Ian M. Collins

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EDUCATION

The University of Texas at Austin	Austin, TX
Master of Science, Information Studies	May 2012

Focus: Archival Science, Libraries, Digital Libraries, Digital Curation

The Creative Circus	Atlanta, GA
Copywriting Certificate	April 2006

Focus: Advertising, Marketing, Outreach, Copywriting, Writing

The University of Colorado at Boulder	Boulder, CO
Bachelor of Science, Journalism	May 2002

Focus: Advertising, Journalism, Film

EXPERIENCE

University of Illinois-Chicago	Chicago, IL
Clinical Assistant Professor-Digital Services Librarian	Feb 2016-Present
Visiting Assistant Professor-Digital Services Librarian	Feb 2015-Feb 2016
Visiting Instructor-Academic Resident Librarian	Mar 2014-Feb 2015

• Establish and implement Libsafe DAMS and repository platform for the use of various library departments and stakeholder.

• Manage digital assets and collections via Libsafe DAMS platform. Create fixity and characterize items for preservation.

• Create metadata and schemas to enhance preservation and access of images and multimedia materials. Develop crosswalks between varied local systems, Content DM, and digital exhibits via Dublin Core and other standards.

• Supervise the preservation, delivery, and accessibility of archival audio and video materials.

• Oversee digital assets and collections on Content DM and other curation platforms.

• Develop responsive websites, instruction tools, and digital exhibits with the WordPress platform to increase access to content and resources.

• Collaborate with international committees and regional consortiums to establish innovative policies, workflows, and pilot programs.

• Preserve at risk born-digital materials with digital forensic tools such as Bitcurator.

• Establish new workflows for born-digital preservation of archival materials including ingest for DAMS system.

• Create documentation to guide patrons, staff and faculty in the usage of multiple systems.

• Migrate materials from legacy systems and formats into sustainable and manageable assets.

University of Texas - Department of History   Austin, TX

Contractor/Developer for Tejano History Curriculum Project   May 2013-Dec 2013

• Programmed and developed website with HTML, CSS, and visual editors. Redesigned the existing website and curated additional materials and pages to enhance the aesthetics, organization, and user experience.

• Customized Drupal/Open Web site settings, themes, interfaces to enhance the usability and presentation of the website. Created infrastructure to encourage the building of future sites and expanding the current curriculum website.

• Catalogued and managed inventory of digital assets. Created metadata for new digital assets. Organized materials to create a portal that meets teacher and user expectations.

University of Texas - Alexander Architectural Archive   Austin, TX

Graduate Archives Assistant   Aug 2011-Aug 2012

• Processed and arranged architectural collections of photographs, drawings, and manuscript materials, including a complex collection consisting of materials from 200 different Mayan building sites. Appraised and deaccessioned materials. Rehoused materials for sustainable long-term preservation.

• Described archival collections with DACS. Created extensive finding aids for increased access with XML. Researched creators, building sites, maps, and architectural firms to establish information for finding aids.

• Spearheaded the transition from previous X-Metal system to Oxygen. Customized Oxygen installations to fit current workflow and future library needs. Created templates

for existing EAD standards and new templates for the fledgling EAC standard.

• Created web pages for institution's web site via Drupal. Publicized collections and institutional activities via blogs and Twitter to help create a larger audience for the collections and institution.

University of Texas - Perry Castañeda Library   Austin, TX

Digital Curation and Metadata Intern/Capstone Project   Dec 2011-May 2012

• Installed and customized the Omeka platform to allow for the creation digital libraries and web exhibits. Organized, arranged, and designed a portal that balanced usability and aesthetics. Built infrastructure that would allow for the expansion of current collections and the addition of future collections.

• Created documentation about this pilot project and Omeka usage to enable curation for current and future institutional repository-based collections. Presented instruction and lectures on how this platform would enhance the library's web presence and reach.

• Utilized existing digitized materials and created new digital assets that were ingested for preservation via a content management system. Promoted access for these assets via digital collection and digital repository.

• Harvested existing metadata from a digital repository via OAI/PMH. Created new Dublin Core and MARC metadata for collections and other digital assets. Researched crosswalks and fledgling metadata standards for multimedia collections.

University of Texas - Alexander Architectural Archive   Austin, TX

Archives Volunteer   Feb 2011-Aug 2011

• Processed and arranged the faculty papers and photographic materials of architect Charles Moore. Conducted assessments to identify condition issues and rehoused materials for long-term preservation.

• Appraised complex materials that spanned five decades and deaccessioned materials that fell outside the collection policy. Collaborated with archivists working on other series within the collection to ensure consistency within evolving series and subseries arrangement.

• Described collection with DACS and created EAD to increase access to materials. Coded finding aids with XML via X-Metal.

Ian Collins Original   Austin, TX

Founder/Freelance Copywriter   2006-2010

• Created concepts, copy, and web communications for clients. Collaborated with creative and design teams for marketing, branding, and viral Internet campaigns.

• Managed copywriting, editing, details, and presentations through tight deadlines from brainstorming to final product.

• Created and maintained business practices and relationships for freelance services. Conducted administration, billing, and outreach efforts for my business.

University of Colorado at Boulder - School of Journalism   Boulder, CO

Journalism Vault Assistant   1998-2002

• Assisted students with checkouts, scheduling, and reference questions. Managed issues and troubleshooting when necessary.

• Catalogued and maintained a database of equipment and inventory. Ensured pre-taped materials were collected and available for review before class and broadcast.

PUBLICATIONS

Angela Beking, Bradley Daigle, Ian Collins, Tawnya Keller, et al.- Levels of Preservation-Digital Curation Decision Guide. *NDSA Publication*, December 2020. https://osf.io/q8c47/

Identifier: DOI 10.17605/OSF.IO/Q8C47

Ian Collins. How Librarians Are Quietly Shaping Our Future - *Zocalo Public Square,* Sep 2016. http://www.zocalopublicsquare.org/2016/09/29/librarians-quietly-shaping-future/ideas/nexus/

--reprinted in *Lake Tahoe News* - Oct 12, 2016. and The *Saturday Evening Post,* Jan/Feb 2017.

PRESENTATIONS

Exhibiting with Wordpress: The Building of a Digital Curation Template- Poster Presentation, Texas Conference on Digital Libraries 2018

Preserving the Beats: Collecting Chicago Hip Hop Symposium - Panelist, 2015

Dungeons, Dragons, and Documentation Strategy - Poster Presentation, Texas Conference on Digital Libraries 2012

Digital Curation via Omeka (Pilot Program Study)- Workshop, UT Libraries 2012

RESEARCH INTERESTS

Implementing digital access and exhibitions to increase the audience and research usage within an archival setting.

The evolution of digital libraries and institutional repositories.

Usage of social media within a libraries and special collections setting.

Hybrid collection and born-digital archiving.

SKILLS

Design/Digitization Applications: Photoshop, Illustrator, InDesign, Lightroom, Bridge

Multimedia Applications: Soundforge, Adobe Premiere, Audacity, iMovie, Handbrake

Description/Metadata: DACS, EAD, MARC, Dublin Core, METS

Programming: HTML, CSS, PHP, MYSQL, XML

Content Management Systems: WordPress, Omeka, Content DM, D-Space, Scalar

Applications: Word, Excel, Powerpoint, Oxygen

Operating Systems: Mac, Windows, Linux

Social Media Platforms: Twitter, Tumblr, Clubhouse, Instagram, Snapchat, and Facebook.

Preservation Suites: Bitcurator

DAMS: Libsafe Suite

PROFESSIONAL SERVICE

UICUF Faculty Union Contract Bargaining Committee	September 2021-January 2023
3 Year Faculty Review Committee	October 2022-January 2023
UIC Library Search Committee Chair	May 2022-July 2022
Faculty Development and Allocations Committee	August 2020-August 2022

UIC Libraries Dean's Vision Committee	June 2021-December 2021
UICUF Faculty Union Impact Bargaining	June 2020-August 2021
UIC Library Born Digital Working Group (Co-Chair)	August 2020-March 2021
IDEAS Diversity Recruitment/DEI Working Group	January 2020-August 2020
Nominations and Elections Committee	August 2018-August 2020
Levels of Preservation Curatorial Subgroup	August 2018-December 2020
Unit Head Review Committee	March 2018-August 2018
Unit Advisory Committee	August 2017-August 2019
CARLI Created Content Committee	July 2015-June 2018
Digital Content Management and Preservation Task Force	March 2014-March 2020
User Experience Council	March 2014-February 2016
American Library Association Member	December 2014-August 2018
Society of American Archivists Member	August 2010- August 2015