

Unearthing St. Augustine's Colonial Heritage: An Interactive Digital Collection for the Nation's Oldest City

Abstract

In preparation for St. Augustine's 450th anniversary of its founding in 2015, the University of Florida (UF) Libraries requests \$321,653 (with \$196,821 in contributed cost share) to build an online collection of key resources related to research on colonial St. Augustine, Florida. Along with the UF Libraries, *Unearthing St. Augustine* partners are the two City of St. Augustine departments (Heritage Tourism and Archaeology Program), historic Government House in St. Augustine managed by UF, and St. Augustine Historical Society. This two-year project will produce two major outcomes: 1) UF and its partners will establish for the first time a computer digitization lab at Government House which will be used create and disseminate an interactive digital collection consisting of 11,000 maps, drawings, photographs and documents and associated metadata that will be available freely online; 2) project staff will spatially enhance digitized paper maps and images through a process called geo-referencing and create original programming to produce a user-friendly, Google map-based interface, and release it as open-source technology. These products will allow for downloading and manipulating primary source material thus creating a means for increasing interactivity and enhancing broader public access.

Along with searching and browsing functions—including full text searching—the project will develop a map-based interface built upon geographic metadata. Users will be able to search for textual information, structural elements and geographic locations on maps and images. Users also will be able to view the creation, alteration or destruction of structures and sites within specific timeframes. For the first time, this project brings the study of St. Augustine's past into the modern research environment.

An Advisory Board comprised of noted archaeologists, historic preservationists, and historians with expertise in the colonial history of St. Augustine and Florida will provide expert guidance on building the digital collection and designing the user interface.

Unearthing St. Augustine collection objects will cover a broad range of subjects including Florida and U.S. history, Spanish colonies, Native Americans, slavery, exploration, architecture and urban planning, social and economic development, missionary work, military defenses and warfare. The collection will satisfy the needs of a wide variety of researchers including historians, archaeologists, architects, and historic preservationists.

The 11,000 digital objects, which date from the 16th century to the present, are in the public domain or partner repositories and have reproduction rights. Selected materials will include:

- Government House - 1,200 maps and overlays of the city, architectural drawings of historic structures, and related government documents.
- St. Augustine Historical Society - 2,500 Spanish documents, transcriptions and English language translations.
- City of St. Augustine Archaeology Program – records, photographs and site summaries for 100 excavations conducted over the past 20 years.
- Herschel Shepard Collection at UF - 800 drawings, photos and documents related to Shepard's restoration and reconstruction of the city's colonial buildings.

Unearthing St. Augustine will be promoted broadly to local, national and international scholars, teachers and the general public. To increase discovery and access, UF will contribute objects and metadata to digital repositories and other online collections including: Trove, NINES, 18thConnect, WorldCat, OAIster, and other aggregators.

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Unearthing St. Augustine's Colonial Heritage: An Interactive Digital Collection for the Nation's Oldest City

The University of Florida (UF) Libraries requests \$321,653 (with \$196,821 in contributed cost share) from the National Endowment for the Humanities to build an interactive online collection of key resources related to colonial St. Augustine, Florida. Along with the UF Libraries, *Unearthing St. Augustine* partners are the two City of St. Augustine departments (Heritage Tourism and Archaeology Program), historic Government House in St. Augustine managed by UF, and St. Augustine Historical Society. Since the 1970s, research in St. Augustine has elicited attention from scholars in history, archaeology, and historic preservation throughout Florida and the United States. Efforts to protect and promote its historical importance have been ongoing since early in the 20th century. This two-year project will produce two major outcomes: 1) UF and its partners will establish for the first time a computer digitization lab at Government House which will be used create and disseminate an interactive digital collection consisting of 11,000 maps, drawings, photographs and documents and associated metadata that will be available freely online; 2) project staff will spatially enhance digitized paper maps and images through a process called geo-referencing and create original programming to produce a user-friendly, Google map-based interface, and release it as open-source technology. These products also will allow for downloading and manipulating primary source material thus creating a means for increasing interactivity and enhancing broader public access.

This application is a resubmission of last year's highly rated proposal and addresses the concerns raised by panelists about insufficient resources regarding Native American and African American populations, and clarification of geo-referencing (the process of spatially enhancing digitized maps and images with geographic coordinates). Further, this proposal, with a reduced budget, includes a new digital lab component to be established in St. Augustine, situated 64 miles due east of UF's main campus in Gainesville, Florida, where the Digital Library Center (DLC) is located.

I. Significance and Impact

Unearthing St. Augustine continues 40 years of commitment to scholarship by UF and its project partners in colonial St. Augustine. Established in 1565, St. Augustine has long identified itself under the rubric "the oldest city" because of its early founding date in American history and its remarkable survival as a small community that has maintained its original colonial grid of streets and blocks. Its story is one of diversity and a window into the lives of Native Americans, colonists, slaves and free people of color as they adapted to a region constantly caught in the military conflicts of expanding empires and national states. As such, St. Augustine has been a research mecca for archaeologists, historians, and other scholars seeking to understand the complex legacies of the Spanish borderlands and the American Southeast. For half a century, the city has also been a focal point of work in historic preservation. As Florida moves towards its 500th anniversary (2013) and St. Augustine looks ahead to the celebration of the 450th anniversary of its founding (2015), researchers need: 1) access to primary resources, regardless of holding repository; and 2) ability to download and manipulate digital content. This project finally brings the study of St. Augustine's past into a modern research environment.

To meet contemporary research needs, this project will deliver resources using technology customized for use in history, archaeology, and historic preservation. Guided by an Advisory Board of expert scholars and researchers (see letters of commitment and support, Appendix F), *Unearthing St. Augustine* will draw from unique and rare materials that are difficult to access and manipulate in original form. The project will focus on collections from the City of St. Augustine, the St. Augustine Historical Society, and the UF Libraries that are indispensable

resources. With the exception of a few online resources, there is currently no easy way to gain access to the diverse information that exists in these repositories. It will open access to archival materials of Government House which have been closed since 1997, when the City of St. Augustine terminated its stewardship of the archive. Since 2010, UF has incurred the oversight of this property and its contents. Additionally, *Unearthing St. Augustine* will enable project partners to add content to their existing web sites and contribute to a collective digital collection.

Selected materials (see Selection and Imaging Section, pg 7) will be drawn from four distinct collections: 1) Government House flat files of maps and drawings (currently inaccessible), 2) St. Augustine Historical Society transcribed and translated texts (available only by appointment), 3) City of St. Augustine Archaeology Program records and photographs (only open to City of St. Augustine employees), and 4) architectural records from the Herschel Shepard Collection at UF (paged collection in Special Collections).

From **Government House**, project staff will inventory and digitize approximately 1,200 large format maps and overlays of the city, architectural drawings of historic structures, and related government documents (to be selected from items listed in Inventory, Appendix H). This collection was developed by archaeologists and historians during the long tenure of the state agency known originally as the St. Augustine Historical Restoration and Preservation Commission (1959 - 1967) and subsequently as the Historic St. Augustine Preservation Board (HSAPB) (1968 - 1997). The files were originally collected to provide historical information to guide HSAPB administrators in the purchase and development of the colonial properties. Since the closure of this state agency in 1997, and in the absence of a librarian or archivist, these resources have for many years been closed to researchers. As the majority of the Government House files are primary source materials, digitization of these materials will bring universal access to 11,000 pages of data and images that heretofore have been accessible only to persons officially working in Government House. Researchers, who are granted access by appointment with the PI who volunteers on the weekends, are confronted with vast amounts of oversized materials in some 37 flat file drawers, (see Appendix I, Fig. 1) with little or no cataloging beyond 3x5 index cards, and minimal descriptions on drawer labels. Many flat files that have been used over the years are located on tops of file cabinets or rolled up and stuck in a corner, further frustrating researchers' quests for and access to these materials (see Appendix I, Fig.2). The delicate nature of half of these materials due to age or physical format (e.g., blueprints or original architectural drawings on vellum) makes the need for digitization critical.

From the **St. Augustine Historical Society**, the project will digitize 2,500 Spanish documents, as well as English language translations (see Appendix J). This will address frequent requests from K-12 teachers and researchers working on colonial America for access to key documents in translation. The translations, stored as typescripts, represent the work of Edward Lawson and other scholars in the 1940s and 50s. Besides documents relevant to the founding and development of St. Augustine, these files also include translations of: Spanish printed sources about Juan Ponce de Leon and Pedro Menéndez de Avilés; extensive selections in English translation of *La Florida: Su Conquista y Colonización* (Madrid: Imp. de los hijos de J. A. García, 1893); accounts of Francis Drake's raid on St. Augustine in 1586; reports from the expeditions of Juan Pardo; memorials by clergy on conditions in the Spanish missions; investigations into the governorship of Diego de Rebolledo during the Timucuan revolt; reports on the 1702 siege of St. Augustine by James Moore and the 1740 siege of James Oglethorpe; texts on town planning and royal ordinances; documents pertaining to the building of the Castillo de San Marcos; and others dealing with details of life in town at different times. These materials will be supplemented by an additional 1,500 documents from the collections of the Historical Society and the P.K. Yonge Library of Florida History, UF. Unpublished research reports and

archeological data includes the colonial history of Native American and mission communities and documents related to Gracia Real de Santa Teresa de Mose, a free black settlement.

A third major contribution to the project comes from the **City of St. Augustine Archaeology Program**. It focuses on materials from excavations conducted over the past 20 years by city archaeologist, Carl Halbirt. These documents, site maps and slides not only reflect the City's European origins since 1565, but a rich and varied Native American heritage that has been in existence for thousands of years. Project staff will select and develop sets of documents and images from 100 major excavations, documenting in-ground features, such as building foundations, roads and bridges, defense lines, wells, trash dumps, animal burials, etc. Fifty of these sites have been recommended by Halbirt (see Appendix K) and the remaining 50 will be selected in consultation with the project advisory board from a field of more than 500 projects. Each of the 100 selected sites will be represented online by a summary of its history and documented by maps and digital images from the excavations (approximately 20 images per site). Site summaries will be modeled upon several currently online but will expand and broaden the coverage given to each excavation (For examples of the City Archaeology Program's information and images, see Appendix L). Resources from the City Archaeology Program will provide comparative data for archaeologists working at other colonial and urban sites, will facilitate the teaching of archaeology, and will supplement the virtual archive of Spanish colonial artifacts which has been created by the [Florida Museum of Natural History](#).

From the previously private unprocessed **historic preservation collection of Herschel Shepard**, project staff will digitize records and drawings of major preservation and restoration work of St. Augustine. The Shepard Collection, which was donated to UF in 2010, documents Shepard's expertise in Florida's historic architecture and his many contributions to preservation and restoration in the state. Shepard's work covers the entire range of Florida's architectural past, including restoration and reconstruction of such historically significant sites as the Second Seminole War era Fort Foster and the Spanish mission site of San Luis de Apalachee. The total collection of original drawings, documents and photographs includes all of Shepard's works on the colonial buildings of St. Augustine. Shepard has worked in architectural restoration and reconstruction of St. Augustine buildings since 1970, and 25 historic structures are documented thoroughly with drawings, research notes, and photographs (See Appendix M). These buildings include the Ximénez-Fatio House, de Mesa-Sánchez House, Tovar House, Government House, Castillo de San Marcos and Fort Matanzas. This project will digitize approximately 800 drawings, photos and documents from the Shepard Collection.

Finally, *Unearthing St. Augustine* will incorporate digital objects and resources created by UF and other institutions, including but not limited to:

- [The Spanish Land Grants \(Florida State Archives\)](#)
- [Mission San Luis](#)
- [Florida History Online \(University of North Florida\)](#)
- [St. Augustine: America's Ancient City \(Florida Museum of Natural History\)](#)
- [Index to the East Florida Papers \(University of Florida\)](#)
- [Spanish Colonial St. Augustine: A Resource for Teachers \(NEH/Florida Humanities Council\)](#)
- [Colonial People of Pensacola \(University of West Florida\)](#)
- [Castillo de San Marcos \(1672\)](#)
- [Fort Mose: Historical Overview](#)
- [Fort Matanzas \(1742\)](#)
- [Cathedral Basilica of St. Augustine \(1797\)](#)
- [Fort Caroline \(1564\)](#)
- [Mission Nombre de Dios \(1565\)](#)

The Significance of Colonial St. Augustine as a Research Focus

Since the 1970s, research in St. Augustine has elicited attention from scholars in history, archaeology, and historic preservation throughout the US. Efforts to protect and promote its historical importance have been ongoing since early in the 20th century.¹ UF traditionally has played a major role in this research, through its 1) Historical Archaeology program, under the direction of Dr. Kathleen Deagan and the Florida Museum of Natural History; 2) Historic Preservation program, offered by the UF College of Design, Construction and Planning; and 3) efforts to collect primary source material on the colonial era, as archived at the P.K. Yonge Library of Florida History. These enduring connections between UF and St. Augustine now include a new role as UF assumes, through legislative action, a trusteeship over state-owned historic properties including Government House in St. Augustine. UF seeks to support educational programs that ultimately fulfill “the state's needs for professionals in historic preservation, archaeology, cultural resource management, cultural tourism, and museum administration.”²

This project will address current research interests in colonial St. Augustine, especially the role it played in early America and the Spanish borderlands. The city remains one of the best-documented examples of a Spanish colonial frontier settlement. The town plan, established at the end of the 16th century (1586-1597), is registered as a National Historic Landmark.³ The foundations of St. Augustine's fort, the Castillo de San Marcos, date to the 17th century and the core structure still bears the basic colonial form it achieved in the 1750s. Other surviving colonial buildings number about 36 structures and date from the 18th or early 19th centuries⁴ and are an important record of houses from this time period. St. Augustine also is one of the only former colonial cities of Spanish America with an intact local government archive (the East Florida Papers, Library of Congress) and its Plaza de las Armas boasts the only known original monument to the Spanish liberalized constitution of 1812. More than 40 years of archaeological work have documented life during all periods of the town's history, notably its colonial residences, nearby Native American and mission communities, and a free black fort and settlement (Fort Mose).

Locked away in Government House are more than 26,000 project reports, slides, photos and well-documented manuscripts (see Inventory, Appendix M) authored by Historic St. Augustine Preservation Board research staff and archaeologists, a sample of whose work illuminates St. Augustine's rich history as a “melting pot” of cultures. These documents and reports have been found in “Works Cited” pages and bibliographies over the years, listed simply as “Unpublished project report on file, Historic St. Augustine Preservation Board.”

- “Analysis of plant remains from a second Spanish period well in St. Augustine”
- “Archaeological excavations at Fort Mose - Earliest free African-American town”
- “Archaeology of a Spanish colonial creole community”
- “The development of a Spanish-American cultural identity in colonial America”
- “The Indian Element in Colonial St. Augustine”
- “The mestizaje of Spanish colonial Florida”

¹ See Adams, William R., “Preserving the Ancient City through the Ages,” (<http://www.colonialstaugustine.org/11.html>)

² For information on the role as trustee, see Section 267.1735, Fla. Stat., Access: http://www.flsenate.gov/Statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=Ch0267/SEC1735.H TM; UF's draft strategic plan is available at <http://www.facilities.ufl.edu/staugustine/index.htm>

³ See <http://www.nps.gov/history/nhl/designations/Lists/FL01.pdf>

⁴ See Adams (above); also Nolan, David, *The Houses of St. Augustine* (Sarasota, Fla.: Pineapple Press, 1995) p. 12-14. and Manucy, Albert C. *The Houses of St. Augustine; Notes on the Architecture from 1565 to 1821* (St. Augustine: St. Augustine Historical Society, 1962) p. 13.

Among the published studies which quote from materials found within the Government House archives are such benchmark works in Florida history, archaeology, and architecture as:

- Albert Manucy, *The Houses of St. Augustine: notes on the architecture from 1565 to 1821* (1962), still the standard reference work for local colonial architectural traditions.
- Michael V. Gannon, *The Cross in the Sand, The Early Catholic Church in Florida, 1513-1870* (1965), a seminal work prompting mission-related historical and archaeological inquiry.
- Eugene Lyon, *The Enterprise of Florida, Pedro Menéndez de Avilés and the Spanish Conquest of 1565-1568* (1976), the key biography of the founder of the town.
- Luis R. Arana and Albert Manucy, *The Building of the Castillo de San Marcos* (1977), in both English and Spanish, which has been in continuous print since its first publication.
- Kathleen Deagan, *Spanish St. Augustine, the Archaeology of a Colonial Creole Community* (1983), a most influential work comparing Spanish and British colonial sites.
- Kathleen Deagan and Darcy MacMahon, *Fort Mose, Colonial America's Black Fortress of Freedom* (1995), the book created to accompany the national touring exhibit, now a perennial favorite among general readers.
- Jane L. Landers, *Black Society in Spanish Florida* (1999), the pioneering scholarly study of the lives of free people of color in the Spanish borderlands.

The Historic St. Augustine Research Institute, a collaborative project of Flagler College and UF supported by the St. Augustine Foundation, lists over 25 theses and dissertations on colonial St. Augustine in the field of archaeology alone (<http://www.flagler.edu/hsari/thesis.html>). Notable contributions in history and historic preservation include:

- Sherry Johnson, *The Spanish St. Augustine Community, 1784-1795: A Reevaluation* (1989)
- Susan R. Parker, *The Second Century of Settlement in Spanish St. Augustine, 1670-1763* (1999)
- Nick Linville, *Cultural assimilation in frontier Florida: the life of Joseph M. Hernandez, 1788-1857* (2004)
- Roger C. Smith, *The façade of unity: British East Florida's war for dependence* (2008)
- Joseph Shaughnessy, *Crises of Authenticity in Saint Augustine's Early Preservation History, 1840-1955* (2009)
- Elizabeth Jo Chambless, *The Artillery Lane Site Archaeological Analysis from Late First Spanish Period St. Augustine* (2005)

New research titles also continue to appear with regularity. Since 2000, colonial St. Augustine has garnered attention from new studies in history, architecture, biography, and archaeology:

- Jane G. Landers (editor), *Colonial plantations and economy in Florida* (2000)
- Robert L. Kapitzke, *Religion, Power, and Politics in Colonial St. Augustine* (2001)
- Paul E. Hoffman, *Florida's frontiers* (2002)
- Elsbeth K. Gordon, *Florida's colonial architectural heritage* (2002)
- Daniel L. Schafer, *Anna Madgigine Jai Kingsley, African Princess, Florida Slave, Plantation Slave Owner* (2003)
- James G. Cusick, *The Other War of 1812: The Patriot War and the American Invasion of Spanish East Florida* (2003)
- William R. Adams, *St. Augustine & St. Johns County: A Historical Guide* (2005)
- Patricia C. Griffin (editor), *The Odyssey of an African Slave by Sitiki* (2009)
- Jane G. Landers, *Atlantic Creoles in the Age of Revolutions* (2010)

Articles and conference symposia continue to be regular features of the *Florida Historical Quarterly* and in *El Escribano*, the journal of the St. Augustine Historical Society. Since 2000, the *Quarterly* has published 15 articles on colonial Florida, four specifically on St. Augustine. *El*

Escribano has published two special issue volumes on the British period (2000 and 2001), one marking the anniversary of the 1702 siege in St. Augustine, and another on the Castillo (2004).⁵ Upcoming anniversaries in Florida and St. Augustine history, between 2012 and 2021, will inspire new publications. A strategic plan produced by UF for recommended management of state historic properties in St. Augustine will be another catalyst for increased demands for research materials (<http://www.facilities.ufl.edu/staugustine/index.htm>). In addition, the City Archaeology Program and numerous community redevelopment projects conducted in and around St. Augustine every year rely on basic maps and resources for project reporting.

Since 2004, the city has been the site of annual summer workshops for K-12 teachers: [*Between Columbus and Jamestown: Spanish St. Augustine*](#). Funded first under the NEH *We the People* initiative and now through the Florida Humanities Council (FHC), UF curators and partner institutions conduct these workshops and provide free educational materials for teachers to use in the classroom via the [*Spanish Colonial St. Augustine*](#) site. Over 1,000 teachers from across the nation will have participated in the program.

Besides academic scholarship, the colonial era also is the subject of scholarly texts and historical novels for children, including Cobblestone Magazine's *St. Augustine, America's Oldest City*; Tristan Boyer Binns' *St. Augustine*; Janet Riehecky's *The Settling of St. Augustine*; Matthew C. Cannavale and Robert Olwell's *Florida, 1513-1821*; Robyn Gioia's *America's Real First Thanksgiving* and Judy Lindquist's *Saving Home*.

The universe of interested St. Augustine audiences is difficult to quantify because of the multi- and interdisciplinary aspects of this city's heritage. Beyond the scholastic community including UF's 50,000 students and associated faculty, St. Augustine remains an epicenter for cultural heritage tourism (over two million visitors annually) and historic education. While the needs of such a diverse user-community are beyond anything but a full-scale dedicated archives and library, *Unearthing St. Augustine* fulfills frequently-made requests from historic preservationists, archeologists and historians working on St. Augustine, in particular for access to English-language versions of key historical documents, access to maps, and to basic data from archaeology and historic preservation activities. A current dig by a UF archaeologist Kathy Deagan and her St. Augustine field students uncovered the city's oldest mission church (1677), due to the analysis of recently discovered archival material⁶. This interactive digital collection will be a primary resource for scholars, students and historical tourists in colonial and urban history, geography, historic cartography, cultural heritage and museum studies. For the first time, this project will unify disparate resources, both electronic and paper-based, held in multiple repositories and largely inaccessible. More importantly, users will be able to freely download and manipulate digital resources and contribute to this interactive digital collection.

It should be noted that digital access by users of the University of Florida Digital Collections (UFDC) has been growing exponentially each year. UFDC contains over 100 unique digital collections, 266,755 items totaling more than six million pages. During the month of June 2011, collections in UFDC received over two million item views.

⁵ Schafer, Daniel L., *Governor James Grant's Villa, A British East Florida Indigo Plantation*, *El Escribano*, The St. Augustine Journal of History, 2000; Schafer, Daniel L., *St Augustine's British Years, 1763-1784*, *El Escribano*, The St. Augustine Journal of History, 2001; Waterbury, Jean Parker, *Firestorm and Ashes: the Siege of 1702*, *El Escribano*, The St. Augustine Journal of History, 2002.

⁶ Lane, Marcia, *Long-lost church found*, The St. Augustine Record, June 3, 2011

II. History, Scope and Duration

Unearthing St. Augustine builds on technology and system architecture developed at UF since 1997. In 2009, UF Libraries completed a pilot project, funded internally which established a digital collection of vertical file materials from Government House. The bulk of the initial [Historic St. Augustine](#) digital collection is comprised of 8.5 x 11 block and lot materials (approx. 3,000 items). Large, flat file materials (i.e., over the size of an 11x17 flatbed scanner) were excluded from the project due to limited funds and the need for personnel to operate a large format camera. The resulting digital collection provides a simple interface which is freely accessible and keyword-searchable, but a more structured search and display system requires development to take advantage of these highly graphic, unique primary resources.

In terms of UF's **digital collection innovations**, as part of the *From the Air: The Photographic Record of Florida's Lands* project (2002-2010), \$263,884 funded by Florida's Library Services & Technology Act, UF developed technology, procedures, expertise and infrastructure required to digitize and make available 160,000 historic Florida aerial photos, and associated geo-referenced data, which are globally accessible in the [Florida Aerial Photography](#). Early development of system architecture required to link maps with metadata occurred in a 2003 project funded by the Institute of Museum and Library Services entitled, [Ephemeral Cities: A Model for Developing an Historic Digital Atlas Based on Three Florida Cities](#), \$184,609. Editing tools for digitization and metadata that will be used for *Unearthing St. Augustine* initially were developed as part of the [Digital Library of the Caribbean](#), a Technological Innovation and Cooperation for Foreign Information Access (TICFIA), \$110,671, project from 2005 to the present. UFDC currently allows authenticated users to edit object metadata online. Although project staff will be creating detailed metadata for all digital objects during project imaging stage, the project partners and advisors will be provided with [myUFDC accounts](#) to review and edit metadata online. Following project completion, this feature will allow any authenticated users to continue contributing descriptive information and establish relationships between digital objects. (see Appendix N)

Products resulting from project implementation from 2012 through 2014 include:

1. 11,000 digital objects (slides, research reports, field notes, architectural sketches, photos)
2. Trained personnel from partnering institutions in St. Augustine to produce digital files on site
3. The first digital lab established in Government House, St. Augustine, devoted to digitization and preservation of archival collections
4. Google map-based user-friendly interface to access primary source materials from four disparate collections, and to provide the options for downloading and manipulating resources
5. Online digital video tutorial for users of digitized primary source material describing research methods for utilizing these collections

III. Methodology and Standards

Unearthing St. Augustine consists of two major components: 1) UF and its partners, with oversight from an Advisory Board (see Section V), will select and digitize approximately 11,000 objects, and 2) UF will create open-source programming and develop system functionality that will significantly change the way in which researchers and expert users such as archaeologists and preservationists discover, interact with, and make use of these digital objects.

1. Selection and Imaging Overview

Selection Criteria prior to Project: The resources selected for this project, as identified above in Section I, form a basic corpus of materials and were selected based on several criteria:

1. Given the sheer size of resources, the UF and its partners have made preliminary selections of primary research materials that have traditionally been consulted by researchers prior to beginning any project in St. Augustine history, historic preservation, or archaeology. Qualifying criteria will include: 1) researcher interest and demand, 2) uniqueness or rarity of the materials, and 3) the ability of the materials to fill in knowledge gaps or exemplify certain aspects of the city's colonial history.
2. Selection will be restricted to materials either in the public domain or legally owned by project partners. Therefore, the focus of selection will be revealing basic tools of research that have not been reproduced previously in any fashion.
3. In addition to the 8,000 objects described in Section I, the *Unearthing St. Augustine* collection will include approximately 3,000 items in existing digital collections: Government House [block and lot collection](#) (see Section II above), [Colonial St. Augustine: A Resource for Teachers](#), [Florida Map Collection](#), [Sanborn® Fire Insurance Company Maps of Florida](#), and [Aerial Photography: Florida](#).

Selectors: UF and its partners have established an Advisory Board to review the corpus of materials that have been identified and to further refine the selection process. The Advisory Board is comprised of archaeologists, historic preservationists, and historians who have expertise in the colonial history of St. Augustine and Florida. The Board will recommend items for inclusion in the project and identify gaps in content that need to be filled by additional selection. Current membership of the Advisory Board consists of:

- Dana Ste. Claire (Director, Department of Heritage Tourism, St. Augustine)
- Susan R. Parker (Executive Director, St. Augustine Historical Society)
- Carl Halbirt (City Archaeologist, City of St. Augustine Archaeology Program)
- Roy E. Graham (Beinecke-Reeves Distinguished Professor, UF College of Design Construction and Planning)
- Glenn G. Willumson (Director, Museum Studies Program, UF College of Fine Arts)
- Herschel E. Shepard (FAIA Emeritus, Architect)

Selection Process: At the start of the project, the Advisory Board will meet with the UF Collection Curators (Tom Caswell, Jim Cusick and John Nemmers) and the project manager (to be hired with grant funds) in St. Augustine to discuss and review the selection process. Board members will be responsible for selecting 1,500 additional documents from the collections of the St. Augustine Historical Society and the P.K. Yonge Library of Florida History at UF to supplement the objects selected prior to the project start. For example, the Historical Society has approximately 1,500 typescripts of documents from British colonial records that could be included with permission from the Public Record Office/National Archives in London. The Board will provide guidance in selecting these documents, and the Collection Curators will ensure that there are no legal or privacy issues associated with selected items. The Board also will advise city archaeologist, Halbirt, in selecting 50 of the 100 archaeological sites included in the project (see Appendix K). They will provide selection guidance throughout the duration of the project by email, telephone or in person. Project staff and the Advisory Board will agree on communication and evaluation procedures at project start.

Imaging Overview: The majority of digitization/metadata creation will occur in St. Augustine at the Government House digitization lab by the project manager and partners. Existing digital objects will be provided by both UF and its partners. Text capturing activities will be completed at UF by the Digital Library Center (DLC).



Pre-Imaging Activities: The project staff and Advisory Board will coordinate the transport of original objects from partner repositories to the Government House digitization lab for imaging. The UF conservator and curators will train the project manager (TBD, funded by NEH at \$80,175) to properly handle original objects. Items selected for this project will be in good physical condition; therefore, no detailed conservation work will be required. Upon arrival at the digitization lab, the project manager will examine and apply treatment to facilitate the imaging process. Items will be relaxed or flattened as needed, corners will be unfolded, and tears interfering with handling will be mended. Multiple items attached together will be separated when possible. The conservator will be available for consultation throughout the imaging process. The project manager will be responsible for tracking the location of all original objects while at the digitization lab.

Metadata: [Metadata Encoding and Transmission Standard](#) (METS) metadata will be created by the onsite project manager and imported into the DLC Tracking Database, and enhanced both automatically and manually as objects move through the imaging workflow. The DLC Tracking Database assigns a unique Bibliographic Identifier (BibID) to each object processed, and that BibID will be used to track the item (see [UF Metadata Information](#)). The METS files will include technical and structural data about each image, as well as descriptive and administrative information. Any pre-existing metadata (e.g., from catalog records) will be imported into the DLC Tracking Database at the start of imaging.

Scanning: At the new Government House digitization lab, the project manager will be responsible for scanning objects, and training/supervising partners to scan their own collection materials. Hours of operation for the digital lab will be four days per week, with the project manager traveling to Gainesville, biweekly, to deliver portable external hard drives (containing digital files and metadata), and fragile archival material for special handling by UF conservator and DLC personnel at UF. DLC personnel will provide initial training and supervision for the project staff in the image capture and enhancement process. All objects will be digitized to meet standard requirements for the item's physical format. Photographs and documents will be scanned using a Copibook for up to 15" x 23" sizes (loaned by DLC and shipped to Government House at no cost) or a flatbed scanner (Microtek 9800 XL NEH funded \$1,200), and computer workstation with two monitors (NEH funded \$996) (at a minimum of 300 dpi, 8-bit grayscale or 24-bit color). Maps, architectural drawings and other large format materials will be brought to UF DLC and imaged at a minimum of 300 dpi using a Super 8K-HS digital camera owned by the DLC. DLC staff including scanning technician (TBD, funded by NEH (\$16,870) will perform initial review of all digital objects, adjusting images as necessary. Advanced image enhancement will include adjustment of levels, skew, color and contrast. Images will be captured as uncompressed TIFF files (ITU T.6) at 100% scale. All project imaging will be calibrated regularly to maintain color fidelity and optimum image results. Images will be captured on an 8 terabyte storage area network (SAN) connected via network cabling to computer workstations running Microsoft Windows XP or higher and Adobe Photoshop CS 4 or higher. For slides, a Nikon Super CoolScan 5000 ED Film Scanner (\$1,200) and Nikon SF-210 Auto Slide Feeder (\$413) will allow users to scan batches of up to 50 slides. Other electronic supplies include two CyberPower Surge Protected Outlets (\$280). Minimum furniture requirements include two adjustable computer tables, 74" X 30", (\$1,900); and two computer chairs (\$600).

All DLC imaging will be completed in accordance with established professional standards. Imaging methods will depend on object characteristics, and follow principals and guidelines established in [Moving Theory into Practice: Digital Imaging for Libraries and Archives](#) by Anne R. Kenney and Oya Y. Rieger and Cornell University's [Digital Imaging Tutorial](#). Imaging (i.e., scanning, text, metadata) will be based on specifications previously established by UF and its partners for PALMM (<http://fclaweb.fcla.edu/node/590/>). These specifications are optimized for data exchange for harvesting by other digital libraries such as the U.S. National Science Foundation's [National Science Digital Library](#), the U.S. Institute for Museum and Library Services' [National Leadership Grant collection](#), and [OAlster](#) at the University of Michigan.

Quality Control & Derivate Creation: After imaging and image enhancement, all aspects of image control and digital package creation will be controlled by the UF Digital Collections (UFDC) Toolkit, an integrated software package that controls derivative image formation, quality control review at the package level, and deployment to UFDC servers. The scan technician will derive JPG, JPG2000 and JPG thumbnail images. JPG2000 files with zoom features will be used in the display of large-format maps and drawings online. A Quality Control tool will display thumbnails of each image in sequential order for staff review. Errors will be noted and returned to the imaging unit for re-imaging of items. At this point, an object's METS file will contain basic structural and administrative metadata, as well as any pre-existing descriptive metadata imported at the start of the process.

Digital Package & Text Processing: After quality control, the digital package moves to text conversion, mark-up, and METS file validation. DLC staff will ensure that all package-level metadata conforms to the national METS, to local extension schemas, to UFDC requirements, and for long-term digital preservation in the Florida Digital Archive (FDA) (see "Digital Preservation" below). Staff will implement Optical Character Recognition (OCR) processing to produce searchable text from digital images. The DLC currently uses Prime Recognition's PrimeOCR software, which bundles six OCR engines from multiple vendors. PrimeOCR is governed by a voting engine that typically yields 99% accuracy. It includes automatic image zoning, and can process English, Spanish, and French. The project manager will work with the text processing unit to proof all OCR-produced text.

With the exception of maps, photos, handwritten documents and items lacking significant text, all objects will go through OCR processing. The project manager and Collection Curators will create descriptive metadata for objects lacking OCR text. Metadata can be created during imaging, and project staff and partners will be able to create or revise metadata after the objects are available online (see Online Metadata Editing below). With final package approval, staff will use the UFDC Toolkit to transfer the package to the UFDC server for public access and metadata harvesting, send the package to the FDA for preservation archiving, and save it to tape backup for local archival storage.

Post-Imaging Conservator Review and Storage: After imaging, original materials will be regrouped and reattached if necessary, folded and/or boxed and prepared for return to the appropriate repository and partners will confirm receipt. All partner repositories store original objects in proper environmental conditions to ensure long term stability. All Government House archival materials will become freely available to researchers through the UF Libraries. UF Libraries will be planning/developing methods for relocation of fragile materials requiring climate control and stabilization by project end.

Digital Preservation and Digital Content Sustainability: In practice consistent for all UF digital projects, redundant digital archives are maintained in perpetuity. Currently the two primary archives are maintained by the UF Libraries and the Florida Digital Archive. UF

maintains an internal ready-access archive of all files in the DLC. Files are saved to a tape archiving system and tapes are retained in environmentally controlled storage. Information about tapes and their contents are logged in the UFDC Database and the DLC Tracking Database, with MD5 checksum numbers and file format and version information, in association with administrative and bibliographic metadata. The Databases queue disks and files for inspection every three years and migration every ten years or upon format obsolescence.

The [Florida Digital Archive](#) (FDA) is administered by UF and is a digital preservation partner with the UF Libraries. The FDA was initially funded in part by a grant from the Institute for Museum and Library Services, and is now supported through the State University Libraries of Florida. Physically, all digital information is stored in off-line systems under FDA administration at UF's NorthEast Regional Data Center on IBM Magstar 3590 extended length cartridges (i.e., magnetic tape). Cartridges are inspected routinely, refreshed as necessary, and periodically migrated to replacement media. All electronic data is stored with MD5 checksum for verification of data integrity. Metadata is maintained in METS-compliant data structures. Bibliographic metadata, including cataloging, is also retained in FDA maintained and archived bibliographic systems. The software programmed to support the FDA is modeled on the widely accepted Open Archival Information System. It is a dark archive and no public access functions are provided. It supports the preservation functions of format normalization, mass format migration and migration on request. The process of forwarding original uncompressed TIFF images to the FDA is the key component in UF's plan to store, maintain and protect St. Augustine object data.

Deployment: Project staff will create a project portal page, including all project documentation and resources. A project programmer (TBD, funded by NEH \$125,078) will be responsible for developing the UFDC System Architecture described below. Discovery of the digital collection will occur in several ways: 1) A project homepage made available as part of UFDC; 2) MARC records with linked 856 fields in online catalogs of UF, WorldCat, etc.; 3) [Encoded Archival Description](#) (EAD) finding aids available on partner homepages and contributed to [Archives Florida](#), a statewide union database of EAD finding aids; 4) OAI compliant metadata harvested by digital repositories; and 5) complete electronic packages contributed to other online collections.

Discoverability of the digital objects will be enhanced by a variety of search and browse options. The primary interface will be map-based, which is described in the System Architecture section below. Researchers also will be able to conduct keyword and subject searches of all of the collections simultaneously from the main project page. Alternatively, they will search each collection individually or combine two or more collections in their search scope. In addition, all digital objects will be discoverable via the UFDC homepage, so researchers can search them in combination with all the other digitized materials held by UF and its partner institutions.

Researchers also will be able to browse indexes to all of the resources included in the project. The project homepage will include a directory to the 100 archaeological investigation sites contributed by the St. Augustine Archaeology Program. For each site, the project will include a site map or profile plan, a summary of site history and archaeological investigations, and links to all digital images related to the excavations. Digital objects will include up to 20 photographs for each site, with full descriptions, demonstrating results of the site investigations. These digital images were created previously during site excavations and will be contributed by the City Archaeologist. The project staff and Advisory Board will create the site summaries, based on extant field notes and research materials. Appendix K demonstrates the quantity of information and images available for each site.

In addition to the metadata created and maintained in UFDC, the Collection Curators will create descriptions for the collections in the form of MARC catalog records and EAD finding aids. All objects from the Herschel Shepard Collection, for example, will have links to an EAD finding aid describing that collection, while the EAD finding aid and MARC record will have links to the UFDC collection page and individual objects. Likewise, an EAD inventory will describe and provide links to the digital objects for the 1,200 architectural drawings, historical maps, and government documents from Government House.

Ethical, Rights and Privacy Provisions: Selection will be restricted to those materials either in the public domain or legally owned by project partners. Project pages will include a rights and privacy statement, and means for individuals to request offending digital objects be removed.

2. System Architecture

The *Unearthing St. Augustine* collection will be delivered electronically using [UF Digital Collections \(UFDC\)](#) system architecture. UFDC operates on an engine named [SobekCM](#), open-source software being developed at UF. SobekCM currently works in conjunction with the open-source Greenstone digital library system, but the UFDC architecture allows for platform independence and easy migration to other digital library management systems. SobekCM also allows for online object submittal and editing of metadata.

Functionality and Interface: The project programmer will develop software and enhance the current UFDC system to provide advanced features and functionality. Throughout system architecture development the Advisory Board will review and provide feedback in an iterative process, ensuring the user interface is designed based on needs of users. The programmer will develop the system using a variety of existing technologies including SobekCM, the Google Maps API, JPG2000, Javascript and Flash. Both during and following imaging, the project staff and Advisory Board will create descriptive and structural metadata to enable advanced interface functionality.

The programmer will create an interactive map interface and workspace allowing users to control how they interact with digital objects and related data. At its simplest, the map interface will allow users to discover and access resources by clicking on map locations. Users will have the ability to reveal/hide sites on the map associated with particular collections (e.g., excavation sites of the city archaeologist or buildings renovated/reconstructed by Herschel Shepard). The interactive map will be similar to the user-friendly Google Map interface, and will include functionality and features that users expect today: zoom, pan, image rotation, user-contributed comments, and the ability to print, save and link. Additionally, the programmer will focus on developing these advanced functionalities:

- Revealing/hiding particular structures, roads or other features.
- Creating markers, lines, and simple shapes on images.
- Enabling searching for information and/or elements on images.
- Displaying latitude and longitude coordinates for spatially enhanced digital maps and images.
- Overlaying spatially enhanced digital maps and images with each other through user controlled map and image transparency.
- Saving and share images or sets of images that have been manipulated.

Geo-Referencing: In order for the map interface to overlay newly digitized maps and images with existing geographical data, the newly digitized files must be assigned geographic coordinates. Geographic coordinates are assigned to digitized files using GIS software. The Geo-referencing process (spatial enhancement) is accomplished by finding a series of locations

in the newly digitized map and image files, called file coordinates, and then finding the corresponding "real world" or geographic coordinates for the same location on the ground. Sources for geographic coordinates include coordinates obtained from Global Positioning Systems (GPS), existing geographically referenced images such as those at Florida Department of Environmental Protection's LABINS.org data site, as well as existing GIS data at the Florida Geographic Data Library, FGDL.org. Using the series of digital file coordinates and the corresponding geographic coordinates, the GIS software mathematically transforms the digitized file coordinates to produce a new spatially enhanced digital image file containing coordinates that are now in the correct geographic location. Data geographically or spatially enhanced with a common coordinate system shared by all file layers allows locational and temporal studies to be conducted, revealing new discoveries.

The UF GIS Coordinator will train project staff to use GIS software to geo-reference digitized materials. Additionally project staff will be trained to use GIS software to create new GIS data files that represent specific sites and structures visible on the geo-referenced materials.

Geo-Coding: Geo-Coding, commonly referred to as address matching is the process of adding a single geographic coordinate to a particular text reference, or a descriptive picture of a location. Geo-Coding is most commonly encountered when using Google Maps to search for the location of an address and then placing a dot on a map at that location, or using a single geographic location when using Google to display a digital camera picture of that location. Geo-Coding also is what 911 emergency services use to locate a particular address. In Libraries, adding geo-coding to metadata for a particular text reference or digitized picture links digital collection objects to specific locations on geo-referenced maps and images.

The project manager, partner personnel, and curators will be trained in geo-coding metadata to connect digital objects with corresponding geographical locations. Geo-coded metadata will include elements such as place names, physical addresses, and construction and destruction dates.

In anticipation of this system enhancement, UF staff created geo-coded metadata for items in the Government House block and lot files that were previously digitized as part of a 2009 grant project by adding geographic coordinates to the metadata.

Once the digital objects have been described with chronological and geo-coded metadata the programmer will develop a Flash application that allows users to view the creation, alteration or destruction of structures and sites at particular locations during specific time periods. The programmer also will create an alternative view that does not rely on Flash technology, to ensure the widest possible audience.

UF currently is developing a contribution system allowing for online input provided by authenticated and anonymous users, and the programmer will incorporate this technology into the interactive digital collection. An editorial system will accept contributions automatically from approved users, and place all other contributions in an editorial system where contributions will be vetted and, once approved, will then be added to the existing metadata. (see Appendix K)

3. Project Sustainability and Future Support/Development

Revealing the research rich collections of UF, the DLC has digitized and mounted over six million items since its inception in 1997. UF's existing open access servers have the necessary memory and storage to support and deliver all of the digital images and metadata created during the project. As the project continues to grow beyond the grant period, DLC can easily scale if needed because UF has a commodity storage and hosting design, supported through

the Open Systems Group. UF and its partners are committed to providing universal online access to these unique historical resources, and this project will encourage people to explore the earliest days of one of the oldest cities in North America.

This project offers exciting new opportunities for both the partner institutions and for researchers and expert users far beyond the duration of the grant. UF is committed to investigating new methods allowing users to control how they interact with digital resources. Following project completion, users will be able to enhance discoverability and comprehension of the resources by contributing metadata for objects online, defining relationships between resources, and manipulating images online. UF and partners will be able to expand the project by digitizing additional colonial St. Augustine objects. UF has the technology infrastructure and programming expertise to ensure the long-term sustainability of the interactive digital collection. Additionally, because UF's SobekCM will be released as open-source software, the programming developed for this project will be available for use in other projects created by UF or others.

IV. Work Plan (July 1, 2012 – June 30, 2014)

Unearthing St. Augustine will involve the selection and digitization of archival materials, and the creation of system architecture and functionality to a resulting, open-source digital collection. A Gantt Chart provides an overview of the project schedule and is available in Appendix A. Work plan activities and digitization estimates are illustrated in Appendix B.

Quarter 1 (July-Sep. 2012):

- Advisory Board (Advisors) meets first time in St. Augustine with PI, UF curators, and partners, and establishes selection guidelines to be used throughout the project. Advisors begin selecting 1,500 items from St. Augustine Historical Society and P.K. Yonge Library of Florida History collections. Advisors and curators will consult with UF conservator (Freund) to assess archival materials to be digitized. The conservator is retained for consultation throughout the project.
- Equipment and software are ordered/received, then transported, set up and tested at the new digitization lab in St. Augustine at Government House (Caswell; Renner; IT staff)
- Candidates for project staff (project manager, TBD; and programmer, TBD) are recruited, interviewed, and hired by September 30, 2012 (Caswell; Cusick; Nemmers; Renner).

Quarter 2 (October-December 2012):

- Advisors meet with UF curators and project manager in St. Augustine. Advisors will 1) review selections made by UF curators, 2) advise the City Archaeologist, Halbirt, in selecting 50 of the 100 archaeological sites included, and 3) provide initial list of requirements for UFDC user interface.
- Training (scanning) for project staff and partners (with Renner and IT staff)
- Training and supervision for geo-coding metadata, creation of templates, and geo-referencing of data files by UF GIS coordinator (Aufmuth)
- Begin scanning materials and creation of metadata files at Government House digitization lab (1,500 files target)
- Transport data files to UF biweekly throughout the project using portable external drives
- Examine data files for quality control (QC) and derivative files are produced (DLC)
- Optical Character Recognition (OCR) performed on data files, uploaded to servers, and archived in Florida Digital Archive (completed by DLC)
- Programmer begins developing system architecture

Quarter 3 (January-March 2013) through Quarter 8 (April-June 2014)

- Create protocols for user-testing of system architecture (Quarter 3 only)

- Advisors meet with UF curators and project manager in St. Augustine to continue selection and project assessment/guidance.
- Continue geo-coding metadata and geo-referencing of digitized files
- Scan materials/create metadata at Government House digitization lab (1,800 files target each quarter)
- Transport data files to UF biweekly throughout the project using portable external drives
- Examine data files for quality control (QC) and derivative files are produced (DLC)
- Perform Optical Character Recognition (OCR) on data files, uploaded to servers, and archived in Florida Digital Archive (completed by DLC)
- Programmer continues developing and refining system architecture

Quarter 5 (July-September 2013) and during Quarter 7 (January-March 2014)

- Conduct focus groups with Advisory Board and campus faculty/students (two each quarter) and usability studies for user interface and system architecture
- Programmer responds to focus group feedback by modifying user-interface and system architecture as needed to reach desired result for users

Quarter 7 (January-March 2014)

- UF curators and history librarian begin developing electronic resource guides and video tutorial for using primary source materials revealed through the online digital collection.

Quarter 8 (April-June 2014)

- UF curators and history librarian complete electronic resource guides and video tutorial, and perform usability testing with UF faculty/students. Guides and tutorial undergo modifications and are linked within the online digital collection.
- UF curators and public information officer disseminate availability of new online digital collection through media campaign (newsletters, listservs, newsreleases, targeted emails, social networking sites, blogs)
- Project PI and Co-PI presents *Unearthing St. Augustine* at two national conferences and one state conference (e.g. Art Libraries Society of North America (May), Society of American Archivists (August), Florida Humanities Council (June))
- UF curators will publish at least two articles describing the project and its results.

V. Staff, Faculty and Advisory Board

This section describes the 1) Advisory Board members who will provide guidance in selecting materials to be digitized and in designing the digital collection interface; 2) UF Libraries staff documented cost sharing efforts for three collection curators and staff from the Digital Library Center, Information Technology, Preservation, and GIS Spatial Information Services; and 3) NEH grant funded project staff including a full-time programmer to develop the system architecture and user interface, a full-time program manager to oversee digitization activities, and a part-time scan technician. Résumés for relevant staff and advisors, and position descriptions for project staff to be hired, are provided in Appendices C, D, and E.

1. Advisory Board Members

An Advisory Board will contribute, at no cost to the project, expert guidance on building the digital collection and designing the user interface. The Advisory Board will be comprised of archaeologists, historic preservationists, and historians who have expertise in the colonial history of St. Augustine and Florida. **Project role:** The Advisory Board's role is: 1) to provide guidance in selecting collection content, and 2) to provide expert user perspectives about interface features necessary to improve scholarly access and work. Advisors will be responsible for selecting documents from the collections of the St. Augustine Historical Society and the P.K.

Yonge Library of Florida History. Advisors will assist the St. Augustine city archaeologist in selecting 50 of 100 archaeological sites included in the project (Appendix K). Advisors will guide the selection process throughout the duration of the project by email, telephone or in person. Advisors also will periodically evaluate the user interface during development and provide feedback.

Roy Eugene Graham, Fellow American Institute of Architects (FAIA) (MAH University of Virginia, BS Architectural Engineering LSU, PhD studies Courtauld Institute, London) is the Beinecke-Reeves Distinguished Professor and the Director of the UF College of Design, Construction and Planning Historic Preservation Programs and the Center for World Heritage Research and Stewardship. He directed similar programs at the University of Texas and the University of Virginia and founded the Urban Conservation Program at the Catholic University of America. For a decade he was Resident Architect and VP of the Colonial Williamsburg Foundation where he directed the departments of Architecture, Landscape Architecture, Planning, Research, and Conservation. He was Director of the State Historic Preservation Board of Texas, served on the Virginia Landmarks Commission and is Chairman Emeritus of the National Center for Preservation Technology. He has written numerous books on conservation and architectural history and is a frequent consultant to the UNESCO World Heritage Centre in Paris and the International Centre for Conservation and Restoration in Rome (ICCROM). Graham is a Fellow in the International Council for Monuments and Sites (ICOMOS). Current research includes contextual architectural and social history for the Castillo de San Marcos and the Spanish Defense Strategy of 1588, and the English colonial history of St. Augustine and is developing a consortium for historic preservation education for SECAC. **Project role:** Advisory Board.

Carl D. Halbirt (MPA, University of North Florida, MA Northern Arizona University, BA University of Arizona) is city archaeologist for St. Augustine—a position held since 1990. He directs the City's Archaeology Program as specified in the Archaeological Preservation Ordinance by conducting archaeological investigations at properties slated for development, analyzing all artifacts collected, and preparing project reports. These endeavors have been facilitated by the implementation of a volunteer program that trains community residents in data recovery and analysis. Halbirt is a member of the Register of Professional Archaeologists (RPA) and has served as president and board member of the St. Augustine Historical Society. He is a research associate with the Historic St. Augustine Research Institute and the St. Augustine Historical Society. He has received various citations included the Ripley P. Bullen Award in 2008 and presented the Julian Prescott Memorial Lectureship to the Florida Historical Society in 2010. **Project role:** Advisory Board.

Susan Richbourg Parker (Ph.D., MA in colonial history, UF; BA in Spanish, Florida State University) is executive director of the St. Augustine Historical Society and adjunct professor in historic preservation at UF. She has taught graduate and undergraduate courses at UF, University of South Florida and University of North Florida in Florida history, Spanish Borderlands, U.S. survey courses, historic preservation. She is a Research Associate with the UF-Flagler College Historic St. Augustine Research Institute. Her work appears in several books published by University of Florida Press and historical journals. Her research focuses on the social history of the early southeast with particular focus on material culture and social relations among the three races that inhabited the region, using information from original Spanish documents written in the 15th through the 18th centuries. **Project role:** Advisory Board.

Herschel E. Shepard, FAIA (BA, 1953, and MFA in Architecture, 1956, Princeton University) is a retired architect and professor emeritus in the UF School of Architecture. A substantial amount of his practice has been in historic preservation and includes the restoration of the Historic 1902

Florida Capitol. In St. Augustine he has served as architect or consultant for the de Mesa – Sanchez House, Avero House, Ximenez-Fatio House, Gonzalez-Alvarez House, O'Reilly House, Government House, Old St. Augustine Village, and St. Augustine 1580. He has also served on the Historic St. Augustine Preservation Board and the City of St. Augustine Historic Preservation Commission. Current work includes architectural consultant for the reconstruction of Mission San Luis, Tallahassee, and independent research related to Native American copper breastplates from Mount Royal, Florida. **Project role:** Advisory Board.

Dana Ste. Claire is director of the City of St. Augustine's Department of Heritage Tourism and Historic Preservation and Executive Director of the St. Augustine 450th Commemoration Commission. He is the former National Director of Museums for Historic Tours of America, Inc. where he designed and developed museums, historic attractions, history-themed destinations, themed retail stores and interpretive programs across the country. He consults as a heritage tourism specialist internationally. Ste.Claire holds BA and MA degrees from the University of South Florida in archaeology and cultural resource management and is a former museum director and college instructor. Ste.Claire is immediate past Chair of the St. Johns County Tourist Development Council and the City of St. Augustine Historic Architectural Review Board. He is a member of the Florida Folklife Council, appointed by the Secretary of State, and is a former member of several state and national boards, including the Florida Historic Preservation Advisory Board, the Florida Heritage Tourism Council, and the Florida Trust for Historic Preservation. Ste.Claire is a former feature columnist with the Orlando Sentinel (1989-1999), a PBS television host (*Florida Crackerbarrel*), and has authored three books, including *Cracker: The Cracker Culture in Florida History* and *Borders of Paradise* (both University Press of Florida publications). **Project role:** Advisory Board.

Glenn Willumson is an associate professor of art history and the director of the graduate program in museology at UF. He served as curator at the Getty Research Center before moving to Pennsylvania where he was senior curator at the Palmer Museum of Art. In addition to his publications Willumson has organized exhibitions on American daguerreotypes, the artists of the Stieglitz circle, the Pincus collection of contemporary art, the video work of Bill Viola, and the photographs of Allan Sekula. He has held affiliate and visiting faculty positions at the University of California, Irvine, and at The Pennsylvania State University. His forthcoming book will be published by the University of California Press and is entitled *Iron Muse: Picturing the First Transcontinental Railroad*. **Project role:** Advisory Board.

2. UF Funded Positions (Documented Cost Share)

Thomas Caswell, Principal Investigator, associate university librarian (.20 FTE cost share, years 1 and 2 totaling \$31,585): Master of Library and Information Sciences, University of South Florida; BA Art History, UF. For UF's Architecture and Fine Arts Library Caswell provides reference and instructional assistance in art, architecture, and related disciplines and serves as subject specialist and collection manager in the areas of art, art history, historic preservation, and museum studies. He was PI for a project to digitize Government House vertical file material which forms the core of the UF Digital Collection [Historic St. Augustine](#). **Project role:** Caswell will oversee evaluation and selection of materials; assist in the indexing and organizing of materials, including the provision of metadata to help in searching and linking content; create contextual narrative for historic preservation, museum studies and design-related content; and help develop and review site functionality to make it useful for conducting research.

James Cusick, Ph.D., Co-Principal Investigator, curator, P.K. Yonge Library of Florida History (.15 FTE cost share, years 1 and 2, totaling \$23,270): MA and Ph.D. in Anthropology,

UF. He serves as collection curator and bibliographer for Florida materials specializing in research on the Spanish colonial period; especially rehousing and curation of the map collection. He is editor of *Studies in Culture Contact* and author of *The Other War of 1812: The Patriot War and the American Invasion of Spanish East Florida*. Since 2004 he has served as lead scholar with the Florida Humanities Council for its summer teacher workshop *Between Columbus and Jamestown: Spanish St. Augustine*, funded under the *We the People* initiative of NEH. He designed the accompanying site: [Spanish Colonial St. Augustine: A Resource for Teachers](#). **Project role:** Cusick will oversee evaluation and selection of materials; assist in indexing and organizing of materials, assist with metadata; create contextual narrative for archaeological and documentary content; and assist with development and review site functionality to make it useful for conducting research.

Shelley Arlen, associate university librarian, (.05 FTE cost share, year 2, totaling \$3,564) has worked in multiple capacities, including library management, in research libraries at the University of Oklahoma and UF for over 35 years. She is now U.S. and British History Librarian in the Humanities & Social Sciences Department. **Project role:** Arlen will be responsible for creation of an online video tutorial for users of digitized primary source material from the St. Augustine Digital Collection; she will participate in instruction sessions for UF students and the subsequent evaluation of the tutorial's effectiveness.

Joe Aufmuth, GIS coordinator (.05 FTE cost share, years 1 and 2, totaling \$7,550): MS Civil Engineering, specializing in Geomatics, UF. For the past 20 years Aufmuth has concentrated on Geographic Information Systems and Remote Sensing. He serves as Head of UF Libraries Spatial Information Services. He has managed numerous GIS projects to create spatial indexes to the Library's 160,000 historic aerial photographs. **Project role:** Aufmuth will provide guidance and expertise to the Programmer in developing the geo-referencing component of the system architecture. He will train project staff to input geo-coded coordinates to metadata and create new GIS data for specific sites and structures on maps.

Logan Clapp, IT Expert (.03 FTE cost share, years 1 and 2, totaling \$4,574): As an IT Expert in the UF Libraries Information Technology Department, he provides server, hardware, and networking support. **Project role:** Clapp will provide guidance to the project programmer in developing system architecture, and will provide general server and networking support.

John Freund, conservator (.05 FTE cost share, years 1 and 2, totaling \$6,823): As head of the Preservation Department's Conservation Unit since 1988, he is responsible for repair and maintenance of circulating library collections, and restoration/repair of Special Collections materials. He has built a full service conservation lab for modern and rare books, maps, manuscripts, photographs and objects. **Project role:** Freund will examine and apply treatments to original objects. He will relax or flatten items, unfold corners, and mend tears interfering with handling and imaging. He will separate multiple items. Freund will be available for consultation throughout the imaging process. Following imaging, he will review all originals and approve for return to partner repositories.

Winston Harris, chief software analyst and database administrator (.03 FTE cost share, years 1 and 2, totaling \$5,759): a position he has held for 15 years. He holds a MS in Computer Science and has 25 years' experience in software development in libraries, medical, research, military and embedded systems. He has used a variety of software development methodologies which range from structured development and rapid-application development to extreme programming. Harris has 15 years of experience as a database administrator using Microsoft SQL Server. **Project role:** Harris will supervise the project programmer in developing system architecture, and will provide programming support.

John R. Nemmers, descriptive and technical services archivist (.20 FTE cost share, years 1 and 2, totaling \$30,771): Nemmers holds a Master of Library Science, Florida State University. In this position since 2003, is responsible for arrangement and description activities, including processing archival collections, authoring EAD collection guides and MARC catalog records. He manages historical collections pertaining to Florida politics, landscape design, and environmental history and science. **Project role:** Nemmers will evaluate and select materials from the Herschel Shepard Collection; assist in indexing and organizing materials, including the provision of metadata; create contextual narrative; and develop/review site functionality for conducting research. Nemmers will create MARC and EAD metadata. With training from the GIS Coordinator, Nemmers also will create geo-coded metadata.

Cynthia L. Peterson, architecture archives curator (.05 FTE cost share, year 1 and 2, totaling \$6,599) Certified archivist, records consultant, and specialist in architectural records preservation and management. She holds a Masters in Library and Information Science from Simmons College with an Archives Management concentration. She has consulted throughout Florida with historical societies and private foundations to preserve and manage collections. **Project role:** Peterson will evaluate and select materials; develop/review site functionality for conducting research; and promote the project to a diverse audience.

Randall Renner, manager for operations & digital projects (DLC) (.10 FTE cost share, years 1 and 2, totaling \$11,687): MFA in Creative Photography, UF. Before coming to the DLC in 2002, Renner taught college level courses on computer art, mixed media, black and white photography, training seminars on various computer applications, and worked as a photographer, photographing rare books, artwork, and 3-D models. **Project role:** Renner will supervise image capture and production units. He will hire, train, and supervise the project manager and scanning technician on new equipment and will provide technical expertise on functional operations, providing production support to ensure project success.

Mark Sullivan, Digital Library Center/Systems Programmer (.05 FTE cost share, years 1 and 2, totaling \$7,623): Lead developer responsible for creating digital library tools and software: 1) SobekCM, the enterprise-level open source digital library management system powers the UF Digital Collections; 2) Digital Library of the Caribbean Toolkit, for metadata submission by 30 partners to digitize and transfer files/metadata to a centralized repository for access and archiving; 3) DLC Toolkit, a specialized, enterprise, production-scale version of the dLOC Toolkit adopted as the official digital production software by the Digital Initiatives Subcommittee of the State University Libraries of Florida; 4) myUFDC and myDLOC, online patron tools and a full suite of collection managers, partner tools, and administrative tools. **Project role:** Sullivan will mentor and collaborate with project programmer on project expansion and integration of new functionalities. Sullivan will assist in gathering user feedback, testing, and training to ensure technical strength and ease of use for all tools and technologies.

Laurie Taylor, PhD, interim director, DLC (.05 FTE cost share, years 1 and 2, totaling \$6,985) Taylor holds a PhD in English and Digital Humanities from UF and has served on a review panel for the Digital Humanities Start-up grants for NEH. She is the technical director for the *Digital Library of the Caribbean*, technical director for the *Florida Digital Newspaper Library*, and Co-PI for *America's Swamp: the Historical Everglades*, a project to digitize six archival collections. **Project role:** Taylor will provide management oversight for the digitization portion of this project and monitors the workflow between digitization units, including tracking production schedules, facilitating communication and trouble-shooting between units. In conjunction with DLC staff, she will oversee archiving of the TIFF masters with the Florida Center for Library Automation.

3. NEH Grant Funded Positions

Project Manager (TBD, 1 FTE NEH funded, years 1 and 2, total request: \$61,696 salary plus \$18,479 fringe benefits), Project Role: See Appendix E - Project manager Position Description. The project manager is imperative to facilitate communication among partners, organize activities, and guarantee success. The person will coordinate interactions with partners; digitize materials and oversee production for the project; document procedures; collaborate with the Collection Curators and Advisory Board to ensure creation of all digital materials, interfaces, and contextual supports. With training from the GIS Coordinator, this person also will have primary responsibility for creation of geo-coded metadata.

Project Programmer (TBD, 1 FTE NEH funded, years 1 and 2, total request: \$96,250 salary plus \$28,828 fringe benefits), Project Role: See Appendix E - Project Programmer Position Description. The programmer will be responsible for implementing and integrating new system functionality. In collaboration with the collection curators, Advisory Board members, and UF Digital Library Center and Information Technologies (IT) staff, the programmer will develop the necessary scripting/programming, as well as underlying map layers, databases and file structures, needed to allow users to interact with the digital collection.

Project Scan Technician (student worker) (TBD, .5 FTE NEH funded, years 1 and 2, total request: \$16,443 salary plus \$427 fringe benefits), Project Role: See Appendix E - Project Scan Technician Position Description. The technician is necessary to complete digitization activities including scanning, post-capture image correction, quality control and metadata creation. The technician also will proof OCR-text derivatives and create geo-coded metadata.

VI. Dissemination

Unearthing St. Augustine will be promoted broadly to local, national and international scholars, teachers and the general public. The City of St. Augustine and the state of Florida anniversaries in 2013 and 2015 respectively will provide the most beneficial opportunities for promoting this project, its partners and its outcomes. UF and its partners will create and widely disseminate information about the project and its resources. UF will publish project technical documentation and publicize system architecture and subsequently released as open source programming. To increase discovery of and access to St. Augustine resources, UF will contribute digital objects and metadata to digital repositories and collections. UF digital collections are automatically disseminated via OAI and MARCXML feeds to multiple harvesters and repositories including: Trove, NINES, 18thConnect, WorldCat, OAIster, and other aggregators.

UF Libraries public information office will provide professional promotional and marketing services to implement many of the publicity strategies. Collection managers and subject specialists at UF and partner St. Augustine institutions will promote the new resource to researchers and colleagues. Additional publicity will be conducted using:

- Press releases to media outlets and listservs, both general and subject-specific
- Articles published in journals, newsletters, and blogs
- Presentations at conferences and meetings
- Contributions of digital objects to social networking sites to encourage discovery

The strength of the dissemination plan is that Advisors will use their extensive network of international colleagues to disseminate information about and encourage future development of the interactive digital portal. As leading experts in the archaeology, historic preservation and history of Florida and colonial America, the Advisors will effectively and authoritatively promote the project to a very broad audience. Their efforts, along with publicity efforts undertaken by UF and its partners, will ensure that the project receives the widest exposure.

History of Grants

Although UF requests NEH funding to support the creation of the *Unearthing St. Augustine* digital collection, the UF Libraries have secured funding from a variety of sources for related digital projects. UF's cumulative knowledge and technological advances, developed over the past 10 years, are reflected in this proposal. UF has developed the capacity and expertise to deliver digital resources to users (two million users during the month of June 2011), and with NEH support will be able to take the next step of producing a truly interactive and community-based digital collection.

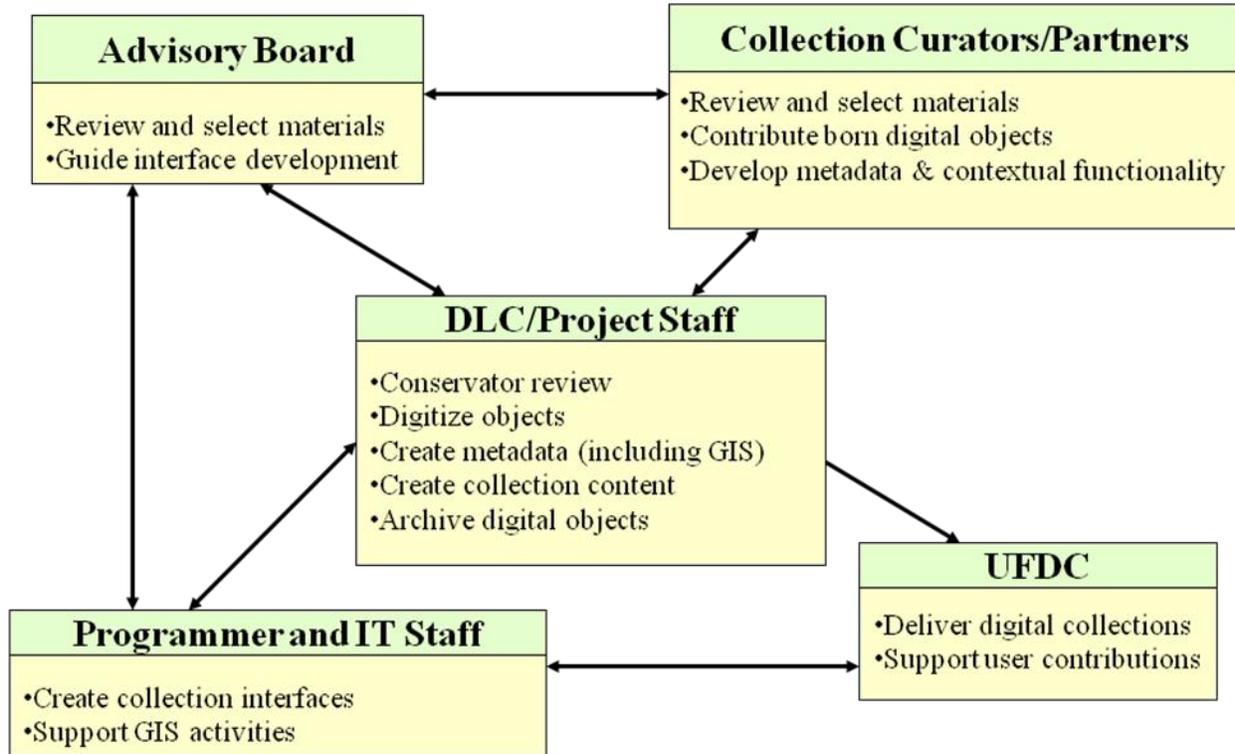
Previous Support:

- *Saving Carrère and Hastings' St. Augustine Architectural Treasures*, National Endowment for the Humanities/National Park Service Save America's Treasures Program, 2010-2012, \$99,124. [Note: UF Libraries is the subcontractor; Flagler College is serving as applicant for this collaborative project.]
- *Caribbean Newspaper Digital Library: Disseminating and Preserving Records of Daily Life*, U.S. Department of Education Technological Innovation and Cooperation for Foreign Information Access (TICFIA), 2009-2013, \$19,719
- *America's Swamp: The Historical Everglades Project*, National Historical Publications and Records Commission (NHPRC), 2008–2011; \$72,650
- *From the Air: The Photographic Record of Florida's Lands (Phase III)*, Library Services & Technology Act, 2009-2010, \$67,008
- *Historic St. Augustine: Block and Lot Files*, George A. Smathers Libraries Mini Grant (funded internally), 2008-2009, \$5,000
- *Digital Library of the Caribbean: Crossing Borders*, U.S. Department of Education Technological Innovation and Cooperation for Foreign Information Access (TICFIA), 2005-2009, \$90,952
- *From the Air: The Photographic Record of Florida's Lands (Phase II)*, Library Services & Technology Act, 2003-2004, \$87,712
- *Ephemeral Cities: A Model for Developing an Historic Digital Atlas Based on Three Florida Cities*, Institute of Museum and Library Services, 2003-2006, \$184,609
- *From the Air: The Photographic Record of Florida's Lands (Phase I)*, Library Services & Technology Act, 2002-2003, \$109,164

Project Timeline:	Year 1 (2012/2013)												Year 2 (2013/2014)											
	Quarter 1			Quarter 2			Quarter 3			Quarter 4			Quarter 5			Quarter 6			Quarter 7			Quarter 8		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1. Advisory Board meets in St. Augustine to est. project guidelines (Caswell; Cusick; Nemmers)	█																							
2. Order/receive/set up & test equipment, software at Government House in St. Augustine (Caswell;Renner; IT)	█	█																						
3. Advertise/recruit for Project Staff (Caswell; Cusick; Nemmers; Renner; IT)	█	█	█																					
4. Hire/train Project Staff, Partners (Caswell; Renner; IT)			█	█																				
5. Advisory Board meetings in St. Augustine to assess & select materials (Board; Caswell; Cusick;Nemmers; Freund; Project Staff)	█			█			█			█			█			█			█			█		
6. Staff & partner training/ supervision of georectification & creation of geolocation metadata (Aufmuth; Programmer)				█		█		█		█		█		█		█		█		█		█		
7. Scan materials & create metadata at Government House digitization lab (Project Manager & Partner volunteers)				█	█	1500 files	█	█	3300 files	█	█	5100 files	█	█	6900 files	█	█	8400 files	█	█	10200 files	█	█	11000 files
8. Data files transported to G'ville (Project Staff; Caswell)					█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	
9. Data files examined for quality control and derivative files produced (Scan Technician; Renner)					█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	
10. Data files OCR'd & uploaded to servers and archived into Florida Digital Archive (Scan					█	█		█	█	█	█	█		█	█	█	█		█	█	█	█	█	

Appendix B: Work Plan Activities and Digitization Estimates

This graphic illustrates workflow activities and relationships between the participants.



UF Digital Library Center Digitization Estimates:

Digitization from Analog:

	Quantity	Type	Equipment	Minutes/item	Total hours
	1200	Gov House: Maps, Large format	Large format	150	3000
	2500	St. Augustine Historical Society documents	Copibook	5.45	227.27
	1500	Selections by the advisory board: documents	Copibook	5.45	136.36
	800	Shepard Collection: Large format	Large format	150.00	2000
Subtotal	6000				5363.64

Digital Ingest:

	Quantity	Type	Equipment
	2000	Digital ingest of all files for 100 Archaeology Program excavations	digital ingest
	3000	Adding items from existing digital collections	myUFDC
Subtotal	5000		

Roy Eugene Graham, FAIA

Beinecke-Reeves Distinguished Professor & Director of the College Preservation Programs
College of Design, Construction and Planning
office: 356 ARCH
e-mail: regraham@dcp.ufl.edu
phone: (352) 392-4836 ext 233

Roy Eugene Graham, FAIA (MAH University of Virginia, BS Architectural Engineering LSU, PhD studies Courtauld Institute, London) is the Beinecke-Reeves Distinguished Professor and the Director of the College of Design, Construction and Planning Historic Preservation Programs and the Center for World Heritage Research and Stewardship at the University of Florida. He directed similar programs at the University of Texas and the University of Virginia and founded the Urban Conservation Program at the Catholic University of America. For a decade he was Resident Architect and VP of the Colonial Williamsburg Foundation where he directed the departments of Architecture, Landscape Architecture, Planning, Research, and Conservation. He was Director of the State Historic Preservation Board of Texas, served on the Virginia Landmarks Commission and is Chairman Emeritus of the National Center for Preservation Technology. He has written numerous books on conservation and architectural history and is a frequent consultant to the UNESCO World Heritage Centre in Paris and the International Centre for Conservation and Restoration in Rome (ICCROM). Graham is a Fellow in the International Council for Monuments and Sites (ICOMOS). Current research includes contextual architectural and social history for the Castillo de San Marcos and the Spanish Defense Strategy of 1588, and the English colonial history of St. Augustine and is developing a consortium for historic preservation education for SECAC.

Education

- Master of Architectural History, University of Virginia
- Bachelor of Science in Architectural Engineering, Louisiana State University
- Post-Graduate Studies, University of Texas at Austin
- Post-Graduate Studies, Couthauld Institute of the University of London

Positions Held

(2003-present)

Director, College Preservation Programs
The College of Design, Construction and Planning
The University of Florida

(1998-2003)

Director, Graduate Program in Urban Conservation
The School of Architecture and Planning, The Catholic University of America

(1997-1998)

Distinguished Fulbright Scholar
Taught at the Faculty of Architecture, The University of Ljubljana, Slovenia; Advisor to the Slovene Ministry of Culture on Cultural Policy; Project in developing Cultural Resource Management Strategy for Skofja Loka, Slovenia for the Council of Europe. Lectured in Croatia, Italy, Macedonia, and Bosnia-Herzegovina. Consultant to the restoration of the Basilica of St. Francis at Assisi.

(1990-1999)

Professor, The School of Architecture and Planning, The Catholic University of America

(1988-1990)

Adjunct Professor, Texas A&M School of Architecture

Developed research and curriculum, established student internship program, lectured and consulted to Center for Preservation

(1995-1998)

Architect of the Capitol of Texas and Executive Director of the State Preservation Board

(1982-1985)

Director of the Historic Preservation Program, University of Virginia School of Architecture

(1972-1982)

Resident Architect, Vice President, The Colonial Williamsburg Foundation

(1968-1972)

Associate Professor, University of Texas School of Architecture

Created new graduate program in Historic Preservation.

(1965-1967)

Architectural Planner and Programmer, University of Virginia

CARL D. HALBIRT (City Archaeologist, St. Augustine, Florida)

EDUCATION

M.P.A. (Public Administration) University of North Florida, Jacksonville (2004)
M. A. (Anthropology) University of Northern Arizona, Flagstaff (1985)
B. A. (Anthropology) University of Arizona, Tucson 1974

AWARDS

Jillian Prescott Memorial Lectureship (2010): “Discovering St. Augustine’s Remarkable History through Archaeology,” presented at the Florida Historical Society Annual Meeting, St. Augustine, Florida.
Ripley P. Bullen Award (2008): “for Furthering Cooperation Among Professional and Avocational Archaeologists.”
Award of Excellence (2003): “for outstanding work as president of the St. Augustine Historical Society, 2001 and 2002.”
City of St. Augustine Employee of the Year (2001): “for service to the people of St. Augustine through his untiring dedication to the exploration and preservation of the City’s past.”

GRANTS

City of St. Augustine Archaeology Program Website (2009): Presents the procedures used and discoveries made by the City’s archaeology program.
Every artifact tells a story: An exhibit of artifacts in City’s Visitor Information Center 2000
Windows Through Time: A Guide to the City of St. Augustine's Archeology Program: A portable display illustrating aspects of the City’s archaeology program and its relevance to the community 1993
St. Augustine Archaeological Inventory: An inventory of archaeological projects that has occurred in St. Augustine 1992

PROFESSIONAL EXPERIENCE (since 1974)

City Archaeologist: City of St. Augustine. Primary duties: To direct the City's Archaeology Program as specified in the City’s Archaeological Preservation Ordinance by conducting archaeological investigations at properties slated for development; to analyze, curate, and conserve all artifacts collected; to prepare reports describing results of project investigations; to implement, train, and maintain a volunteer program to assist the City in archaeological data recovery and analysis; to provide support to City staff in matters concerning historic preservation and cultural resources management issues; to prepare annual budgets and mission statements; to inform the community of the City's Archaeology Program through lectures to civic organizations, brochures, and articles in local newsletters; to prepare grant applications that seek to support the research efforts or inform the community of the City's Archaeology Program; to present results of City investigations at professional conferences and journals; also developed a comparative modern collection of faunal remains to assist in the recognition of archaeofaunal assemblages and implemented an Occasional Series of archaeological monographs. April 1990 to present

PUBLICATIONS (Selection of published articles relevant to St. Augustine)

La Ciudad de San Agustín: An eighteenth-Century European Fighting Presidio. *Historical Archaeology* 39(3):33-48.
2004 Lessons from the Monson. *St. Augustine Archaeological Association Newsletter* 19 (3):1-6.
2002 The Apocalypse of 1702: Archaeological Evidence of Moore’s Siege. *El Escribano* 39:29-44.
2002 The Smith Siblings: “In Death They Were Not Divided.” *St. Augustine Archaeological Association Newsletter* 17(4):1-5.
1999 Archaeology of the Santo Domingo Redoubt. *St. Augustine Archaeological Association Newsletter* 14(4):1-6.
1999 "...A Great Farmer and Gardener": Archaeological Evidence of Governor James Grant's Farm, St. Augustine, East Florida. *The Florida Anthropologist* 52(1-2):57-71.
1997 Of Earth, Tabby, Brick, and Asphalt: The Archaeology of St. Augustine's Historic St. George Street. *El Escribano* 34:70-97.
1993 The City of St. Augustine's Archaeology Program. *The Florida Anthropologist*, 46(2):101-104.
1993 The Archeology of the Cubo Line: St. Augustine's First Line of Defense. *The Florida Anthropologist* 46(2):105-127.
1993 Identifying and Locating the Hornabeque Line: An Eighteenth-Century Spanish Fortification in St.

- Augustine. *The Florida Anthropologist* 46(2):128-136.
- 1993 The Stratigraphy of the Mose Line: St. Augustine's Last Line of Defense. *The Florida Anthropologist* 46(2):137-144 (with Bruce J. Paitek).

CONFERENCES (Selection of papers relevant to St. Augustine)

- 2010 Mad Dogs and Headless Chickens: Curiosities from St. Augustine's Storied Past. Paper presented at the 42nd Annual Meeting of the Society for Historical Archaeology, Amelia Island, Florida.
- 2010 Refugees to Bootleggers and Everything In Between: A Microcosm of Urban Archaeology in Downtown St. Augustine. Poster presented at the 42nd Annual Meeting of the Society for Historical Archaeology, Amelia Island, Florida (with Melissa H. Dezendorf)
- 2009 Beyond the Fountain of Youth: St. Augustine, Florida, prior to European Colonization. Paper presented at the 74th Annual Meeting of the Society for American Archaeology, Atlanta, GA, April 22-26, 2009 (with Kathleen Deagan).
- 2008 Skittering Gators, a Hacked-up Donkey, and More Uncommon Discoveries from St. Augustine's Past. Paper presented at *Unearthing First America, La Florida by Land and Sea Conference*, Flagler College, St. Augustine, FL.
- 2008 "...skillfully disarticulated at the joints": A Seventeenth Century Donkey Burial, St. Augustine, Florida. Paper presented at the 60th Annual Conference of the Florida Anthropological Society, Ybor City, Florida.
- 2007 St. Augustine's Buried Past. Paper presented at *Visit Florida's Downtown and Small Town Forum*, Florida Trust for Historic Preservation, St. Augustine, Florida.
- 2007 Timucuan Architecture and Village Layout in St. Augustine at the Time of the Menendez Encampment. Paper presented at the 59th Annual Conference of the Florida Anthropology Society, Avon Park, Florida (with Antoinette B. Wallace, Nick McAuliffe, and Michael B. Tarleton).
- 2006 The City of St. Augustine's Archaeology Program: Managing Cultural Resources in the Nation's Oldest City. Poster presented at the 71st Annual Meeting of the Society for American Archaeology, San Juan, Puerto Rico.
- 2005 "...where the sea breezes constantly blow—an ideal place for a home": The 18th Century Mission Community of Nuestra Señora del Rosario de la Punta. Paper presented at the 2005 SEAC conference, Columbia, South Carolina.
- 2005 Hernández Orange Grove": A 19th Century Agricultural Enterprise in St. Augustine, Florida. Paper presented at the 57th Annual Conference of the Florida Anthropological Society, (with Melissa N. Hagen).
- 2005 Archaeological Investigations of a Multi-component Spanish Mission/British Hospital Site in St. Augustine, Florida. Paper presented at the 57th Annual Conference of the Florida Anthropological Society, Gainesville (with Ray McGee, Antoinette B. Wallace, Mike Tarleton, and Nick McAuliffe).
- 2004 A Unique 19th Century Trash Deposit from the Sanchez-Poujaud Site, St. Augustine, Florida. Paper presented at the 56th Annual Conference of the Florida Anthropological Society, Fort Lauderdale (with Antoinette B. Wallace).
- 2003 New Evidence for St. Augustine's 16th Century Cultural Landscape. Paper presented at the 55th Annual Conference of the Florida Anthropological Society, Tallahassee, Florida.
- 2002 Conflagration and Exchange: The Impact of the Carolina Colony on the Development of the 18th century Presidio de San Agustín. Paper presented at the 28th Annual Conference of the Archaeological Society of South Carolina, Columbia.
- 2002 Presidio de San Agustín: The Center of Spanish Power in La Florida during the 18th century. Paper presented at the 35th Annual meeting of the Society for Historical Archaeology, Mobile, Alabama.
- 2002 The City of St. Augustine Archaeology Program: Urban Archaeology in the Nation's Oldest City. Poster presented at the SHA 35th conference for historical and underwater archaeology, Mobile, Alabama (with Andrea P. White).
- 2001 Prelude to Stabilization and Reconstruction: Recent Archaeological Investigations of St. Augustine's Colonial Defenses. Paper presented at the 53rd Annual Conference of the Florida Anthropological Society, St. Augustine, Florida.

Susan Richbourg Parker

Susan Richbourg Parker [Ph.D., M.A. in colonial history, University of Florida; B.A. in Spanish, Florida State University] is executive director of the Saint Augustine Historical Society and adjunct professor in historic preservation at the University of Florida. She has taught graduate and undergraduate courses at the University of Florida, University of South Florida and University of North Florida in Florida history, Spanish Borderlands, U.S. survey courses, historic preservation. She is a Research Associate with the UF-Flagler College Historic St. Augustine Research Institute. Her work appears in several books published by University of Florida Press and historical journals. Her research focuses on the social history of the early southeast with particular focus on material culture and social relations among the three races that inhabited the region, using information from original Spanish documents written in the 15th through the 18th centuries.

EDUCATION:

Ph. D. University of Florida

Major field: Colonial United States; Minor field: Colonial Latin America

Dissertation: *The Second Century of Settlement in Spanish St. Augustine, 1670-1763*, directed by Michael V. Gannon

M. A. University of Florida (Major: History-Spanish Borderlands; Minor: Anthropology)

Thesis: "Men Without God or King: Rural Settlers of East Florida, 1784-1790"

B. A. Florida State University (Major: Spanish; Minor: History)

EXPERIENCE

- Executive Director, St. Augustine Historical Society (2007-present).
- Regional Consultant for Historic Preservation (18 counties) Florida Division of Historical Resources (2002 - 2007).
- Scholar-in-Residence, Florida Studies Program, University of South Florida- St. Petersburg (Fall Semester 2006).
- Historian, Historic St. Augustine Preservation Board, Florida Department of State (1987 - 1997).
- Adjunct professor, University of North Florida: Taught Florida history (AMH 3420), United States history survey (AMH 2020), Spanish Borderlands (AMH 3920); Florida Community College at Jacksonville (AMH 2020).

ORGANIZATIONAL OFFICES:

- Editorial Board, Tampa Bay History, (2006 -)
- Editor, *El Escribano* (2005)
- Advisory Board, Florida Studies Center, University of South Florida (2001 -).
- Historic Resources Review Board for St. Johns County, (1999 - 2002), Chair (2000).
- Board of Trustees, St. Augustine Historical Society (1992 to 1998; 1999-2005), president (2000 and 2004).
- Board of Directors, Fort Mose Citizen's Support Organization (1997 - 2000).
- Historical Advisory Committee, Florida State Agricultural Museum (1996 -1998).
- Editor (1993), *Journeys for the Junior Historian*, published by the Florida Historical Society; Editorial Board (1990 -1991).
- Member (historical advisor) of Acquisitions Committee, St. Johns County Land Trust (1993 - 1996).

HONORS AND AWARDS:

- Research grant, Historic St. Augustine Research Institute, University of Florida- Flagler College, 2005-2006.
- Research Associate, University of Florida-Flagler College Historic St. Augustine Research Institute (1999 -).
- Beveridge Grant for research in history of Western Hemisphere, awarded by American Historical Association (1997).
- LeRoy Collins Prize for best graduate essay, awarded by Florida Historical Society (1997).
- Speakers Bureau, Florida Humanities Council (1992).

- Arthur W. Thompson Prize for Florida History, awarded by Florida Historical Society for best article published in Florida Historical Quarterly (1991).

PUBLICATIONS:

The Oldest City, Sunday history column, St. Augustine Record, 1996 to present
The St. Augustine Beach Hotel: a New Deal Project, *El Escribano*, 42 (2005): 84-98.
1603 Slaves Flee St. Augustine, *El Escribano*, 41 (2004): 1-8.
Historic Resources of Canaveral National Seashore (Atlanta: Southeast Regional Office, 2003).
Life in St. Augustine at the Turn of the Eighteenth Century, *El Escribano*, 39 (2002): 55-63.
Cattle Trade in East Florida and Francis Fatio's Success Through Diversification in Colonial Plantations and Economy in Florida, Jane G. Landers, ed. (Gainesville: University of Florida Press, 2000).
African Americans in Florida and the Caribbean, 1763 - Today at www.millennium-exhibit.org, website for Jay I. Kislak Museum's exhibit, *Myths and Dreams: Exploring the Cultural Legacies of Florida and the Caribbean* (1999 -).
"The Endangered Bridge of Lions" (with E. L. Roy Hunt), *Historic Preservation Forum* (Summer 1997).
"Second Spanish Period," in Michael Gannon, ed., *The New History of Florida* (Gainesville: University Press of Florida, 1996).
"Anglo-Spanish War, Siege of St. Augustine, Governor Francisco del Moral Snchez," entries in Alan Gallay, ed., *Colonial Wars of North America, 1512-1763: An Encyclopedia in Military History of the United States Series* (New York: Garland Publishing Co., 1996).
"The Cattle Trade in Spanish East Florida, 1784-1821," in Joe Knetsch and Brenda Elliott, eds., *Proceedings of the Florida Cattle Frontier Symposium* (Kissimmee: Florida Cattlemen's Association, 1995)
"Spanish St. Augustine's 'Urban' Indians," *El Escribano*, 30 (1993): 1-15.
"Men Without God or King: Rural Planters of East Florida, 1784-1790," *Florida Historical Quarterly*, 69 (October 1990): 135-55.
"I am Neither Your Subject nor Your Subordinate," *El Escribano*, 25 (1988): 43-60.
"Canoes: Workaday Watercraft in Eighteenth-Century East Florida," *El Escribano*, 24 (1987): 53-62.
The Sabate Plantation: The History and Archaeology of a Minorcan Farmstead with Stanley C. Bond, Jr., and Sue N. Smith, (St. Augustine: Historic St. Augustine Preservation Board, 1990).
St. Johns County Historical, Architectural and Archaeological Survey with Stanley C. Bond, Jr., (St. Augustine: Historic St. Augustine Preservation Board, 1987).

CONFERENCE PAPERS AND PUBLIC LECTURES

St. Augustine in 1607 at La Huella de Espaa en la Unin Americana (The Vestige of Spain in the Americas.), University of Mlaga, Mlaga, Spain, May 8, 2008.
St. Augustine in 1607 at Why St. Augustine? Symposium, St/ Augustine, February 23, 2008.
Florida's Urban Indians': Two Centuries after Columbus at Florida Studies Program Lectures, University of South Florida-St. Petersburg, October 12, 2006.
Colonial Florida Sacramental Artifacts at the Boston Museum of Fine Arts at University of Florida-Flagler College Historic St. Augustine Research Institute Spring Lectures Series, St. Augustine, March 22, 2006.
NEH Landmarks of American History: Spanish St. Augustine, lecturer and lead scholar, Summer 2004, 2005, 2006, 2007.
The Men Without God or King' of Spanish East Florida, at American Historical Assoc. Annual Meeting, Washington, D. C., January 9, 2004.
Iberian Regional Tradition in St. Augustine Architecture, at 300th Anniversary of 1702 Siege Symposium, St. Augustine, June 1, 2002.
The First 250 Years of African Presence in Florida, at African-American Heritage Conference, Bartow, Florida, February 1, 2002.
Spanish Florida Settlers and the new United States, at Plantation Symposium, Daytona Beach, March 24, 2001.

HERSCHEL E. SHEPARD, FAIA EMERITUS.
PROFESSOR EMERITUS, UF SCHOOL OF ARCHITECTURE

Education

Master of Fine Arts in Architecture, Princeton, 1956; B. A., Princeton, 1953.

Professional Experience

Herschel E. Shepard, FAIA Emeritus, Architect, 1990-present (retired 1997).
Shepard Associates, Architects & Planners Inc., 1978-90.
Fisher & Shepard, Architects & Planners Inc., 1969-77.
Herschel E. Shepard AIA, Architect, 1961-69.

Representative Work

Restoration of the Historic 1902 Florida State Capitol, Tallahassee (Architect).
Florida Theater Restoration, Jacksonville (Architect).
Reconstruction of Ft. Foster, Hillsborough County (Architect).
Mildred and Claude Pepper Archives, FSU (Architect).
Partial Restoration of Ft. Clinch, Fernandina (Architect).
Ximinez-Fatio House Restoration, St. Augustine (Architect).
Spanish Point at the Oaks Restoration, Osprey (Architect).
Quincy, Florida, Comprehensive Master Plan (Joint Venture).
Cultural Survey, Tabuk Region, Saudi Arabia (Consultant).
Reconstruction of Mission San Luis de Apalachee, Tallahassee (Consultant).

Public and Professional Service

City of St. Augustine Task Force, Member, 2006 (transfers State properties to UP)
City of St. Augustine Historic Preservation Advisory Committee, Member, 1998-2001.
State of Florida Historic St. Augustine Preservation Board, Trustee, 1992-1997.
Florida Department of State, National Register Review Board, Member, 1986-92;
Vice-Chairman, 1990-91; Chairman, 1991-92; Member, 2000-2002.
Florida Trust for Historic Preservation, Director and Founder, 1978-79.
National Trust for Historic Preservation, Advisor and Advisor Emeritus, 1976-present.
Florida Department of State, Division of Archives, History and Records Management,
Member, Advisory Board, 1975-78.
Jacksonville Chapter, AIA; Member, 1966-present; Secretary, 1966-67;
State Director, 1967-68; Vice-President, 1969-70; President, 1970-71

Professional and Academic Honors (selected)

State of Florida Senator Bob Williams Award, 2002.
John Dyal Award, Jacksonville Chapter, AIA, 2000.
Selected to Occupy the Bienecke-Reeves Distinguished Chair in Architectural Preservation, UF
Department of Architecture, 1998-2001.
Tallahassee Preservation Council Award for Historical Research, 1998.
Carl Weinhardt Award, Florida Trust for Preservation, 1997.
St. Augustine Historical Society Award, 1992.
Florida Trust for Preservation Awards, 1986, 1983, 1995.
Jacksonville Historic Landmarks Commission Award, 1984.
Fellowship, American Institute of Architects, 1979.
Six Jacksonville Chapter AIA Awards, 1970-1984.
Five Florida Association of AIA Awards, 1964-1983.

Henry Adams Fund Award of the AIA, 1956.
High Honors, Princeton University, 1953.

Teaching and Administrative Experience

Director, UF Department of Architecture Preservation Institute: Nantucket (MA), 1994-1996.

Chairman, Bienecke-Reeves Distinguished Chair in Architectural Preservation Selection Committee, 1994-1996.

Professor, Department of Architecture, University of Florida, 1993-1996; retired in December, 1996.

Distinguished Lecturer, Department of Architecture, University of Florida, 1988-1993.

Associate Professor, College of Architecture, University of Florida, 1985-87.

Dana Ste.Claire

Director

Department of Heritage Tourism and Historic Preservation

Executive Director

St. Augustine 450th Commemoration Commission City of St. Augustine

Dana Ste.Claire is Director of the Department of Heritage Tourism and Historic Preservation with the City of St. Augustine. The Department manages historic programs, visitor experiences and facilities from the Visitor Information Center (VIC) and the Historic Downtown Parking Facility (HDPF) to historic properties and museums. It also oversees the Colonial Spanish Quarter, the City's signature interpretive program, the Government House Museum, and other interpretive programs. With 53 employees and over 500,000 square feet of physical plant, the department is the largest in the city. With heritage tourism as the largest industry in St. Augustine, the department essentially functions as the economic development agency for the City. Ste.Claire is also the Executive Director of the St. Augustine 450th Commemoration Commission, formed in March 2009 by congressional act and executive authority by President Obama. The Commemoration is a three-year linear event beginning in 2013 with the 500th anniversary of discovery of Florida by Juan Ponce de Leon and ending in 2015, the 450th anniversary of the founding of St. Augustine in 1565 by Don Pedro Menendez de Aviles. Ste.Claire is former National Director of Museums for Historic Tours of America, Inc., where he designed and developed museums, historic attractions, themed destinations, themed retail stores and interpretive programs across the country from San Diego to Boston. He currently works as a heritage tourism specialist nationally for cities and organizations. Ste.Claire holds B.A. and M.A. degrees from the University of South Florida in archaeology and cultural resource management with post-masters graduate work in anthropology and management. He is a former museum director, professional archaeologist, and college/university instructor. Ste.Claire is immediate past Chairs of the St. Johns County Tourist Development Council (TDC) and the Historic Architectural Review Board (HARB) for the City of St. Augustine. He is a past member of the Board of Directors of the St. Augustine/St. Johns County Chamber of Commerce, the Chamber's Heritage Tourism Task Force, and recently sat on the Board of Trustees for the Florida Trust for Historic Preservation; he is a member of the National Trust for Historic Preservation. He is a member of the Secretary of State's Folklife Council advisory board and former member of several State boards, including the Secretary of State's Historic Preservation Advisory Council (1992 – 1999) and the State Heritage Tourism Council (1999 – 2003), and sat on the Visitor and Convention Bureau Board for several years. He is also a former board member of the Volusia County Historic Preservation Board and was a City Commissioner with the City of Lake Helen and prior to his term in office was chair of the City's Planning and Zoning Board and the Historic Preservation Advisory Board. Ste.Claire directed the 10-year restoration and development of Old St. Augustine Village Museum, a city block of historic houses, and has designed and developed museums in St. Augustine, Boston, San Diego, Washington D.C., Key West and Savannah, among other major heritage tourism destinations. He is a former feature columnist with the Orlando Sentinel, a PBS television host (*Florida Crackerbarrel*), and has

authored three books, including *Cracker: The Cracker Culture in Florida History* and *Borders of Paradise* (both University Press of Florida publications). His wife Carol is a psychologist with her private practice in St. Augustine and his two children, Casey (16) and Saneh (15) attend Nease and St. Augustine High Schools.

GLENN G. WILLUMSON

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Gainesville, FL 32608
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gwillumson@arts.ufl.edu

University of Florida
School of Art and Art History
P.O. Box 115801
Gainesville, FL 32611-5801
352-392-0201, ext. 234

Employment

2001- Associate Professor of Art History and Director of Graduate Program in Museum Studies, University of Florida

1993-2001 Affiliate Associate Professor in the Department of Art History, The Pennsylvania State University

1992-2001 Curator, Palmer Museum of Art, The Pennsylvania State University

1990 Visiting Professor, Department of Art History, University of California, Irvine

1988-1992 Curator for the History of Photography and American Art, J. Paul Getty Research Institute

1987 National Writing Project Fellow

1982-1983 Assistant Curator, Nelson Art Gallery, University of California, Davis

1971-1981 Teacher, California Secondary Schools
Lifetime Teaching Credential, State of California (1976)

Education

Doctor of Philosophy in Art History, University of California, Santa Barbara. 1988
Major Field: Modern art: emphasis in history of photography and American art

Master of Arts in Art History, University of California, Davis. 1984.
Thesis "Alfred A. Hart: Photographer of the Transcontinental Railroad."

Bachelor of Arts in English, *cum laude*, St. Mary's College, Moraga, California. 1971.

Selected Publications

"E. B. Crocker and the Transcontinental Railroad Legacy," an chapter for the Crocker Art Museum catalogue celebrating the opening of their new building, (in press), 2010.

"Photographing under Difficulties: Andrew J. Russell's Photography for the King Survey," a chapter for *Framing the West*, Smithsonian American Art Museum, 2010.

"The Emerging Role of the Educator in the Art Museum," a chapter in *From Periphery to Center: Art Museum Education in the 21st Century*, edited by Patricia Villeneuve. Reston, VA: National Art Education Association, 2007.

"History Museums and Indicators to Assess their Impact on Quality of Life in their

Communities,” an essay in *Contribution of Historic Preservation to the Quality of Life in Florida: Technical Report*, Tallahassee: Florida Department of State, 2006, section V, unpaginated (32 pages).

“Making Meaning: Photographic Materiality in the Library and the Art Museum,” a chapter in *Photographs, Objects, Histories*, edited by Elizabeth Edwards. London: Routledge Press, 2004, pp. 62-80.

Selected Academic Awards and Honors

Bill Lane Fellow, Stanford University, Fall 2008.

Senior Research Fellow, Smithsonian Museum of American Art, 2007-2008.

Beinecke Fellow, Yale University, 2007.

Florida State Grant, Department of State, 2005-06.

Part of an intercollegiate team that included the Colleges of Law, Recreation and Tourism, Architecture and Historic Preservation.

National Endowment for the Humanities Summer Institute Fellow, 2005.

National Endowment for the Humanities, Fellowships for University Teachers, 1998.

Selected Lectures

“Competition and Collaboration: Early Photography of the American West,” Smithsonian American Art Museum, April 9, 2010.

“The Redemptive Space of the First Transcontinental Railroad,” Annual Conference of The Western History Association, October 9, 2009.

“Soft Power: The Photographic Archive and the Central Pacific Railroad,” Business History Annual Conference, April 10-13, 2008.

“Assessing Your Museum’s Impact on the Community,” chaired session at the American Association of Museums Conference, May 13-17, 2007.

Keynote address at “Gallery Praxis,” a collaborative conference associated with the National Art Education Association and the John and Mable Ringling Museum of Art, January 11-13, 2007.

Selected Curatorial Projects

Curator, *History Past, History Present: The Daguerreotype Portrait in America*, January 2001. Palmer Museum of Art.

Curator, “*The Crossing*”: *A Video Installation by Bill Viola*, September 1999. Palmer Museum of Art.

Co-Curator, *Dismal Science: Photo-Works by Allan Sekula, 1972-1996*, January 1997. Palmer Museum of Art.

Exhibition Co-Curated with Students

Historic Moments in St. Augustine’s History, Government House, St. Augustine, Florida, Spring 2008.

Joseph L. Aufmuth

Head Spatial Information Services Unit,
GIS Coordinator
Associate University Librarian

Work Experience:

GIS Coordinator, Associate University Librarian, George A. Smathers Libraries, University of Florida, FL, 2007 to Present. Responsible for the selection of GIS resources and the implementation of GIS services to meet in-library and remote user needs. Maintain high level of awareness and expertise regarding spatial and numeric data and its evolving applications. Provide GIS reference and consulting services to faculty and students in all disciplines in person and via the world-wide-web. Market GIS in the libraries and on campus. Work with the Electronic Reference Services Coordinator to develop training programs for library staff. Collaborate with the Head of the Map and Imagery Library and the Bibliographic Instruction team to incorporate GIS into instructional sessions for all disciplines. Establish contact with faculty currently teaching GIS to determine service needs; identify software and data sets in use on campus; evaluate service needs of programs on campus without access to GIS software and/or hardware. Collaborate with the Head of the Map & Imagery Library and the staff of the Digital Library Center in planning digital library initiatives to provide remote access to and preservation of Map and Imagery Collections. Plan for, select, manage, and coordinate the use of GIS hardware and software. Design and develop WWW-based projects to enhance GIS and Remote Sensing services.

GIS Coordinator, Assistant University Librarian, George A. Smathers Libraries, University of Florida, FL, 2003 to 2007.

GIS Coordinator, Instructor Librarian, George A. Smathers Libraries, University of Florida, FL, 2000 to 2003.

Research and Teaching Assistant (Geomatics), University of Florida, FL, 1995 to 2000. Provided Unix and Windows systems support for 4 IBM, 7 HP workstations and 12 Windows NT PCs. Developed and implemented GIS lab exercises and lectures for GIS class SUR3393. Assisted with remote sensing laboratories. Performed GIS and remote sensing tasks for Jacksonville Brownfield analysis, National GAP analysis, Everglades National Park SRF, Okefenokee Land Cover Change, IFAS' Jacksonville Children's Commission census based GIS and Hungarian Danube River land cover remote sensing research projects. Assisted with presentations of GIS short-courses in East Africa. University of Dar Es Salaam, Dar Es Salaam, Tanzania, Africa. GIS short course assistant instructor, University of Florida, 1997. Abra Minch Water Research Institute, Abra Minch, Ethiopia, Africa. GIS short course assistant instructor, University of Florida, 1999.

Education:

University of Florida	Geomatics, Civil and Coastal Engineering	MS	2001
University of Illinois	Ecology, Ethology, and Evolution	BS	1984

Grants:

GIS Manager, Phase III, Library Services and Technology Act (LSTA)/State Library of Florida, *From The Air: The photographic record of Florida's Lands*. PI, Carol McAuliffe. Responsible for \$38,000 of a \$91,000 grant to hire and supervise the GIS technicians who will rectify the paper and photomosaic indexes and link them to individual flight images; document the reliability of images for GIS applications; supervise the creation of appropriate geospatial metadata, assists in the development of online help sections for use and interpretation of the aerials; oversees the use of specialized photogrammetry software to create indexes for aerials where no index is available; and to install, configure, and program a new GIS server for spatial data display.

GIS Manager: Phase II, Library Services and Technology Act (LSTA)/State Library of Florida, *From The Air: The photographic record of Florida's Lands*, \$151,696, 2003-2004, GIS Budget \$21,000. Continued to refine the Web based GIS database for displaying 80,000+ historical aerial photographs for Phase II.

GIS Manager: Institute of Museum and Library Services (IMLS), *Ephemeral Cities*, \$184,609, 2003-2004, GIS Budget \$15,000. Coordinated the rectification of historic Sanborn Insurance Rate Maps and collection of geographically referenced Sanborn feature points.

GIS Manager: Department of the Interior, National Park Service, Timucuan Ecological and Historic Preserve, *Historical Aerial Photograph Rectification*, \$15,000, 2003-2004. Supervised assignment of ground coordinates to historic aerial photographs and production of seamless historic images of the Timucuan Ecological and Historic Preserve.

GIS Manager: Phase I, Library Services and Technology Act (LSTA)/State Library of Florida, *From The Air: The photographic record of Florida's Lands*, \$151,696, 2002-2003, GIS Budget \$21,000. Designed and implemented a Web based GIS database for displaying 40,000+ historical aerial photographs. Collaborated with Civil Engineering faculty on methods used to assign coordinates to aerial photographic indexes. Trained and supervised a team of 4 students who rectified photo indexes and assigned point coordinates to each of the individual aerial tiles. Created a Web based Internet map server interface for the display of historical aerial photographs of Florida. Worked with Library Systems Department staff and the Digital Library Center on Web site design and functionality of Internet map server tools.
<http://smathersnt13.uflib.ufl.edu/fta2/viewer.htm>.

Thomas R. Caswell

Title: Assistant Architecture & Fine Arts Librarian

Rank: Associate University Librarian

Work Experience:

University of Florida

Architecture and Fine Arts (AFA) Library

University of Florida Libraries, Gainesville, Florida

Librarian, July 2001 - present

- Serve as collection manager and faculty liaison for the areas of art, art history, museum studies, historic preservation, and related disciplines.
- Develop instructional guides and web pages for general and specialized audiences concerning the use of library databases and other materials.
- Coordinate and supervise activities of technical processing staff.

Humanities and Social Sciences Services (H&SSS) Department

University of Florida Libraries, Gainesville, Florida

Information Technology Coordinator, 1997-July 2001

- Provided comprehensive reference and access services in the areas of the humanities, social sciences, and allied fields.
- Facilitated the on-going inspection, configuration, and maintenance (including software updates, security upgrades, hardware replacements, etc.) of all public and staff, networked computers within the department and its branch libraries.
- Provide consultation and technical expertise for collection management decisions in the acquisition and de-selection of electronic databases.

Education:

B.A., Art History - University of Florida, 1989

M.A., Library and Information Science - University of South Florida, 1997

Honors:

Andrew Cahan Photography ARLIS/NA Conference Travel Award, 2008

GODORT/ALA David Rozkuszka Scholarship, 1997

Phi Kappa Phi, 1996

Phi Beta Kappa, 1989

Languages:

Reading knowledge of Spanish and German

Publications:

Monographs/Book chapters:

Caswell, T. R. "Art and Architecture," in *Guide to Reference*. Chicago: American Library Association, 2009-. (320 annotated entries and editor's guide)

[Access: <http://www.guidetoreference.org/BrowseSearch.aspx?mgid=85179>]

Caswell, T. R. "Design and Applied Arts," in *Guide to Reference*. Chicago: American Library Association, 2009-. (158 annotated entries and editor's guide)

[Access: <http://www.guidetoreference.org/BrowseSearch.aspx?mgid=85323>]

Caswell, T. R. and L. S. Freund. *Scanning Services for Library Users: ARL SPEC Kit 288*. Washington, D.C.: Association of Research Libraries, c2005.

Refereed articles:

Caswell, T. R. "Studies on Government Publications' Use, 1990-1996," *Government Information Quarterly (GIQ)* 14 (1997): 363-371.

Non-refereed articles:

Caswell, T. R. "Museum Studies: Online Resources for Students and Practitioners," *College and Research Libraries (C&RL) News* 68, no. 7 (July/August 2007): 422-426.

Caswell, T. R. "Basic, Intermediate, and Advanced Skills for Museum Studies Students," part of the online publication *Information Competencies for Students in Design Disciplines*. Ottawa: Art Libraries Society of North America, c2006.

[Access: <http://www.arlisna.org/resources/onlinepubs/informationcomp.pdf>]

Papers, Speeches, Presentations:

Invited Presentations:

"UF Libraries and Historic Preservation." February 5, 2010. Invited exhibit to present Smathers Libraries' research and service in support of UF's graduate historic preservation programs.

"Smathers Libraries and St. Augustine." February 26, 2009. Invited exhibits presented UF research, teaching and service projects in the St. Augustine area and on topics related to UF's St. Augustine Historic Area Strategic Plan.

"Reference and Instruction Services for African Art History." Workshop at the 35th Annual Conference of the Art Libraries Society of North America, Atlanta, Georgia, April 26, 2007

"Identifying and Building Core Collections in Museum Studies." Panel presentation at the Joint Regional Conference of the Southeast and Texas/Mexico Chapters of the Art Libraries Society of North America, New Orleans, LA, November 14, 2003

Grants:

Funded Externally:

Investigator, National Endowment for the Humanities' Save America's Treasures grant, "Saving St. Augustine's Architectural Treasures," \$41,181; October 1, 2009-September 30, 2011. (Project team: J. Nemmers - P.I.; T. Caswell, J. Freund, M. Mariner, R. Renner)

Funded Internally:

Principal Investigator, UF Libraries' 2008/2009 Mini-grant, "Historic St. Augustine Block and Lot Files Digitization," \$5,000; November 1, 2008-September 30, 2009.

Professional Organizations:

Art Libraries Society of North America (ARLIS/NA), 2002-
American Library Association (ALA), 1996-
Association of College and Research Libraries (ACRL) Arts Section, 2001-
National Trust for Historic Preservation, 2007-
Florida Trust for Historic Preservation, 2007-
St. Augustine Historical Society, 2007-

James G. Cusick

Curator, P.K. Yonge Library of Florida History, Department of Special & Area Studies Collections,
George A. Smathers Libraries, University of Florida, Gainesville, Fla. 32611-7005
(352) 273-2778 / jgcusick@ufl.edu / <http://www.uflib.ufl.edu/spec/pkyonge/index.html>

Work Experience

University of Florida, George A. Smathers Library	1998 to Present
Curator, P.K. Yonge Library of Florida History	July 2007 to July 2008
Interim Chair, Special & Area Studies Collections	

Education

B.S. in Journalism	Northwestern	1981
M.A. in Anthropology	UF	1989
Ph.D. in Anthropology	UF	1993

Honors

2004 James J. Horgan Book Award, Florida Historical Society

Languages

English / Spanish (reading)

Most Recent Books/Book Chapters

Forthcoming

“King Payne and his Policies: A Framework for the Seminoles of La Chua, 1784-1812,”
in *America’s Hundred Years War: U.S. Expansion to the Gulf Coast and the Fate of the
Seminoles, 1763-1858* edited by Steven Belko. University Press of Florida, Gainesville,
2010.

2003

*The Other War of 1812: The Patriot War and the American Invasion of Spanish East
Florida*. University Press of Florida, Gainesville. Reissued 2006 by the University of
Georgia Press, Athens.

2000

“Spanish East Florida in the Atlantic Economy of the Late Eighteenth Century,” in
Colonial Plantations and Economy in Florida, edited by Jane G. Landers, pp. 168-87.
University Press of Florida, Gainesville.

Most Recent Conference Papers

2009

“How to make enemies and influence people: Slander in colonial St. Augustine,” Gulf
South History and Humanities Conference, Pensacola, Fla., Oct. 15-17.

2007

“King Payne and his Policies: A Framework for the Seminoles of La Chua, 1784-1812,” Southern Historical Association 73rd Annual Meeting, Richmond, Va., Oct. 31 - Nov. 3.

“The Difficulties in this Quarter: The Life and Death of Captain Joseph Van Swearingen in the Second Seminole War.” Florida Historical Society 105th Annual Meeting, Clearwater, Fla., May 24 - 26.

Grants

Funded, January 2005. Florida Humanities Council “Landmarks of American History” award from NEH for teacher workshops in Florida history and supporting web resources. \$11,000 subcontract from NEH/Florida Humanities Council to the Digital Library Center, U.F.

Funded, January 2004. Florida Humanities Council “Landmarks of American History” award from NEH for teacher workshops in Florida history and supporting web resources. \$12,000 subcontract from NEH/Florida Humanities Council to the Digital Library Center, U.F.

Funded, November 2003. East Florida Papers Calendar Project, grant awarded by the St. Augustine Foundation, Flagler College, to digitize the card calendar index to this Spanish colonial collection and to convert it into a searchable online database. Grant writer and project manager, \$5000.

Teaching

Lead Instructor, Summer Teacher Workshops, “Spanish St. Augustine,” NEH/Florida Humanities Council Landmarks of America program (July 2004, 2005, 2006, 2007); Florida Humanities Council program (July 2008, 2009).

HIS 4944 Preserving History: An Internship in the Archives (3 credits), University of Florida. (2006-current)

Professional Organizations and Service (Current)

State of Florida Book Awards

Judge, Youth Fiction, 2008-2010

Florida Historical Society

Board of Directors, 2006-current; President Elect; Program Chair, Annual Meeting, Pensacola (2009); Program Chair, Annual Meeting, St. Augustine (2010); (Host) Annual Meeting President’s Reception, 2003; Member 1998-current;

St. Augustine Historical Society

Member, 1998-current, Research Associate.

Historic St. Augustine Research Institute

Member, Research Associate, 2002-present.

John Freund
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Smathers Library
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Gainesville, FL 32611

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Email johfreu@uflib.ufl.edu

EDUCATION

University of Minnesota, Minneapolis, Minnesota. June 1975, BA, Journalism.
San Francisco State, San Francisco, California. College of Design and Engineering.
September, 1984, Certificate, Book Restoration and Binding.

WORK EXPERIENCE

Head, Conservation.
University of Florida, Smathers Libraries.
Gainesville, Florida 32611-7007
October 1988 to present.

Circulation and Stack Manager/Reference.
Jonsson Library of Government Documents, Stanford University, Palo Alto California.
June 1983 to September 1988.

Instructor, Basic Book Binding and Restoration.
San Francisco State University
San Francisco, California
1983-1984

INTERNSHIPS

Sutro Library
San Francisco State University, San Francisco, CA.
September - March 1982-83

San Anselmo Theological Seminary, San Anselmo, CA.
October - December 1983

Presentations to organizations on book and paper preservation including.
Micanopy Historical Society, Florida State Genealogical Association,
Holy Land Map Project, Society of Florida Archivists and others.

Workshops/ Meetings Attended:
Conservation Of Photographs.
Metropolitan Museum, New York, 1989

Collection Conservation Treatment
Berkeley, California 1991

Advanced Conservation Workshop.
University of Iowa and Center for the Book.
Iowa City, Iowa 1995

Deacidification Reconsidered
National Archives
Washington, DC
March 2000

Climate Notebook Environmental Training
Atlanta Georgia
2001

SOLINET Mold Workshop
Richmond VA
2004

The Changing Book
Transitions in Design, Production and Preservation
University of Iowa
July 2005

SOLINET Hurricane Preparedness Workshop
June 2005

Collections consulted and / or worked with.

Florida Orchid Society Archives, Jay Kislak Collection, Mathison Museum,
Harn Musuem of Art, Florida Museum of Natural History, Majorie Kinnan Rawlings Society,
Lighthouse Museum, Flagler College, State Department of Records, State of Florida, St.
Augustine Historical Society, Micanopy Historical Society, Florida Historical Society, Zora
Neale Hurston Museum, Catholic Diocese of St. Augustine Archives,
Sisters of St. Joseph, St Augustine, Florida.

John R. Nemmers

Descriptive and Technical Services Archivist
 Associate University Librarian

Work Experience:

University of Florida

George A. Smathers Libraries, Special and Area Studies Collections

From: August 2003 *To:* Present

Title: Descriptive and Technical Services Archivist

Arranges and describes archival and manuscript collections, and supervises other department personnel involved in the arrangement and description process. Creates and maintains procedures and tools for the processing of archives and manuscripts. Creates descriptive metadata for the department's archival collections, including EAD finding aids and catalog records. Reviews finding aids and catalog records created by other department personnel. Serves as collection manager for the Architecture Archives, and is responsible for collection development, processing, fundraising and grants, outreach, and promotion activities for this collection. Responsible for archival collections in specific subject areas, including Florida politics, landscape design, and environmental history and science. Participates in research assistance, instruction and outreach. Incorporates and interprets archival materials in exhibitions.

Florida State University

Claude Pepper Library, 636 W. Call Street, Tallahassee, FL

From: August 1998 *To:* July 2003

Title: Project Archivist

Responsible for the creation and maintenance of finding aid database for the Claude Pepper Collection. Supervised multi-year digitization project to provide digital surrogates of materials in the Pepper Collection and full-text search capabilities to patrons. Processed manuscript collections, including additions to existing collections. Assisted in developing outside funding sources for projects of the Pepper Center and FSU Libraries Special Collections Department. Developed and created EAD versions of guides to collections. Supervised preservation/access reformatting projects for audiovisual and photographic materials in the collection.

Education:

BA in History	Florida State University	Date: 1996
MS in Library Studies	Florida State University	Date: 1998
Specialist in Education	Florida State University	Date: 1998

Selected Publications:

Refereed:

“Opening Archives: Improving Access to Hidden Archival Collections in Florida”
 (with Elizabeth Konzak and Chuck Thomas). *Florida Libraries* 49 no. 2 (Fall 2006): 16-19.

"Testing the Federated Searching Waters: A Usability Study of MetaLib" (with

Marilyn Ochoa, Rae Jesano, Carrie Newsom, Maryellen O'Brien and Paul Victor, Jr.). *Journal of Web Librarianship* v.1 no. 3 (2007): 47-66.

“The Usability of Online Archival Resources: The Polaris Project Finding Aid” (with Burt Altman). *American Archivist* 64 no. 1 (Spring/Summer 2001): 121-131.

Non-refereed:

Public Services in Special Collections (with Florence Turcotte). SPEC Kit 296 (Washington, D.C.: Association of Research Libraries), 2006.

Best Practice Guidelines for the Implementation of EAD Version 2002 in Florida Institutions (available at: http://fclaweb.fcla.edu/Opening_Archives), March 2006.

Florida's Political Past: A Guide to Manuscript Collections, Archival Records, and Other Primary Historical Documents of Florida's Politicians. An annotated bibliography (available at: <http://web.uflib.ufl.edu/spec/pkyonge/political/flpols.htm>), March 2005.

Selected Grants:

2010. “Saving Carrère and Hastings' St. Augustine Architectural Treasures.” National Endowment for the Humanities/National Park Service Save America’s Treasures Program. To conserve and digitize historic architecture drawings of the Hotel Ponce de Leon in St. Augustine. Amount funded: \$99,124. Funding dates: July 2010-June 2012. Role: Project Director for UF. [Note: Flagler College is serving as lead applicant for this collaborative project.]

2009. “Advancing Access and Preservation Best Practices in Florida.” National Endowment for the Humanities (NEH) Preservation and Access Education and Training Program. To deliver a series of workshops to archivists and librarians in Florida on a variety of archival topics. Amount funded: \$34,849. Funding dates: December 2009 – December 2010. Role: Principal Investigator.

2008. “America’s Swamp: The Historical Everglades Project.” National Historical Publications and Records Commission (NHPRC). Cost-effective digitization of six archival collections relating to the Everglades. Amount funded: \$145,477. Funding dates: January 2009 – December 2011. Role: Principal Investigator.

Selected Exhibits:

Sarasota Modern: The Sarasota School of Architecture. Smathers Library Exhibit Gallery, University of Florida Smathers Libraries, November 2009-December 2009.

John Ormsbee Simonds Remembered: Visionary Landscape Architect, Planner, Educator, and Environmentalist (1913-2005). Smathers Library Exhibit Gallery, University of Florida Smathers Libraries, November 2005-February 2006.

Selected Service:

Society of Florida Archivists, President, 2009-2010

Randall David Renner

1103 N.W. 4th Street Apt. A

Gainesville, Florida 32601

H. 352.316.3499

W. 352.846.0129

renner@ufl.edu

Education

1994 - 1997 **University of Florida**, Gainesville, Florida. **Master of Fine Arts Degree** in Creative Photography.

1987 - 1990 **Florida State University**, Tallahassee, Florida. **Bachelor of Fine Arts Degree** in Photography; cum laude

Employment

10/2002-Present **University of Florida, George A. Smathers Libraries, Digital Library Center. Imaging Coordinator, Computer Applications.** Supervision of daily operations of the Digital Library Center and Micrographics departments. Imaging coordinator for the Digital Library Center's flatbed scanning and large format digital planetary camera.

8/2001-10/2002 **University of Florida, Office of Academic Technology. Photography Department. Photographer** Responsible for implementation and daily operation of digital imaging services for the campus wide photographic service bureau; including equipment specification, integration, quality control and pricing strategy. Additional responsibilities included photographing library special collections, artwork, 3-D models, and other subjects, both in a studio environment and on location. Other technical duties included black and white printing and processing, and E-6 processing and mounting.

1/2001-8/2001 **University of Florida, Office of Academic Technology. Center for Instructional Technology and Training. Training Specialist** Responsible for conducting training seminars of graphic software programs to faculty and staff. Development and revision of new graphic software training programs, and development of the Instructional Computing Activities Training Program. Specific seminar content included: Introduction to Digital Media, Web Site Development, Introduction to Photoshop, Intermediate Photoshop, Graphics for the Web, Digital Video, Acrobat, FrontPage, PowerPoint, and The Effective Use of Laptops.

1999 – 2000 **University of Florida, Department of Art and Art History.**

Adjunct Assistant Professor Responsible for instruction, evaluation, and curriculum development of the introductory digital arts class, Computer Art: Montage.

1998 – 2000 **University of Florida Brain Institute, Teaching Lab Resources.**

Audio Visual Specialist

Management of multimedia and classroom support activities within the Brain Institute, including multimedia auditorium, conference rooms, audio/video building distribution and surgical research and training lab. Coordination of scheduling, setup and maintenance of all multimedia and teleconferencing equipment. Administrative and technical management of all teleconferencing and multimedia resources including computers, digital projectors, slide projectors, teleconferencing codecs, scalars, mixers, and amx controlled systems. Performed preventive and corrective maintenance. Provide operational instruction of resources to faculty and staff.

1994 – 1997 **University of Florida, Biomedical Media Services, Photography/Graphics Departments.**

Photographer

Responsibilities included the design and creation of photographic and graphic media including images, text, charts, and graphs. The processing, printing and digital transfer of biomedical, scientific, and public relations subjects in both film based and digitally generated formats for teaching, research, publication and display.

1994 - 1997 **University of Florida, Department of Art, Gainesville, Florida. Graduate Teaching Assistant / Instructor** Fully responsible for instruction, evaluation and curriculum development of beginning photography courses in the Art department. Courses taught included Black and White Photography, Figure/Ground, and Image/Order/Idea.

1991 - 1993 **U - Mac International Language Academy, Nishi-Koiwa, Tokyo, Japan. Program Coordinator / Instructor** Developed specialized English language curriculum, and provided English language instruction to Japanese students of all age groups in classroom and individualized settings. Edited foreign correspondence.

1988 - 1991 **Florida State University, Department of Art, Tallahassee, Florida. Color Darkroom Manager** Designed, supervised and maintained the art department's color darkroom facility consisting of a photographic studio, a 10 workstation color darkroom, and a Durst RCP50 dry to dry processor.

Mark Vincent Sullivan

Digital Library Center
 UF Libraries, PO Box 117003
 352.273.2900
 marsull@uflib.ufl.edu

Experience

2005 – 2009 *Digital Library Center, UF* *Gainesville, FL*
 Programmer and Systems Architect

- Designer, architect, developer, and programmer for suite of production tools for the UF Digital Library Center and partners, including all partners in the Digital Library of the Caribbean (dLOC)
 - Tool suite is the “DLC Toolbox” for production line installations with multiple simultaneous workflows and is the “dLOC Toolkit” for single user workflows. These offer interfaces in English, Spanish, and French
 - DLC Toolbox and dLOC Toolkit are Open Source and currently support over digitization by over two dozen institutions across the US and the Caribbean
- Designer, architect, developer, and programmer for all aspects of the SobekCM system which:
 - Uses Asp.net to harness the abilities of the Greenstone Digital Library System, enterprise-level full text indexing and searching through Lucene, and MS SQL database, and to integrate them into a robust and dynamic digital library and content management system
 - Powers the University of Florida Digital Collections (UFDC), which have over 203,000 volumes with over 4 million pages of books, archival materials, maps and other large format items, photographs, audio and video, newspapers, objects, etc. UFDC also includes materials from over 24 languages, which required implementing intensive indexing optimization
 - Designed customized supports based on user needs (multi-lingual interface support, automatic customized interfaces for all partners), material type needs (zooming, objects in rotation), and internal user needs (usage statistics, search engine optimization for external engines to search the UFDC materials)
 - Developed and maintain documentation on all tools

2004 – 2005 *Digital Library Center, UF* *Gainesville, FL*
 Systems Architect and Programmer, Ephemeral Cities Project

- Designed and implemented software and database for the Ephemeral Cities Project, a grant to create geographic interfaces to browse through maps, documents, museum objects, and photographs for three Florida cities from 1884-1903.
- Designed, created, and maintained workflow applications and databases in .NET, C#, MS SQL.
- Automated image manipulation and creation of metadata for image class items prior to web mounting.

2001 – 2004 *Digital Library Center, UF* *Gainesville, FL*
 Internet Server Manager and Database Developer

Appendix D: UF Faculty and Staff Vitae

- Prepared and manage electronic collections of digitized images.
- Developed automation techniques, programming in C# and Visual Basic.
- Designed databases and manage information workflows for current projects in both MS Access and MS SQL.
- Created user interfaces to access the databases and assist students entering data.

1999 – 2001 *MCI Worldcom [MCIW]* *Tampa, FL*
Implementation Consultant

- Responsible for the PriceWaterhouseCoopers [PwC] account's installation processes, from design and pricing assistance to solving any technical issues and configuration of routers and PBX's during activations with the customer.
- Managed projects increasing bandwidth of PwC's WAN, raising total revenue from \$16M to \$42M annually.
- Aided the customer and MCIW in troubleshooting of all service and technical issues.
- Partnered with PwC, as well as Home Shopping Network, to sell, price, and provide both off-the-shelf and custom data and voice solutions.

1997 – 1999 *MCI Worldcom* *San Francisco, CA*
Global Service Consultant

- Worked on the Bank of America account team with responsibilities for data and voice network implementation
- Assisted with general project management and customer notifications
- Provided seminars for the customer to educate on MCIW's products and processes

1994 – 1996 *Preservation Dept., UF Libraries* *Gainesville, FL*
Administrative Assistant

- Aided in the preservation of brittle books

Education

2004 - 2009 *University of Florida* *Gainesville, FL*
Computer Engineering, BA

Selected Publications & Presentations

- "Developing an Open Access, Multi Institutional, International Digital Library," in *Resource Sharing & Information Networks*; by Brooke Wooldrige, Mark Sullivan, and Laurie Taylor, forthcoming 2009
- "Digital Library of the Caribbean : a User-centric Model for Technology Development in Collaborative Digitization Projects," Invited paper to a Special issue of *OCLC Systems & Services: International Digital Library Perspectives*; by Marilyn Ochoa and Mark Sullivan, forthcoming 2009
- Digital Library of the Caribbean (dLOC) Training; US Embassy in Haiti

Laurie Taylor

Interim Director, Digital Library Center
University of Florida Libraries

ADDRESS: Digital Library Center
Smathers Library
P.O. Box 117003
University of Florida
Gainesville, FL 32611-7003

TEL: (352) 273-2900
FAX: (352) 846-3702
EMAIL: Laurien@ufl.edu

EDUCATION:

Ph.D. 2006 University of Florida
(English/Digital Media)
M.A. 2002 University of Florida
(English/Digital Media)
B.A. 1999 Jacksonville University
(English)

RECENT POSITIONS HELD

2008 - Interim Director, Digital Library Center, George A. Smathers Libraries,
University of Florida
2007 – 2008 Digital Projects Librarian, Digital Library Center, George A. Smathers Libraries,
University of Florida
2006 – 2007 Associate Director, Flexible Learning, Division of Continuing Education,
University of Florida
2000 – 2006 Instructor, College of Liberal Arts & Sciences, University of Florida

PROFESSIONAL AFFILIATIONS

Technical Director, Digital Library of the Caribbean & Caribbean Newspaper Digital Library
Technical Director, Florida Digital Newspaper Library
Editorial Board Member, International Journal of Gaming and Computer-Mediated Simulations
Member, Modern Language Association
Member, American Library Association
Member, Library & Information Technology Association

GRANTS

- Caribbean Newspaper Digital Library (Department of Education; 2009-2014)
- Florida Aerial Photographs / From the Air: the Photographic Record of Florida's Lands, Phase III (Library Services and Technology Act, 2009-2010)
- America's Swamp: the Historical Everglades (National Historic Publications and Records Commissions, 2009-2011)

PUBLICATIONS

Selected Refereed Publications

- "Developing an Open Access, Multi-Institutional, International Digital Library," co-authored with Brooke Wooldrige and Mark Sullivan. *Resource Sharing & Information*

Networks, 2009.

- "Snow White in the City: Teaching Fables, Nursery Rhymes, and Revisions in Graphic Novels," in *Approaches to Teaching the Graphic Novel*. Ed. Stephen E Tabachnick. New York: MLA, 2009.
- *Playing the Past: Video Games, History, and Memory*, co-edited with Zach Whalen. Nashville, TN: Vanderbilt University Press, 2008.
- "Bioactive," in *Gaming in Academic Libraries Casebook*, co-authored with Sara Russell Gonzalez, Valrie Davis, Carrie Newsom, Chelsea Dinsmore, Cynthia Frey, and Kathryn Kennedy. Ed. Amy Harris and Scott Rice. ACRL, 2008.
- "Gaming Ethics, Rules, Etiquette and Learning." *Handbook of Research on Effective Electronic Gaming in Education*. Ed. Richard E. Ferdig. Information Science Reference, 2008.
- "Making Nightmares into New Fairytales: Goth Comics as Children's Literature," in *The Gothic in Children's Literature: Haunting the Borders*. Eds. Anna Jackson, Karen Coats, and Roderick McGillis. New York: Routledge, 2008: 195-208.
- "Console Wars: Console and Computer Games," in *The Player's Realm: Studies on the Culture of Video Games and Gaming*. Eds. J. Patrick Williams and Jonas Heide Smith. Jefferson, NC: McFarland Press, 2007: 223-237.
- "Cameras, Radios, and Butterflies: the Influence and Importance of Fan Networks for Game Studies." *Fibreculture Journal* 8 (2006).
- "Gaming's Non-Digital Predecessors," collaboratively written with Cathlena Martin, in *The International Digital Media & Arts Association Journal* 2.1 (Spring 2005): 25-29.
- "Practicing What We Teach: Collaborative Writing and Teaching Teachers to Blog," co-authored with Cathlena Martin, in *Lore: an E-Journal for Teachers of Writing* (Fall 2004): <http://www.bedfordstmartins.com/lore/digressions/content.htm?dis12>.
- "Open Source and Academia," co-authored with Brendan Riley, in *Computers and Composition Online* (Spring 2004): <http://www.bgsu.edu/cconline/tayloriley/intro.html>.
- "When Seams Fall Apart: Video Game Space and the Player," in *Game Studies: the International Journal of Computer Game Research* 3.2 (Dec. 2003): <http://www.gamestudies.org/0302/taylor/>.

SELECTED PRESENTATIONS

- "Using the Florida Digital Newspaper Library," poster session with Missy Clapp at the 2010 Florida Library Association Conference, Orlando, FL: April 8, 2010.
- "The Digital Library of the Caribbean (dLOC)" with Mark Sullivan and Matt Loving at the FSU Libraries, Tallahassee, FL: March 26, 2010.
- "UF Digital Collections," ASERL ITDIIG Webinar: February 9, 2010.
- "Exhibit Opening: Efraín Barradas Collection of Mexican and Cuban Film Posters: given by Ramón Figueroa. A few words on Digitization, Preservation, and Access," University of Florida Libraries, Gainesville, FL: January 22, 2010.
- "Digital Library of the Caribbean (dLOC) Summit: Technologies," presentation with Mark Sullivan and Brooke Wooldridge. Florida International University, Miami, FL: November 16, 2009.
- "The Basics of Digitizing Collections," with Lourdes Santamaria-Wheeler at the Society of Florida Archivists Annual Meeting. Gainesville, FL: April 22, 2009.
- "Practical Steps Towards Your Local and/or Regional Digitalisation Project," at the Seminar for Libraries of the Dutch Caribbean Curaçao, University of the Netherlands Antilles. Willemstad, Curaçao: September 25-6, 2008.

Appendix E – NEH Grant Funded Position Descriptions

Project Manager Position Description

WORKING TITLE: Library Associate II; Digital Production (Scanning Supervisor)

SUMMARY OF POSITION ROLE/RESPONSIBILITIES:

Ingests born digital materials, conducts digital imaging including equipment maintenance and calibration, performs quality control, creates structural metadata, trains and supervises student assistants in all aspects of the work, and tracks materials throughout the digitization process. Prepares materials for digital imaging, ensures that imaged materials are successfully processed through metadata enrichment, loading, archiving, filling requirements for duplicate copies or other special needs for partners or as based on the project needs, and including documenting the progress on projects and completion status. With training from the GIS Coordinator, this person also will have primary responsibility for creation of geolocation metadata.

EXAMPLES OF RESPONSIBILITIES:

- Liaisons with collection curators, project staff, partners and participants.
- Performs physical preparation and distribution of documents for imaging.
- Benchmarks source documents for appropriate digital resolution and color.
- Coordinates and maintains documentation of the receiving, preparation, tracking, and returning of materials that are imaged by the Digital Library Center.
- Trains and supervises a part-time student assistant scan technician (.5 FTE) in the proper use of imaging equipment, software, and DLC imaging procedures.
- Sets up and calibrates equipment to maintain image quality, including use of resolution and color targets, and calibration of monitors for color fidelity.
- Images source documents using a variety of flatbed scanners, high speed scanners, microfilm scanners and DSLR cameras.
- Coordinates tasks with Imaging Unit Head to maintain efficient workflow.
- Assesses and adjusts quality of digital products by methods set forth in relevant standards and guidelines.
- Performs image correction to correct scanning effects, to ensure the fidelity of the reproduction, and optimization for targeted use.
- Assesses color and tonal values and makes corrections as necessary.
- Assesses and corrects file names and image order.
- Determines appropriate color mode and bit depth of final files.
- Coordinates with the Quality Control unit in providing completed file packages, and rescans of rejected work.
- Performs or supervises metadata encoding (i.e., mark-up) for text documents and image to be served using METS other metadata standards.
- Loads and sends digital packages.
- Keeps current with standards, specifications, and best practices in digital imaging through training opportunities and directed professional reading.
- Once trained by the GIS Coordinator, creates geolocation metadata.

MINIMUM QUALIFICATIONS:

Bachelor's degree and four years of related library experience; OR, post graduate degree and two years of related library experience; OR, any equivalent combination of experience, training and/or education.

PREFERRED QUALIFICATIONS:

- Experience in an academic library
- Experience in a fast-paced digitization production environment.
- Knowledge of Windows XP or higher computers and software.
- Knowledge of digital reprographic practices and techniques employed with archival and library materials, or knowledge of and experience with digital photographic processing techniques.
- Familiarity with DSLR cameras, and flatbed scanning techniques; and associated software.
- Ability to maintain high production levels, think creatively, learn quickly, and work independently.
- Ability to plan, organize and maintain documentation of imaging work using manual and automated databases.
- Ability to communicate effectively

Project Programmer Position Description

WORKING TITLE: Information Technology Expert

SUMMARY OF POSITION ROLE/RESPONSIBILITIES:

Perform duties related to the creation and support of software applications for the Digital Library Center and the University of Florida Digital Collections (UFDC). Develop necessary scripting and programming, as well as databases and file structures, needed to allow users to interact with digital collections. Create an interactive map interface and workspace allowing users to control how they interact with digital objects and geospatial metadata.

EXAMPLES OF RESPONSIBILITIES:

- Perform analysis and programming to develop, document, and maintain computer software programs. The primary emphasis will be on web and database systems which effectively deliver digital resources and facilitate the compilation of analytical data (collection profiles and management information).
- Design, implement and maintain all relational database components (tables, SQL stored procedures, etc.) necessary for effective data presentation and with respect to product tracking and system security.
- Develop applets and scripts using Java, Visual Basic, C# and scripting languages.
- Utilize mark-up languages (i.e. HTML, XML, and others) to build presentation pages for the display of digital resources (text, image, audio, motion, etc.)
- Provide quality control on data, metadata and indexing.
- Coordinate with IT experts and expert users to develop delivery interfaces.

MINIMUM QUALIFICATIONS:

- A high school diploma and four years of any combination of relevant experience, education and/or certification. The level of expertise and skill required to qualify for a position in this classification is generally attained through combinations of education and experience in the field. While such employees commonly have a bachelor's or higher degree, no particular academic degree is required. Appropriate college course work or technical training may substitute at an equivalent rate to the required experience.
- Demonstrated ability to function as part of a team.
- Demonstrated experience with SQL or other database query equivalent.
- Demonstrated experience with multiple programming languages. Preference given to experience with C#, Java and web scripting languages.
- Demonstrated knowledge of relational database models.
- Experience with Microsoft Windows systems and familiarity with Windows server operating systems (NT, 2000 Server, .NET)
- Demonstrated experience with mark-up languages (i.e., HTML, XML)
- Must be able to communicate effectively with co-workers and users. Frequent written (email) and verbal communication is required. Cooperation, innovation, and listening skills are essential. Must be able to effectively extract programming requirements from users.

PREFERRED QUALIFICATIONS:

- Advanced graphic design skills and proficiency with graphic design software.
- Bachelor's or Master's degree in Computer Science
- Familiarity with Microsoft SQL Server and/or Internet Information Server
- Experience with Google Maps API, JPG2000, and Flash.

Project Scan Technician Position Description

WORKING TITLE: Scan Technician

SUMMARY OF POSITION ROLE/RESPONSIBILITIES:

Scanning technician for the Digital Library Center at the University of Florida. Duties will include digitizing various material types, post-capture processing using Adobe Photoshop, and quality control for metadata. Experience and comfortable working with PC-Based (Windows 2000 or XP) computer systems.

MINIMUM QUALIFICATIONS:

- Experience and comfortable working with PC-Based (Windows XP or higher) computer systems.
- Working knowledge of image-editing applications such as Adobe Photoshop.
- Detail oriented and able to perform multi-tasks in a timely manner.
- Must be a team player.

PREFERRED QUALIFICATIONS:

- Photographic experience a plus.



College of Design, Construction and Planning
Office of the Dean
Historic Preservation Program

331 Architecture Building
PO Box 115701
Gainesville, FL 32611-5701
352-392-4836
352-392-7266 Fax

June 30, 2011

Thomas Caswell
Associate University Librarian
201 FAA, POB 117017
Gainesville, FL 32611-7017

Dear Tom,

The proposal you and your colleagues at the UF Libraries are submitting to the NEH is one of the most urgently needed and timely positioned initiatives I have been asked to endorse in over 25 years as an academician and research scholar. The establishment of a digitization lab at Government House and imaging of Spanish colonial records which include valuable source material on Native American and Black Culture will at long last open the door for research and investigation of this neglected aspect of our national heritage for students, faculty, and independent scholars as well as the general public. I learned just yesterday about a priority program Secretary of the Interior Ken Salazar has begun, the "Latino Heritage Initiative," which seeks to create awareness of this nation's strong Spanish routes and culture. Deanna Archuleta, Senior Advisor to the Secretary of the Interior for Historic Preservation and Culture will travel to St. Augustine along with the Secretary in July to foster participation for this program.

As you are aware, I am currently on sabbatical in order to research the Castillo de San Marcos in St. Augustine for possible inclusion in the San Juan fortifications World Heritage Nomination. Having just visited five separate archives in Spain, I can attest to the fact that the maps, drawings, records, correspondence and other extremely valuable material related to the founding and development of Florida are deposited in scattered places from St. Augustine to Spain. There is much to be learned from the documents you propose making available for inspection. Some of the historical information you identify is not readily available at this time. I was appalled to find pages cut out of books and missing documents while researching in the Archive of the Indies, and cannot help but speculate what kind of pilfering has been done to our own historical record. In the case of St. Augustine and Spanish Florida (which includes the east coast of the US) these documents must be consolidated, made sustainable and available. To overlook this emergency would be unconscionable.

The digitized materials you envision would be an essential part in my accomplishing my research as well as other research projects brought about by the upcoming 450th Anniversary of St. Augustine's founding. There are enormous gaps in the documentation of this National Historic Landmark site. Additional research would greatly improve the conservation of the historic fabric of the town and its fortifications. I would happily commit to be an advisor to the group conducting this task and would gladly help in the selection of materials to be digitized, making suggestions in developing the search parameters of the resulting database and identifying depositories of research materials. This proposal has my strongest possible endorsement.

Sincerely,

A handwritten signature in black ink, appearing to read 'Roy E. Graham', written in a cursive style.

Roy Eugene Graham, FAIA, Fellow US/ICOMOS
Beinecke-Reeves Distinguished Professor, Director
CENTER FOR WORLD HERITAGE RESEARCH AND STEWARDSHIP



City of St. Augustine

St. Augustine, Florida

Archaeology Division

June 20, 2011

Thomas Reed Caswell
Associate University Librarian
201 FAA
POB 117017
Gainesville, FL 32611-7017

RE: "Unearthing St. Augustine's Colonial Heritage: A Digital Archives of the Nation's Oldest City"

Dear Tom:

Herewith is my letter of commitment and support for the UF Libraries' NEH proposal entitled, "Unearthing St. Augustine's Colonial Heritage: A Digital Archives of the Nation's Oldest City" in which the UF will digitize materials related to St. Augustine's colonial history. The proposed project has broad application for researchers, government agencies, the tourist industry, and the public—all of which are engaged preserving and promoting St. Augustine's unique place in the history of the United States.

Access to various documents proposed for digitization are not readily available from their current repositories in St. Augustine (i.e., at Government House, the St. Augustine Historical Society, and the City of St. Augustine). Having the information structured and on-line will facilitate a myriad of purposes related to historic preservation, planning, historical and archaeological research, and economic agendas. Moreover, as St. Augustine is approaching its 450th anniversary (2015), a structured, on-line database will prove invaluable to the numerous public committees that are being established by the City of St. Augustine to ensure the community's heritage is properly interpreted.

As a participant in the project, I will provide information to UF personnel related to archaeological excavations undertaken by the City of St. Augustine. Since the establishment of the city's Archaeological Preservation Ordinance in 1987, more than 600 projects have been undertaken within the city limits (see the City website at www.digstaug.org). Information for some of the more significant excavations that have altered our understanding of St. Augustine's unique heritage will be posted on the UF website.

This proposal has my strongest endorsement and support.

Respectfully,

Carl D. Halbirt
City Archaeologist
St. Augustine, FL 32084
(904) 669-4377



271 Charlotte Street • St. Augustine, FL 32084 • (904) 824-2872
Library (904) 825-2333 • Fax (904) 824-2569
sahsdirector@bellsouth.net • www.oldesthouse.org

Letter of commitment

June 21, 2011

Thomas Caswell
Associate University Librarian
201 FAA
POB 117017
Gainesville, FL 32611-7017

Dear Tom,

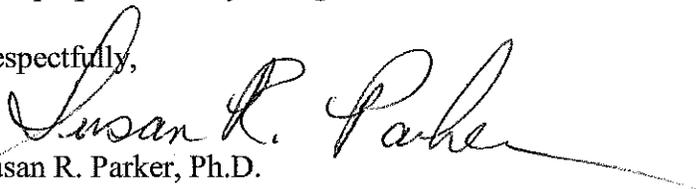
Please accept this letter of commitment and support for the UF Libraries' NEH proposal to digitize materials related to St. Augustine's colonial history. This project will enable the Saint Augustine Historical Society to make available translated typescripts of Florida's historical documents with a beginning date of 1513. Many of the translations were done several decades ago and have been available only to researchers who visit our research library.

If researchers can readily access documents whose originals are in archaic Spanish and orthography, early European presence in the Americas and interaction with Native Americans will be included more readily into the main historical narrative. Many researchers do not have the knowledge to read or translate the documents, nor are even aware that they exist. The availability of the documents will add to the knowledge base of other humanities disciplines and the sciences with critique of the documents as literary texts, gender relations, and some of the earliest observations of the land.

We will participate by making our translated typescripts available for digitization and provide the labor to do so. The Historical Society's research library can provide space for scanners needed for this project and oversight of this portion of the project. As part of the advisory group, I will be assisting in providing expertise on selection and suggesting additional materials that might provide context or explanation. I have taught Florida history and Spanish Borderlands history at the university level and assisted graduate students with master's theses or doctoral dissertations as well as many seasoned scholars.

This proposal has my strongest endorsement.

Respectfully,


Susan R. Parker, Ph.D.
Executive Director

HERSCHEL E. SHEPARD 1661 BEACH AVENUE ATLANTIC BEACH, FLORIDA 32233 (904) 249-9040

June 5, 2011

Thomas Caswell
Associate University Librarian
201 FAA
POB 117017
Gainesville, FL 32611-7017

RE: Commitment and Support for UF Libraries' NEH Proposal

Dear Tom:

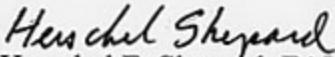
I am pleased to pledge my continuing commitment and support for the referenced project to digitize materials related to St. Augustine's colonial history.

This work is of particular importance to me and others who continue the investigation of archaeological, historical, architectural, and other aspects of colonial St. Augustine. A great deal of past and present work that has been accomplished in many areas is either unpublished or available only in professional journals. I am certain that this initial effort to provide digitized copies of selected resources will not only benefit professionals but also provide convenient access to a broad range of research to other universities, government agencies, teachers, and anyone else requiring historical documentation. For instance, the digitized information will be of immense value to the hundreds of elementary school teachers and students who tour the city each year, as well as to teachers given in-depth seminars about our colonial heritage by the Florida Humanities Council. It will be of particular value to all personnel participating in the preservation and interpretation of historic properties in St. Augustine maintained by the University of Florida for the State, as well as to those dedicated to preserving other public and private historic properties.

To a certain extent, this important work continues the research efforts of the former Historic St. Augustine Preservation Board and previous commissions that are no longer active, and it enhances the valuable resources available in Government House, the City Archaeology Program, and the St. Augustine Historical Society. As a retired architect and professor, I continue to work with the University, private owners, government officials, archaeologists, historians, architects, students, and others associated with the preservation of the colonial city. I not only look forward to contributing to the successful completion of this project but also to taking advantage of the research opportunities it will provide.

I strongly support this grant proposal and trust that it will be favorably considered.

Sincerely yours,


Herschel E. Shepard, FAIA Emeritus
Professor Emeritus, UF School of Architecture



City of St. Augustine



St. Augustine, Florida

Heritage Tourism

June 6, 2011

Thomas Caswell
Associate University Librarian
201 FAA
POB 117017
Gainesville, FL 32611-7017

Dear Mr. Caswell,

Please accept this letter as my commitment and support for the UF Libraries' NEH proposal to digitize materials related to St. Augustine's colonial history.

In 2015, St. Augustine will lead the world in the commemoration of the 450th anniversary of the founding of this first permanent European settlement in America. The 2 1/2 year long event will begin as the nation observes the 500th anniversary of the exploration of Florida by Ponce de Leon in 2013. The St. Augustine 450th Commemoration will serve to fundamentally alter perceptions of the significance of St. Augustine by communicating accurate historical information about its important role in the nation and the world. It will also significantly increase international recognition of St. Augustine recognizing its central role in world culture.

With the Commemoration quickly approaching, it is important we create an effective system for managing and accessing historical documents. St. Augustine, the nation's oldest continuously occupied European settlement, has a unique and rich colonial history, and that history should be shared. By digitizing these materials, we will help to preserve and increase access to collections of maps, drawings, photographs, and other pieces documenting the colonial heritage of the Nation's Oldest City.

Through festival events, engaging public education programs, authentic recreations, signature events, exhibitions, history and archaeology programs, immersive living history experiences, and publications we hope to share the rich and multicultural story of St. Augustine. Public interest in this history is expected to rise, inspiring a new set of scholars, students, and the general public to become aware of the historical resources they have access to.

As part of an advisory group that will be comprised of researchers in historic preservation, history and archaeology, I will assist with selecting materials to be placed online, as well as providing guidance in how the content is delivered and identifying functionality requirements for the interface.

This proposal has my strongest endorsement.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Dana Ste. Claire', written over a circular stamp.

Dana Ste. Claire
Director, Department of Heritage Tourism and Historic Preservation



College Of Fine Arts
School of Art and Art History

101 Fine Arts C
PO Box 115801
Gainesville, FL 32611-5801
352-392-0201
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www.arts.ufl.edu

June 8, 2011

Tom Caswell
Associate University Librarian
201 FAA
P.O. Box 117017
Gainesville, FL 32611-7017

Dear Tom,

It gives me great pleasure to support your application for a National Endowment for the Humanities Grant for your project to make the resources about colonial St. Augustine available to scholars, students, and the public. With the University of Florida's commitment to the city and the State's recent allocation of funds (one of only two new programs that were funded!), I know that graduate and undergraduate will make good use of the resources.

When students in my graduate seminar worked on exhibitions at the Government House it was very difficult for them to find information about St. Augustine's history. Your project promises to allow researchers easy access to the critical materials that will allow future graduate students and scholars to reassess the history of America's oldest city. Serving on the president's committee on St. Augustine, I know that a variety of colleges and students at the university plan on making good use of the city for their studies.

I look forward to the opportunity to participate in the selection of materials for digitization and to discussing the ways in which these materials might be made available to researchers through search parameters in the database. Your proposal is an extremely exciting one, and topical given the recent state commitment of funds for the Government House (one of only two programs to receive new state funding). I look forward to working with you and your library colleagues.

Your proposal has my strongest endorsement.

Respectfully,

A handwritten signature in cursive script that reads 'Glenn Willumson'.

Glenn Willumson
Director, Graduate Program in Museum Studies
Professor of Art History

**William R. Adams, Ph.D.
3 Country Spring Drive
Asheville, NC 28804
(828) 505-4801**

June 23, 2011

Thomas Reed Caswell
Architecture and Fine Arts Library
University of Florida
POB 117017
Gainesville | FL 32611-7017

Dear Tom:

I write this letter in support of the application by the library administering the Government House collection in St. Augustine for grant assistance to convert the files held in that library to a digitized format.

I was associated with the collection of those files over a thirty year period and am accordingly most familiar with their content and their general usefulness to the research community.

The files are unique. Many were assembled by research historians and Spanish language translators over some three quarters of a century from Spanish archival documents, genealogical records, wills, testaments, and public records – virtually all of them primary source materials, many of which may never again be looked at. The materials will be useful to the entire scholarly community, including historians, archaeologists, genealogists, journalists and writers looking into the background of communities and individuals throughout the United States, for St. Augustine was the historical source of very much of what occurred in the making of America.

This material must be preserved and it must be made available and I can think of no better way than through this effort.

Sincerely,



William R. Adams, Ph.D.



UNIVERSITY OF
FLORIDA

Florida Museum of Natural History
Department of Natural History

Museum Road
PO Box 117800
Gainesville, FL 32611-7800
Phone: (352) 392-1721
Fax: (352) 846-0287

July 7, 2011

Dr. James Cusick
Curator, P.K. Yonge Library of Florida History
University of Florida Smathers Library
Box 117007
University of Florida
Gainesville FL 32610

Dear Jim:

I am most pleased to write this letter in support of the University of Florida Libraries NEH proposal to digitize and make available materials related to St. Augustine's colonial history.

Digital access to primary materials is probably the single most important factor in stimulating new and diverse scholarship on St. Augustine's colonial history. This is also a very timely project, in that the 450th anniversary of St. Augustine's founding will occur in 2015, providing an opportunity to focus both public and scholarly attention on the role of Florida in our nation's history.

Many of the materials proposed for digitization are presently inaccessible to researchers owing both to their storage conditions and to the fact that many of those in St. Augustine repositories are uncatalogued. This project will bring them to the attention of scholars and students in history, archaeology and historic preservation, and make them available for use.

The University Libraries have already demonstrated their commitment to providing accessible and sophisticated digital resources for a wide variety of users, and have been extremely successful in those efforts. The track record in this area is excellent, and this proposal has my strongest endorsement.

Sincerely,

A handwritten signature in cursive script that reads "Kathleen Deagan".

Kathleen Deagan
Distinguished Research Curator
Lockwood Professor of Caribbean and Florida Archaeology

Mr. Thomas Caswell
Associate University Librarian
201 FAA
POB 117017
Gainesville, FL 32611-7017

Dear Tom:

It was with great satisfaction that I learned of your grant application to establish a computer digitization lab at Government House (the old Palace of the Spanish Governors) in St. Augustine, Florida.

As you know, I served for seventeen years, including two terms as chair, of the State of Florida Historical St. Augustine Preservation Board. We always had a graduate degree historian and archaeologist on the staff, but, because of pressing responsibilities, they were never able to organize and make generally accessible the hundreds of documents and printed volumes that made up the Preservation Board library.

Recently, as the University of Florida has, under State order, taken over management of Government House and thirty-three other State-owned colonial period properties in St. Augustine, it has become plainly and urgently necessary to shape the library holdings into ordered, topical, chronological, and easily accessible form. Digitization makes all that possible. It is, I believe, the most dramatically helpful technology ever introduced into the halls and labs of library science.

A recent example of its benefits comes to mind. In 1963, at the Museo Naval in Madrid, I stumbled upon an eight foot-long map of colonial St. Augustine and environs executed by cartographer Juan Joseph Eligio de la Puente in 1769. A copy made by photography proved barely usable. Last fall, however, architectural historian Elsbeth Gordon obtained from the Museo a digitized copy, on a single small disc, which printed out to eight feet of high resolution color that enabled archaeologist Kathleen Deagen and me to mark out exact locations of certain Spanish buildings and sites. I am confident that map overlays, period by period, of cartographic and other images

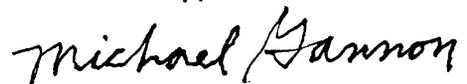
preserved in Government House holdings will lead to similar revelations.

The new documentary and cartographic information gained thereby will redound to the good of all Florida citizens, young and old, who live in a state whose first capital, St. Augustine, became the site of our nation's first European government and court of law, first city plan, first church, first mission, first school, first hospital, first library and archives.

The newly accessible contents of the Government House holdings will be particularly valuable to teachers and students as we approach the 500th anniversary of the naming of Florida by Juan Ponce de León in 2013 and the 450th anniversary of the founding of St. Augustine by Pedro Menéndez de Avilés in 2015.

I wish your application high success and remain

Yours truly,



Michael Gannon
Distinguished Service
Professor Emeritus of
History
University of Florida

**AVERY ARCHITECTURAL
& FINE ARTS LIBRARY**

Thomas Caswell
Associate University Librarian
201 FAA
POB 117017
Gainesville, FL 32611-7017

June 29 2011

Dear Tom,

Please accept this letter of support for the UF Libraries' NEH proposal to digitize materials related to St. Augustine's colonial history.

This proposal represents a tremendous step forward in making digital materials on architecture, historic preservation, excavation reports and related materials accessible to researchers and scholars.

This digital archive would complement the architectural drawings and archives we have at Avery Library. It would singlehandedly bring the UF Libraries on par with some of the greatest architectural repositories in the world such as New York Public Library, Avery Library and The Canadian Centre for Architecture. The depth and breadth of the materials would provide additional resources to anyone interested in the development of architecture in the United States.

Founded in 1565 by Spanish explorer and admiral, Pedro Menéndez de Avilés, it is the oldest continuously occupied European city in the United States. Its Spanish Colonial buildings as well as the 19th century architecture is unparalleled. Some of the same architects who built in St. Augustine have been collected in Avery.

Researchers from the United States and Europe studying the development of cities as well as the various eras of architecture represented in St. Augustine will find this material invaluable.

This proposal has my strongest endorsement.

Respectfully,



Ted Goodman
General Editor
Avery Index
Avery Architectural and Fine Arts Library
Columbia University
1172 Amsterdam Ave., MC0301
New York, NY 10027



Thomas Caswell
Associate University Librarian
201 Fine Arts & Architecture Library
PO Box 117017
University of Florida
Gainesville, FL 32611-7017

June 6, 2011

Dear Professor Caswell,

I write to express my support for your excellent proposal to digitalize and create an electronic archive of the important, unique, and under-utilized, historical and archaeological materials that have been generated about colonial St. Augustine over the last decades.

As a scholar of the Spanish Southeastern borderlands, the circum-Caribbean, and the larger Atlantic World, I have long recognized the international significance of St. Augustine, as well as its importance in our national history. I can attest to the unique nature of the city's historical documents, maps, and artifacts and firmly believe they constitute a national treasure that should be made more accessible to a wider public. These records and archaeological reports document much about the material culture, economy, and social and political organization of St. Augustine and its indigenous and African hinterlands.

Having participated in public programming related to St. Augustine for over twenty years now, much of it funded by the National Endowment for the Humanities and/or the Florida Humanities Council, I know the great interest St. Augustine and its unique history hold for educators and for the general public. St. Augustine offers important lessons about the multicultural and internationally complex nature of our early frontier history and about the evolution of race relations in this nation. This project, then, has national and international significance and importance to the humanities. I wish you all success with this very exciting project and look forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads "Jane Landers".

Jane Landers
Gertrude Conaway Vanderbilt Professor of History
Director, "Ecclesiastical and Secular Sources for Slave Societies Project"
Nashville, Tennessee 37235-1802
Tel: (615) 322-3403
Fax: (615) 343-6002
Email: jane.landerv@vanderbilt.edu

Thomas Reed Caswell
Architecture and Fine Arts Library
POB 117017
Gainesville, FL 32611-7017

Dear Tom,

I am writing this in support of your application for a NEH grant "Unearthing St. Augustine's Colonial Heritage: An Interactive Digital Collection for the Nation's Oldest City."

It will, for the first time, provide access to material that has long been inaccessible to the majority of people interested in St. Augustine's history. I believe that the growing Hispanic population will also find this material supportive of their cultural history and traditions.

The interactive aspects of the project are most intriguing and I am sure that most users of the material will find it most helpful.

I can find little else to add in support of the grant that is not already addressed in the abstract.

Sincerely,



Robert H. Steinbach

Appendix G: Selected Scholarship References and Resources

Books and Book Chapters

Adams, William R. *St. Augustine & St. Johns County: A Historical Guide* (St. Augustine: Third Millennium Editions, 2005).

Arana, Luis R. and Albert Manucy. *The Building of the Castillo de San Marcos* (Eastern National Park and Monument Assoc., 1977)

Cusick, James G. *The Other War of 1812: The Patriot War and the American Invasion of Spanish East Florida* (Gainesville: University Press of Florida, 2003).

Deagan, Kathleen. *Spanish St. Augustine, the Archaeology of a Colonial Creole Community* (New York: Academic Press, 1983).

Deagan, Kathleen, and Darcy MacMahon. *Fort Mose, Colonial America's Black Fortress of Freedom* (Gainesville: University Press of Florida, 1995).

Gannon, Michael V. *The Cross in the Sand, The Early Catholic Church in Florida, 1513-1870* (Gainesville: University of Florida Press, 1965).

Gordon, Elsbeth K. *Florida's colonial architectural heritage* (Gainesville: University Press of Florida, 2002).

Griffin, Patricia C. (editor), *The Odyssey of an African Slave by Sitiki* (Gainesville: University Press of Florida, 2009).

Hoffman, Paul E. *Florida's Frontiers* (Bloomington: Indiana University Press, 2002).

Kapitzke, Robert L. *Religion, Power, and Politics in Colonial St. Augustine* (Gainesville: University Press of Florida, 2001)

Landers, Jane G. *Atlantic Creoles in the Age of Revolutions* (Cambridge: Harvard University Press, 2010)

Landers, Jane G.. *Black Society in Spanish Florida* (Urbana: University of Illinois Press, 1999).

Landers, Jane G. (editor), *Colonial plantations and economy in Florida* (Gainesville: University Press of Florida, 2000).

Lyon, Eugene. *The Enterprise of Florida, Pedro Menéndez de Avilés and the Spanish Conquest of 1565-1568* (Gainesville: University Presses of Florida, 1976).

Manucy, Albert. *The Houses of St. Augustine: Notes on the Architecture from 1565 to 1821* (St. Augustine Historical Society, 1962).

Nolan, David, *The Houses of St. Augustine* (Sarasota, Fla.: Pineapple Press, 1995)

Appendix G: Selected Scholarship References and Resources

Schafer, Daniel L. *Anna Madgigine Jai Kingsley, African Princess, Florida Slave, Plantation Slave Owner* (Gainesville: University Press of Florida, 2003).

Theses and Dissertations

Anderson, Jamie Waters. *Children as active agents: The archaeology of children in Spanish colonial St. Augustine*. Masters thesis, University of Florida, Gainesville. 2004.

Beidelman, Katherine. *Ceramic means as indicators of socio-economic status in colonial St. Augustine*. Masters Thesis, University of Florida, Gainesville. 1976.

Bonath, Shawn. *An evaluation of the mean ceramic date formulas as applied to South's majolica model*. Masters thesis, Florida State University, Tallahassee. 1976.

Bond, Stanley. *Tradition and change in first Spanish period 1565-1763 St. Augustine architecture : a search for colonial identity*. Ph.D. dissertation, State University of New York. 1995

Boyer, Willett. *Nuestra senora del Rosario de la Punta : Life ways of an eighteenth century colonial Spanish refugee mission community*. MA Thesis, University of Florida (Anthropology). St. Augustine, Florida. 2005.

Chambless, Elizabeth Jo. *The Artillery Lane Site Archaeological Analysis from Late First Spanish Period St. Augustine*. Florida State University, Tallahassee. 2005.

Chaney, Edward. *Survey and evaluation of archaeological resources in the Abbott Tract and North City, St. Augustine*. Masters paper, University of Florida, Gainesville. 1988.

Clauser, John. *Excavations at the Ximenez-Fatio house: backyard archaeology in St. Augustine*. Masters thesis, University of Florida, Gainesville. 1974.

Cumbaa, Stephen. *Patterns of resource use and cross-cultural dietary change in the Spanish colonial period*. Ph.d. dissertation, University of Florida, Gainesville. 1975.

Cusick, James. *Ethnic groups and class in an emerging market economy: Spaniards and Minorcans in late colonial St. Augustine*. Ph.D. dissertation, University of Florida, Gainesville. 1993.

Deagan, Kathleen. *Sex, status and role in the mestizaje of Spanish colonial Florida*. Ph.D. dissertation, Gainesville, University of Florida. 1974.

Gaske, Fred. *The Archaeology of a Territorial Period Boarding house in St. Augustine*. Masters thesis, Florida State University, Tallahassee. 1982.

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Johnson, Sherry. *The Spanish St. Augustine Community, 1784-1795: A Reevaluation*, [Gainesville, Fla.]: University of Florida, 1989.

Appendix G: Selected Scholarship References and Resources

- King, Julia. *An archaeological investigation of 17th century St. Augustine*. Masters thesis, Florida State University, Tallahassee. 1981.
- Koch, Joan. *Mortuary behavior patterning in colonial St. Augustine*. Master's thesis, Florida State University, Tallahassee. 1980.
- Linville, Nick. *Cultural assimilation in frontier Florida: the life of Joseph M. Hernandez, 1788-1857*, University of Florida, Gainesville, Fla. 2004.
- MacMurray, Carl. *The archaeology of a Mestizo household, SA-16-23*. Masters thesis, University of Florida, Gainesville. 1985.
- Merritt, Donald. *Excavations at a coastal Eastern Timucua village in northeast Florida*. Masters thesis, Florida State University, Tallahassee. 1977.
- Parker, Susan R. *The Second Century of Settlement in Spanish St. Augustine, 1670-1763*. University of Florida, Gainesville. 1999.
- Reitz, Elizabeth. *Spanish and British Subsistence Strategies at St. Augustine, Florida and Frederica, Georgia between 1565 and 1783*. Ph.D dissertation, University of Florida. 1979.
- Shaughnessy, Joseph. *Crises of Authenticity in Saint Augustine's Early Preservation History, 1840-1955*. University of Florida, Gainesville. 2009.
- Shephard, Stephen. *The Geronimo de Hita y Salazar Site: A Study of Criollo Culture in Colonial St. Augustine*. Master's thesis, Florida State University, Tallahassee. 1976.
- Singleton, Teresa. *The Archaeology of a Pre-Eighteenth Century House Site in St. Augustine*. Master's thesis, University of Florida, Gainesville. 1977.
- Skowronek, Russell K. *The Patterns of Eighteenth Century Frontier New Spain: The 1722 Flota and St. Augustine*. Masters thesis, Florida State University. Tallahassee. 1982.
- Smith, Roger C. *The façade of unity: British East Florida's war for dependence*, University of Florida, Gainesville. 2008.
- Stuhlman, Robin. *Acculturation in the Spanish colonies: a comparison of sixteenth century St. Augustine and Puerto Real*. Masters thesis, University of Florida, Gainesville. 1995.
- Waters, Gifford. *Maintenance and change in 18th century mission Indian identity: a multi-ethnic contact situation*. Ph.D. dissertation. University of Florida, Gainesville. 2005.
- White, Andrea. *Living on the periphery: a study of an eighteenth century Yamasee mission community in colonial St. Augustine*. Masters thesis, The college of William and Mary, Virginia. 2002.
- Williams, Maurice. *The Castillo de San Marcos: A cross cultural test of the determinants of artifact patterning*. Masters thesis. Florida State University, Tallahassee. 1982.

Appendix G: Selected Scholarship References and Resources

Zierden, Martha. *The archaeology of a nineteenth century second Spanish period homesite in St. Augustine, Florida*. Masters thesis, Florida State University, Tallahassee. 1981.

Articles and Papers

Note: Articles and conference symposia continue to be regular features of the *Florida Historical Quarterly* and in *El Escribano*, the journal of the St. Augustine Historical Society. Since 2000, the *Quarterly* has published 15 articles on colonial Florida, four of them specifically on St. Augustine. *El Escribano* has published special issue volumes including:

Schafer, Daniel L., "Governor James Grant's Villa, A British East Florida Indigo Plantation," *El Escribano*, The St. Augustine Journal of History, 2000.

Schafer, Daniel L., "St Augustine's British Years, 1763-1784," *El Escribano*, The St. Augustine Journal of History, 2001.

Waterbury, Jean Parker. *Firestorm and Ashes: the Siege of 1702*, *El Escribano*, The St. Augustine Journal of History, 2002. [The proceedings of a symposium commemorating the 200th anniversary of the Carolinian siege of the Castillo de San Marcos.]

Texts and Novels for Children

Binns, Tristan Boyer. *St. Augustine* (Chicago: Heinemann Library, 2001).

Cannavale, Matthew C. and Robert Olwell. *Florida, 1513-1821* (Washington, D.C.: National Geographic, 2006).

Cobblestone Magazine. *St. Augustine, America's Oldest City* (1995)

Gioia, Robyn. *America's Real First Thanksgiving* (Pineapple Press, Inc., 2007).

Lindquist, Judy. *Saving Home* (Florida Historical Society Press, 2008).

Riehecky, Janet. *The settling of St. Augustine* (Milwaukee, Wisc: World Almanac Library, 2003).

Selected Online Resources

Adams, William R., "Preserving the Ancient City through the Ages," (<http://www.colonialstaugustine.org/11.html>).

City of St. Augustine Archaeology Program, <http://www.digstaug.org/>

Appendix G: Selected Scholarship References and Resources

Florida Humanities Council, “Between Columbus and Jamestown: Spanish St. Augustine” workshop series,
<http://www.flahum.org/index.cfm/do/Teachers.Seminars/Seminars.htm>.

Historic St. Augustine, University of Florida Digital Collections (UFDC),
<http://ufdcweb1.uflib.ufl.edu/ufdc/?s=hsa1>

Historic St. Augustine Research Institute at Flagler College, <http://www.flagler.edu/hsari/>

Florida Museum of Natural History (University of Florida), *St. Augustine: America’s Ancient City*, <http://www.flmnh.ufl.edu/staugustine/>

Nuestra Señora del Rosario de la Punta, City of St. Augustine Archaeology Program,
<http://www.digstaug.org/archives.cfm>

The Pablo Sabate Site, City of St. Augustine Archaeology Program,
<http://www.digstaug.org/archives.cfm>

St. Augustine Department of Heritage Tourism (Government House),
http://staugustinegovernment.com/your_government/PurposeofHT.cfm

St. Augustine Historical Society, <http://www.staugustinehistoricalsociety.org/>

University of Florida Digital Collections (UFDC), <http://ufdcweb1.uflib.ufl.edu/ufdc/>

- Sanborn Maps: <http://ufdcweb1.uflib.ufl.edu/ufdc/?a=sanborn>
- Aerial Photographs: <http://ufdcweb1.uflib.ufl.edu/ufdc/?a=flap>

University of Florida, *Spanish Colonial St. Augustine: A Resource for Teachers*,
<http://ufdcweb1.uflib.ufl.edu/ufdc/?s=teachers>

University of Florida, “St. Augustine Historic Area Strategic Plan,”
<http://www.facilities.ufl.edu/staugustine/index.htm>

Young Avenue Site, City of St. Augustine Archaeology Program,
<http://www.digstaug.org/archives.cfm>

Appendix H: Inventory of the Government House Archives

Appendix H: Inventory of the Government House archives (estimated):

Media	Physical Description	Total # Items (estimate)	Date range	Creator	Description Notes
Paper	Varying sizes (4" x 6" to 24" x 36"); Some in Binders; Some stapled; in file drawers and Bankers boxes	13,000+ documents/reports	1950s-1990s	HSAPB; others	Historical research reports; archaeological field notes; historic interpretation notes; architectural sketches; drawings; archaeological field reports; all related to properties in the St. Augustine historic district and surrounding areas
Photos	Color and B&W; Varying sizes (2" x 3" to 8" x 10"); Binders; photomounts; loose photos	3,000+ photos	1930s-1990s	HSAPB	Photographs related to properties in the St. Augustine historic district and surrounding areas
Slides	Color and B&W; Binders; hanging files; loose slides	10,000+ slides	1960s-1970s	HSAPB	Slides related to properties in the St. Augustine historic district and surrounding areas

Appendix I: Government House Flat Files

Containers: 37 flat file drawers (and approx. 100 loose, rolled items)

Quantity: approx. 1,000 – 1,200 sheets

Contents:

- Dates of documents: ca. 1920-1997
- Archaeological surveys and project maps (see Fig.3 below)
- Architectural drawings (see Fig.4)
- Block and lot maps (see Fig.5)
- Government House (U.S. Postal Office) blueprints
- Historic map overlays (see Fig.6)
- Historic properties floor plans and elevations
- Plat maps
- Survey and planning maps
- Single-sided
- Approx. 24" x 36" to 36" x 48"
- Longest = 48"
- Unbound
- Folded



Fig.1: Flat file drawers at Government House, St. Augustine



Fig.2: Rolled flat files at Government House

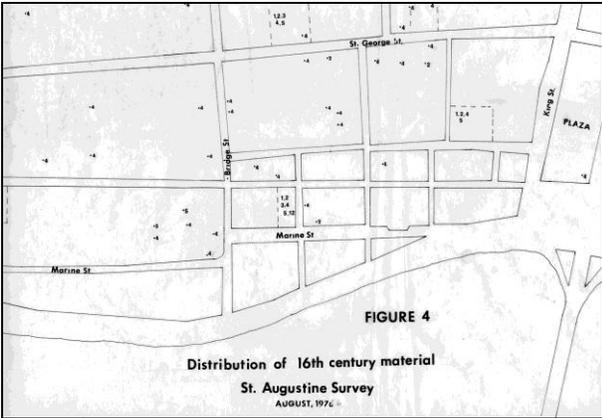


Fig.3: Archaeological project map example

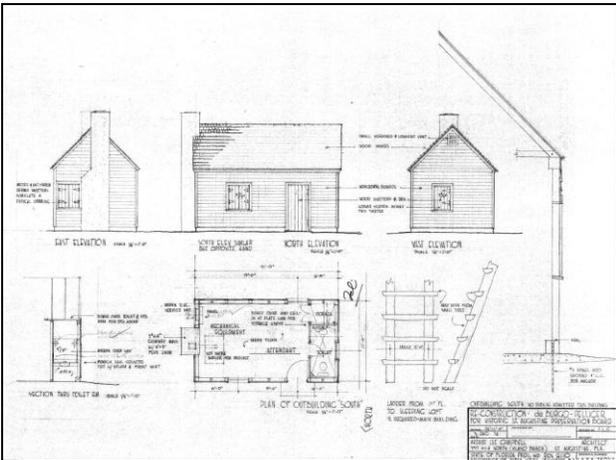


Fig.4: Architectural drawing example

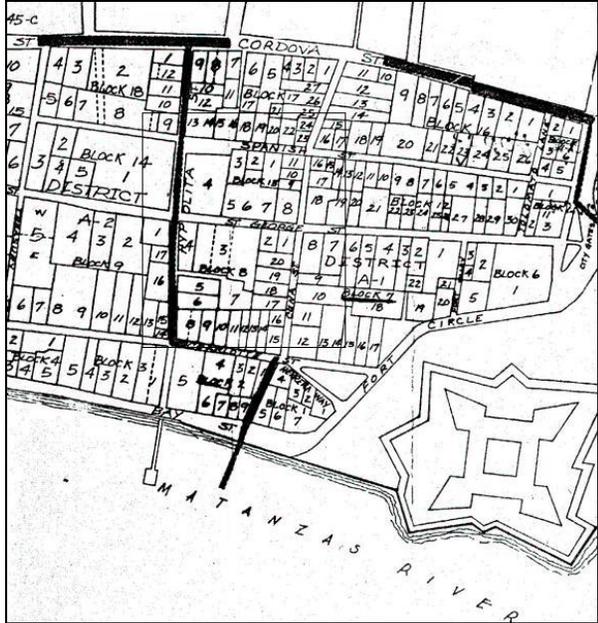


Fig.5: Cropped image from historic block and lot map

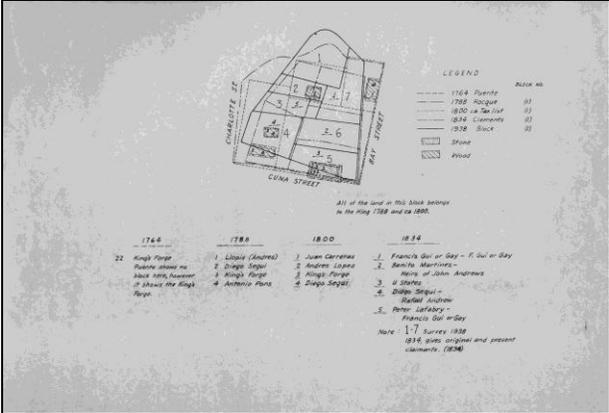


Fig.6: Historic map overlay example

Appendix J: St. Augustine Historical Society Resources

Quantity: approx. 2,500 documents

Contents:

Besides documents relevant to the founding and development of St. Augustine, these documents also include translations of: Spanish printed sources about Juan Ponce de Leon and Pedro Menéndez de Avilés; extensive selections in English translation of *La Florida: Su Conquista y Colonización* (Madrid: Imp. de los hijos de J. A. García, 1893); accounts of Francis Drake's raid on St. Augustine in 1586; reports from the expeditions of Juan Pardo; memorials by clergy on conditions in the Spanish missions; investigations into the governorship of Diego de Rebolledo during the Timucuan revolt; reports on the 1702 siege of St. Augustine by James Moore and the 1740 siege of James Oglethorpe; texts on town planning and royal ordinances; documents pertaining to the building of the Castillo de San Marcos; and others dealing with details of life in town at different times.

- Spanish documents, as well as English language translations
- Date coverage: 1565-1763
- Autograph and typed text
- Primarily 8.5" x 11"
- Unbound

Note: The Advisory Board will recommend an additional 1,500 documents from the collections of the Historical Society and the P.K. Yonge Library of Florida History.

Appendix K: City of St. Augustine Archaeology Program Resources

Quantity: approx. 2000 digital items

Each archaeological site will have the following types of information and images:

- A summary of the site history and the archaeological research conducted there
- A site graphic or map
- Samples, cataloged and appropriately described, of up to 20 images showing results of excavations for that site

For examples of the types of information and images available from the city Archaeology Program, see the site summaries for Nuestra Señora del Rosario de la Punta, the Pablo Sabate site, and the Young Avenue site available at the city archaeology website at

<http://www.digstaug.org/archives.cfm>.

Representative Sites:

This list is a subset of the more than 500 properties investigated by the City of St. Augustine, Florida, through its Archaeological Preservation Ordinance, under the purview of the City Archaeologist, a staff position in the Planning and Building Department.

The following list is organized chronologically beginning with archaeological deposits from the late prehistoric/contact era occupation (i.e., 16th century) and extending into the American Territorial Period (1821 to 1845). Although later archaeological deposits are just as significant and are more common, it is this 350 to 400 year window that generates the most interest by the public and the media.

- | | |
|----------------------------|--|
| 1. 39 Magnolia Ave. | Late Prehistoric/Contact Era structures and trash deposits. |
| 2. Puente Site | Late 16 th c. trash deposits and structures. |
| 3. Art Association | Late 16 th c. deposits including evidence of Drake's Raid. |
| 4. 17 King Street | Late 16 th c. to 18 th c. deposits, including chicken burials |
| 5. Town Plaza | Late 16 th to 19 th c. deposits (wells, houses, trash). |
| 6. Trinity Parking Lot | Late 16 th to 19 th c. deposits (wells, privies, trash). |
| 7. Aviles Street | Series of street deposits dating from early 1600s to present. |
| 8. 287 St. George St. | Early 17 th century deposits behind Convento (Indian). |
| 9. CPS VI | Early 17 th c. trash deposits—possible feasting. |
| 10. 46 Marine St. | Early 17 th c. to mid-19 th c. building and trash deposits. |
| 11. 105 St. George St. | Early to mid-17 th c. building and trash deposits. |
| 12. Casa de Hidalgo | Mid 17 th c. trash deposits and house foundation. |
| 13. Charlotte St. (South) | Series of street deposits dating from mid 17 th c. to present. |
| 14. St. George Street | Series of street deposits dating from late 17 th c. to present. |
| 15. 33 and 34 Spanish St. | Late 17 th c. to late 19 th c. series of house deposits and trash. |
| 16. 2 St. George St. | Late 17 th c. deposits associated with building Castillo/siege. |
| 17. 3 St. George St. | Early to mid 18 th c. trash deposits and 1702 siege. |
| 18. Ponce Circle | Early 18 th to 19 th c. deposits—siege, bay front, and seawall. |
| 19. Monson Motor Lodge | Early 18 th c to 19 th c. foundations, trash, privies, pens. |
| 20. 60 Charlotte St. | Early to mid 18 th c. trash deposits—possible pig wallow. |
| 21. Charlotte St. (North) | Series of Street deposits dating from early 18 th c to present. |
| 22. Charlotte St. (South) | Early to mid 18 th c. deposits (foundations and pig wallow). |
| 23. CPS VII | Early to mid 18 th c. deposits (wells and pig wallow). |
| 24. Castillo de San Marcos | Mid 18 th c. terreplein surface (gun deck). |
| 25. Orange St. | 18 th to mid 19 th c. Cubo Line (defensive wall) |
| 26. El Rosario | 18 th c. defensive redoubt. |

Appendix K: City of St. Augustine Archaeology Program Resources

27. 63 Cordova Ave.	18 th c. Rosario Line and 19 th c. grove/gardening.
28. 131 Marine St.	18 th c. Native American mission community of La Punta (structure)
29. 159 Marine St.	La Punta (structures and trash).
30. 161 Marine St.	La Punta (structures and trash).
31. 179 Marine St.	La Punta agricultural fields and 20 th c. dog burial.
32. 11 Tremerton	La Punta council house (?) and church/British hospital site
33. 8 Tremerton	La Punta trash deposits and smudge pit.
34. 82 Washington St.	18 th c. Native American mission community of Pocotalaca
35. Blanco St.	Pocotalaca
36. 2 Magnolia Ave.	18 th c. mission community of Nombre de Dios.
37. 16 Magnolia Ave.	Nombre de Dios.
38. Milton Ave.	Nombre De Dios.
39. Coleman PUD	British Period—Gov. James Grant's Farm (8 properties)
40. 312 Charlotte St.	British Period—trash deposits (privies ?) to barracks
41. Kings Bakery	British Period—Barracks.
42. 71 Park Place	Late 18 th to early 19 th c. urban plantation—M. Hernandez.
43. 65 Cuna St.	Late 18 th to early 19 th c. privy.
44. 5 St. George St.	Early 19 th c. coquina stone well



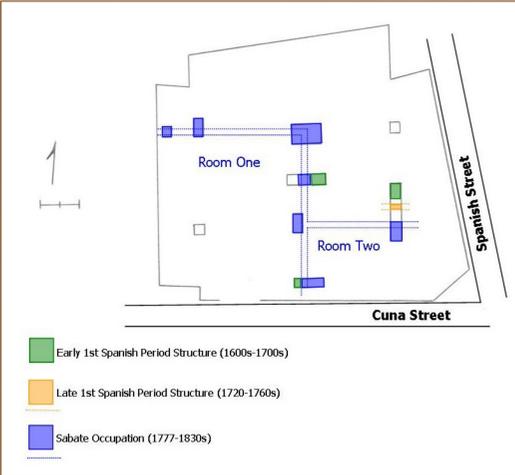
Refugees to Bootleggers and Everything In-Between: A Microcosm of Urban Archaeology in Downtown St. Augustine, Florida

Melissa H. Dezendorf, Carl D. Halbirt
Archaeology Division, City of St. Augustine, Florida



Introduction

St. Augustine's colonial downtown district exists as the most enduring location of European origin in the United States, having been settled since 1572. A diverse array of archaeological resources, the result of 438 years of concentrated human occupation, reflects the community's multicultural heritage. This poster presents preliminary information from the Archaeology Division's investigations at the Pablo Sabate Site in 2009. It illustrates the complexity of archaeological deposits derived from continuous redevelopment. This project yielded an assortment of archaeological features and items dating from the late 1600s to the early 1900s, with some deposits reflecting the City's more colorful past.



Project Specifics

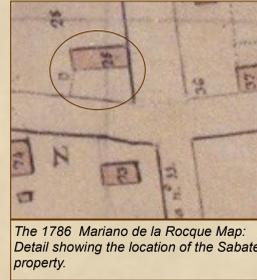
Field procedures involved excavating both systematic and judgmental shovel pits, some of which were later expanded into test units. The Archaeology Division examined approximately 4% of the lot. Ceramics provided date ranges for exposed features. Excavations resulted in documenting remnants to four colonial-era structures; demolition of the last colonial structure occurred sometime after the Civil War.

The Sabate Occupation (1777-1830s)

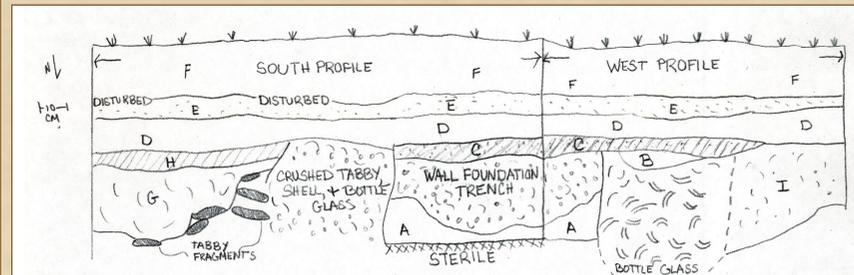
In 1777, Pablo Sabate and his family arrive on the property as refugees from Andrew Turnbull's New Smyrna colony, where they would live in a "house of palm" on the property; most likely a wood structure with a thatched roof.

Of Minorcan origin, Sabate earned a living as a fisherman and farmer. By 1801, he had pursued other means of support, namely running a tavern.

The Sabate family owned the property at the corner of Spanish and Cuna until the mid-1800s



The 1786 Mariano de la Rocque Map: Detail showing the location of the Sabate property.



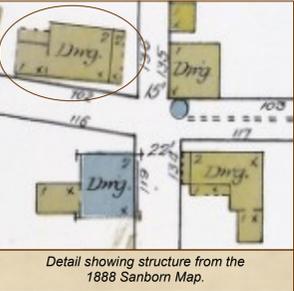
- A: Dark Brown Fine Grain Sand
- B: Charcoal, Ash, and Shell with Re-deposited Sterile
- C: Charcoal, Ash, and Shell
- D: Dark Gray Organic Loam
- E: Gray Loam and Rubble Zone
- F: Modern Fill/Gray Loam Mixed Deposits
- G: Dark Brown Sandy Loam with Some Shell
- H: Similar to "C" but not as Ashy
- I: Gray Sandy Loam with Shell and Glass (part of Foundation Trench)

The Late 19th Century

This neighborhood evolved from a primarily Minorcan area to an African-American enclave after the Civil War. Records from the mid-1800s to the late 1800s are unclear as to who owned the property.

A two-story frame vernacular dwelling, built in 1885, served as a rental house for working-class families. This structure encompassed the majority of the existing lot; trash deposits associated with this occupation most likely exist outside of the sample area.

City Directories from 1899-1930, list the occupations of the people living on the site: a porter, a tailor, a laborer, and a laundress.



Detail showing structure from the 1888 Sanborn Map.



A pipe stem with a maker's mark of "Glasgow," a glass marble, and an accessory from a carriage lantern.



An 1898 photograph of the neighborhood.

The Late First Spanish Period (1672-1763)

The earliest historic occupation is represented by the remnants of a post-in-ground structure. One of the posts evidenced charring, which could be indicative of the English-led sieges that occurred during the early 18th century.



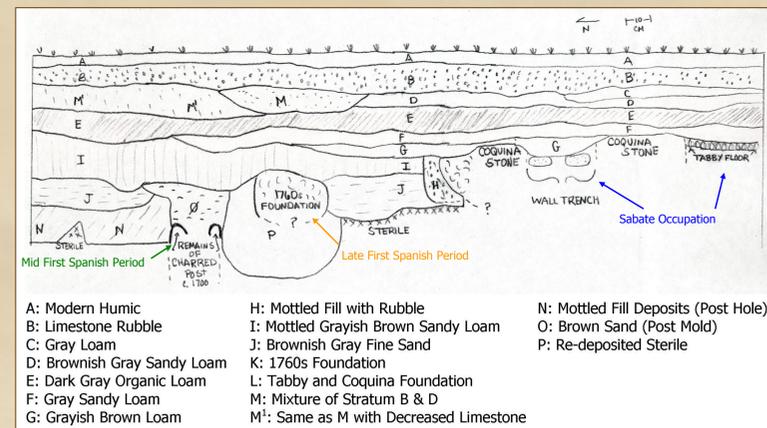
1764 Puente Map: Detail shows location of Jacinto's residence.



A late First Spanish Period Foundation.

Initial historical documentation of property ownership in 1763, lists Manuel Jacinto. No information exists about his origin or occupation, but the index to the 1763 Puente Map states Jacinto lived in a "house of boards."

Overlying the charred post was an oyster-shell foundation with embedded ceramics and iron nails. This structure dates back to the end of the First Spanish Period (ca. 1760) and most likely belonged to Jacinto.



- A: Modern Humic
- B: Limestone Rubble
- C: Gray Loam
- D: Brownish Gray Sandy Loam
- E: Dark Gray Organic Loam
- F: Gray Sandy Loam
- G: Grayish Brown Loam
- H: Mottled Fill with Rubble
- I: Mottled Grayish Brown Sandy Loam
- J: Brownish Gray Fine Sand
- K: 1760s Foundation
- L: Tabby and Coquina Foundation
- M: Mixture of Stratum B & D
- M¹: Same as M with Decreased Limestone
- N: Mottled Fill Deposits (Post Hole)
- O: Brown Sand (Post Mold)
- P: Re-deposited Sterile



Hundreds of 18th-century ale and wine bottles formed a portion of the foundation for this structure.

The structure, constructed in the late 1700s, was an L-shaped tabby building and consisted of two rooms, with a tabby floor and brick hearth recorded in Room One.

The builders used broken bottles at the base of the oyster shell foundation—a unique way to support the massive shell foundation as well as dispose of trash. Atop the foundation, traces of the tabby wall were still apparent.

Numerous fragments from broken tumblers and goblets were recovered along the junction of the wall/tabby floor. Coupled with the presence of coins, over 120 pipe fragments, iron cooking implements, and a marionette fragment in soil deposits dating to the 19th century, a portion of this structure is posited to have functioned as a tavern.



Remnants of a hearth along the wall of Room Two.



Artifacts relating to tavern activities: a human molar, an etched glass tumbler rim, a Spanish half-real, four furniture tacks, and a marionette jaw fragment.

The Twentieth Century and Beyond

Oscar "Dixie" Canova and his wife, Estelle, bought the house and property in 1931.

Locals recount Dixie as a bootlegger during Prohibition; Dixie would later open a bar on nearby St. George Street.

The house on the property was demolished shortly after Dixie's death in 1969.

A city street paving project in the 1990s disturbed the upper soil levels of the lot and obliterated any deposits left from the demolition of the house.

The St. Augustine Foundation purchased the vacant lot in 1978. In 2009, the Foundation contacted the Archaeology Division to test the lot prior to installing a formal garden.



The Canova house as it appeared shortly before demolition.



The site at present.

Conclusion

Archaeological investigations at the Pablo Sabate Site illustrate the diversity of deposits that are typical for St. Augustine's colonial downtown district. The 20 units excavated uncovered four historic structures: the earliest structure built of wattle-and-daub dated to the late 1600s based on an adjacent trash pit. Three of the structures were constructed on the same footprint, illustrating continuity in the use of space on Spanish lots. The use of ale bottles as construction materials showed an opportunistic approach for acquiring construction materials during the Second Spanish Period (1784-1821).

Documenting the Sabate occupation was the primary objective throughout most of the investigation. Discovering that a portion of the building served as a tavern was unexpected; however it was not uncommon for the Spanish to use portions of their homes for commercial enterprises. During the Second Spanish Period, more than 25 taverns were documented in the colonial downtown district—essentially a tavern per every block. The work undertaken is an excellent starting point for continued research into the material culture of a 19th-century Minorcan household and tavern.

References:
Griffin, Patricia C. 1990. Mullet on the Beach: The Minorcans of Florida, 1768-1788. *El Escrivano* 27: 104-192.
St. Johns County Courthouse. 1931 Deed of Oscar and Estelle Canova. Deed 98, Page 571. St. Augustine, FL.
Robert Hill to Melissa Dezendorf. Personal Communication. March 2009.
1801 Letter to Governor Enrique White. St. Augustine Florida from Bartolomé Morales. East Florida Papers, Reel 67, Bundle 160D13, St. Augustine Historical Society, St. Augustine, Florida.
St. Augustine Historical Society: 1784 Spanish Census of English Colony; 1786 Census of St. Augustine and its Perimeter; 1787 Census of Householders; 1793 Census of St. Augustine and North River; 1764 Juan Elixio de la Puente. *San Agustín de Florida*. Hand-drawn Map; 1800 Tax Assessors Inventory, MC 63, Box 7, File 15, Page 53; 1835 Benjamin Clements Map of St. Augustine, Florida. Hand-drawn Map; 1888 Sanborn Insurance Maps. Map of St. Augustine, Florida; 1898 Photograph of Spanish Street; 1899-1930 City Directories, St. Augustine, Florida.

Appendix M: Herschel Shepard Collection (UF) – Selected St. Augustine Projects

Quantity: approx. 800 drawings, photos and documents

Contents:

From the previously private unprocessed collection of Herschel Shepard, the project staff will digitize records and drawings of major preservation and restoration work of St. Augustine. The Shepard Collection, which was donated to UF in 2010, documents Shepard's expertise in Florida's historic architecture and his many contributions to preservation and restoration in the state. Shepard's work covers the entire range of Florida's architectural past, including restoration of landmark buildings such as the 1902 Florida State Capitol in Tallahassee and reconstruction of such historically significant sites as the Second Seminole War era Fort Foster and the Spanish mission site of San Luis de Apalachee. The total collection includes hundreds of original drawings and thousands of documents and photographs, including all of Shepard's works on the colonial buildings of St. Augustine. Shepard has worked in architectural restoration and reconstruction of St. Augustine buildings since 1970, and 25 historic structures are documented thoroughly with drawings, research notes, and photographs.

Selected St. Augustine Projects:

Ximinez-Fatio House restoration (1973)
1580 Fort reconstruction (1974)
Avero House and Shrine (1974)
Joaneda House restoration (1975)
Acosta House reconstruction (1975)
Sanchez-deMesa House (Old Spanish Inn) (1977)
1580 Fort and Village reconstruction (1977)
Castillo de San Marcos and Fort Matanzas inspection and report (1978)
Sanchez-deMesa House (Old Spanish Inn) (1978)
Tovar House (1987)
Oldest House (1987)
Government House east wing restoration (1988)
Segui-Smith House (1989)
Cerveau and Parades-Dodge Houses (1993)
Bridge of Lions (1998)
O'Reilly House (2000)
Oldest House restoration (2000)
Rodriquez House (2000)
Ortega House (2000)
Arrivas House (2000)
Powoud-Slater House (2000)
Villa Longa House (2000)
Anastasia Island (2005)
Fountain of Youth (re: Menendez and Seloy) (2005)
Historic house at 801 Someruelos Road (2006)

Appendix N: Draft Collection Pages and UF Digital Collections Functionalities & Features

Draft Collection Page in UF Digital Collections (UFDC)

<http://ufdcweb1.uflib.ufl.edu/ufdc/?a=flcity> (all images and text are temporary and included in this mock-up for illustrative purposes)

The screenshot shows a web page with a blue header containing the University of Florida logo and 'George A Smathers Libraries' on the left, and 'University of Florida Digital Collections' on the right. Below the header, there are links for 'UFDC Home', 'myUFDC Home', 'Help', and 'RSS'. The main content area features a banner image of colonial buildings and a person digging, with the title 'UNEARTHING ST. AUGUSTINE'S COLONIAL HERITAGE'. Below the banner are navigation tabs: 'HOME', 'ADVANCED SEARCH', 'FULL TEXT SEARCH', 'ALL ITEMS', and 'NEW ITEMS'. To the right of these tabs are icons for 'PRINT', 'SEND', 'ADD', and 'SHARE'. A search bar is labeled 'Search Collection:' with a 'Go' button. A 'SHOW SUBCOLLECTIONS' button is located below the search bar. The main text describes the project's goal to bring historical research to the modern web, mentioning the 500th anniversary of Florida (2013) and the 450th anniversary of St. Augustine's founding (2015). It lists collaborative partners: St. Augustine Historical Society, City of St. Augustine Archaeological Program, Dept. of Heritage Tourism/Government House, and Herschel E. Shepard Collection. A note at the bottom asks users to contact the project for preliminary information.

UF | George A Smathers Libraries University of Florida Digital Collections

UFDC Home myUFDC Home | Help | RSS

UNEARTHING ST. AUGUSTINE'S COLONIAL HERITAGE

HOME ADVANCED SEARCH FULL TEXT SEARCH ALL ITEMS NEW ITEMS

PRINT SEND ADD SHARE

Search Collection: Go

SHOW SUBCOLLECTIONS

Unearthing St. Augustine's Colonial Heritage seeks to bring the study of the past into the modern research environment. St. Augustine has been a research mecca for archaeologists, historians, and other scholars seeking to understand the complex legacies of the Spanish borderlands and the American Southeast. For half a century, the city has also been a focal point of work in historic preservation. As Florida moves towards its 500th anniversary (2013) and St. Augustine looks ahead to the celebration of the 450th anniversary of its founding (2015), researchers need 21st century Web access to materials that have traditionally been available only in paper and often for on-site use only.

Unearthing St. Augustine's Colonial Heritage is a proposed project by many collaborative partners, including:

- St. Augustine Historical Society
- City of St. Augustine Archaeological Program
- Dept. of Heritage Tourism/Government House
- Herschel E. Shepard Collection

Please [contact us](#) for preliminary information on this proposed project as it develops; all finalized information will be posted to this site as it becomes available.

Draft Sub-Collection Pages in UF Digital Collections (UFDC)

<http://ufdcweb1.uflib.ufl.edu/ufdc/?a=citystaug> (all images and text are temporary and included in this mock-up for illustrative purposes)

UF | George A Smathers Libraries University of Florida Digital Collections

UFDC Home myUFDC Home | Help | RSS




HOME | ADVANCED SEARCH | FULL TEXT SEARCH | ALL ITEMS

PRINT | SEND | + ADD | SHARE

Search Collection:

The City of St. Augustine's Archaeology Program preserves St. Augustine's archaeological heritage, which is unparalleled in the quantity and diversity of remains buried beneath its buildings, streets, and backyards. These deposits not only reflect the City's European origins since 1565, but also a rich and varied Native American heritage that has been in existence for thousands of years. The intent of the City's archaeology program is not to stop or limit development, as St. Augustine is a vibrant and evolving urban community, but to preserve the information of those buried remains subject to potential destruction through documentation.

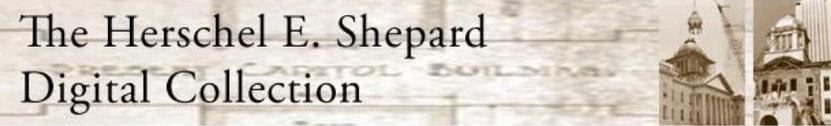
The City of St. Augustine's Archaeology Program is contributing materials to the *Unearthing St. Augustine's Colonial Heritage Digital Collection*.

Subscribe to the RSS feed for the City of St. Augustine's Archaeology Program.

<http://ufdcweb1.uflib.ufl.edu/ufdc/?a=shepard> (all images and text are temporary and included in this mock-up for illustrative purposes)

UF | George A Smathers Libraries University of Florida Digital Collections

UFDC Home myUFDC Home | Help | RSS

HOME | ADVANCED SEARCH | FULL TEXT SEARCH | ALL ITEMS

PRINT | SEND | + ADD | SHARE

Search Collection:

The **Herschel E. Shepard Digital Collection** will bring online the invaluable architectural records of Herschel Shepard (FAIA Emeritus, Architect), a leader in historic preservation in Florida.

The Herschel Shepard Collection at the University of Florida, which was donated to UF in 2010, documents Shepard's expertise in Florida's historic architecture and his many contributions to preservation and restoration in the state. Shepard's work covers the entire range of Florida's architectural past, including restoration of landmark buildings such as the 1902 Florida State Capitol in Tallahassee and reconstruction of such historically significant sites as the Second Seminole War era Fort Foster and the Spanish mission site of San Luis de Apalachee. The total collection includes hundreds of original drawings and thousands of documents and photographs. Included in this collection are all of Shepard's works on the colonial buildings of St. Augustine. Shepard has worked in architectural restoration and reconstruction of St. Augustine buildings since 1970, and 25 historic structures are documented thoroughly with drawings, research notes, and photographs. These buildings include the Ximénez-Fatio House, the de Mesa-Sánchez House, the Tovar House, Government House, the Castillo de San Marcos and Fort Matanzas, among others.

The proposed *Unearthing St. Augustine's Colonial Heritage* project will digitize approximately 800 drawings, photos and documents from the Shepard Collection.

Selected UF Digital Collections Functionalities & Features:

UFDC Map Interface

The Florida Aerial Photography Digital Collection’s map interface supports searching using the Google Map interface to:

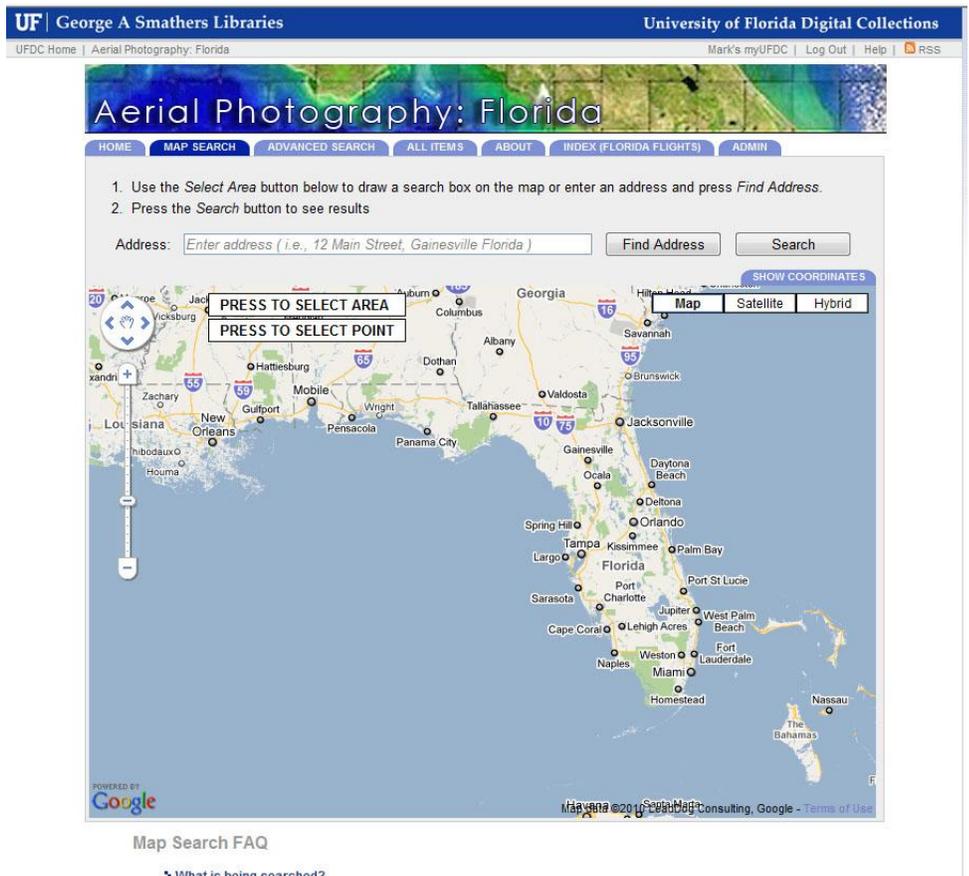
- Search by address
- Search by selecting a point on a map
- Search by selecting an area on a map

The interface allows users to drag and drop pins for search refinement. The search results are then shown in order of the closest geographic match, and each set of mapped images can be seen as map overlays in support of optimal usability.

Guide to Using the UFDC Map Interface

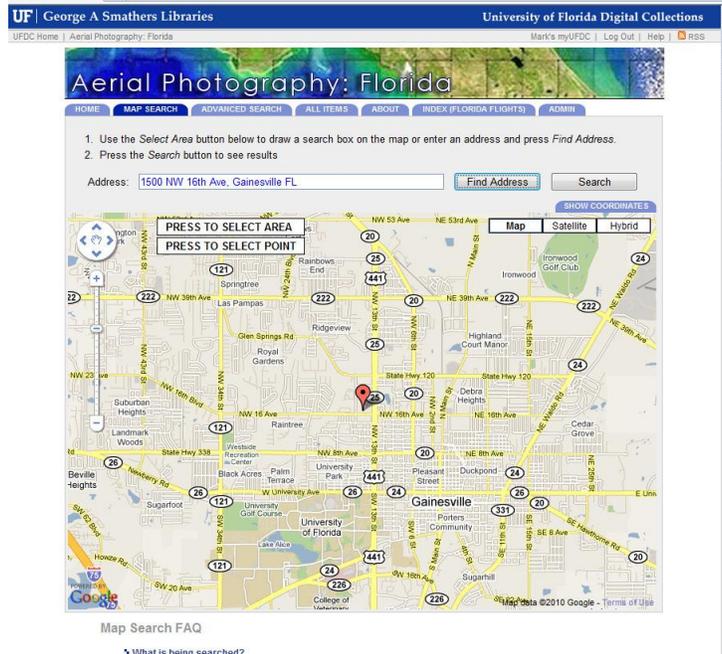
1. Selecting Map Search:

User selects “Map Search” in the Aerials (this may also be set as the default search).



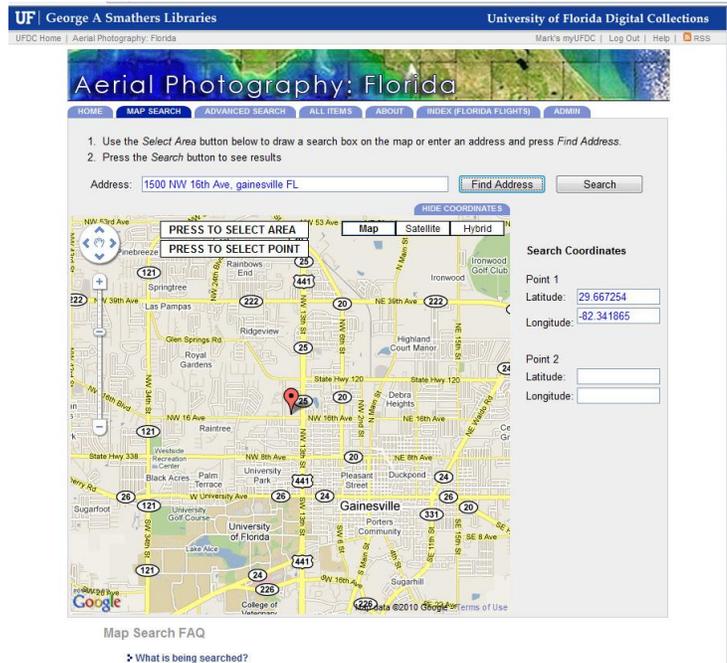
2. Searching:

- To search by address, user enters an address and clicks Find Address.
- To search by area, the user clicks “Press to select area” and selects the area.
- To search by a point, the user clicks “press to select point” and selects point.



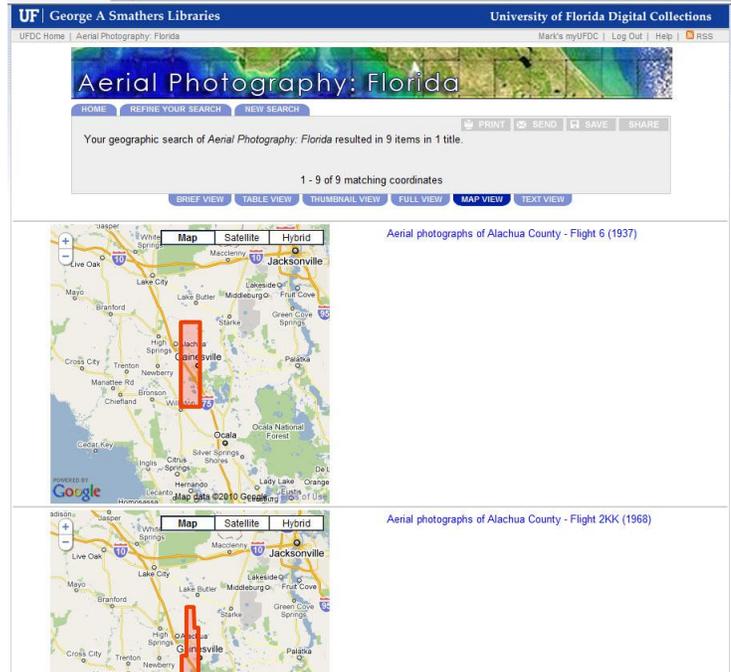
3. Seeing coordinates:

To see the coordinates for an address, the user enters the address and then clicks the “Show Coordinates” tab on the top right corner of the map.



4. Viewing results list:

The result set is map view by default. The maps show the general outline or bounding box of the aerial flights. The name of the matching flight appears on the right.



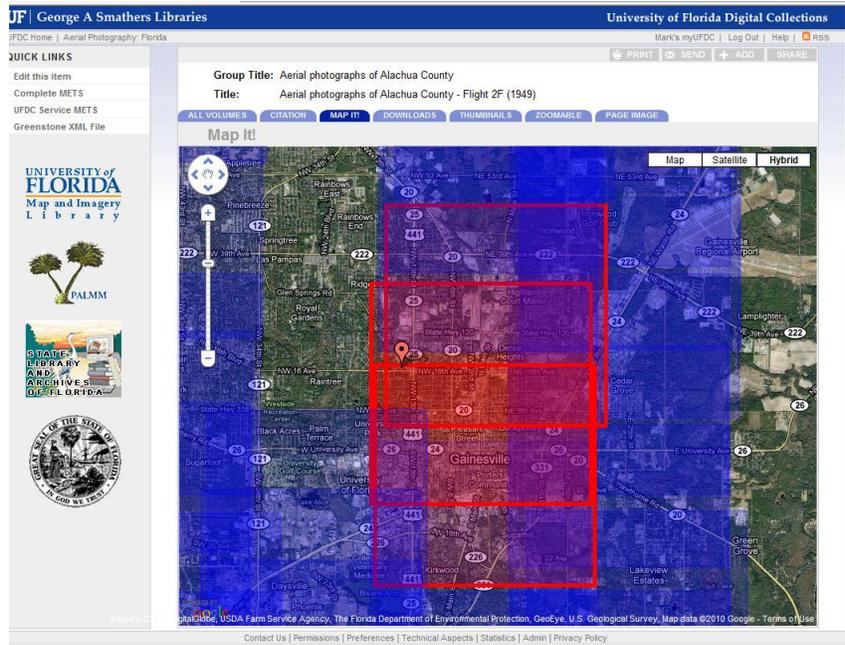
6. Viewing results list in other formats:

Users can also view the results in any different format, such as the table view.



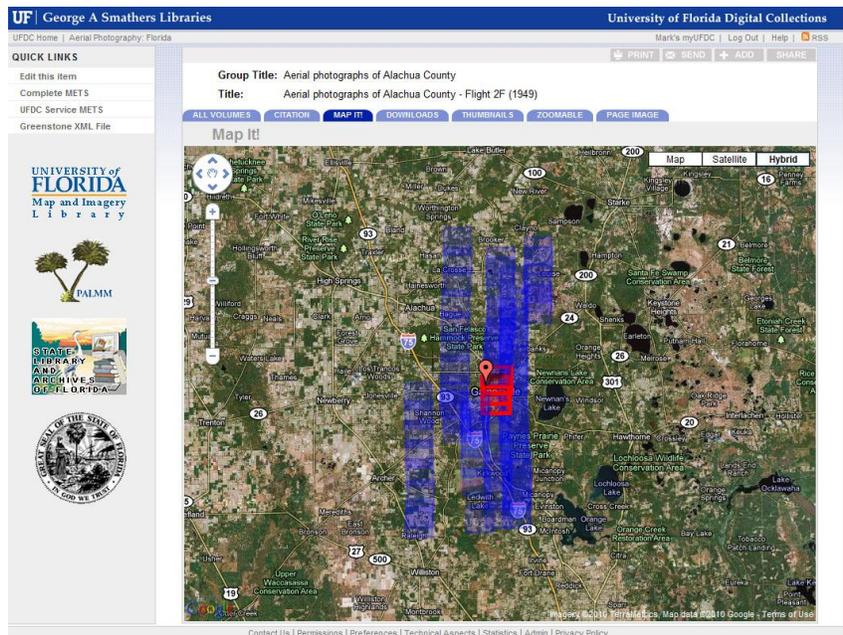
7. Viewing specific results:

When the user clicks on an individual flight, the Google map for that flight's tiles, including the previous search, is displayed.



8. Viewing specific results in context:

Zooming out in this view allows the user to see the overall coverage of the flight.



myUFDC & myDLOC Patron Tools

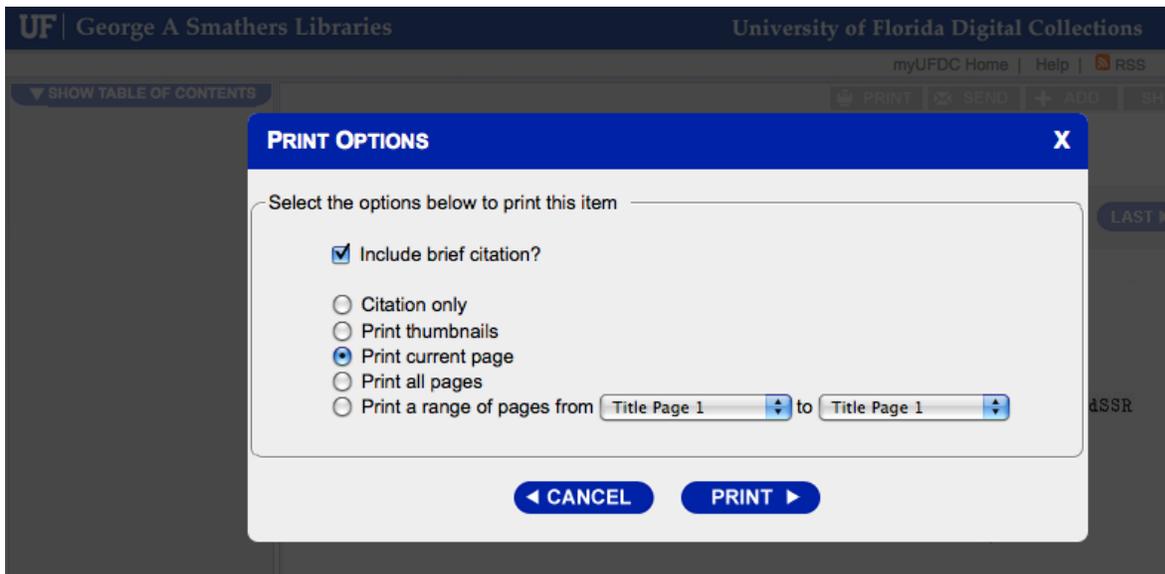
UFDC allows users who log in to:

- Send an item to a friend via email
- Save an item to your bookshelf and add user comments to the item (comments are not displayed to others on the item, but will show within your bookshelf)
- Save a search, or browse to your favorite searches
- Share an item (via Facebook, Twitter, DIGG, StumbleUpon, Yahoo, Yahoo Buzz, Google Bookmarks, Browser favorites)
- Manage your bookshelves and saved searches through the myUFDC home page
- Print the page displayed, print all pages for the item, or select and print a range of pages

Print

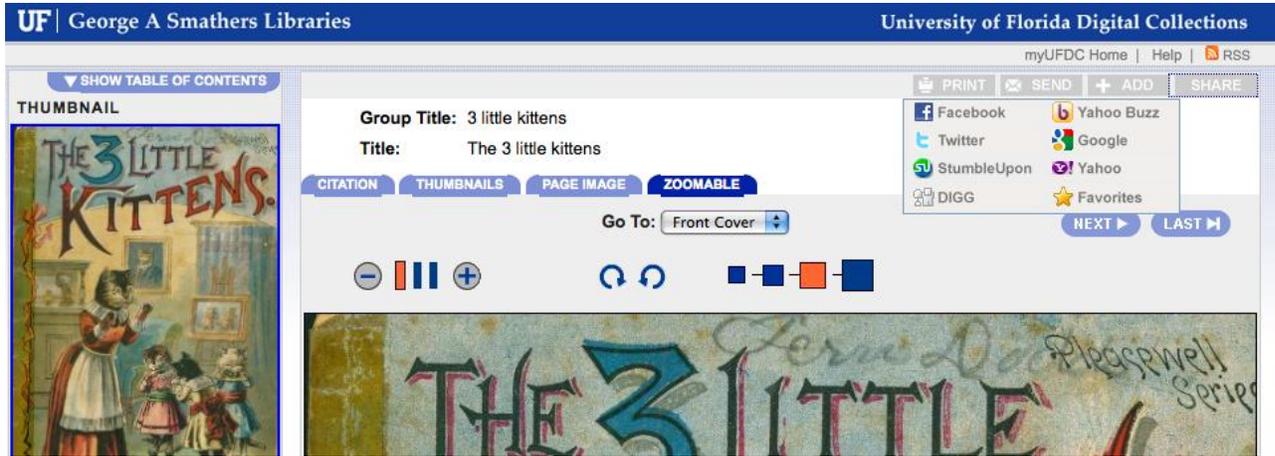
Clicking the Print button simply prints collection and search pages. For items, users can choose to print:

- Citation only
- Thumbnails
- Current page (prints page as displayed for zoomed views)
- All pages
- A range of pages



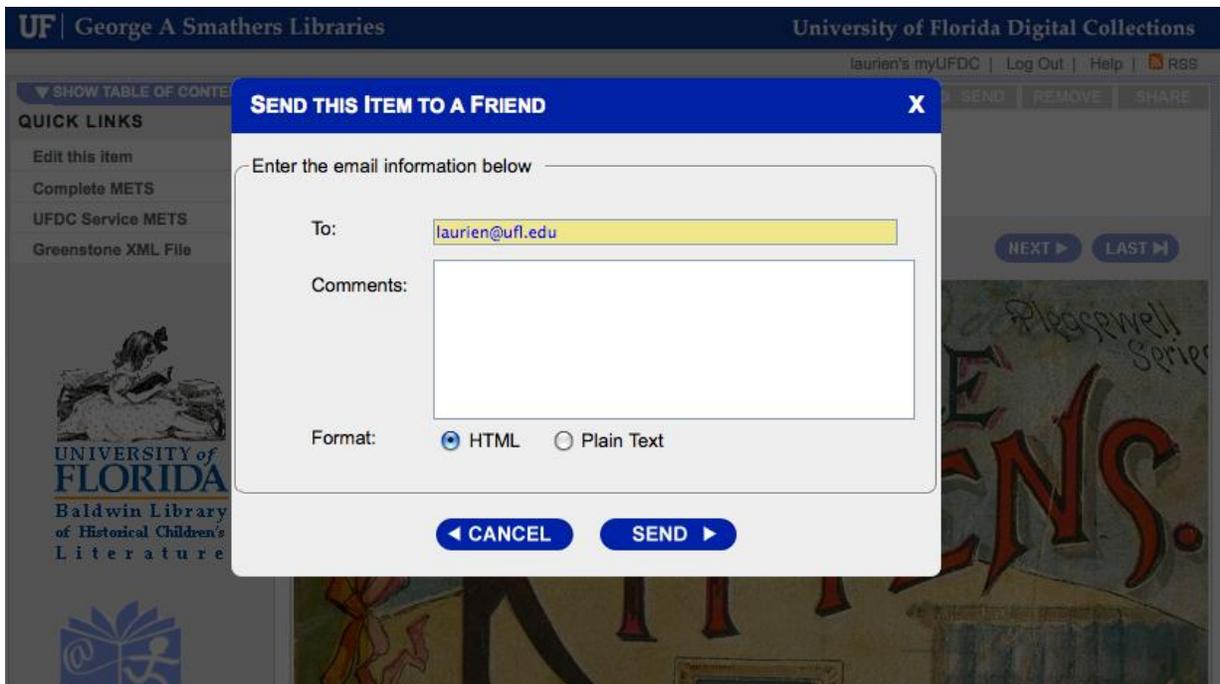
Share

The Share button allows users to share the collection, item, and search using Facebook, Twitter, DIGG, StumbleUpon, Yahoo, Yahoo Buzz, Google Bookmarks, and Browser favorites.



Send

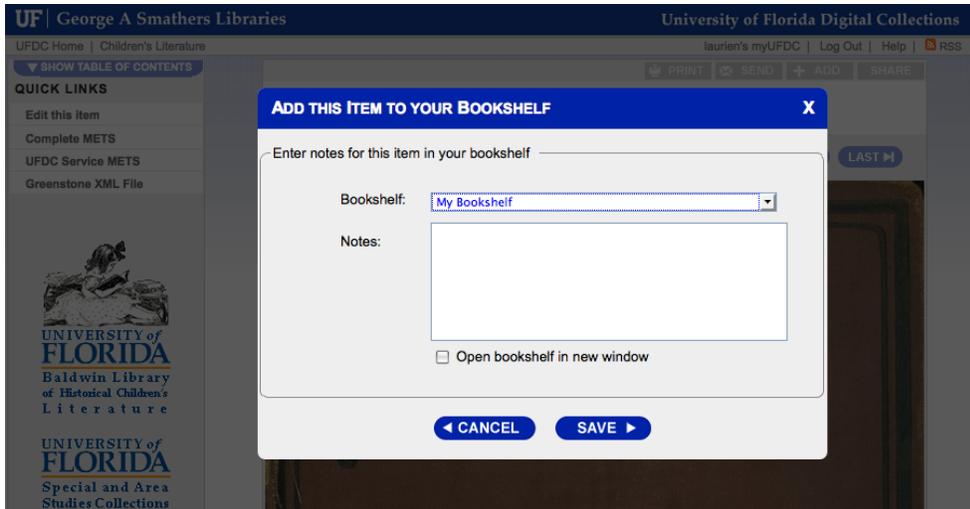
The Send button allows users to send an email with the current collection, item, or search. The Send button is only active when users are logged in (users can log in using Gatorlink or myUFDC for those without Gatorlink accounts).



Save/Add

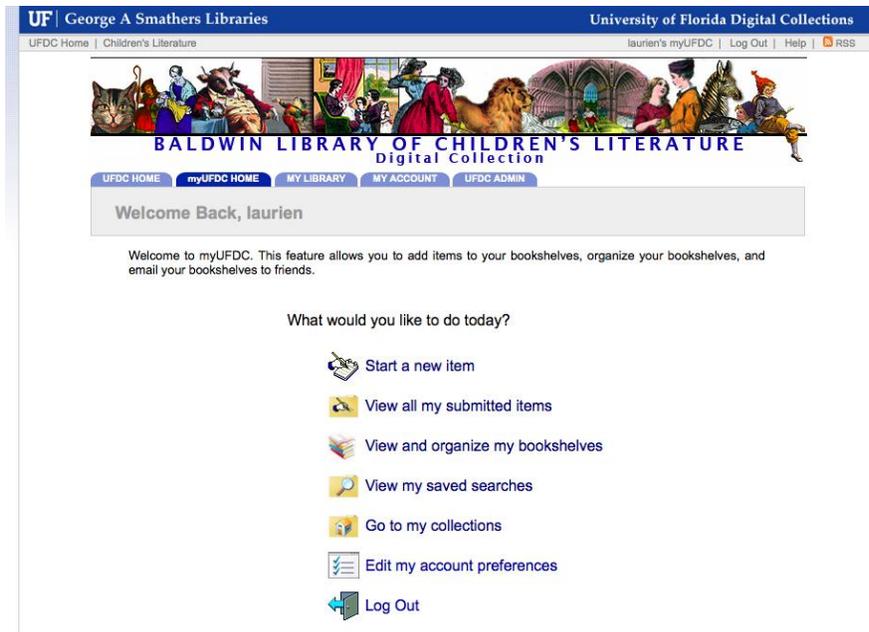
The Save/Add button also requires users to log in. This button is either Save or Add depending on context:

- On search pages, the Save button allows users to save their searches. Users can access all of their saved searches from the main myUFDC page.
- On collection and item pages, the Add button allows users to Add collections to their personal homepages and can add items to bookshelves.



myUFDC Home

myUFDC Home is the first page after users log in, and it links to the user's bookshelves, saved searches, and collections.



Bookshelves

Users can add new bookshelves, manage existing bookshelves, and make bookshelves public.

UF | George A Smathers Libraries | University of Florida Digital Collections

UFDC Home | Children's Literature | laurien's myUFDC | Log Out | Help | RSS

BALDWIN LIBRARY OF CHILDREN'S LITERATURE
Digital Collection

UFDC HOME | myUFDC HOME | **MY LIBRARY** | MY ACCOUNT | UFDC ADMIN

My Library

My Library (Manage my bookshelves)

- My Collections Home
- My Saved Searches
- My Bookshelf**

Manage My Bookshelves

Add New Bookshelf | Refresh Bookshelves

ACTIONS	BOOKSHELF NAME
(delete make private manage)	Kittens
(delete make public manage)	My Bookshelf

Contact Us | Permissions | Preferences | Technical Aspects | Statistics | Admin | Privacy Policy

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UF UNIVERSITY OF FLORIDA
The Foundation for The Gator Nation

Public Bookshelf

UF | George A Smathers Libraries | University of Florida Digital Collections

laurien's myUFDC | Log Out | Help | RSS

University of Florida Digital Collections

HOME | **PUBLIC BOOKSHELF** | PRINT | SEND | SAVE | SHARE

Public Bookshelf

"Kittens"
This is a publicly shared bookshelf of laurien Taylor.

1 - 5 of 5 matching titles

BRIEF VIEW | TABLE VIEW | THUMBNAIL VIEW | FULL VIEW | TEXT VIEW

- Title: **The 3 little kittens**
BibID: UF00078891
Date: c1890
Publisher: McLoughlin Bros. (New York)
Format: 12 p. : col. ill. ; 20 cm.
Country: United States
State: New York
City: New York
- Title: **3 little kittens.**
BibID: UF00028233
Publisher: McLoughlin Bros. (New York)

Saved Searches

The screenshot shows the 'My Saved Searches' section of the Baldwin Library of Children's Literature Digital Collection. The page header includes 'UF George A Smathers Libraries' and 'University of Florida Digital Collections'. A navigation bar contains links for 'UFDC HOME', 'myUFDC HOME', 'MY LIBRARY', 'MY ACCOUNT', and 'UFDC ADMIN'. The main content area is titled 'My Saved Searches' and contains a table with the following data:

ACTIONS	SEARCH
(delete view)	Your search of All Collection Groups for mittens in metadata only resulted in 9 matching records.
(delete view)	Your search of All Collection Groups for field day in metadata only resulted in 370 items in 79 titles.
(delete view)	Your search of Baldwin Library of Historical Childrens Literature for mittens in metadata only resulted in 9 matching records.
(delete view)	Your search of All Collection Groups for kittens in metadata only resulted in 104 items in 101 titles.

At the bottom of the page, there is a footer with copyright information: '© 2004 - 2009 University of Florida George A. Smathers Libraries. All rights reserved. Acceptable Use, Copyright, and Disclaimer Statement. Last updated March 11, 2010 - Version 2.8.9 - mvs' and the University of Florida logo.

My Collections

The screenshot shows the 'My Collections' page in the University of Florida Digital Collections. The page header includes 'UF George A Smathers Libraries' and 'University of Florida Digital Collections'. A navigation bar contains links for 'UFDC HOME', 'ADVANCED SEARCH', 'MY COLLECTIONS', and 'BROWSE PARTNERS'. The main content area features a search bar with the text 'Search Collection:' and a 'Go' button. Below the search bar, there is a checkbox labeled 'Include full text?'. A welcome message reads: 'Welcome to your personalized UFDC home page. This page displays any collections you have added, as well as any of your bookshelves you have made public.' The page is divided into several sections:

- MY COLLECTIONS:** This section displays four collections:
 - Digital Library of the Caribbean (remove)
 - Florida and the Civil War (remove)
 - Florida Digital Newspaper Library (remove)
 - Test Collection (remove)
 - University of Central Florida (remove)
- MY PUBLIC BOOKSHELVES:** This section displays one public bookshelf:
 - Kittens (make private)
- MY LINKS:** This section displays three links:
 - myUFDC Home
 - My Library
 - My Saved Searches

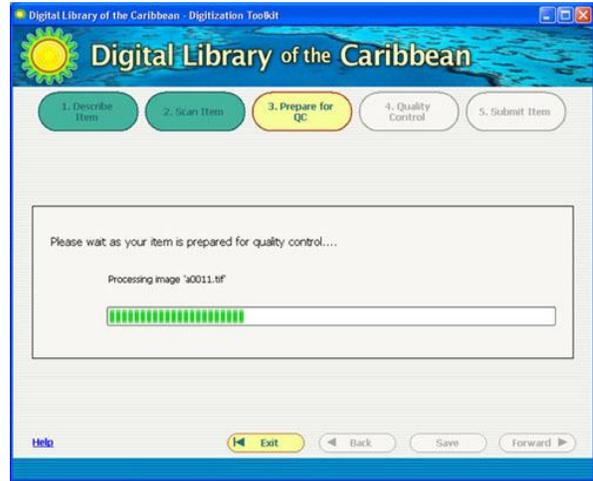
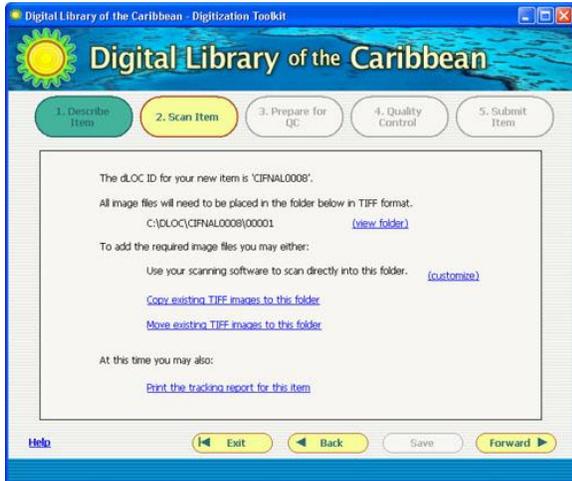
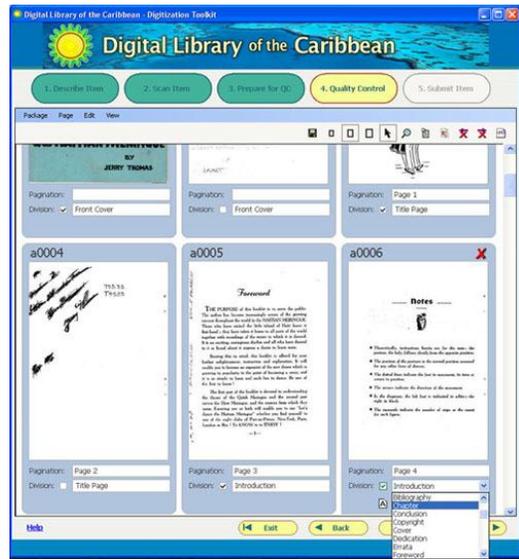
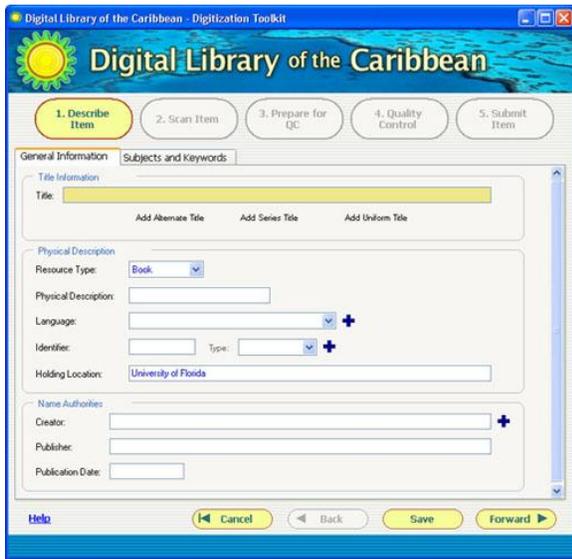
At the bottom of the page, there is a footer with copyright information: '© 2004 - 2009 University of Florida George A. Smathers Libraries. All rights reserved. Acceptable Use, Copyright, and Disclaimer Statement. Last updated March 11, 2010 - Version 2.8.9 - mvs' and the University of Florida logo.

myUFDC & myDLOC Contributor Tools

Digital Library of the Caribbean (dLOC) Software Toolkit

To aid partners with digitization and content submission, dLOC has created a software Toolkit to streamline local workflows and facilitate the creation of submission packages conformant to dLOC's technical and metadata specifications.

Screenshots of the dLOC Toolkit



Self-submittal Tool: Guide to Submitting Materials

- **Logging in:**
 - Go to the web address:
 - dLOC: www.dloc.com
 - UFDC: www.uflib.ufl.edu/ufdc
 - Click the “myDLOC” or “myUFDC” link in the top corner.
 - Log in
 - If you have a Gatorlink username (University of Florida), use Gatorlink username and password.
 - If you do not have a Gatorlink username, click the "Register now" link to register. Within 48 hours, your account will be activated.
- **Submitting your materials:**
 - To submit a new publication, click on start a new item.
 - Read the terms and conditions of our user agreement. If you would still like to submit your item, click on continue.
 - Enter information about your material in the appropriate field.
 - You are automatically listed as the creator of the item, but you may change this and/or list additional authors by clicking on the plus sign to the right of the field. Any field with a plus sign to the right of the field may have multiple entries for that particular field. When you are done, click on the save button.
 - Add files by clicking on the browse button to locate the file that corresponds to the information that you just entered on the previous screen. After selecting the appropriate file, click on the upload file button.
 - The name of the file you chose to upload will appear under Attached Files. If you would like to add supplementary files for this title, browse and upload once more for each additional file. When you are done, click on the save button.
 - Now you may review your material. If you submitted a PDF, it is immediately visible via our PDF viewer. Other types of files are available by download only; select file types are automatically processed for additional page views.
 - To review the information about your material, click on the citation tab near the top of the page. If you would like to edit the information, click on the link to the right of the corresponding section heading, change the text, and click on the save button.
- **Editing your preferences:**
 - To set your myDLOC/myUFDC preferences, first log in. Once logged in, set your preferences by clicking on the "Edit my preferences link" or the "My Preferences" tab in myUFDC.
- **To edit the information about your materials, follow these steps:**
 - Contact us (ufdc@uflib.ufl.edu) or follow these steps:
 - Log in
 - Click on "View all my submitted items"
 - Click on the item you want to edit
 - Click on the citation tab
 - Click "edit this item"
 - Edit the metadata for the item

Online Metadata Editing Tool: Guide to editing metadata

- Log in
 - Go to the web address:
 - dLOC: www.dloc.com
 - UFDC: www.uflib.ufl.edu/ufdc
 - Click the “myDLOC” or “myUFDC” link in the top corner
 - Log in
 - If you have a Gatorlink username (University of Florida), use Gatorlink username and password.
 - If you do not have a Gatorlink username, click the "Register now" link to register.
- Click on "View all my submitted items"
- Click on the item you want to edit
- Click on the citation tab
- Click "edit this item"
- Edit the metadata for the item.

Support Materials

- dLOC toolkit: <http://dloc.com/ufdc/?a=dloc1&m=littoolk>
- Videos of the submission process: www.uflib.ufl.edu/ufdc/?a=ufirc&m=hitirsubmithelp
- Video of configuring a scanner and scanning, in English and Spanish: <http://dloc.com/ufdc/?b=UF00095843>

myUFDC & myDLOC Digital Collection Manager/Curator Tools

When activated, the describe/tagging function allows any logged in user to add a description to an item. The description is added in a note field, and the username and date for the description are automatically added as well.

myUFDC/myDLOC provides a description tag overview page where digital collection managers and administrators can view all of the added descriptive tags.

Tagging Display for Patrons

[DESCRIBE](#) [PRINT](#) [SEND](#) [+](#) [ADD](#) [SHARE](#)

Title: 1896 Diary, November 12-16

[CITATION](#) [PAGE IMAGE](#)

Full Citation

[STANDARD VIEW](#) [MARC VIEW](#) [METADATA](#) [USAGE STATISTICS](#) [HISTORY AND ARCHIVES](#)

[DESCRIBE THIS ITEM](#) [EDIT THIS ITEM](#)

Permanent Link: <http://www.uflib.ufl.edu/ufdc/?b=TEST000010&v=00001>

Material Information

Title: 1896 Diary, November 12-16
Physical Description: Handwritten Pages
Language: English
Creator: Minnie Clark Gatewood

Subjects

Subject: Florida History--Chokoloskee
Spatial Coverage: Chokoloskee, Collier County, Florida

Notes

User Description: Diary page on yellowed paper with red and green lines, text is handwritten.
 Description added by you on 6/4/2010
 (edit | delete)

Description Tag Overview

TAGS BY AGGREGATION

Choose an aggregation below to view all tags for that aggregation:

All Aggregations

YOUR DESCRIPTIVE TAGS

You have added the following 4 descriptive tags:

brown cover,
 Added by you on 5/18/2010 (view)

This is an awesome book with a flower on the cover.
 Added by you on 5/26/2010 (view)

Front cover inscription dated 1899.
 Added by you on 5/26/2010 (view)

Diary page on yellowed paper with red and green lines, text is handwritten.
 Added by you on 6/4/2010 (view)

myUFDC & myDLOC Administrator Tools

myUFDC/myDLOC offers robust administrator tools for managing:

- Aggregations (collection groups, collections, subcollections, institutions, institutional divisions)
- Web skins / interfaces
- Wordmarks
- Users
- Projects

Aggregations

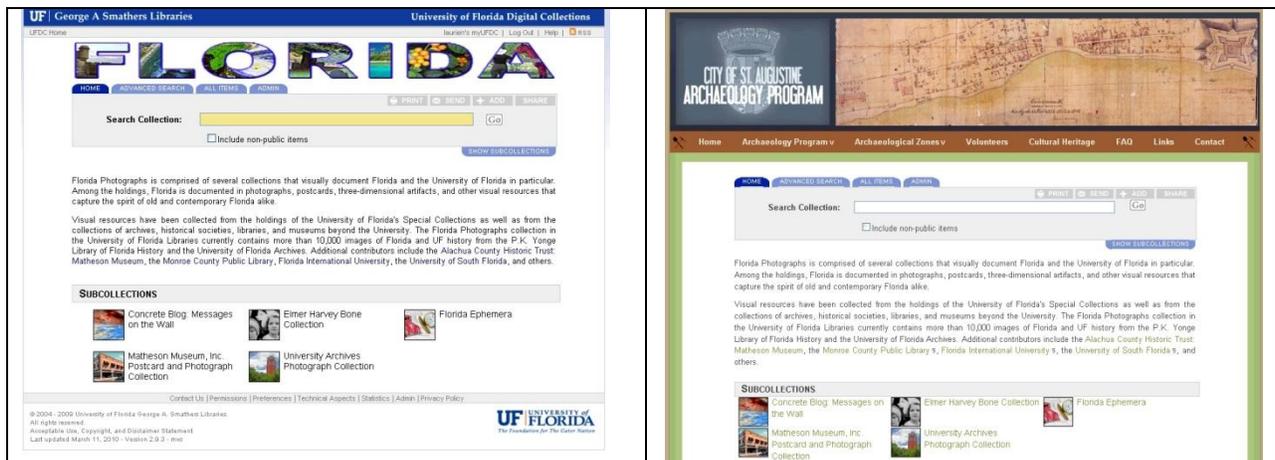
Any collection of items into a distinct searchable or browseable set is an item aggregation. This includes collections, subcollections, institutions, exhibits, etc. Each item aggregation has its own home page and the search types and browse types can be defined for that page.

All items must be listed in at least one aggregation, but a single item can be cross-listed with as many collections as are applicable. This allows a single item to be in multiple subject-based collections (and collection groups and subcollections) as well as being listed in the correct institutional collection for the contributing partner. For this project, all of the

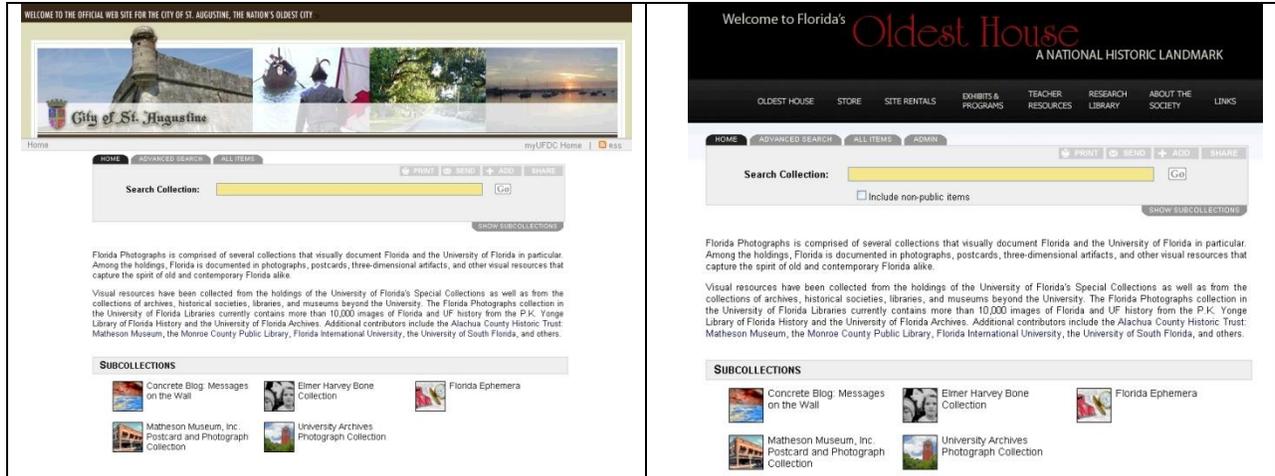
Web skins / interfaces

HTML interfaces provide a unique way to control the look and feel of each page served by this digital library. The interface controls the stylesheet used, as well as the header and footer. This allows the same digital collection to be branded by each of the partners involved.

The following screenshots are the same collection, Florida Photographs, with different web skins in use.



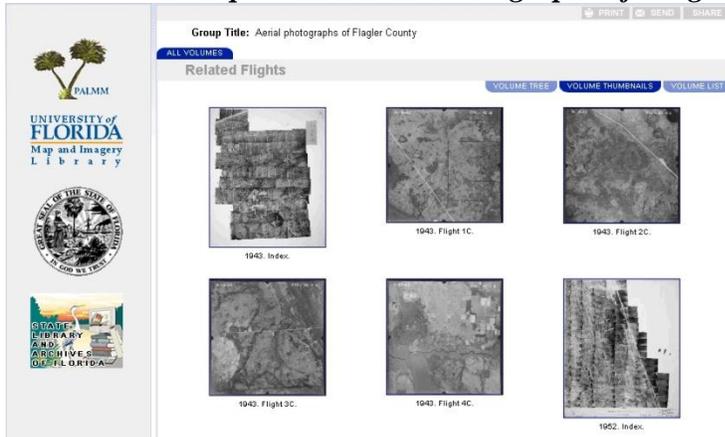
Appendix N: Draft Collection Pages and UF Digital Collections Functionalities & Features



Wordmarks

Wordmarks provide additional item-level attribution for partners and funding agencies.

Wordmark Example with Aerial Photographs of Flagler County



Users

Administrators can assign a number of permissions for different user levels, including the ability to submit items and the ability to edit collections as a collection manager or curator. Administrators can also assign project templates to users.

Projects

Projects hold default metadata templates for use in online submittals. The project-level data is stored in a project-level metadata file that can be edited using the standard full online metadata form. When a user begins to add a new digital resource for a defined project, the project-level data is loaded into the digital resource, before the user views the item in the online submittal form. The project-level data usually includes the item aggregation information linked to the project, as well as common default data including wordmarks and funding statements.