



The Arizona State Museum, the oldest and largest anthropology museum in the Southwest, has served as the state's official archaeological repository and the largest non-federal archaeological repository in the country. One of our principal functions is to administer Arizona's Antiquities Act and related state laws regarding discoveries of human burials. We also assist state & federal agencies in implementing repatriation of remains and objects to affiliated descendants. In addition, as one of the oldest research units on the University of Arizona's campus, we regularly host researchers from around the world who use the collections to expand the frontiers of knowledge in archaeology, ethnology, and history.

The Bioarchaeology section of the Research Division of the Arizona State Museum manages the preservation of an archaeological collection of human skeletal remains that has accumulated over the years as the result of the Museum's legislative responsibilities and archaeological projects from within Arizona. Under certain conditions these collections can be made available for legitimate scientific research. Finding a balance between concerns for preservation, cultural sensitivity and conducting research with human skeletal remains can be difficult. Therefore, we only encourage and accept proposals for research on the ASM Human Skeletal Collection for significant, well-designed projects that have the potential to contribute to the field of Bioarchaeology and the development of an enhanced understanding of our human experience in the past. Guidelines are outlined below regarding proposals for scientific study and access to the Arizona State Museum Human Skeletal Collection. Please feel free to contact us with any specific questions, comments or proposal ideas. Contact information is listed below.

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### **Resources for Conducting Research:**

Research on the ASM Human Skeletal Collection is largely conducted in the Human Osteology Laboratory, located in the South ASM building. The lab is equipped with abundant table space, an anatomical comparative collection, standard osteological measurement equipment (various calipers and osteometric boards), a digitizer, computer and internet access, and natural or artificial lighting. Special arrangements can also be made to accommodate specific equipment. Researchers should be aware that the ASM Library holds additional material that may be of interest, including the Museum's publications, numerous reports (or 'grey literature') and administrative archives.

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**Contact Information:**

James Watson, Ph.D.  
Associate Curator of Bioarchaeology  
Arizona State Museum  
University of Arizona  
P.O. Box 210026  
Tucson, AZ 85721-0026

[watsonjt@email.arizona.edu](mailto:watsonjt@email.arizona.edu)  
Office (520) 621-4794  
Fax (520) 621-2976

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**Requesting Access to ASM Human Skeletal Collection for Scientific Study**

A formal research proposal should be submitted for consideration and approval. The proposal should include the following components.

- Cover Sheet (two pages; forms attached below).
  - Project Description (five pages maximum). This should minimally include:
    - The goal(s) of the proposed research in the form of a clearly stated hypothesis or central research question,
    - How the human skeletal collections at the ASM will contribute to testing or answering it,
    - The relevance of the proposed research to the current state of knowledge on this topic and how it will further contribute to it,
    - The methodology and a timeline for the proposed research (proposals should be submitted at least 30 days prior to proposed start date),
    - The proposed significance of this research project.
  - Include appropriate references for literature cited (not included in 5-page limit).
  - A current Curriculum Vita for all principle investigators involved.
  - A letter of support from your institution or faculty mentor (if a student research project).
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THE UNIVERSITY OF ARIZONA

# ARIZONA STATE MUSEUM

## REQUEST FOR ACCESS TO BIOARCHAEOLOGY COLLECTIONS

Name(s): \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

List any sources of funding that will contribute to this research: \_\_\_\_\_

\_\_\_\_\_

Describe the collections you wish to see: \_\_\_\_\_

\_\_\_\_\_

Type of access requested (check all that apply):

- |  |  |
|--|--|
| <input type="checkbox"/> Examine specimens in storage        | <input type="checkbox"/> Photograph/draw specimens |
| <input type="checkbox"/> Have specimens removed from storage | <input type="checkbox"/> Other: _____              |

.....  
Date(s) you wish access: \_\_\_\_\_ Time required: \_\_\_\_\_

Professional references or project supervisor: \_\_\_\_\_

.....  
**FOR BIOARCHAEOLOGY SECTION USE ONLY**

Date received: \_\_\_\_\_ Approved by: \_\_\_\_\_

Type of access granted (check all that apply):

- |   |  |
|---|--|
| <input type="checkbox"/> accompanied by curator   | <input type="checkbox"/> removal of specimens from storage |
| <input type="checkbox"/> unaccompanied by curator | <input type="checkbox"/> photography/illustration          |
| <input type="checkbox"/> one-time access          | <input type="checkbox"/> general tour                      |
| <input type="checkbox"/> continuing access        | <input type="checkbox"/> no access granted                 |

Curator(s): \_\_\_\_\_ Staff time required: \_\_\_\_\_

## Rules for Access to ASM Human Skeletal Collection for Scientific Study

In addition to adhering to the “Guidelines for Access to the Arizona State Museum Collections”, researchers are also required to obey the following rules regulating access to human skeletal remains in collection at the ASM.

- [1] Examination of human skeletal remains will be entirely non-destructive in nature.
- [2] Access to the collection is only permitted during normal business hours (Monday through Friday from 8am to 5pm) and may be subject to staff availability.
- [3] Museum staff will assemble the material to be studied in a designated area.
- [4] Researchers will have to limit themselves to the material they initially requested. Browsing and additional unarranged requests will not be accommodated.
- [5] Researchers are required to handle human skeletal remains carefully, with respect and as directed by the staff.
- [6] A copy of original data forms or notes is to be provided to the Bioarchaeology Lab to be kept on file. This may be either a paper copy or an electronic file. The Museum will not allow access by other individuals to this information without the express written permission of the researcher or until after publication of the research.
- [7] Photographs may be taken at the researcher’s own expense. One copy of each photograph is to be provided for the Bioarchaeology Lab files. Permission must be obtained from the Arizona State Museum and any affiliated Tribes prior to publication or other public presentation of any photographs.
- [8] Two copies of any publication, thesis, or dissertation resulting from the research is also to be provided; one copy will go to the Bioarchaeology Lab and one copy to the ASM library.
- [9] Please credit material used in publications to the Arizona State Museum - University of Arizona.

I have read and agree to abide by these conditions:

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Name

Date

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**Send to:**

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