you with any writing project, from papers to creative writing, to resumes, and we can work with you at any stage of the writing process. The center can help you brainstorm, make an outline, work on your drafts, or just be a soundboard for your ideas. The center staff can assist you in person, or variantee Writing Lab (OWL) page.

University Policies and Procedures

Graduate students are responsible for knowing and acting in accordance with UNLV Policies and Procedures. To view the most commonly referenced campus policies and procedures, you can refer to the following websites:

- x Academic Integrity
- x Activation for Military Service
- x Change of Address
- x FERPA/Privacy Rights
- x Health Insurance Mandatory
- x Jean Clery Campus Safety and Security Report
- x Proof of Immunization
- x Policies and Procedures on the Protection of Research Subjects
- x <u>Rebelmail Policy</u>
- x Student Conduct Code
- x Student Computer Use Policy
- x Title IX

UNLV does not discriminate in its employment practices or in its educational programs or activities, including admissions, on the basis of sex/gender pursuant to Title IX, or on the basis of any other legally protected category as is set forth in NSHE Handbook Title 4, Chapter 8, Section 13. Reports of discriminatory misconduct, questions regarding Title IX, and/or concerns about noncompliance with Title IX or any other anti-discrimination laws or SROLFLHV VKRXOG EH GLUHFWHG WR 81/9¶V 7LWOH ,; & RF

Handbook Information

Last revised	Revised by	Changes summary
May 2016	Peter Gray	Small language edits along with a handful of modest changes to guidelines for prospectus, thesis and publishable paper defenses.
April 2018	Peter Gray	Edits to ANTH 790 and small edits to ensure links and contacts are current.
March 2020	Alyssa Crittenden Heather Nepa	Complete overhaul of degree timelines, number of electives within ANTH. Added information on non-thesis (publishable paper) tracks at both the MA and PhD level. Added information on annua evaluations, GA selection criteria, and student-faculty interaction (including codes of conduct and consensual relationship policy). Removed information on external grands and discipline specific websites in order to reduce length of document, as these resources are publicly available elsewhere. Al changes ratified by faculty on March 25, 2020.
January 2023	Brian Villmoare Heather Nepa	Changed time-completion expectations, reflecting departmental vote at Aug. 2022 retreat.
August 2023	Matthew Montalto	Changed contact information for new Chair and Administrative Assistant. Updated Grad Coordinator Email.