

Walter C. Rowe
2208 Kingswood Lane
Brandon, Florida
Work: (813) 974-1620
Home: (813) 505-7826
wrowe@lib.usf.edu

Experience

1973 to Current: University of South Florida Library

Nov. 2002 to Present: Metadata Specialist/ Library Digital Services Unit/ Library Technology Department

This position constructs descriptive metadata for entrance into a variety of internationally recognized schema into globally accessible databases. Must have an intimate knowledge of internationally established standards being able to identify those required for any given globally accessible database. This position selects descriptors by initially identifying the appropriate internationally standardized thesauri for any given discipline. The appropriate verbiage and construct is paramount for access to any given item for a defined discipline. Additionally constructs narrative descriptions for digitized material in the concise verbiage required for the identified discipline. He/she links descriptors and descriptions with the appropriate digital object file in the database via a consistent url identified by the programmer.

Multiple schemas [formats] are acceptable for many disciplines. An intimate knowledge of all globally accepted schema is paramount to achieving the final goal of easy accessibility to material.

Also catalogs for Aleph (the new Library Management System) by selecting and entering the appropriate cooperative MARC21 record. Validates the record meets international standards, enters constant data, and verifies name and subject authorities for the Library's globally accessible catalog.. Additionally constructs records in MetaLib (The MetaLib® library portal from Ex Libris enables users to access their institution's e collections, obtain relevant services, and work in a personalized environment.)

Dec. 2001 to Present: Digital Projects Manager/ Libraries Digitization Center

Managed and coordinated LDC operations. Work with Digital Engineer in Technology , handle all budgetary concerns, and secure standard descriptive metadata for digitized material.

**1999 to November 2001: Digital Projects Coordinator/
Libraries Digitization Center**

Incumbent responsible for the oversight of the day-to-day operations in the Digitization Center and the implementation of plans for all digitization projects undertaken by the Center.

**1995 to 1998: Senior Archivist/Head of
Preservation Unit**

Managed all aspects of the Preservation Unit entailing:

- Binding
- Conservation
- Physical Processing
- Reformatting
- Disaster Preparedness
- Budgeting

**1993-1995: Supervising Senior Library Technical
Assistant/Cataloging**

- Coordinated workflow of materials as processed through Cataloging
- Supervised input of materials into OCLC and NOTIS
- Supervised DLC copy level Catalogers

**1990-1993: Supervising Senior Library Technical
Assistant/Access Services**

Responsible for supervising activities

in:

- Circulation
- Reserve
- Security
- Stack Maintenance
- Lost Book Billing
- Fine Billing and Collection
- Maintained OPS Budget
- Special Projects Coordinator

Incumbent coordinated with outside vendors and Physical Plant doing building renovations.

**1984-1990: Supervising Senior Library Technical
Assistant/Cataloging**

Along with the duties described during tenure in 1993-1995, responsible for:

- Supervised Physical Processing
- Supervised Conservation
- Managed Disaster Preparedness

1976-1984: Supervising Senior Library Technical Assistant/Access Services

Responsible for supervising activities

in:

- Circulation
- Security
- Stack Maintenance
- Lost Book Billing
- Fine Billing and Collection
- Maintained OPS Budget

1973-1976: Various positions in Circulation

- Security Guard
- Fines Clerk
- Lost Books Clerk
- Night Supervisor

Education

1969 Graduated from St. Petersburg Junior College with Associate of Arts **Degree**

1970 to 1972 Attended Florida State University

1972 to 1973 Attended University of South Florida

Committees and Professional Organizations

State level

Florida Library Association Preservation Group/ 1998

Chair

Florida SUS Digitization Services Planning

Committee/ 1999 Chair

Florida SUS Task Force on Collection

Maintenance

Florida Library Association Convention

Arrangements Committee/ 2000

Florida State University System Digital Library

Architecture Group

University of South Florida and University of South Florida Library

Digitization Project Group

Electronic Thesis and Dissertation Group

Library Disaster Preparedness Group/
Library Diversity Committee
Staff Development Committee
Tampa Assessment Committee
Metadata Access to Digital Collections Task

Force

Electronic Resources Subcommittee

Workshops/ Attended

World NEDCC Preservation Options in a Digital

World

NEDCC School for Scanning Workshop

SOLINET Digital Project Basics Workshop
SOLINET Book Repair Workshop
SOLINET Disaster Workshops / sponsored

August 1996 workshop

TBLC Conservation Workshop

The Center for Training and Business

Development / Leary Institute Workshops

Impact of Change

Implementing Change

Conflict Resolution

Basic Supervision

Presentations and Classes

Presented classes for the USF School of Library and
Information Science on Conservation, Globally
Accessible Databases and Reformatting as a
Reclamation Tool

Tampa Bay Library Consortium

To Film or to Scan

Cataloging in a Digital Environment

Dublin Core Metadata Schema

Information Strategies for the Next Century

Digital Scanning as a Conservation Tool

Constructed Descriptive Metadata for the following sites (The
following are but examples)

University of South Florida Libraries Image
Collections, USF Collections,

<http://www.lib.usf.edu/collman/luna/>)

Florida Heritage Collection: (

<http://palmm.fcla.edu/fh/>)

David Rumsey Visual Collections

<http://www.davidrumsey.com/http://www.davidrumsey.com/>

USF Rare Map Collection
USF Florida Map Collection
Sape A Zylstra Architectural Slides
Robertson Fresh Photography

Collection

Earl R. Jacobs Photographic Collection
Burgert Brothers Photographic

Collection

Stokes Photographic Collection
Archibald Slaymaker Glass-plate Slides

Collection

Ensinger Brothers Collection
Wehman Photographic Collection
Hampton Dunn Postcard Collection
Charles Ringling Family Papers

USF Libraries Digital Collections

(<http://www.lib.usf.edu/ldsui/index2.html>) (contains the preceding material using a different schema)

Exploring Florida: (<http://fcit/florida/default.htm>)

Theory and Research in Social Education

(<http://www.lib.usf.edu/ldsui/index2.html?f=guide-24841>)

University South Florida Center for Urban Transportation

Research

<http://www.lib.usf.edu/ldsui/index2.html?f=guide&collectionid=C1>

PALMM (Publication of Archival Library & Museum Materials) (<http://susdl.fcla.edu/about.html>)

Awards

University of South Florida Outstanding Staff Award
1992

Additional

- The LDSU (Library Digitization Services Unit) completed a contract with Manatee County, Florida to globally present 33,000 images of Manatee and Sarasota counties via the Dublin Core schema following the appropriate internally accepted thesauri on the Richard Bernardy Database management system created by my partner.
- Presently fulfilling a grant from NEH approved for the Tampa Bay Library Consortium using the Richard Bernardy Database management system created by my partner. My contribution is teaching Dublin Core, building crosswalks for existing databases to the

Dublin Core Schema and individual instruction to TBLC libraries for populating this global access and presentation tool.

- Constructing metadata for a grant involving a consortia consisting of the University of Florida, Florida International University, University of South Florida and multiple museums and historical societies call Ephemeral Cities.
- Taught Dublin Core Cataloging at Addis Ababa University and helped build a globally accessible database for the Institute for Ethiopian Studies in Addis Ababa, Ethiopia during the summer of 2004.
- Created the online Reserve system used by USF Tampa Campus Library for 15 years