

# April Sheppard

Dean B. Ellis Library | 870-972-2766 | asheppard@astate.edu

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## Education

**2017 | Master of Public Administration** | Arkansas State University, Jonesboro, Arkansas

**2005 | Master of Library Science** | Texas Woman's University, Denton, Texas

**2002 | Bachelor of Fine Art, Studio Art** | Arkansas State University, Jonesboro, Arkansas

**1999 | Bachelor of Philosophy** | Arkansas State University, Jonesboro, Arkansas

## Professional Experience

**Associate Dean of Library**

**June 2024 - Current**

**Assistant Library Director**

**August 2018 – June 2024**

Dean B. Ellis Library, Arkansas State University

- Has dotted-line supervisory and leadership responsibilities for all areas of Library operations and assumes full responsibilities in the absence of the Library Director.
- Oversees day-to-day Library operations; serving as backup as needed, including working the service desk; opening and closing the Library; and leading units as necessary:
  - Interim Head of Archives, 2020-2022
  - Interim Head of Access & Delivery Services, 2020 & 2022
- Works closely with academic departments and campus units to create accreditation reports.
- Actively participates in a variety of research and reference functions, including teaching for-credit sessions, bibliographic instruction, online tutorials, and embedding.
- Works closely with the Library Director on planning and oversight of the Library budget.
- Plays a key role in Library restructuring and implementing strategic goals.
- Serves as LibApp administrator and backup administrator for Library website.

**Assistant Director for Public Services**

**January 2012 - August 2018**

Dean B. Ellis Library, Arkansas State University

- Served as Head of Research and Educational Support.
- Oversaw operation of Government Documents and Access and Delivery Services including Circulation, InterLibrary Loan, and Document Delivery.

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- Created document delivery services in 2018.
- Led Library instruction and outreach.
  - Taught for-credit sessions, bibliographic instruction sessions, tours, and embedding.
  - Led rebranding and growth of Library instruction activities.
  - Maintained library liaison assignments, including serving as liaison to multiple academic departments and performing collection development.
  - Oversaw public programming and faculty & student outreach
- Led Library assessment activities and created department-level accreditation reports.
- Oversaw operation of Library service desk and training of public service staff.

## Government Documents Librarian

October 2005 - December 2011

Dean B. Ellis Library, Arkansas State University

- Supervised Government Documents, including hiring, supervising, and training staff.
- Ensured compliance with state and federal regulations as well as the regional library.
- Oversaw weeding, cataloging, and retrospective cataloging activities.
- Taught for-credit sessions and one-shot instruction sessions.
- Served as liaison for academic departments and performed collection development.
- Served as EvalKit and TaskStream administrator.

## Courses Taught

### Introduction to Academic Research

Spring 2010 - current

- Teaches both face-to-face and online classes.
- Led rebranding of Introduction to Using Electronic Information Resources (2014)
- Led growth of for-credit information literacy instruction (303% between 2013-2019)
- Led creation of:
  - Subject specific Intro to Academic Research Biology (2016)
  - Introduction to Academic Research Online (2017)
  - Concurrent class for local high school students

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## Library Committees

- Library Leadership Team. Member. (Spring 2024 – Current)
- Library Management Council. Member. (Fall 2010 – Spring 2024)
- IR Team. Chair. (Fall 2023 – Current)
- ILS Team. Member. (Summer 2024 – Current)
- Library Signage Committee. Chair. (Spring 2020 - Current)
- New Activities Task Group. Chair. (Summer 2019 - Current)
- Veterans Task Group. Member. (Spring 2019 - Current)
- Outreach and External Communications Team. Member. (Fall 2018 - Current)
- Library Assessment Committee. Chair (Fall 2009 - Fall 2015), Member (Fall 2015 - Current)
- Library Web Task Force. Member. (Spring 2018 - Current)
- New ILS Task Force. Member. (Fall 2018 – Fall 2019)
- New Structure Implementation Task Force. Chair. (Summer 2018 - Spring 2019)
- Library Service Desk Task Force. Chair. (Spring 2018 - Spring 2018)
- Library Planning Group. Member. (Fall 2017 – Fall 2019)
- Maximizing Library Personnel Time Task Group. Member. (Summer 2017 - Fall 2017)
- Delta Serials Conference. Committee Member and Blind Reviewer for Presentation Proposals. (Summer 2015 - Summer 2017)
- Leap for Literacy 5K. Dean B. Ellis Library and the Literacy League of Craighead County. Publicity Coordinator. (Fall 2014 - Fall 2016)
- Library Exhibits and Programs Committee. Chair. (Spring 2006 - Fall 2018)