

COLLEGE OF HUMANITIES - GREEK AND ROMAN STUDIES
CLCV/ARCY 3301 - *Archaeological Field Work*

Instructor: Prof. Laura Banducci
Email: laura.banducci@carleton.ca
Office Hours, summer: by appointment, via zoom

Course Description: Students will participate in the excavation or field survey work of an archaeological site for a minimum of three weeks in the early or late summer semesters. They will learn various techniques of excavation (shovels, trowels, buckets, brushes), as well as the collection and recording of artifacts. They will gain experience in measuring and drawing stratigraphy, features, and plans. No previous fieldwork experience is required. The permission of the Program in Greek and Roman Studies and the permission of the Director of the excavations are required.

Course Evaluation:

Attendance (20%)

Students will be present on site each day, demonstrate punctuality, respect for the archaeology, and professional conduct. The minimum time requirement is three weeks full-time, i.e. 5 days a week for a full day's work, and attendance will be monitored.

Fieldwork (40%)

Students will be evaluated on their work on site by the directors and supervisors of the excavation. The evaluation will include consideration of skills learned and use of tools and equipment, as well as techniques of measuring, drawing, and recording, and an understanding of stratigraphy as it relates to the particular area in which they work. This may vary depending on the nature of the site and the type of work involved (e.g. survey, test pits, full-scale excavation). Students will learn to take initiative and demonstrate that they are acquiring these skills over the course of the excavation.

Reflection (20%)

All students will keep a daily journal or log during the weeks that they are involved in the excavation. This may be composed of observations, drawings, comments, and reflections on the day-to-day activities. This may be in digital or hand-written format (photos/scans of each page). It is to be submitted to Dr. Banducci at the end of the excavation (at a time to be agreed upon with her, on a case-by-case basis dependent on travel).

Understanding and Dissemination (20%)

Archaeology at Carleton Blog – Students will write two online blog posts over the course of the excavation. I suggest you write one in the middle of your time on site, and one at the end of your time on site. The format and content of these may be similar to students' journal entries, but are for public consumption; thus, though the entry is from a personal point of view, the writing should be relatively formal and informational. The minimum number of words per entry is 600 and you should include at least one photo. You should also consider explaining/defining new terms that you are learning. The audience for such a blog is the larger Carleton and Ottawa community, and the families and friends of our Greek and Roman Studies students.

NOTE: Please be aware that many ongoing research excavations may not want participants to share specific details of discoveries or photographs of artefacts or features online before they have been fully

studied or officially publicized. It is important to discuss what you may choose to write about in your blog with your immediate supervisor and to ask for permission. For example, you could write: “Today, we found a really interesting well feature which required us all to wear hardhats while we worked. It took us 2 hours to properly document. It got me thinking about how people in the ancient world would have accessed water etc.....” This is very different from writing, “Today we found a really interesting well feature. It was rock-cut, 3x3 metres square with vertical sides, and was approximately 10.5 metres deep. It had a cover which was a large limestone block which my supervisor says has never been found before intact at any other site. Here is a perfectly clear photo with a metre stick inserted for scale.” The first would likely be an acceptable level of detail. The latter would likely be too much specific detail and may infringe on the intellectual property of the excavators.

The blog is here: <https://cuportfolio.carleton.ca/view/view.php?t=3c82869e73ecd15b97c2> Click on “Archive” to see all the previous years’ entries.

I will be getting you logins/figuring out how to connect you over the course of the summer.

Suggested Textbook: Colin Renfrew and Paul Bahn. *Archaeology: Theories, Methods, and Practice*. 5th ed. London: Thames and Hudson, 2008.

Suggested archaeological interest:

Marilyn Johnson. *Lives in Ruins. Archaeologists and the Seductive Lure of Human Rubble*. Harper Collins, 2014.

Funny novel which may or may not reflect real life situations:

Myers, Kate. *Excavations*. 2023. <https://www.indigo.ca/en-ca/excavations-a-novel/9780063339057.html>

University Regulations for All College of the Humanities Courses (April 2026)

Academic Dates and Deadlines

[This schedule](#) contains the dates prescribed by the University Senate for academic activities. Dates relating to fee payment, cancellation of course selections, late charges, and other fees or charges will be published in the [Important Dates and Deadlines section](#) of the Registration Website.

Grading System at Carleton University

Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the instructor may be subject to revision. No grades are final until they have been approved by the Dean.

The system of grades used, with corresponding grade points and the percentage conversion can be found [here](#). [Grade Appeal Process Information](#)

Student Rights and Responsibilities at Carleton

Carleton University strives to provide a safe environment conducive to personal and intellectual growth, free of injustice and characterized by understanding respect, peace, trust, and fairness.

The [Student Rights and Responsibilities Policy](#) governs the non-academic behaviour of students. Carleton University is committed to building a campus that promotes personal growth through the establishment and promotion of transparent and fair academic and non-academic responsibilities.

Academic Accommodations

Academic accommodation refers to educational practices, systems and support mechanisms designed to accommodate diversity and difference. The purpose of accommodation is to enable students to perform the essential requirements of their academic programs. At no time does academic accommodation undermine or compromise the learning objectives that are established by the academic authorities of the University.

Carleton is committed to providing academic accessibility for all individuals. You may need special arrangements to meet your academic obligations during the term. The accommodation request processes, including information about the *Academic Consideration Policy for Students in Medical and Other Extenuating Circumstances*, are outlined on the [Academic Accommodations website](#).

Requests for Academic Accommodation

You may need special arrangements to meet your academic obligations during the term. For an accommodation request, the processes can be [found here](#).

Addressing Human Rights Concerns

The University and all members of the University community share responsibility for ensuring that the University's educational, work and living environments are free from discrimination and harassment. Should you have concerns about harassment or discrimination relating to your age, ancestry, citizenship, colour, creed (religion), disability, ethnic origin, family status, gender expression, gender identity, marital status, place of origin, race, sex (including pregnancy), or sexual orientation, please contact the [Department of Equity and Inclusive Communities](#) at equity@carleton.ca.

Academic Consideration Policy

As per the [Academic Consideration Policy](#), if students encounter extenuating circumstances that temporarily hinder their capacity to fulfil in-class academic requirements, they can request academic consideration. The

Academic Consideration for Coursework is only available for accommodations regarding course work. Requests for accommodations during the formal exam period must follow the [official deferral process](#).

NOTE: As per the Policy, students are to speak with/contact their instructor before submitting a request for Academic Consideration. Requests are not automatically approved. Approving and determining the accommodation remains at the discretion of the instructor. Students should consult the course syllabus about the instructor's policy or procedures for requesting academic consideration. [More information here](#).

Academic Integrity Policy

The University Academic Integrity Policy defines plagiarism as 'presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one's own.' This includes reproducing or paraphrasing portions of someone else's published or unpublished material, regardless of the source, and presenting these as one's own without proper citation or reference to the original source. Examples of sources from which the ideas, expressions of ideas or works of others may be drawn from include but are not limited to books, articles, papers, literary compositions and phrases, performance compositions, chemical compounds, artworks, laboratory reports, research results, calculations and the results of calculations, diagrams, constructions, computer reports, computer code/software, material on the internet and/or conversations.

Examples of plagiarism include, but are not limited to:

- any submission prepared in whole or in part, by someone else, including the unauthorized use of generative AI tools (e.g., ChatGPT)
- using ideas or direct, verbatim quotations, paraphrased material, algorithms, formulae, scientific or mathematical concepts, or ideas without appropriate acknowledgment in any academic assignment
- using another's data or research findings without appropriate acknowledgment
- submitting a computer program developed in whole or in part by someone else, with or without modifications, as one's own
- failing to acknowledge sources with proper citations when using another's work and/or failing to use quotations marks."

Plagiarism is a serious offence that cannot be resolved directly by the course's instructor.

The Associate Dean of the Faculty follows a rigorous process for academic integrity allegations, including reviewing documents and interviewing the student, when an instructor suspects a violation has been committed. Penalties for violations may include a final grade of "F" for the course.

Deferred Final Exams

Students who are unable to write a final examination because of extenuating circumstances, as defined in the [Academic Consideration Policy](#), may apply for accommodation. Normally, the accommodation for a missed final examination will be granting the student the opportunity to write a deferred examination. In specific cases when it is not possible to offer a deferred examination, and with the approval of the Dean, an alternate accommodation may be made.

The application for a deferral must:

1. be made in writing to the Registrar's Office no later than **three (3) working days** after the original final examination or the due date of the take-home examination; and,
2. be fully supported by appropriate documentation. In cases of short-term extenuating circumstances normally lasting no more than five (5) days, students must complete the University's self-declaration form which is included in the deferral application found on the [Registrar's Office website](#). Additional documentation is required in cases of extenuating circumstances lasting longer than five (5) days and must be supported by a medical note specifying the date of onset of the illness, the (expected) date of recovery, and the extent to which the student was/is incapacitated during the time of the examination. The University's preferred medical form can be found at the Registrar's Office [here](#).

Deferred Term Work

In some situations, students are unable to complete term work because of extenuating circumstances beyond their control, which forces them to delay submission of the work. Requests for academic consideration are made in accordance with the [Academic Consideration Policy for Students in Medical or Other Extenuating Circumstances](#).

1. Students who claim short-term extenuating circumstances (normally lasting up to five days) as a reason for missed term work are held responsible for immediately informing the instructor concerned and for making alternate arrangements with the instructor. If the instructor requires supporting documentation, the instructor may only request submission of the University's self-declaration form, which is available on the [Registrar's Office website](#). The alternate arrangement must be made before the last day of classes in the term as published in the academic schedule.
 - a) Normally, any deferred term work will be completed by the last day of term. In all cases, formative evaluations providing feedback to the student should be replaced with formative evaluations. In the event the altered due date must extend beyond the last day of classes in the term, the instructor will assign a grade of zero for the work not submitted and submit the student's earned grade accordingly; the instructor may submit a change of grade at a later date. Term work cannot be deferred by the Registrar.
2. In cases where a student is not able to complete term work due to extenuating circumstances lasting for a significant period of time/ long-term (normally more than five days), the instructor and/or student may elect to consult with the Registrar's Office (undergraduate courses) or Graduate Registrar (graduate courses) to determine appropriate action.
3. If a student is concerned the instructor did not respond to the request for academic consideration or did not provide reasonable accommodation, the student should follow the appeals process described in the [Academic Consideration Policy](#).
4. If academic consideration is granted, but the student is unable to complete the accommodation according to the terms set out by the instructor as a result of further illness, injury, or extraordinary circumstances beyond their control, the student may submit a petition to the Registrar's Office (undergraduate courses)/Graduate Registrar (graduate courses). Please note, however, that the course instructor will be required to submit an earned final grade and further consideration will only be reviewed according to established precedents and deadlines. (More information: [Undergraduate](#).)

Department Contact Information

Digital Humanities (Minor), Bachelor of the Humanities, Greek and Roman Studies, and
MEMS:

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2A39 Paterson Hall

Religion@cunet.carleton.ca