

**RESOLUTION TO ESTABLISH A JOINT CAA AND SOCIETY OF ARCHITECTURAL HISTORIANS TASK FORCE TO DEVELOP GUIDELINES FOR EVALUATING DIGITAL ART AND ARCHITECTURAL HISTORY FOR PROMOTION AND TENURE**

**Submitted by:** DeWitt Godfrey, President

October 26, 2014

WHEREAS, CAA's *Strategic Plan 2015–2020*, Goal I, C, Publications section states “Encourage use of multimedia and interactive tools in online publications”; and

WHEREAS, the Association wishes to accomplish this goal of the strategic plan; and

WHEREAS, art and architectural historians, faculty, independent scholars, the editorial boards and juries of CAA and the Society of Architectural Historians (SAH), and others have expressed a need for guidelines that can be used to evaluate digital art and architectural history for promotion and tenure; and

WHEREAS, the Association, at the suggestion of the Andrew W. Mellon Foundation, has offered to partner with the SAH to meet this need by developing and publishing such guidelines and have submitted a grant proposal to the Mellon Foundation for support of this initiative;

NOW, BE IT RESOLVED that a task force be established to develop guidelines to evaluate digital art and architectural history for promotion and tenure.

**RATIONAL AND ATTRIBUTES OF THE PROPOSED TASK FORCE**

**I. Need for the Task Force**

In accordance with the CAA *Strategic Plan 2015–2020* and in consultation with art historians who have experience with digital research and publication, CAA and the Society of Architectural Historians have presented a grant proposal to the Andrew W. Mellon Foundation to develop guidelines to evaluate digital art and architectural history for promotion and tenure (the “guidelines”). The need for the guidelines has been expressed by:

- A. art history and architectural history professors, who have developed research and/or publications using digital technologies, created new digital tools for interpretation and understanding of art-historical subjects, or collaborated with other scholars to develop digital archives and resources;
- B. professors who have responsibility for dissertations and promotion and tenure committees but lack the necessary understanding and criteria to evaluate digital scholarship;
- C. CAA's and SAH's editorial boards, whose journals now require guidelines to facilitate critical reviews of digital scholarship;
- D. CAA and SAH publication and award juries, which need protocols to determine awards in digital scholarship;
- E. academic publishers; and
- F. reports on projects, such as ArtsEngine's Curricular Integration research project at the

University of Michigan, that seek to define best practices for the integration of arts practice in universities, and other studies about research practices supported by the Samuel H. Kress Foundation and produced by independent researchers and Ithaka S+R.

The grant proposal calls for a task force to be established by CAA and SAH that will work with a paid researcher who will gather information through interviews and will review research and surveys of academic art and architectural historians to determine best practices for peer review of digital publications in each discipline. The proposal also calls for a paid statistician to assist with developing a survey to members of CAA and SAH regarding digital art and architectural history and to analyze the results.

## II. The Charge of the Task Force

- A. Suggest possible candidates for the researcher and statistician positions;
- B. Establish the categories of research to be carried out, suggest research publications for the researcher to read and summarize, suggest art historians, architectural historians and deans and provosts who could be interviewed on procedures to follow on reviewing and evaluating digital projects;
- C. Review the researcher's final written report and the statistical summary of member surveys and prepare a preliminary draft of issues that should be addressed in the guidelines;
- D. Circulate the draft of the guidelines, first to the CAA and SAH presidents and executive directors, and then to the CAA Publications Committee, the Committee on Intellectual Property, the Professional Practices Committee, and SAH committees for comments;
- E. Review final draft of the guidelines and circulate to CAA Counsel and to the CAA publications staff for final editing; send to the CAA and SAH board of directors for approval.
- F. Assist in the dissemination of the guidelines to professionals, faculty, and colleagues in the field to develop protocols that are specific to the needs of their college and university departments.

## III. Criteria for Members of the Task Force (10 Members)

The CAA and SAH presidents will co-chair the task force. The task force will include eight other CAA and SAH members with substantial experience in digital scholarship. The task force will include two art historians, two architectural historians, an expert from another humanities field whose expertise is in digital scholarship, a librarian, a museum curator, and a graduate student or emerging professional in digital scholarship. The CAA and SAH executive directors, the CAA director of publications, and the SAH Chair of the SAH Digital Humanities Task Force will serve as ad hoc members of the task force.

## IV. Nature and Scope of Staff Involvement

The CAA and SAH executive directors, the CAA director of publications, and a CAA staff liaison will work with the co-chairs to schedule meetings, set agendas for the task force, and prepare written summaries of discussions and recommendations. CAA will manage and report on the use of grant funds. The task force co-chairs and the CAA and SAH executive directors will

make the final selection of the researcher and statistician in consultation with the task force. The CAA executive director will hire the researcher and statistician. The CAA chief financial officer will review and monitor the finances of the task force. The CAA staff liaison will schedule the meetings. The CAA and SAH executive directors, the CAA director of publications, and the CAA chief financial officer will prepare the final narrative and financial report.

#### V. Criteria for Determining Whether the Task Force Has Met Its Goals

- A. The researcher has completed the research and interviews and prepared and submitted a final written report to the task force;
- B. The member surveys have been distributed and the statistician has completed the tabulation and analysis of the surveys and provided the task force with a written report of findings;
- C. The task force has reviewed the researcher's and statistician's reports and prepared a draft of the guidelines;
- D. The draft of the guidelines has been reviewed by all designated committees and CAA counsel, edited, and submitted to the CAA and SAH board of directors for approval;
- E. The task force members share the approved guidelines with their colleagues and participate in developing specific guidelines for their college and university departments.

#### V. Anticipated Costs

The twenty-one month project cost for the researcher, statistician, two day-long, face-to-face meetings in New York and Chicago, and advertising is anticipated to be \$90,810.

#### VI. Timeline for Task Force

##### PHASE I

October 2014: CAA's Publications Committee and SAH's Digital Humanities Task Force recommend task force members to the task force co-chairs. CAA and SAH staff prepare a position descriptions for the researcher and statistician. CAA and SAH presidents, executive directors, and CAA's director of publications consider candidates for the task force, researcher and statistician positions. CAA and SAH presidents appoint task force members. The task force sets project goals and timeline and provides resources for evaluation.

October 26, 2014: The CAA board adopts this resolution.

November 8, 2014: The SAH board adopts a resolution with respect to its participation in the task force at its November 8, 2014 meeting.

November 21, 2014: Task force meets via teleconference with the researcher to discuss the goals, timeline, responsibilities of the researcher, and suggest scholars to be interviewed by the researcher.

November 2014: Statistician develops survey.

December 2014–May 2015: Researcher investigates digital art and architectural history, interviews individuals at fifteen Carnegie RU/VH universities of varying sizes and/or other art institutions of higher learning with significant and relevant digital scholarship in the visual arts, and meets with CAA's Committee on Intellectual Property and with CAA counsel to discuss copyright issues in digital scholarship that need to be addressed in the guidelines. The statistician executes the survey and provides analysis and summary report to researcher. The researcher writes a summary of findings.

## PHASE II

May 15 2015: Task force meets via teleconference with CAA and SAH executive directors, CAA director of publications, and chair of SAH's Digital Humanities Task Force to hear a verbal report on the researcher's and statistician's findings and receive the written summaries of findings and recommendations for the guidelines. The task force begins drafting the guidelines.

## PHASE III

July 1–July 15, 2015: Task force meets face-to-face in Chicago and drafts guidelines and distributes to CAA's Publications Committee, Committee on Intellectual Property, Professional Practices Committee, CAA counsel, and CAA Executive Committee. Guidelines are also distributed to SAH's Digital Humanities Task Force and Executive Committee.

September 15, 2015: The bodies named above submit comments on the draft guidelines.

October 23, 2015: Task force meets face-to-face in New York to review and revise the draft guidelines.

October 2015–January 15, 2016: CAA counsel and staff and SAH editorial staff finalize revised guidelines and prepare a resolution for approval by the CAA and SAH boards of the guidelines.

November 30, 2015: CAA submits interim report to the Mellon foundation.

February 15, 2016: CAA board approves *Guidelines for Evaluation of Digital Art and Architectural History for Promotion and Tenure*.

February–March 2016: The Guidelines are presented at CAA's and SAH's 2016 Annual Conferences.

April 6, 2016 the SAH board adopts the Guidelines.

April 2016: CAA and SAH publish and distribute the guidelines to CAA and SAH members, affiliated societies, art history and architectural history departments, accreditation commissions, and other stakeholders in the field. Advertisements are placed for publicity.

June 30, 2016: CAA submits final report to the Mellon foundation and continues to publicize and distribute the guidelines.

Approved by the Board of Directors on October 26, 2014.

