

**University of North Florida Digital Humanities Initiative**  
**Minutes of Advisory Committee Meeting**  
**February 12, 2016, 3:00–4:30**  
**Thomas G. Carpenter Library Special Collections Reading Room**  
**Meeting Minutes**

**In attendance:** James Beasley (English), Erin K. Bennett (Music), Jeffrey T. Bowen (Thomas G. Carpenter Library), Ching–Hua Chuan (School of Computing), Sherif Elfayoumy (School of Computing), Josh Gellers (Political Science and Public Administration), Patricia Geesey (Languages, Literatures and Cultures), Laura Heffernan (English), Aisha Johnson–Jones (Thomas G. Carpenter Library), Phil Kaplan (History), Dave Lambert (Environmental Center), Christos Lampropoulos (Chemistry), Clayton McCarl (Languages, Literatures and Cultures), Courtenay McLeland (Thomas G. Carpenter Library), Deb Miller (CIRT), Stephanie Race (Thomas G. Carpenter Library), Gordon Rakita (Anthropology and ITS), Tara Rowe (THRIVE Program), Andy Rush (CIRT), Margaret C. Stewart (Communication), Karthik Umapathy (School of Computing), Stephanie Weiss (Thomas G. Carpenter Library), David Wilson (CIRT)

For background information on all the points discussed in this document, see the meeting [agenda packet](#).

1. Welcome and introductions
2. Approval of [minutes from 10/23/15 meeting](#).
3. **2015–2016 Foundation Board Initiatives.** The final letter of interest was submitted on October 28, 2015. We were informed January 22, 2016, that we were not among the six finalists (out of a total of 16) invited to submit a full proposal. We have been provided with the following feedback:

The group feels that the UNF Digital Humanities Initiative is relevant and will advance the scholarship for faculty and opportunities for students. Several points of feedback are provided below per your request.

- Further explanation of how exactly the students would be involved would have been helpful.
- Clarity on how the joining of the 10 individual projects will contribute to a whole. How would the funding leverage greater recognition for UNF and other funding opportunities for the working group?
- Needed more clarity on how the 10 \$2K stipends were going to be used. The term “discretionary faculty expenses” makes the committee a little hesitant.

We have been reminded that we may apply again for 2016–2017.

4. **DHI website.** The draft site is available at <http://unfdhi.org>. Any suggestions regarding the site are welcome.

A question arose about whether the website needs to go through the UNF Internet Presence Committee. It was suggested this may not be the case, as the site is external to

the CMS. A question was also raised about whether it needs to go through Marketing and Publications due to the use of the UNF logo. Clayton McCarl will follow up on this, with help from Deb Miller and Gordon Rakita. Stephanie Weiss will check on whether these had been issues with the Digital Commons or the LibGuides.

5. **Spring 2016 Events.** See <http://unfdhi.org/events>. Workshops on electronic textual editing and Story Maps will be taught by Clayton McCarl and Chris Baynard, respectively, on 4/20. Anyone interested in carpooling to the 4/23 THATCamp may contact Laura Heffernan of English.
6. **Electronic textual editing course.** The course proposal that we discussed at our last meeting was approved by the Faculty Association in November, and will figure in the 2016–2017 catalog. The course will be offered for the first time in Summer A 2016, under a temporary course code (see [promotional poster](#)). Clayton McCarl will teach the course with assistance from Aisha Johnson–Jones. Clayton expressed hope that this will be the first in a group of courses that might eventually constitute a DH minor.
7. **New Advisory Committee Members.** Since our last meeting, the following individuals have agreed to join the DHI Advisory Committee: Stuart Chalk, Associate Professor of Chemistry and Archive Developer, UNF Environmental Center; Natalie Arce Indelicato, Assistant Professor of Clinical Mental Health Counseling; and Christos Lampropoulos, Assistant Professor of Chemistry.
8. **Proposed events for Fall 2016.** Clayton asked for suggestions or concerns related to two possible events: 1) a workshop on the *photo voice* methodology, led by Anne Pfister, and 2) a discussion about engaging students in DH work with representatives of various areas on campus (see agenda packet for descriptions). No concerns were raised, though with respect to the latter, there was discussion about the need for the DHI to get involved in coordinating student assistants for DH projects. It was pointed out that this can be done through individual departments. It was suggested that this may be a workable solution in some cases, though perhaps not in all. The ability to centralize the administration of student assistants/work study would be one advantage of locating the Initiative within the library, a point discussed below.
9. **New affiliate projects.** The group approved the formal affiliation of the three following projects with the DHI, and the inclusion of those projects on the DHI website:
  - a. “Henry DAvid ThoReau: An Augmented Reality Critique,” James Beasley
  - b. “The Lower St. Johns Digital Archive: Science and Society,” Stuart Chalk
  - c. “coloniaLab,” Clayton McCarl

Clayton also asked the Committee to provide feedback on this process. There was consensus that for the present, this is an adequate procedure for affiliating projects with the DHI. Once money is available to support projects, this process may need to be made more formal. It was suggested also that we will need to revisit the process once we see

the lifespan of these projects.

10. **DHI leadership structure.** Clayton asked for feedback on a possible partnership between the DHI and the Thomas G. Carpenter Library, as explained in the agenda packet.

In the conversation that ensued, committee members pointed to potential benefits, which included the library's ability to assist with logistical and administrative matters. However, committee members also expressed a desire to understand with more clarity how the relationship with the Library would work, in particular with regard to financial matters and the administration of grant monies.

A suggestion was additionally made that before entering into such an arrangement, a larger discussion needs to take place regarding the Initiative's ultimate goal. Some members suggested that we pursue status directly as an official university-wide center, pointing out that DH is a growing field and this is an opportunity for the DHI to innovate and assume leadership across campus. At the same time, it was noted that the administration expects projects to have established a certain track of success record before applying to become centers, due in part to state reporting requirements. It was suggested that a partnership with the Library could function as a stepping-stone toward the establishment of a center. Concerns were expressed, however, that such a partnership, once created, would not be easy to undo for administrative reasons.

In summary, there seemed to be doubts about whether the benefits of such an arrangement justified the proposed partnership. Likewise, there were concerns about entering into such a relationship prematurely, before determining our ultimate goal. The suggestion was therefore made to postpone making any decision on this matter, and to call a subcommittee to continue this discussion. Clayton will follow up on this suggestion.

11. **Spring 2017 DH Showcase.** Clayton asked the group to provide feedback on whether we wanted to proceed with the planning of this event, even though we had not received funding through the Foundation Board. There was a consensus that we should go ahead, although several matters were discussed but left unresolved. These included the following: whether to stick with a Spring 2017 date (it was suggested that fall 2018 was more viable to due grant funding cycles); whether to invite only UNF faculty, staff and students to present their work, or to include researchers from other institutions; whether this event would be open only to the UNF (or statewide) academic community, or whether to involve the local Jacksonville community. A suggestion was made to limit the event to the UNF community for the first time. It was also pointed out, however, that this event might provide an opportunity to begin building relationships statewide, and that there is interest already at the state level in this type of endeavor. It was also suggested that UNF has an interest in involving the local community in such events. If the local community is to be invited, a suggestion was made to schedule the event on a weekend to avoid parking issues.

Because we were unable to resolve these questions at this time, we resolved to form a subcommittee to form a proposal for this event. Clayton will send out a call for interested individuals.

12. **Involving Students.** The Advisory Committee discussed a proposal to involve students in the leadership of the DHI. We decided to add a small number of student representatives to the Advisory Committee. It was suggested that we find students who would be likely to attend our meetings, who may already be involved in DH projects, who would not be fulfilling some other requirement (such as those in student government who are expected to serve on such committees), and who might benefit from this experience as they apply to graduate school or other opportunities. A suggestion was made that we might eventually form a separate student advisory council if there were sufficient interest. Clayton will send out a call for nominations.
13. **THRIVE Program.** Clayton invited Tara Rowe, coordinator of THRIVE, to describe this program that supports UNF students with Autism Spectrum Disorder. Tara explained that some of her students have approached her asking about opportunities for internship or other activities on campus. She pointed out that some of these students may be a good fit to get involved with faculty projects supported by the DHI or otherwise participate in our group.
14. **FLDH Elections.** Clayton updated the group on the upcoming election for the executive council of the Florida Digital Humanities Consortium (FLDH). Three members of the DHI Advisory Council will appear on the ballot. Clayton will update the group when the ballot becomes available.

*Respectfully submitted by Clayton McCarl and Stephanie Weiss.*