

# Shanéé Yvette Murrain

University of West Georgia, Ingram Library  
1601 West Maple Street  
Carrollton, Georgia 30118  
(678) 839-5350  
smurrain@westga.edu

## Education

**North Carolina Central University**-Durham, North Carolina December 2012  
*Master of Library Sciences- Archives and Records Management*

**Drew Theological School**-Madison, New Jersey May 2011  
*Master of Divinity*

**Bethune-Cookman University**-Daytona Beach, Florida April 2008  
*Bachelors of the Arts in Religion and Philosophy-Christian Studies*

## Library Experience

**Ingram Library** Carrollton, Georgia July 2016-Present

**Position: University Archivist and Assistant Professor, University of West Georgia**

- Manages the identification, appraisal, acquisition, description, storage, access, preservation, and disposal of multi-format university archives and publications
- Directs digitization program and preservation of born-digital university content
- Engages students, faculty, staff, and the community as users and creators of digital collections in an open, collaborative environment
- Provides instruction and reference assistance in support of the academic and research uses of Special Collections
- Designs and implements outreach activities, including public programs

**Bishop Reverdy C. Ransom Memorial Library** Wilberforce, Ohio January 2015-June 2016

**Position: Director of Library Services and Seminary Archivist, Payne Theological School**

- Managed all seminary archive outreach efforts and coordinate the identification, appraisal, acquisition, storage and preservation of the current archive and Special Collections
- Directed the development, curation and contextualization of the seminary's first digital collection [Payne Theological Seminary and A.M.E. Church Archive](#) hosted on the Princeton Theological Commons
- Organizes, create and employs archival based (digital) descriptions and digitization practices to enhance archives using *Proficio Elements* archival management software across multiple platforms
- Author and Principle Investigator of Ohio Historical Records Advisory Board (OHRAB) grant project, [Arrangement and Description of the Payne African Methodist Episcopal Church Archive](#)
- Collaborated with Greene County Archives and National Parks Service to develop [Wilberforce History Cell Phone Tour](#) and K-12 Local [African American History Curriculum](#)
- Created and maintained web pages in relevant subject areas, provided new student orientation sessions and specialized research assistance for online distance education M.Div. and D.Min. programs
- Managed acquisitions budget and Arthur Vining Davis Foundation Digitization grant of \$150,000
- Gathered and reported annual statistics for the Association of Theological Schools and generated comparative analysis of results; responded to other surveys/requests for information on behalf of the Library
- Developed and manages collections in all formats covering theology, working closely with faculty, and supervises Cataloger and three student assistants

**Duke Divinity School Library** Durham, North Carolina July 2013-December 2014

**Position: Reference and Public Services Librarian**

- Executed the planning and teaching of library instruction and technology training to on-campus and distance learning students, staff and faculty and developed instructional content on understanding intellectual property for each course
- Conceives and delivers library programming as appropriate to the Divinity community and targeted to all constituencies, including local churches
- Participated in the assessment of library services and resources including reference statistics, user feedback, social media presence and other measures
- Consulted with teaching faculty in developing instructional programs that utilize the library's resources and the latest e-content technologies and tools that deliver e-learning content including as course/learning management systems, content capture tools, presentation tools, and mobile applications
- Promoted library services and the collection to all stakeholders by developing and disseminating Divinity Library and Divinity School Archive communication materials both print and web-based in consultation with the Divinity Communications Office
- Contributed metadata, item level description and record ingestion into DSpace repository for Duke Divinity Archive [Spirit of the Times: The Changing Era at Duke University Papers](#) and [James Andrew Riddick papers, 1834-1903](#)
- Performed collection development and liaison librarian duties with Duke University Libraries and National Humanities Center

**Position: Project Coordinator, [The Religion in North Carolina Digital Collection](#)**

August 2012-June 2013

- Planned, implemented, and coordinated digitization procedures and workflows for the LSTA grant-funded project, The Religion in North Carolina Digital Collection
- Developed a memorandum of understanding with contributing libraries regarding shipping or delivery, packing protocols, metadata delivery, and expected loan times
- Managed the project's ongoing copyright permissions approval plan and appropriately tracked related correspondence
- Established a communication system to coordinate the various logistical aspects of the project between Duke Divinity School library staff and contributing libraries to ensure intellectual property
- Initiate and coordinate outreach for the project including a usability survey for print disabled users
- Increased inclusion of underrepresented religious traditions by seeking partnerships with historical foundations

**National Transportation Library**

Washington, DC

June 2012-August 2012

**Position: Archival Collections/Cataloging Intern, *Department of Transportation's 2012 Summer Transportation Internship Program for Diverse Groups***

- Authored an electronic inventory/finding aid for the DOT Historian's vertical file, which contains materials related to Secretaries of Transportation, Transportation Safety Institute Archives collection, Dale Grinder Collection, and other topics.
- Created catalog records for a unique technical sub-collection
- Performed original, simple and complex copy cataloging in both traditional and digital repository cataloging systems
- Aided in furthering NTL social media efforts to promote the library

**North Carolina Museum of History**

Raleigh, North Carolina

January 2012-March 2012

**Position: Research Assistant/Spring Graduate Intern**

- Assisted Civil Rights team in evaluating the online exhibition "[A Change Is Gonna Come: Black, Indian, and White Voices for Racial Equality](#)."
- Worked with the Curatorial department educator to finalize an evaluation tool to be administered during the Museum's 11th Annual African American Cultural Celebration
- Tabulated evaluations and prepared formative and summative analysis for the team's review and presented findings at the North Carolina Museum Council annual conference session "Museum Exhibits in the Digital Age" on March 19, 2012
- Collaborated with the North Carolina Central University Public History department to lead online exhibition evaluation focus groups with undergraduate public history majors

**North Carolina Museum of Art**

Raleigh, North Carolina

January 2012-May 2012

**Position: Exhibition Curator/ Research Assistant/Spring Graduate Intern**

- Authored article on the installation of the El Anatsui "When I Last Wrote to You About Africa" exhibit for Summer 2012 issue of the museum magazine, *Preview*
- Researched and presented exhibition proposal to education department and museum curators for unaccessioned 1939 WPA Children's Art project from the Negro Unit of the Raleigh Art Center
- Performed research, preparations, and writing interpretive text for exhibitions and permanent collection-related programs, planning special exhibitions, Museum Park art projects, and acquisition prospectuses

**North Carolina Central University**

Durham, North Carolina

October 2011-May 2012

**Position: Grant Research Assistant, *Content, Context, and Capacity: A Collaborative Digitization Project on the Long Civil Rights Movement in North Carolina (CCC)***

- Contributed content stories and descriptive metadata for collection development using EAD and AACr2, MARC
- Worked within the University Archives to process collections, manage content, and author finding aids for Sarah Bell-Lucas Papers, Dr. Alfonso Elder Papers, and Dr. Helen G. Edmonds Papers, CIAA Records, Public Health Education Records (finding aids available at <http://catalog.nccu.edu/>)
- Rehoused sensitive materials and preparing them for transportation, and shipping and receiving physical collections and digital files
- Assisted students and researchers with reference questions related to collections and online finding aids

**Pharr Literacy Project and Cultural Arts Center**

Pharr, Texas

June 2010-August 2010

**Position: Communities of Shalom Summer Intern**

- Led as committee chair for the planning and implementation of a community-wide Art Fair/Art Walk in July. Duties include contacting local media, organizing volunteers, securing vendors and community sponsors in 4 week cross-cultural environment
- Oversaw implementation of a new program, Project Ignite, which integrates GED and employability skills training through the startup of a Job Experience Lab and Small Business Development Center
- Coordinated (temporarily) the Colonia Outreach Project and Community Healthcare Based Program. Duties include creating a process efficiency evaluation system that records information about completion of program objections and data collection

## **Library Related Professional Development**

### **The Bible and Histories of Reading**, July 2016

Rare Book School, University of Pennsylvania, Philadelphia, Pennsylvania

Institute of Museum and Library Services Rare Book School Fellowships for Early-Career Librarians Recipient

### **Developing and Administering African American Resources**, August 2015

California Rare Book School, Los Angeles, California

Institute of Museum and Library Services Laura Bush 21st Century Librarian Scholarship

### **LIS 568 – Theological Librarianship Course**, Spring 2014

University of Illinois at Urbana-Champaign, Champaign, Illinois

American Theological Library Association Diversity Scholarship Recipient

## **Conference Presentations**

- “Out of the Shadows: Bringing Black Collections Together through Radical Partners”, lecturer at 2016 Society of American Archivists Annual Meeting (August 2016)
- “The Silence of the Religious Archive on Issues of Social Justice: Exploring the Political Activity of 2 Denominations through Primary Source Materials”, lecturer at the 2016 American Theological Library Association Conference. ( June 2016)
- “The Final Frontier: Events and Hospitality in the Theological Library Context”, lecturer at the 2014 American Theological Library Association Conference. (June 2014)
- “What's Replacing Reference? New Models for Information Services”, lecturer at the 2014 American Theological Library Association Conference. (June 2014)
- “Grant Assessment, Management and Reporting: Lessons Learned from The Religion in North Carolina Grant Project”, lecturer at the 2014 American Theological Library Association Conference. (June 2014)
- “The Religion in North Carolina Digital Collection: A Collaborative Project Providing Digital Access to Primary Materials”, lecturer at the 2013 North Carolina Library Association Conference. (October 2013)
- “The Religion in North Carolina Digital Collection: Content, Audience, and Presentation,” Poster presentation at the 2013 American Theological Library Association Conference. (June 2013)
- The Religion in North Carolina Digital Collection: A Collaborative Project Providing Digital Access to Primary Materials of Religious Bodies in North Carolina, lecturer at 2013 Librarians' Association at the University of North Carolina at Chapel Hill Conference: True Collaborations: Creating New Structures, Services and Breakthroughs. (March 2013)
- "For Everything that Was Written: The African American Church Narrative in North Carolina", lecturer at The Dr. Sylvia M. Jacobs African Diaspora Studies Symposium, North Carolina Central University. (March 2013)
- “Stakes Are High: Ida B. Wells and Activism”, lecturer at North Carolina Central University 4th Annual African Diaspora Studies Symposium, (March 2012)
- “Museum Exhibits in the Digital Age,” Presenter at North Carolina Museum Association Annual Conference (March 2012)

## **Workshops**

- “A.M.E. Archival Collections for African American Genealogy”, presentation for the African-American Genealogy Group of the Miami Valley, Payne Theological Seminary, Bishop Reverdy C. Ransom Memorial Library. (June 2016)
- “#Charleston Syllabus: What to Read to Understand”, instructional session for 165 adult learners on social media, free online resources for group study, and crowdsourced syllabi in the local church at the Third District Annual Planning Meeting of the A.M.E. Church, Columbus, OH. (November 2015)

## **Finding Aids and Publications**

- Murrain, S. [Review of the book *Black Women's Christian Activism: Seeking Social Justice in a Northern Suburb*, by Betty Livingston. *Methodist History*. Book Review. (September 2016)
- Murrain, S. “Web Review: The Association of Religion Data Archives”, *Theological Librarianship: An Online Journal of the American Theological Library Association*. VOL 7, NO 2 (2014). <https://theolib.atla.com/theolib/article/view/336/1074>
- Authored article “It Takes a Village” on the installation of the El Anatsui “When I Last Wrote to You About Africa” exhibit for Summer 2012 issue of the North Carolina Museum of Art magazine, *Preview* (March 2012)
- Authored research blog post on World War II African American Servicemen Letters to Dr. James E. Shepard (May 2012) available at <https://lcrmlib.unc.edu/blog/index.php/2012/06/14/from-the-archives-world-war-ii-servicemen-letters/>

- North Carolina Central University Archives. Dr. James E. Shepard Papers, Sarah Bell-Lucas Papers, Dr. Alfonso Elder Papers, and Dr. Helen G. Edmonds Papers, CIAA Records, Public Health Education Records finding aids available at <http://catalog.nccu.edu/search?Nty=1&N=206524+200092&local-filter=TRUE&affiliation=NCCU>
- Professional Blog “The Overachieving Archivist” available at <http://shaneemurray.blogspot.com>

## **Memberships**

- American Theological Library Association 2012-Present
- Society of American Archivists 2011-Present
- Society of Ohio Archivists 2015
- Black Caucus of the American Library Association 2015
- Rare Books and Manuscripts Section of the Association of College and Research Libraries 2016

## **Library Related Committee Service**

- **American Theological Library Association**  
Diversity Committee 2014-2016, Special Collections and Archives Interest Group, Co-Chair 2017, Conference Planning Committee 2016-2019
- **Society of Ohio Archivists**  
Advocacy Committee Co-Chair 2015
- **Academic Library Association of Ohio**  
Special Collections and Archives Interest Group Co-Chair 2015-2016

## **Community Service**

- **Project Read Dayton, Ohio**  
Provided one-on-one basic literacy/reading tutoring to for Adult Literacy Initiative 2016
- **Girls on The Run International**  
**Coach Triangle**, Raleigh/Durham, NC Council 2014  
Delivered 10 week after school character development and fitness program to third–eight grade girls
- **Program Coordinator**, Dayton, OH Council 2015  
Managed all programs (coach training, outreach, site, curriculum, and equipment management)
- **Durham Literacy Center**, Durham, NC, 2014-2105  
Directed instruction as a small group instructor for the Adult Computer Literacy program 2014

## **Awards**

- Institute of Museum and Library Services  
Rare Book School Fellowship for Early-Career Librarians at Rare Book School 2016
- Institute of Museum and Library Services Laura Bush 21st Century Librarian Scholarship to attend a course at the California Rare Book School 2015
- 2015 Association of Research Libraries + Digital Library Federation Fellows from Underrepresented Groups 2015
- American Theological Library Association Member of the Week 2015
- Society of Ohio Archivists New Professionals Travel Award Recipient 2015
- Ohio Historical Records Advisory Board Small Archives Grant 2015