Albert Joseph Salatka, Jr.

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EDUCATION

M.S., Information Sciences, University of Tennessee, August 2020
B.A., History and Philosophy, Loyola University Chicago, May 2015

WORK EXPERIENCE

Director of Acquisitions and Content Management, September 2023-present
UTC Library, University of Tennessee Chattanooga, Chattanooga, TN

Provide library-wide leadership in acquisitions, technical services, collection development and management. Manage the $1.9 million budget allocation for books, films, journals, databases, and collection support utilities. Lead licensing and pricing negotiations for large electronic resource packages. Coordinate and assist with the work of two tenure-track faculty librarians and manage and support daily work of 2 FTE staff specialists. Collaborate with the Collections Management Librarian on project development and prioritization, collection strategy, statistics gathering and analysis, and e-resource management workflows and efficiency. Collaborate with the Cataloging and Metadata Librarian on project development and prioritization, process and workflow improvement, cross-unit and department projects and initiatives, and oversight and implementation of processes and workflows where cataloging, acquisitions, and resource sharing intersect. Support daily operations related to acquisitions, receiving, physical processing, stacks maintenance, and student management, serving as backup when needed. Develop and implement technical services projects related to copy cataloging and collection development and management for student assistants. Organize regular team meetings to promote collaboration, ensure operational needs are met, and troubleshoot issues. Document areas for workflow improvement and identify where training is needed. Lead the development and prioritization of individual and team goals and projects. Assist with strategic department and unit wide project planning, goal and objective setting, cross-unit training and documentation, and personnel and budget planning in collaboration with Director of Access Services and Director of Special Collections.

Serve as an Alma administrator for acquisitions and assist in coordination of projects, new release features, and updates. Evaluate and recommend new technology and services to improve processes and workflows and/or provide cost-savings. Assist with implementation when new technologies or services are adopted. Plan and implement new collection development and management projects to support student and faculty success and improve workflows and processes. Coordinate the collection and dissemination of statistics related to collections, services, and operations of the Acquisitions and Content Management unit using Oracle BI analytics tools and assist with the development and analysis of reports for internal and external dissemination. Led guided discussion and development on unit wide mission and vision statements aligned with personal values of unit members, the mission, vision, and values of UTC Library, and the mission and vision of UTC. Implemented a project management framework for unit initiatives that establishes purpose, identifies stakeholders, addresses project scope, creates documentation, organizes output in a

consistent way, and assesses our outcomes. Maintain awareness and knowledge of current and emerging trends and practices in librarianship especially related to areas and services within the Acquisitions and Content Management unit. Staff Check Out Desk at least 1 hour per week.

Cataloging and Metadata Librarian, March 2022-August 2023
UTC Library, University of Tennessee Chattanooga, Chattanooga, TN

Developed, maintained, and advised on cataloging and metadata policies and procedures for UTC Library materials in all formats. Performed original cataloging on materials of all formats where existing bibliographic information in OCLC was insufficient or non-existent. Created and managed format-specific metadata guidance documents informed by nationally accepted descriptive and encoding standards. Established local cataloging practices and trained departmental faculty, staff, and student assistants on relevant cataloging workflows. Identified and developed project-based copy cataloging and metadata tasks for Pam G. Brock Student Assistant. Developed and provided hands-on training on basic and advanced searching in PrimoVE and Alma, the Alma Metadata Editor, WorldCat, and the application of standards for descriptive metadata. Reimagined copy cataloging workflows to ensure imported bibliographic records accurately reflect the content that they represent and that fields to review aligned with PrimoVE configuration for discovery. Served as Alma administrator for Resource Management and Discovery operations. Led enrichment of records for electronic theses and dissertations in UTC Scholar ensuring accuracy in fields and completing subject analysis with assignment of appropriate Library of Congress Subject Headings. Conducted quality assurance of holdings in Alma and coordinated weekly syncing of holdings with OCLC. Managed lifecycle of item records of circulating equipment from the UTC Library's Check Out Desk and Studio.

Coordinated projects related to batch loading and global editing of local bibliographic and metadata records and remediation of known issues related to data migration, harvesting, and syncing using MarcEdit and Alma's Metadata Editor. Led cross-department initiative to import records from Special Collections into PrimoVE using OAI-PMH. Developed a beta scoped search that successfully combined bibliographic records for Special Collections materials in Alma with data imported from UTC Scholar, CONTENTdm, and ArchivesSpace into one discovery interface with appropriate linking parameters set to connect users to digital materials housed on the other platforms. Oversaw the collection and dissemination of cataloging and metadata statistics for library and campus stakeholders and developed quality assurance dashboards using Oracle BI analytics tools. Staff Check Out Desk at least 1 hour per week.

Collection Specialist, Resource Sharing and Electronic Resources, August 2016-March 2022
UTC Library, University of Tennessee Chattanooga, Chattanooga, TN

Managed and led interlibrary loan (ILL) and document delivery operations and services: utilized ILLiad to manage OCLC Worldshare ILL and RapidILL borrowing and lending requests. Conducted iterative review of ILL service, policies, processes, and documentation. Managed internal and external ILL policy and workflow documentation. Developed custom ILL statistics to assist in collection development and track common ILL statistics for use in reporting and service improvement. Managed student assistants assigned to ILL and train library faculty and staff on ILL and document delivery services. Performed basic accounting functionalities by tracking IFM costs and oversaw lost and overdue billing. Managed the library's Buy Not Borrow purchase on demand

program. Managed packaging, mail services, and courier service. Collaborated with the Director of Acquisitions and Content Management on development of department and ILL goals and objectives.

Assisted with procurement and management of electronic resources with Alma and Primo VE. Led on acquiring e-book purchase requests and selection of single title e-books from approval plan lists. Created purchase order lines and invoices for e-book purchases and oversaw activation and access. Utilized Oracle BI analytics tools and COUNTER reports to gather and report monthly and yearly statistics. Copy cataloged monographs and physical media and performed original cataloging on new acquisitions with insufficient bibliographic records. Managed the library's course reserve collection. Staffed Check Out Desk at least 1 hour per week.

Collection Specialist, Stacks & Student Management, Electronic Resources and Processing, May-August 2016
UTC Library, University of Tennessee Chattanooga, Chattanooga, TN

Managed departmental student assistants by providing oversight, training, and timesheet entry. Assisted with development of policies and stacks maintenance processes. Assisted with e-resource management tasks including statistics gathering, cyclical review, access management, and marketing. Managed library and departmental mail and deliveries.

Page, Circulation Department, August 2015-April 2016
Forest Park Public Library, Forest Park, IL
Worked collaboratively with colleagues to ensure timely and accurate shelving of recently returned books, physical media, and children's floor materials among various classification schemes. Performed stacks maintenance tasks of shelf-reading and shifting while identifying and tracking problematic areas. Provided customer service to patrons browsing stacks by locating materials and referring them to other units for assistance.

Intern, *The Ellacuria Tapes: A Martyr at Loyola* , Digital Exhibit, May-August 2014
Loyola University Chicago, Department of History, Chicago, IL
Led content development and co-designed *The Ellacuria Tapes: A Martyr at Loyola* digital exhibit hosted by the Cudahy Library at Loyola University Chicago. Determined Dublin Core fields used to describe digital artifacts for exhibit materials and entered metadata on the Omeka platform. Collaborated with lead curator and project manager on design framework for exhibit and wrote copy for exhibit materials providing historical context of the Salvadoran Civil War and United States foreign policy on Latin America. Demonstrated value of initial contributions to this project to secure one-year funded research fellowship through the Loyola Undergraduate Research Opportunities Program.
http://www.lib.luc.edu/specialcollections/exhibits/show/ellacuria-tapes

PUBLICATIONS

Salatka, Albert, and Michael Standard. "Developing an Extensible Collection Development Strategy from Music Collection Analysis." In *Next-Level Collection Analysis: Innovative Methods and Modern Challenges for Libraries,* ed. Lauren E. DeVoe and Sara Duff (Chicago, IL: ALA Editions Neal-Schuman, forthcoming).

PRESENTATIONS

Salatka, Albert, Nora Ketron, and Drew Schurr. "Why Does My Screen Look Different?: Assessing Alma Permissions Among Library Staff." ELUNA Annual Meeting 2025, Atlanta, GA, June 17-20, 2025.

Salatka, Albert. "Enhancing Game Discovery: From Metadata Profiles to Alma and PrimoVE Customizations." ELUNA learns 2024, Online, October 30, 2024.

Salatka, Albert. "Bridging Together Data Using Discovery Import Profiles and Custom Search Profiles." ELUNA Annual Meeting 2024, Minneapolis, MN, May 14-17, 2024.

Salatka, Albert, Katie Gohn, and Diette Ward. "Connecting Mission and Vision Across All Levels of Your Library and Institution." TNLA (Tennessee Library Association) 2024 Conference, Franklin, TN, April 2-4, 2024.

Salatka, Albert, and Kristine Shrauger. "Rethinking Resource Sharing Workflows Using the RapidILL/Alma Integration." ELUNA (Ex Libris Users of North America) learns 2023, Online, December 13, 2023.

Salatka, Albert, Laura Perryman, and Nora Ketron. "Making Your Application Stand Out in the Academic Library Recruitment Process." TNLA (Tennessee Library Association) 2023 Conference, Memphis, TN, April 11-13, 2023.

Salatka, Albert. "A One Stop Shop for Resource Sharing: UTC Library's Move to Alma Resource Sharing for RapidILL and OCLC Request Management." SERSC (Southeastern Resource Sharing Conference) 2022, Nashville, TN, October 13-14, 2022.

PROFESSIONAL ORGANIZATIONS

American Library Association, member, July 2022-present
- Core: Leadership, Infrastructure, Futures
  - Access and Equity Section
  - Metadata and Collections Section
- Rainbow Round Table
Tennessee Library Association, member, December 2022-present

SERVICE

LIBRARIANSHIP

eBUG (ExLibris Bluegrass User Group), Chair-Elect, October 2024-present

TNLA (Tennessee Library Association) Conference Planning Committee, September 2024-May 2025

ELUNA (Ex Libris Users of North America) RapidILL Working Group, January 2023- May 2024

ELUNA (Ex Libris Users of North America) Conference Program Committee, September 2023-May 2024

ALA Core Leadership Development Mentoring Program, mentee, January 2023-June 2023

Metadoor, Development partner with ExLibris for new metadata tool, March 2022-May 2022

UTC LIBRARY

Collection Development Committee, Chair, UTC Library, August 2025-present

Search Committee, Chair, UTC Library, Cataloging and Metadata Librarian, May-July 2025

Search Committee, UTC Library, Collections Management Librarian, April 2025-June 2025

Bylaws Committee, UTC Library, September 2024-March 2025

Search Committee, UTC Library, Manuscripts Archivist, July 2023

Search Committee, UTC Library, Electronic Resources Librarian, September 2022

Public Services Task Force, UTC Library, September 2022-May 2023

Search Committee, UTC Library, Collection Specialist, June 2022

Ex Libris Committee, UTC Library, May 2022-present

Alma Analytics Community of Practice, UTC Library, January-April 2019, August 2021-April 2022

UTC Library E-Resources Committee (LERC), UTC Library, August 2016-May 2020

Search Committee, UTC Library, Processing Archivist, November 2018

Search Committee, UTC Library, Budget Coordinator and Assistant to the Dean, February 2018

UNIVERSITY OF TENNESSEE CHATTANOOGA

Vice President of Faculty Senate and Chair of Handbook Committee, August 2025-present

Undergraduate Admissions Committee, September 2024-July 2025

UTC Faculty Senator, August 2024-present

Research Focus subcommittee, Strategy 2030, March 2024-May 2024

Undergraduate Curriculum Committee, member ex officio, September 2023-present

Walker Center for Teaching and Learning, Book Club facilitator, *Ghost Work: How to Stop Silicon Valley from Building a New Global Underclass by Mary L. Gray and Siddharth Suri*, June 2023

Operation Move In, UTC Housing, volunteer 2022, 2023, 2024, 2025

UTC Spring Research and Arts Conference (formerly ReSEARCH Dialogues), The Office for Undergraduate Research and Creative Endeavor, volunteer, 2022, 2024

UTC SafeZone Program supporting LGBTQ members of campus community, 2017-present

UNIVERSITY OF TENNESSEE, SCHOOL OF INFORMATION SCIENCES

University of Tennessee School of Information Sciences Director's Council, September 2019-May 2020

AWARDS AND ACCOLADES

Academic Achievement Award, University of Tennessee School of Information Sciences, 2020

Distinguished Staff Performance, UTC Library, 2018, 2019

SKILLS AND COMPETENCIES

LIBRARY SYSTEMS
Ex Libris Alma, Primo VE, OCLC WorldShare Record Manager, ILLiad, OCLC Worldshare ILL, RapidILL, OCLC WorldShare Management Services, WorldCat Local, Omeka, MarcEdit

STANDARDS

MARC, AACR2, RDA, LCSH, LCC, Dublin Core, AAT, OpenURL

OTHER SYSTEMS AND SOFTWARE
Microsoft Office Suite, Microsoft Teams, MediaWiki, Google Drive, Qualtrics