

225 Drinko Library  
Marshall University  
304-696-2907  
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## **Stephen B. Tipler**

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### **Education**

- M.Sc. (Information Systems) - Marshall University, Huntington, WV. - 2003
- M.B.A. (Executive) - West Virginia University, Morgantown, WV. - 1998
- M.L.S. (Library Systems) - University of Toronto, Toronto, Canada - 1985
- B.A. (Honors Psychology) - Queen's University, Kingston, Canada - 1979

### **Areas of Proficiency**

- WordPress – Library Website overseer and developer with UX/Design Thinking approach
- Springshare Suite – Administrator and developer for LibGuides, LibAnswers, LibWizard, LibCal, LibInsight, LibApps
- BePress - Institutional Repository (Marshall Digital Scholar)
- Sierra OPAC – Administrator for Library's Online Public Catalog
- Dynamic Forms – Administrator and forms designer.
- Summon/Serials Solutions – developer for discovery search engine and open URL
- Office 365 – MS Teams, Sharepoint, Access, Word, Excel, Outlook
- User Instruction – Library instruction, workshops
- Library Reference Services
- Photoshop expertise
- Chair of committees in the Libraries, University, and Community.

### **Experience**

#### **Digital and Web Services Librarian (July 2005 to present)**

Marshall University Libraries, Huntington, WV,

- Daily maintenance and strategic planning for the Marshall University Libraries website. This involves developing, designing, and updating with a development team using UX/Design Thinking principles.
- Administration and maintenance of all Springshare applications. This involves managing user accounts and developing new projects.
- Administrator of Library's online public catalog, including design and development
- Coordinator of Promotion & Tenure applications for Academic Affairs
- Chair of Library Faculty Handbook committee
- Chair of Faculty Senate Academic Planning Committee

### **Reference/Instruction and Interlibrary Loan (1999-2004)**

Marshall University Libraries, Huntington, WV, July

- Processed interlibrary loan requests using ILLiad and OCLC.
- Provided library reference services for patrons - days, evenings and weekends.
- Presented library instruction classes

### **Reference and Off-Campus Services Librarian (1989-1999)**

West Virginia Graduate College (merged with Marshall University Libraries in 1995), Beckley WV and Charleston, WV.

- Provided library services and library instruction at off-campus sites
- Worked independently and supervised part-time employees
- Managed a small branch library in Beckley, WV,

### **Committee Positions**

- Chair, Faculty Senate Academic Planning Committee 2018 - present
- Chair, Library Faculty Handbook, 2020 – present
- Chair, Advisory Board, Marshall Child Development Academy – 2017 - present
- Chair, Legislative Affairs Committee, 2009
- Secretary of the Budget and Academic Policy Committee, 2004
- University Academic Hearing Officer, 2004 - 2008
- Secretary, Marshall University Athletic Committee, 1998-2001
- Chair, Marshall University Athletic Committee, 2001-2003
- Secretary of the Presidents Athletic Advisory Board, 2001-2002
- Secretary, WVNet Collaborative Libraries Forum, 2001-2002