

# Meggan Frost

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## Education

### **Master's of Science in Information**

*University of Michigan, School of Information, Ann Arbor, MI*  
Specialization: Library and Information Science

**April 2012**

### **Master's of Music Performance**

*Michigan State University, East Lansing, MI*

**May 2009**

### **Bachelor of Music Performance / Minor in Writing**

*Ithaca College, Ithaca, NY*

**May 2006**

## Experience

### **Public Services Librarian**

*Paul Smith's College, Paul Smiths, NY*

**June 2012 - present**

- Coordinate all information literacy instruction including instructional design, assessment, teaching, and scheduling
- Coordinate and assess in person and online reference services
- Supervise circulation including policies and assessment
- Serve as main library contact for faculty
- Create educationally and institutionally relevant programs and events
- Develop structure and content for some library web pages, including course-specific resource pages and a library news feed
- Market library services using a combination of social media and directed communication

### **BiblioBouts Research Assistant**

*Professor Karen Markey, University of Michigan, Ann Arbor, MI*

**February 2012 – July 2012**

- Applied a codified taxonomy to data collected from the BiblioBouts game in Fall 2011
- Worked in committee to ensure consistent application of taxonomy

### **Faculty Bibliography Research Assistant**

*University of Michigan Law Library, Ann Arbor, MI*

**August 2011 – May 2012**

- Researched and identified publications written by University of Michigan Law School faculty
- Updated Reference Manager database of faculty publications, Publications of the Law School Faculty website, and the Law School faculty biography web pages
- Maintained integrity of underlying database, files, and instructions to ensure consistent format, entry, and citation practices

### **Library Intern**

*Roosevelt University Performing Arts Library, Chicago, IL*

**May 2011 - July 2011**

- Performed copy cataloging in CD, DVD, score, and book formats
- Created research guides on the Libguides platform to support a theory class for upperclassmen and to support graduating music education students
- Curated an exhibit based on an upcoming performance of *Rent* incorporating related musical works, books, and scores with explanatory material
- Generated collection development recommendations

**Bookshelver/Processor****November 2010 - May 2011***Ann Arbor District Library, Ann Arbor, MI*

- Collected and checked in returned materials using Innovative Interfaces Millennium automated system
- Located and processed materials for holds and interlibrary loans

**Library Intern****June 2010 - October 2010***Detroit Symphony Orchestra Library, Detroit, MI*

- Oversaw the Felix Resnick Collection including inventorying, cataloging, and addressing storage issues
- Assisted librarians with bowing, marking errata and cuts, facilitating page turns, assembling and disassembling concert folders, copying, binding, and repairing music
- Updated the Orchestra Planning and Administration System (OPAS) database with historical concert information

**Relevant Projects and Experience****Instructional Video Production****July 2013 - present**

Producing instructional videos to address common tasks related to accessing library resources.

**Student Speaker Series****March 2012 - present**

Providing students the opportunity to share their experiences and expertise with the college community by means of public presentations and workshops.

**Music Instructor****2002 – present**Private and group lessons for woodwind students in 5<sup>th</sup> -12<sup>th</sup> grades.**University Musical Society, Ann Arbor, MI****January 2012 – April 2012**

Redesigned paper-based teacher resources for an online platform. The finished project included a design for a student-directed online learning module as well as accompanying teacher resources.

**SCVNGR Workshop****December 2011**

Taught the iPhone and Android phone application SCVNGR to faculty, staff, and students at the University of Michigan for use in various classroom environments.

**Roosevelt University, Chicago, IL****February 2011**

Volunteered in the University Archives as part of Alternative Spring Break to create an inventory and basic metadata for historic Department of Music recordings.

**University Musical Society, Ann Arbor, MI****January 2011 – April 2011**

Conducted website usability studies for the interactive UMSLobby website as a member of a 4-person team that generated recommendations to improve usability and user experience.

**Dragonfly Depot, Ann Arbor, MI****September 2010 – December 2010**

Examined the workflows and communication flows related to warehouse procedures at Dragonfly Depot through the process of contextual inquiry as a member of a 5-person team.

**Substitute Teacher****September 2009 - October 2010***Professional Education Services Group, Ingham County, MI*

Completed lesson plans at all grade levels, requiring a broad knowledge of all core subjects and standards as well as foreign language, music, art, and technology.

**Skills****Website and Database Design**

HTML, CSS, Python, MySQL Lite, GoogleAppEngine, very basic JavaScript

**Metadata Standards**

MARC, AACR2, XML, METS, PREMIS

## **Web 2.0**

Blogging, screencasting, podcasting, webinars, Facebook, Twitter

## **Relevant Software**

Adobe InDesign, Adobe Photoshop, Adobe Premiere Elements, Camtasia, WorkFlows

## **Languages**

French, Italian, German

## **Presentations**

- Touchscreen in the PSC Library: Results* October 30, 2013  
A co-presentation to report on the results of a grant funded by the Northern New York Library Network. The touchscreen was installed in January 2013. Reported using heatmaps to illustrate usage.
- SCVNGR for Information Literacy* January 21, 2012  
Workshop presented at Quasi-Con sponsored by the University of Michigan student chapter of the American Library Association.
- SCVNGR for Information Literacy* March 17, 2012  
Workshop presented at the Michigan Association for Media in Education (MAME) as professional development for school library specialists.
- Preparing Youth and Teachers for Performances at UMS* March 22-23, 2012  
Poster session presented at the American Orchestra Summit II.
- SCVNGR for Information Literacy* May 3-5, 2012  
Poster session at LOEX conference.

## **Publications**

- "LibQual Infographic: Data Reimagined." *Librarian Design Share*. March 15, 2013.  
<http://librariandesignshare.org/2013/03/15/libqual-infographic-data-reimagined/>
- "Guest Post: Image Codr for CC Images." *Library Tech Talk*. November 5, 2012.  
<http://libtechtalk.wordpress.com/2012/11/05/guest-post-image-codr-for-cc-images/>
- Co-author. "SCVNGR for Information Literacy." Jill Morningstar, co-author. *Information Literacy in the Wild* (<http://www.smashwords.com/books/view/115254>), December 2011.
- Contributor, "Nudging Towards Inquiry: From Fact Posters to Synthesis," *School Library Monthly*. January 2012.

## **Service**

- Search committees both inside and outside the library, 2012 – present
- Family Leave Committee, Fall 2013
- Secretary, Student Chapter of the Special Libraries Association, University of Michigan, 2011-2012

## **Memberships**

- Association of College and Research Libraries (2013-present)
- American Library Association (2011-present)
- Special Libraries Association (2011-2012)
- Music Library Association (2010-2012)