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Economics, Finance, and Social Sciences Data Librarian  
Harold B. Lee Library  
Updated: June 2022

## Faculty Development Plan

### I. Self-Assessment

- Educational Experience
  - Master of Science in Information Sciences (MSIS), University of Tennessee Knoxville (ALA Accredited Program), August 2019
  - Bachelor of Science in Economics with minors in Management and History, Brigham Young University, April 2018

Both of my degrees contribute to my ability to perform well in my current position as I have a strong subject background in economics, as well as experience in finance from my management minor. I also receive professional training in librarianship from my master's degree.

- Work Experience
  - Library
    - Economics, Finance, and Social Sciences Data Librarian, Harold B. Lee Library, September 2021-present
    - Cross Training with Social Sciences Department, Harold B. Lee Library, January – April 2021
    - Interlibrary Loan Borrowing Supervisor, Harold B. Lee Library, October 2019 – September 2021
    - Practicum Experience, Oak Ridge National Lab Research Library, May – August 2019
    - Graduate Student Library Assistant, John C. Hodges Library, August 2018 – April 2019
    - Interlibrary Loan Borrowing Student Supervisor and Clerk, Harold B. Lee Library, November 2014 – May 2018
  - Teaching and Research
    - Library Instructor for First Year Writing classes, Brigham Young University, Fall 2020 – present
    - Teaching Assistant for Introduction to Econometrics, Brigham Young University, April 2017 – June 2017
    - Research Assistant, Economics Department, Brigham Young University, May 2016 – May 2018

My work experience in libraries has provided me with a foundation in the variety of library functions and positions, providing me with an understanding of how all the parts fit together to

fulfill our mission. This work experience has also instilled me with a service and patron-focused mindset, which is especially important when working with students and faculty in my current position. My care for the patrons of the library is a strong motivator to do my best work and contribute to excellent learning and research experiences.

Through my work as a research assistant, completing an undergraduate Honors Thesis, and additional research following it, I have gained experience with the academic and scholarly research process. This is helpful as I complete my own scholarship and provide resources and assistance to others.

- Strengths
  - Educational foundation in subject and technical aspects of position
  - Familiarity with BYU Library and Economics Department through work experiences
  - Organized
  - Love of learning and desire to learn new things
  - Patron-focused
  - Have two publications in the works, one with a “revise and resubmit” decision
  
- Skills and Competencies
  - Time management
  - Written and oral communication
  - Microsoft Office Suite
  - Data analysis and management software: Stata, SPSS, and Microsoft Access
  - Experience with statistical and econometric analysis
  - Experience working with and managing large datasets
  - Library software such as WorkFlows, ILLiad, and Alma
  - Familiarity and experience with major business and finance databases like Bloomberg, WRDS, Mergent, and Capital IQ
  
- Research Interests and Plan

I plan to center my research and scholarship on 1) business and data librarianship and 2) human capital development, while leaving room for other potential projects adjacent to these areas. Below is a timeline of current works in progress and paper ideas organized within these two main research areas:

- *Business and Data Librarianship*
  - Business DEI books
    - First paper in editing stage, should be submitted to a journal by the end of 2022
  - SAGE Business Cases Review
    - Manuscript submitted and under review, should be accepted by the end of 2022
  - FactSet Review
    - Complete first draft of review by end of 2022

- Data citation bibliometrics
  - Begin initial data collection and writing by end of 2022
  - Continue working on analysis and first draft in 2023
- LibGuides and ACRL Framework
  - Collaborative research paper idea, begin work in 2023
- *Human Capital Development*
  - Gap time and women's academic outcomes
    - Final review stage, should be accepted by the end of 2022
  - Student jobs and experiential learning
    - Research paper idea, begin work in 2024
- Areas for Development
  - I want to increase my subject knowledge in finance. One way that I have started to do so is by completing the Bloomberg Market Concepts Certificate, which teaches how to use a main finance resource as well as important topics and methods within the discipline. I have also scheduled time each month to read current finance literature.
  - Through my undergraduate degree I knew some faculty in the Economics department. However, I want to increase my connections and relationships with faculty in both the Economics and Finance departments. I have been able to establish several connections and will continue to do so by emailing faculty, visiting in person, and building on successful relationships.
  - I want to gain experience participating in a variety of citizenship areas and roles, including at library, university, state, and national levels. I will look for opportunities to volunteer and accept assignments in a variety of places while keeping in mind my other responsibilities and the need for balance. One way I have done this was joining the Utah Library Association Conference Planning Committee and helping with the 2022 Annual Conference.
  - Throughout my reference transactions and instruction, I strive to tailor interactions to student needs, but I am not always successful. With more intentional practice, time, and experience I will be able to more consistently recognize and respond to individual students. One way I am working to implement this is by taking time at the beginning of reference interactions to talk to students and get to know them.
  - The Social Sciences Data aspect of my role is new, so it is an area to grow and develop. I want to learn how data services have been implemented at other libraries and begin to provide needed services to students and employees at BYU, in collaboration with the other data librarians, [REDACTED] and [REDACTED]. We have begun this work by creating a Data research guide as a resource for students.

## II. Professional Goals and Action Plans

- Professional Assignment: Librarianship
  - Collections
    - Goal: Improve the relevance and value to university patrons and curriculum of collections I oversee
    - Plan: Schedule regular time each month to develop, assess, and add to my collections. Apply what I learn about the curricular and research needs of my departments from interactions with faculty and students to make more informed and timely decisions. Develop criteria about the content, type of work, holdings, and age to improve the efficiency of weeding decision making. Ensure collections are staying current and relevant to the needs of students, faculty, and curriculum.
  - Instruction
    - Goal: Continue to evaluate and improve my instruction
    - Plan: Attend the teaching training from the Center for Teaching and Learning as part of the New Faculty Series and apply principles I learn to my lesson plans and teaching for Fall 2022. Look for and attend other trainings on improving instructional practice. At the end of each instruction session complete reflective practice to determine what went well and what could be improved and implement that in my next lesson plan. Throughout instruction sessions, be aware of the responses and attitudes of students to adjust as needed. If some students are struggle or are unengaged, try to connect with them one-on-one. Consider ways to assess students on their experience to determine strengths and weaknesses of teaching. Engage in peer review of instruction.
  - Liaison
    - Goal: Develop at least one new working relationship with faculty in the departments I cover per semester.
    - Plan: Regularly contact all faculty in my assigned departments to keep them updated on new resources and services. Follow up on questions that I receive from faculty in a timely manner. When I hear about new research or accomplishments from a faculty member in my departments, reach out to them. At the end of semesters reach out to department faculty to check in about resources and courses. I will also use that as an opportunity to get to know and personally visit faculty I have not met before.
  - Reference
    - Goal: Improve reference guides (LibGuides) within my areas to make them more reliable, helpful, and easy to use.

- Plan: Schedule regular time each month to update or expand current guides or create new guides. Look at examples of excellent guides from library colleagues at BYU and elsewhere to understand what makes a guide effective and visually appealing and apply what I learn. Invite and apply feedback from faculty and students in my subject areas.
    - Goal: Develop data services and resources for BYU students and faculty.
    - Plan: Collaborate with other data librarians to create a Data LibGuide and invite and apply feedback from other library colleagues. Survey landscape of data services and responsibilities at other libraries and determine which could be appropriate at BYU. Consider surveying faculty and students in social sciences departments about data services needs. Provide trainings on data management and literacy in various settings, including the library Scholarly Communications Committee workshop and other workshops for campus departments.
- Professional Development
  - Goal: Increase my knowledge and experience with business and data librarianship.
  - Plan: Set aside regular time each month for professional reading or training. I will read from the *Journal of Business and Finance Librarianship*, economics and finance literature, and other sources. I will also enroll and complete training courses including RUSA Business Reference 101 and the Research Data Management Librarian Academy. I will also set aside at least one hour a month to read publications by economics and finance faculty.
  - Goal: After 3<sup>rd</sup> or 6<sup>th</sup> year review, consider taking advanced courses or pursuing an advanced degree in business.
  - Plan: Contact Greg Adams about the Advanced Econometrics course he teaches for finance. Look into advanced economics and business courses at BYU. Research BYU's executive MBA and requirements for admission.
- Citizenship
  - Goal: Become more involved in professional organizations and develop leadership experience.
  - Plan: When I renew my memberships for the Utah Library Association (ULA) and American Library Association (ALA) join the business groups. Respond when opportunities to volunteer or lead in ULA or ALA come up, such as at the beginning of the year or during conferences. Engage in meetings and get to know members from other organizations. Be mindful of committee load for professional associations and make sure citizenship responsibilities are balanced. Learn from leadership examples and about the functions of the associations as I participate. Volunteer or run for leadership office at the state level after a couple

of years of experience. Consider doing so at a national level after 3<sup>rd</sup> or 6<sup>th</sup> year review.

- Goal: Contribute to the library and BYU by actively participating in university life and committees as assigned.
- Plan: Attend weekly devotionals and forums and encourage others. Take time to prepare before committee meetings so I can offer helpful comments and questions. Additionally, schedule time to make sure I fulfill committee assignments in a timely manner. Accept opportunities and invitations to serve on library and university committees based on current citizenship load.
- Scholarship & Creative Works
  - Goal: Develop a research plan and agenda that allows me to add at least one significant scholarship product to my CV each year, while also diversifying the location and format of scholarship (i.e. different conferences and a mix of peer review, editorial, and presentation types).
  - Plan: Schedule regular time each week to work on research projects. I will use this time to read literature, write, analyze data, and prepare presentations. Be aware and look for opportunities to present research ahead of time and apply. Be creative and flexible in potential conference presentation locations. Keep an updated list of potential research projects and get new projects started before completing older ones. Continue to complete database reviews as well as peer reviewed research projects.
  - Goal: Include and mentor students as part of my scholarship.
  - Plan: Create a list of potential projects and responsibilities for students in my research process. If applicable, work with Social Sciences Desk student employees and train them to help with research projects. I also plan to hire, train, and mentor a student research/library assistant. I will meet with the student weekly for training, planning, and mentoring. If the student RA is interested, they could be a coauthor and/or co-presenter on a project.

### **III. Resources Needed to Accomplish Goals**

- Financial support to join and maintain memberships in professional organizations
- Financial support to travel to attend, serve, and present at conferences
- Financial and institutional support for additional training such as workshops, webinars, and courses
- Tuition support and schedule flexibility to complete advanced courses or degree in the future
- Time and financial support to devote to working on scholarship and creative works
- Financial research support to hire a student research/library assistant

- Software and technology to complete collection assessments, create and update reference guides, and provide virtual reference and instruction when needed
- Collections budget to maintain up-to-date collections in books, periodicals, and databases

#### **IV. Activities and Accomplishments in Achieving Goals**

- Professional Assignment: Librarianship
  - Collections
    - Goal: Improve the relevance and value to university patrons and curriculum of collections I oversee
    - Progress: Throughout my first year in this position, I completed the weeding decisions for three of the five call number ranges under my stewardship. As I worked, I learned more about my collections and was able to considerably streamline the decision-making process. I also sought out training on Gobi, the acquisitions platform the library uses, to better understand what categories of material are being added to the collection and what recent books are available. I started to set aside regular time each month to develop and assess my collections and potential additions.
  - Instruction
    - Goal: Continue to evaluate and improve my instruction
    - Progress: I attended the Fall 2021 BRASS Symposium, which had several sessions about library instruction for business students. I learned ideas and techniques for improving my instruction sessions, which I will implement in future semesters. At the end of the Fall 2021 semester I also completed a reflective practice assessment of my teaching for the semester and found ways for improvement. Based on what I learned, I started assessing all instruction sessions immediately after, tried to incorporate gospel elements, and changed some format for my lesson plans. I also tried a survey method to help students perform reflective practice. The format I used did not work well, so in the future I will try other methods. During the Fall 2021 semester I observed three peer instruction session and implemented what I learned in my own instruction.
  - Liaison
    - Goal: Develop at least one new working relationship with faculty the departments I cover per semester.
    - Progress: In Fall 2021, I introduced myself individually to all the faculty in my assigned departments. I sent out department wide emails with updates on helpful resources three other times. I also met in person with 15 faculty and have planned to visit two faculty members' classes in connection with specific assignments. At the end of the winter 2022 semester, I checked back in with all faculty in my departments. I was able to meet an additional 5 faculty members as well as connect with 19 others.

- Reference
  - Goal: Improve reference guides (LibGuides) within my areas to make them more reliable, helpful, and easy to use.
  - Progress: I updated the RSS feeds and inactive links in the guides that I cover. I created a new guide about finding data in the social sciences to help students that need data for projects and assignments. I also reorganized the Economics guide to make it easier to navigate and more relevant. I schedule time each month to continue to improve guides.
  - Goal: Develop data services and resources for BYU students and faculty.
  - Progress: I collaborated with [REDACTED] (humanities data) and [REDACTED] (science data) to create a Data LibGuide for undergraduate students at BYU. We have completed a first draft and are requesting feedback with the goal to launch in Fall 2022. I have also talked with several colleagues in the library and other campus departments about completing data workshops in the future and have tentative plans for workshops or trainings in Fall 2022.
- Professional Development
  - Goal: Increase my knowledge and experience with business and data librarianship
  - Progress: I have started reading professional and scholarly literature on business and data librarianship. I try to schedule regular time each week to do so. I also schedule time each month to read articles by economics and finance faculty as well as other literature in those subject areas. In January 2021 I completed the RUSA Business Reference 101 course, which was very useful.
  - Goal: After 3<sup>rd</sup> or 6<sup>th</sup> year review, consider taking advanced courses or pursuing an advanced degree in business.
  - Progress: I spoke with [REDACTED] about the advanced econometrics course he teaches, and he was very encouraging about taking it. Since this is a longer-term goal, I have not made any additional progress.
- Citizenship
  - Goal: Become more involved in professional organizations and develop leadership experience.
  - Progress: When I renewed my ULA and ALA memberships in 2022 I joined the business groups (BURT and BRASS). I have stayed up to date and connected with BRASS members there through reading the buslib listserv and attending the Fall 2021 BRASS Symposium. I have also volunteered for a few positions including BURT secretary and the BRASS Student Travel Award Committee. Additionally, when an opportunity came to run for a leadership position in ULA, I accepted. In May 2022 I started as the vice chair/chair elect for the New



Perspectives Round Table at ULA. In 2023 I will become the chair. This will be a good first step into leadership and will be a good opportunity to learn and prepare for future roles.

- Goal: Contribute to the library and BYU by actively participating in university life and committees as assigned.
- Progress: I attend devotions and forums each week unless there are extenuating circumstances. I have also accepted assignments to serve on the Library Student Research Grants Committee and the Management, Marketing, and Experience Design Librarian Search Committee. In both of those committees I have had opportunities to work with and get to know library colleagues and contribute by reviewing grant applications and advertising job postings. I set aside time in my calendar for these duties to make sure I accomplished them.
- Scholarship & Creative Works
  - Goal: Develop a research plan and agenda that allows me to add at least one significant scholarship product to my CV each year, while also diversifying the location and format of scholarship (i.e. different conferences and a mix of peer review, editorial, and presentation types).
  - Progress: In the spring of 2022 I and my coauthors presented at five conferences (AEFP, PAA, AERA, SOLE, and ULA). I am actively working on research and set aside time each week to work on current projects. I have one database review submitted and two articles almost ready to submit/resubmit. As I read emails, listservs, and other information, I keep an eye out for potential presentation opportunities.
  - Goal: Include and mentor students as part of my scholarship.
  - Progress: With one of my research projects (business books on diversity), my coauthor Lety and I have worked with the Social Sciences Desk students. I trained and worked with students on gathering needed data. I have also made a list of future needs and responsibilities a student RA could work on and requested RA funding.

## **V. Student Mentorship & Promoting Belonging**

As a subject librarian I have many opportunities to interact with students and support and mentor them in their educational, career, and personal endeavors. This occurs through email, one-on-one in person or virtual reference transactions, instruction, and with library student employees. Depending on the student, their needs, and the context of the interactions, this may look like assisting, supporting, and encouraging once, or developing an extended mentoring relationship.

### Current Activities and Accomplishments

- In all interactions with students, I strive to be friendly and open so they understand and feel that they are welcome and that I care. In reference interactions I strive to listen to

students and ask good questions as well as take time to get to know them. In more informal settings I strive to remember and greet students I have worked with before.

- I have worked with the Social Sciences Help Desk students on two projects, which has provided me with an opportunity to get to know them better and give training, responsibility, and feedback.
- A new Student Librarianship Association was just formed, and when they had their first meeting I attended and got to meet students and answer their education and career related questions, as well as encourage them in their goals.
- In Fall 2021 I completed QPR training to be prepared to help and respond when crisis situations arise.

### Future Goals

- In Summer or Fall of 2022 I plan to hire a RA/LA student and begin involving them in my research. I will provide training and mentorship for the student as well as opportunities for experiential learning as they perform real research and librarianship duties. Over time I plan to continue to provide support to the student in their education and career and work with other RA/LA students as they progress through the university.
- Continue to get to know students that I work with one-on-one in reference transactions. I will work on remembering and using students' names, asking questions, and listening with interest so students know and feel that they belong.
- Continue to get to know, work with, and train the student employees who work at the Social Sciences Help Desk. Provide them with opportunities to take responsibility for projects.
- Continue to support the new Student Librarianship Association by attending activities, and meeting and sharing about my experience with interested students.
- To foster belonging both within and outside the classroom, I want to better model and encourage asking sincere questions and seeking answers and truth from the best and most appropriate sources. I also want to show and model patience and empathy with uncertainty. I will continue striving to be friendly and open in all interactions with students. When students ask for help in person or virtually I will express appreciation that they came to me and for asking questions/seeking help.

## **VI. Relationship Between Individual Goals and Department and University Aspirations and Needs**

The BYU Library's mission is, "The Library seeks to foster the spiritual and intellectual growth of BYU students and faculty by providing access to collections, experiences, services, and spaces that nurture, accelerate, and deepen that growth. At all times, we do so in a manner that consciously and consistently furthers BYU's mission: to assist individuals in their quest for perfection and eternal life". This statement directly ties to BYU's mission "to assist individuals in their quest for perfection and eternal life" and "provide a period of intensive learning in a stimulating setting where a commitment to excellence is expected and the full realization of human potential is pursued". The overarching purpose of my individual goals are to personally

grow intellectually and spiritually so that I can provide better service and support to students and employees at BYU as they seek to learn and grow in academic, scholarly, professional, and spiritual aspects. I also hope that by fulfilling these development goals interactions that I have with students and faculty will be more “spiritually strengthening”, “intellectually enlarging”, “character building”, and lead to “lifelong learning and service” (Mission & Aims) for all involved.

My development goals also align with specific library and university strategic objectives:

- Goal: Improve the relevance and value to university patrons and curriculum of collections I oversee
  - This contributes to the library’s strategic direction, “Provide extensive and convenient access to challenging, high-quality information”. The weeding aspect will also open up space in the library that can be used according to the direction, “Develop spaces and services that facilitate experimentation, discovery, and creation.”
- Goal: Continue to evaluate and improve my instruction
  - This contributes to the library strategic directions of “Strengthen faith and promote spiritual development” and “Provide extensive and convenient access to challenging, high-quality information” by being more receptive and responsive to individual student needs and teaching them in effective ways how to approach information needs of all kinds. It also aligns with the BYU strategic objective to “Advance faith-based teaching and learning.”
- Goal: Develop at least one new working relationship with faculty the departments I cover per semester
  - This goal will enable me to better understand the needs of faculty, classes, and students at BYU, so I can better align services and collections. It may also open the door for opportunities to mentor students or provide experiential learning opportunities. Thus, it helps fulfill the library strategic directions of “Provide extensive and convenient access to challenging, high-quality information” and “Support the creation of life-changing educational experiences.” It will also improve unity and “promote a sense of belonging” between departments on campus (Mission & Aims).
- Goal: Improve reference guides (LibGuides) within my areas to make them more reliable, helpful, and easy to use
- Goal: Develop data services resources for BYU students and faculty.
  - Through accomplishing these goals, I will support the library strategic directions to “Provide extensive and convenient access to challenging, high-quality information” and “Develop spaces and services that facilitate experimentation, discovery, and creation” by providing more usable and relevant guides and other services, and by highlighting important information and library resources.

- Goal: Increase my knowledge and experience with business and data librarianship
- Goal: After 3rd or 6th year review, consider taking advanced courses or pursuing an advanced degree in business.
  - One of the library strategic directions is “Build and support a world-class Library faculty and staff.” These goals are in alignment as they will help build and support my strengths as a BYU employee and prepare me with skills to better serve the library and university.
- Goal: Become more involved in professional organizations and develop leadership experience.
- Goal: Contribute to the library and BYU by actively participating in university life and committees as assigned.
  - Being involved and leading in the library, university, and professional organizations will help me develop in my role as a faculty member, share my experience and abilities at BYU and beyond. I will also be able to bring helpful knowledge and best practices back to my professional role. Thus, this goal supports the library directive to “Build and support a world-class Library faculty and staff.” It is also in line with the BYU aim of lifelong service and shows my support for BYU’s motto, “Enter to Learn, Go Forth to Serve.”
- Goal: Develop a research plan and agenda that allows me to add at least one significant scholarship product to my CV each year, while also diversifying the location and format of scholarship (i.e. different conferences and a mix of peer review, editorial, and presentation types).
- Goal: Include and mentor students as part of my scholarship.
  - By helping me share my knowledge, experience, and research and giving me the opportunity to learn and bring back more experience to my position, these goals again supports the library directive to “Build and support a world-class Library faculty and staff.” Since it will contribute to my own intellectual enlargement, building of character, and pattern of lifelong learning, it is in alignment with the BYU aims. Including students in my research broadens the scope of effect and will hopefully set an example and help them prepare to continue learning and developing throughout their education, career, and life. Including students in mentored research is also in line with BYU’s experiential learning initiative.

## VII. References

- Brigham Young University. (2019). *Mission & Aims*. <https://aims.byu.edu/>
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