

Mr. Jeff Ballowe and Executive Board  
Electronic Literature Organization  
August 10, 2001

Dear Jeff and Executive Board Members,

On behalf of Dean of the Humanities Pauline Yu and Associate Dean Lori Stein, I am pleased to offer the following proposal to re-locate the offices of the Electronic Literature Organization at the University of California at Los Angeles. There is growing interest here at UCLA in electronic literature and art among our faculty and graduate students, and we think that the association between UCLA and ELO can be mutually beneficial to both parties. To make that happen, UCLA is offering the following commitments, effective September 1, 2001. Unless otherwise stated, these commitments are good for five years from this date.

1. Office space, probably to be located initially in the Design/Media Arts space in the new building at Lot 32 on Gayley Avenue, in the heart of Westwood Village. While the details of these arrangements are still being worked out, we can assure you that suitable space will be available for your use.
2. A half-time Research Assistant to be selected from graduate students and/or lecturers in one of our Literature and Language Departments, including English, Comparative Literature, French, German, etc. We are justifiably proud of our graduate students, who are not only highly intelligent but self-motivated, sophisticated and savvy. We will make a short list of top-notch candidates available to you for your final selection of the right person. If necessary, the Center for Digital Humanities will provide technical training for this person to make sure she or he has the necessary technical expertise for the job.
3. Appropriate office equipment, including a computer, phone, and fax machine, as well as the usual furniture such as desks, chairs, etc.
4. An annual operating budget for the office of [REDACTED]
5. Server space and technical maintenance, to be supplied by the Center for Digital Humanities.

In addition to these commitments, UCLA will make available to you a number of other resources. Our Humanities Grants Officer, Elisabeth Johnson, has enthusiastically offered the help of her office in identifying and developing appropriate grants for the ELO; her office has a wealth of material information about granting agencies and she is eager to consult with you on grant possibilities. Elisabeth told me that she already has several ideas she would like to share with you. The Center for Social Science Research, which collaborates with Elisabeth's office on grants in the Humanities, can also offer practical help on preparing budgets, negotiating grant bureaucracy, etc. Another important resource is the Center for the Digital Humanities, currently under the

leadership of Joseph Vaughan, Assistant Director (we are presently searching for a permanent Director). As mentioned above, Joseph's office will offer technical training for the RA, and several members of the CDH are interested in collaborating with the ELO on other projects. Michael Cohen, for example, told me he is particularly interested in electronic publishing and is eager to consult with you on any projects of that kind that the ELO may be planning. Still another area of opportunity is SINAPS, the Institute for Simulations, Interfaces, and Networks in Advanced Programmable Systems. SINAPS is a new initiative here at UCLA that aims both to host electronic events and resources and to partner with other Centers to stream their events. SINAPS will be officially announced at a conference here at UCLA in November 2001 on Digital Arts, and we are eager to talk with you the possibility of focusing one of the conference workshops on electronic literature, to be jointly sponsored by UCLA and ELO. In addition, this year there is a serendipitous possibility of hosting a major event here at UCLA. The building in Lot 32 on Gayley Avenue will be ready in December 2001; it is meant to be occupied by Design/Media Arts while the building that they normally occupy, Dickinson Hall, is being renovated and retrofitted for earthquake stability. The Design/Media Arts faculty has however made the decision not to re-locate into the building until September 2002. This means that the building will be largely unoccupied from December 2001-September 2002, and Victoria Vesna, Chair of Design/Media Arts, has generously offered to make this space available for an ELO event if you should want to take advantage of it. Because this is a large office building, it could be used for a conference, a large exhibit, or for smaller events such as readings and other fund-raising activities. Finally, The Hammer Museum (a facility associated with UCLA) frequently collaborates with UCLA faculty and staff on hosting events, readings, and exhibitions, and this is also a possibility as a site for one or more ELO events, although of course any such arrangement would have to be approved by the Hammer staff. The Hammer Museum is a breath-taking marble building of exquisite design on Wilshire Blvd, a major commercial area, so any event held there tends to be a very special occasion.

We here at UCLA are eager to begin collaborating with you on activities that will ensure the future stability and continuing growth of ELO and, just as importantly, the flourishing of the field of Electronic Literature. We understand that the ELO is planning a Symposium for April 2002. Because time is already short to begin planning for that conference, we hope for a speedy reply from the Executive Board so that we can make the arrangements that will allow the ELO office at UCLA to begin operations by September 2001. We hope that you will be as excited as we are about these possibilities. We look forward to your reply.

Sincerely yours,

Katherine Hayles  
Professor, Departments of English and Design/Media Arts



OFFICE OF THE DEAN OF HUMANITIES  
COLLEGE OF LETTERS AND SCIENCE  
1312 MURPHY HALL  
BOX 951438  
LOS ANGELES, CALIFORNIA 90095-1438

August 13, 2001

Professor Katherine Hayles  
Department of English  
2225 Rolfe Hall  
153002

Dear Kate:

The Humanities Division will be pleased to support the Electronic Literature Organization for a period of five years beginning September 1, 2001. Specifically, we will commit the following resources:

1. One 50% time Graduate Student Researcher, to be jointly funded by the Division and the Department of English.
2. One-time start-up funds of up to [REDACTED] for office equipment, including a computer, telephone installation, fax machine, furnishings.
3. An annual operating budget of [REDACTED]
4. Technical support and server space through the Center for Digital Humanities.

It is my understanding that the Department of Design/Media Arts will provide office space for ELO, and that other UCLA organizations, such as the Institute for Social Science Research and the North Campus Strategic Research Initiatives program will also assist ELO in developing grant proposals.

I am extremely enthusiastic about this venture and consider it an excellent opportunity to add another area of synergy to your own work, that of our graduate students, and to the mission of the Center for Digital Humanities. I wish you success in your effort to bring the Electronic Literature Organization to UCLA.

With best wishes,

Pauline Yu  
Dean of Humanities



Mr. Jeff Ballowe and Executive Board  
Electronic Literature Organization  
August 10, 2001

DEPARTMENT OF ENGLISH  
2225 ROLFE HALL  
BOX 951530  
LOS ANGELES CA 90095-1530  
(310) 825-4173

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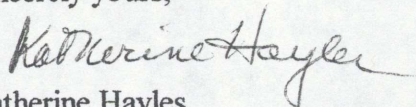
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Sincerely yours,



Katherine Hayles

Professor, Departments of English and Design/Media Arts