

# **Brandeis University**

## **Department of Anthropology**



## **Graduate Student Handbook**

**2009-2010**

## **Introduction**

This Handbook is intended for the use of Brandeis students who are currently pursuing a graduate degree in anthropology. It contains the following information, which is valid for the 2009-2010 academic year:

- Requirements for each degree awarded by the Department of Anthropology
- An overview of the course of study for each graduate degree
- A year-by-year description of the course of study for the Ph.D. degree
- A description of resources and facilities available to graduate students
- Funding opportunities and university policies regarding financial aid
- Grievance and petition procedures
- Brandeis policy and resources pertaining to students with disabilities

This Handbook will serve as both a *guidebook* to the various resources available to graduate students and a *rulebook* to help you complete all the steps required for your advanced degree in anthropology. For more information about general requirements applying to students in all Brandeis graduate programs, consult the current *Brandeis University Bulletin*, especially the section on "Requirements for the Degree." Professor Ferry, the Director of Graduate Studies, and Professor Lamb, Chair of the Department, are available to answer questions about the rules and procedures for graduate study in anthropology.

### **Graduate Degree Programs in Anthropology**

The following graduate degree programs in anthropology are described in this Handbook:

- Combined Master of Arts and Bachelor of Arts
- Master of Arts
- Joint Master of Arts in Anthropology & Women's and Gender Studies
- Doctor of Philosophy

### **Combined B.A. & M.A. Degree Program**

The four-year BA/MA degree program in anthropology is designed to enable exceptional undergraduates to earn two degrees simultaneously during their period of study at Brandeis University.

It is expected that a student accepted into this program will have already developed a close working relationship with one or more department faculty members who will serve as his or her mentor/advisor during this intensive year of graduate study.

Admission to this highly competitive program is limited to students who have a superlative record in anthropology courses. At a minimum, Anthropology majors accepted into this program are expected to have completed six semesters in which they have maintained a minimum 3.50 grade point average overall, and a minimum 3.67 (A-) average in anthropology courses. Applications for the program are due on May 1; applicants are usually notified of admission decisions in June.

#### **Degree Requirements**

To receive the combined B.A./M.A. degree in anthropology, a student must complete the following:

- A minimum of three years residence on campus
- A total of 38 courses (vs. the 32 required for the bachelor's degree)
- All requirements for an Anthropology B.A. *with honors*
- Six anthropology courses at the graduate level (100+ numbered courses), including ANTH 201a, beyond the ten required for the major with honors, with a minimum grade of B- in each
- A Master's research paper/senior honors thesis, evaluated and approved by the student's advisor, one additional anthropology faculty member, and a faculty member outside the department.

Candidates for the combined B.A./M.A. must complete all requirements for the program by the end of their eighth semester (for those entering Brandeis as freshmen). If the requirements for the M.A. portion are not complete at that time, the student is only eligible for the B.A. degree.

### **Master of Arts in Anthropology**

The Master of Arts program is designed to provide an organized course of study for students who wish to pursue inquiry into anthropology beyond the baccalaureate level, and to become acquainted with professional work in anthropology. Upon matriculating into the M.A. program, each student is assigned an advisor.

Requirements for completion of the Master of Arts in Anthropology include:

- Coursework
- A Master's research paper
- One full academic year of residence at Brandeis (eight semester courses)
- The degree must be earned within four years of beginning graduate study at Brandeis

M.A. students may not use transfer credits to fulfill the coursework or residency requirement. There is no foreign language requirement. Language courses do not count toward the coursework requirement. Students enrolled in the Ph.D. program in anthropology may apply to receive the M.A. or Joint M.A. degree upon satisfactory completion of the requirements listed below.

#### **Coursework Requirement**

M.A. students are required to complete eight courses (one full academic year of coursework) passed with a grade of B- or better, as follows:

- ANTH 201a History of Anthropological Thought
- Seven elective courses pertaining to the student's anthropological interests, selected with the approval of the student's faculty advisor

#### **Master's Research Paper**

The master's research paper must involve substantial research by the student and should be 25-40 pages long. The paper should be of professional quality. The paper may have been written previously for a Brandeis anthropology course; normally students will undertake substantial revisions on the paper before it is approved. The paper must be approved by two faculty members, at least one of whom is a member of the anthropology department (normally the student's advisor). Students who wish to graduate in May must submit a creditable draft of the paper to both readers by March 15. Faculty members are encouraged to give comments within two weeks, so that students can respond to feedback and submit a revised version by April 8. Once approved, the final version of the master's research paper must be submitted to the department office. The master's paper approval form requires the signature of both readers, and is required before the registrar's April 22 deadline for final certification of completion of degree requirements.

### **Joint Degree of Master of Arts in Anthropology & Women's and Gender Studies**

The Joint Master of Arts program is designed for anthropology students whose interests and research involve women's studies and gender.

Requirements for the joint degree of M.A. in Anthropology & Women's and Gender Studies include:

- One full academic year of residence at Brandeis (eight semester courses, passed with a grade of B- or better)
- A Master's research paper
- Attendance at the Women's and Gender Studies Graduate Proseminars, a fall series of approximately five noncredit seminar gatherings

There is no foreign language requirement. M.A. students may not use transfer credits to fulfill the coursework or residency requirement. Language courses do not count toward the coursework requirement.

## **Coursework Requirement**

The required courses for the joint M.A. in Anthropology & Women's and Gender Studies are:

- ANTH 201a History of Anthropological Thought
- ANTH 144a The Anthropology of Gender
- WMGS 205a or another course designated as a graduate foundational course in women's and gender studies
- A course in feminist research methodologies (WMGS 198a, The Feminist Inquiry course offered through the Graduate Consortium in Women's Studies, or an approved alternate)
- Four elective graduate courses, including one in women's and gender studies from a field other than anthropology, selected with the approval of the student's faculty advisor

## **Master's Research Paper**

The master's research paper should deal with a topic related to anthropology and women's or gender studies. The paper must involve substantial research by the student and should be 25-40 pages long. The paper should be of professional quality. The paper may have been written previously for a Brandeis course; normally students will undertake substantial revisions on the paper before it is approved. The paper must be approved by two faculty members, at least one of whom is a member of the anthropology department, and at least one of whom is a member of the Women's and Gender Studies core or affiliate faculty. Students who wish to graduate in May must submit a creditable draft of the paper to both readers by March 15. Faculty members are encouraged to give comments within two weeks, so that students can respond to feedback and submit a revised version by April 8. Once approved, the final version of the master's research paper must be submitted to the department office. The master's paper approval form requires the signature of both readers, and is required before the registrar's April 22 deadline for final certification of completion of degree requirements.

## **Ph.D. in Anthropology**

The department admits only a small number of students each year in order to maintain its character as a small department in which students and faculty are closely associated and to ensure as high a level of student financial support as possible. Graduate training is based on required courses in the history, theory and method of anthropology and on elective courses in the four subfields of anthropology: sociocultural anthropology, linguistic anthropology, archaeology and physical anthropology. Training for independent research is stressed, with particular emphasis on theoretical issues and fieldwork.

## **Year-by-Year Course of Study**

The doctoral program in anthropology consists of three stages: the coursework/examination stage, the proposal stage, and the dissertation stage.

*Coursework/examination stage [1<sup>st</sup> through 3<sup>rd</sup> years]:*

In this stage, the student:

- fulfills the department's requirement of sixteen semester courses, including the three required courses
- prepares for and completes the general examination
- begins (or continues) specialized language and technical training needed for dissertation research
- fulfills 5 out of 7 semesters of their teaching fellow obligation

Students are expected to finish this stage by the end of the third year. Receiving fourth year funding is contingent upon meeting these conditions. In cases where students need language study in uncommon languages, which may require extra summer study and/or study far away, or other special requirements, they may need one extra summer, in which case they must complete the general examination by the end of registration period in September.

*Proposal stage [4<sup>th</sup> year]:* In this stage, the student:

- writes and defends the dissertation proposal

- completes the foreign language examination
- applies for internal and external funding for dissertation research
- completes the final two semesters of teaching fellow obligations

A student who has successfully defended his or her proposal and completed all other requirements is considered to be A.B.D.

Except for exceptional circumstances, to be approved by the student's advisory committee in consultation with the DGS, students who fail to meet this deadline will be asked to leave the program. Normally during the third and/or fourth years, as well as during one or more summers, students engage in preliminary dissertation fieldwork, in order to be eligible for dissertation research grants and to complete the dissertation proposal.

*Dissertation stage [5<sup>th</sup> -7<sup>th</sup> years]:* In this stage the student:

- carries out field research
- writes the dissertation
- defends the dissertation

### **Advisory Committee**

On matriculating into the Ph.D. program, each student is assigned a first-year faculty advisor. By the end of the third semester of residence, the student is expected to recruit a committee of two or more departmental faculty members to assume advisory responsibilities. The student's choice of committee members should be based on his or her research interests and sub-disciplinary specialization. One of the committee members whose field of specialization is related to the student's interest serves as the student's principal academic advisor and committee chair.

The student is responsible for providing the names of the advisory committee members to the Director of Graduate Studies and for filing the appropriate documentation in the department office. With the prior approval of the student's advisory committee members, a student may ask a faculty member from another department or another institution to serve on his or her committee. The student may make a preliminary, unofficial invitation; the actual formal invitation must come from the advisory committee chair.

The advisory committee has the following general responsibilities: (1) to aid the student in constructing a coherent program of coursework leading to a high level of competency in one or more areas of anthropological theory and methodology; (2) to make certain that the courses selected include exposure to other areas within the discipline; and (3) to ensure that the student is knowledgeable in the anthropology of one or more of the world's culture areas.

The advisor is responsible for organizing the student's language exam. The committee approves the student's General Examination reading list, conducts the general examination, supervises the writing of the Dissertation Proposal, and provides guidance as the student conducts field research and writes the dissertation.

In the course of the student's graduate career, as his or her interests evolve, the student may request changes or additions to the advisory committee. Once the new committee member agrees to serve, the change must be communicated to the Director of Graduate Studies and must be recorded on a form in the student's master file. Forms for registering or changing advisory committee members are available in the department office and must be filled out and submitted by the student. If the need should arise, the Director of Graduate Studies can either serve as the substitute advisor or a temporary replacement, with the student's consent.

### **Residency Requirement**

Candidates for the Ph.D. in Anthropology must complete three years "in residence" on a full-time basis, as defined in the *Brandeis University Bulletin*. The Graduate School requires that students entering with no previous graduate work earn the Ph.D. degree within eight years, and students with credit for a year's graduate work elsewhere, in seven years. Students who have passed the terminal point for the degree must apply to the Graduate School for an extension no later than the final semester prior to the expiration of their time to degree. Every student pursuing work for a degree, whether or not currently in residence, must register at the beginning of each term. A student doing fieldwork off-campus can register electronically.

## **Transfer Credit**

After completing at least one semester of full time residence, students may apply for credit for graduate-level anthropology courses completed elsewhere. A maximum of one year of residence credit (or eight semester courses) may be granted. Courses being transferred must carry a grade of B or better, and must have been earned at an appropriately accredited institution. To apply for graduate transfer credit, students must complete the appropriate form on the registrar's website and submit an official transcript and syllabus for evaluation by the Director of Graduate Studies.

## **Cross-registration**

Brandeis participates with other Boston-area institutions in consortiums and other cross-registration programs. For more information about these opportunities, see the section on **Resources and Facilities** below.

## **Coursework Requirement**

Students must complete sixteen semester courses, normally taken at a rate of three or four per semester, with a grade of B- or better. The curriculum is flexible, allowing doctoral students, with the assistance of their advisory committees, to design a program of study around their particular anthropological interests. Students who wish to be exempted from any required course, whether a foundational course or a course required by the advisory committee, should formally petition the department before the beginning of the semester in which that course is given; the department faculty as a whole will make the decision. Graduate programs of study must be approved by the student's advisor prior to registration.

### Required Courses

Doctoral students must complete three required courses: ANTH 201a History of Anthropological Thought, ANTH 202b Designing Anthropological Research, and ANTH 203b Contemporary Anthropological Theory.

### Breadth in the Discipline

Students are strongly advised to take, and their advisory committees may require, courses ensuring exposure to the discipline's breadth of concepts and approaches, such as ANTH 186b Linguistic Anthropology and ANTH 123a Directions and Issues in Archaeology.

### Specialization Courses

The remainder of a student's course program is organized around his or her particular interests, with the approval and guidance of the student's advisory committee.

### Readings and Research Courses

Students may register for readings and research courses after their first semester with the approval of the course instructor. A student may take no more than one readings course per semester.

### Language Courses

Language courses may be taken at Brandeis or other institutions to develop fluency for fieldwork or for review in preparation for the foreign language exam. Language courses do not count toward the coursework requirement.

## **Incompletes and Extensions**

The department's policy on incompletes follows the rules set forth in the *Brandeis University Bulletin*: an incomplete must be made up no later than the last day of classes of the term following the term in which it was received. An excused incomplete that is not resolved within the stated time limits will automatically become a permanent incomplete. A student may petition the Dean of the Graduate School of Arts and Sciences for a change in a permanent incomplete, provided the petition is signed by the course instructor and the Director of Graduate Studies.

## **Annual Evaluation**

Midway through the first full year of coursework the faculty meets to consider the progress of each entering student; an evaluation letter is written by the student's first-year advisor. At the end of a student's first full year of coursework there is a special evaluation to determine his or her eligibility to continue in the

program. The evaluation is based on all coursework completed prior to the faculty meeting that is normally held in mid-May. If some of the student's coursework is incomplete, this may be taken into account. As a result of the first-year evaluation, one of three possible decisions is made:

1. Permission to continue to pursue work leading toward the Ph.D.
2. Permission to work toward the Master of Arts degree only
3. Termination from the program

The faculty's decision is communicated to the student in a letter, a copy of which is placed in the student's file.

Thereafter, the department faculty meets yearly to evaluate the work of each doctoral student, including coursework, professional preparation, and performance as a Teaching Fellow. The faculty's evaluation is communicated to the student in writing at the end of the academic year by the Director of Graduate Studies in close consultation with the full faculty and the student's advisory committee. A copy of the evaluation is placed in the student's file.

### **Teaching Requirement**

After their first semester, doctoral students on fellowship are required to serve as Teaching Fellows. Teaching Fellows are required to serve for a total of seven semesters, normally at a rate of one class per semester. One of these seven semesters will normally be fulfilled by teaching a University Writing Seminar (UWS). In some cases students may be asked to serve instead as Research Assistants.

Teaching Fellows work closely with the faculty in advising students and grading assignments. Teaching Fellows are given opportunities to lecture and lead class discussion, and in some cases are expected to staff regular discussion sections. Teaching assignments take the students' preferences into consideration as much as possible, but many factors must be taken into account in making assignments. Assignments are made by the Director of Graduate Studies. After the assignment has been confirmed, Teaching Fellows should meet with the faculty member to review mutual expectations for the course.

Ph.D. students on fellowship should bear in mind that service as a Teaching Fellow in assigned Brandeis courses is a condition of their fellowship, and should take priority over outside employment and other obligations.

University Prize Instructorships are awarded competitively each year to a limited number of doctoral students to teach advanced undergraduate courses of their own design. For more information about University Prize Instructorships, see the section below on Funding and Award Opportunities for Graduate Students.

### **Foreign Language Requirement**

A reading knowledge of at least one foreign language relevant to the student's research interests must be demonstrated during the student's period of residency, by successful completion of a written examination. While the faculty may permit a student to delay fulfilling this requirement, in all cases it must be passed before the beginning of dissertation fieldwork.

In this two-hour written examination the student translates two texts, usually one theoretical and one empirical, into idiomatic English. The sample texts are selected by the student's advisor in collaboration with the person doing the evaluation in the student's area of topical and geographical specialization. Students have one hour to translate each text. The exam can be taken in the department or at home; in the latter case, each text is faxed or emailed to the student, who must return the translation in the allotted time. Use of a dictionary is permitted.

A "pass" or "fail" evaluation of the written exam is based on the degree of comprehension, the quality of the translation, and the proportion of each text that was translated. In the case of failure, the student may retake the exam in a subsequent semester. The texts will not be the same.

When the student has completed the foreign language requirement, the student is encouraged to incorporate sources in the selected language in research papers and the dissertation.

## General Examination

The general examination tests for overall mastery of anthropological theory and literature. It is normally taken in a full-time student's third year in the program and must be successfully completed before fourth-year funding is received. Students may not sit for the examination if they have not completed the coursework requirement or have any outstanding incompletes.

In consultation with the advisory committee, the student constructs a reading list of around 200 books and articles (the length of the reading list will vary and will be determined in consultation with the advisory committee) that will be the subject of the general examination. It is expected that the student will seek the advice of each member of the committee in composing the reading list. The reading list should contain a theoretical section and an area section; each section should be clearly divided into three or four subsections. The theoretical section, building on readings in graduate courses, covers the student's subdisciplinary concentrations: e.g., "Language and Society," "Theories of State Formation," or "Culture and Power." The area section addresses relevant regional, historical, and ethnographic literatures: e.g., "Gender and Generation in South Asia," "East Asian Popular Religion," "Maya Kingdoms." Taken together, the readings in the subsections should constitute an "argument" or intellectual conversation, serving as an analytic framework to be elaborated and refined in the subsequent dissertation proposal.

The student notifies the advisory committee and the Director of Graduate Studies when he or she is ready to sit for the general examination during the regular academic year. Students will be asked to choose one theoretical question and one area question from a group of questions based directly on the student's approved reading list. The examination lasts for one week, and each question should be answered in not more than ten double-spaced pages, not including bibliography. The student is responsible for giving the Director of Graduate Studies and each member of the committee a copy of the written responses. In a one-hour oral examination before the committee the student responds to questions addressing both the written responses and the construction of the reading list. The committee then evaluates the student's performance on both the written and oral components to determine if the student has passed or failed the examination. The committee may ask the student to prepare specific written revisions within the space of one week before making its final determination. A student who fails the general examination will be allowed a second opportunity within a six-month period to answer a different set of written questions.

## Dissertation Proposal

After completing all required course work and passing the general examination the student prepares a dissertation proposal, which consists of (a) a substantial literature review of the chosen topic and fieldwork area, (b) a detailed presentation of the dissertation research questions or problems, and (c) a discussion of the proposed research methodologies. In the proposal the student is expected to formulate explicitly how the review of significant issues in the scholarly literature leads to and provides a theoretical motivation for the dissertation research agenda. Refer to the memo on dissertation proposal writing.

When the student's advisory committee agrees that the dissertation proposal is defensible, the document is circulated among the entire faculty and is made available to graduate students two weeks prior to a formal oral proposal hearing. Attended by a quorum of at least five anthropology faculty members and open to anthropology graduate students in all degree programs, the hearing will consist of a ten-minute presentation by the student, followed by constructive criticism and advice from the faculty and responses by the student. After the hearing the chair of the advisory committee, in consultation with the members of the committee, prepares written comments to guide the revision of the document. The student is encouraged to discuss these comments with all members of the committee before submitting the final version of the dissertation proposal, which is normally due within two weeks of receiving the committee chair's comments. The committee then has one week to pass or fail the dissertation proposal. A student who has successfully defended his or her proposal and completed all other requirements is considered to be A.B.D.

## Fieldwork Preparation

Prior to departure for fieldwork the student must prepare a brief, two-page **fieldwork statement**, to be submitted to the advisory committee and to the Director of Graduate Studies. The statement should include (a) a summary of the research topic, (b) information on the location and duration of the fieldwork,

and names and address of local contacts, (c) the current status of all funding applications, and (d) IRB status [Passed or Pending]. This statement should also address the following **departure checklist**:

- Visa (Has the student obtained a visa, if necessary, to enter the country?)
- Research Permit (Has the student obtained a research permit from the government of the host country, if necessary?)
- Health (Has the student consulted with a doctor about vaccinations, malaria prophylaxis, etc? Does the student have the necessary medical insurance, including medical evacuation coverage if necessary?)
- Safety (Are there travel advisories posted on the Department of State's website?)
- Registration status at Brandeis

While in the field, students are expected to keep their committee members apprised of their progress and of questions that have arisen.

### **Progress toward Degree**

A graduate student who has completed all degree requirements except the dissertation is eligible for continuation status. A student in this category enrolls on a full-time basis, and is eligible for university health insurance, borrowing privileges in the library, a computer account, use of gym facilities and purchase of a parking sticker. They are not normally eligible for fellowships or for leaves of absence, except for health reasons.

Continuation students must enroll before the end of the registration period each semester in CONT 500a (Graduate Research). For questions regarding these enrollments, please contact the Office of the University Registrar.

A continuation student is expected to schedule periodic meetings with his or her advisor and to submit writings in progress. When a doctoral student does not submit sufficient written material or updates over the course of a semester, the faculty will take this into consideration in making decisions about re-admittance for the following term.

If a student is not able to make progress, he or she may voluntarily withdraw, or be asked to withdraw by the department. When the student wishes to be considered for readmission, the minimum expectation is a 10-page written document; the student's advisory committee may develop a more detailed requirement for readmission. The decision to readmit a returning student is made by the department as a whole.

### **Dissertation and Defense**

Fieldwork and/or data gathering and the writing of the dissertation are carried out under the guidance of the student's advisory committee. When complete, the dissertation must be submitted, together with an abstract of no more than 350 words, to the committee for determination if it is ready to be defended.

Once accepted by the advisory committee, the dissertation must be successfully defended in an oral examination. The dissertation must be deposited in the department office at least two weeks prior to the oral defense. ***In meeting these requirements, students are reminded to be attentive to the academic calendar deadlines posted on the Registrar's web site and the dissertation submission procedures and deadlines of the Graduate School of Arts and Sciences.***

The department selects an external examiner who serves as a reader for the dissertation and participates in the dissertation defense. Once the committee chair has received a commitment from the external examiner, the committee chair establishes the date and time of the defense. The student prepares and submits the Dissertation Examining Committee Form. This form requires the approval and signature of the graduate program chair and the Dean of the Graduate School of Arts and Sciences.

The oral defense, presided over by the dissertation examining committee, will be open to any faculty member engaged in graduate instruction and to invited faculty members from other institutions. Following the defense, the candidate must submit the signed "Report on Ph.D. Dissertation and Final Oral Examination" to the Registrar's Office. This report is signed by members of the dissertation examining committee, and certifies that the dissertation has been accepted and that the final oral examination (defense) has been passed. Required revisions of the dissertation must be completed and accepted by

the committee within six months of the defense date; otherwise the dissertation must be re-defended. Submitted dissertations must follow all GSAS guidelines.

## **Resources and Facilities**

### **Graduate Student Representatives and Anthropology Community Meetings**

In 2007, anthropology graduate students began a process of electing departmental representatives to facilitate communication between graduate students and faculty on myriad issues. The representatives usually consist of one or two masters students and one or two doctoral students, and are elected on a calendar year basis (rather than academic). The anthropology department also instituted periodic community meetings where students, faculty and staff have a chance to discuss the curriculum, colloquia, departmental practices, and funding initiatives. The graduate student representatives help develop the agendas for these meetings and write a summary afterward. Representatives may also meet periodically with the director of graduate studies. In conjunction with a larger student committee, representatives also coordinate a series of workshops dealing with anthropology methods, administrative matters, and professionalization.

### **Colloquium Series and Departmental Lectures**

An important part of the intellectual life of the department is the Colloquium Series, a regular program of invited lectures by faculty members and outside scholars. This afternoon lecture series provides an excellent way for graduate students to hear about current work in the various subfields of anthropology, to participate in formal and informal questioning, and to make personal contacts with visiting scholars. All graduate students are strongly expected to attend department colloquia, which are normally held on Thursday afternoons. Please make every effort to keep this time slot open.

Each year the department invites a scholar to present the Hunt Lecture in Economic Anthropology and the Saler Lecture in Religious Studies. Throughout the academic year informal workshop sessions provide opportunities for students and faculty to discuss topics of mutual interest.

### **Economic Anthropology Working Group**

This group meets periodically to discuss a topic, a draft of a paper written by a group member, or newly published work in the field. It is open to faculty and advanced graduate students from Brandeis and other universities. Coordinated by Professor Emeritus Robert Hunt.

### **Interdisciplinary Seminar on Narrative**

Composed of faculty and graduate students in Sociology, Anthropology, and English, this seminar, which meets several times a semester, explores areas of overlap between the approaches of our various disciplines toward narrative and related problems.

### **Graduate Workshops by GSAS and GSA**

Both the office of the Graduate School of Arts and Sciences (GSAS) and the Graduate Student Association (GSA) offer workshops designed to help graduate students with academic and professional survival skills for classroom and beyond. Please see the respective websites for more details.

### **Greater Boston Anthropology Consortium (GBAC)**

The anthropology faculties of Brandeis University, Clark University, Northeastern University, Olin College, Tufts University, Wellesley College and Wheaton College constitute the Greater Boston Anthropology Consortium (GBAC), a cooperative arrangement among these institutions. GBAC sponsors a student conference, joint speakers, and combined student activities.

## **Graduate Cross-Registration Program**

Brandeis participates in a cross-registration program with Boston College, Boston University, Tufts University and the Graduate Consortium in Women's Studies. Anthropology students are eligible to take graduate-level courses at these institutions (no more than one course per term) with the prior approval of their advisors. Refer to the *Brandeis University Bulletin* for details.

## **Libraries**

The social science collections of the university are housed in the Goldfarb and Farber libraries. These materials are also accessible through an online catalog system called LOUIS. The libraries have facilities for computerized searches of bibliographic databases such as Academic Search Premiere, the Social Science Index, the MLA Index, and other periodical indices. The Interlibrary Loan Office provides books or photocopies of materials not owned by the university. Brandeis is a member of the Boston Library Consortium, composed of twelve academic and research institutions in the area.

## **Material Culture Study Center**

The department has curatorial responsibility for a teaching collection of art and artifacts from Africa, Inner Asia, Australia, the American Southwest, Mesoamerica, Southwest Asia, and Oceania. The Center has a light table for digital photography, a computer and scanner, storage cabinets, and work tables. A rotating selection of objects is on display at the department.

## **Center for Materials Research in Archaeology and Ethnography**

**CMRAE** is a consortium of Boston-area institutions. Drawing on faculty from Brandeis, Boston University, Harvard, M.I.T., Tufts, University of Massachusetts-Boston, Wellesley, and Boston's Museum of Fine Arts, the consortium offers courses to students from participating institutions in a wide variety of topics in archaeological methods and the study of materials. Professor Urcid is the department's liaison to CMRAE.

## **Funding and Award Opportunities for Graduate Students**

Information about funds specifically available to anthropology graduate students is given below, followed by information regarding internal and external funding opportunities available to students in all programs of the Graduate School of Arts and Sciences.

### **Anthropology Department Funding Opportunities**

Full tuition scholarships and teaching fellowships are awarded to some entering doctoral students. Given satisfactory academic performance, this financial support is renewable for five years.

The department also has funds to assist graduate students in other aspects of their professional development, such as special language training, pre-fieldwork site visits, and giving papers at professional meetings. In most years, applications for support from these funds will be reviewed by the faculty in two cycles, on or about November 1 and March 1. Applications for department funds must be made in writing in accordance with the department's call for proposals, available on the anthropology department website.

### **Manners Prize**

The Manners Prize was established in 1994 to honor Robert A. Manners, a founding member of the Brandeis Anthropology Department and long-time department chair. Professor Manners also inaugurated the Anthropology graduate program in 1959. The prize is awarded to honor a significant piece of scholarly writing by a doctoral student, such as a research report, conference paper, journal article submission or dissertation. Papers submitted in fulfillment of course requirements are not normally eligible. The winner is selected by a committee appointed by the Chair of the Anthropology Department and is traditionally recognized in May. The winning student receives a cash prize and their name is added to the Manners Prize Plaque, displayed in the Anthropology Student Lounge.

### **External Funding Opportunities**

Students may consult the Graduate School of Arts and Sciences web site for a list of external funding opportunities: <http://www.brandeis.edu/gsas/apply/fundingopp.html>

## **GSAS Funding Opportunities**

The following internal funding and award opportunities are available to qualified graduate students. Please see Graduate School of Arts and Sciences website for details.

### **Mellon Dissertation Year Fellowships**

A one-year stipend of \$20,000 plus a summer stipend of \$3,000 and a research fund of \$2,000. Only fifth- or sixth-year students may apply for this fellowship. These students will participate in a bi-weekly dissertation seminar.

### **Redstone Dissertation Year Fellowships**

A one-year stipend of \$17,000 for doctoral candidates who have completed all requirements other than the dissertation. Only seventh- or eighth-year students may apply for this fellowship.

Instructions for applying to the Mellon and Redstone Dissertation Fellowships are available on the GSAS website. Students must be within one year of completing their dissertations to apply.

### **Lifelong Learning Instructorship**

Provides advanced doctoral students the opportunity to design and teach a four or six session seminar to mature adults at Hebrew Senior Life residential community in Dedham.

### **Mellon Dissertation Research Grants**

These grants, usually around \$3000, are for research-related travel, duplication services, summer stipends and other expenditures.

### **Provost Award**

An award of up to \$1,000 in support of a doctoral candidate's dissertation-related research expenses.

### **Sachar Award**

An award of up to \$1,500 in support of a doctoral candidate's research abroad.

### **GSAS Master's and GSA Research Funds**

Provides master's students \$300 to \$500 to help cover research expenses primarily for a thesis or major paper. Additional funding through the GSA is available to help doctoral students cover travel and research-related expenses.

### **Travel Funds Request**

GSAS will reimburse doctoral students in the humanities, social sciences and creative arts up to \$500 each academic year so that they may travel to present papers or serve on panels at conferences or workshops.

## **University Prize Instructorship**

This award gives GSAS students the opportunity to design and teach an upper-division course in their field of research. Instructorships are awarded to exceptional doctoral candidates who have made substantial progress toward their degree. Candidates must have completed at least one semester as a Teaching Fellow or Course Assistant and must be A.B.D. (i.e., have completed all degree requirements except the dissertation) by early May of the year the prize is awarded. Up to six instructorships will be awarded to candidates who propose courses that represent strong contributions to the undergraduate curriculum and who have demonstrated excellence and commitment to teaching. Selection criteria include quality of the proposed course as demonstrated by the syllabus, its relevance to the curriculum, and its potential appeal to undergraduates.

The anthropology department encourages students to work closely with advisors to develop credible proposals for this instructorship during the Fall semester. Please submit a statement and proposed syllabus to your advisor and the Director of Graduate Studies by the first day of classes in January, so that the department faculty may review the proposals in a timely fashion and make an appropriate recommendation to the Graduate School.

### **Outstanding Teaching Fellow Award**

Each year, the anthropology department selects a recipient for the Outstanding Teaching Fellow award. The award is announced in late April, and GSAS certificates of distinction are presented to the recipients at a May reception.

### **Grievance and Petition Procedures**

Departmental grievance procedures are governed by the University's policy statement on "Rights and Responsibilities," a copy of which is provided to each student. In addition, students are directed to the American Anthropological Association's Principles of Professional Responsibility. Any written petition from a student to the department will be considered at the next faculty meeting; generally it is advisable for a student to consult with a faculty member, preferably his or her advisor, prior to filing a formal petition.

### **Disability Resources at Brandeis**

The Brandeis community includes students with mobility, visual, hearing, medical, psychological and learning disabilities. We appreciate that all people have strengths and vulnerabilities—and we want to support our students' achievement and growth. Please see the following webpage for more information: <http://www.brandeis.edu/acserv/disabilities/index.html>.

Students with disabilities access specific support and accommodations through Disabilities Services and Support within the Office of Academic Services. In addition, the Peggy Higgins serves as the disabilities coordinator for Graduate School of Arts and Sciences

## **Anthropology Faculty**

**Sarah Lamb**, Associate Professor of Anthropology and Chair (Ph.D. University of Chicago 1993): socio-cultural theory, gender studies, aging, self and person, medical anthropology, immigrant and transnational communities; South Asia, United States

**Mark Auslander**, Assistant Professor of Anthropology and Director, M.A. Program in Cultural Production. (Ph.D. University of Chicago 1997): art and aesthetics, museum studies, religion, kinship, historical anthropology, development; Africa, United States

**Elizabeth Emma Ferry**, Associate Professor of Anthropology and Director of Graduate Studies (Ph.D. Johns Hopkins University 2001): economic anthropology, political anthropology, exchange, property, and value; Latin America

**Charles Golden**, Assistant Professor of Anthropology and Undergraduate Advising Head (Ph.D. University of Pennsylvania 2002): archaeology of complex societies, modern contexts of archaeological research; Mesoamerica, the Maya

**David E. Jacobson**, Professor of Anthropology (Ph.D. University of Rochester 1967): social anthropology, urban social organization, psychosocial transitions, families and households, computer-mediated communication; United States, Africa

**Janet McIntosh**, Associate Professor of Anthropology (Ph.D. University of Michigan 2002): psychological anthropology, linguistic anthropology, religion; East Africa

**Richard J. Parmentier**, Professor of Anthropology (Ph.D. University of Chicago 1981): semiotic anthropology, historical anthropology, communications and media, myth and ritual; Oceania, contemporary United States, Middle Ages

**Ellen Schattschneider**, Associate Professor of Anthropology (Ph.D. University of Chicago 1996): religion, anthropology of the body, commodification, psychoanalytic theory, war and memory; East Asia, Japan

**Javier Urcid**, Associate Professor of Anthropology (Ph.D. Yale University 1992): archaeology, bioarchaeology, complex societies, writing systems, comparative aesthetics; Mesoamerica

### **Emeriti**

**Robert C. Hunt**, Professor Emeritus (Ph.D. Northwestern University 1965): social anthropology, economic anthropology, comparative methods, irrigation agriculture; Mesoamerica, United States

**David Kaplan**, Professor Emeritus (Ph.D. University of Michigan 1960): economic anthropology, method and theory, peasant cultures; Mesoamerica

**Benson Saler**, Professor Emeritus (Ph.D. University of Pennsylvania 1960): comparative religion and folk philosophies, psychological anthropology, pastoral peoples; Americana, Mesoamerica, South America

**Robert N. Zeitlin**, Professor Emeritus (Ph.D. Yale University 1979): sociocultural evolution, prehistoric exchange, pre-state and early state societies, archaeological method and theory; Mesoamerica

### **Visiting Research Scholars**

**George N. Appell**, Senior Visiting Research Scholar (Ph.D. Australian National University 1966): social anthropology; Southeast Asia

**Eileen Dryden**, Visiting Research Scholar (Ph.D. University of Georgia 2003): applied anthropology, evaluation anthropology, community-based participatory research and evaluation, environmental anthropology, conservation and sustainable development; Mexico and the United States

**James P. Herron**, Visiting Research Scholar (Ph.D. University of Michigan 2003): linguistic anthropology, pragmatics and social interaction, political economy, bureaucracy and the state; Latin America, Andes, Columbia

**Justeen Hyde**, Visiting Research Scholar (Ph.D. University of California, Irvine 2001): cultural constructions of risk, medicalization of social problems, adolescence, child welfare institutions, community-based participatory research and evaluation, politics of public health

**Laurie LaPorte**, Visiting Research Scholar (Ph.D. Boston University 2007): globalization, identity and ethnicity, practice theory, migration, field methods, children and youth, gender studies, love, gossip; Cape Verde, African diaspora, Atlantic Islands

**Megan McCullough**, Visiting Research Scholar (Ph.D. New York University, 2006): cross-cultural understandings of the body; medical anthropology, indigenous people and health disparities; urban indigenous people; gender, kinship and social networks; exchange, and personhood

**Caitrin Lynch**, Visiting Research Scholar (Ph.D. University of Chicago 2000): cultural anthropology, gender, labor, aging, nationalism, and globalization; South Asia (specifically, postcolonial Sri Lanka), the United States

**Charles A. Ziegler**, Senior Visiting Research Scholar (Ph.D. Brandeis University 1983): industrial and applied anthropology

### **Affiliated Brandeis Anthropologists**

**M. Cristina Espinosa**, Assistant Professor, Heller School for Social Policy and Management (Ph.D. University of Florida, 1998): gender, culture and sustainable development; conservation, gender and social differentiation; globalization, gender and livelihoods

**Ricardo Godoy**, Professor of International Development, Heller School for Social Policy and Management (Ph.D. Columbia University 1983): economic anthropology, agriculture, health; Latin America

**Cornelia (Nina) Kammerer**, Adjunct Lecturer, Heller School for Social Policy and Management (Ph.D. University of Chicago 1986): cultural anthropology, medical anthropology, gender and sexuality, AIDS; Southeast Asia, United States

**Carol (Kelley) Ready**, Scientist and Senior Lecturer, Heller School for Social Policy and Management (Ph.D. CUNY Graduate Center 1999): gender, social movements, kinship, reproductive and sexual health; Latin America

**Leigh Swigart**, Director of Programs in International Justice and Society, The International Center for Ethics, Justice and Public Life (Ph.D. University of Washington 1992): linguistic anthropology, African urban speech varieties, new immigration in the USA, refugee studies