

**Bruce H. Tabb**  
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## **WORK EXPERIENCE**

### **University of Oregon Libraries, Eugene, Oregon**

#### **Special Collections Librarian/Reference Archivist**

**2002-**

- Oversee all public service functions of Special Collections and University Archives
- Oversee all functions of the Special Collections and University Archives Reading Room
- Oversee all duplication services of Special Collections and University Archives materials
- Hire, train, and supervise ten to twelve Reading Room desk students and one GTF
- Oversee the Special Collections and University Archives email reference service
- Answer all reference questions concerning Special Collections book collections
- Answer most reference questions concerning Special Collections manuscript and archive materials
- Develop and maintain department's Public Service Policies Manual
- Provide bibliographic instruction on general use of Special Collection materials to university classes
- Coordinate exhibits within Special Collections and University Archives
- Curator for Oregon Collection and Special Collection reference print materials with a combined budget of over \$12,000
- Curator for thirteen rare book collections, overseeing several gift funds which total over \$55,000
- Catalog collections of materials
- Serve as contact person for donors of books to Special Collections and University Archives
- Serve as liaison between Technical Services and Special Collections for cataloging and processing concerns
- Encode in EAD (Encoded Archival Description) inventories for manuscript collections

#### **Selector for Germanic Languages and Literatures materials**

**1994-**

- Serve as liaison between Collection Development and Department of Germanic Languages and Literatures
- Select for acquisition materials in Germanic languages and literatures and in Finnish and Finnish literature
- Provide reference services in Germanic languages and literatures for faculty and students
- Provide bibliographic instruction to newly entering graduate students in German literature as part of a graduate-level course in bibliography
- Give library tours to new international students
- Manage acquisition budget of more than \$38,000
- Participate in library's serial cancellation projects and in library's selections of approval plan vendors
- Act as liaison for donors of Germanic materials and make appropriate collection development decisions regarding gift materials

#### **Rare Books/Special Collections/General Catalog Librarian**

**1993-2002**

- Performed in a team environment original and difficult monographic cataloging of rare books, special collection materials, and general collection materials in OCLC
- Cataloged materials at the collection level
- Cataloged web sites in CORC
- Trained, supervised, and evaluated one to two FTE support staff
- Authored and revised department manual routines
- Helped plan workflow and work distribution
- Contributed bibliographic records to LC standards through BIBCO project
- Contributed authority records to national database through NACO and SACO projects
- Gave library orientation tours to new students

**General Catalog Librarian****1992-1993**

- Performed in a team environment original and difficult monographic cataloging in Western European languages in OCLC
- Supervised and evaluated one FTE support staff
- Answered difficult copy cataloging questions
- Organized library's 1992 book sale
- Collected data for library's serial cancellation project
- Searched, verified, and obtained price quotes for University of Oregon Greenfield Award nominations

**Frank Freidel Gedächtnisbibliothek  
Institut für Amerikanistik, Universität Leipzig, Leipzig, Germany**

**American Library Association, Library Fellow****1995-1996**

- Inventoried and cataloged institute's collection of 10,000 titles
  - Organized library's workflow
  - Trained student staff to search several bibliographic databases
  - Trained student staff in U.S. cataloging standards and practices
  - Lectured on U.S. cataloging standards and cooperative cataloging
  - Trained Head Librarian of the Handelshochschule in Leipzig in USMARC and in Horizons software
  - Provided general bibliographic instruction and reference service to library users
  - Developed library's loan policies
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- Initiated inclusion of Southeast Asian headings in NACO project
  - Designed and began manual of procedures for continuing project

**Other**

**Musician and Private Flute Instructor****1987-1992**

- Taught private flute lessons at Newtown High School, Newtown, Connecticut; Community Music School, Essex, Connecticut; Neighborhood Music School, New Haven, Connecticut; Choate School, Wallingford, Connecticut; Yale University (teaching assistant), New Haven, Connecticut.
- Performed in the New Haven Opera Orchestra, Wallingford Symphony Orchestra, Hartford Symphony Orchestra, New Haven Symphony Orchestra, Waterbury Symphony Orchestra, New Britain Symphony Orchestra, New London Symphony Orchestra, and Meriden Symphony Orchestra.

**MAJOR COMMITTEE ASSIGNMENTS**

- Member, International Scholarships Committee, University of Oregon Libraries, 2015-2017
- Member, Personnel Committee, University of Oregon Libraries, 2015-2017
- Member, Strategic Communications and Writing Specialist Search Committee, University of Oregon, 2015
- Member, SAA-ACRL/RBMS Joint Task Force on Public Services Metrics, 2014-
- Member, Assistant Processing and Public Services Archivist Search Committee, University of Oregon, 2014
- Member, Dean of Libraries Search Committee, University of Oregon, 2014
- Member, Authorities and Special Collections Cataloging Librarian, University of Oregon, 2014
- Member, University Senate, University of Oregon, 2012-2014

- Member, Collections Management Archivist Search Committee, University of Oregon, 2012
- Member, Editorial Board, Association of College and Research Libraries, 2011-
- Member, Subcommittee on Genre/Form Implementation, Association of College and Research Libraries, 2011-
- Member, University Hearings Board, University of Oregon, 2011-2013

## **PRESENTATIONS AND OTHER PROFESSIONAL ACTIVITIES**

- Attended the Western Archives Institute, 2008
- Hired by the Mount Angel Abbey Library as consultant in cost analysis to catalog its rare book collection, 2003
- Participated in the invitational working conference to revise Descriptive Cataloging of Rare Books (DCRB), March 2003.
- Attended intensive intermediate modern Icelandic language summer course organized by the Sigurður Nordal Institute, University of Iceland, Reykjavík, Iceland, summer 2001.
- Attended two-day Encoded Archival Description (EAD) workshop in Corvallis, Oregon, March 2001.
- Attended intensive advanced Finnish language summer course at the University of Helsinki, Finland, on fellowship overseen by the Finnish Ministry of Foreign Education, summer 1999.
- Presented on the ALA Library Fellowship in Eastern Germany at Oregon Library Association's annual conference, 1998.
- Attended University of Virginia Rare Book Summer School course on how to identify prints, 1996.
- Attended training workshops on the Internet and WWW publishing, 1995-1997.
- Lectured in Eastern Germany on U.S. cooperative cataloging, 1995-1996.
- Conducted workshops to train copy-catalogers to assign LC call numbers and LC subject headings, 1995.
- Coordinated Social Responsibilities Roundtable program for OLA annual convention, 1995.
- Presented USMARC tagging workshop for OCLC, 1994.
- Attended intensive intermediate Finnish language summer course at the University of Tampere, Tampere, Finland, summer 1994.
- Initiated application process for OCLC enhance status, Books format, 1993.

## **PUBLICATIONS**

Contributor to *Descriptive Cataloging of Rare Materials (Serials)*. Washington, DC: Cataloging Distribution Service, Library of Congress, 2007.

Contributor to *Descriptive Cataloging of Rare Materials (Books)*. Washington, DC: Cataloging Distribution Service, Library of Congress, 2007.

Contributor to *Multicultural Resource Guide to the University of Oregon and the Eugene-Springfield Community*. Library Diversity Committee, University of Oregon Library System, 2001.

Contributor to *Standard Citation Forms for Rare Book Cataloging*. Prepared by Peter M. VanWingen and Belinda D. Urquiza, Library of Congress, in collaboration with the Bibliographic Standards Committee of the Rare Books and Manuscripts Section, Association of College and Research Libraries, American Library Association, 2nd ed., Library of Congress, 1996.

*Descriptive Cataloging of Rare Materials (Music)*. Washington, DC: Library of Congress, 2014.

“Guidelines on the Selection of General Collection Materials for Transfer to Special Collection.” 3<sup>rd</sup> ed. *ACRL Guidelines*. ACRL, 1 July 2008. Web. 15 August 2015.

*Oregon Authors: 2003-2004 Bibliography*. Compiled by Oregon Authors Committee. [s.l.]: Oregon Authors Committee, Oregon Library Association, 2006.

Slight-Gibney, Nancy and Bruce H. Tabb. "Unit Costs for Domestic Approval Books." *Scholars' Bank*. University of Oregon Libraries, 5 Jan. 2010. Web. 20 Sept. 2010.

Tabb, Bruce H. "Reminiscences of Julius Baker." *Greater Portland Flute Society Newsletter* 20:2 (2003): p. 4, 7.

Tabb, Bruce H. "Nyfenger and Sound." *Greater Portland Flute Society Newsletter* 17:7 (2001): p. 3, 7.

Tabb, Bruce H. "American Studies Library Opens in Leipzig." *American Libraries*, August 1997, p. 31.

Translation, with Susan C. Anderson: "Vacationing in France on the Côte d'Azur (1950-2000)," by André Rauch, in *Water, Leisure, and Culture: European Historical Perspectives*, ed. Anderson and Bruce H. Tabb. Oxford: Berg, 2002.

*Water, Culture, and Politics in Germany and the American West*. Ed. Susan C. Anderson and Bruce H. Tabb. New York: Peter Lang, 2001.

*Water, Leisure and Culture: Historical Perspectives*. Ed. Susan C. Anderson and Bruce H. Tabb. Oxford: Berg, 2002.

## **FORTHCOMING PUBLICATIONS**

NISO Standard on Public Services Metrics, Forthcoming, 2017.

## **PROFESSIONAL ASSOCIATIONS**

American Library Association (ALA); Association of College and Research Libraries (ACRL),  
Rare Books and Manuscript Section (RBMS) of ACRL,  
Western European Specialists Section (WESS) of ACRL,  
Society for the Advancement of Scandinavian Study, Music Library Association,  
National Flute Association, Greater Portland Flute Society

## **LANGUAGES**

Reading, writing, speaking knowledge of English, German, Swedish  
Reading, writing knowledge of French, Finnish, Icelandic, Italian  
Reading knowledge of Danish, Dutch, Latin, Norwegian, Portuguese, Spanish, Ancient Greek

## **SYSTEMS KNOWLEDGE**

OCLC, Innopac, RLIN, Horizons, XMetal (EAD software), HTML, Microsoft Access,  
Microsoft Word, WordPerfect, Internet (e-mail, telnet, WWW), Dreamweaver

**Bachelor of Classics, in progress**

University of Oregon  
Classics Department  
Eugene, Oregon

**Bachelor of Scandinavian Studies, courses completed spring 2000**

University of Oregon  
Department of Germanic Languages and Literatures  
Eugene, Oregon

**Master of Library Science, awarded 1991**

Southern Connecticut State University  
School of Library Science and Technology  
New Haven, Connecticut

**Master of Music, awarded 1989**

Yale University  
Yale School of Music  
New Haven, Connecticut

**Bachelor of Music, summa cum laude, awarded 1987**

College-Conservatory of Music  
University of Cincinnati  
Cincinnati, Ohio

**Graduate courses in Germanic philology and in linguistics, 1980-1983**

University of Minnesota  
Minneapolis, Minnesota

**Zertifikat, awarded 1978**

Universität Heidelberg  
Dolmetscher Institut  
Heidelberg, Germany

**AWARDS**

University of Oregon, 2015 Martin Luther King, Jr. Award; Sigurður Nordal Institute, 2001 Outstanding Student Award; Sigurður Nordal Institute Fellowship; University of Oregon, 2001 Martin Luther King, Jr. Award; Finnish Ministry of Education Fellowship; American Library Association Library Fellow; Yale School of Music Scholarship; Yale School of Music Teaching Assistantship; University of Cincinnati Student of the Year Award; Bertha Langhorst Werner Scholarship; Clara and Bertha Baur Memorial Scholarship; Carl M. Bode Memorial Scholarship; National Flute Association Master Class Competition Winner; Rotary International Scholarship