



Class Location & Time: Heritage Hall 318 (lab); M/W 11:00-12:15
Instructor: Christine Jones, PhD
Office: Heritage Hall 204C
Office Hours: By appointment, both face-to-face on campus or virtual via webex
Contact me: Bioarchjones@tamuct.edu

Catalog Course Description:

The foundation of biological anthropology is the study of the human skeleton. In this course, students will learn concepts and methods used by anthropologists to identify, describe, and analyze human skeletal remains from forensic and archaeological contexts. Classes will be a combination of lecture and laboratory.

Mode of instruction and course access:

This course meets face-to-face, with some supplemental course materials made available online. Check Canvas daily for any course announcements or schedule changes.

Student-instructor interaction

During the week (Mon-Fri) I usually check emails often and respond within 24 hours. I may not respond to weekend emails until Monday or Tuesday. Email is a better way to reach me than Canvas message.

Emergency Warning System for Texas A&M University-Central Texas

SAFEZONE. SafeZone provides a public safety application that gives you the ability to call for help with the push of a button. It also provides Texas A&M University-Central Texas the ability to communicate emergency information quickly via push notifications, email, and text messages. All students automatically receive email and text messages via their myCT accounts. Downloading SafeZone allows access to push notifications and enables you to connect directly for help through the app. You can download SafeZone from the app store and use your myCT credentials to log in. If you would like more information, you can visit the [SafeZone](http://www.safezoneapp.com) website [www.safezoneapp.com]. *To register SafeZone on your phone, please follow these 3 easy steps:*

1. Download the SafeZone App from your phone store using the link below:
 - [iPhone/iPad](https://apps.apple.com/app/safezone/id533054756): [https://apps.apple.com/app/safezone/id533054756]
 - [Android Phone / Tablet](https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp)
[https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp]
2. Launch the app and enter your myCT email address (e.g. {name}@tamuct.edu)
3. Complete your profile and accept the terms of service

Required Textbook/Readings:

- 1) Tim White, Michael Black & Pieter Folkens (2011) *Human Osteology*, Third Edition. ISBN: 9780123741349
- 2) H. Wayne Sampson et al.(1991) *Atlas of the human Skull*. Second Edition. Texas A&M University Press: College Station, TX. ISBN: 9780890964880
- 3) "OsteologyLandmarks.pdf" will be on Canvas and will handed out on the first day. ****Bring this booklet to every class****

Materials Needed:

Student LAB COAT. A reusable type of these is on sale in our bookstore for approximately 10 dollars. You can also get them on online quite inexpensively. If you are having trouble getting a lab coat please let me know ASAP.

Recommended but not required:

Tim White (2005) Human Bone Manual. This is a softcover and shortened version of our main text. It is great for quick studying on the go but NOT a replacement for the main text.

IMPORTANT. A NOTE ABOUT LIBRARY RESERVES: ALL of our textbooks are available through the library either online (our main textbook is also an ebook) or in person at the reference desk. Not having your book is not a good reason to fall behind in your studying. Visit the library front desk and they can help you.*** **Additionally, the library offers a complete disarticulated skeleton (including skull) for study purposes. I encourage you to use this resource at times the lab skeletons are not available for studying. *****

Student Learning Outcomes:

Students will learn:

- Human bone and tooth development and anatomy
- The differences between juvenile and adult skeletal and dental anatomy
- How to identify every bone of the human skeleton using skeletal form, features and landmarks
- How to complete a full bone inventory and skeletal identification lab report
- Methods of skeletal analysis used in both forensic and archaeological context

Course requirements:

1. Lab Safety: Students must complete the “Lab Safety Module” on Canvas, including the Lab Safety Quiz. Safety equipment locations will be demonstrated in class. After taking the module, students must turn in a hard copy of the Safety Agreement no later than the second day of class, Mon. Jan 30. Failure to complete the module or turn in the safety agreement will result in the student not being able to enter the lab.
2. Reading assignments and weekly online folders: Readings from the textbook are listed in the course schedule below.
3. Lab assignments: We’ll have four labs spread out throughout the semester, worth 25 points each or 10% of the course. Some of these labs may have a typed component, which you will work on at home and then bring into class (hard copy only) by the next class day.
4. Quizzes: Four **surprise** quizzes will be given over the semester. The two highest quiz grades will count for 10% of the final grade (two lowest quiz grades will be dropped). Quizzes are similar in content and structure to the practical exams but have fewer questions.
5. Practical exams: Four practical exams will be given over the course of the semester, each worth 20% of the final grade. Practical exams are mainly comprised of stations

with labeled specimens for students to identify but will also include a minor written component. Tests are cumulative, however, the emphasis for each will be on new material covered since the previous test.

Grade posting: All grades will be posted online; it usually takes about 1 week for me to grade your work. Be assured that I am grading your work as fast as I possibly can.

Assignment	Points	Points	%	Grade
Labs (4 @ 25 points)	100	900 – 1000	90 – 100%	A
Quizzes (4 total BUT lowest 2 scores are dropped... so 2@ 50 pts)	100	800 – 899	80 – 89%	B
Exams (4 @ 200 each)	800	700 – 799	70 – 79%	C
Total	1000	600 – 699	60 – 69%	D
		0 – 599	0 – 59%	F

Course Policies

Modification of the Syllabus: This syllabus may be revised in minor ways at the discretion of the instructor. The student is responsible for noting any changes in the syllabus. If a change in the syllabus occurs a revised course schedule will be posted online with an announcement.

Makeup exams:

There are no makeups for quizzes. If you miss an exam, you can **request a makeup** within 1 week of the missed exam. The instructor will evaluate makeup requests for missed exams due to serious illness or another legitimate reason on a case-by-case basis. Simply making a request does not mean that you will be permitted to makeup the missed exam. Students missing one exam and granted a makeup will be able to schedule a practical exam similar to the missed exam. If a student misses a second exam and is granted a makeup, the makeup will consist of a 3-page critical review of 3 articles on human skeletal biology from the American Journal of Physical Anthropology, formatted per AJPA guidelines.

Late Work (AKA turning in your lab assignment after it was due)

Usually lab work is completed in class. Sometimes the lab requires you to complete some work at home and turn in a typed assignment **the next time the class meets**. If you fail to turn in your lab the next time the class meets I will accept it late with the following deductions: 5 points for 1 day late, 10 points for 2 days late, 15 points for 3 days late. After 3 days the lab will not be accepted. Also these days are not class meeting days, they are consecutive days after the lab was due.

Handling human skeletal remains in this course: During every class students will be expected to handle a reproduction skeleton or actual human skeletal remains. We will review a number of rules regarding the handling of skeletal remains to ensure they are not damaged during the class. Failure to observe these rules can result in the instructor asking students to leave the classroom, which may affect their grade and participation in the course.

Course Schedule

Week	Day	Topics	Readings: White is W, Sampson is S
1	Jan 18 W	1. Introduction	W pgs 6-8, pgs 358 and 359 and W chapter 2; S pgs 1-40; Review landmarks guide
2	Jan 23 M Jan 25 W	2. Neurocranium 3. Neurocranium II	W4; S pgs 40-98 W4; S pgs 40-98
3	Jan 30 M Feb 1 W	4. Viscerocranium 5. Viscerocranium II	W4; S pgs 105-193 W4; S pgs 105-193
4	Feb 6 M Feb 8 W	6. Viscerocranium III Practical Test #1	S 105-193
5	Feb 13 M Feb 15 W	*Lab 1* 7. Bone biology** No class	Watch video online; W3,
6	Feb 20 M Feb 22 W	8. Dentition I** No class 9. Dentition II	Watch video online; W 5; p. 563 Teeth handout; Lab 1 is due 2/22 by 11:59pm
7	Feb 27 M Mar 1 W	10. Dentition III 11. Vertebral column	W6
8	Mar 6 M Mar 8 W	12. *Lab 2* Practical Test #2	
☺	Mar 13-17	Happy Spring Break!	
9	Mar 20 M Mar 22 W	13. Ribs & Shoulder 14. Shoulder & Arm	W7; Lab 2 is due 3/20 by 11:59pm W8
10	Mar 27 M Mar 29 W	15. Arm & Wrist 16. Wrist & Hand I	W9 W10
11	Apr 3 M Apr 5 W	17. Wrist & Hand II *Lab 3*	
12	Apr 10 M Apr 12 W	Catch up and Review Practical Test #3	
13	Apr 17 M Apr 19 W	17. Pelvis 18. Pelvis II	W11, 18; Lab 3 is due 4/17 by 11:59pm W 19
14	Apr 24 M Apr 26 W	19. Thigh & Leg 20. Thigh & Leg II	W12 W 20
15	May 1 M May 3 W	21. Hindfoot & Forefoot *Lab 4*	W13 W23
16	May 8 M May 10 W	Catch up and Review Practical test #4	Lab 4 is due 5/10 by 11:59pm

****On Wed Feb 15 and Mon Feb 20 there is no class while the instructor is at a conference; lecture videos and resources will be posted online.**

IMPORTANT: OPTIONAL STUDY SESSION DATES WILL BE ANNOUNCED IN CLASS!

Diversity in the Classroom: Respect for cultural and human biological diversity are core concepts within the Social Sciences. In this course, each voice in the classroom has something of value to contribute to class discussion. Please respect the different experiences, beliefs and values expressed by your fellow students and instructor, and refrain from derogatory comments about other individuals, cultures, groups, or viewpoints. In this course we welcome individuals of all ages, backgrounds, citizenships, disabilities, education, ethnicities, family statuses, genders, gender identities, geographical locations, languages, military experience, political views, races, religions, sexual orientations, socioeconomic statuses, and work experiences.

Tips for Success in Human Osteology

- Attend every class. Arrive on time and don't leave early. This is a hands-on class — you must come to every single class to do well.
- Attend as many lab study sessions as possible.
- Study every day. Draw bones. Make Notecards. Use skeletal anatomy apps (essential skeleton 4 is great). Create a study group. *On one of your usual library visits check out the skeleton and skull on reserve!* Make this class part of your daily life this semester and you will do well.
- Read the textbook chapters *both before and after class*.
- When in doubt, ASK the prof.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Academic Accommodations

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Warrior Center for Student Success, Equity and Inclusion is responsible for ensuring that students with a disability receive equal access to the university's programs, services and activities. If you believe you have a disability requiring reasonable accommodations, please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information, please visit our [Access & Inclusion](https://tamuct.instructure.com/courses/717) Canvas page (log-in required)
[<https://tamuct.instructure.com/courses/717>]

Academic Integrity

Texas A&M University-Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. All academic misconduct

concerns will be referred to the Office of Student Conduct. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more [information regarding the student conduct process](https://www.tamuct.edu/student-affairs/student-conduct.html), [<https://www.tamuct.edu/student-affairs/student-conduct.html>].

If you know of potential honor violations by other students, you may [submit a referral](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0), [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Drop Policy

If you discover that you need to drop this class, you must complete the [Drop Request](#) Dynamic Form through Warrior Web.

[<https://federation.ngwebsolutions.com/sp/startSSO.ping?PartnerIdpId=https://eis-prod.ec.tamuct.edu:443/samlSso&SpSessionAuthnAdapterId=tamuctDF&TargetResource=https%3a%2f%2fdynamicforms.ngwebsolutions.com%2fSubmit%2fStart%2f53b8369e-0502-4f36-be43-f02a4202f612>].

Faculty cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Important information for Pregnant and/or Parenting Students

Texas A&M University-Central Texas supports students who are pregnant, experiencing pregnancy-related conditions, and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit [Student Affairs](https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html) [<https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html>]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines](#) online, please visit the website [<http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf>].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

Tutoring

Tutoring is available to all A&M-Central Texas students, both virtually and in-person. Student success coaching is available online upon request.

If you have a question, are interested in becoming a tutor, or in need of success coaching contact the Warrior Center for Student Success, Equity and Inclusion at (254) 501-5836, visit the Warrior Center at 212 Warrior Hall, or by emailing WarriorCenter@tamuct.edu.

To schedule tutoring sessions and view tutor availability, please visit [Tutor Matching](#)

[Services](https://tutormatchingservice.com/TAMUCT) [https://tutormatchingservice.com/TAMUCT] or visit the Tutoring Center in 111 Warrior Hall.

Chat live with a remote tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.

University Library & Archives

The University Library & Archives provides many services in support of research across campus and at a distance. We offer over 350 electronic databases containing approximately 631,525 eBooks and 75,149 journals, in addition to the 97,443 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place virtually through WebEx, Microsoft Teams or in-person at the library. [Schedule an appointment here](https://tamuct.libcal.com/appointments) [https://tamuct.libcal.com/appointments]. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](https://tamuct.libguides.com/index) [https://tamuct.libguides.com/index]

University Writing Center

University Writing Center: Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (A&M–Central Texas) is a free service open to all A&M–Central Texas students. The hours of operation are from 10:00 a.m.-5:00 p.m. Monday thru Thursday in Warrior Hall 416 (with online tutoring available every hour as well) with satellite hours available online only Monday thru Thursday from 6:00-9:00 p.m. and Saturday 12:00-3:00 p.m.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via [WOnline](https://tamuct.mywconline.com/) [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce

Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

OTHER POLICY STATEMENTS

A Note about Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Wellness and Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/compliance/titleix.html) [<https://www.tamuct.edu/compliance/titleix.html>].

Behavioral Intervention

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the [referral](#) online

[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

Anonymous referrals are accepted. Please see the [Behavioral Intervention Team](#) website for more information [<https://www.tamuct.edu/bit>]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5805.

Copyright Notice.

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

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