

# Casanna Jackson

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## EDUCATION

**Master of Organizational Leadership, MSOL**  
**Jacksonville University, Jacksonville, Florida (AACSB accredited)**

**Master of Library and Information Science, MLIS**  
**San Jose State University, San Jose California (ALA accredited)**

**Bachelor of Arts, Social Science**  
**Jacksonville University, Jacksonville, Florida**

## CERTIFICATIONS & TRAININGS

- CITI Training: Social-Behavioral-Educational Researchers, ID 7319451
- NASBA Ethical Leadership Certification Program Completed June 2021
- SACSCOC Evaluator 2022- present
- Data and Analytics Readiness Credential 2022

## LIBRARY POSITIONS

**2020- present, Director of the Library and Assistant Professor**  
**Jacksonville University, Jacksonville, Florida**

Provide vision, oversight, and management for all library services, including leading a team of four faculty librarians, four library staff, and fifteen student assistants in ensuring a thriving and responsive learning environment for the university community.

- Led an initiative to redesign the library's liaison program to include students and faculty
- Developed and implemented an updated employee work model for library
- Worked on special projects with colleagues to develop student focused learning experiences, workshops, virtual rooms, hands on exhibits
- Re-Organized circulation services to improve workflow and data submission tasks
- Led initiative to reduce the physical book collection by 100K+ books
- Provide library services to 5000+ students, faculty, and staff
- Appropriate and administer an annual budget of \$1.3+ million annually
- Establish policies and procedures resulting in an annual savings of \$50,000+
- Established an initiative to digitize University Archives
- Negotiate multiple contracts for cost savings and service enhancements

- Increased the size of the collection by adding digital resources to include databases and eBooks
- Serve on the Curriculum Committee
- Member of JU College of Law Operations Team: Library creation and design
- Member of Diversity Equity and Inclusion committee which led to a credit bearing certificate for students
- Member of Employee Recognition Committee
- Prepare financial and statistical reports and budgets for the University
- Promote library services thorough outreach activities such as finals week events and student government meetings
- Support Instructor for online class(es) as needed (F2F & Online)
- Provide research and reference assistance (F2F & Online)
- Collaborate with faculty regarding library resources and program needs

**2020-2021 Collection Development Librarian and Assistant Professor  
Jacksonville University, Jacksonville, Florida**

- Provided expertise on the library’s collection and deselection efforts
- Provide expertise on the library’s adoption of e-books and databases
- Collected data for online databases usage and online statistics for annual reports
- Provided leadership in developing, implementing, and crating policy and procedures for the traditional, digital, and future services in the acquisition of collections materials in all tangible and electronic formats to meet the present and future learning and teaching needs

**2016-2020 Library Special Projects  
Jacksonville University, Jacksonville, Florida**

Supported the Library Director with administrative tasks, internal forms and procedures, meeting coordination, coordination of office operations. Assist with analytical reviews and assessments of budget and financial reports. Provided excellent customer service and worked collaboratively with office faculty and staff to ensure office needs were met.

- Preparation of purchase orders
- Preparation of requisitions for payment of invoices
- Maintenance of records for library operations
- Monthly financial reports
- Acquisitions and receiving of materials
- Ordering of library materials// office supplies/ etc.

**PRESENTATIONS**

Jacksonvilleuniversity. (2019, April). Introduction to JU’s Carl S. Swisher Library  
YouTube. <https://www.youtube.com/embed/PTm7yPbRSQw>

Jacksonvilleuniversity. (2022, August). Turning the Page: Updates and Insights from Swisher Library. <https://us.bbcollab.com/collab/ui/session/playback>

## **RESEARCH INITIATIVES**

2018-2020 *Use of FitDesks in a University Library: An Observational Study*. (IRB Approved) Research Assistant. Jacksonville University.

## **GRANTS**

**2019, Info-To-Go. Golf Cart Pop-up Reference and Outreach in a Small Liberal Arts Institution.** Awarded: Spring 2019 Amount: \$8,500.00

Funding provided by Northeast Florida Library Information Network (NEFLIN). Contributed to the grant writing process and implementation, presented final report at the Northeast Florida Library Information Network Annual Conference. Abstract: “Info-To-Go, is designed to bring the impact, resources, and expertise of the library to the point of student need. Jacksonville University’s campus is large and growing with new academic programs and building projects. Librarians will expand their presence to dorms, common buildings, and events using a specialized golf cart and tablet to reach students who may never come to the physical library. Pop-up reference, roaming book drops, mobile resources, and a greater campus presence will increase student-librarian interactions, opportunities to teach research skills, and remove barriers to full utilization of library resources.”

## **AWARDS**

2019 Dolphin Cup Award

2018 Dolphin Cup Award

2017 Employee of the Month Jacksonville University

2015 Excellence in Service to Students Award, Jacksonville University 12/2015

## **TEACHING AND LIBRARY INSTRUCTION EXPERIENCE**

**Fall 2021, Support Instructor CS-150 (53 students)** Course Description: The goal of the course is to instruct students with no prior experience to navigate and create content using Microsoft Word, Microsoft Excel, and Microsoft PowerPoint. Students will enhance their personal productivity and critical thinking skills using end user tools including word processing, spreadsheets, presentation tools, and internet tools. (F2F & Online)

**Fall 2018 and Fall 2019, Taught JU-101: “First Year Experience” (18 students)**

Course Description: First year students only. Students assess and develop the personal and interpersonal dynamics and the intellectual and social skills necessary to succeed in college. Time management, study skills, goal clarification, career concerns, university social issues, and college resources will serve as the major areas of focus.

**ONLINE TEACHING TECHNOLOGY EXPERIENCE**

- Zoom
- Blackboard Collaborate
- Microsoft Teams
- Adobe Connect / Presenter
- LibApps, LibChat, etc.
- YouTube

**PROFESSIONAL MEMBERSHIPS**

**American Library Association**

**University Libraries**

**CJCLS (Community and Junior College Libraries)**

**African American Studies Librarians**

**Florida Academic & College Research Libraries Association**

**Independent Colleges and Universities of Florida (ICUF)**