

K. Dominique Hallett  
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Education:

- 2015-current: PhD Heritage Studies at Arkansas State University
- 1997-1999: 24 hours post Masters in Educational Technology, Northwestern State University of Louisiana, 4.0 GPA
- 1995-1997: Master of Library and Information Science, Louisiana State University, 4.0 GPA
- 1985-1990: B.A Political Science, Mathematics minor, Arkansas State University, Jonesboro. With additional courses from 1990-1995.

Work Experience:

**07/14- present:** *Government Resources and STEM Librarian*, Dean B Ellis Library, Arkansas State University

- Providing reference service on a weekly basis and rotating weekends
- Teaching “one shot” sessions when instructors bring their classes to the library, including special sessions in STEM courses.
- One on one training sessions on using the library’s online catalog, electronic databases, and online resources
- Collection development for sciences, technology, engineering and math
- Member of University Assessment team
- Developing and teaching for-credit classes in using the library geared specifically to Biology students (at the request of the department)

**01/04- 7/14:** *Reference Librarian*, Dean B Ellis Library, Arkansas State University

- Providing reference service on a weekly basis and rotating weekends
- Teaching “one shot” sessions when instructors bring their classes to the library, including special sessions in Political Science, and Sociology.
- One on one training sessions on using the library’s online catalog, electronic databases, and online resources
- Collection development for general collection as well as reference including assigned subject concentration.
- Member of Web-design team
- Developing and teaching for-credit classes in using the library

**3/01-1/04:** *Information Technology Consultant*, Portland State University, Portland, OR.

- Providing solutions at the desktop, through email and on the phone for PSU Faculty/Staff and students regarding their technical difficulties
- Project Management including campus wide migration from Novell to Active Directory (2000+ users), and grant funded computer replacement project (300+ machines)
- Supervising one part time employee and three student workers in conjunction with projects
- Developing documentation for both internal and public uses

- Walking customers through setting up proxy access to the library's databases
- Developing workshops on the use of various software products including Microsoft PowerPoint, Windows basics, various email programs, and the management system used at the university (Banner)
- Working in Active Directory creating user accounts and assigning permissions on a Windows NT server

**4/99 – 8/01:** *Telephone Technical Support*, Pacifier Online, Vancouver, WA.

- Providing solutions by walking customers step-by-step through setup to connect them to the Internet via Pacifier's dial-up, DSL, or ISDN service
- Troubleshooting customer connectivity issues

**8/97 – 7/99:** *Electronic Systems Librarian/Head of Cataloging*, Watson Library, Northwestern State University of Louisiana, Natchitoches, LA.

- Providing reference service on a weekly basis and 1-2 weekends a month as only librarian on site
- Supervising one professional, two paraprofessionals, and 15 students including goal setting and performance reviews
- Developing user guides
- Collection development for general collection, reference, and acting as liaison to various departments to advise them in evaluating resources for purchase with their departmental allocations.
- Developing and conducting both library resource and technology related workshops
- Grant writing and implementation
- Novell server administration

**Summers 1994-1997, 1999:** *Big Creek Fisheries*, Egegik, Alaska

- Sliming, racking, freezing and boxing sockeye salmon
- Maintaining documentation and accounts for laundry and store
- Conducting inventory of boxes of salmon according to size, weight and grade
- Serving as quality control inspector

Professional Activities:

- **2020-2022** – Chair of the Government Documents Round Table Awards Committee
- **2020-2021** Served on Ad Hock Committee on the Help! Series for Government Documents Round Table – a subgroup of the American Libraries Association
- **2020-2021** Served on Ad Hock Committee on the Help! Series for Government Documents Round Table – a subgroup of the American Libraries Association
- **2016** – Proofreader, Higher Learning Commission for Accreditation report, Arkansas State University Assessment Office.
- **2016** - Served on Astate Assessment committee to proofread and evaluate departmental syllabi to be added to appendix of HLC report
- **2013-present** – Reviewer for InSITE international conference in which I reviewed/edited articles to help conference leaders to decide what should/should not be presented at the conference

- **2006-2010** – served as Managing Editor of Arkansas Libraries Journal including personally handling all of the pre-press layouts/proofreading
- **2006-2010** - Chair Publications Committee, Arkansas Library Association
- **2006** - Chair Reference Services Division, Arkansas Library Association.
- **2004-present** – working with graduate and undergraduate nursing and science students to find appropriate technical resources for their research and papers

#### Publications/Presentations/Professional Activities:

- Hallett, K. D., & Castle, J. (2021, April). *Teaching Civic Engagement in a COVID-19 Environment using US Government Documents*. TCC 2021 Worldwide Online Conference. Online: TCC Hawaii, Learning Times, & the Learning Design and Technology Department (LTEC), University of Hawaii College of Education, <https://2021.tconlineconference.org/21021-2/>
- Hallett, K. D. (2021). RIGHTS! Civil and Human Rights Law Portal. Documents to the People (DttP): GODORT. <https://journals.ala.org/index.php/dttp/article/view/7536/10415>
- Hallett, K. D., & Flash, K. (2020). Documents De-emphasized? The Shifting Roles of Government Information Professionals. In *The Academic Librarian in the Digital Age: Essays on Changing Roles and Responsibilities* (pp. 108–119). McFarland.
- Hallett, K. D., & Flash, K. (2020). Tales from the Trenches - Part 4. *DtTP: Documents to the People*, 48(4), 7–8. <https://journals.ala.org/index.php/dttp>
- Hallett, K. D., & Flash, K. (2020). “Who are ‘We the People’?” Pilot Survey Investigating Government Information Professionals: A Conversation. *DttP: Documents to the People*, 48(3), 25–30.
- Hallett, K. D., & Flash, K. (2020). Tales from the Trenches—Part 3. *DttP: Documents to the People*, 48(3), 8–9.
- Hallett, K. D., & Flash, K. (2020). Tales from the Trenches—Part 2. *DttP: Documents to the People*, 48(2), 4–5.
- Hallett, K. D., & Flash, K. (2020). Tales from the Trenches—Part 1. *DttP: Documents to the People*, 48(1), 8–9.
- MERLOT peer reviewer, Merlot.org Editors, Associate Editors, and peer reviewers are nominated by System Partners, Campus Partners, and the MERLOT Management Team
- Reviewer for 2020-present ELI Annual Meeting, ELI The ELI Annual Meeting is the premier gathering of higher education teaching and learning professionals.
- Reviewer - DttP: Documents to the People, Federal Depository Library Program Documents to the People is the official publication of the Government Documents Round Table (GODORT) of the American Library Association (ALA).
- Hallett, K. D. (2019, October). *Who Are We the People*. Federal Depository Library Conference 2019. Washington DC: Federal Depository Library Program. <https://www.fdlp.gov/file-repository/outreach/events/depository-library-council-dlc-meetings/2019-meeting-proceedings/2019-depository-library-conference/4076-final-agenda-1>
- Hallett, K. D., Abercrombie, B., Pfiffner, K., & Ebanues, S. (2019, October). *Preservation Stewards: Managing Your Collections - Panel Discussion*. Federal Depository Library Conference. Washington DC: Federal Depository Library Program. <http://www.fdlp.gov/file-repository/outreach/events/depository-library-council-dlc-meetings/2019-meeting-proceedings/2019-depository-library-conference/4076-final-agenda-1>

- Hallett, K. D., & Sheppard, A. (2017, March). *Closing the Loop with Library Instruction. Learn@stAte*. Cooper Alumni Center, Arkansas State University: Academic Affairs and the Office of Assessment.
- FDLP Coordinator Certificate Program , FDLPEarned my FDLP Coordinator Certificate May 2017
- Hallett, K. D. (2016, April). *Home Demonstration Clubs in Arkansas Through the 1940s: It's not just about growing tomatoes. A-State's Delta Symposium XXII: Representing Cultural Heritage*. Arkansas State University: Arkansas State University's Department of English, Philosophy & World Languages.
- Sheppard, A., Hallett, K. D., & Downing, L. S. (2016, November). *Reviving For-Credit Instruction at an Academic Library. 2016 ArLA Conference*. Little Rock, AR: ArLA. Instruction and academic libraries seem to go hand-in-hand. But what do you do if your instruction efforts are failing? See how one library bailed themselves out and saved instruction by going from discussions about ending their for-credit class to doubling the number of classes offered, quadrupling enrollment, and working with departments to develop subject specific courses.
- “The Dance: Getting to the Heart of What Your Patrons Need” presented at ALPS 15<sup>th</sup> annual Spring Conference with Loretta Edward. 17 May 2007
- Amigos Training Advisory Committee 2006-2009
- “Answering Reference Questions,” presented at the Arkansas Library Association Annual Conference. Fayetteville, AR. 09 October 2006.
- Contributing author to article concerning Career Development Group's 2005 study tour to be published in Impact – Journal of the Career Development Group, Autumn issue