

MICHELE ALANIZ

(650) 993-8173 (h) • (415) 378-6365 (c)
Michele@chelabella.com • www.chelabella.com

EDUCATION

Master's of Library and Information Science, 5/2006
San Jose State University, San Jose, CA

Bachelor of Arts, Art History, 12/1991
University of California, Berkeley, Berkeley, CA

HONORS AND AWARDS

- Beta Phi Mu member
- Association of College & Research Libraries (ACRL) Immersion 2010 Teacher Track program participant
- Association of Research Libraries (ARL) Initiative to Recruit a Diverse Workforce class of 2004-2006
- ACRL National Conference Librarian scholarship, March 2009

LIBRARY EXPERIENCE

Instruction & Web Services Librarian (September 2008-present)

College of San Mateo, San Mateo, CA

Duties: Redesigned and coded new Library website that launched in June 2009; maintain website; instruction to students via one-shot orientation and/or credit course through various methods including in person and through online classroom environment; provide reference services for faculty, staff and students; develop and teach web 2.0 workshops to faculty and students; manage Library's databases and gather statistics; research and implement new products; contribute to collection development; participate in outreach and promotions; develop and implement Library programs; and serve on various committees

Technology Coordinator (April 2007-September 2008)

Califa Library Group, San Mateo, CA

Duties: Web design and programming of new website that launched in June 2008; management of Califa Digital Collections; customer service, technical support, and troubleshooting for various member library products; management of member database; file upload and maintenance of current website; build MySQL database for vendor listings and order forms; set up new accounts for member libraries hosting software on Califa's servers; coordinating migration of Librarians' Internet Index (lii.org)

Extra-help Cataloging and Reference Librarian (December 2006-present)

San Mateo County Library, San Mateo, CA

Duties: Reference services to adults and children using a variety of print, electronic, and online services; reader's advisory; cataloged DVD and CD collection using DDC

Librarian (January 2007-May 2007)

De Anza Community College, Cupertino, CA

Duties: Reference services to students, faculty and staff using a variety of print and online resources; instruction to students in one-on-one and classroom environment; collection development focusing on Ancient Art and Architecture

Library Clerk (1989-1990)

Humanities Graduate Services Library, UC Berkeley, Berkeley, CA

Duties: Circulation; assistance to patrons; special projects

RELATED EXPERIENCE

Web Designer / Graphic Designer (1998-2005)

Chubby Kitty Graphics (self-employed), San Francisco, CA

Duties: Created websites and promotional materials for clients on a freelance basis.

HTML Programmer / Art Production (2000-2001)

Savant Solutions, New York, NY

Duties: Wrote HTML code and prepped artwork for various client websites

COMMUNITY INVOLVEMENT

Mentor (2008)

ARL's Initiative to Create a Diverse Workforce, Washington, DC

Deejay / Public Affairs / Programmer's Review Committee (1988-1996)

KALX Radio, UC Berkeley, Berkeley, CA

TECHNICAL SKILLS

Operating Systems: Windows 2000/XP/Vista and MAC OS X

Web & Other Languages: XHTML, XML, XSLT, CSS, JavaScript, PHP, MySQL, AJAX

Applications: Dreamweaver, Fetch, Fireworks, ImageReady, Photoshop, Illustrator, InDesign, Quark, Microsoft Word, Excel, Power Point, Blackboard, Moodle, OCLC Connexion, Millennium, ContentDM, Sharepoint, SAM, and various social networking applications

Library Databases: Lexis-Nexis, EBSCOhost, Gale, Wilson, ProQuest, Project Muse, Grove Art, ArtStor, JStor, CQ Researcher

CONFERENCES

- Panelist, *Life after College Radio*, University of California Radio Network Conference, Berkeley, California, 2007
- Participant, *Association of Research Libraries Leadership Symposium 2005*, ALA Mid-Winter, Boston, MA

COMMITTEES

Academic Senate Governing Council, *College of San Mateo*

Campus Technology Committee, *College of San Mateo*

Library Advisory Committee, *College of San Mateo*

New Technologies Group, *Peninsula Library System*

International Coalition of Library Consortia (ICOLC) Spring 2008 Planning Committee, *Califa Library Group*

PUBLICATIONS

Albano, J., & Appel, E. (Eds.). (2009, June). Pushing the edge: Explore, engage, extend: The 14th National Conference wrap up. *College & Research Libraries News*, 70(6, Pt. Invited Papers), 330-337. Retrieved from <http://www.ala.org/ala/mgrps/divs/acrl/publications/crlnews/2009/jun/confwrapup.cfm>

PROFESSIONAL ASSOCIATIONS

American Library Association, Association of College and Research Libraries, California Academic and Research Libraries, California Library Association, Reforma