

JEANNIE BLAKELY

EDUCATION

University of West Georgia, Carrollton, GA

MS, Applied Computer Science

Currently Enrolled

Currently enrolled; expected graduation Aug, 2018

Florida State University, Tallahassee, FL

MS, Library and Information Science

1995

Principle area of concentration: cataloging and reference services

Florida State University, Tallahassee, FL

BA, Music and Communication

1991

Honors: magna cum laude

WORK EXPERIENCE

ASSISTANT LIBRARIAN FOR TECHNICAL SERVICES

Georgia Highlands College, Rome GA

1996 - Present

- Institutional lead for the G3 ALMA migration project.
- Manages cataloging and serials including both print and e-resources for 4 library locations.
- Acts as point person for most technical issues in the library. Coordinates with GALILEO, database vendors and IT to setup access to new e-resource purchases and to troubleshoot and resolve access problems at multiple locations.
- Acts as a point person for most technical issues related to college testing, including Banner integration for new Accuplacer testing instrument.
- Administers library's Voyager automation system.
- Supervises one fulltime staff position.
- Provides reference assistance both individual and group.
- Serves as course-integrated embedded librarian in online classes. Creates video tutorials and offers online

bibliographic instruction sessions.

- Teaches assignment-based library instruction classroom sessions.
- Serves on campus committees as appointed by the Library Director and/or school administration.
- Maintains and acquires new skills for continued job performance.

**SENIOR LIBRARY TECHNICAL ASSISTANT FOR THE
MUSIC CATALOGING DIVISION**

1995-1996

Florida State University, Tallahassee, FL

- Utilized knowledge of AACR2, LCSH, and the LC Classification Schedule and background in music to catalog sound recordings, scores, and visual material for a large, research-level music collection.
- Performed both original and copy cataloging using NOTIS library automation system. Performed preliminary authority work.
- Consistently maintained a high level of bibliographic quality while exceeding monthly statistical goals.

**GRADUATE ASSISTANT – FSU SCHOOL OF LIBRARY AND
INFORMATION SCIENCE**

1994-1995

Florida State University, Tallahassee, FL

- Updated bibliographies and course materials to maintain currency.
- Created a computer check-in system to control and organize young adult books for the Newbery Award Committee.
- Compiled a manual of reviews and articles for Newbery Award Committee.
- Conducted literature searches and reviewed journal articles for relevancy.

PRESENTATIONS

“ALMA Information & Feedback”

Presented to GHC library faculty and staff at annual meeting 2016

“Embedded Librarian Program at Georgia Highlands College”

Presented to the Regents Administrative Committee on Distance Education (RACDE), Cartersville, GA 2015

“Getting Started with Overdrive”

Workshop presented to faculty at Inservice 2014

“Building a Bridge for Student Success: Connecting Reluctant Undergraduates with Library Services through the use of Embedded Librarians”

Panel discussion presented for the KSU Teaching and Learning Summit 2014

“I can text the Library!?!: Integrating low-cost virtual tools for reference and statistics in your library.”

Panel discussion presented at GUGM 2011

SELECTED PROFESSIONAL DEVELOPMENT

Ex Libris Alma Certified Administrator 2016

Project Management Fundamentals (8 week online class) 2015

Applying the Quality Matters Rubric 2015

“Embedded Librarians in Online Courses,” Library Juice Academy (4-week seminar) 2015

Fundamentals of Collection Assessment (6 week ALA online class) 2014

Electronic Resources Workflows and Tools (ALCTS webinar) 2013

ELUNA Conference, Athens, GA 2013

COLLEGE SERVICE

VPAA search committee 2018

Dean of Libraries and Testing search committee 2017

Testing Administrative Assistant search committee 2016

First-Year Student Success Coach 2015 – Present

Instructional Designer II search committee 2015

Librarian, Testing Coordinator search committee 2015

Assistant Librarian for Public Service search committee 2014

Chaired the Library Assistant for cataloging search committee 2013

Art Instructor search committee 2009

Faculty Affairs Committee 2007 - 2009

College Webpage Redesign Committee 2008 - 2009

Chaired the Assistant Librarian for Public Service search committee 2007

Chaired the Library Secretary search committee	2006
Computer Committee	2002 - 2003
Chaired the Library Associate for Serials search committee	2000
Chaired the Assistant Librarian for Public Service search committee	1996
Part time Assistant Librarian for Public Service search committee	1996
G2 Systems & Cataloging Committees	1996

AWARDS

Winner of the Chancellor's Outstanding Service Excellence Gold Award (as part of the College Testing Initiative Team)	2016
Caught in the Act of Caring – Georgia Highlands College	2015
Caught in the Act of Good Customer Service – Georgia Highlands College	2015 - 2016
Organizational Advisor of the Year (for Literary Web-based student magazine FCBytes) – Georgia Highlands College	2000

COLLEGE INVOLVEMENT

Safe Zone Certified	2014
Online Adviser for Student Newspaper Six Mile Post	1999 - Present
Faculty Advisor for Vegetarian Society	1999 - 2003
Faculty Advisor for Literary Web-based student magazine, FCBYTES	1999 - 2003