

## LISA BODENHEIMER

### WORK ADDRESS

**Technical Services & Collection Management Unit  
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### EDUCATION

M.L.S., August 1986, School of Library and Information Science, Indiana University, Bloomington, Indiana.

M.A.T. in French, May 1983, Vanderbilt University, Nashville, Tennessee.

B.A. in French, June 1980, Mercer University, Macon, Georgia. Minor in psychology. Graduated summa cum laude.

### CERTIFICATIONS

Alma Certified Administrator, December 2019.

### LIBRARY WORK EXPERIENCE

Head, Metadata Services, Collections & Discovery Division, R.M. Cooper Library, Clemson University, Clemson, South Carolina. Responsible for the administration of cataloging and metadata activities in the division; coordinating the work of 3 librarians and 2 paraprofessionals directly; indirect supervision of 2 paraprofessionals. Participate in library-wide strategic planning, budgeting, and decision-making through the Libraries' Dean's Council and the Discovery Cross-Functional Team. 7/2022-present (done concurrently with Team Leader, Standards Management and Assessment duties)

Acting Unit Head, Cataloging and Metadata, Technical Services & Collection Management, R.M. Cooper Library, Clemson University, Clemson, South Carolina. Responsible for the administration of cataloging and metadata activities in the TSCM Unit; implementation of Alma/Primo systems in TSCM; coordinating the work of 3 librarians and 1 paraprofessional directly; indirect supervision of 4 paraprofessionals. Participate in library-wide strategic planning, budgeting, and decision-making through the Libraries' Library Leadership Team and Unit Heads Group. 7/2021-6/2022 (done concurrently with Team Leader, Standards Management and Assessment duties)

Co-Interim Unit Head, Technical Services & Collection Management, R.M. Cooper Library, Clemson University, Clemson, South Carolina. Responsible for sharing administration of TSCM Unit, particularly in cataloging and metadata activities; implementation of Alma/Primo systems

in TSCM; coordinating the work of 3 librarians and 1 paraprofessional directly; indirect supervision of 4 paraprofessionals. Participate in library-wide strategic planning, budgeting, and decision-making through the Libraries' Library Leadership Team and Unit Heads Group. 9/2019-7/2021 (done concurrently with Team Leader, Standards Management and Assessment duties)

Team Leader, Standards Management and Assessment, Technical Services & Collection Management Unit, R.M. Cooper Library, Clemson University, Clemson, South Carolina. Responsible for: database management and authority control operations, including coordination of authority control outsourcing program; compilation of collection statistics for national and state statistical surveys; coordination of NACO activities; physical processing of library materials; and training. Also serve as unit liaison for ILS functions, including creation of load profiles for technical services; serve as final authority on local cataloging standards and decisions; Supervise one library manager and (indirectly) one library specialist. 8/2013-present.

Cataloging Unit Head, Catalog Unit, R.M. Cooper Library, Clemson University, Clemson, South Carolina. Responsible for setting overall cataloging policy and administering a unit of 3 librarians and 9 paraprofessionals, comprising the cataloging and physical processing of all formats, database maintenance and authority control, government documents processing, and digital projects metadata provision. Coordinate the work of 3 librarians and supervise 1 paraprofessional directly. Serve as library's NACO coordinator. Catalog materials as needed. Participate in library-wide strategic planning, budgeting, and decision-making through the Libraries' Administrative Council and Unit Heads Group. 12/2004-8/2013.

Interim Unit Head, Cataloging, Catalog Unit, R.M. Cooper Library, Clemson University, Clemson, South Carolina. Responsible for administering a unit of 3 librarians and 15 paraprofessionals, comprising the cataloging and physical processing of all formats, database maintenance, the processing of government documents, and remote storage operations. Coordinate the work of 3 librarians and supervise 5 paraprofessionals directly. Participate in library-wide planning and budgeting through the Libraries' Administrative Council and Unit Heads Group. 2/2004-12/2004 (done concurrently with Special Formats Cataloger/Principal Cataloger duties)

Special Formats Cataloger and Principal Cataloger, Catalog Unit, R.M. Cooper Library, Clemson University, Clemson, South Carolina. Responsible for original and complex copy cataloging of monograph and serial videorecordings, sound recordings, music scores, maps, electronic resources, archives, and realia, using AACR2R and Library of Congress classification and subject headings with OCLC and the NOTIS integrated system. Supervise one Library Technical Assistant. As Principal Cataloger, responsible for setting and communication of overall cataloging policies. Serve as acting unit head in absence of unit head. Library faculty duties involve serving on University and library committees, activity in professional organizations, and continuing education. 10/97-12/2004.

Acting Serials Cataloger, Catalog Unit, R.M. Cooper Library, Clemson University, Clemson, South Carolina. Responsible for copy and original cataloging and classification of current purchased serials; resolving serials cataloging problems; reviewing bindery adds input into

MARC holdings records in NOTIS by LTA; supervising one serials LTA; documenting serials cataloging procedures; training new serials cataloger. 7/97-2/98; training of new serials cataloger, 2/98-9/98.

Monographs Cataloger, Catalog Unit, R.M. Cooper Library, Clemson University, Clemson, South Carolina. Responsible for original cataloging of monographs, microforms, theses, and technical reports using AACR2R and Library of Congress classification and subject headings with OCLC and the NOTIS integrated system; supervision of two monographs copy catalogers (Library Technical Assistant III); reviewing state documents cataloging. Serve as acting unit head in absence of unit head. From 1/96, also serve as Principal Cataloger, which involves the setting of unit-wide cataloging policy and communication of cataloging policy to the unit and to other library staff. 4/90-10/97.

Assistant Cataloger, Catalog Department, Edmon Low Library, Oklahoma State University, Stillwater, Oklahoma. Responsible for: original and copy cataloging of monographs and serials using AACR2, Dewey Decimal Classification and Library of Congress subject headings; name authority work; supervision of one library assistant; card catalog maintenance; working 2-4 hours per week at the Catalog Assistance and Information Desk. Special projects include cataloging Oklahoma Agricultural Experiment Station serial publications for the National Agricultural Library project. 9/86-4/90.

Graduate Assistant, Halls of Residence Libraries, Indiana University, Bloomington, Indiana. Responsible for managing dormitory library serving approximately 1000 students; supervising a staff of six student assistants; selection and purchasing of books, records, tapes and other materials for library. 8/85-8/86.

Library Assistant II, Serials Department, Jean and Alexander Heard Library, Vanderbilt University, Nashville, Tennessee. Assisted in maintaining current periodicals holdings and subscriptions for the university library system. Responsible for the supervision of daily periodical mail processing; supervising claims and orders for replacement issues; corresponding with publishers and vendors about problem subscriptions. 9/83-8/85.

## **LANGUAGE SKILLS**

Proficiency in French; reading knowledge of Spanish; bibliographic knowledge of Italian and German.

## **PROFESSIONAL AFFILIATIONS AND ACTIVITIES**

American Library Association

Association of Library Collections and Technical Services

Library Information and Technology Association

Core (merged division of ALCTS, LITA, and LLAMA), 2020-PASCAL SLSP Cataloging and Metadata Working Group, 2018-2020.

PASCAL Catalog Design Committee, 2014-2017.

PASCAL RFI Task Force, 2016.

PASCAL Bibliographic Control Task Force, 2013.

Online Audiovisual Catalogers Association (OLAC) Cataloging Policy Committee (CAPC):  
Member, RDA Review Task Force, 2006-2008.  
Intern, 2001-2002; Member, 2002-2004; Chair, 2004-2006.  
Member, Summary/Abstracts Task Force, 2001-2002; Chair, 2002.  
Chair, Task Force on Expert Panel, 2003  
Member, Non-Human Access Points Task Force, 2003-2004.  
Member, Program Planning Committee, OLAC/MOUG 2000 Conference.  
Member, Poster Session Subcommittee, OLAC/MOUG 2000 Conference.  
Vice-Chair/Chair-Elect and Chair of the SC SOLINET User's Group, 1994-1995.  
Member, Ebsco/NMRT New Professional Award Committee (through the South Carolina Library Association New Members Round Table), 1992.

## **COMMITTEES (Selected)**

### Clemson University

#### University Committees:

Member, Academic Technology Council, 2017-2019  
Member, Council on Global Engagement, 2017-2019  
Member, Clemson Online Faculty Advisory Board, 2013-2018  
Member, Bookstore Advisory Committee, 2015-2016.  
Member, Dean of Libraries Search Committee, 2005-2006.  
Calhoun College Committee (university honors college), 2000-2003.  
Council on Undergraduate Studies, 2000-2003.  
University Research Grant Committee, 1999-2002.  
Parking Review Board, 1998-1999.  
University Scholarships and Awards Committee, 1992-1995.  
University Committee for Access and Accommodations for Individuals with Disabilities, 1991-1996.  
Alternate, Faculty Senate, 1993-1994.

#### Library Committees:

Member, Library Assessment Committee, 2022-2025.  
Member, Faculty Mentoring Committee, 2022-2023.  
Member, Ad-Hoc Peer Evaluation Committee, 2019-2021.  
Chair, Metadata Librarian Search Committee, 2018.  
Member, Library Faculty Promotion to Librarian Committee, 2016-2018, 2019-2020;  
Chair 2020-2021.  
Member, Library Diversity Fellow Search Committee, 2017.  
Member, STEM Faculty Search Committee, 2016.  
Member and Co-Chair, Associate Dean Review Committee, 2014-2015.  
Member, Ad-Hoc College Committee on PTR Guidelines, 2014.  
Chair, Library Faculty Promotion and Tenure Committee, 2010-2011; member, 2011-2012; alternate, 2013.  
Member, Environmental Scan Committee, 2012  
Member, Government Documents Task Force, 2011-2012.  
Member, Digital Projects Librarian Committee, 2010-2011

Chair, Information Acquisition and Organization Committee, 2009-2012.  
 Member and Chair, Digital Initiatives Coordinator Search Committee, 2007.  
 Member, Ad Hoc Faculty Issues Committee, 2006.  
 Member, III Millennium Implementation Team, 2004-2005.  
 Member, Dean Descriptors Committee, 2005.  
 Member, Future of Reserves/Media Committee, 2004-2005.  
 Member, Library Inventory Committee, 2004.  
 Chair, Library Department Chair Review Committee, 2003.  
 Member, Library Summit III Planning Committee, 2003.  
 Member, Library Faculty Review Committee, 2001-2004; Chair, 2002-2003.  
 Member and Co-Chair, Employee Training and Development Group, 2001-2003.  
 Member, Library Dean Review Committee, April-June 1999.  
 Member, Library Faculty Post-Tenure Review Committee, 1998-2000; 2006; Chair, 2000.  
 Member, Evaluation Team for New Automated System, April-September 1998.  
 Member, Library Faculty Advisory Committee, 1996-1999.  
 Member, Library Faculty Travel Committee, 1996-1999. Chair, 1998-1999.  
 Member and Chair, Orientation and Training Group, 1995-1996.  
 Member, Library Facilities Team, 1993-1994; member, Facilities Advisory Group, 1995-1996.  
 Chair, Search Committee for Monographs Cataloger, 1998, 2000.  
 Chair, Search Committee for Assistant Architecture Librarian, 1993.  
 Member, Search Committee for Special Formats Cataloger, 1990-1991.  
 Secretary of the Library Faculty, 1990-1991.

#### Oklahoma State University

Member, Search Committee for Assistant Science and Engineering Librarian, 1990.  
 Secretary/Treasurer of the Library Faculty, 1988-1989.  
 Member, AdHoc Committee on Travel Guidelines, Edmon Low Library, January-April 1988.

#### **CONFERENCES AND WORKSHOPS ATTENDED (Selected)**

Alma Managing Electronic Resources series, September-November 2022.  
 Alma Analytics Master Class, September-November 2020.  
 ALL Exchange Conference (Online) May 2020.  
 Alma Training, Resource Management, November 2018.  
 Budgeting for Librarians, Lyrisis, October 2019.  
 Linked Data, American Library Association preconference, June 2010.  
 North American Serials Interest Group (NASIG) Annual Conference, Asheville, NC, June 4-7, 2009.  
 TRLN Management Academy: The Business of Libraries, Chapel Hill, NC, November 10-14, 2008. Chosen from a national pool of applicants to participate.  
 NACO Training, Clemson, SC, June 16-20, 2008. RDA in NACO training (online), 2013  
 Cyberinfrastructure Days, Clemson University, May 20, 2008.  
 ASERL Institute on the Future of Cataloging, Decatur, GA, July 19, 2007.

Innovative Users Group conferences, 2005-2008.  
Southeastern Innovative Users Group meeting, 2014.  
Carolina Innovative Users Group meetings, 2006-2007.  
Evaluating Technical Services, SOLINET workshop, November 2005.  
ILS Implementation Seminar for members of Academic Library Portal of South Carolina, May 2004.  
“We’ve Scanned It, Now What? Managing Digital Assets,” Society of Georgia Archivists workshop, October 2003.  
“Cataloging Videorecordings and Electronic Resources,” workshop with Nancy Olson, June 2002.  
“Managing Digital Video Content,” workshop, SURA/Internet2 workshop, August 16-17, 2001.  
“Archival Cataloging as a Component of Description,” Society of American Archivists workshop, April 6-7, 2000.  
“Using Metadata for Knowledge Management”, ALA/OCLC Institute preconference, June 25, 1999.  
SOLINET training workshops: Cataloging Visual Materials and Cataloging Internet Resources, November 1997.  
“English Libraries and Librarianship,” Oxford, England, sponsored by the University of North Carolina and the Bodleian Library, University of Oxford, May 23-June 5, 1993.  
ALA/ALCTS Preconferences on Technical Services Workstations, 1994 and 1997, Format Integration, June 1992, and on Research Methods in Cataloging and Classification, June 1993.  
Various Clemson University workshops on teamwork, time and stress management, planning for change, communication in the workplace, and supervision, 1990-present.  
Online Audiovisual Catalogers Association Conference, 1998, 2000, 2002, 2004.  
Society of American Archivists Annual Conference, 2000.  
NOTIS User’s Group Meeting, 1994, 1996.  
American Library Association Annual Conferences, 1989, 1991-1993, 1998-1999, 2001-2008, 2010-2013, 2019.  
ALA Midwinter Conferences, 2001-2006.  
South Carolina Library Association Conferences, 1990-1997, 1999, 2014, 2020.  
Southeastern Library Association Conferences, 1990, 1992.  
Oklahoma Library Association Conferences, 1987-1989.

## **PUBLICATIONS AND PRESENTATIONS**

Bodenheimer, Lisa. Presentation and Conference Proceeding: ‘All the world’s a stage’ and each has a role to play: a collaborative cross-unit metadata project in five acts, with Jessica L. Serrao, Scott M. Dutkiewicz, Charlotte Grubbs, Krista Oldham, Jessica S. Scott, and Allison Shultz. South Carolina Library Association virtual meeting, October 14, 2020. Conference proceeding published March 25, 2021. South Carolina Libraries, 5:1, 2021.  
<https://doi.org/10.51221/suc.scl.2021.5.1.4>

Review: GALILEO Interconnected Libraries (GIL) Documentation. Technical Services Quarterly, 37:3, 2020. <https://doi.org/10.1080/07317131.2020.1768710>

Bodenheimer, Lisa. Resiliency in Library Organizations. *Journal of Library Administration*, 58:4, 2018. <https://doi.org/10.1080/01930826.2018.1448651>

Wesolek, Andrew, Comfort, Jan, and Bodenheimer, Lisa. Collaborate to Innovate: Expanding Access to Faculty Patents through the Institutional Repository and the Library Catalog. *Journal of Collection Management*, 40:4, 2015. Also available in TigerPrints: [http://tigerprints.clemson.edu/lib\\_pubs/101/](http://tigerprints.clemson.edu/lib_pubs/101/)

Bodenheimer, Lisa, Presentation: From TigerPrints to the catalog: repurposing electronic patents metadata for the catalog, with Jan Comfort, Andy Wesolek, and Brenda Burk. South Carolina Library Association, October 23, 2015.

Bodenheimer, Lisa, Presentation: From TigerPrints to the catalog: repurposing electronic patents metadata for the catalog. Presented as part of: World Intellectual Property Day: Increasing the access to Clemson research via TigerPrints and the Libraries' online catalog, with Jan Comfort and Andy Wesolek, April 24, 2015, at Clemson University.

Bodenheimer, Lisa, and Sarah Lohmann. Presentation: Top ten tactics for tackling an authority control project. Presented February 19, 2014 at the Southeastern Innovative Users Group Annual Meeting and October 23, 2014 at the South Carolina Library Association Annual Conference.

Bodenheimer, Lisa. Book review: Abstracts and abstracting, a genre and set of skills for the 21<sup>st</sup> century, by Tibor Koltay (Oxford : Chandos Publishing, 2010). *Cataloging and Classification Quarterly*, 49:2 (2011).

Bodenheimer, Lisa. Three easy ways to multitask: or, how to survive and thrive in the face of multiple responsibilities. *Info Career Trends*, January 2003. <http://www.lisjobs.com/newsletter/archives/jan03lbodenheimer.htm>

Summary/Abstract Task Force. Summary Notes for Catalog Records : Report of the Summary/Abstract Task Force, Online Audiovisual Catalogers Association, 2002. <http://www.olacinc.org/>

## **AWARDS AND HONORS**

Granted tenure and promoted to Associate Librarian, Clemson University, 1996; promoted to full Librarian, Clemson University, 2004.

Graduate Assistantship, School of Library and Information Science, Indiana University, 1985-1986.

Teaching Assistantship, Department of French and Italian, Vanderbilt University, 1981-1982.

Inducted into Phi Sigma Iota, national foreign language honor society, Mercer University, 1979, and into Sigma Mu, Mercer University scholastic honorary society, 1980.