

Wendolyn Claire Vermeer

Curriculum Vitae

Cal Poly Pomona University Library
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EDUCATION

M.L.I.S.
San Jose State University (2007)

B.A.
English Literature
California State Polytechnic University, Pomona (2005) *Magna cum laude*

EMPLOYMENT

Metadata Librarian, July 2007 – Present
Cal Poly Pomona University Library, Pomona, CA

Part-Time Instructor/Reference Librarian, February 2008 – September 2011
Wilfred J. Airey Library, Riverside Community College District, Norco College, CA

Library Assistant III/Electronic Resources Unit Coordinator, June 2006 – June 2007
Cal Poly Pomona University Library, Pomona, CA

Library Assistant II, March 2005 – May 2006
Cal Poly Pomona University Library, Pomona, CA

Library Assistant I, July 2001 – February 2005
Cal Poly Pomona University Library, Pomona, CA

PROFESSIONAL SKILLS

Acquisitions

- Order materials on-line and via phone/e-mail; interfaces include: GOBI 3 (YBP), EbscoNet (Ebsco Subscription Services), proprietary vendor platforms (ebrary, Ebsco, JSTOR, etc.) and websites such as Amazon and Alibris
- Implemented Demand-Driven acquisitions program with YBP/ebrary; expanded to include Ebsco Ebooks and JSTOR
- Annual Ebsco renewals for e-journals and print periodicals/serials in assigned subject areas; including pricing request, new title additions, cancellations, suspensions, delayed publications, and site license requirements

- Research/request/negotiate pricing, trial, and licensing information for new materials, particularly electronic resources
- Create and maintain order records in III Sierra
- Claim continuing resources (periodicals and serials) and verify electronic access
- Perform budgetary projections for periodicals, serials, and electronic resource purchases
- Process received materials and invoices
- Assist monographs coordinator with troubleshooting electronic invoicing and vendor record delivery
- Check-in periodicals and serials added volumes
- Familiarity with OCLC WorldCat Cataloging Partners/WorldShare Collection Manager and electronic invoicing (EDIFACT)
- Maintain communication with and receive visits from vendors and publishers

Metadata & Cataloging

- Copy catalog monographs and continuing resources materials in most formats (especially electronic resources, including e-journals, e-books, and integrating resources) from OCLC records according to RDA/AACRII standards, CONSER guidelines, and local practices
- Statistics Coordinator: prepare and distribute report of monthly cataloging and department staff activities; prepare annual report of all bibliographic access activity for campus Valuation Report, CSU Library Statistics Annual Report, and other reports as needed
- For Bronco Scholar, CPP's Institutional repository: mapped MARC fields to Dublin Core metadata; helped build Dspace taxonomy, metadata framework, and controlled vocabulary for a variety of digital object to be housed in the repository; crosswalked Dublin Core data to MARC for cataloging of electronic theses, projects, and dissertations
- Familiarity with Encoded Archival Description (EAD) metadata schema
- Transfer and withdraw of print materials; maintain accurate library holdings in OCLC
- Batch-load MARC records for large e-journal, e-book, and full-text database packages
- Experience with authorities and authority record maintenance
- Follow developments in cataloging practice, particularly Resource Description and Access (RDA) and BIBFRAME, and also as it relates to new LMS/UX technology (discovery layers, FRBR-ization, visual search, etc.)
- Trained and certified in III Load Profiles; create and edit local III Load Tables for batch upload/overlay of bibliographic records based on various and evolving local needs (DDA/PDA, exclusion of e-books from LINK+, etc.)
- OPAC maintenance and quality control, including preparation of data for migration from Sierra to Alma/Primo for the ULMS

Collection Development

- Select materials for purchase in all formats for the areas of Literature & Linguistics, Foreign Languages, Drama, Dance, and Juvenile Literature in support of library users and the academic mission of the university
- Track budget allocation and expenditures for materials in the aforementioned areas
- Deselect obsolete/superseded/damaged materials, and determine when a replacement copy is appropriate
- Collaborate with Collection Development Team members to prioritize and triage collection areas most affected by severe budget reductions and increasing subscription costs
- Liaison between Bibliographic Access Services and the Collection Team; provide usage statistics, overlap analysis reports, and cataloging practice information to aid and inform collections decisions
- Currently training to step into the role of Collection Development Team Manager after current Manager's FERP appointment ends; in consultation with administration and the team, will set collection budgets, track spending, and prioritize areas for collection

Electronic Resources Management

- Provide access to electronic resources via bibliographic records in the library catalog, SFX, and Summon/Xerxes for individual resources, e-journal and e-book packages (also batch loads), and full-text database holdings
- Create and maintain resource records in III ERM, detailing information pertinent to resource purchase, access, vendor contact, usage statistics, bibliographic description, and more
- Load, edit, and maintain holdings records for e-journals and full-text database titles using III ERM Coverage Load and Coverage Edit
- Activate and maintain e-journal and full-text database holdings in Serials Solutions 360 Core & Summon
- Activate and maintain object portfolios, targets, and target services in SFX
- Negotiate institutional site license agreements; create license records detailing license details and public-facing terms of use in III ERM
- Verify electronic resource compliance with CSU Accessibility mandate (EO 926); record accessibility information in ERM and assist vendors with completion of the VPAT
- Enable/edit remote access to electronic resources using III Web Authentication Management (WAM); familiarity with OCLC EZproxy maintenance
- Troubleshoot e-resource access problems and issues; research, propose, and implement solutions to consistent problems
- Track, record, and catalog/implement all electronic resource purchases made via the CSU Library Consortium (SDLC); provide usage statistics to aid in purchase decisions

CSU ULMS/ILS Working Group

- CPP ULMS Implementation Team Member; follow ULMS developments and assist Project Manager Yvonne Zhang with local policy development, training, and communication with campus stakeholders
- Trained in basic Alma and Primo functionality and use; will complete Ex Libris Alma Certification Training June 2016
- Compiled and delivered all ILS data exports for the Implementation Test Phase
- Assisted with completion and delivery of Migration Form, Field Mapping Form, P2E list, and Configuration Form
- Participated in RFP for CSU ULMS; consulted with all library departments on functional requirements for a new ULMS and made recommendations, attended full-day vendor presentations and provided feedback, communicated developments with library constituents
- With the ILS Working Group, investigated open source ILS solutions as an alternative to proprietary systems (2013): Koha, Evergreen, Mandarin, and Quali OLE

Reference & Instruction

- Team-teach LIB 150: The Info Diet: Info Literacy Skills for Academic Success and Healthy Info Habits, a 4-unit hybrid course that satisfies Area E (life-long learning) of General Education requirements; Spring 2015 (observed), Fall 2015, Winter 2016
- Teach one-hour library orientation and library/course-integration workshops, incorporating basic information literacy skills and familiarizing users with the variety of resources and services the offered by the library
- Serve at the Research Help Desk to assist users with their information needs, such as directional questions; machine/computer/software issues; ready reference/general knowledge questions; in-depth reference and research questions
- Serve on 24/7 Reference Chat Widget (QuestionPoint) and local Library Chat (LibAnswers LibChat) to assist users with their information needs
- Meet individually with students and faculty in my subject areas to provide specialized research assistance
- Develop and maintain Research Guides (LibGuides) in my subject areas; create specialized guides in support of specific courses in collaboration with their instructors
- Liaison between Bibliographic Access Services and the Reference & Instruction Team; provide cataloging and ILS expertise in support of decisions over front-facing library resources (OPAC, discovery layer, SFX menu configuration, etc.)

Other

- Keep apprised of library developments and initiatives, particularly those of impact to academic libraries and technical services, by: attending seminars/webinars, conferences, and symposia; reading broadly from professional literature and blogs/social networking sites; conducting research and presenting/publishing findings
- Point person for information related to copyright, intellectual property, Open Access publishing, scholarly communication, and cataloging of institutional repository objects

- Create and maintain documentation for departmental procedures, such as monthly statistics collection and electronic resource cataloging
- Trained in Accessibility/Section 508 design and compliance for documents, presentations, and web pages
- Trained staff in local cataloging practices, electronic resource maintenance functions, statistics collection, and item transfer/withdraw procedures
- Web design and development: basic HTML and CSS; some knowledge of PHP, XML, and XSLT

Tools/Standards

- III Sierra/Millennium: proficient with ERM, Data Exchange, Serials, Cataloging, Global Update, Telnet; familiar with Circulation, Acquisitions, and Administration
- Familiarity with Ex Libris Alma and Primo Central configuration and use
- OCLC Connexion (client and web-based)
- Ex Libris SFX (including MARCIt! and USTAT)
- Xerxes (Databases and Librarian Profiles Configuration)
- Serials Solutions 360 Core & Summon
- SpringShare LibGuides and LibAnswers (v1 & v2)
- Blackboard CMS
- MarcEdit
- LC CLASS-Web
- Microsoft Office 365: Outlook, Word, Excel, PowerPoint, OneDrive
- Excel Add-ins: ASAP Utilities, Fuzzy Lookup
- USMARC
- Resource Description and Access (RDA)
- Anglo-American Cataloging Rules (AACRII)
- Library of Congress Classification (LCC & LCSH)
- COUNTER Usage Statistics and SUSHI
- Cooperative Online Serials (CONSER)
- Functional Requirements for Bibliographic Records (FRBR)

ADDITIONAL TRAINING/WORKSHOPS

- SCTPG RDA Map Cataloging for Beginners (2014)
- SCTPG Cataloging the Especially Special Formats Using RDA and MARC21 (2014)
- SCTPG RDA Basic Monograph Cataloging Workshop (2013)
- SCTPG RDA Serials Cataloging Workshop (2013)
- SCTPG Special Collections Cataloging (Rare Books and Artists' Books) (2011)
- SCTPG Managing Digitization Projects (2011)
- SCTPG CONSER Standard Record, New Series Treatment, and RDA Update (2009)
- SCTPG Subject Analysis Workshop (2009)
- OCLC Licensing and Negotiations for Librarians (2008)

- OCLC Metadata for Digital Collections (2007)
- SCTPG Rules & Tools for Cataloging Internet Resources (2005)

PROFESSIONAL AFFILIATIONS

- American Library Association (ALA)
- Association for Library Collections and Technical Services (ALCTS)
- Southern California Innovative Users Group (SCIUG)
- Southern California Technical Processes Group (SCTPG)

PUBLICATIONS

- Vermeer, W. C. (2015). Evolving technical services workflows in a demand-driven acquisitions pilot. *The Serials Librarian*, 69(3-4), 298-309.
10.1080/0361526X.2015.1118719
- Vermeer, W. C., & Brett, K. (2014). All those programs you missed: Annual 2014 programs: Metadata and indicators for Open Access. *ALCTS News*. Retrieved from: <http://www.ala.org/alctsnews/reports/ac2014-programs>

PRESENTATIONS

- *ALL the Things? An ERMS Cautionary Tale*. June 27, 2015. ALCTS/LITA Electronic Resources Management Interest Group Panel, American Library Association Annual Conference, San Francisco, CA
<http://hdl.handle.net/10211.3/158546>
- *When You Need it Yesterday: Killer Excel Hacks with ASAP Utilities*. October 14, 2014. Southern California Innovative Users Group (SCIUG) Annual Meeting, Los Angeles, CA
- *Getting to 48: Converting GE to Semesters at Cal Poly Pomona*. October 9, 2014. CSU English Council Semiannual Meeting: General Education Panel, San Diego, CA
<http://hdl.handle.net/10211.3/158554>
- *Juggling Frogs and/or a Piece of Cake: Wrangling DDA with Sierra*. May 8, 2014. Innovative Users Group 21st Annual Conference, Detroit, MI
- *When You Need it Yesterday: Killer Excel Hacks with ASAP Utilities*. May 7, 2014. Innovative Users Group 21st Annual Conference, Detroit, MI
- *Copius Create Lists*. October 23, 2013. Southern California Innovative Users Group (SCIUG) Annual Meeting, Pomona, CA

- *OA: A Response to the Scholarly Communication Crisis*. January 28, 2010. Faculty Center for Professional Development, Pomona, CA. Co-presenter: Ann Morgan (Cal Poly Pomona)
- *OA: A Response to the Scholarly Communication Crisis*. December 11, 2009. Provost's Symposium on Faculty Scholarship, Pomona, CA. Co-presenter: Ann Morgan (Cal Poly Pomona)
- *Basic Create Lists*. October 27, 2009. Southern California Innovative Users Group (SCIUG) Annual Meeting, San Diego, CA
- *From Printing Presses to Ebooks. Part II: Ebooks are Digital Ink*. April 14, 2009. National Library Week at the University Library, Pomona, CA. Co-presenter: Natalie Zagami (Cal Poly Pomona)
- *ERM: Next Steps, Part I*. October 14, 2008. Southern California Innovative Users Group (SCIUG) Annual Meeting, Loma Linda, CA. Co-presenters: Louana Tipton (Cal Poly Pomona) and Stacy Nelson (UCSD)

UNIVERSITY AND PROFESSIONAL SERVICE

- Chair, ALCTS Fundraising Committee. July 2015 – Present
Association for Library Collections & Technical Services, ALA
- ULMS Project Implementation Team. July 2015 – Present
Cal Poly Pomona University Library
- Academic Senate General Education Committee, July 2014 – Present
Cal Poly Pomona University
- Library Outreach Committee, August 2013 – Present
Cal Poly Pomona University
- ALCTS Fundraising Committee, July 2013 – Present
Association for Library Collections & Technical Services, ALA
- Electronic Access to Information Resources (EAR) Committee, July 2013-June 2015
CSU Systemwide Digital Library Content
- Faculty Development Advisory Council, July 2013 – Present
Cal Poly Pomona University
- Co-Chair, Annual Conference Planning Committee, May 2013 – October 2014
Southern California Innovative Users Group
- Chair, National Library Week Committee, January 2011 – May 2012
Cal Poly Pomona University
- Chair, Library Welcome Week Committee, September 2010
Cal Poly Pomona University
- Program Chair, January 2010 – December 2014
Southern California Technical Processes Group

- Academic Senate Faculty Affairs Committee, September 2009 – June 2014
Cal Poly Pomona University
- Library Welcome Week Committee, September 2009
Cal Poly Pomona University
- Planning Committee, April 2009 – October 2014
Southern California Innovative Users Group
- Academic Senate Elections & Procedures Committee, September 2008 – June 2009
Cal Poly Pomona University
- Library Web Team, July 2008 – April 2011
Cal Poly Pomona University

COMMUNITY SERVICE

- Provided cataloging services culminating in an Access database catalog for a portion of the professional library of Pastor Troy Sybrant, Pasadena Christian Church, Pasadena, CA. (July-August 2007)
- Provide ongoing reference and research assistance for members of the local chapters of the Society for Creative Anachronism, a non-profit incorporation dedicated to the study and reenactment of the Middle Ages. (July 2007-)

AWARDS AND HONORS

- 1999 – 2001 Kellogg Scholar, Cal Poly Pomona University
- Outstanding English Graduate of 2005, Cal Poly Pomona University