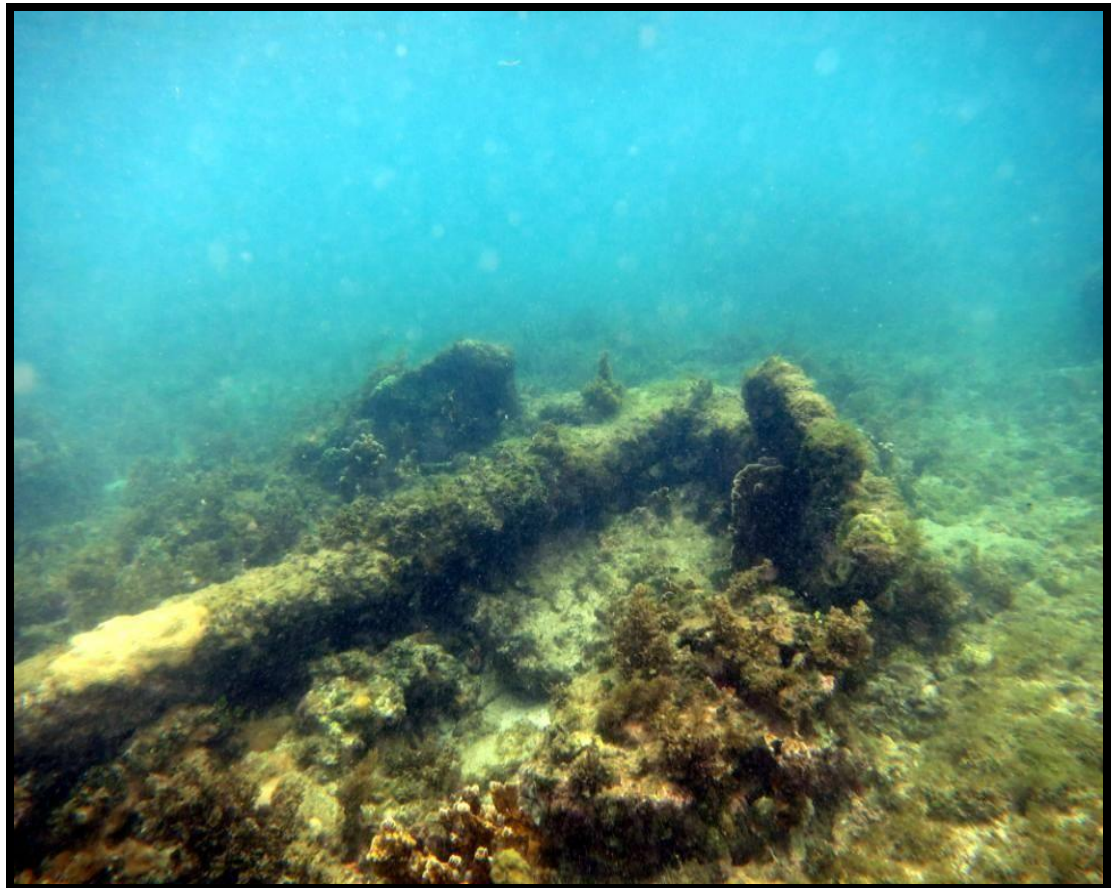


HIST 6825
AMERICAN MARITIME
MATERIAL CULTURE



Anchor in Cahuita National Park, Costa Rica (ECU Photo)

SPRING SEMESTER 2021
Program in Maritime Studies
EAST CAROLINA UNIVERSITY

Tuesday and Thursday 3:30 – 4:45pm
Science and Technology Building OC 207

Instructor: Professor Lynn Harris

Office: Eller House 201

Office Hours:

M & F: 9:30 – 12:00 p.m.

Other times by appointment

Graduate Assistant: Lindsay Wentzel

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Course Description

This class will explore theories and concepts of maritime material culture and the various approaches used by archaeologists and historians to connect material culture with the human experience aboard boats, ships and ashore in maritime communities. We will survey archaeological literature relating to a variety of material culture case studies. Students have hands-on opportunities to catalog, identify, analyze, and research collections of maritime artifacts. These collections range from typical maritime artifacts such as cannon, anchors, and shipwreck cargo collections to larger maritime artifacts like watercraft or structures like lighthouses. There will also be a focus on management issues and challenges such as storage, curation, and exhibit options both digitally and within museum settings. The class will be a seminar format with discussions related readings and laboratory and fieldwork, in addition to student and instructor presentations on a variety of topics related to the course content. There may be optional fieldtrips on weekends to visit museums and study maritime material sites in North Carolina. Assignments include an artifact documentation portfolio, designing and populating a class website, poster, and writing a journal article.

STUDENTS

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Logan Willis	willis16@students.ecu.edu

Supplementary Reading

Burcaw, Ellis G. 1975 *Introduction to Museum Work*. Altamira Press, California.

Schlereth, Thomas 1985 *Material Culture: A Research Guide*. University of Kansas Press.

Journals

Journal of Material Culture

<http://journals.sagepub.com/home/mcu>

The *Journal of Material Culture* is a peer reviewed, interdisciplinary journal, designed to cater for the increasing interest in material culture studies. It is concerned with the relationship between artefacts and social relations irrespective of time and place and aims to systematically explore the linkage between the construction of social identities and the production and use of culture. It transcends traditional disciplinary and cultural boundaries drawing on a wide range of disciplines including anthropology, archaeology, design studies, history, human geography, museology and ethnography. It aims to promote and develop a general

comparative and international perspective by publishing papers on theory and methodology, interpretive strategies and substantive studies of key themes and issues.

International Journal of Nautical Archaeology

[http://onlinelibrary.wiley.com/journal/10.1111/\(ISSN\)1095-9270](http://onlinelibrary.wiley.com/journal/10.1111/(ISSN)1095-9270)

The *International Journal of Nautical Archaeology* covers all aspects of nautical archaeological research. The journal's themes are seas, ships, cargos, and the sailors of the past—subjects that have excited interest throughout history. The journal keeps readers abreast of the latest explorations, discoveries, and technical innovations in the field. Studies about ancient ships, harbours, and cargoes, whether from excavations or documentary sources, will be of interest to the naval architect, historian, and archaeologist. Information on the well-preserved artifacts discovered through techniques of underwater archaeology is especially valuable since these materials are seldom, if ever, found in excavations on land.

The International Journal of Heritage Studies (IJHS)

<http://www.tandfonline.com/toc/rjhs20/current>

The *International Journal of Heritage Studies (IJHS)* is the interdisciplinary academic, refereed journal for scholars and practitioners with a common interest in heritage. The Journal encourages debate over the nature and meaning of heritage as well as its links to memory, identities and place. Articles may include issues emerging from Heritage Studies, Museum Studies, History, Tourism Studies, Sociology, Anthropology, Memory Studies, Cultural Geography, Law, Cultural Studies, and Interpretation and Design.

The Journal for Maritime Research (JMR)

<https://www.history.ac.uk/history-online/journal/journal-maritime-research>

The *Journal for Maritime Research (JMR)* focuses on historical enquiry at the intersections of maritime, British, and global history. It seeks to champion a wide spectrum of innovative research on the maritime past. It aspires to position this within broad oceanic and international

contexts, encouraging comparative perspectives and interdisciplinary approaches.

Historical Archaeology

<https://www.springer.com/journal/41636>

Historical Archaeology is the scholarly journal of The Society for Historical Archaeology (SHA) and the leading journal in the study of the archaeology of the modern era. The journal publishes articles on a broad range of historic and archaeological areas of interests such as slavery, gender, race, ethnicity, social class, globalization, industry, landscapes, material culture, battlefields, and much more. *Historical Archaeology* is published quarterly and is a benefit of SHA membership. The journal was first published in 1967, the year SHA was founded. Although most contributors and reviewers are member of the Society, membership is not required to submit manuscripts for publication in *Historical Archaeology*. Scholarship and pertinence are the determining factors in selecting contribution for publication in SHA's journal.

Semester Schedule and Readings

WEEK 1 INTRODUCTION TO MATERIAL CULTURE. THEORY AND DEVELOPMENT.

January 19 & 21

Introductions and Syllabus

Schlereth, T. J. (1985). *Material culture : a research guide*. Lawrence, Kan.: University Press of Kansas.

Burcaw, G. Ellis. (1983). *Introduction to museum work*. 2nd ed., rev. and expanded. Nashville: American Association for State and Local History

UNESCO Module: Museum Ethics and Maritime Artifacts

Object Biography

Examples of Maritime Material Culture ECU Theses

Piner, Hannah E..(May 2017). The Sled, the Litter, and the Plot: Finding Connections Between Mundane Material Culture from World War II's USS North Carolina(Master's Thesis, East Carolina University). Retrieved from the Scholarship.(<http://hdl.handle.net/10342/6156>.)

Croskery Howard, Robin P..(May 2016). Surgery at Sea: An Analysis of Shipboard Medical Practitioners and Their Instrumentation(Master's Thesis, East Carolina University). Retrieved from the Scholarship.(<http://hdl.handle.net/10342/5347>.)

Seaborn, R. Laurel.(January 2014). SEAFARING WOMEN : An Investigation of Material Culture for Potential Archaeological Diagnostics of Women on Nineteenth-Century Sailing Ships(Master's Thesis, East Carolina University). Retrieved from the Scholarship.(<http://hdl.handle.net/10342/4535>.)

Schwalbe, Emily Anne.(November 2016). The Predicament of Traditional Femininity: A Gender Material Culture Analysis of Civil War Blockade Runners(Master's Thesis, East Carolina University). Retrieved from the Scholarship.(<http://hdl.handle.net/10342/6011>.)

Hough, T.H. 2018, Tomol's and the "Carrying of Many People": Indigenous Control of the Sea in the Santa Barbara Channel, ProQuest Dissertations Publishing.

WEEK 2 INTRODUCTION TO MUSEUMS

January 26 & 28

PRESENTATION ON A MARITIME MUSEUM. SUBMIT POWERPOINT JANUARY 28 AT 11PM

WEEK 3 PRIVATE MARITIME MUSEUMS

February 2 & 4

[SS Wiliam Lawrence \(1899\)](#)

[SS Arabia \(1856\)](#)

[SS Bertrand \(1865\)](#)

SUBMIT TENTATIVE RESEARCH TOPIC TITLE AND
ARTIFACT BIOGRAPHY BY FRIDAY JANUARY 5 AT 11PM

WEEK 4 ARTIFACT IDENTIFICATION

February 9 & 11

Hume, Noel

2001 *A Guide to Artifacts of Colonial America*. University of Pennsylvania Press.

California Parks and Recreation

2013 Artifact Type Collections

<http://www.parks.ca.gov/?page_id=22207> Accessed 13 January, 2013

Florida Museum of Natural History

2013 Ceramic Type Collection

<http://www.flmnh.ufl.edu/histarch/gallery_types/about.asp>

Accessed 13 January, 2013

Society for Historical Archaeology

2013 Historic Bottle Identification

<<http://www.sha.org/bottle/index.htm>> Accessed 13 January, 2013

Black Beard's *Queen Anne Revenge* 1718

2012 Homepage <<http://www.qaronline.org/>>

Artifacts <<http://www.qaronline.org/Conservation/Artifacts.aspx>>

Reports <<http://www.qaronline.org/Conservation/Reports.aspx>>

WEEK 5 ARTIFACT DOCUMENTATION

February 16 & 18

Cannon Association of South Africa

2013 <<http://www.caosa.org.za/identification.html>> Accessed 13 January, 2013

Big Anchor Project

2008 <<http://www.biganchorproject.com>> Accessed 13 January, 2013

SUBMIT PORTFOLIO ON FEBRUARY 19 at 11PM

WEEK 6 *LA BELLE* (1686) SHIPWRECK

February 23 and 25

Arnold, J. B. (1996). The Texas historical commission's underwater archaeological survey of 1995 and the preliminary report on the belle, la salle's shipwreck of 1686. *Historical Archaeology*, 30(4), 66-87.

<https://doi.org/10.1007/BF03373597>

Kampfl, J.J. 2019, *The Historical and Archaeological Analysis of the Swords of La Belle*, ProQuest Dissertations Publishing.

Guiry, E., Jones, B.M., deFrance, S. et al. Animal Husbandry and Colonial Adaptive Behavior: Isotopic Insights from the La Belle Shipwreck Fauna. *Hist Arch* 52, 684–699 (2018).

<https://doi.org/10.1007/s41636-018-0142-7>

Ambers, A., Bus, M. M., King, J. L., Jones, B., Durst, J., Bruseth, J. E., Budowle, B. (2020). Forensic genetic investigation of human skeletal remains recovered from the la belle shipwreck. *Forensic Science International*, 306, 110050-110050.

<https://doi.org/10.1016/j.forsciint.2019.110050>

WEEK 7 EIGHTEENTH-CENTURY PIRATE AND SLAVE TRADE SHIP COLLECTIONS

March 2 & 4

Price, F. H. (2016). More than meets the eye: A preliminary report on artifacts from the sediment of site 31CR314, Queen Anne's revenge, an eighteenth-century shipwreck off Beauport inlet, North Carolina. *Southeastern Archaeology*, 35(2), 155-169.

<https://doi:10.1080/0734578X.2016.1139430>

Borrelli, J. R. (2020). An initial assessment of lead artefacts used for hull repair and maintenance on North Carolina shipwreck 31CR314, Queen Anne's revenge (1718). *The International Journal of Nautical Archaeology*, 49(2), 357-370. <https://doi:10.1111/1095-9270.12418>

Urban, K. A., Ewen, C. R. (2017). Blackbeard's beads: Identification and interpretation of the beads recovered from the shipwreck 31CR314 queen Anne's revenge. Greenville, N.C.: East Carolina University.

Urban, K. A., Ewen, C. R., 1956, & East Carolina University. Department of Anthropology. (2017). Blackbeard's beads: Identification and interpretation of the beads recovered from the shipwreck 31CR314 queen Anne's revenge. Greenville, N.C.: East Carolina University.

Welsh, W., Biscardi, B., Fink, T., Watkins-Kenney, S., & Kennedy, A. (2012). Identification of suspected horn from the queen Anne's revenge (1718), North Carolina, USA: Identification of Horn From Queen Anne's Revenge (1718). *The International Journal of Nautical Archaeology*, 41(1), 190-193. <https://doi:10.1111/j.1095-9270.2011.00320.x>

WEEK 8. MARDI GRAS EARLY NINETEENTH-CENTURY SHIPWRECK IN GULF OF MEXICO

March 9 & 11

Ford, B., Borgens, A. and Hitchcock, P. (2010), The 'Mardi Gras' Shipwreck: Results of a Deep-Water Excavation, Gulf of Mexico, USA. *International Journal of Nautical Archaeology*, 39: 76-98.

<https://doi.org/10.1111/j.1095-9270.2009.00233.x>

Ball, D. Land, Ho! Maritime Navigation through the Early Nineteenth Century as Represented by the Mardi Gras Shipwreck.

Hist Arch 51, 351–358 (2017). <https://doi.org/10.1007/s41636-017-0042-2>

Ford, B. The Glass and Ceramic Assemblage of the Mardi Gras Shipwreck. *Hist Arch* 51, 379–391 (2017).

<https://doi.org/10.1007/s41636-017-0043-1>

Horrell, C.E. Analysis of the Mardi Gras Shipwreck Ship's Stove.

Hist Arch 51, 359–378 (2017). <https://doi.org/10.1007/s41636-017-0050-2>

WEEK 9 NINETEENTH AND TWENTIETH-CENTURY MARITIME MATERIAL CULTURE

March 16 & 18

[Titanic](#)

[HMS Erebus \(1826\)](#)

[NC Surfing History](#)

WEEK 10 MARITIME LANDSCAPES AND MATERIAL CULTURE

March 23 & 25

Herrera, J., & Chapanoff, M. (2017). Regional Maritime Contexts and the "Maritorium": A Latin American Perspective on Archaeological Land and Sea Integration. *Journal of Maritime Archaeology*, 12(3), 163-178. <http://doi:10.2307/45218624>

Price, F. (2013). Notes from Mount Desert Island: Interviewing Maine Fishermen to Find Archaeological Sites. *Journal of Maritime Archaeology*, 8(1), 59-76. Retrieved January 4, 2021, from <http://www.jstor.org/stable/23747325>

Lira, N. (2017). The Maritime Cultural Landscape of Northern Patagonia. *Journal of Maritime Archaeology*, 12(3), 199-221. <http://doi:10.2307/45218626>

McKinnon, J., Mushynsky, J., & Cabrera, G. (2014). A Fluid Sea in the Mariana Islands: Community Archaeology and Mapping the Seascape of Saipan. *Journal of Maritime Archaeology*, 9(1), 59-79. Retrieved January 4, 2021, from <http://www.jstor.org/stable/23747466>

WEEK 11 INLAND WATERSCAPES AND MATERIAL CULTURES

March 30 & April 1

[Rice Culture Waterscapes](#)

**SUBMIT ABSTRACT, BIBLIOGRAPHY, AND KEY WORDS
ON THURSDAY APRIL 1 AT 11PM**

WEEK 12 POSTER AND WEBSITE

April 6 & 8

Group Project **COMPLETE ON APRIL 8**

SUBMIT RESEARCH PAPER ON FRIDAY APRIL 9 AT 11PM

WEEK 13 RESEARCH PRESENTATIONS

April 13 and 15

WEEK 14 RESEARCH PRESENTATIONS

April 20 & 22

SUBMIT POWERPOINT ON FRIDAY APRIL 23 AT 11PM

COURSE ASSIGNMENTS AND GRADING

Maritime Museums (January 28) TOTAL 10%

15-minute presentation on a maritime museum. Discuss staff, collections, curation policies, storage, and exhibits. Note challenges and problems. Bonus points for interviews with museum staff.

Term Paper topic, Journal and Artifact Biography (February 5) TOTAL 10%

Submit a portfolio of your topic title and a two-page artifact biography

Artifact Portfolio (February 19) TOTAL 20%

Drawings, photographs, digitized illustrations, and graphs.

200-word Abstract, Key Words, and Bibliography (April 1) TOTAL 10%

Group Project (April 8) TOTAL 10%

Website and poster. Ongoing throughout the semester.

Research Paper (April 9) TOTAL 20%

Article for journal of your choice

ORAL (April 23) TOTAL 20%

15-minute presentation on your research topic

Grading Scale

A = 100 – 93%

B = 92 – 86%

C = 85 – 76%

Term Paper:

20% of your final grade in this course will depend on a term paper and associated components such as the bibliography and presentation. For example, a paper on sailor's knives would look at knives recovered from shipwrecks and in museum collections should consider social and symbolic meanings associated with knives. To accomplish this will require study of archaeological reports, museum collections, patents (when appropriate), primary documents, and secondary sources. You could select a single object and write an in-depth biography, a selection of case studies, or a maritime landscape or inland waterscape comprising several cultural features. You will choose a journal and adhere to the author guidelines such as word count, citations, and bibliography.

No geographic or temporal limits are specified. You are free to choose any maritime artifact/s from any period or culture in North, Central or South America – or American heritage in other countries (including items associated with your thesis research).

Websites for Maritime Material Culture

Big Anchor Project

2008 <<http://www.biganchorproject.com>> Accessed 13 January, 2013

Black Beard's *Queen Anne Revenge* 1718

2012 Homepage <<http://www.qaronline.org/>>

Artifacts <<http://www.qaronline.org/Conservation/Artifacts.aspx>>

Reports <<http://www.qaronline.org/Conservation/Reports.aspx>>

California Parks and Recreation

2013 Artifact Type Collections

<http://www.parks.ca.gov/?page_id=22207> Accessed 13 January, 2013

Cannon Association of South Africa

2013 <<http://www.caosa.org.za/identification.html>> Accessed 13 January, 2013

Diving into the Past: Shirley Plantations Maritime Archaeology
<<http://shirleyplantationarchaeology.blogspot.com>> Accessed 13
January, 2013

Florida Museum of Natural History
2013 Ceramic Type Collection
<http://www.flmnh.ufl.edu/histarch/gallery_types/about.asp>
Accessed 13 January, 2013

Lighthouse Archaeological Maritime Program
2012
<http://www.staugustinelighthouse.com/lamp/About_LAMP/LAMP_about> Accessed 13 January, 2013

Maritime History Virtual Archives
2010 <<http://www.bruzelius.info/Nautica/Nautica.html>> Accessed
13 January, 2013

Museum of Underwater Archaeology
2013 <<http://www.uri.edu/mua/>> Accessed 13 January, 2013

North Carolina Maritime Museums
2013 <<http://www.ncmaritimemuseums.com/>> Accessed 13 January,
2013

Project Muse
Ship Fastenings
2013 <<http://muse.jhu.edu/books/9781603446211?auth=0>>
Accessed 13 January, 2013

Society for Historical Archaeology
2013 Historic Bottle Identification
<<http://www.sha.org/bottle/index.htm>> Accessed 13 January, 2013

Maritime Museums

[Maritime Museum](#)
[Council of American Maritime Museums](#)
[Maritime and Naval Museums in Britain and Ireland](#)
[The Mariners' Museum - Newport News](#)
[The Navy Museum](#)
[Naval Historical Center](#)
[Mystic Seaport](#)
[Chesapeake Bay Maritime Museum](#)
[Maine Maritime Museum](#)
[North Carolina Maritime Museum](#)
[Richardson Maritime Museum](#)
[Wisconsin Maritime Museum](#)
[San Francisco Maritime National Historic Park](#)
[Los Angeles Maritime Museum](#)
[Columbia River Maritime Museum](#)
[Houston Maritime Museum](#)
[The National Maritime Museum - Greenwich, England](#)
[Scottish Maritime Museum](#)
[Australian National Maritime Museum](#)
[Maritime Museum of the Atlantic](#)
[Vancouver Maritime Museum](#)
[Maritime Museum of British Columbia](#)
[South African Maritime Museum](#)
[Ushuaia Maritime Museum](#)
[NZ National Maritime Museum](#)
[Åland Maritime Museum](#)
[Maritime Museum in Sweden](#)
[Göteborgs Maritima Centrum](#)
[Bermuda Maritime Museum](#)
[Hellenic Maritime Museum](#)
[Aegean Maritime Museum](#)
[National Dredging Museum](#)
[Museum of the Delta Works](#)

PLAGIARISM

Any form of plagiarism in this class will be punished with an F and immediate dismissal from class. Follow-up action with the department and university will follow. If you have questions about this issue, please refer to the Graduate catalogue (page 51 of the 2001-2002 edition). Students should also note that, "Citing a source includes the author, year of publication and the page number(s) where the information can be found.

IN CASE OF POSSIBLE CLOSINGS ECU ATTENDANCE POLICY (FACULTY SENATE)

A student's participation in the work of a course is a precondition for receiving credit for the course. Students are expected to attend punctually all lecture, laboratory sessions and field experiences and to participate in course assignments and activities as described in the course syllabus. Absences are counted from the first class meeting after the student registers. Students registering late are expected to make up all missed assignments in a manner determined by the instructor. Each instructor shall determine the class attendance policy for each of their courses if the instructor's policy does not conflict with university policy.

Classroom Behavior

It is important that we have a classroom atmosphere that optimizes teaching and learning, and we all share the responsibility for creating a civil and non-disruptive forum. Students are expected to conduct themselves at all times in a manner that does not disrupt teaching or learning. Behavior which disrupts the learning process may lead to disciplinary action and/or removal from class as specified in university policies, including the Student Code of Conduct, which is available here: http://www.ecu.edu/cs-studentlife/policyhub/conduct_code.cfm

Here are some guidelines for classroom and lab. work behavior:

- Be on time to class. Class starts promptly at 12:30am. You should be in your seat and ready to begin class at this time.

Class ends at 3:00. Packing up your belongings or leaving early is disruptive to others around you and to the instructor.

- Classroom participation is a part of your grade in this course. Be prepared by reading the materials for the day. Bring your laptop computer and make sure it is charged and has the appropriate software for the class.
- Classroom discussion should be civilized and respectful to everyone and relevant to the topic we are discussing. Classroom discussion is meant to allow us to hear a variety of viewpoints. This can only happen if we respect each other and our differences.
- Any discussion from class that continues on any listserv or class discussion list should adhere to these same rules and expectations.
- Electronic devices such as cell phones and pagers must be turned off during class.

COVID-19 Protections, Considerations and Policies

All students are required to comply with the [University Regulation on Face Coverings](#), including the wearing of face coverings in classrooms, lecture halls, and any other instructional areas and campus locations. Students with disabilities and medical conditions, as documented with the Department for Disability Support Services, may seek alternate accommodations. For additional information please consult the [Office of Students Rights and Responsibilities Website](#).

ECU wants to provide the safest classroom environment possible this semester. Therefore, we will be observing the following class

policies related to your health and safety per [Pirate Nation Guidelines](#):

- All students are required to comply with [University Regulation on Face Coverings](#). No student will be allowed into the classroom without a face covering or mask worn properly over both the mouth and nose. You must wear a face covering properly the entire time you are in class.
- If you do not have access to a face covering, you may obtain a mask from Dowdy Student Store, Pirate Pantry, or another provider of masks.
- Maintain appropriate social distancing in hallways or common spaces prior to or after class.
- Follow all posted signage related to entry, exit and pedestrian flow within classroom buildings.
- Clean your desk surface with disinfectant when you arrive and before you leave class.
- Be prepared to sanitize high-touch surfaces, such as chairs, desks. For additional information please consult the [ECU's Cleaning and Disinfecting Hand-out](#).
- Maintain a minimum of 6 feet between you, other students and the instructor when entering, leaving and during class.
- Sit in your assigned seat.
- Conduct a daily health screening using the CDC's [COVID-19 symptoms](#) list.
- Do NOT attend class if you answer yes to any item on the list or if you are experiencing symptoms of any illness.

COVID-19 Attendance Policy

- The instructor will take attendance and utilize a seating chart in order to facilitate contact tracing, should this become necessary.
- Students should make every effort to participate in class activities, such as exams or key assignment due dates.

- Missing class does not automatically result in extensions on assignments or exam due dates.
- There is a clear correlation between attendance/participation and your grades.
- It is the student's responsibility to seek out the instructor and other classmates to obtain the information (e.g., lecture notes, relevant announcements, etc.) if they missed class.
- Students should maintain regular communication with instructors regarding their health status and communicate any changes in their ability to complete coursework and academic responsibilities immediately.
- If you become ill, see the guidelines in the [Return of Pirate Nations for Students](#). No unnecessary visits to health facilities or documentation will be required as per [ACHA 2020](#).
- You may at any time consult with your advisor or the instructor about whether to request an Incomplete ([ECU Faculty Manual IV.VIII.E Grade of Incomplete](#)) or a Withdrawal ([ECU's Withdrawals Policies](#)).

COVID-19 DSS Information

East Carolina University seeks to comply fully with the Americans with Disabilities Act (ADA). Reasonable accommodations will be made for students with verifiable disabilities. In order to take advantage of available accommodations, students must be registered with the Department for Disability Support Services located in Slay 138, 252-737-1016. [Accommodation Information & Processes](#). Additional DSS student resources can be found at: <https://accessibility.ecu.edu/students/>

COVID-19 Office Hours

Office hours will be conducted online. Students should refer to Canvas for posted office hours and for instructions to schedule an appointment with the instructor.

Missed Instructional Time in the Event of a Disruption:

Making up missed instructional time in this course will follow [ECU's Policy for Making Up Missed Instructional Time Due to Suspension of Instruction](#).

Outside Classes (only for instructors who want to hold classes outside):

Periodically there will be occasions when the class will meet outside for social distancing purposes. If there is a need for an accommodation due to mobility or any other disability, please correspond with your instructor at the start of the course.

In Case of Possible Closings

Emergency information hotline: 252-328-0061

<http://www.ecu.edu/oehs/emergency/SEVERE.HTM>

OR:

<http://www.ecu.edu/services/weatherpage.html>

ADA Compliance

East Carolina University seeks to fully comply with the Americans with Disabilities Act (ADA). Students requesting accommodations based on a covered disability must go to the Department for Disability Support Services located in Brewster A-114 to verify the disability before any accommodations can occur. The telephone number is 252-328-6799.