

Rubric for Retrospective Project Required for Comprehensive Portfolio

Effective 1/1/23

Prerequisite:

There are THREE (3) prerequisites for submitting the Portfolio Project.

First, the student must form a graduate committee. The student should discuss this step with their advisor. Each member of the committee should be asked to confirm that they are able to serve to avoid issues with faculty being unable to serve during the semester of portfolio presentation due to research leave, Family Medical Leave, or sabbatical leave.

Second, the student must sign up by the date specified at the beginning of the semester, signaling their intent to submit the portfolio.

Third, the student must gather a minimum of three (3) and maximum of five (5) projects from classes they have taken that count toward the MA degree (consultation with your faculty committee should occur in picking these projects). The projects must fulfill the following requirements:

1. They must cover a diversity of topics with at least one of the projects being a written paper.
2. At least one of the projects must be from a class outside the student's field of study/concentration. Papers/projects from disciplines outside anthropology will be accepted if they are clearly integrated with anthropological themes or topics.
3. The papers/project should represent a mix of different theoretical and methodological issues.
4. Papers/projects must have received a grade of B or higher from the course instructor to be included in the portfolio.

Retrospective Paper:

The retrospective paper/project talks about the projects and discusses how they tie together and how they demonstrate the student's position on important questions in the field. The following rubric is used by the committee to determine if the paper and gathered projects is a pass or fail (you must pass every section and the decision must be unanimous). Early drafts of the paper can be submitted, and the paper rewritten as long as the deadline for submitting the graduate exam form is made. Students should work with their faculty to ensure this deadline is met.

Rubric

	Pass	Fail
Deep Connection Between the Projects	Paper demonstrates that the student understands the links between the paper through reference to important paradigm/theoretical/methodological issues in the field	The discussion of the links between the projects is superficial and does not reference underlying paradigm/theoretical/methodological principles.
Positioning in the field	In the discussion of underlying themes/paradigm/theories/method	The discussion of the positioning of the student/projects in terms of

	s, the paper relates the projects and the student's position/opinion in terms of important issues/questions in the field beyond the local and specific methodological concerns	issues/questions remains at the local or specific methodological level and lacks connection with important issues in the greater field
Literature Citation	The paper cites appropriate literature in the discussion of underlying paradigm/theories/methods and important issues/questions; references papers from more than one course represented in the projects or from additional sources that were not part of coursework; is written in an acceptable format (see below).	The paper does not cite the appropriate literature in the discussion of underlying theories/paradigms/methods and important issues/questions; cites only literature from a single course
Writing	The paper is written in Standard American English, is coherently organized, lacks grammatical and spelling errors and is in a format that may be acceptable to the major journals in the field. Examples of journals include, but are not limited to, <i>American Anthropologist</i> , <i>American Antiquity</i> , <i>American Journal of Biological Anthropology</i> , <i>Medical Anthropology Quarterly</i> , <i>Journal of Archaeological Science</i> , <i>Visual Anthropology</i> .	The paper is poorly organized, contains numerous grammatical and spelling errors and/or is in a format that would not be acceptable to the major journals in the field.

Oral Defense of the Portfolio:

The final step in the portfolio process is an oral defense of the portfolio. This defense will satisfy the requirement of the graduate school for a graduate exam.

The student will give a 5-10 min presentation of their work to department faculty and their peers at the Anthropology Department portfolio fair. Students must participate in person or via Zoom. The date for the fair will be announced within the first two weeks of the semester. Two weeks before the fair, the student must submit the request for graduate exam form to generate the final paperwork needed by their committee to certify fulfillment of the requirement to the university. Students must attend the fair to fulfil their graduation requirements. The presentation will provide a brief summary of the projects, how they are integrated, and how they fit into larger anthropological paradigms, theories, or methodology. The presentations are not graded; this is meant as an opportunity to engage with faculty

and other graduate students on important anthropological topics, foster departmental community, and provide a ceremonial ending to their graduate studies.