

Megan A. Oliver, MLIS

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EDUCATION

Masters, Library and Information Science, Graduated with distinction

University of South Florida, 2011

Bachelor of Arts, Anthropology

University of South Florida, St. Petersburg, 2008

Bachelor of Arts, English Literature, Graduated with honors, Sigma Tau Delta

University of South Florida, St. Petersburg, 2008

PROFESSIONAL EXPERIENCE

Head of Digital Projects, University Missouri Kansas City, 2021-Present

The Head of Digital Projects is responsible for managing all digital projects for the Special Collections and Archives Division at UMKC Libraries, including [digital collections](#) and digital exhibits.

- Participates in digital humanities initiatives by providing leadership on project design and implementation
- Consult on digital exhibits, digital lifecycle management, and emerging digital technologies.
- Collaboratively design, develop, and maintain the University's digital repository for special collections
- Support the management, digitization process, development of metadata, long-term preservation, and appropriate storage and retrieval of digital collections
- Monitor trends and developments in library digital initiatives and recommends appropriate adoption and implementation of new technologies and methods.
- This position has supervisory responsibilities and reports to the Associate Dean of Special Collections and Archives

Digital Collections Librarian, University of South Carolina, 2017-2021

My position is responsible for managing the numerous and varied digitization projects pursued by the [Digital Collections, University Libraries](#). Collections comprised of photographs, rare books, manuscripts, historic newspapers, ephemera, and unpublished manuscripts. Repository management of over 1 million items, department operating budget \$76,000 annually; grant and donor monies managed separately.

- Hire and direct average of 8-15 staff, comprised of full-time and part-time employees, undergraduate and graduate students via internships and work-study appointments
 - Training offered in digitization and metadata best practices, field theories and trends, collections handling, and professional expectations
 - Mentorship, staff morale, team building, and safe space initiatives are all intrinsic, essential components of this managerial position
- Creation and maintenance of long-term digitization programs, utilizing physical and digital technologies like specialty scanners, content management systems
- Serve as an expert on metadata, directing the integration of metadata during production

- Qualified Dublin Core, Audubon Core, and Darwin Core
- Utilize statewide protocols for OAI harvesting and DPLA aggregation
- Write, review and edit grant paperwork for new equipment, new projects, and new staff. PI, co-PI and cost-share on local, regional, and national grants
- UX/UI initiatives to improve collection design, accessibility, and various interfaces
- Created first disaster and emergency policy and plan, incl. directives for natural disasters and human created disasters like active shooters and cyber security threats
- Create well-designed digital exhibitions utilizing Adobe XD and WordPress
 - Exhibits selected from large digital collections in collaboration with curators and archivists, <https://www.digital.library.sc.edu/digital-exhibits>
- Collaboration with librarians in instructional design, reference and subject liaisonship, digital research services, and special collections
 - Outside collaboration with McKissick museum staff (natural history), UofSC's Southern Studies department, the State Museum science staff, and Historic Columbia (historical society), UofSC's School of Music, UofSC's satellite libraries: music librarians, law librarians and medical science librarians
- Maintain updated and easily navigable web presences, using OU Campus (higher ed CMS), WordPress, CONTENTdm
 - Create content (with branding, narrative, and visual design)
 - Serve as communications and web liaison for various UofSC committees and teams

Digital Collections Curator, State University New York Purchase College, 2016-2017

Managed Purchase College Library's digital collections for a two-year appointment, taking the lead role in creation, selection, maintenance, and stewardship at the Digital Collections Center. Specifically, the digitization of special collections, campus archives, student scholarship and publications, and visual resources. No operating budget allotted.

- Created and supervised a recurring in-person digital humanities internship utilizing Moodle (learning management system), and collaborated with faculty to create a recurring archives internship using Moodle, <https://www.purchase.edu/library/collections/digital-collections-center/opportunities/>
 - Provided students with both traditional vertical pedagogy at the Center as well as lateral teaching methods to expose them to a professional work environment
 - Collaborated with staff and faculty to provide these new recurring internships to help revitalize professional-driven student engagement with the library
- Produced digital exhibitions from archival collections featuring century-old lantern slides, archaeological field data, silent film transparencies, exhibition materials, mid-century movie press kits, and thousands of 35mm slides. Initially processed and re-housed all items, <https://www.purchase.edu/library/collections/digital-collections-center/exhibitions/>
- Drafted and enacted new policies and procedures for curation, digitization, archival processing and storage, and digital data management, <https://www.purchase.edu/library/collections/digital-collections-center/methodology/>
- Supervised digital production, staff assistants and catalogers, 3-7 staff on average
- Operated content management systems including Collective Access, Omeka, and ARTstor's Shared Shelf
- Cataloged and published archival and art historical materials on ARTstor, adhering to VRA

- core and Getty's Art and Architecture Thesaurus; used Dublin Core for Omeka
 - Around 2,100 records in 2 years, combined effort incl. part time staff
 - Provided pop-up info sessions for faculty, to gauge need with visual materials
- Performed gap analysis to develop adequate digital preservation methodology for collections; retrieved 'lost' data from old servers; issued public preservation statement
 - Produced suggested technological materials and methodology for full digital preservation of digitized and born-digital library materials
- Produced grant materials for both the Neuberger Museum of Art (Mellon) and the Library (CLIR's Hidden Collections)
- Promoted digital collections by leading workshops and reaching out to campus through emails, newsletters, open houses, one-on-ones, and special event coordination; Expanded and rebranded the department's mission and projected long-term goals
- Reorganized the rare book room and access policies with the Special Collections Librarian; identified, evaluated, and selected special collections to be digitized
- Collected and assessed internal production statistics, developed metrics to measure biannual project summation and success

Assistant Librarian, The Ringling Museum of Art, Florida State University, 2012-2015

Primarily served as the scholarly communications librarian and head of access, instruction, resource sharing, digital collections, rare book research, and curatorial assistance.

Combined collection development and operating budget of \$60,000.

- Directed and produced over 75 departmental events, incl. academic symposia with New College of Florida, professional development meetings, bibliographic instruction sessions, top-tier donor receptions, and special collections tours
- Created first slate of public programs at the library: an art-based story-time, quarterly lecture series on special collections and an art history book club. Resulted in over 1,000 new patrons in 2 years. Target groups incl. K-12, college students, museum donors, and community patrons
- Managed and grew the departmental budget by \$30,000 in 2013, developed collections, processed acquisitions, communicated daily with independent contractors and vendors
- Supervised full time cataloger using OCLC Connexion and ILS ALEPH/Mango. Worked to ensure records were updated with digital collections links
- Digitized and cataloged archival collections and rare books, museum publications, exhibition catalogs, and newsletters. Migrated items to TMS, CONTENTdm, Internet Archive, and Flickr, <http://ringlinglibrary.contentdm.oclc.org/>
- Organized, inventoried, conserved & researched rare artist & art history books 16th - 21st century, manuscripts, auction catalogs, oversize serials, ephemera, & woodblock prints; American, British, French, Italian, Dutch, & German
- Executed daily operations, supervised staff, interns, and volunteers. This incl. reference desk schedules, assistance with programs, organization of collections, assessment of archives, and the production of finding aids, bibliographies, digital content and subject guides, <https://www.ringling.org/research-guides-0>
- Expanded and operated all interlibrary loan and circulation services to the main

Florida State University campus constituents (originally just open to museum curators)

- Recorded and assessed departmental statistics on usage, content distribution, outreach, and acquisitions. Performed collection analysis to develop research initiatives and identify maintenance issues, spatial challenges, and cataloging errors utilizing ALEPH reports

TEACHING, LECTURES & WORKSHOPS

Adjunct Lecturer, iSchool, University of Illinois at Urbana-Champaign, 2020-Present

Teaching online 400- and 500-level courses summer and fall of 2020. Working with Associate Professor and MS/LIS Program Director Dr. Maria Bonn and Associate Professor and Interim Director Dr. Emily Knox. Current course offerings include:

- [Digital Preservation, IS 543](#)
- [Rare Books and Special Collections, IS 582](#)
- [Digital Libraries IS 521](#)

Instructor, Library Juice Academy, 2020-Present

Teaching continuing education classes to peers and international colleagues

- Creating Digital Exhibits
- User Experience & Digital Collections
- Grant Writing for Digital Collections in Libraries & Museums

Instructor, LYRASIS, 2020-Present

- Digitizing Rare Books, workshop/class
- Building Digital Exhibits in Omeka, workshop/class
- Custom metadata for Digital Collections
- Erased Labor of Digital Libraries, Trending Topics presentation

Adjunct, School of Information Science, University of South Carolina, 2018-2019

- Digital Libraries, SLIS 725
- Metadata, SLIS 735
- Digital Collections Internship, SLIS 794, 4 cycles, 2018-2021

Lecturer, Florida State University, 2013-2015

Working with the Assistant Director of Academic Affairs, Dr. David Berry.

- [Fabulous French Fashion](#), 2015. Florida State University, Ringling Museum of Art. *Inside the Vault* rare book lectures series, 2013-2015.
- [The Garden as Botanical Museum](#), 2014. Florida State University, Ringling Museum of Art. *Inside the Vault* rare book lectures series, 2013-2015.
- [The Personal Art Library of Circus Magnate John Ringling](#), 2014. Florida State University, Ringling Museum of Art. *Inside the Vault* rare book lectures series, 2013-2015.
- [A Lasting Legacy: Arthur Everett "Chick" Austin Creates a Library](#), 2013. Florida State University, Ringling Museum of Art. *Inside the Vault* rare book lectures series, 2013-2015.

ASSOCIATIONS, SERVICE, & COMMITTEES

- UofSC-wide service: Unit Level Governance Committee, 2020; UofSC, Faculty senator, 2018-2021; Provost's Advisory Committee on Women's Issues, 2019-2021
- UofSC Libraries service: Strategic Planning Team Chair 2020-2021; Communications Team & Social Media Team 2018-2019, Outreach Team 2018-2019, Travel Committee, 2019-2020, Chair of the Professional Development Committee 2019-2020, Chair of the Website & Email Archiving Subcommittee 2019; UofSC Libraries Digital Preservation Team 2018-2021
- National Organization for Women, member, Columbia chapter, 2019
- Digital Humanities Quarterly, peer reviewer, 2018-2021
- Digital Humanities Now, editor-at-large, 2018-2019
- Digital Library Federation, 2017-2021
- National Digital Stewardship Alliance, 2016-2021
- New England Archivists; Joint Planning Committee for 2018 conference, 2017
- SUNY Purchase College Curatorial and Museum Studies Taskforce, 2016-2017
- Archivists Roundtable of Metropolitan New York, Education Committee, 2016-2017
- METRO: Metropolitan New York Library Council, 2016-2017
- Art Libraries Society of North America, 2012-2018
- American Library Association, 2010-2014
- American Alliance of Museums, 2012-2015
- Society of Florida Archivists, Audit Committee, 2015
- Suncoast Information Specialists, 2012-2015: Vice President 2013, President 2014, Consulting Past President 2015 (Florida)

CONFERENCES, PRESENTATIONS, & PUBLICATIONS

- [*How to Choose a Repository: Using Multi-Criteria Analysis to Guide a Difficult Decision*](#), Coalition of Networked Information, virtual conference, 2021
- [*The Erased Labor of Digital Libraries*](#), Best Practices Exchange, virtual conference during the COVID-19 pandemic, 2020
- [*Optical Mechanics: The Ocularcentric Implications of Digital Collections*](#), ACCESS: Canada's Premier Library Accessibility Conference, 2019
- [*Diverse & Instructive: Digital Collections Reach Across Communities*](#), Digital Library Federation, coordinated panel presentation, 2018
- [*When drift becomes current: Collaborating to expand beyond the visual*](#), Visual Resources Bulletin, Vol. 44 (2), Visual Resources Association. 2018. Conference presentation at ARLIS/NA, 2018: presented "*When drift becomes current: Collaborating to expand beyond the visual*"
- [*New York Archives Week Symposium, 2016*](#), multiple session moderator
- ARLIS/NA & Society of Florida Archivists: presented "*Wrangling a Ringling: The personal art library of a circus magnate*", 2015
- [*Programming special collections: A case study of John Ringling's personal art library*](#), Art Documentation: Journal of the Art Libraries Society of North America, Vol. 35 (1), University of Chicago Press. 2016
- ARLIS/NA: Organized session entitled Installation Art and Library Collections: Origin, Outreach, and Collaboration; presented "[*The Installations and Rare Books of James Turrell*](#)", 2013

GRANT WORK, SCHOLARSHIPS, & AWARDS

- Co-PI ASPIRE II (internal UofSC grant), SHARE Consortium, \$45,673, 2021-2022
- Co-PI, ASPIRE III, Obsolete & Magnetic Media, \$44,211; 2021-2022
- Co-PI, ASPIRE II, [Collection digitization of civil rights activist James T. McCain](#), \$61,154; 2019-2020
- UofSC Center for Teaching Excellence \$500 stipend, “Getting Started Teaching Online”
- National Historical Publications & Records Commission (NHPRC), RI-19-196 Major Initiatives- Preliminary Panel Reviewer
- PI, National Historical Publications & Records Commission (NHPRC), [William D. Workman papers and photographs](#), \$25,870; 2017-2018
- Cost-share, IMLS, for Historic Southern Naturalists, 2018-2021
- Cost-share, NEH, \$339,684 [Digital Piranesi](#); ASPIRE II, 2017-2020
- [Bibliography Among the Disciplines Conference scholarship award, 2017](#)
- Alliance on Campus Collections & Andrew W. Mellon Foundation’s Scholarly Communications & Arts and Cultural Heritage 2017 grant cycle, Purchase College
- Samuel H. Kress Foundation travel award for the Art Museum Libraries Symposium, Peabody Essex Museum, 2012
- Eliason Scholarship for the Humanities & Liberal Arts, 2007
- Florida Medallion Scholar, 2003-2005

TECHNICAL SKILLS

- Content management systems: Islandora, CONTENTdm, ARTstor’s Shared Shelf/JSTOR Forum, Collective Access, Omeka, WordPress, DSpace, Digital Commons
- Project management systems: Basecamp, Confluence, Jira, Trello, PB Works, and Microsoft Teams, Cherwell, Lucidea
- Integrated library systems & digital asset management systems: The Museum System, ALEPH & Mango, Alma & Primo, OCLC WorldShare & WorldCat
- Learning management systems: Blackboard, Canvas, Moodle, Teachable
- Microsoft Suite, incl. Word, Excel, PowerPoint, Outlook, Forms
- Adobe Photoshop, Spark, Bridge, & Acrobat
- Metadata, schemas: Dublin Core, VRA Core, Darwin Core, Audubon Core, XML
- User experience software: Adobe XD, Axure
- Remote meeting apps: Zoom, Teams, Google Chat, Skype
- Social media platforms Instagram, Facebook, Twitter, Tumblr, Pinterest
- Survey & graphic design tools for email campaigns, newsletters, marketing blurbs, press releases, & blogs; Canva, Survey Monkey, Doodle