

## Curriculum Vitae

# Dr. Belinda Ong

M. Louis Salmon Library  
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## Education

- Ph.D. Studies in Higher Education (Educational Policy Studies & Evaluation, Socio-Cultural Study of Education and Student Affairs) – University of Kentucky, Lexington, KY, December 1996.
- Ed.S. Adult and Higher Education (Educational Policy Studies and Counseling) – Morehead State University, Morehead, KY, December 1989.
- M.B.E. Business Education – Morehead State University, Morehead, KY, August 1987.
- B.A. (Honors) Geography – University of Malaya, Kuala Lumpur, Malaysia, August 1986.

## Current Work Experience

### **Director of Research, Information and User Services / Librarian III**

University of Alabama in Huntsville  
Huntsville, AL  
April 2015 to Present

#### **Relevant Duties:**

- Manage all functions of the public services areas of the library: Reference Services, Instruction, User Services, and Outreach.
- Manage the Library Multimakers Lab and Recording/Presentation Practice Room.
- Overseeing the Government Document Repository managed at the library.
- Administrative obligations include hiring, training, and promotion of library public service faculty and staff.
- As a member of the library's management team, participate in policy formulation and take a prominent role in strategic planning.
- Actively contribute to departmental and cross-departmental planning, communication, and problem resolution.
- Contribute to the advancement of the library's strategic directions through leadership of key programs and initiatives and professional knowledge.
- Contribute to a positive collegial environment by establishing and nurturing effective work relationships, facilitating group processes, promoting effective change, and demonstrating support of the library's strategic directions.
- Serve as a subject specialist and the library liaison for the College of Science. (Also, until October 2017, served as Subject Specialist and Library Liaison for the College of Nursing.) In consultation with appropriate faculty, select new books and journals for the library's collection. Inform colleges of library resources and solicit feedback in order to support curriculum needs.

- Serve on library, college, and professional committees, elected and assigned.
- Identify areas of service needing improvement and proactively seek solutions.
- Ensure that library service points are adequately monitored and staffed with an appropriate number of qualified personnel. Promote a positive image of the M. Louis Salmon Library.
- Ensure a service-oriented atmosphere in service areas of the library. Stay abreast of current library public service trends and utilize such knowledge to enhance the Reference and User Services Departments.
- Using knowledge of technology and/or external trends, recognize and champion opportunities for enhancements to services.
- As a member of the University of Alabama in Huntsville community, contribute professional knowledge and expertise to university initiatives independent of library initiatives.
- Coordinate library outreach and marketing services.
- Contribute to the development and deployment of library assessment activities, specifically in the areas of research, instruction, and outreach.
- Steer the overarching direction of reference and research services, which are provided through a variety of methods.
- Manages approximately 20–30 student workers per academic year.
- Manages and oversees 5 faculty, 4 staff and 3 part-time on call staff.
- Work with the Web Services and Reference Assistant to provide leadership in the vision, development and maintenance of the library's digital presence.
- Act to increase visibility and credibility of the library both within the university and beyond.
- Initiate and manage the process of converting the Research Help Desk and User Services Desk into a single patron service point.

## **Previous Work Experience**

### **Director of Reference and Information Services / Lecturer**

University of Alabama in Huntsville

Huntsville, AL

August 2012 to March 2015

#### **Relevant Duties:**

- Administrative obligations included hiring, training, and promotion of the department of reference and information services public service faculty and staff.
- As a member of the library's management team, participated in policy formulation and took a prominent role in strategic planning.
- Actively contributed to departmental and cross-departmental planning, communication, and problem resolution.
- Contributed to the advancement of the library's strategic directions through leadership of key programs and initiatives and professional knowledge.
- Contributed to a positive collegial environment by establishing and nurturing effective work relationships, facilitating group processes, promoting effective change, and demonstrating support of the library's strategic directions.

- Served as a subject specialist and the library liaison for the Colleges of Science and Nursing. In consultation with appropriate faculty, selected new books and journals for the library's collection.
- Served on library, college, and professional committees, elected and assigned.
- Identified areas of service needing improvement and proactively sought solutions.
- Ensured that library service points were adequately monitored and staffed with an appropriate number of qualified personnel. Promoted a positive image of the M. Louis Salmon Library.
- Ensured a service-oriented atmosphere in service areas of the library. Stayed abreast of current library public service trends and utilized such knowledge to enhance the reference department.
- Using knowledge of technology and/or external trends, recognized and championed opportunities for enhancements to services.
- As a member of the University of Alabama in Huntsville community, contributed professional knowledge and expertise to university initiatives independent of library initiatives.
- Acted to increase visibility and credibility of the library both within the university and beyond.

#### **Lecturer / Reference Librarian**

M. Louis Salmon Library, University of Alabama in Huntsville

Huntsville, AL

September 2004 to August 2012

#### **Relevant Duties:**

- Served as the subject librarian and library liaison for the College of Nursing and College of Science. Provided training for faculty and students in the use of print/electronic resources, serving as an intermediary for departmental library issues and providing information related to library resources requested by departments for SACSCOC and other accreditation agencies (ABET accreditation, etc).
- Worked closely with the faculty contacts from the College of Science departments and College of Nursing in the identification, monitoring, and selection of research materials and purchases to develop collections in support of programs, and provided assistance in identifying resources for the members of these departments. Monitored, and was responsible for, the spending of fund lines of all assigned departments.
- Administered Turnitin by providing training for faculty and students. Assisted with system-level issues (i.e. potential application errors) and troubleshooting usage problems encountered by account users.
- Provided general and specialized reference and research assistance, as well as email and virtual reference. Assisted patrons in use of the research resources. Participated with service desk coordination, including maintaining ready reference materials and coordinating the reference collection.
- Provided instructional services (including curriculum-based instruction, web-based tutorials, library orientations, and individual student and faculty appointments). Prepared and maintained web-based instructional materials and online research guides.
- Coordinated the library E-Reference Service for UAH and distant learners.

- Assisted in the development of websites, tutorials, instructional videos and/or other online educational tools in support for Turnitin, E-Reference Service and to encourage effective use of general/subject specific library resources.
- Participated in committees and projects within the library, the University of Alabama in Huntsville campus and the community.
- Collaborated with library colleagues in developing a spectrum of library related information services in support of student success.
- Participated in the library's outreach services.
- Initiated and implemented educational programs that help promote diversity on campus and allow the exchange of ideas of scholars/learners from different regions of the world to increase global understanding.

### **Reference Librarian / Professional Staff**

M. Louis Salmon Library, University of Alabama in Huntsville  
Huntsville, AL

August 2002 to August 2004

#### **Relevant Duties:**

- Served as the subject librarian and library liaison for the College of Nursing and Department of Psychology. Provided information and collection development services, including training for faculty and students in the use of print/electronic resources, serving as an intermediary for departmental library issues, engaging in collection assessments, monitoring of approval plans and book budgets, and recommending/selecting titles for purchase.
- Administered Turnitin by providing training for faculty and students. Assisted with system-level issues (i.e. potential application errors) and with troubleshooting usage problems encountered by account users.
- Coordinated the library E-Reference Service for UAH and distant learners.
- Performed reference services; duties included assisting students/faculty in locating information on any subject, helping users learn to search iLink catalog and select and use printed and electronic resources.
- Participated in general/subject specific library instruction and gave library tours and a library orientation for new international students.
- Assisted in the development of websites, tutorials, instructional videos and/or other online educational tools in support for Turnitin, E-Reference Service and to encourage effective use of general/subject specific library resources.

### **Graduate Assistant**

Mathematical Sciences Library, University of Kentucky  
Lexington, KY

January 1991 to September 1995

#### **Relevant Duties:**

- Helped library patrons in the use of various library resources, which include the NOTIS OPAC; the ERIC, MEDLINE, and INFOTRAC online databases; and CD-ROM products.
- Responsible for processing, inventory control and cataloging system for journals in the library and for the technical updating of the information on the NOTIS systems.
- Supervised and trained undergraduate student workers.

**Research Assistant**

Department of Educational Studies and Evaluation, University of Kentucky  
Lexington, KY  
August 1990 to May 1993

**Relevant Duties:**

- Assisted faculty in using both quantitative and qualitative research methods to gather, code and analyze data in the areas of education and culture, the impact of college on students and sociology of education.

**Teaching / Graduate Assistant**

Department of Curriculum and Instruction / Instructional Technology Center, University of Kentucky  
Lexington, KY  
August 1989 to May 1990

**Relevant Duties:**

- Taught microcomputer literacy skills to students in the Department of Curriculum and Instruction. The classes were required for teacher certification.
- Helped the computer lab coordinator in routine computer maintenance and software upgrading.
- Assisted computer lab patrons in various computer software uses.

**Graduate Assistant**

Department of Leadership and Secondary Education, Morehead State University  
Morehead, KY  
May 1988 to August 1989

**Relevant Duties:**

- Assisted the department in collecting, researching, and analyzing data for the National Council for Accreditation of Teaching Education (NCATE) self-study.
- Involved with data collection and interpretation for the Southern Association of Colleges and Schools accreditation process.
- Helped faculty in conducting surveys, grading examination papers, and proctoring tests.
- Advised undergraduate students in course selections.

**Service to the Institution**

- Founder and Chair, International Festival of North Alabama (2010–2020).
- Library Newsletter Committee (2013–Present).
- Library Outreach Committee (2013–Present).
- Library Student Advisory Group (2014–Present).
- University Office of Diversity, Equity & Inclusion (ODEI) Committee (October 2017–Present).
- Faculty Activity Report Database (Faculty 180) Implementation Committee (Fall 2017–2020).
- Library Student Retention Committee (2017–Present).
- Campus Printing Solution Committee (2016–2017).

- Assisted the library with developed policies in order to meet the standards for the SACSCOC Reaffirmation of the University of Alabama in Huntsville Accreditation (2016).

**Numerous library search committees, including:**

- Chair, 2018 Instructional Librarian & User Services Search Committee
- Chair, 2018 Multimedia Lab Technician Search Committee
- Chair, 2017 Research & Instruction Services Librarian Search Committee
- 2016 Electronic Resources Librarian Search Committee
- 2016 Head of Archives & Special Collection Search Committee
- Chair, 2015 Web Services / Reference Assistant Search Committee
- Chair, 2015 User Services & Instruction Librarian Search Committee
- Chair, 2014 Reference Librarian Search Committee
- Chair, 2013 Instruction, Outreach & Assessment Librarian Search Committee
- 2012 Library Director Search Committee
- 2012 Electronic Resources Librarian Search Committee
- 2012 Reference Librarian Search Committee
- Library Faculty Dossier Template Committee (2017).
- Library Alma/Primo Migration Committee (2016–2017).
- Faculty/University Database Ad Hoc Committee (Fall 2016 – Spring 2017).
- 5th Annual Alabama Association of Higher Education Diversity Officers (ALAHEDO) Conference Planning Committee (2016).
- Equal Opportunity/Affirmative Action Committee (2011–2014).
- International Student Advisory Services Committee (2013).
- International Educational Week (IEW) Committee (2013).
- Served as a faculty advisor for the SGA Annual Spring Break Trip to Pennsylvania on March 24–30, 2013.
- Maslenitsa Russian/Eastern European Pancake Festival Committee (2013).
- Academic Realignment Committee (2010).
- Served as Program Coordinator and Advisor to 10 students who enrolled in the Near East & South Asia Undergraduate Exchange Program (NESA UGRAD), which is a part of the Global Undergraduate Exchange Program, a scholarship program managed by the U.S. Department of State's Bureau of Educational and Cultural Affairs that is administered by World Learning for emerging student leaders from under represented sectors around the world (2009).
- Information and Educational Technology Committee (2009).
- Assisted in planning and coordinating the UAH Chinese Student and Scholar Association event (2004).
- President, Southeast Asia Special Interest Group, University of Kentucky (1991).
- Coordinator, International Women Leadership Program, University of Kentucky (1991).
- Involved in fund raising/service projects (including UNICEF card sales, Cultural Diversity Festival and Orientation Week) organized by the Office of International Affairs (1991), University of Kentucky.
- Programs Director of the Cosmopolitan Club, Morehead State University (1989).

**Professional Service Activities**

- Past Member of the American Library Association.
- Past Member of the Alabama Association of College & Research Libraries (AACRL).
- Past member of the Society for College and University Planning (SCUP).
- Member of Southeastern Library Association (SELA).
- Member of Alabama Library Association (ALLA).

### **Service to the Community**

- Served on the International Society of Huntsville, Inc., as a board member (2008–Present), as Cultural Event Chair (2008–2009), as Vice President (2009–2013), and as President (2013–2014).
- Advisory Board, AshaKiran, Huntsville, Alabama (2013–2020).
- Member, Global Ties Alabama (GTA), Alabama (2010–Present).
- Member, Redstone Federal Credit Union (RFCU) Members Connection (2017–2020).
- Successfully completing the Federal Bureau of Investigation (FBI) Citizens Academy Program (2014). The FBI Citizens Academy alumni support FBI initiatives and serve as ambassadors within our community.
- President of the Huntsville Industrial Tennis League (HITL) (2014–2015).
- Served on the Huntsville Chinese Association Board (2013), responsible for cultural/community affairs.
- Served on the AshaKiran and the City of Huntsville Community Kite Festival Committee (2014).
- Co-Founder and Chair, Panoply's Global Village (2002–2008), Huntsville annual celebration of the arts held each year. The Global Village is a gateway to the area's diverse cultures. Over the years, Panoply has evolved into one of the region's largest festivals. The Southeast Tourism Society ranked the festival among their “Top Twenty Events”. The festival attracted close to 50,000–70,000 attendees each year.

### **Recognition, Awards and Grants**

- Recipient of the 2013 Spirit of Diplomacy Award from the International Services Council of Alabama, Inc. in 2013.
- Board of Directors Award for 2012 from the International Society of Huntsville, Inc., for outstanding service, leadership and successfully promotion of the mission of the International Society to bring local and diverse citizens together for social interaction and cultural awareness in the general region of Huntsville, Alabama.
- Recipient of the Community Volunteer Award in recognition of outstanding contributions to the promotion of international education at the community level and for time generously and graciously given in this pursuit by NAESA (Association of International Educators) in 2011.
- Coordinated and secured grant funding for the highly successful International Cultural Exhibition and the International Cultural Festival at the UAH Library (2005).
- UAH Distinguished Speaker Series, Spring 2016 – Awarded Funds.
- UAH Distinguished Speaker Series, Spring 2017 – Awarded Funds.

### **Professional Development**

- Conference Attendance, Finance and Administration Survival Training (FAST) Conference, UAH, Feb 21–22, 2024.
- Webinar, Jan 25, 2024: Tired of Hearing, “I didn’t know the library did that”? Here’s Your Fix!
- Conference Attendance, Arla/SELA Joint Conference, Hot Springs, Arkansas, Oct 13–15, 2023.
- Library Research & Instruction Road Trip to Auburn and Georgia (Libraries visited: Auburn University, Emory University, Georgia Tech and Georgia State) (July 24–26, 2013).
- Conference Attendance, American Library Association (ALA) Annual Conference & Exhibition, Chicago, Illinois, USA (June 22–27, 2023).
- Library Research & Instruction Road Trip to Jackson State University, June 5, 2023.
- Library Research & Instruction Road Trip to University of North Alabama, May 23, 2023.
- Conference Attendance, American Library Association (ALA) The Library Learning Experience (LibLearnX), New Orleans, Louisiana, USA (Jan 27–30, 2023).
- Conference Attendance, American Library Association (ALA) Annual Conference & Exhibition, Washington, DC (June 23 – July 2, 2022).
- Attended 7th Annual ALAHEDO (Alabama Association of Higher Education Diversity Officers) Conference, Mobile, Alabama (Nov 1–2, 2018).
- Attended the Georgia International Conference on Information Literacy, Savannah, Georgia (Sept 27–29, 2018).
- Attended American Library Association Annual Conference & Exhibition, New Orleans, Louisiana (June 21–26, 2018).
- Attended Emerging Library Trends in the FYE Webinar (June 2018).
- Attended the Medical Library Association Exhibition, Atlanta, Georgia (May 19–21, 2018).
- Attended the UA System Scholars Institute at University of Alabama at Birmingham (May 10, 2018).
- Attended Alabama Library Association Annual Convention at Florence, Alabama (April 11–12, 2018).
- Conference Attendance, Charleston Library Conference, Charleston, South Carolina, USA (November 6–10, 2017).
- Library Research & Instruction Road Trip to Kentucky and Ohio (Libraries visited: University of Kentucky, University of Louisville, Xavier University and University of Cincinnati) (October 3–6, 2017).
- Conference Attendance, American Library Association (ALA) Annual Conference & Exhibition, Chicago, Illinois, USA (June 22–27, 2017).
- Conference Attendance, “ACRL 2017 Conference,” Association of College & Research Libraries, Baltimore, Maryland, USA (March 22–25, 2017).
- Conference Attendance, “American Library Association (ALA) Midwinter Meeting,” American Library Association, Atlanta, Georgia, USA (January 20–24, 2017).
- Conference Attendance, “5th Annual ALAHEDO Comprehensive Diversity Conference,” Alabama Association of Higher Education Diversity Officers, Huntsville, AL, USA (October 27–28, 2016).
- Workshop, “Science Boot Camp for Librarians Southeast,” UGA Libraries, Athens, Georgia, USA (July 6–8, 2016).
- Conference Attendance, “The UA System 2016 Scholars Institute,” University of Alabama in Huntsville, Huntsville, Alabama, USA (May 17–18, 2016).

- Conference Attendance, "Alabama Library Association Annual Conference," Gadsden, Alabama, USA (April 12–15, 2016).
- Conference Attendance, "4th Annual ALAHEDO Comprehensive Diversity Conference," Florence, Alabama, USA (October 22–23, 2015).
- Library Research & Instruction Road Trip to Tennessee, North Carolina and South Carolina (Libraries visited: University of Tennessee, Duke University, University of North Carolina at Chapel Hill and Clemson University) (October 5–8, 2015).
- Conference Attendance, "American Library Association Annual Conference & Exhibition," San Francisco, California, USA (June 25–30, 2015).
- Conference Attendance, "Alabama Library Association/Southeastern Library Association Annual Conference," Alabama Library Association, Clear Point, Alabama, USA (April 7–10, 2015).
- Conference Attendance, "Association of College and Research Libraries Annual Conference," Association of College and Research Libraries, Portland, Oregon, USA (March 25–28, 2015).
- Workshop, "Education Advisory Board Student Success Collaborative Leadership Development Workshop," UAH Office of Academic Affairs, Huntsville, Alabama, USA (January 26–27, 2015).
- Conference Attendance, "Third Annual ALAHEDO Comprehensive Diversity Conference," Alabama Association of Higher Education Diversity Officers, Tuscaloosa, Alabama, USA (November 13–14, 2014).
- Library Research & Instruction Road Trip to Mississippi and Louisiana (Libraries visited: Mississippi State University, Louisiana State University, Tulane University, Loyola University, New Orleans and University of Southern Mississippi) (December 15–18, 2014).
- Library Research & Instruction Road Trip to Tennessee, Indiana and Illinois (Libraries visited: Vanderbilt University, University of Illinois in Champaign, University of Chicago, Purdue University and Butler University) (August 4–7, 2014).
- Completed the U.S. Department of Justice Federal Bureau of Investigation (FBI), Birmingham Division, Citizens Academy Program, June 2014.
- Conference Attendance, "American Library Association Annual Conference," American Library Association, Las Vegas, Nevada, USA (June 26 – July 1, 2014).
- Curriculum Enhancement, "Atlantic Faculty Development and Curriculum Enhancement," Atlantic Institute, Istanbul, Turkey (June 6–14, 2014).
- Conference Attendance, "Alabama Library Association Annual Convention," Alabama Library Association, Huntsville, Alabama, USA (April 22–25, 2014).
- Conference Attendance, "Alabama Library Association Annual Convention," Alabama Library Association, Montgomery, Alabama (April 23–26, 2013).
- Conference Attendance, "American Library Association Midwinter meeting," American Library Association, Seattle, Washington, USA (January 24–29, 2013).
- Conference Attendance, "Society for College and University Planning (SCUP) Annual Conference," Society of College and University Planning, Chicago, Illinois, USA (July 6–11, 2012).
- Conference Attendance, "American Library Association Annual Conference," American Library Association, New Orleans, Louisiana, USA (June 23–28, 2011).