Jamie Carlstone

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https://github.com/jdcar

Library Employment Experience

Authority Metadata Librarian   October 2019-Present
Northwestern University Library

- Create and edit NACO-level Library of Congress Authority Records
- Create reports and batch edits in the Alma ILS
- Chair of the Metadata Inclusivity Working group
- Commit 2 hours per week to the reference desk

E-Serials Bibliographic Control Specialist   November 2015-September 2019
University of Illinois at Urbana-Champaign Library

- Create and execute workflow for batch-loading electronic serials records
- Perform retroactive maintenance of serials records
- Create reports on the catalog using Microsoft Access
- Perform original and copy-cataloging of serials records in print, online, and microform formats using standards such as AARC2, RDA, and NACO
- Coordinate projects with staff in Acquisitions and Cataloging Services and other Library units
- Serve on relevant library committees, such as CAPT Cataloging and Metadata, Library Committee of Academic Professionals, and Electronic Resources Working Group

Continuing Resources Orders & Cataloging Supervisor   March 2013-October 2015
University of Chicago Library

- Catalog print and electronic continuing resources to CONSER standard
- Facilitate data cleanup projects by creating reports in ILS systems and Microsoft Access
- Oversee projects and set workflows under the guidance of the Head of the unit
- Transitioned Continuing Resources procedures from Horizon/Millennium to KualiOLE
- Responsible for supervision and hiring of 4 FTE clerical employees and 1 student
- Place continuing resource orders and claim materials from vendors and publishers

Circulation Services Supervisor   January 2012-February 2013
University of Chicago Library

- Assist in the supervising, hiring, training, and scheduling of student staff
- Troubleshoot technical problems related to materials retrieval and storage at the Mansueto library
- Oversee materials lending during evening and weekend hours
- Supervise building security and the maintenance of a scholarly environment
- Conduct tours of Mansueto circulation and the ASR
- Process scan and deliver requests in Illiad

JSTOR Print Archives Assistant   February 2012-February 2013
Center for Research Libraries, Chicago

- Assist with the creation of a print archive collection to match the JSTOR electronic database
- Creation and maintenance of bibliographic and holdings data
- Acquisition, piece-processing, and shelving of donated serials
- Document project procedures

Shelving Assistant   March 2009-May 2010
Durham University Main Library, United Kingdom

Circulation Clerk   October 2005-March 2008
DePaul University Rinn Law Library, Chicago

Education

Dominican University, M.L.I.S.   May 2015

University of Durham, M.A. Early Modern History   January 2010

DePaul University, B.A. History and American Studies   March 2008
    Magna cum Laude

Additional Skills

Integrated Library Systems: Alma, Voyager, KualiOLE, Horizon, Millennium
Other Library systems: OCLC Connexion, Ares, Illiad, SFX
Standards: AACR2, RDA, MARC, CONSER, LCCC, LCSH, DDC, NACO
Programing/Database: Python, Java, SQL, Javascript, JQuery
Other: Microsoft Office, OpenRefine, LibGuides, WebExpress, HTML/CSS, MarcEdit
Foreign languages—Reading knowledge: French, German

Publications

Carlstone, Jamie. "Creating new policies and automating standardization for serials holdings records." *IFLA WLIC*, (August 2019). https://www.ideals.illinois.edu/handle/2142/105419

Carlstone, Jamie, Ayla Stein, Michael Norman, and John Wilkin. "Copyright Renewal of U.S. Books Published in 1932: Re-Analyzing Ringer's Study to Determine a More Accurate Renewal Rate for Books." *College & Research Libraries* 79, no. 5 (July 2018): 697–712. https://crl.acrl.org/index.php/crl/article/view/16828.

Yu, Jen-Chien, Kelli Jean Trei, and **Jamie Carlstone**. "International STEM Graduate Students: Reaching a Deeper Understanding." *Performance Measurement and Metrics* 19, no. 3 (June 2018): 153–65. https://doi.org/10.1108/PMM-12-2017-0062.

Han, Myung-Ja K., **Jamie Carlstone**, and Patrick Harrington. "Cataloging Digitized Continuing Resources in a Shared Record Environment." *Cataloging & Classification Quarterly* 56, no. 2–3 (February 17, 2018): 155–70. https://doi.org/10.1080/01639374.2017.1388324.

Carlstone, Jamie. "Scoring the Quality of E-Serials MARC Records Using Java." *Serials Review* 43, no. 3–4 (October 2, 2017): 271–77. https://doi.org/10.1080/00987913.2017.1350525.

Presentations

Carlstone, Jamie. "Ctrl + Alt + Repeat: Strategies for Regaining Authority Control after a Migration." Presented at the NASIG 2021 conference, Spokane, WA [moved online due to COVID-19], June 2020.

Carlstone, Jamie. "Creating New Policies and Automating Standardization for Serials Holdings Records." Presentated at the 85th IFLA General Conference and Assembly, Athens, Greece, August 2019.

Trei, Kelli, **Jamie Carlstone**, and Jen Chien-Yu. "What Reference Services do International and Science and Engineering Graduate Students Need? Evidence from a Graduate Student User Survey." Presented at the Annual American Libraries Association Conference, New Orleans, LA, June 2018.

Carlstone, Jamie. "Creating Standard Holdings Summaries Using Python." Poster presented at the Annual NASIG Conference, Atlanta, GA, June 2018.

Carlstone, Jamie, MJ Han, and Stephanie Baker. "Providing Seamless Access to Digitized Books: Workflow for Adding HathiTrust Links to Print Records." Poster presented at the Annual NASIG Conference, Indianapolis, IN, June 2017.

Carlstone, Jamie. "Batch-Loading Quality E-Serials Records." Presented at the Code4Lib Midwest Meeting, Chicago IL, July, 2016.

Awards

UIUC Academic Professional Development Fund	2019
Award towards attending the Code4Lib Conference in San Jose, February 2019	
ALCTS Wiley First Step Award	2017
NASIG: Fritz Schwartz Student Serials Education Scholarship	2014
Freedom to Read Foundation: Intellectual Freedom and Censorship Course Tuition Scholarship	2014
Dominican University: Chouinard Scholarship	2013

Service

Internal

University of Illinois at Urbana-Champaign Library	
Information Desk (Reference)	2017-Present
Library Committee of Academic Professionals	2017-Present
Chair, 2018	
Electronic Resources Working Group	2016-Present
Library Assessment Committee	2016-Present
University of Chicago Library	
Assessment Planning Team	2013-2015
Reference Associate	2014-2015

External

NASIG Awards Committee	2018-2019
ALCTS Wiley First Step Award Committee	2018
ALCTS Continuing Resources Standards Committee	2013-2017

Memberships

North American Serials Interest Group (NASIG)	2013-Present
American Library Association (ALA)	2012-Present

Professional Development

NACO Training	February 23-March 1, 2017
ACRL Immersion: Instruction	September 9-11, 2015
Library Management Skills Institute I: The Manager	September 1-3, 2015
SACO Workshop: Proposing New and Revised Topical Subject Headings	January 30, 2015