
Education	Graduate Certificate, Digital Information Management	
	University of Arizona, Tucson, AZ	2012
	M.A., Library and Information Science	
	University of Arizona, Tucson, AZ	2010
	B.A., Anthropology (Summa cum Laude)	
	Arizona State University, Tempe, AZ	2008

Experience **DIGITAL PROJECTS**

Digital Initiatives Librarian

Kansas State University Libraries, Manhattan, KS, 10/2014-Present

- Manage Digital Initiatives Unit with 2 full time staff members and four part-time student workers to digitize significant K-State collections for access and preservation
- Coordinate workflows of Digital Initiatives, Preservation, Metadata, and IT staff to successfully meet digital project deadlines
- Lead interdepartmental Digital Projects Team in selecting digital projects and prioritizing project preservation
- Perform quality control of digitized materials and metadata
- Assess existing digital projects for viability and recommend appropriate levels of support
- Engage with K-State community through volunteering at university events
- Conduct research and share results in presentations and publications
- Provide service to the library, university and the profession

Financial Analysis Intern

U-Haul International, Phoenix, AZ, 7/2013-7/2014

- Perform quality control on internally- and externally-generated datasets to support departmental research
- Collect financial and real estate data from Federal and State government sources
- Develop Web Ontology Language (OWL) metadata schema for US Census Bureau data tables
- Manage physical archives for Financial Analysis Department
- Develop and implement data documentation for department projects

Intern

Arizona State University Digital Repository (ASU-DR), Tempe, AZ 08/2013 – 05/2014

- **Rubén Darío Project**
 - Build Omeka repository of digitized letters and poems from ASU Libraries Special Collections
 - Customize repository using Neatline display
 - Collaborate with ASU Libraries web developer and Neatline developer to troubleshoot issues with user interface
 - Consult with subject librarians to generate narrative content

- Research emerging trends in scholarly communication and digital scholarship

Arizona Memory Project Intern

Arizona State Library and Archives, Phoenix, AZ 07/2013-11/2013

- Project-based position
- Watermark images to reflect changes in branding of an Arizona Memory Project partner's materials
- Rebuild master list of images in collection
- Document issues with collection metadata
- Develop action plan to divide collection for enhanced usability and online visibility

Librarian

Glendale Community College (GCC), Glendale, AZ, 09/2012 – 05/2013

- Complete two one-semester-only appointments
- Research and design of mobile library website; maintain library website
- Lead project to overhaul content and layout of subject guides
- Digitize paper- and film-based items from GCC Archives at preservation and web quality; write Dublin Core metadata; upload to GCC collection on the Arizona Memory Project; edit metadata via server interface to facilitate discovery (<http://azmemory.azlibrary.gov/cdm/contributor?colln=gccarc>)

Collaborative Digital Projects Specialist

Arizona State Library and Archives, Phoenix, AZ, 10/2011 – 08/2012

- **Time Capsule Project** (<http://azlibrary.gov/timecapsule>)
 - Collaborate with Law Library, Archive, and Museum staff to create digital timeline of Arizona State history
 - Establish project workflows
 - Design website layout and structure
 - Research Arizona history using archival material, state documents, and federal documents
 - Digitize documents and upload to the Arizona Memory Project
 - Write information literacy activities for primary source documents in accordance with state educational standards
 - Select and link learning objects from state and national sources
- **Cultural Inventory Project** (<http://cip.azlibrary.gov/>)
 - Maintain entries in directory of Arizona cultural institutions
 - Reach out to librarians, archivists, and curators from cultural institutions statewide to revise website content
 - Conduct use study of website using web analytics; produce report containing results of study
- **Archive-It** (<http://archive-it.org/collections/645>)
 - Run crawls to archive selected state agency websites
 - Analyze crawl results and worked with Archive-It staff to fine-tune crawls
 - Add metadata to site catalog
 - Collaborate with Library IT to make archived websites available through library website
- **Arizona Memory Project** (<http://azmemory.azlibrary.gov/cdm/>)

- Write, review and standardize Dublin Core metadata using desktop and server interfaces of CONTENTdm
- Create, upload and index collections
- Answer user questions on copyright, metadata, and privacy issues

Intern

Arizona State University Digital Repository (ASU-DR), Tempe, AZ 01/2012 – 05/2012

- Evaluate repository website policies and documentation and recommend changes based on best practices for digital preservation and data management
- Complete Trusted Digital Repository gap analysis using the Trusted Repository Archiving Checklist (TRAC)
- Compile and implement best practices for usability testing; develop template for usability testing

REFERENCE, INSTRUCTION & LITERACY

Librarian

Glendale Community College, Glendale, AZ, 09/2012 – 05/2013

- Complete two one-semester-only appointments
- Design and deliver library instruction sessions to students in various disciplines using proprietary and open-access content
- Redesign, grade, and collect statistics on Library Orientation exercises
- Provide reference at Main and North campus libraries and virtually via Ask-a-Librarian (OCLC) chat and Text-a-Librarian (Mosio) text services in English and Spanish
- Serve as a “Book Buddy” for students in national Townsend Press developmental reading scholarship program (<http://www.townsendpress.com/scholarships-programs/reading-scholarships/>)
- Coordinate 2013 Big Read programming with GCC Reading faculty and West Valley Arts Council (<http://www.neabigread.org/>)

Library Assistant

Tempe Public Library, Tempe, AZ, 07/2006-03/2011

- Answer reference questions in person and via telephone using library catalog and research databases
- Check in and file library materials
- Resolve patron account issues
- Train and supervise department volunteers
- Assist patrons with fax, photocopier, and computer printing equipment
- Complete library opening and closing procedures
- Handle cash and credit transactions for library accounts and Friends of the Library donations

Continuing Education

“What You Need to Know about Writing Data Management Plans”

July 2014

Association of College and Research Libraries

- Four-week course with readings, individual assignments, and group assignments
- Research data management requirements of ICPSR repository

- Write two DMPs addressing research data management lifecycle for actual social science grants
- Receive ACRL e-Learning Certificate of Completion

Computational Methods in Digital Humanities

Spring 2014

Arizona State University, Tempe, AZ

- Graduate level 16 week for-credit course
- Study tools, methods, and ethics in Digital Humanities
- Semester project: geographic visualization of web stats as a strategy for assessing website content

MySQL Databases

Fall 2013

Phoenix College, Phoenix, AZ

- Undergraduate level 16 week for-credit course
- Overview of MySQL databases
 - Install MySQL
 - Database modeling and creation
 - User management

C# Programming

Summer 2013

Phoenix College, Phoenix, AZ

- Undergraduate level 8 week for-credit course
- Overview of C# programming language
 - General concepts
 - Program design
 - Data types
 - Object-oriented programming

Awards

- DigIn Scholarship (Spring, Summer, Fall 2011)
 - Digital Information Management Certificate, University of Arizona
 - Funded by the Institute for Museum and Library Services
- Dean's Circle Scholarship (Fall 2008)
 - College of Liberal Arts and Sciences, Arizona State University
 - Limited to one student per school; recipients nominated by professors

Presentations

Ringness, A. "Manual not included: Technical services librarians developing digital curation workshops for the community." Presentation. Kansas State University Libraries Conference, Manhattan, Kansas, June 7, 2017.

Parish, T. & **Ringness, A.** "Scanning and enhancing photos for preservation and reuse." Workshop. Kansas State University, Manhattan, Kansas, April 22, 2016.

Ringness, A. "Manual not included: Technical services librarians developing digital curation workshops for the community." Presentation. Kansas Library Association College and University Libraries Section Conference, Manhattan, Kansas, April 22, 2016.

Ringness, A. "Reel challenges: Digitizing microfilm for long-term curation." Webinar. Association for College and Research Libraries Digital Curation Interest Group, April 21, 2016. Recording: <http://connect.ala.org/node/252727>

Parish, T. & Ringness, A. "Scanning, restoring and retouching distressed photographs and archival materials." Workshop. Kansas State University, Manhattan, Kansas, November 13, 2015.

Harlan, A. & Ringness, A. "Project management for digital scholarship." Workshop. Kansas State University, Manhattan, Kansas, November 6, 2015.

Ringness, A. "Towards zero: Preservation and digital humanities." Pecha Kucha. Digital Humanities Symposium, Manhattan, Kansas, February 28, 2015.

McKennon, E., Mak, H., Ringness, A., Sandberg, N., Hanson, L., & Pozniak, A. "Make mine mobile: Developing a mobile library website from scratch." Arizona Library Association Annual Conference, Scottsdale, Arizona, November 15, 2013.

Ringness, A. & Sandberg, N. "Can I help you now? How about now? Providing roaming reference without becoming a stalker librarian." Arizona Library Association Annual Conference, Scottsdale, Arizona, November 15, 2013.

Ringness, A. "Arizona Cultural Inventory Project usage: A case study." International Conference on Qualitative and Quantitative Methods in Libraries, Limerick, Ireland, May 25, 2012.

Publications

Ringness, A. (2016). Fad food or menu staple? Assessing digital projects for long-term potential. A. Dobbs, ed. *Library Assessment Cookbook*. Chicago: Association of College and Research Libraries.

Ringness, A. (2012). "Arizona Cultural Inventory Project usage: A case study." In *International Conference on Qualitative and Quantitative Methods in Libraries Conference Proceedings*. Aurora, IL: ISAST.

Ringness, A. (2012). "What's on the horizon?" in *Maricopa County Library Council Tech Talk Blog*, <http://mclctechtalk.wordpress.com/2012/01/13/guest-blog-whats-on-the-horizon-by-allison-ringness/>

Professional

Memberships and Service

Central Plains Network for Digital Asset Management	2015 –
• Planning Committee, 2016 Virtual Conference	2015 –
• Social media administrator	2016 –
Beta Phi Mu, Beta Epsilon (Kansas) Chapter	2015 –
• Speaker, Librarian Panel for 2016 MLIS Cohort orientation	01-2016
Service to Kansas State University	
• All University Campaign	2015
Service to Kansas State University Libraries	
• College Committee On Planning, Chair	2015 – 2016
Association of College and Research Libraries	2012 –

- Digital Humanities Interest Group 2012 –
 - Editor-at-large, dh+lib 2015 –
 - Use PressForward interface to review RSS-populated content recommendations
 - Identify recommended posts, resources, calls for proposals, and job postings appropriate for inclusion in dh+lib
 - Forward to dh+lib editors for final review and approval
- Digital Curation Interest Group 2012 –
- Anthropology and Sociology Section 2012 –

- Beta Phi Mu Beta Pi (Arizona) Chapter 2012 – 2014
 - President 2012 – 2014
 - Initiate web presence
 - Develop and implement content management strategy
 - Secretary 2011 – 2012
 - Record annual meeting minutes

- Arizona Library Association 2011 – 2015
 - Web and Social Networking Committee 2013 – 2015
 - Twitter contributor
 - Create weekly and event-based content for Twitter feed
 - Monitor Twitter feed
 - Research social media management tools

- Maricopa County Library Council Tech Talk Committee 2011 – 2012
 - Write guest post for Tech Talk blog 2012

- American Library Association 2011 –