

Sara Satkowiak

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Education

University of Wisconsin, Madison

Masters of Library and Information Science
Librarianship Concentration

Madison, Wisconsin

Expected December 2022

University of Tennessee, Knoxville

Bachelors of Arts in History and Political Science

History Thesis: *Teaching the Foundations of Respect: The Professionalization of the United States' Medical Field*

Knoxville, Tennessee

December 2012

Library Experience

Research and Instruction Librarian

January 2023-Present

Regis University, Denver, CO

- Develop lesson plans collaboratively with instructors and teach information literacy sessions in a variety of contexts and disciplines to promote student engagement and success with research
- Serve as the liaison and bibliographer to the history, politics, and political economy department
- Develop LibGuides to support research in varying disciplines as well as the needs of individual classes
- Provide drop-in reference help in-person and virtually for both students and faculty
- Provide in-depth and individualized research help to students and faculty via one-on-one research consultations in-person, over Zoom, or via phone
- Work collaboratively with the Archives and Digital Collections department to integrate Dayton Memorial Library's collections into information literacy sessions and disciplinary research projects
- Participate in outreach activities to promote the library's services across campus

Fellow, Open Educational Resources

July 2022-Present

Colorado Community College System, Denver, CO

- Seek, evaluate, and provide open educational resources to serve as course materials as part of the development of a Bachelor of Applied Science degree in Business from the Colorado Community College System in collaboration with faculty across the system

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- Promote equity, diversity, and inclusion within the Colorado Community College System by researching and writing a DOERS3 case study describing the effects of implementing open educational resources in CCCOnline classes
- Create an inventory of open educational resources used in the Colorado Community College System in order to facilitate further OER development by CCCS faculty and provide a cost savings estimate to help ensure further funding
- Assist the Library and OER Director with researching and writing grants for the continued funding and development of OER initiatives

Graduate Assistant, Education and Outreach Services December 2019-Present

Auraria Library, serving Metropolitan State University of Denver, Community College of Denver, and the University of Colorado Denver

- Provide reference services for students and faculty across varying disciplines and institutions through local chat and worldwide consortia, in-person at a busy central Ask Us Desk, and virtual video conferencing
- Plan and teach information literacy one-shot lessons across a variety of disciplines based on instructor, student, and curriculum needs
- Create information literacy digital learning objects in Canvas and Desire 2 Learn, including lessons, videos, and assessments for instructors to incorporate into their course content
- Participate in library outreach tabling events to promote library services and space to students and faculty both in-person and virtually
- Evaluate student information literacy learning outcomes by assessing first-year student work using ARCL rubrics and departmental standards
- Collaborate on a library and campus-wide needs assessment team to inform the reorganization of the Scholarly Research Services department
- Help evaluate faculty proposals for a library-facilitated grant for the adaption and creation of open educational resources
- Plan and implement workshops for faculty to promote the use and creation of open educational resources in their curriculum

Library Assistant II

June 2017-December 2019

Denver Public Library, Central Branch

- Maintain the spirit of the library's mission of Free and Equal Access for all through prompt and courteous customer service at the main circulation desk
- Aided customers in successfully writing resumes and filling out online job applications

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- Provide online reader's advisory lists across genres for customers through the DPL Reader's Advisory email Program
- Participate in mobile library outreach by riding the Denver Public Library Book Bike ("Wheelie") to promote library services and to sign individuals up for library cards. Denver area events included the open house at The Center on Colfax, First Fridays, children-oriented productions at the Denver Center for the Performing Arts, farmer's markets, and Taste of Colorado
- Provide various form of technology troubleshooting for patrons in the Community Technology Center
- Resolve customer issues pursuant to library accounts in a respectful and effective manner in-person, online, and by phone
- Assist customers with searching and finding materials in both the physical and online collections
- Responsible for maintaining, sorting, sending, and resources to libraries around the Rocky Mountain region through Colorado's Library Consortium

Relevant Experience

Academic Advisor

March 2014-February 2015

Pellissippi State Technical Community College

Knoxville, Tennessee

- Designed class schedules for current and prospective students that best suit their educational and career goals while also being compatible with work and family obligations
- Ensure students understand and are meeting the varying requirements for graduation with an Associate's Degree and/or the requirements for transferring to a four year college to pursue a Bachelor's Degree
- Aid students in navigating financial aid by explaining what money is available, how to apply for scholarships and grants, how to submit a FAFSA, and what is required to keep the financial aid they receive
- Keep detailed records of student advising appointment and interaction through the use of the Banner reporting system
- Collaborate with the advising department to develop a handbook of best practices for in-person and online academic advising

Student Success Tutor

January 2013-March 2014

Pellissippi State Technical Community College

Knoxville, Tennessee

- Aid 15+ students a day through drop-in and scheduled tutoring appointments for help with understanding concepts and assignment requirements in English composition, history, French, and ESL classes

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- Work with a diverse mixture of traditional, non-traditional, international, and students with physical and developmental disabilities
- Led supplemental instruction sessions for European and American history classes in order to ensure student success on exams

Presentations

Dudek, B. & Satkowiak, S. (2022, October 6). *Opening the Gate for STEM: WeBWork and OER in the Colorado Community College System*. CCCS Education Excellence Conference. Arvada, CO, United States.

Cherry, C. & Satkowiak, S. (2021, September 6-9). *FaceTime: Making Drop-In Reference Help a Reality*. CALCON, Westminster, CO, United States.

Honnen, M., Hartkopp, H., & Satkowiak, S. (2019, June 1-3). *Denver Public Library: Building Resilience Through Fanfiction*. Denver Pop Culture Con, Denver, CO, United States.

Skills/Competencies

- Microsoft Office Suite (Word, Teams, Excel, Powerpoint)
- Google Workspace
- Camtasia
- Audacity
- Logic Pro X
- Springshare: LibGuides, LibAnswers
- WordPress, Drupal
- Sierra ILS
- Polaris ILS
- Open Educational Resources Discovery Services
- Discovery Tools: ProQuest Summon, ProQuest Ex Libris Primo
- Zoom, Skype
- Canva
- Twitter, Facebook, Instagram, Snapchat, Slack, LinkedIn, Pinterest
- Tableau
- Canvas
- Desire2Learn
- Qualtrics
- Dedoose

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Professional Memberships

American Association of College and Research Libraries, 2022-Present

American Library Association, 2018-Present

Colorado Association of Libraries, 2019-Present

Colorado Association of Libraries Mentorship Interest Group, 2023-Present

Professional Development

Open Education Conference attendee, 2022

Open Education Conference attendee, 2021

Colorado Association of Libraries Conference, attendee and presenter 2021