



Undergraduate Peer Advisor Guide
2013-2014

Department of Anthropology

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Introduction

As Undergraduate Peer Advisor, your main job is to act as a liaison between students and the Anthropology department in order to promote and maintain the undergraduate major. This includes representing the department at Majors Fairs (i.e., Open House, Major Dinner, Major Night), holding three hours of office hours per week (see below), and organizing events that help build community between the undergraduate majors. You will work closely with the Undergraduate Student Services Specialist and newly declared majors in order to help the student find an advisor, plan their course schedule, develop a concentration, apply for summer fieldwork, and think about pursuing honors.

Office Hours

The Undergraduate Peer Advisor job description requires approximately 30 hours of “office hours” per quarter. Three to four hours of office hours per week takes most of the load. Office space has been assigned in the department upstairs in Room 52D.

Email Distribution

Students can subscribe, change your options, or get general information about the Department’s Undergraduate mailing list at: https://mailman.stanford.edu/mailman/listinfo/anth_undergraduate

Declaring a Major or Minor

Read the materials on the webpage to make sure you’re familiar with the department’s major and minor requirements and declaration procedures: go to the “Undergraduate” section of the Anthropology home page (anthropology.stanford.edu).

To declare a major in Anthropology:

1. Declare by the time Junior year status (85 units) is achieved. Course work while declared in the Anthropology major must be taken for a minimum of 5 academic quarters, except by approved exception.
2. Apply in Axxess for the B.A. Major in Anthropology.
3. Meet with the department's student peer advisor(s) or the Undergraduate Student Services Specialist to prepare the checklist for the major and the major planning form. These forms are available at <http://anthropology.stanford.edu>.
4. Submit the forms to the Undergraduate Student Services Specialist and request Faculty Adviser assignment, if you have a specific faculty member in mind. If not, one will be appointed to you based on your major emphasis.
5. In the quarter in which the major is declared, students meet with their assigned faculty adviser, create a rigorous course of study based on topical breadth, and obtain adviser approval of an Anthropology emphasis as a course of study by obtaining the major adviser's signature on the Major Checklist.
6. Undergraduate Anthropology majors should plan to meet with their major faculty adviser at least once each quarter before the Final Study List deadline. Any revisions to the initial checklist must be approved by the faculty adviser.
7. Undergraduate Anthropology majors must submit an updated major checklist and planning form to the Undergraduate Student Services Specialist in the quarter before graduating.

To declare a minor in Anthropology:

1. Declare by the last day of the quarter, two quarters before degree conferral.
2. Apply in Axxess for the B.A. Major in Anthropology.
3. Meet with the department's student peer advisor(s) or the Undergraduate Student Services Specialist to prepare the checklist for the minor and the minor planning form. These forms are available at <http://anthropology.stanford.edu>.
4. Submit the forms to the Undergraduate Student Services Specialist and request Faculty Adviser assignment.
5. In the quarter in which the minor is declared, students meet with their assigned faculty adviser, to receive approval of the minor checklist and planning form by obtaining the adviser's signature on the Minor Checklist.
6. Undergraduate Anthropology minors must submit an updated minor checklist and planning form to the Undergraduate Student Services Specialist in the quarter before graduating.

Honors Program

Anthropology majors are encouraged to write an honors paper and should begin their research prior to the last quarter of the junior year. Interested Anthropology majors of junior standing must submit an application of intent to write an honors paper to the Undergraduate Student Services Specialist on or by the second Monday of February in the junior year. Students are eligible to apply for honors candidacy with a 3.4 GPA in the department major and a 3.0 GPA in overall course work. Enrollment in specific ANTHRO courses is required to be considered for Honors (see *below*). Research in Anthropology is recommended during Autumn and Winter quarters. The Honors Checklist and Timeline form must be completed, signed by the faculty advisor, and handed in to the Undergraduate Student Services Specialist by the second week of May during Spring Quarter in the senior year. Only Honors papers with a letter grade of 'A-' or higher may be awarded departmental honors. Papers that received a grade lower than an A- will be considered a Senior Paper. Students interested in the honors program are encouraged to apply for summer research funding through the Department of Anthropology, Undergraduate Advising and Research, and area studies centers. This process requires planning as the Spring Quarter research deadline falls before the honors application due date. In most cases, honors students apply for such funding early in the junior year. For further information, and to download the Honors application please visit <http://anthropology.stanford.edu>.

Applicants must submit the following:

- Honors Application form
- Two-page abstract/proposal
- Relevant transcripts
- Letter of recommendation from faculty advisor

Coterminal B.A. / M.A. Program

Anthropology admits a limited number of students to pursue the coterminal M.A. degree. Preference is given to applicants who have special training, skills, or experience in various fields. Students should be able to complete the M.A. program in 3 to 5 quarters. Anthropology M.A. applicants whose ultimate goal is the Anthropology Ph.D. degree program should apply directly to the Ph.D. degree program. Transferring from the M.A. degree program to the Ph.D. degree program is not permitted.

The deadline for graduate applications to the Coterminal M.A. degree program will fall in mid-December. Stanford University undergraduate majors are eligible to apply for the coterminal master's degree program with a 3.5 GPA in their department major, a 3.0 GPA in overall course work, and with no more than one incomplete listed on the transcript at the time of application. Applicants must have earned a minimum of 120 units

towards graduation as shown on the undergraduate unofficial transcript. Successful applicants for the MA program may enter in the following Autumn Quarter. Coterminal master's degree applicants are not required to submit their Graduate Record Examination scores.

Prospective applicants should see <http://anthropology.stanford.edu> for further information about the application process and the department's requirements for the coterminal master's program.

Applicants must submit the following:

- Application for Admission to Coterminal Master's Program
- Preliminary Program Proposal, Coterminal Degree Program
- Coterminal Course Approval Form
- Coterminal Course Transfer Form
- Two Letters of Recommendation
- All relevant transcripts
- Statement of Purpose
- Writing sample in English demonstrating the ability to produce original analytical work at the graduate level
- Department's Statement of Purpose and Writing Sample Guidelines Form
- Department's Information and Response Form

M.A. degree requirements include the following:

- Enrollment over a minimum of 3 quarters with a minimum of 45 quarter units in Anthropology curriculum (beyond the undergraduate level), with a minimum GPA of 3.0;
- 45 units, constituting the University minimum for the M.A. degree, must be at or above the 100-level;
- 18 of the 45 units must be at or above the 200-level (course work designated primarily for graduate students);
- Enrollment in a Research Methods course and in a Theory course with a grade of 'B', or higher;
- Enrollment in a minimum of 4 Anthropology graduate-level review courses from a chosen track: Archaeology, Culture and Society, Ecology and Environment.

Although, the M.A. degree program usually requires more than one full year of study, students entering the M.A. degree program from an appropriate background are usually able to complete the M.A. degree in one calendar year.

Getting to Know Faculty

As an advisor to undergraduates, you will need to be familiar with the department's faculty and be able to refer students to faculty who may be able to help them pursue their interests. Below is a list of the entire faculty and a short description of their research areas. You can also view them on the Anthropology website.

You should also encourage students to get to know the faculty personally, and give them a few tips on how to approach their professors. You can advise the student read something that professor has written, and then go to the professor's office hours to ask them about their research. This helps the student meet the faculty, find out about their research, AND assess how comfortable they would be working with this professor. The student should try to leave with a piece of advice or an assignment to follow up: an article the professor has written recently, the name of a graduate student or an undergraduate with whom they can discuss the topic further, etc.

After the first visit, the student can decide whether or not she is interested in working with this faculty member. If still interested, the student can read another article, talk with other students, and then set up another visit.

At the second visit, the student should make it clear that she is excited about this research topic and would like to be more involved. Please see enclosed handouts for more information.

Anthropology Faculty

Doug Bird [*Assistant Professor (Research); Ph.D. UC Davis, 1996*] Human behavioral ecology, foraging studies, ethnoarchaeology, the evolution of human juvenility, indigenous land management; Desert Australia, Island Oceania.

Rebecca Bliege Bird (*Associate Professor; Ph.D. UC Davis, 1996*) Human behavioral ecology, burning and land management strategies, foraging and gender, costly signaling, food sharing, and social status; Australia, Oceania.

Lisa Curran (*Professor; Ph.D. Princeton, 1994*) Sustainable and equitable use of tropical resources, sound land use planning and governance.

William H. Durham (*Professor; Ph.D. Michigan, 1977*) Biological anthropology, ecological and evolutionary anthropology, cultural evolution, conservation and community development, resource management, environmental issues; Central and South America.

Paula A. Ebron (*Associate Professor; Ph.D. Massachusetts at Amherst 1993*) Comparative cultural studies, nationalism, gender, discourses of identity; Africa, African-America.

James Ferguson (*Professor; Ph.D. Harvard U., 1985*) Political Economy, development, migration and culture; Southern Africa.

James A. Fox (*Associate Professor; Ph.D. Chicago, 1978*) Linguistic anthropology, historical linguistics, biology and evolution of language, archaeological decipherment, settlement of the New World, mythology, computational methods; Mesoamerica, Americas.

Ian Hodder (*Professor; Ph.D. Cambridge U., 1974*) Archaeology, post-processual archaeology, methodological studies of quantitative approaches to spatial analysis, material cultural and social structure; European prehistory, Turkey, and ethno-archaeology.

Miyako Inoue (*Associate Professor; Ph.D. Washington University, 1996*) Sociolinguistics, gender; Japan.

Sarah S. Jain (*Associate Professor; Ph.D. U.C. Santa Cruz, 1999*) Law and technology, feminist theory, travels in material culture, representation, and visual theory.

Thomas Blom Hansen (*Professor; Ph.D. Roskilde University, Denmark*) Political theory; continental philosophy; psychoanalysis; comparative religion; contemporary urbanism; South Asia and Southern Africa.

James Holland Jones (*Associate Professor; Ph.D. Harvard U., 2000*) Human ecology, population biology, formal methods, family demography and kinship, social epidemiology, HIV/STD epidemiology, conservation biology; Africa, Asia, Americas.

Richard Klein (*Professor; Ph.D. Chicago, 1966*) Paleoanthropology; Africa, Europe.

Matthew Kohrman (*Associate Professor; Ph.D. Harvard U., 1999*) Medical anthropology, disability studies, gender, social suffering, state formation, social experience; China.

Tanya Luhmann (*Professor; Ph.D. Cambridge U., 1986*) Psychiatry anthropology; spirituality; culture and mind; psychosis; voices and visions; South Asia, United States.

Liisa Malkki (*Associate Professor; Ph.D. Harvard U., 1989*) Historical anthropology, nationalism and internationalism, colonialism, racism, refugees and the politics of humanitarianism, religion; East and Central Africa

Lynn Meskell (*Professor; Ph.D. Cambridge, 1997*) Archaeological theory, ethnography, South Africa, Egypt, Mediterranean, Middle East, heritage, identity, politics, embodiment, postcolonial and feminist theory, ethics, tourism.

John W. Rick (*Associate Professor; Ph.D. Michigan, 1978*) Prehistoric archaeology and anthropology of band-level hunter-gatherers, stone tool studies, analytical methodology, animal domestication; Latin America, Southwest U.S.

Ian G. Robertson (*Assistant Professor; Ph.D. Arizona State, 2001*) Archaeology of complex and urban societies; statistical and formal methods; ceramic and lithic analysis; Mesoamerica.

Krish Seetah (*Assistant Professor, PhD, University of Cambridge*) Zooarchaeology, Human-Animal relationships, colonialism, Indian Ocean World.

Kabir Tambar (*Assistant Professor, Ph.D. University of Chicago*) Religion and secularism, pluralism and nationalism, the politics of effect, Islam, Middle East, Turkey.

Barbara Voss (*Associate Professor; Ph.D. U.C. Berkeley, 2002*) Archaeology, women, gender, sexuality, archaeology of architecture and structured space, politics of cultural resource management; pre-historic and colonial California.

Michael Wilcox (*Assistant Professor; Ph.D. Harvard U., 2001*) Archaeology, archaeological approaches to ethnicity, post-colonial archaeology, Native-American Studies; American Southwest and North America.

Sylvia J. Yanagisako (*Professor; Ph.D. Washington University, 1975*) Kinship, gender, feminist theory, capitalism, ethnicity; U.S., Italy.

Undergraduate Student Funding

An important part of your job as advisor is to help undergrads find sources of funding for research. Below are short descriptions of several funding opportunities that may be helpful. You can also go to the Anthro website for more research opportunities and information.

Research Programs in the Department

- **Georgia Seas Island Cultural Heritage Preservation Project**
 - At the intersection between Africa and African America lie the Georgia Sea Islands. This is the site where scholars have best shown that the agency and cultural heritage of Africans made a difference in the making of the North American political economy. African American history, linguistics, folklore, photography, art, film, and literature all focused on this small region as the site of the most authentic New World African culture. This field research experience centers around landscape and the making of landscape, and also examines projects of social sciences and the political activists that are part of making the Georgia Sea Islands, one of the most significant sites of African American culture. This project envisions a multi-dimensional field school that explores post-slavery landscapes in the Georgia Sea Islands, and involves undergraduate students in many aspects of anthropological field methodology. It includes attending a two-week introductory seminar about the Georgia Sea Islands community, and spending three to four additional weeks conducting interviews, engaging in archival work, and making use of the anthropological method of participant-observation. The project will focus on environmental history, science studies, gender, material culture, oral histories, and cultural geography as ways of understanding the intersections between culture and history. Students should have an interest in the civil rights movement, gender, tourism, cultural heritage, material culture, oral histories, landscape, and geography.
- **Beagle II Award**
 - The Beagle II Award is open to Stanford undergraduates of all years and majors. Awards of up to \$7000, or shared awards of up to \$11,000, will be made to the best two or three proposals for a summer “voyage” of scientific discovery to any appropriate location in the world.
- **TAMBOPATA Summer Research Opportunities**
 - TAMBOPATA Summer Research Opportunities in the Peruvian Amazon June to August. Positions for new and experienced researchers are available for Stanford students (undergrad or grad) in the Tambopata-Candamo Reserved Zone near Puerto Maldonado, Peru. Terrific conservation research experience plus room and board provided by Rainforest Expeditions, a Peruvian ecotourism company, at one of its two rainforest lodges in the region.
- **Franz Boas Summer Scholars**
 - Through the special Franz Boas fund, students may apply for funding of any anthropological research, including research in the subfields of linguistics, archaeology, ethnology, and biological anthropology. Students must work with a faculty advisor appointed in the Department of Anthropology throughout the research period, apply for a supplemental grant from Undergraduate Advising and Research, and submit a non-medical human subjects protocol for approval. The exact number of grants awarded will vary from year to year depending on the quality of applications submitted and the funds available. Franz Boas grants are awarded for field research conducted in the summer. Grant recipients must enroll in ANTHRO 93, Pre field Research Seminar in the spring quarter before departing for the summer field research and in ANTHRO 94, Post field Research Seminar in the autumn quarter

after returning from the summer field research. On notification of a funding award, Boas Summer Scholars must write a letter to the donor explaining briefly how their grant funds will be used and how this project will contribute to the student's education and future goals. Stanford undergraduates who will be returning to Stanford University to matriculate in the following autumn quarter as undergraduates or Coterminal Masters students are eligible to apply. Priority will be given to honors candidates majoring in Anthropology.

- **Pritzker Summer Scholars**

- Through the generosity of the Pritzker family and an anonymous donor, students may apply for funding of any anthropological research, including research in the subfields of linguistics, archaeology, ethnology, and biological anthropology. Students must work with a faculty advisor appointed in the Department of Anthropology throughout the research period, apply for a supplemental grant from Undergraduate Advising and Research, and submit a non-medical human subjects protocol for approval. The exact number of grants awarded will vary from year to year depending on the quality of applications submitted and the funds available. Pritzker grants are awarded for field research conducted in the summer. Grant recipients must enroll in ANTHRO 93, Pre field Research Seminar in the spring quarter before departing for the summer field research and in ANTHRO 94, Post field Research Seminar in the autumn quarter after returning from the summer field research. On notification of a funding award, Pritzker Summer Scholars must write a letter to the donor explaining briefly how their grant funds will be used and how this project will contribute to the student's education and future goals. Stanford undergraduates who will be returning to Stanford University to matriculate in the following autumn quarter as undergraduates or Coterminal Masters students are eligible to apply. Priority will be given to honors candidates majoring in Anthropology.

- **Michelle Z. Rosaldo Summer Field Research Grant**

A memorial fund which will be used for an annual award to a Stanford undergraduate to aid in carrying out summer ethnographic field research. Students must work with a faculty advisor appointed in the Department of Anthropology throughout the research period, apply for a supplemental grant from Undergraduate Advising and Research, and submit a non-medical human subjects protocol for approval. Preference will be given to projects concerning issues in feminist thought or symbolic anthropology. Michelle Z. Rosaldo grants are awarded for field research conducted in the summer. Grant recipients must enroll in ANTHRO 93, Pre field Research Seminar in the spring quarter before departing for the summer field research and in ANTHRO 94, Post field Research Seminar in the autumn quarter after returning from the summer field research. On notification of a funding award, Rosaldo Summer Scholars must write a letter to the donor explaining briefly how their grant funds will be used and how this project will contribute to the student's education and future goals. Stanford undergraduates who will be returning to Stanford University to matriculate in the following autumn quarter as undergraduates or Coterminal Masters students are eligible to apply. Priority will be given to honors candidates majoring in Anthropology.

Many other departments offer their own sources for undergraduate funding. Since anthropology work usually spans disciplines, make sure to check other relevant departments.

All Grants may not be offered every year, please check the web site at: www.stanford.edu/dept/anthropology

Undergraduate Events and Meetings

This section has information on different department events that are geared towards recruiting majors and building community among the majors. You will probably be involved with various department events and meetings; such as the Department Majors Day/Open House, Career Day, Faculty Panel Discussion, and etc. You should also feel free to design any other type of event that you think would be fun for the undergrads. You have money to spend, too! The university has allocated funds to the department that you can use for events, food, etc.

- Majors Night
- Department Open House
- Study Break
- Faculty Discussion Panels
- Film Night
- Career Day
- UG Research Grants Info Session

Helpful Contact Info

- **Student Services Center**

Tresidder Memorial Union, 2nd Floor
M – F, 8 am – 5 pm
Phone: 650.723.7772
Fax: 650.721.1585
<http://www.stanford.edu/group/studentservicescenter/>

- **Undergraduate Research Programs (Opportunities)**

Undergraduate Advising and Research sponsors several types of grants designed to support rigorous, independent undergraduate research in all disciplines. The grants vary in their duration and budget, but they adhere to the same eligibility requirements, application procedures and other administrative policies

Stanford University
Sweet Hall First and Fourth Floors
590 Escondido Mall
Stanford, CA 94305-3088

Phone: 650.723.2426 or 650.724.7562
Fax: 650 724-5400
Email: vpue-research@stanford.edu
http://ual.stanford.edu/00/research_opps/Grants.html

- **Bechtel international Center and the Overseas Resource Center**

Bechtel international Center, 2nd floor
M – F, 10 am – 5 pm
Phone: 650 .725.0881
Fax: 650.725.0886
<http://www.stanford.edu/dept/icenter/orc>

- **Haas Center for Public Service**

562 Salvatierra Walk
Stanford, CA 94305-8620
Phone: 650.723.0992
Fax: 650.725.7339
<http://haas.stanford.edu>

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