Digital Humanities Common Knowledge Group Charter

1. Summary and Background

The Digital Humanities CKG is a standing group of experts and pioneers in the area of digital humanities (DH). The Digital Humanities CKG communicates with and provides support to the UCL Advisory Structure, but it is not a decision-making body.

2. Scope of work

The Digital Humanities CKG covers topics included under the broad umbrella of DH, which is generally understood to be scholarly work that combines the methodologies and concerns of the humanities (e.g. literary studies, history, philosophy, linguistics, art history, musicology) with those of computing (e.g. data mining, data visualization, GIS, statistics, text mining, digital publishing). The DH CKG aims to gather and share information regarding DH, with topics including and not limited to:

- DH project lifecycle
- DH initiatives and opportunities at UC and elsewhere
- DH technical infrastructure (hosting, software support, etc.)
- DH interdisciplinarity (across academic fields) and collaborativeness (involving faculty, students, librarians, IT staff, and others)
- DH project grants and other funding
- DH project management
- DH in the classroom
- Data curation and management
- Metadata standards
- Digital publishing
- Digital special collections
- Digitization

3. Key Responsibilities

Digital Humanities CKG key responsibilities are to:

- Respond to queries and requests received from the SAGs
- Gather and share information about environment, project opportunities, new technologies or practices, and local campus developments within the area of Digital Humanities
- Receive ideas from various UC constituents, discuss them and assess potential for new Systemwide services and/or service improvements
- Conceive and advance innovative ideas, services, and/or improvements relevant to the University of California Libraries Systemwide Plan and Priorities
4. Membership and Terms of Appointment

Current members (listed alphabetically):

- Steven G. Anderson, UCR
- Zoe Borovsky, UCLA
- Mitchell Brown, UCI
- Lynda Claassen, UCSD
- Thuy Vo Dang, UCI
- Stephen Davison, UCLA
- Rachel Deblinger, UCSC
- Quinn Dombrowski, UCB
- Cristela Garcia-Spitz, UCSD
- Barbara Hui, CDL
- Becky Imamoto, UCI
- Danielle Kane, UCI
- Shu Liu, UCI
- Emilee Matthews, UCI
- Matthew McKinley, UCI
- Rob Melton, UCSD
- Dana Peterman, UCI
- Miriam Posner, UCLA
- Matthew Roberts, UCI
- Heather Smedberg, UCSD
- Roger Smith, UCSD
- Carl Stahmer, UCD
- Scott Stone, UCI
- Mark Vega, UCI
- Christina Woo, UCI

Digital Humanities CKG members commit to a one year term. Terms are not limited.

The chair commits to a two year term, at which time the Digital Humanities CKG may elect a new chair.

5. Communication responsibilities

Digital Humanities CKG communication responsibilities are to:

- Communicate directly with and receive communications from SAG1, SAG2 and SAG3.
- Post and maintain a historical record of meeting minutes and reports, making them available to the UCL Advisory Structure.
- Send suggestions to develop new ideas, services, or to improve existing operations, services, or practices to SAG1, SAG2, or SAG3 (as appropriate) as Project Proposals following the template in Appendix 2 of the Guidelines for Common Knowledge Groups (CKGs).
6. Meetings

The CKG meets virtually or in person at least quarterly, with irregular communication via an established email list.