

**UNIVERSITY OF CALGARY
FACULTY OF ARTS
DEPARTMENT OF CLASSICS AND RELIGION**

COURSE OUTLINE – SUMMER 2017

Course GRST 651, Directed Studies, Archival Work
Time TBA
Instructor Dr. Lisa Hughes
Office Hours By appointment
Office SS 524
E-mail lahughes@ucalgary.ca
Telephone (403) 220-3077

Required Text(s): N/A

Optional Text(s): N/A

Course Description: This directed study is designed to provide the student with a basis to construct and input an Excel database related to the research topic (representations of Hermaphroditus in Roman villas and domus). In addition to the construction of the database the student will be expected to provide weekly synopses related to the research via email and write a paper outlining the justification for organizing the data. Data will be collected from museums and/sites in Rome, Pompeii, Herculaneum and Naples.

Online elements for this course: N/A

Core Competencies: Analytical Thinking; Persuasive Communication through Written Work and Discussion; Visual Analysis.

Course Requirements:

Date	Assessment	Weight (%)
Throughout Term	Discussion (email)	20%
August 25, 2017	Database. Excel	50%
August 25, 2017	Methods Paper 10 page max. Times New Roman 12 Font, double spaced	30%

Grading

A letter grade will be assigned to each component of the course according to the University's

Graduate Studies Calendar 2017-2018:

A+	4.0	Outstanding
A	4.0	Excellent – superior performance showing comprehensive understanding of the subject matter
A-	3.7	Very good performance
B+	3.3	Good performance
B	3.0	Satisfactory performance Note: The grade point value (3.0) associated with this grade is the minimum acceptable average that a graduate student must maintain throughout the program as computed at the end of each registration anniversary year of the program.
B-	2.7	Minimum pass for students in the Faculty of Graduate Studies Note: A student who receives a B- or lower in two or more courses will be required to withdraw regardless of their grade point average unless the program recommends otherwise. Individual programs may require a higher minimum passing grade.
C+	2.3	All grades below B- are indicative of failure at the graduate level and cannot be counted toward Faculty of Graduate Studies course requirements. A student who receives a grade of F will normally be required to withdraw unless the program recommends otherwise.
C	2.0	
C-	1.7	
D+	1.3	
D	1.0	
F	0.0	

N.B. All written assignments will be graded with regard to both form and content.

Policy with regard to missed assignments/assessments:

Rewrites or extensions will only be granted for missed assignments/assessments when documentation (e.g. official doctor's note, Dino's coaching staff or equivalent) has been provided that the student was physically unable to attend class on the date in question or that there are circumstances that have prevented you from completing work on time.

Expectations for student conduct in this course:

Treat your fellow classmates and instructor with consideration and respect. If you miss class, you are responsible for obtaining notes from a classmate.

Electronic Device Policy:

Please show respect towards your classmates and instructor by turning off your ringer during instruction time and using your electronic devices solely for the purposes of note taking.

Syllabus:

A complete syllabus will be made available the first week of class.

Academic Honesty

Plagiarism is not tolerated at the University of Calgary and has serious consequences. Your essays/presentations must be your own work and inadequate referencing may be seen as plagiarism. Please see the relevant sections on Academic Misconduct in the current University Calendar (section K, which can be found here: <http://www.ucalgary.ca/pubs/calendar/current/k.html>.) If you have questions about correct referencing, please consult your instructor or librarian staff.

Student Accommodations

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/.

Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor.

The full policy on Student Accommodations is available at http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy_0.pdf.

Desire 2 Learn (D2L) Help

Go to <http://elearn.ucalgary.ca/desire2learn/home/students> for Student Help and FAQ's about D2L. Troubleshooting tips and a tutorial are also available on this website.

Freedom of Information and Privacy

This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIPP): <http://www.ucalgary.ca/secretariat/privacy>

The Freedom of Information and Protection of Privacy Act indicates that assignments given by you to your course instructor will remain confidential unless otherwise stated before submission. The assignment cannot be returned to anyone else without your express permission. Similarly, any information about yourself that you share with your course instructor will not be given to anyone else without your permission. As one consequence, students should identify themselves on all written work by placing their name on the front page and their ID number on each subsequent page.

Graduate Student Association Ombudsperson

The Student Ombuds Office provides independent, impartial and confidential support for students who require assistance and advice in addressing issues and concerns related to their academic careers. See www.ucalgary.ca/provost/students/ombuds for more information.

Emergency Evacuation Assembly Point

In case of an emergency evacuation during class, students must gather at the designated assembly point nearest to the classroom. The list of assembly points is found at www.ucalgary.ca/emergencyplan/assemblypoints. Please check this website and not the nearest assembly point for this course.

Safewalk

The Safewalk program provides volunteers to walk students safely to their destination anywhere on campus (including McMahon Stadium, Health Sciences, Student Family Housing, the Alberta Children's Hospital and the University LRT station). This service is free and available to students, staff and campus visitors 24 hrs/day, 365 days a year. Call 403-220-5333 or use one of the Help phones located throughout campus to request a walk.