		School of Arts & Science
		SOCIAL SCIENCES DEPARTMENT
		ARCH 190-001
		Archaeological Field Assistant
		Spring 2014

COURSE OUTLINE

The Approved Course Description is available on the web @ _____

Ω *Please note: this outline will be electronically stored for five (5) years only.*
  It is strongly recommended students keep this outline for your records.

1. Instructor Information

(a)	Instructor:	Nicole Kilburn		
(b)	Office Hours:	By appointment on weekdays during the program		
(c)	Location:	Young 207		
(d)	Phone:	370 3368		
(e)	Email:	Kilburn@camosun.ca		
(f)	Website:	www.faculty.camosun.bc.ca/nicolekilburn		

2. Intended Learning Outcomes

Upon completion of this course the student will be able to:

1. List the laws that protect archaeological sites in British Columbia.
2. Follow professional and ethical protocols.
3. Employ basic archaeological resource field inventory skills.
4. Identify archaeological sites and Culturally Modified Trees (CMT) and record their locations.
5. Complete the Archaeological Site Inventory Form and the CMT Site Recording Form as required by the BC Heritage Conservation Act.
6. Read and generate maps at various scales.
7. Walk a compass transect.
8. Use GPS to record site locations.
9. Take digital photographs.
10. Practice safety in the field.

(a) Readings

The following materials are free for individuals to download from the internet for personal use. Many readings below are more for reference to consult as needed, so do not print these unless you have a specific interest (the CMT handbook is 171 pages long!). They are available at these web addresses, and linked off my website. Note: There may be a few additional readings that are assigned throughout the course.

British Columbia Archaeological Resource Management Handbook	http://www.for.gov.bc.ca/Archaeology/docs/resource_management_handbook/index.htm
British Columbia Site Inventory Form Guide	http://www.for.gov.bc.ca/ftp/Archaeology/external/!publish/Web/inventory_site/Site%20Form%20Guide%20(Revised%20Dec%202010,%20Note%20Added%20Mar%202014).pdf
Ministry of Small Business, Tourism and Culture 2000 *Archaeological Inventory Guidelines*. Prepared by the Archaeology Branch for the Culture Task Force Resources Inventory Committee	http://www.for.gov.bc.ca/ftp/archaeology/external/!publish/web/inventory_guidelines.pdf
Ministry of Small Business, Tourism, and Culture 2001 Culturally Modified Trees of British Columbia; A Handbook for the Identification and Recording of Culturally Modified Trees. Published by the Resource Inventory Committee	http://www.for.gov.bc.ca/hfd/pubs/docs/mr/Mr091/cmthandbook.pdf This is a great resource, with more information than you will need in this program. Please read the following: • introduction • skim the Coast BC section, paying attention to the shaded boxes, ID key for coastal CMTs, and summary of toolmarks • skim Interior BC section • skim recording section, paying attention to the Level 1 and Level 2 site form recording guidelines
Heritage Conservation Act	http://www.qp.gov.bc.ca/statreg/stat/H/96187_01.htm Please read all of this; it will be demystified in class!
Archaeological Impact Assessment Process	http://www.tsa.gov.bc.ca/archaeology/docs/impact_assessment_guidelines/index.htm Please read sections 2.0 and 3.0 and Appendix C
BC Tree Identification book	http://www.for.gov.bc.ca/hfd/library/documents/treebook/treebook.pdf
Safety in the Field materials	There are various resources that will be linked off my website www.faculty.camosun.ca/nicolekilburn; follow through to the Archaeology Field Assistant Program page
Quentin Mackie's Northwest Coast Archaeology blog	http://qmackie.wordpress.com/ Dr. Mackie from UVIC posts about all sorts of things related to archaeology in this province. His posts from March 2011 are particularly relevant here as they consider a local archaeology issue about the application of the Heritage Conservation Act and who pays for the work. Please become familiar with the "Willows Beach Controversy" by reading the posts from March 10, 25, and 27 (and the accompanying comments) and any related links that are part of these posts. You can search his blog with "Willows Beach" to find these three posts. Come to class on May 3 ready to talk about this and with questions!
A reading related to our weekend fieldtrip is included in the course pack that can be purchased at the Camosun bookstore (they will be available by the end of April).	

(b) Other

Each student will be required to purchase a course pack of photocopies and an equipment kit from the bookstore.

4. Course Content and Schedule

Day	Content Covered	Readings
Thursday May 1	• Program introduction • CRM in BC	Heritage Conservation Act; British Columbia Archaeological Resource Management Handbook; Mackie's blog
Saturday, May 3	• introduction to field documentation • Survey of the prehistory of BC	Archaeological Inventory Guidelines; Archaeological Impact Assessment Process
Sunday, May 4	• HCA quiz • applied survey methods lab • orienteering exercises to practice map, compass and GPS skills	
Thursday May 8	• Discussion of features and site types and what they look like in the field • Basic artifact recognition lab • Discussion of safety in the field	Safety in the Field materials
Saturday, May 10	**Fieldtrip weekend** **7:30 am** meet at the college, help pack van, travel to Swartz Bay **9:35 am** ferry to Galiano Island (arrives 11:30am) • Discussion of site forms during ferry crossing **Afternoon activity**: • site tour of sites around Montague Harbour. • What are CMTs and how do we record them? • Human vs. non human lab	Culturally Modified Trees of British Columbia.; A Handbook for the Identification and Recording of Culturally Modified Trees
Sunday, May 11	**8:00-9:00 am** breakfast, breaking camp **9:00 am** relocate to Dionisio Point, hike to village site Site form and field note assignment in 4 person groups (to be completed on the ferry) **4:40 pm** ferry back to Swartz Bay (arrives 6:10 pm), arrival back at Camosun ~7:00pm.	British Columbia Site Inventory Form Guide; Grier 1999
Thursday May 15	• Applied project orientation, discussion of scope of work, methodology • Discussion of ethics and respect in archaeology	
Saturday, May 17	**7:30 am** meet at the college **Objectives of the day:** • Review the scope of the project • Organize in work teams • Shovel tests and recording sediments • Afternoon survey **4:00 pm** wrap up for the day, , returning to campus no later than 5 pm	
Sunday, May 18	**7:30 am** meet at the college **Objectives of the day:** • work teams continue surveying and recording **4:00 pm** wrap up for the day, returning to campus no later than 5 pm	

Saturday, May 24	**7:30 am** meet at the college **Objectives of the day:** - Review the scope of the project - Organize in work teams - Complete survey **4:00 pm** wrap up for the day, , returning to campus no later than 5 pm	
Sunday, May 25	**7:30 am** meet at the college **Objectives of the day:** - Complete field documentation - Clean up, remove flags, etc… A brushing off ceremony will be conducted in Brentwood Bay prior to returning to campus **~1:30-3:00 pm** finish paperwork on campus	

5. Basis of Student Assessment (Weighting)

This program is evaluated on a pass/fail basis. Evaluation is based on the following elements, which will be tested on multiple occasions over the course of the program:

- **Attendance and participation**: you must attend every day of the program, and miss no more than 2 hours over the entire period to successfully complete
- **Map reading skills**: 90% correct by end of program
- **Identifying arch sites and features**: 80% correct
- **Successful completion of Arch Branch site forms and CMT forms**: 80% correct
- **Fieldnotes**: by the end of the program these should be at least 80% correct
- **Survey skills:** 100% correct by the end of the program
- **Heritage Conservation Act quiz May 3:** 85% correct

Each of these elements of evaluation will be explained on the first day of the course.
Upon successful completion of the program, students will receive a Certificate in Archaeology Field Assistance from Camosun College and a Certificate of Competency from the Provincial Archaeology Branch.

6. Grading System

Competency Based Grading System (Non GPA)
This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes.

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy E-1.5 at **camosun.ca** for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	*Incomplete*: A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	*In progress*: A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	*Compulsory Withdrawal:* A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.