

SETH ALLEN

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EDUCATION

Ph.D., Leadership, University of the Cumberlands, Williamsburg, KY, expected 2023

M.A., Sociology, American Public University, Charles Town, WV, expected 2023

M.A., Educational Media, Appalachian State University, Boone, NC, 2016

Activities: Distance Education Student Advisory Committee, 2013-2014

M.L.I.S., Library & Information Studies, University of North Carolina at Greensboro, 2009

B.A., Spanish, Sociology, Wingate University, Wingate, NC, 2005

PROFESSIONAL EXPERIENCE

Director & Reference Librarian, DeTamble Library & University Archives

St. Andrews University, Laurinburg, NC, 2022 - Present

- Provide reference and library instruction to faculty and students
- Revamp the library webpages and record instructional videos on research, writing, and citation skills
- Manage and curate the St. Andrews Archives

Director of Library and Digital Reference

Simmons College of Kentucky, Louisville, KY, 2021-2022

- Consolidated the ebooks, books in print, and streaming videos in a single, searchable platform and created a single sign-on for all library resources
- Restructured library staffing, hired and supervise one full-time paraprofessional
- Launched a digital archive of historical college publications
- Built a comprehensive library website using the LibGuides platform, including an online writing center and an open educational resources (OER) directory

Director of Online Instruction (Remote position)

B.H. Carroll Theological Institute, Irving, TX, 2017-2021

- Developed five self-paced professional development courses for faculty culminating in a digital badge, including a required onboarding course for new instructors
- Created course shells and recycle existing course content for roughly 40 courses offered each academic term in the Moodle LMS
- Published a bi-monthly newsletter on emerging trends in online teaching and instructional technology tools

Instructional Technologist & Faculty Training Specialist

South College, Knoxville, TN, 2016-2017

- Delivered monthly faculty development workshops on emerging trends in education
- Archived and recycled course shells for over 100 courses offered each academic term
- Created tutorials on the Moodle LMS system and other instructional technology tools
- Troubleshooted roughly 30 issues per week in a helpdesk ticketing system on a wide range of technical and training issues

Online Instruction Librarian

King University, Bristol, TN, 2014-2016

- Launched an embedded librarian program with instructional videos and assessments for research-intensive courses in each online degree program
- Hosted two Zoom webinars per academic term on library research skills
- Produced video tutorials in Camtasia on library research and shared them on the library's YouTube channel
- Developed a credit-bearing online information literacy course and delivered 20 library instruction sessions per academic term, on average, in a variety of disciplines
- Served as the subject liaison for social work and fine arts; acquired library learning resources and published subject guides in those disciplines

Adjunct Sociology Instructor

Various Colleges (see section below), 2012-2014

- Taught face-to-face, hybrid, and online sections of introductory sociology courses
- Developed lesson plans incorporating sociological analysis of popular culture and current events, delivered lectures, and graded assignments

Head Librarian

Charlotte Christian College and Theological Seminary, Charlotte, NC, 2010-2012

- Trained and supervised one student assistant and various volunteers
- Migrated from a legacy integrated library system (ILS) system to a cloud-based ILS
- Eliminated backlog of books to be processed, cataloged over 3,000 books in print, and acquired the first eBook collections
- Built a comprehensive library website and produced research tutorials in video, HTML, and PDF formats

Library Assistant II

Charlotte Mecklenburg Library, Charlotte, NC, 2006-2010

- Circulated library materials in a diverse, urban public library, oriented patrons to library resources and services, assisted Spanish-speaking patrons as needed

COURSES TAUGHT

BHCTI 5000: Gateway, BH Carroll Theological Institute, 2018-2021
DST 2150: 21st Century Research Skills, King University, 2015-2016
SOC 210: Introduction to Sociology, Montgomery Community College, 2012-2014
SOC 220: Social Problems, Montgomery Community College, 2012-2014
SOC 210: Introduction to Sociology, Guilford Tech Community College, Jamestown, NC, 2013
SOC 220: Social Problems, Cleveland Community College, Shelby, NC, 2013
GS 130: Introduction to Sociology, Charlotte Christian College, Charlotte, NC, 2010-2012

PUBLICATIONS

Journal Articles

Allen, S. (2017) "Mapping uncharted territory: Launching an online embedded librarian program." *Journal of Library and Information Services in Distance Learning* (11)1.
Allen, S. (2017) "Applying adult learning principles to online course design." *Distance Learning* (13)3, 26-32.
Allen, S. (2016) "Introducing the Virtual Theological Library Project." *The Christian Librarian* (59)2.
Allen, S. (2015) "Delivering library services to distance learners: An annotated bibliography." *The Christian Librarian* (58)2. Allen, S. (2015) "Librarian hacks." *The Christian Librarian* (58)1, 1-11.
Allen, S. (2014) "Shifting the instructional paradigm: Articulating a set of current practices in flipped library instruction." *Tennessee Libraries* (64)3.
Allen, S. (2014) "Towards a conceptual model of academic libraries' role in student retention: A literature review." *The Christian Librarian* (57)1 7-19.

Book Chapters

Allen, S. (2017) "Ask the Expert: Religion and Education." In A Thompson & K. Whitworth (Eds.), *SociologicalYou: NextGen Introductory Sociology*. Fort Worth, TX: United Instructors and Textbook Authors Co-op.
Allen, S. (2015) "Using Google Drive for Library Assessment." in *The Complete Guide to Using Google In Libraries: Instruction, Administration, And Staff Productivity*, ed. Carol Smallwood. Lanham, MD: Rowman & Littlefield Publishers.

Book Reviews

Allen, S. (2016) Review of *Resident Aliens: Life in The Christian Colony* (25th Anniversary Ed.) by Stanley Hauerwas and William Willimon. *The Christian Librarian* (59)2.
Allen, S. (2015) Review of *Online by Design: The Essentials of Creating Information Literacy Courses* by Yvonne Mery and Jill Newby. *Journal of Library and Information Services in Distance Learning* (9)3.

PRESENTATIONS

Professional Conferences

Allen, S. (April 2016). *Mapping Uncharted Territory: Launching an Online Embedded Librarian Program*, Distance Library Services Conferences, Pittsburgh, PA.

Allen, S. and Boyer, P. (January 2016). *Using Technology to Assess Student Learning*, King University Faculty Workshop, Bristol, TN.

Allen, S. (October 2015). *Instructing the Masses with an Army of One: Extending Information Literacy Online with Limited Budget and Staff*, Library 2.0 Worldwide Virtual Conference.

Allen, S. and Hall. (June 2015). *Embedded Librarianship in Online Courses: Our Experience*, Bowen Central Library Association Monthly Professional Development Webinar, Online.

Allen, S. and Avery, J. (June 2015). *Social Media and Mainline Protestant Communities in the Middle West*, Annual Conference on Information and Religion, Kent, OH.

Allen, S. (April 2015). *Evolving Spaces: A Look at Local Library Renovations*, Boone Tree Library Association Biannual Meeting, Bristol, TN.

Allen, S. (March 2015). *Hacking the OPAC: How to Create a Free Online Library Catalog*, Big Talk for Small Libraries Virtual Conference, Online.

Allen, S. (December 2014). *De-Compartmentalizing Distance Librarianship: Emerging Roles for Distance and Online Education Librarians*, North Carolina Library Association College and University Section Mini-Conference, Charlotte, NC.

Allen, S. (June 2014). *Best Practices in Flipped Instruction for Librarians and Other Educators*, P-16 Professional Development and Training Conference, Cleveland, TN.

Allen, S. (June 2014). *Go Animate: Making Information Literacy Lively*, Association of Christian Librarians Annual Conference, Huntington, IN.

Allen, S. (June 2014). *Exploring Best Practices in Integrated Learning in the Curriculum*, Association of Christian Librarians Annual Conference, Huntington, IN.

Allen, S. (June 2013). *Using Google Sites to Create Library Research Guides*, Association of Christian Librarians Annual Conference, San Diego, CA.

Allen, S. (February 2014). *Free Technology Tools to Make Library Instruction Portable*, Chattanooga Area Library Association Monthly Meeting, Cleveland, TN.

Allen, S. (November 2013). *The Impact of Social Media in the Classroom*, North Carolina Community College Sociology and Psychology Association, Greensboro, NC.

Allen, S. (October 2013). *Creating Stunning Infographics for Your Library*, Appalachian College Association Annual Summit, Knoxville, TN.

Allen, S. (May 2013). *Defending the Value of the Academic Library: Proving Our Worth in the 'Age of Outcomes'*, Atlanta Area Bibliographic Instruction Group (AABIG) Annual Conference, Atlanta, GA.

Allen, S. (April 2012). *Using Screen Cast-O-Matic for 21st Century Library Instruction*, Metrolina Library Association, Charlotte, NC.

Poster Presentations

Allen, S. (February 2016). *Examining the Information Cycle with Padlet*, Technology for Teaching Fair, Boone, NC.

Allen, S. (June 2014). *Academic Libraries and Student Retention*, Association of Christian Librarians Annual Conference, Huntington, IN.

Panel Discussions

Allen, S. (April 2015). *Tech Trends*, Bowen Central Library Association Monthly Professional Development Webinar, Online.

Allen, S. (January 2015). *The Tipping Point: Defining 'Distance' in the Academic Library—Trends, Roles, and Challenges*, Association of College and Research Libraries Distance Learning Section Virtual Discussion Forum, Online.

Allen, S., et al. (April 2011). *Keeping the Resume Fresh: Recent Alums Talk about their Job Search*, UNC-Greensboro LIS Student Career Day, Greensboro, NC.

CONTINUING EDUCATION

Become an Instructional Designer: Learning Path, LinkedIn Learning (June 2019)

How to Record Videos with PowerPoint, Udemy (October 2018)

How to Record and Stream Videos with Open Broadcaster, Udemy (March 2018)

Master Photoshop Elements 10 the Easy Way, Udemy (January 2018)

Modern Art & Ideas, Coursera (October 2017)

Introduction to CSS3, Coursera (September 2017)

Camtasia Mastery, Udemy (August 2016)

Introduction to HTML5, Coursera (May 2016)

Copyright for Multimedia, Coursera (January 2016)

Online Embedded Librarianship, Library Juice Academy (January 2016)

Copyright for Librarians and Educators, Coursera (August 2014)

Blackboard 9.1 for Educators, Cleveland Community College (May 2012)

HONORS AND AWARDS

Woodcock Scholarship, Episcopal Diocese of Kentucky, 2019-2020

Professional Development Opportunity Grant, Bowen Central Library Association, 2016

Faculty Development Grant, King University Committee for Excellence in Teaching and Learning, 2015

Online Development Opportunity Grant, Bowen Central Library Association, 2015

Library Employees' Education Plan, Charlotte-Mecklenburg Library, 2007- 2009

UNIVERSITY AND LIBRARY SERVICE

Distance Education Committee, Simmons College of Kentucky, 2022
Master's Program Council, BH Carroll Theological Institute, 2018-2021
Committee for Excellence in Teaching and Learning, King University, 2014-2016
Ad Hoc Web Site Redesign Committee, King University, 2014-2015
Chair, Library Committee, Charlotte Christian College & Theological Seminary, 2010-2012
Readers' Advisory Training Committee, Charlotte-Mecklenburg Public Library, 2008-2009

PROFESSIONAL AFFILIATIONS AND SERVICE

Association of Christian Librarians, Member, 2010-Present
Association of College and Research Librarians, Member, 2014-Present
East Tennessee Library Association, Knoxville, TN, Member, 2016-2017; Secretary, Webmaster, 2016-2017
Journal of Library & Information Services in Distance Learning, Book Reviews Co-Editor, 2015-2017
The Christian Librarian, General Editor, 2014-2016
Boone Tree Library Association, Member, 2014-2016; Vice-President, Webmaster, 2016-2017
North Carolina Sociology and Psychology Association, Member, 2012-2014; Webmaster, 2012-2013; Conference Planning Committee Member, 2013, 2014
Metrolina Library Association, Member, 2011-2012; Webmaster, 2011-2012; Conference Planning Committee Member, 2012

CIVIC SERVICE

Board Member, North Carolina Rural Heritage Commission, Laurinburg, NC, 2022-Present
Various Non-Profit Organizations, Freelance Web Designer, 2014-Present (see portfolio)
Howard Steamboat Museum, Jeffersonville, IN, Webmaster, 2021-Present; Docent, 2021-2022; Collections Committee, 2022
Carnegie Center for Art & History, New Albany, IN, Volunteer Registrar/Librarian, 2018-2019
Knoxville Museum of Art, Knoxville, TN, Volunteer Librarian, 2016-2017
Young Professionals of the Tri-Cities, Johnson City, TN, Board Member, Webmaster & Social Media Manager, 2015-2016

LANGUAGES

Spanish: Intermediate speaking, reading, and writing ability
Portuguese: Intermediate reading and writing ability, basic speaking ability

SKILLS

Learning Management Systems (LMS)

- Blackboard: Certified in Blackboard 9.1 for Educators
- Moodle: Can deploy, edit, and serve as administrator
- Populi: Have managed library module
- Canvas: Have used as 'administrator' and 'announcer'
- Schoology: Have managed the library module

Postsecondary Teaching

- Have taught credit-bearing courses in information literacy, sociology, and composition/college readiness courses
- Have offered workshops and created tutorials on APA & Turabian citation styles

Faculty Training and Development

- Have created continuing education courses on topics such as copyright/fair use, instructional technology tools, online teaching, and adult learning
- Have delivered workshops on open educational resources (OERs), copyright/fair use, active learning, authentic assessment, online teaching, and others

Web Design and Content Management Systems

- HTML, CSS, WordPress, Google Sites, Weebly, Photoshop, TypO3, OmniUpdate, LibGuides, Dreamweaver, FTP

Instructional Technology Production Tools

- Audacity, Camtasia Studio 8, SoundCloud, Screencast-o-Matic, Jing, GoAnimate, OBS Studio, Panopto

Library, Museum, and Digital Asset Management Software

- LibraryWorld, PastPerfect, OCLC CONTENTdm, TLC LS2, OCLC WMS

Library Acquisitions & Cataloging

- Familiar with AACR2 & RDA
- Have used OCLC WorldShare and YBP FTP server to download batches of MARC records and edit them using MarcEdit
- Have used to GOBI to acquire eBooks and books in print

Electronic Resource Management

- Have used OCLC EZProxy to streamline authentication for library databases
- Know how to customize database interfaces in EBSCOadmin, ProQuest Central, InfoBase Admin Portal

Office Productivity and Desktop Publishing Tools

- Highly proficient with Microsoft Word, Excel, PowerPoint, extensive knowledge of Google Drive Suite, Canva Pro, NounProject, Google Drawing to create infographics, brochures, and other promotional materials

Social Media & Web 2.0 Tools

- Have used Facebook, Twitter, and Instagram to market non-profit agencies and libraries
- Proficient in wikitext markup language used to edit Wikipedia pages
- Have uploaded videos on YouTube and Vimeo and managed the public video channels for libraries and colleges