

Ann Walsh Long
Technical Services/Circulation Services Librarian and Adjunct Professor
Lincoln Memorial University Duncan School of Law Library
601 West Summit Hill Dr., Knoxville, TN 37902
865-545-5306 ann.long@lmunet.edu

PROFESSIONAL EXPERIENCE

- 07/09 – Present **Lincoln Memorial University, Duncan School of Law Library, Knoxville, TN**
Technical Services/Circulation Librarian and Adjunct Professor
Develop a law library collection with a majority of electronic resources accessible through federated searching databases. Negotiate licenses, and handle acquisitions and accounts. Manage the law library's budget. Upload MARC records and link all databases to Aquabrowser. Copy catalog and add holdings to OCLC. Establish circulation procedures and policies for an automated self check-out station for books and CD-ROMs. Provide research and reference as requested to both students and faculty, either in person or via Windows Instant Messenger. Implement faculty and student training sessions on research databases. Develop PowerPoint presentations and LibGuides to support lectures and course web pages for Lawyering Skills I. Taught Lawyering Skills I in 2009.
- 02/03 – 06/06 **Fellers, Snider, Blankenship, Bailey & Tippens, P.C., Oklahoma City, OK**
Librarian
Responsible for all aspects of library and information management. Negotiated flat-rate contracts with LexisNexis and Westlaw, doubled the amount of desktop information, reduced the cost of selected West print subscriptions by 50%, and shifted previously unrecoverable CD-ROM expenses to recoverable Westlaw expenses. Revised billing and online computer-assisted legal research recovery policies firm-wide to reduce Firm overhead expenditures and increase recovery. Expanded Library Intranet to include attorney, legal assistant, and secretary web pages; and developed topical resource pages in response to client needs. Created a local Library Catalog and entered Library holdings into OCLC, becoming the only law firm library in Oklahoma with an OCLC presence of approximately 2,000 titles. Managed a print and online budget of \$500,000. Scheduled in-house CLE seminars for attorneys and legal assistants and established certification requirement on LexisNexis and Westlaw for all legal assistants in both offices. Supervised part-time Library Assistants in both offices.
- 6/98 – 7/02 **West Virginia University College of Law Library, Morgantown, WV**
Reference and Electronic Services Librarian, Associate University Librarian and Professor
Part of a two-member team responsible for providing reference services to nearly five hundred students and faculty members. Offered a weekly series of computer training sessions for students. Provided one-on-one training for faculty in the use of electronic sources. Created legal research guides, software tip sheets, and interactive web tutorials. Scheduled all vendor training for faculty, staff, and students. Supervised four student vendor representatives. Renovated and maintained the College of Law Library web site. Developed and maintained a collection of Legal Research on the Internet links that serve as a tool for introducing students to authoritative legal resources on the Internet and as a starting point for Continuing Legal Education courses on Internet legal research for West Virginia legal practitioners. Taught an annual series of Continuing Legal Education seminars on Internet Legal Research. Promoted from Assistant University Librarian and Professor.
- 1/96 – 5/98 **Hunton & Williams, Richmond, VA**
Reference/Computer Services Librarian
Conducted reference, research, and interlibrary loan for over five hundred attorneys in the Richmond office. Acted as the Tax and Labor Librarian, responsible for all aspects of the Tax and Labor in-house satellite libraries. Developed and maintained the Hunton & Williams Library Intranet. Organized a list of legal web sites by practice area and jurisdiction available through the Intranet and the Hunton & Williams Internet site. Maintained twenty CD-ROM Folio Infobases on a Wide Area Network reaching eight offices in the southeast. Coordinated training sessions for librarians, attorneys, and support staff for all electronic resources firm wide. Created Microsoft Access databases and reports for tracking library accounts and acquisitions, online expenditures, and satellite and branch library collections. Promoted from Reference Librarian.

- 8/97 – 12/97 **Catholic University of America off-campus site - Old Dominion University, Norfolk, VA**
Adjunct Professor, Information Systems in Libraries and Information Centers
 Taught an introductory core course to students enrolled in the Masters of Library Science program that covered the role of information systems in the storage and retrieval of information. Lectures and assignments included the information environment, library automation, database structure and design, search engines, hypertext markup language, the Internet, and the World Wide Web.
- 1/96 – 3/96 **William & Mary Law School Library, Williamsburg, VA**
Library Technician Assistant, part-time
 Assisted with the conversion to a new automation system, SIRSI. Edited all serial records.
- 7/94 – 12/95 **Environmental Protection Agency/Labat-Garcia, Washington, D.C.**
Head of Reference Services
 Head of a six-member department responsible for fulfilling in-depth research requests for EPA Headquarters employees, including reference, research, and interlibrary loan. Served as the main access point to EPA information for the nation. Wrote a daily newsletter on issues that affect EPA distributed via e-mail to over six hundred listserv subscribers. Evaluated and recommended online services, software packages, CD-ROM products, and reference materials. Involved in all aspects of hiring professional Reference Librarians. Acted as Head Librarian/Coordinator in her absence.
- 11/93 – 7/94 **Office of Water Librarian**
 Fulfilled all water-related reference requests for the Office of Water at EPA Headquarters and the public. Created a weekly e-mail service for EPA staff, monitoring all legislative and lobbyist activity on the reauthorization of the Clean Water and Safe Drinking Water Acts. Produced a monthly newsletter in both paper and electronic media, distributed to over nine hundred recipients. Managed a \$20,000 budget. Copy catalogued Office of Water Library materials.
- 5/93 – 11/93 **Covington and Burling, Washington, D.C.**
Reference Librarian Assistant, part-time
 Part of a four-member department responsible for the provision of information and reference services to over three hundred attorneys in a seventy-two thousand volume library. Conducted online searching in legal and non-legal databases. Facilitated interlibrary loan requests.
- 2/93 – 11/93 **Acquisitions and Accounts Assistant, part-time**
 Expedited new orders and processed invoices. Maintained acquisitions records. Automated forms. Assisted in the completion of an integrated library automation project, TechLib.
- 2/90 – 8/92 **Kirkland and Ellis, Denver, CO**
Library Assistant
 Monitored pending Colorado legislation of interest to the firm. Assisted librarians with reference and research requests. Created an automated system for legal records. Responsible for inactive legal files. Conducted interlibrary loan and document retrieval requests. Supervised loose-leaf filers. Opened and routed mail. Copy catalogued materials for the Denver branch library.

EDUCATION

- 2014 **Juris Doctor**, Lincoln Memorial University Duncan School of Law, Knoxville, TN.
 1993 **Master of Science in Library Science**, Catholic University of America, Washington, D.C.
 1989 **Bachelor of Arts in Political Science** with extended course work in Biological Sciences, Colorado College, Colorado Springs, CO.

AWARDS

- 2006 Presidential Certificate of Merit, awarded to the Publishing Initiatives Caucus (PIC) during my term as Chair by AALL President Claire M. Germain.
 2003 Recipient of West's Excellence in Law Librarianship scholarship for pursuit of a J.D. degree.
 2001 Recipient of the 2001 AALL Spectrum Article of the Year Award for *Get Your Library Ready for Distance Education*, 4 AALL SPECTRUM 12 (2000).
 1999 Lucile Elliot Scholarship recipient for attending the Southeastern Chapter of the American Association of Law Libraries Annual Meeting.
 1994-1995 Recipient of three Above and Beyond the Call of Duty (ABCD) awards, Labat-Garcia (EPA).

PUBLICATIONS

- Ann Walsh Long, *Oklahoma Practice Materials: A Selective, Annotated Bibliography*, in STATE PRACTICE MATERIALS: ANNOTATED BIBLIOGRAPHIES (William S. Hein & Co., 2008).
- Ann Walsh Long, *All Press is Good Press: Promote the Profession by Writing for Your Local Bar*, 12 AALL SPECTRUM 6 (April 2007).
- Ann Walsh Long, Spotlight on Law Librarians: Ann Walsh Long to Law Librarian Blog, http://lawprofessors.typepad.com/law_librarian_blog/2006/06/spotlight_on_la.html (Oct. 11, 2006).
- Ann Walsh Long, *Legal Research for Librarians vs. Lawyers: Why a Different Approach is Necessary*, 4 infoEdge no.2, (West, 2004).
- Ann Walsh Long, *West Virginia State Author*, in PERMANENT PUBLIC ACCESS OF STATE GOVERNMENT INFORMATION: A STATE-BY-STATE COMPILATION AND RESOURCE GUIDE (A project of the American Association of Law Libraries Government Relations Committee funded by a grant from Aspen Publishing Company, 2002/03).
- Ann Walsh Long, *West Virginia Practice Materials: A Selective, Annotated Bibliography*, in STATE PRACTICE MATERIALS: ANNOTATED BIBLIOGRAPHIES (William S. Hein & Co., 2001).
- Ann Walsh Long, *Training the Generations: Computer-Assisted Legal Research*, 23 RIPS LAW LIBRARIAN 10 (2001).
- Ann Walsh Long, *Can 81 Law Schools Be Wrong? Good Things about Adopting the ALWD as the Primary Citation Manual*, 23 RIPS LAW LIBRARIAN 3 (2000).
- Ann Walsh Long, *Get Your Library Ready for Distance Education*, 4 AALL SPECTRUM 12 (2000).
- Ann Walsh Long, *Review of E-Commerce Law & Policy: The E-Commerce Newsletter for Lawyers*, 19 LEGAL INFORMATION ALERT 9 (2000).
- Ann Walsh Long, *NetMeeting: Solution for Electronic Training and Collection Development*, 10 PLL PERSPECTIVES 6 (1999).
- Ann Walsh Long, *Comparing Congressional Universe and Thomas*, 17 LEGAL INFORMATION ALERT 1 (1998).
- Ann Walsh Long & Richard Leiter, *Direct Deposit from the Information Superhighway: Get Up-to-Speed on Legal E-mail Delivery*, 16 LEGAL ASSISTANT TODAY 42 (1998).
- Ann Walsh Long, *Designing and Managing an Intranet: How to Have Input in the Design Process*, in MANAGING THE LAW LIBRARY 1998 (Practicing Law Institute, 1998).

PRESENTATIONS

- Speaker, "Poster Session: Finding and Getting Your Next Lateral or Promotional Position." American Association of Law Libraries Annual Conference, July 2011.
- Co-Speaker, "The New Model Library: Building an All Digital Academic Library." Southeastern Chapter of the American Association of Law Libraries Annual Conference, April 2011.
- Speaker, "Common Legal Research Mistakes Summer and New Associates Make." Advanced Legal Research Guest Speaker, University of Oklahoma College of Law, February 2007.
- Speaker, "If they only knew...What Law Firms Want/Need Their Associates to Know." Mid America Association of Law Libraries, October 2007.
- Moderator and Coordinator, "Getting to Know You: Increase Your Visibility and Value to Firm Management." American Association of Law Libraries Annual Conference, July 2006.
- Speaker, Moderator, "Recover 100% of Online Research Costs." American Association of Law Libraries Annual Conference, July 2005.
- Speaker, "Add Value to Your Firm: Hire a Law Librarian." Tulsa Association of Legal Administrators Meeting, September 2004.
- Speaker, "Helping Your Patrons Find Basic Legal Information Sources on the Internet." Virginia Libraries Association Annual Conference, October 1999.
- Speaker, "Intranets: Misfire or Milestone?" American Association of Law Libraries Annual Conference, July 1998.
- Speaker, "Designing and Managing an Intranet: How to Have Input in the Design Process." Practicing Law Institute New York, Managing the Law Library, February 1998.
- Speaker, "Intranets as Communication Tools." Virginia Association of Law Libraries Meeting, January 1998.
- Speaker, "Intranets as Communication Tools." Southeastern Chapter of the American Association of Law Libraries Institute and Annual Conference, April 1997.

CONTINUING LEGAL EDUCATION PRESENTATIONS

Fall 2001	West Virginia Legal Research: A Review of the Current Range of Resources (three sessions). West Virginia Continuing Legal Education 2001 Mountaineer Series, Morgantown, WV.
Fall 2000	What's New in Internet Legal Research? (nine sessions). West Virginia Continuing Legal Education 2000 Mountaineer Series, Morgantown, WV.
Fall 1999	Legal Research Using the Internet (six sessions). West Virginia Continuing Legal Education 20 th Anniversary Mountaineer CLE Series, Morgantown, WV.
July 1999	Basic Internet Training. Modern Legal Research: A Comprehensive Two-day Hands-on Workshop for the Legal Assistant. Legal Assistants of West Virginia, Inc., Morgantown, WV.
Fall 1998	Advanced Internet Training (six sessions). West Virginia Continuing Legal Education 1998 Mountaineer Series, Morgantown, WV.
Fall 1997	Surfing the 'Net: What Does this have to do with Helping Our Clients? 1997 Annual Statewide Legal Aid Conference, Virginia Beach, VA.
Fall 1996	Introduction to the Internet, 1996 Annual Statewide Legal Aid Conference, Harrisonburg, VA.
1996-1998	Legal Resources on the Internet. A series of six CLE sessions offered throughout Virginia for attorneys associated with the Virginia Poverty Law Center.

PROFESSIONAL ASSOCIATION ACTIVITIES

2006-2008	Member, Public Relations Committee, American Association of Law Libraries.
2006-2007	Past-President, Oklahoma Law Librarians.
2005-2006	Chair, Publishing Initiatives Caucus, American Association of Law Libraries.
2005-2006	President, Oklahoma Law Librarians.
2004-2005	Member, Publishing Initiatives Caucus, American Association of Law Libraries.
2004-2005	Vice President, Oklahoma Law Librarians.
2003	Co-founder of the Oklahoma Law Librarians (OKLL).
2001-2002	Committee Member, Government Relations, Southeastern Chapter of the American Association of Law Libraries.
2001	Nominated to run for Member at Large, 2002-2003, Southeastern Chapter of the American Association of Law Libraries.
1999-2001	Committee Member, Education and Publications, Southeastern Chapter of the American Association of Law Libraries. <ul style="list-style-type: none">• Added wording to the SEAALL membership form that will designate members who are willing to assist others with questions about researching legislative issues in their state.
1997-1998	Chair, Outreach Committee, Virginia Association of Law Libraries. <ul style="list-style-type: none">• Organized, trained and prepared criteria for three Internet training sessions for attorneys associated with the Virginia Poverty Law Center. Raised \$650 for VALL.
1996-1997	Committee Member, Outreach Committee, Virginia Association of Law Libraries.
1991-1992	Committee Member, Legislative Affairs Committee, Colorado Association of Law Libraries.

PROFESSIONAL MEMBERSHIPS

1992-Current	American Association of Law Libraries (AALL) <ul style="list-style-type: none">• Member of the Private Law Libraries Special Interest Section
2003-2007	Oklahoma Law Librarians (OKLL)
2003-2006	Special Libraries Association (SLA) <ul style="list-style-type: none">• Member of the Legal Division
1996-Current	Southeastern Chapter of the American Association of Law Libraries (SEAALL)
1996-2002	Virginia Association of Law Libraries (VALL)
1998-2002	West Virginia Library Association (WVLA)
1990-1992	Colorado Association of Law Libraries (CoAALL)