Ryerson Centre for Digital Humanities

Faculty of Arts, Ryerson University

Year-End Report

1 May 2018 – 30 April 2019

Submitted June 28 2019 by CDH Co-Directors
Lorraine Janzen Kooistra, FRSC
(Jason Boyd, on sabbatical)

Ryerson University

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<p style="text-align: center;">CDH MISSION STATEMENT</p>

Ryerson's Centre for Digital Humanities (CDH) engages in collaborative transdisciplinary scholarship, research, and creativity (SRC) at the critical intersection of the material and the digital, contributing to scholarly and societal knowledge about cultural objects, makers, and communities. CDH projects and activities investigate the ways in which digital mediation fosters new ways of critical thinking through making. Our applied, experimental research and critical creativity focus on the following key areas:

1) Digital Editing and the Design of Enhanced Online Editions
2) Digital Preservation and Critical Curation of Media and Artifacts
3) Deploying Digital Technologies for Community-Inclusive Knowledge Production
4) Intersectional Approaches to Digital Life Writing, Histories, and Stories
5) Digital Humanities Pedagogy
6) Experimenting with Digital Technologies for Creative Praxis

Committed to diversity and inclusion, the CDH sustains a dynamic synergy between research and teaching by involving students in digital projects in the classroom and by training future researchers in digital humanities theory and practice. We are committed to social engagement through open public scholarship rooted in innovative knowledge mobilization in a global community.

The CDH welcomes new members and provides training, mentorship, and resources for faculty and student projects and grant applications.

Please see www.ryerson.ca/cdh/charter-bylaws *for the CDH Charter and Bylaws.*

CDH CONTRIBUTIONS TO FACULTY OF ARTS SRC PRIORITIES

In 2018 the Faculty of Arts identified its five key academic priorities: democratic engagement; immigration and settlement; health and well-being; equity, justice and social inclusion; and Indigenous governance, self-determination, language and culture. At both the Annual General Meeting of CDH members and the Annual Meeting of the Advisory Board in June, it was noted that the Faculty of Arts has not placed emphasis on either humanities research, broadly conceived, or digital humanities research more specifically. In discussing the new Senate Policy 144 on Research Centres, which defines a Faculty Research Centre as one which "advances the specific strategic SRC priorities of the Faculty" and a University Research Centre as one which "advances the specific strategic SRC priorities of the University," the CDH membership and its Advisory Board were unsure whether the CDH mission best aligns with the University's or the Faculty's strategic SRC priorities (*see Appendices F and G: Minutes*).

CDH members and their advisors recognize that both the Faculty of Arts and the University are currently engaged in strategic planning processes and that priorities are in development. The current draft of the University's strategic plan includes digital humanities in its "Culture and Creativity" stream. It may be that the mandate of the CDH will align more closely with the research priorities of the University than the Faculty of Arts in the next five years.

In light of these questions, and with the support of the Annual General Meeting of Members and the Advisory Board 18 June 2019, the CDH would like to put itself forward for a formal review as outlined in Section 5.3 of Senate Policy 144. We hope that this Annual Report can serve as the Centre's Self-Assessment Report for this purpose. CDH Annual Reports from 2013-2018 are on file in the Dean's office and available for review there.

RYERSON'S CENTRE FOR DIGITAL HUMANITIES: A BRIEF HISTORY

Ryerson's Centre for Digital Humanities (CDH) developed from a pair of English faculty members interested in working with shared resources and collaborative practices in Digital Humanities (DH) research. In July 2005, when Lorraine Janzen Kooistra joined Ryerson as Chair of English, she and her colleague Dennis Denisoff began collaborating on the *Yellow Nineties Online* project, with international support from the pioneering *Networked Infrastructure for Nineteenth-Century Electronic Scholarship* (NINES) based at U Virginia, and strong local support from the Faculty of Arts, the Ryerson Library, and the Digital Media Projects office. By 2010 interest in DH at Ryerson had expanded in members, projects, and methods. Founding Co-Directors Janzen Kooistra and Denisoff officially launched the Centre for Digital Humanities at *Visualizing the Archive*, a symposium with keynotes given by international DH leaders Ray Siemens (U Victoria) & Laura Mandell (Miami U). In 2011, the English Department made its first DH hire, Jason Boyd, and with his leadership, the CDH co-hosted THATCamp GTA. Boyd became Associate Director of the CDH upon arrival and, after Denisoff's departure in 2016, Co-Director with Janzen Kooistra.

The CDH became an official Faculty of Arts Research Centre in July 2012. Two years later (April 2014), the CDH hosted its second symposium, *Mediating Lives & Stories: Mining/Making/Meaning,* a community-engaged event with keynotes by Shawn Micallef and Leslie Howsam. The continual growth in membership suggested the need for a more formal governance structure, and the CDH Charter and By-Laws (Terms of Reference) were established in 2015 (*see CDH website*). In this year, too, the CDH co-hosted the inaugural meeting of the Digital Pedagogy Institute of Ontario, under Boyd's leadership.

As the CDH expanded in size and reputation, it outgrew the workspace that the Faculty of Arts had provided at 111 Gerrard since 2005. In January 2017, the CDH relocated to the 4th floor of the University Library, as part of the redesigned space around Special Collections and Archives. The new location, envisioned and realized by Chief Librarian Madeleine LeFebvre, arose out of years of productive collaborations and shared expertise between librarians and CDH faculty. The CDH now has a well-appointed workspace (LIB407) and shares a meeting room (LIB408), Digitization Suite (LIB409), and symposium space (LIB405) with the Library. The CDH officially launched its "re-boot" at Congress 2017 with a joint plenary address by Lorraine Janzen Kooistra to DHSI@Congress (Digital Humanities Summer Institute at Congress) and the Canadian Society for Digital Humanities/Société canadienne des humanités numériques. CDH SRC was featured at an Open House, workshops, exhibits, and numerous presentations by members of the Centre (*see Annual Report for 2018 for details*).

In April 2019 the CDH hosted its third symposium to date, *Digital Diversity @Ryerson*, an event inspired by the publication of *Bodies of Information: Intersectional Feminism and the Digital Humanities* (U Minnesota Press, 2018), a ground-breaking collection of essays by international scholars in the field. The symposium celebrated the CDH's growing reputation for intersectional digital humanities research, noting that of the Canadian contributors, fully half are associated with Ryerson's Centre. The symposium also launched *Lesbian and Gay Liberation in Canada* (PIs Constance Crompton and Michelle Schwartz), an interactive digital resource for the study of LGBT history in Canada hosted by Ryerson's Library. The LGLC project was supported by the CDH from inception to launch and was the Centre's first successful SSHRC Insight Grant project.

SEVEN YEARS OF DIGITAL HUMANITIES AT RYERSON: HIGHLIGHTS 2012-2019

HQP Training
- Since 2012, the CDH has provided training to 79 students: 63 graduate students and 16 undergraduate students (*see Appendix A: List of Literature of Modernity Students trained at the CDH prepared for Periodic Program Review 2018, and list of Student Fellows on CDH website*).
- Since 2013, the CDH has provided 30 tuition scholarships for students, faculty, and/or staff to attend the Digital Humanities Summer Institute (DHSI) at University of Victoria (5/year)
- CDH Research Fellows regularly provide HQP training in local Ryerson workshops and at DHSI, DHSI@Guelph, and DHSI@Congress (e.g., Boyd, Crompton, Hedley, Schwartz).
- The CDH attracts graduate students to RU (Master's in Literatures of Modernity; and MA and PhD in Communication and Culture); some of these bring SSHRC funding and go on to win other awards (e.g., Vanier, SSHRC doctoral and postdoctoral fellowships)
- CDH Student Research Fellows have leveraged their skills to gain admission to graduate programs, and to achieve postdoctoral fellowships, tenure-track positions, academic librarianships, and alternative academic positions in administration and research featuring DH (see *Appendix A*); one CDH alumna is Canada Research Chair in Digital Humanities, Tier II, at U Ottawa (Crompton); another is a SSHRC postdoctoral fellow at the McGill .txtLAB (Hedley).

Digital Pedagogy
- Since 2010, the CDH has supported digital pedagogy in English classes; members have won Dean's, Provost's, President's, and OCUFA awards for their innovative digital pedagogy;
- *Yellow Nineties Online* is used in teaching at RU and around the world;
- In 2015, the CDH hosted Digital Pedagogy and Student Experience Summer Institute (SSHRC Connections Grant funding) and has contributed to its events and activities annually since.
- In 2016, Ryerson CDH became a founding member of, and first Canadian institution to join, an international consortium based in Purdue, IN: *Central Online Victorian Educator* (COVE)

SSHRC Research Grants
- Since 2012, CDH researchers have been awarded over one million dollars in SSHRC funding (some of these funds are shared with collaborators at other institutions; this figure does not include Connections Grants)
- Since 2012, CDH researchers have applied for numerous internal and external grants, with excellent rates of success
- In 2018, CDH Research Fellows became official collaborators on a national *Linked Infrastructure for Networked Cultural Scholarship* (LINCS) grant in open data (Boyd, Hedley, Janzen Kooistra, Schwartz, Suhonos)

SRC Outcomes (Numbers compiled from 7 years of Annual Reports)
- 90 papers presented at scholarly meetings (including keynotes)
- 44 peer-reviewed journal articles or book chapters published
- 3 peer-reviewed, MLA-indexed digital editions of magazines
- 3 peer-reviewed, annotated digital editions of Victorian texts for classroom use on COVE
- 1 online pedagogical textbook
- 27 digital projects (some completed, some on hold, some ongoing)
- 3 symposia hosted
- THATCamp GTA hosted
- Circa 16 local workshops hosted

Reputation
- Ryerson's CDH is recognized in the national and international DH community for its ground-breaking research; its professional expertise; its innovative pedagogy; its collaborative practice; and its highly trained students
- CDH Co-Directors serve on numerous DH boards, committees, and associational bodies

ANNUAL REPORT FOR 2018-2019: EXECUTIVE SUMMARY

This report covers the activities of Ryerson's Centre for Digital Humanities (CDH) from 1 May 2018 to 30 April 2019 and includes the Minutes of the Annual General Meeting of members and the Meeting of the Advisory Board on 18 June 2019 (*see Appendices F and G* for Minutes of these meetings). The scholarly, research, and creative (SRC) activities generated at the CDH owe much to the interdisciplinary partnership between the University Library and the Faculty of Arts; the dedication of its Directors, Manager, Research Fellows, Student Research Fellows, and Members; and its local, national, and international DH networks.

We want to thank Chief Librarian Carol Shepstone for her collaboration and leadership in the past year and look forward to the ongoing development of our shared scholarly interests and complementary digital humanities expertise. Locating the CDH in the Library has given the Centre and its mission significant impetus through heightened profile and accessibility, as can be seen in the dramatic increase in membership, activities, events, project outcomes, and grants documented in this year's report. CDH SRC takes place at the critical intersection of the material and the digital; our conferences, symposia, classes, and digital projects draw in multiple ways on the resources and expertise housed in the Library's Special Collections and Archives. This year's successful *Digital Diversity @Ryerson* symposium resulted from the productive collaboration of librarians, faculty, staff, and students on the Planning Committee.

We are delighted to welcome Ryerson Special Collections Librarian Alison Skyrme as a new member of the Advisory Board. Our other new Advisory Board member, Susan Brown, is Canada Research Chair in Digital Collaboration in the Library at U Guelph, and PI on the *Linked Infrastructure for Networked Cultural Scholarship* (LINCS) project on which a number of CDH Research Fellows (faculty and librarians) are collaborators. The CDH is becoming a research hub with growing expertise in the important field of linked open data, particularly the biographical data of under-represented individuals and communities.

This year, Lorraine Janzen Kooistra took on full responsibility for the direction of the Centre, as Jason Boyd was on a well-deserved twelve-month sabbatical. We are grateful to the Dean of Arts for acknowledging this extra administrative load with a course release; our very full year of activities and achievements could not have been accomplished without this support. We also wish to thank Dean Sugiman for funds that allowed us to retain the services of CDH Project Manager Reg Beatty for 10 hours a week throughout the academic year. This enabled Beatty to oversee day-to-day administration of the Centre, collaborate with librarians, train and mentor research assistants, and provide support to faculty for events, research projects, and digital pedagogy. Commenting on the innovative digital assignments she gives in her undergraduate and graduate classes, English professor Monique Tschofen observed: "I can say without reservation that without the CDH and the help of Reg Beatty, I would not be able to deliver my courses in this way. Students would lose an opportunity to expand their intellectual frameworks and to gain hands-on skills that will help them professionalize in a competitive environment" (*see Appendix E: Annual Reports on Digital Projects*). More could be done with more support. The CDH would significantly advance its mission with a full-time Managing Director, rather than a part-time Project Manager.

Student training is central to the CDH mandate. In addition to training 15 Student Research Fellows in the past year, we were pleased to send a record 9 Ryerson-based participants—5 on CDH-sponsored tuition scholarships—to the acclaimed Digital Humanities Summer Institute (DHSI) at U Victoria last June (*see Appendix B: Reports from DHSI Participants*). Jason Boyd also provided innovative instruction at DHSI 2018, co-teaching the Institute's first Queer Digital Humanities course. We are grateful to the Provost for the financial support that has enabled us to be active annual participants in DHSI for the last 6 years and hope to be able to move the status of this DHSI support from an annual request for funds to a committed budget line for the CDH Cost Centre.

In terms of local teaching and learning, the CDH was also pleased to support the Periodical Program Reviews for both the MA in Literatures of Modernity and Hon BA English with tours, student presentations, and faculty research talks. It is evident that the work of the Centre touches all aspects of teaching, learning, and SRC in the Faculty of Arts, as seen in the Student Digital Showcase Tschofen organized in May 2018 in conjunction with the Dean's Faculty of Arts Celebration.

We welcomed Ryerson's first Associate Vice-President Research and Innovation, Dr. Naomi Adelson, in F2018. We look forward to working under her leadership as the new Senate Policy 144 governing Research Centres is implemented, based on the principle of mutual benefit and responsibility of administration and faculty. After seven very successful years of operation, we are glad to put the CDH forward for its first formal review in 2019-2020.

As we look ahead to 2019-2020, we are particularly keen to participate in the search for a Canada Research Chair (Tier II) in Indigenous Digital Humanities. We are excited to recruit an outstanding scholar to join our dynamic collaborative research environment, one whose Indigenous knowledge and experience will help us interrogate, and work to transform, the colonial ideologies upon which the academy is founded. Indigenous ways of knowing, protecting, creating, and sharing will guide critical efforts to decolonize cyberspace, and the CRC will bring dynamic new leadership and an exciting program of research to the CDH. We are grateful to the Chair of English, Andrew O'Malley, for his unflagging encouragement and support for this position, and, more broadly, his ongoing support for the SRC activities at the CDH and its role in student training and community engagement.

The CDH is a hub of digital humanities research within Ryerson, the GTA, and the province. We work to build collaborative relationships with Ryerson's Library, the Faculty of Arts, and the university as a whole, as well as with neighbouring universities. Provincially, the CDH participates in the Digital Scholarship Ontario group and the Digital Pedagogy Institute. At the national level, the CDH is a sponsor of and participant in the Digital Humanities Summer Institute (DHSI) at the University of Victoria and a collaborator on the *Linked Infrastructure for Networked Cultural Scholarship* (LINCS)/ On the world stage, the CDH is a member of *centerNet*, the international network of digital humanities centres, and a founding member of *COVE,* the *Central Online Victorian Educator*. The CDH continues to grow its reputation as a Canadian leader in the field of digital humanities scholarship.

CDH 2018-2019 YEAR AT A GLANCE AND MILESTONES

Membership (59)
- 2 Co-Directors; 1 Project Manager; 2 Senior Research Fellows; 22 Research Fellows; 11 Members; 6 Associate Members; 15 Student Research Fellows

Notable: Membership this year increased by 20%, and we were particularly glad to welcome scholars from diverse disciplines and faculties, including Criminology, Indigenous Studies, Fashion, Sociology, Image Arts, and English. (*See list of members on CDH website*)

HQP Training
- trained 15 RAs
- worked with 2 postdoctoral students (one a SSHRC fellow, one a recent graduate)
- 9 CDH participants at DHSI 2018 at U Victoria, 5 on CDH Tuition Scholarships (*See Appendix B: Reports from DHSI Participants*)

Notable: Student training this year increased by 60%. Student Research Fellows presented on their digital work at Student Orientations and Showcases; local symposia and round tables; and national conferences. (*See Appendix C*: *CDH Knowledge Mobilization*)

Presentations and Publications (*See Appendix C: CDH Knowledge Mobilization*)
- Scholarly presentations: 15
- Peer-reviewed publications: 24 articles, 3 digital editions
- Invited talks and keynotes: 4
- Creative performances, exhibits, publications: 6
- 1 DH project launch; 1 prototype launch

Notable: The *Lesbian and Gay Liberation in Canada Project* (Crompton, Schwartz), hosted on the Library server, was launched at the *Digital Diversity @Ryerson* symposium on April 30th 2019; the *Yellow Nineties 2.0* prototype (Janzen Kooistra) was launched at the same time. Both many years in the making, these are the CDH's two flagship digital projects, the first to be funded by SSHRC Insight Grants. *See Library Post on launch of LGLC project*:
https://library.ryerson.ca/blog/2019/06/launch-of-lesbian-and-gay-liberation-in-canada-website-provides-access-to-robust-online-resource/

CDH Symposia and Workshops
In addition to regular monthly meetings, where we collaborate to trouble-shoot problems in ongoing projects and to brainstorm on new ones, the CDH hosted a number of community events in 2018-19:

September 2018:   Prosopography Palooza (Inter-university online workshop on linked-open data and biographical data between Ryerson and U Ottawa)

November 2018:   *The Memorial de la Shoah in Paris: Memory-Archives-Data*
Presented by Aurore Blaise, head of digital humanities at the Shoah memorial in Paris. Co-hosted by French Embassy in connection with Holocaust Week; open to the public and university community.

April 2019   *Digital Diversity @Ryerson* Symposium. Day-long event with participation by students, librarians, faculty, and staff, and a keynote by Dr. Susan Brown, CRC in Digital Collaboration (U Guelph); open to public and university community. *For Schedule of talks, bios, and abstracts, see* https://cdh.rula.info/digitaldiversity/

International Conference (CDH a co-host)
October 2018: *On the Properties of Things* conference (Thomas and Rogers). Sponsored by a SSHRC Connections Grant, this two-day conference generated a curatorial website and a journal publication. *See https://onthepropertiesofthings.rula.info/*

New External Grants
In 2018-19, the CDH was a collaborator on two successful SSHRC Connections grants locally (Hamer and Thomas).

Ongoing External Grants
- 3 Insight Grants (Lorraine Janzen Kooistra—PI; Paul Moore—Co-PI; Thomas--PI)

SRC PROJECTS AND CDH-SUPPORTED DIGITAL PEDAGOGY (*See Appendix D: Individual Project Reports*)

Active SRC Projects (11):
- *The Chess Bard* (Tucker)
- *Circuits of Cinema* (Moore/ Caquard)
- *Central Online Victorian Educator* (COVE) (Janzen Kooistra)
  - Digital Edition of Christina Rossetti's *Goblin Market*
  - Digital Edition of Dante Gabriel Rossetti's "The Sonnet"
  - Digital Edition of Clemence Housman's *The Were-Wolf*
- *Fixing a Shadow: A Digital Timeline and Video on the Historiography of the Cinema* (Latsis)
- *History Books Out of School: Reporting Historical Knowledge in the British Periodical Press* (Howsam)
- *The Innocence Project* (O'Malley)
- *Loss Sets* (Tucker)
- *Object Relations: The Poetics of Things* (Thomas/Rogers)
- *The Sunday Paper and its Supplements* (Moore/Gabriele)
- *The Texting Wilde Project* (Boyd)
- *Yellow Nineties 2.0* (Janzen Kooistra)
  - *Database of Ornament*
  - *The Evergreen Edition* (completed)
  - *The Pageant Edition* (King)
  - *The Savoy Edition* (new)
  - *The Venture Edition* (new)
  - *Yellow Nineties Personography Project* (Hedley)
  - *Yellow Nineties Classroom*

New SRC Projects for 2019 (5)
- *Criminal Justice Firsts* (Singh and Arlain)
- *Fashion Research Collection Virtual Exhibitions and Online Storytelling* (Mida)
- *Home: Where are you between*? (Bida)
- *The Muskrat and the Flood* (Lee)
- *Write Here, Right Now: An Interactive Introduction to Academic Writing and Research* (Chafe, Tucker))

Digital Pedagogy in the Classroom: 7 (6 undergraduate; 1 graduate level)

4 sections of ENG810, **Advanced English Research Methods**, a required course in the English BA, had students curate material objects in Ryerson Library Special Collections in digital exhibits:
> **Naomi Hamer: Childhood and the City** (Children's Book Archive)

Lorraine Janzen Kooistra: Fairy Tales, Folk Tales and Fantasies in Yellow Nineties Magazines
Monique Tschofen: The Canadian Whites (1940s comic book collection)
ENG 304, **Digital Making**: Matthew Wells taught Inform 7 in this experiential course in the English BA; students "gamified fiction" to create interactive works.
ENG 705, Studies in Visual Culture: Monique Tschofen had undergraduate students in this class post their two major assignments on a Ryerson-hosted blog created and managed by Reg Beatty.
LM8942: Modernity and Visual Culture. Monique Tschofen had graduate students create an online glossary of keywords in the field to share with each other and the public.

REPORT ON ANTICIPATED CENTRE OUTCOMES FOR 2018-2019

Centre Development
- Work with RULA to develop guidelines for how the CDH and the Collaboratory can productively work together to support faculty and graduate students working on digital research and/or pedagogy in Arts. **Ongoing.**
- Consult with the Dean of Arts and University and RULA Advancement regarding possible donors to support CDH activities. **Meeting scheduled for July 2019.**
- Collaborate with RULA and Arts in ongoing Indigenization of teaching and learning and research initiatives. **Ongoing.**
- Research potential Advisory Board members from community and/or business organizations to diversify AB membership beyond academia. **Ongoing.**
- Explore leadership renewal strategies for the CDH, including administrative personnel, in consultation with the Dean of Arts, Chief Librarian, and VPRI. **Ongoing.**
- Contribute to the Working Group on Senate Policy 144 on Research Centres. **Done.**
- Collaborate with RULA to offer opportunities such as CDH drop-in hours and workshops; host at least one workshop, seminar, or symposium each term. **Done.**
- Develop inter-university collaborations for CDH/RULA team working on LOD/RDF and biographical encoding by participating in LINCS. **Ongoing.**
- Develop new SRC projects and nurture existing ones. **Ongoing.**
- Develop and support initiatives in Project-Based Learning. **Ongoing.**
- Explore further partnership opportunities with other Ryerson departments, programs, and centres. **Significantly expanded interdisciplinary membership and projects.**
- Continue to support project-specific partnership opportunities outside of Ryerson. **Ongoing.**

Grants
- Work with RULA to develop guidelines for in-kind valuations of support for grant applications with a DH component. Work with Office of the Dean of Arts (ODA), RULA, and OVPRI to develop strategy to ensure that grant applications with a DH component consult in advance with the CDH. **In progress.**
- Explore and assist with external grant opportunities for specific CDH projects, as opportunity arises. **Ongoing.**
- Submit applications for internal funding opportunities as appropriate. **Done.**

Training and Outreach
- Continue to leverage interest in CDH participation by HQP, including graduate students and other community members. **Done. Expanded training of HQP significantly.**
- Continue to build Arts interdisciplinary research capacity through sponsored events. **Done.**
- Sponsor 5 tuition scholarships to DHSI for advanced training and capacity building. **Done.**

- Continue training RAs, staff, and faculty in DH research methodologies and tools. **Done.**
- Encourage and assist graduate students with DH conference papers, publications, external funding, and related opportunities, as they arise. **Done.** (*see Appendix D: Knowledge Mobilization)*
- Continue to develop DH pedagogy, including a course offered at DHSI 2019 ("Queer DH") and the testing and showcasing of the COVE toolset in the classroom. **Done.**

Knowledge Mobilization
- Continue to enhance CDH social-media presence and showcase SRC activities. **Ongoing.**

Prototypes, Customization, and Tool Building
- Continue with customization of TEI markup and coding of projects and development of LOD and RDF. **Ongoing**
- Continue to develop expertise in OMEKA and Wordpress platforms for CMS and exhibits. **Ongoing.**
- Continue developing prototypes and assist with transition of projects to next stage of development, as opportunity presents itself. **Done.**

FINANCIAL STATEMENT OF OPERATION
CENTRE FOR DIGITAL HUMANITIES, 1 May 2018 – 30 April 2019
Cost Centre 1-13-36127

For external grants covering multiple years, CDH revenue has been recorded as the amounts actually spent during the reporting period; this avoids discrepancies between annual grant amounts and actual amounts spent on CDH projects, and the fact that unused funds are not transferred to the CDH Cost Centre but remain in individual researchers' cost centres. In-kind support is acknowledged below, but not recorded in this financial statement.

REVENUE	AMOUNT	TOTAL	EXPENSE ITEMS
START BALANCE 1 MAY 2018		**$19,504.00**	Oxygen license: 82.47 / Digital Media Scholarship: 250.00; printing 150.00; hosting 98.17; Printer 300.92
INTERNAL FUNDING			
Provost	10,000.00		DHSI support
Provost	1,250.00		COVE RA support
Dean of Arts	1,250.00		COVE RA support
Dean of Arts	10,000.00		Project Manager Support
Dept of English, Dean of Arts, RULA, OVPRI	2000.00		Digital Diversity Symposium Support (500 each)
English MA in Literatures of Modernity	9000.00		(Boyd, Janzen Kooistra, Thomas)
Ryerson Creative Fund	7000.00		(Latsis)
Arts Undergraduate RA (AURA) program	8000.00		(Janzen Kooistra)
	48,500.00		
EXTERNAL FUNDING			
SSHRC	28,181.00		
Subtotal +balance	76,681.00		
TOTAL REVENUE		**96,185.00**	

EXPENSES			REVENUE SOURCES
R.A.ships	52,181.00		SSHRC: 28,181.00; MA English: 9000 / /Ryerson Creative Fund: 7000; URO: 8000;
DHSI Ryerson sponsorship	2500.00		Provost
DHSI travel	7529.48		Provost
Centre Manager	19,439.00		Dean (6106 + 10,000) + CDH Saving (3,333.86)
centerNet membership (OUP)	--		CDH savings (2 year)
Oxygen license	82.47		CDH savings
printing	150.00		CDH savings
Hosting	98.17		CDH savings
Digital Media Scholarship	250.00		CDH savings
TOTAL EXPENSES	**82,229.64**		
BALANCE 30 APRIL 2019		**13,955.36**	

NOTE: Research Assistantships constituted more than 60% of CDH 2018-2019 expenses. When DHSI participation and project management are factored in, over 80% of our expenditures this year was devoted to training.

The CDH gratefully acknowledges the following in-kind support:
- **University Library**: expertise, collaboration, and consultation; CDH physical space (LIB 407), shared access to LIB 408 (meeting room), 409 (digitization suite), and 405 (symposium space); CDH virtual space: server space; sandbox access; Adobe Creative Suite license; technical support.
- **Faculty of Arts**: server space, technical support; MS Word software licensing; ONE Card Access; OTO course release for Co-Director in F2018.

<center>**PROPOSED BUDGET: $143,000.00 (54,000 + 89,000)**</center>

Given the CDH financial reliance on OTO funds from the Provost, the Dean, and the Department of English, in addition to grant funding, it is challenging to project a budget. Based on our 7 years of Annual Reports, the CDH has a demonstrated history of fiscal accountability and transparency. We could do more with a more stable operating budget and a permanent employee to manage the Centre's activities.

We would therefore like to request an annual operating budget of $89,000.00 to support staffing, operating, and sponsorships.

For its part, the CDH commits to supporting the following annual expenses through the grants (national, international, and internal) brought in by its members.

CDH Contribution (grant-dependent budget)
Student Training: **50,000.00**
Equipment and Computer Workstation updates: **4,000.00**
                                                                              54,000.00

Institutional Contribution (base operating budget):

Managing Director/Associate Director (formerly termed Project Manager) $60,000.00
This position, critically important to the Centre, was supported by individual SSHRC grants for 5 years and, for the last 2 years, by approximately $5000 per term provided by the Dean and the Department of English. This amount can only support 10 hours per week for the Project Manager. In 2017, we requested a job position that would be funded at 20-30 hours per week, 12 months of the year *(See Appendix E: Job Description for CDH Associate Director)*. We ask now for 30-40 hours/week, based on our expanded needs.

DHSI Sponsorship: **10,000.00**

COVE Sponsorship: **2,500.00**

Operating: **5,000.00**
(software, licenses, printing, hosting, etc.)

Course Release for one Director (alternating)   **11,500.00**
                                                                              $89,000.00

FIVE-YEAR PLAN: CDH ANTICIPATED OUTCOMES 2019-2024

2019-2020
- Undergo formal review process for Research Centres under new Senate Policy 144 and determine whether the Centre for Digital Humanities should continue as a Faculty of Arts Research Centre or as a University Research Centre in the next 5-year term of its existence
- Participate in the recruitment of a CRC Tier II in Indigenous Digital Humanities and support the candidate's development of a CRC and CFI proposal
- Support Research Fellow Naomi Hamer's international Youngsters conference at Ryerson with a digital showcase (May 2019)
- Support 5 Tuition Scholarships to DHSI
- Support local, national, and international bodies in digital humanities practice
- Collaborate with Library and OVPRI to develop information for faculty about support for digital scholarship, research, and creative activities, and their costings, for grant applications and project development.
- Redesign CDH website in accordance with new requirements and to accommodate the posting of Annual Reports, as per Senate Policy 144.

2020-2021
- Revise the CDH Terms of Agreement to reflect roles of the CRC in Indigenous Digital Humanities and the CDH Associate/Managing Director
- Implement Digital Project Support Information with Library and OVPRI.
- Update MOUs with Library
- Support 5 Tuition Scholarships to DHSI
- Support local, national, and international bodies in digital humanities practice

2021-2022
- Support 5 Tuition Scholarships to DHSI
- Support local, national, and international bodies in digital humanities practice
- With CRC, develop annual programming around theme of *Digital Diversity and Indigenous Storytelling*

2022-2023
- Support 5 Tuition Scholarships to DHSI
- Support local, national, and international bodies in digital humanities practice
- With CRC, develop a Graduate Certificate in Digital Humanities in the Yeates SGS
- Implement annual programming around *Digital Diversity and Indigenous Storytelling*
- With LINCS partners, host a symposium on linked open data: *Modeling a Diverse Past for a Transformative Future*

2023-2024

- Support 5 Tuition Scholarships to DHSI
- Support local, national, and international bodies in digital humanities practice
- Prepare Self-Assessment Report for 5-year Review as per Senate Policy 144
- Implement Graduate Certificate in Digital Humanities in Yeates SGS