

EDUCATION

San José State University, San José, CA. Master of Library and Information Science, Dec. 2010

University of Oregon, Eugene, OR. Bachelor of Arts. English Literature, March 1996

Related coursework: Cataloging; Vocabulary Design; Information Technology Tools & Applications; Information Retrieval; Reference & Information Services; Online Searching; Internships; e-Portfolio

DISTINCTIONS

Celebration of Scholarship Certificate Recipient (2012, 2013, 2014). John F. Kennedy University.
New Leader Award (2011). California Library Association, Technical Services Interest Group.
Employee of the Month (2000). Paddington Station.
Golden Key National Honor Society Nominee (1995).
Parke-Davis Epilepsy Scholarship Award (1991).

PROFESSIONAL SERVICE

California Library Association. Technical Services Interest Group. *Past Chair:* November 2014 – November 2015; *Chair:* November 2013 – November 2014; *Technical Services Award of Achievement Committee:* January 2013 – May 2013; *Vice Chair:* November 2012 – November 2013; *New Leader Award Committee:* January 2014 – June 2014, January 2012 – May 2012; *Event Coordinator:* November 2011 – November 2012; *Steering Committee:* November 2013 – November 2015. *Social Media Volunteer:* November 2014 – Present.

Information Professionals Social Club. *Co-founder & Event coordinator:* January 2011 – Present.

College of San Mateo. Academic Senate Governing Council. *Library Advisory Committee Co-chair:* January 2015 – Present. *Interim Secretary:* September 2015 – December 2015. *Library Representative:* August 2014 – Present. *Library Advisory Committee Representative:* January 2015 – Present.

College of San Mateo. Institutional Planning Committee. *Library Advisory Committee Representative:* January 2015 – Present.

John F. Kennedy University. Staff Senate. *Library Representative:* January 2012 – August 2014.

PROFESSIONAL EXPERIENCE

Fellow: Stanford University. Stanford Global Studies. Education Partnership for Internationalizing Curriculum. September 2015 – Present.

- Researching ethics, information, and society in partnership with James T. Hamilton, Hearst Professor of Communication, and Director of Journalism at Stanford.
- Developing course materials designed to challenge students to look at their own information privilege, and to explore global and local issues that complicate the discovery and use of information

Assistant Professor and Cataloging, Online & Digital Resources Librarian: College of San Mateo. August 2014 – Present.

- Point person for online and digital resource projects, including e-resources troubleshooting, statistics, metadata, and cataloging as needed
- Leads social media efforts & serves as web master for CSM Library website
- Teaches library orientations and delivers reference service and consultations

- Participates in collection management and library planning as needed

Librarian: John F. Kennedy University. January 2012 – August 2014.

- Coordinates and serves as training supervisor for Technical Services; performs original cataloging & classification for all resource types, authority work, & vocabulary design; knowledgeable in acquisitions module, ordering & University Accounts Payable processes, course reserves, and processing for all resources types; keeps up with emerging trends, standards, and best practices: knows and uses RDA and FRBR concepts as well as AACR2 and MARC
- Manages metadata processing and handles batch loading and file exports of new library resources (ebooks, streaming video, etc.), and on implementation of new tools, and platforms; participated in the Summon (discovery layer by Serials Solution) implementation team to improve user experience (data migration; user interface customization; etc.); migrated Millennium ILS data for implementation of Koha with the support of the Bywater team (ongoing project)
- Participates as an academic technology early adaptor; seeks out and learns new software and apps for better communication, collaboration, and presentation University wide; member of the Hub for Educational Innovation's *Google Power Users Group* prior to the implementation of Google Apps for Education for staff, students, and faculty
- Developed & presented social media and e-professionalism workshops and presentations in cooperation with the University Libraries, Hub for Educational Innovation, and Staff Senate
- Participates in the development of an Online Student Readiness course under the auspices of the Office of Educational Services (ongoing project); and is a member of the Learning Resource Center's information competency & assessment team
- Provides technology, reference, & instruction services (online, by phone, & face-to-face); contributes to collection development & maintenance (print and online), embedded librarian services, & serves as liaison to the MBA program; develops and maintains online research guides & digital learning objects; presents library and library service orientations to groups and individuals
- Serves as event & promotion coordinator; leads marketing & social media efforts; applies web design & graphic design skills; blogs; creates online research guides and book displays to correspond with University events, and in coordination with the Diversity Office: Black History Month; César Chávez Day; Anniversary of John F. Kennedy, etc.
- Participates in the generation of reports & statistics for use with assessment and evaluation of resources and programs; participates in strategic planning and library budgeting

Adjunct Faculty: John F. Kennedy University. College of Undergraduate Studies. Liberal Arts Department. September 2013 – Present.

- Information & digital competency instruction (online & face-to-face) and curriculum development for the 2 unit hybrid course *Information Literacy*
- Course management system (eCollege) course development and maintenance; used code and embedded video, Google Forms, widgets, and other tools to personalize my course and increase student engagement while participating online

Web Developer and Blogger. July 2010 – Present.

- John F. Kennedy University Libraries News [blog]. September 2012 – Present. Available from <http://jfkulibraries.blogspot.com/>
- John F. Kennedy University Libraries [website]. July 2013 – Present (maintenance and content updates only, redesign is pending). Available from <http://library.jfku.edu/>
- LIS Lady: The Library and Information Science Lady [website & blog]. July 2010 – Present. Available from <http://lislady.com> and <http://lislady.wordpress.com/>
- Chabot College *The Grapes of Wrath* – Research, History & Production Notes: A Forum for the Cast & Crew [blog]. January 2011 – May 2011. Available from <http://chabotcollegegrapesofwrath.wordpress.com/>

Adjunct Faculty: Contra Costa College. Library, Allied Health, Vocational Education, & Athletics (LAVA) Division. June 2013 – July 2013.

- Information competency instruction (online & face-to-face) for the 1 unit hybrid course *Library and Information Research Skills*
- Course management system (Desire2Learn) course development and maintenance

Library, Records Management & Project Assistant, and Executive Assistant: Certified Employment Group. Clients: Holy Names High School; ARCADIS U.S., Inc.; Emeryville Child Development Center; Certified Employment Group. March 2011 – December 2011.

- Development of a Library User Guide, including a subject guide
- Records life-cycle evaluation activities including retention or disposition actions
- Archiving, preservation, and database management
- Newsletter creation, report production and comb binding
- Administrative tasks & office coordination as needed

Project Assistant (Volunteer): Pettingell Book Bindery. Berkeley, CA. November 2009 – December 2011.

- Binding and repair assistance; Gluing, cutting, assembly; Machine operation

Dramaturg (Volunteer): *John Steinbeck's The Grapes of Wrath*, by Frank Galati. Chabot College. School of the Arts. Theater Department. Hayward, CA. January 2011 – April 2011.

- Embedded research & reference support for faculty and student company members
- Creation & delivery of online content using social media and blogging; wrote production and historical notes for the program
- Visual reference guide development: "Look Book" created for use during the rehearsal process, character analysis, and set and costume design. Available from <http://chabotcollegegrapesofwrath.wordpress.com/2011/02/20/grapes-of-wrath-look-book/>

Resource Description and Access (RDA) Tester (College Credit): Library of Congress, Graduate Students of Library and Information Science Funnel. June 2010 – December 2010.

- Original & Copy Cataloging: Created AACR2R and RDA records in MARC 21 bibliographic format for varying resource types for a functional comparison of AACR and RDA
- Completed FRBR & RDA training modules and participated in RDA discussion forums

Manuscripts Processing Intern (College Credit): Regatta Storage Facility, Bancroft Library, University of California – Berkeley. Richmond, CA. September 2010 – December 2010.

- Processed and arranged two collections (8.75-12.5 linear feet)
- Applied archival survey, appraisal, arrangement, conservation & description methods according to industry standards and guidelines
- Developed AACR2 catalog records in MARC 21 bibliographic format & finding aids for each collection to enable discovery, retrieval & access
- Finding aids available from Online Archive of California website
Gladys Worthington Papers <http://www.oac.cdlib.org/findaid/ark:/13030/hb096nb48t/>
Dwight C. Steele Papers <http://www.oac.cdlib.org/findaid/ark:/13030/hb0t1nb2td/>

Digitization Project Intern and Metadata & Intellectual Property Specialist (Volunteer): Flora Lamson Hewlett Library, Graduate Theological Union. Berkeley, CA. June 2010 – September 2010.

- Planned, assessed, and created descriptive, administrative, and structural metadata for the discovery, management, and preservation of digital audio files
- Assessed and drafted a report on intellectual property and privacy issues and specific institutional risk surrounding the digitization of the Jesuit Tape Collection

- Digitization of analog audio files (reel-to-reel tapes); Zoom H2 conversion; Audacity sound editing

Library Page (Volunteer): Multnomah County Library, Hollywood Branch. Portland, OR. April 2006 – March 2007.

Shelving Assistant (Volunteer): Shaarie Torah Library. Portland, OR. April – May 2006.

Proofreader: Harvest Communications. New York, NY. November 2000 – October 2001.

English Tutor: Self employed. Ashland, OR. May – August 2000.

Teaching Assistant (Volunteer): University of Oregon, Department of Physical Education and Recreation. Trampoline. January – March 1996.

Course Facilitator: University of Oregon, Department of Women's and Gender Studies. Introduction to Women's Studies. January – March 1995.

RELATED SKILLS

- Loves libraries, learning, sharing & growing knowledge, and am committed to education for all
- Committed to instruction, librarianship, workshop presentation & making it better each time
- Displays self-motivation & positive outlook within dynamic environments: Demonstrates flexibility, organization, time management, and prioritization of competing tasks
- Performs cataloging and metadata management with the user experience in mind: Innovative Interfaces' Millennium; OCLC Connexion, RDA, AACR2, MARC, Dublin Core, WorldCat, EZProxy
- Use of Content Management Systems, Publishing Software, & Apps: CONTENTdm, WebGenDB, WordPress, Blogger, LibGuides, social media and networking (Twitter, Facebook, Google+, Pinterest, YouTube) and applications (Buffer, HootSuite)
- Experienced user of various Course Management Systems & Virtual Learning Environments: eCollege, Desire2Learn, Blackboard, Angel, Elluminate
- Use of online research databases & tools including: ProQuest, EBSCO, Gale, ebrary, LISTA, LexisNexis Academic, NoodleTools, Serials Solutions' Summon discovery layer, and more
- Knowledge of copyright, Creative Commons, fair use, Open Access publishing and other intellectual property and ethical issues surrounding use of information
- Knowledge of various computing environments, software, applications, & skills: Mac, Windows, familiarity with UNIX/Linux; XHTML, CSS; Google Apps for Education, Microsoft Office Suite, Prezi, Adobe Creative Suite; Able to troubleshoot computer/software issues for faculty, students, & staff
- Good oral and written communication skills among diverse groups; Experience with copywriting, copy editing, proofreading, and graphic design
- Experience with supervising/management, collection development/purchasing, displays/merchandising, and customer service

PUBLICATIONS AND PRESENTATIONS

Roach, S. M. (2015, May 7). *Online resources and the ethics of information use in higher education*. Session presented at the Japanese Ministry of Education workshop at College of San Mateo.

Roach, S. M. (2015, March 5). San Jose State University iSchool alumni job panel. Available from <http://scholarworks.sjsu.edu/sjsualasc/5>

Thomas, L., Velarde, L., & Roach, S. M. (2015, Jan. 21). *Makerspace for the classroom: Activities to encourage collaboration*. Session presented at the biannual Flex Day workshop at College of San Mateo.

Velarde, L., & Roach, S. M. (2015, Nov. 19). *Digital resources and the curriculum: Methods, examples, & issues*. Session presented at the Japanese Ministry of Education Advance Visit workshop at College of San Mateo.

- Kyauk, C., Roach, S. M., Nowlain, L., Ford, L., Estes, M. E., & Mullarkey, A. (2014, Nov. 8). *Crowdsource your interview!* Session presented at the annual conference of the California Library Association, Oakland, CA.
- Flynn, S. X., Ivins, T., Roach, S. M., Hertel, M., & Azadbakht, E. (2014, June 29). *Open cover letters revealed: Job search stories and advice from newly hired librarians*. Panel presented at the annual conference of the American Library Association, Las Vegas, NV.
- Roach, S. M., & Dezember, J. (2014, March 8). *The future of the book in a networked world*. Session presented at the annual Day of the Book conference, John F. Kennedy University.
- Roach, S. M. (2013, June 5 & April 29). *Social media ABCs for professionals*. Workshop presented in cooperation with the John F. Kennedy University Libraries and Hub for Educational Innovation.
- Roach, S. M. (2012, November 3). *Social media use by groups of information professionals in the San Francisco Bay Area*. Poster session presented at the annual conference of the California Library Association.
- Roach, S. M., & Varady, C. (2012, October 29). Tips for planning and hosting professional networking events using the cloud. *Sync*, 1(2),2. Available from the California Library Association website: <http://www.cla-net.org/displaycommon.cfm?an=1&subarticlenbr=415>
- Roach, S. M. (2011, October; 5771-5772, Tishrei/Elul). Social media and the Jewish community. *The Omer*, 31(2), 8. Available from the Temple Beth Abraham website: <http://www.tbaoakland.org/community/newsletter>
- Roach, S. M. (2011). Commentary in response to: Notice of inquiry – Federal copyright protection of sound recordings fixed before February 15, 1972 [No. 53]. Retrieved from United States Copyright Office: <http://www.copyright.gov/docs/sound/comments/initial/>
- Roach, S. M. (2011, February 28). Internships: Making the most of your experience [Online presentation]. Society of American Archivists Student Chapter – San José State University Elluminate Meetup. Available from the SJSU Elluminate Live! Manager recordings website: Title: Student SAA Eira; Password: saa; Time Marker: 50:00 https://nexus.sjsu.edu/play_recording.html?recordingId=1267553031111_1298946967389
- Tasker, K. (2011, February 24). Alum Stephanie Roach's digitization internship inspired her to address copyright laws. Available from the San José State University School of Library and Information Science *Community Profiles* website: <http://slisapps.sjsu.edu/blogs/meet/?p=862>