

***Sheila O. Carlblom***

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**EDUCATION:**

Master of Arts in Library Science University of Iowa Iowa City, Iowa  
Master of Arts in Religion Asbury Theological Seminary Wilmore, Kentucky  
Major in Pastoral Counseling  
Bachelor of Science Nyack College Nyack, New York  
Major in Theology  
Certificate in Organizational College of St. Catherine St. Paul, Minnesota  
Management and Leadership

**PROFESSIONAL WORK EXPERIENCE:**

*Teaching Experience:*

Indiana Wesleyan University Marion, Indiana ~ Professor in Information Literacy  
~ Instructor in First Year Experience  
Northwestern College Roseville, Minnesota ~ Professor in Applied Psychology  
Vennard College University Park, Iowa ~ Professor in Pastoral Counseling

*Library Experience:*

Indiana Wesleyan University Marion, Indiana 1998 - present

Director of Library Services

Responsible for the administration, organization, leadership, and development of the University Library and its staff, collections, and resources. In addition, to act as the University Library representative to and with international, national, state, regional, and local entities. Duties include coordinating University Library programs with the academic programs of the University through participation in University committee structure; maintaining professional standards of achievement through professional reading, professional memberships, and continuing education opportunities; maintaining effective relationships with University faculty, staff, administrators, and students; planning and implementing responsive library services; overseeing development of Library staff; directing Library staff; managing the Library budgets, collections, and resources; and, conducting ongoing strategic planning and assessment efforts.

Coordination of all library services and functions including working with traditional and non-traditional curriculum, programs, and services for faculty and students at the undergraduate, graduate, and doctoral levels. Duties also include overseeing automation resources including implementation of upgrades and modifications to the INNOVATIVE INTERFACES library automation system.

Created 1 credit information literacy course.

Developed building program for new library building and subsequently represented Library at regular design and development meetings with architects, building consultant, and University administrators. Represented the Library and Academic Affairs Office at weekly construction meetings. Worked with Vice President for Facilities Services to create bid documents for furniture and equipment for new library.

Northwestern College

Roseville, Minnesota

Director of Library Services

Responsible for administration, organization, leadership, and development of the College Library and its information resources. Duties included establishing philosophy and policies, long range planning and implementation, oversight of all College Library operations, annual budget preparation and oversight, and representation of the College Library to all levels of the College administration. Oversaw new facility design and construction as well as automation implementation including DYNIX Library Automation System, CD-ROM network, and T-1 Internet access. Oversaw the ongoing DYNIX system administration including planning, system maintenance, and system software and hardware upgrade installations. Laid groundwork for membership in CLIC consortium of 8 private colleges and universities in the area.

Associate Librarian

Responsible for all circulation, cataloging and reference activities as well as personnel supervision. Duties included all copy and original cataloging, general reference service, bibliographic instruction, collection development, supervision of support and student staffs, records maintenance, reports development and distribution, and general Library correspondence.

Vennard College

University Park, Iowa

Director of Library Services

Responsible for general administration of all College Library activities. Duties included cataloging, reference, acquisitions, collection development, serials, bibliographic instruction, circulation, records maintenance, support staff selection and supervision, and student staff selection and supervision.

*Committee Assignments:*

|  |                 |
|--|-----------------|
| Indiana Wesleyan University                              | Marion, Indiana |
| University Faculty Senate                                | 1998 – present  |
| University Graduate Education Subcommittee               | 1998 – 2001     |
| University Safety Advisory Committee                     | 2001 – present  |
| University Technology Council                            | 2006 – present  |
| University Technology Task Force                         | 1999 – 2000     |
| College of Arts and Sciences Academic Affairs Council    | 1998 – present  |
| College of Arts and Sciences Faculty Relations Council   | 2008 – 2009     |
| College of Arts and Sciences General Education Committee | 1998 – present  |
| College of Arts and Sciences Strategic Planning Council  | 2007 - present  |
| College of Arts and Sciences Technology Committee        | 2006 – present  |

*Consulting Experience:*

Lincoln Christian College and Seminary  
 Lincoln, Illinois  
 New library building program development in-service with the Jessie C. Eury Library professional and support personnel, November 13-14, 2003. Contact person: Nancy J. Olson, Library Director.

Point Loma Nazarene University San Diego, California  
 Evaluation of Ryan Library facility, services, finances and professional and support personnel, July 12-14, 2006. Result of the evaluation process was a written report of findings and recommendations. Contact person: Dr. Keith R. Bell, Vice Provost for Academic Administration.

**PROFESSIONAL MEMBERSHIPS:**

|  |                |
|--|----------------|
| Academic Libraries of Indiana (ALI)                                    | 2001 - present |
| American Library Association   | 1984 - present |
| Association of Christian Librarians                                    | 1980 - present |
| Treasurer  | 2002 - present |
| Financial Advisory Team  | 2000 - present |
| Past President   | 2000 - 2002    |
| President  | 1996 - 2000    |
| Vice -President  | 1995 - 1996    |
| Director-at-Large  | 1994 - 1995    |
| Nominating Committee Chair   | 1992 - 1994    |
| Association of College and Research Libraries                          | 1984 - present |
| Council of Christian Colleges and Universities Library Directors Group | 1997 - present |
| Indiana Cooperative Library Services Authority (INCOLSA)               | 1998 - 2009    |
| Board of Directors   | 1998 - present |
| Private Academic Library Network of Indiana (PALNI)                    | 1998 - 2008    |
| Board of Directors Member  | 1998 - 2008    |
| Executive Committee Secretary  | 2001 - 2002    |
| Metronet (Minneapolis/St. Paul, MN Multitype Library Network)          | 1985 - 1998    |
| Advisory Board   | 1990 - 1992    |
| Minnesota Library Association  | 1984 - 1998    |
| MINITEX Regional Library Network                                       | 1982 - 1998    |

**AWARDS:**

Presidential Meritorious Service Award - Administrative Level - Indiana Wesleyan University, Awarded, August 2003

**PRESENTATIONS:**

*Oral Presentations:*

|  |      |
|--|------|
| Association of Christian Librarians Conference           | 1996 |
| <i>Technological Issues in Library Building Planning</i> |      |
| Association of Christian Librarians Conference           | 2001 |
| <i>Writing the Library Building Program, Part 1</i>      |      |
| Association of Christian Librarians Conference           | 2002 |
| <i>Writing the Library Building Program, Part 2</i>      |      |

*Poster Presentations:*

|  |      |
|--|------|
| Association of Christian Librarians Conference | 2003 |
| <i>Building the Lewis A. Jackson Library</i>   |      |

**PUBLICATIONS:**

Northwestern College Library Building Program, 1990  
 Indiana Wesleyan University Library Building Program, 2000

“The President’s Column” *The Christian Librarian*, September, 1996-2000  
Index two scholarly, peer-reviewed journals for the *Christian Periodical Index*, 1982-Present