

# Graduate Handbook

Digital Humanities MA major

Program in Interdisciplinary Humanities

[pih.fsu.edu](http://pih.fsu.edu)

Updated December 2016

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# Introduction

## Digital Humanities MA major

Digital Humanities is the current term for a wide variety of endeavors at the intersection of humanities and computing. It is a field which responds critically to the radical increase and saturation of digital media and methods current today and uses that same explosion in digital technology as catalyst for understanding better a wide range of questions and issues in the study of humanities. Scholars and students in Digital Humanities weld together the legacy of humanistic inquiry with the techniques and technology of current computing and data science.

The MA degree in Humanities with a major in Digital Humanities is designed to provide students with a flexible basis and solid grounding for a wide range of career options. The MA major in digital humanities allows students to **create**, **curate**, and **analyze** humanistic resources, answering those questions that humanists have long asked—questions about *what* artifacts and texts mean, and questions about *how* those artifacts and texts function (or have functioned) for the communities that use(d) them. Finding compelling answers to these questions requires students to work both with the methods and skills that have traditionally been at the center of humanistic inquiry and with a new skill set, for example in digitization and text encoding, advanced imaging technologies, mapping/GIS applications, and database management, as well as theoretical knowledge of the presentation and processing of information.

This major formalizes the process of acquiring these skills and provides students with competencies that can be grouped in three broad clusters: (1) competencies having to do with using tools to create and manipulate digital representations of texts, (2) competencies having to do with using tools for digital preservation and data curation, and (3) competencies in digital media necessary for interpreting contemporary culture (and contemporary culture's interest in digitizing the past).

The program is open to students approaching digital humanities from any related field, whether a humanities discipline, computing, communication, library science, media, or many others. While some graduates of this program will want to use the MA as a stepping stone to PhD programs and scholarly research in traditional humanities fields, many graduates of this program will find employment working in positions in digital curation or in technical fields that require expertise in digital media, housed in institutional settings such as libraries, nonprofits, law firms, museums, or governmental agencies.

## Key Contacts:

Program Director, Digital Humanities MA: Allen J. Romano, Diff 434.

Contact: If your inquiry requires some back and forth and discussion, then it is usually best to meet in person if possible. You can make an appointment at [meetme.so/allenjromano](https://meetme.so/allenjromano). Typical “in the office” hours are posted on the door.

If your inquiry needs a longer discussion but you can't meet in person, then you can call anytime during normal human waking hours (8am-ish to 9pm-ish): (850) 329-8738.

If you have a simple query or want the most immediate answer possible, then send a text (same as above)

Email is **not** preferred; however, if you absolutely can't think of any more efficient and appropriate form of communication than email: [aromano@fsu.edu](mailto:aromano@fsu.edu)

Shannon Tucker, Academic Support Assistant: [srtucker@fsu.edu](mailto:srtucker@fsu.edu)

## The Program in Interdisciplinary Humanities

### PIH Faculty and Staff

Kathryn Cashin, Graduate Teaching Coordinator

Karmel Hawkins, Office Manager

Martin Kavka, Director of PIH

Allen Romano, Digital Humanities Graduate Program Coordinator (see contact info above)

Deena Shealy, Assistant Director, Finance and Administration/UBA

Kathryn Stoddard, Undergraduate Advisor

Shannon Tucker, Academic Support Assistant

# The Digital Humanities MA major

## Degree Requirements

The curriculum involves the following three components:

1. A core of twelve hours, including:

Intro to Digital Humanities I, a humanities-focused course on what it means to do humanities in the digital world.

Intro to Digital Humanities II, a course that introduces students to a range of digital skills and their possible uses (to be taken concurrently with Intro to DH I). Students will work together on a substantial project as part of this course.

Digital Pedagogies, a course which gives students hands-on experience in communication technologies relevant to modern pedagogy.

Digital Portfolio, a final project which each student pursues in his or her area of interest. Projects can be done with specific faculty members, with particular organizations inside or outside the university, or as internships.

2. At least twelve hours of courses in either humanities-focused digital-humanities seminars or more skills-focused classes. The list of such classes includes (but is not limited to) courses from

Communication (including courses on web design, digital media, and project management)

English (including appropriate HoTT- or Rhet/Comp-related classes)

Geography (in GIS)

History (including public-history and digital-history classes)

Information (including courses in multimedia, information management, and markup languages)

Scientific Computing

Sample classes are as follows. Courses followed by asterisks are “umbrella” courses that offer various iterations; on occasions, these courses are appropriate for this major.

ARH 5806\* (Seminar in the History and Criticism of Art), COM 5338 (Web Site Usability and Design), COM 5339 (Interactive Programming and Design for the Web), COM 5364 (Foundations of Digital Media), COM 5450 (Introduction to Project Management), COM 5467 (System Thinking and Project Management), ENG 5801 (Introduction to History of Text Technologies), ENG 5805\* (Studies in Textual Production), ENG 5807\* (Studies in Textual

Transformation), ENG 5933\* (Topics in English), GIS 5101 (Geographic Information Systems), HIS 5067 (Public History Theory and Methods), HIS 5082 (Introduction to Archives), HIS 5165 (Digital History), HIS 6087 (Museum Studies and Practice), ISC 4933/CAP 5771 (Data Mining), LIS 5313 (Digital Media: Concepts and Production), LIS 5362 (Design and Production of Networked Multimedia), LIS 5408 (Management of Information Organizations), LIS 5590 (Museum Informatics), LIS 5703 (Information Organization), LIS 5782 (Database Management Systems), LIS 5786 (Introduction to Information Architecture), LIS 5787 (Fundamentals of Metadata Theory and Practice).

Selection of these courses for each student will be carried out in consultation with the Director of the Graduate program.

3. Up to nine hours of courses in humanities departments which are not DH-specific. Students are encouraged to develop digital final projects or to develop extended proposals for large-scale digital projects that cannot be completed during the course of a term.

In addition, students are expected to take part in the Digital Scholars Reading Group. Students can register for ENG 5998r (Tutorial in English) on an S/U basis. Students should also take advantage of the regular events (colloquia, symposia, conferences, lectures) related to DH work during the semester and sponsored by many different units on campus. These include the signature workshop series of the program: Humanities Data (Working Group) and Pedagogical Technologies. Students should plan to participate in a selection of Digital Humanities events put on by the University Library's Office of Digital Research and are encouraged to attend relevant talks throughout the year.

## University Requirements

Students should review the information contained in the Graduate Bulletin, available through the Registrar's office: <http://registrar.fsu.edu/bulletin/graduate/>

A subset of relevant information is printed below to bring certain policies to your attention.

## University Language Requirement for the MA (reprinted from Graduate Bulletin)

### **Additional Master of Arts (MA) Requirements**

In addition to the requirements listed above, candidates for the Master of Arts (MA) degree must meet the following requirements.

- Proficiency in a foreign language demonstrated by certification by the appropriate language department, or completion of twelve semester hours in a foreign language with an average grade of at least 3.0 ("B"), or four years of a single language in high school.

- Six or more semester hours of graduate credit in one or more of the following fields: art; classical language, literature, and civilization; communication (not to include speech correction); English; history; humanities; modern languages and linguistics; music; philosophy; religion; and theatre.

PIH Note: Foreign language proficiency can usually be demonstrated by a test in the home department for that language. There is a contact person in each department responsible for administering such exams.

## Map for DH MA

Note: The following is a minimal schedule which will allow on time graduation at the end of two years. In-state students are usually granted 12 credit hours of coursework per term (i.e. 4 full time classes). In-state students can therefore take an additional class each semester beyond the minimal schedule listed below. Out-of-state students in their first year are usually granted 9 credit hours of coursework (i.e. 3 full time classes).

<b>Year 1</b>	<b>Fall</b>
Intro to Digital Humanities 1	Required
Intro to Digital Humanities 2	Required
Seminar	3 of 21 credit hours
Teaching Duties: TA	
	<b>Spring</b>
Digital Pedagogies	Required
Seminar	6 of 21
Seminar	9 of 21
Teaching Duties: TA	
<b>Year 2</b>	<b>Fall</b>
Portfolio	Required
Seminar	12 of 21

Seminar	15 of 21
Teach as Instructor of Record	
	<b>Spring</b>
Internship or workshop	
Seminar	18 of 21
Seminar	21 of 21
Teach as Instructor of Record	

## Digital Humanities Faculty

Faculty and staff with expertise and interest in Digital Humanities are not localized in any single department on campus. Core faculty reside in a number of departments in Arts and Sciences, in the College of Information, and in the Libraries. A full visualization of the DH network at FSU will be available online at the PIH website. The following is provided as a rough guide to where students should start for relevant courses, projects, and resources.

[College of Arts and Sciences: Anthropology](#) / [Classics](#) / [English](#) / [History](#) / [Modern Languages & Linguistics](#) / [Philosophy](#) / [Religion](#)  
[Office of Digital Research and Scholarship](#) / [Digital Library](#) / [Special Collections](#)  
[Digital Scholars](#) / [University Libraries](#) / [College of Communication and Information](#) / [History of Text Technologies \(Hott\)](#) / [Editing Writing and Media](#)

Arts and Sciences: [Michael Carrasco](#) (Art History) / [Anne Coldiron](#) (English) / [David Gants](#) (English) / [S.E. Gontarski](#) (English) / [Tarez Samra Graban](#) (English) / [Edward Gray](#) (History) / [Will Hanley](#) (History) / [Gary Taylor](#) (English) / [Silvia Valisa](#) (Modern Languages) / [Laurie Wood](#) (History)

College of Communication and Information: [Paul Marty](#) / [Richard Urban](#)

University Libraries: Katie McCormick / Jean Phillips / Abby Scheel / Micah Vandergrift

## Application to the Program

Students from any academic background are able to apply to this program. It is not necessary to have an undergraduate degree in either a humanities field or a field of computer science.

Successful applicants will come from a wide variety of fields, including but not limited to traditional humanities fields, the arts, computing, library or information sciences.



Students must meet university requirements, as listed at [admissions.fsu.edu](http://admissions.fsu.edu), for graduate students. These requirements include completion of a standard graduate test (e.g. GRE), submission of an official transcript from an accredited college or university, and proficiency in English for speakers whose native language is not English.

Applicants must submit as part of their application:

- 3 letters of recommendation
- Official transcript
- Statement of Purpose
- Writing or Project Sample or Exemplar

Deadline for admission to the program is January 15. Applications received by this date receive full consideration for admissions and for funding. Any applications received after this date are not guaranteed consideration but will be reviewed on a rolling basis at the discretion of the committee. Applications will continue to be considered until available positions are filled.

## Admission to the Program

A committee of faculty from across the university reviews and makes recommendations to the MA program director on admission. The director of the DH MA program has sole and ultimate authority to make offers of admission to the program.

Admitted students will, typically, receive notification within a month of the closing deadline for applications. Students offered funding must reply to such offers by April 15, in accordance with the Council of Graduate Schools resolution governing offers of financial assistance. Offers beyond this date are considered on a rolling basis.

GPA and standardized test scores are taken into account as part of a whole assessment and dossier; they are not taken individually either as disqualification or as guarantee for admission. The program has no hard minimums for GRE scores or GPA for application to the program. However, successful applicants typically have GRE scores in the top third on the verbal section and in the top half on the quantitative section. GPA scores should be 3.0 or significantly higher.

## Advising

All students must consult regularly with the MA program advisor, Dr. Allen Romano. There will be formal advising in advance of each term. Students must review their course schedule with the graduate advisor in advance of the beginning of the term.

## Funding

Funding in the program is determined upon admission by the admissions committee in consultation with the director of PIH. Students are expected to hold funding for the 2 years of the program so long as satisfactory progress is being made in the program. Satisfactory progress in the program is determined by the MA graduate advisor in consultation with the director of PIH and, as applicable, individual faculty who have experience of the student's work. Summer funding is distributed as available and is not guaranteed. Decisions about summer funding (usually in the form of teaching) are made by the MA graduate advisor and the director of PIH based on program needs, available teaching, and demonstrated student capabilities.

## Evaluations

Graduate students will be reviewed by the Graduate advisor formally (each Spring) and informally (each Fall) to ensure satisfactory progress through the program. Students will be evaluated in terms of coursework, progress towards degree, and teaching. It is not expected that students will have any difficulty with evaluation. However, should a concern arise, the graduate director will inform the student formally of the specific problem and recommend an action plan to rectify that problem. If the student does not implement the action plan, then an ad hoc committee of faculty will be formed to recommend either an additional action plan or, if appropriate, termination from the program.

## Graduation

During the first two weeks of the term in which a student wishes to graduate, the student must apply for graduation at the Office of the University Registrar. If a student had previously applied to graduate but did not receive the degree, then another application must be made.

## Graduate Student Teaching

### Duties

Students with teaching responsibilities in any capacity are expected to fulfill their assignment to the best of their abilities. Graduate student teachers should dress professionally, prepare adequately, conduct themselves appropriately and professionally in the classroom, and respond to student queries in a timely fashion. Specific guidelines and training is provided both in the required class, Digital Pedagogies, and in the TA handbook. Graduate instructors will have their teaching observed and get written feedback on their teaching at least once per year by a member of the faculty.

## PIE

All students must attend the PIE workshop during graduate orientation week. Failure to do so means that you cannot teach at FSU. Failure to be able to teach at FSU means that FSU cannot pay your stipend.

## Assignments

Teaching assignments are made by the graduate director in consultation with the PIH teaching coordinator.

## Facilities

Graduate students who are teaching or performing work for PIH are given office space and access to necessary supplies for performing their duties. Diffenbaugh 428 has computers and printers available for student use.

## Intellectual Property and Commercialization

Graduate students in this program may produce work with commercial applications. Graduate students receiving money from the university in the form of an assistantship are covered by the collective bargaining agreement in relation to intellectual property rights similar to faculty, postdocs and any other entity employed by the university. Students are referred to the University office of Commercialization for more information as it relates to specific projects:

<https://www.research.fsu.edu/research-offices/oc/>

Information about intellectual property rights is here:

<https://www.research.fsu.edu/research-offices/oc/innovators-portal/innovators-resources/ip-guidelines/intellectual-property-and-fsu-1/>