

Colin Morgan

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Education

The University of Texas at Austin, Austin, TX

Expected May 2021

Master of Science in Information Studies, Portfolio in Museum Studies

Carolyn Hixson Harries Endowed Scholar

Relevant Coursework: Materials in Libraries, Archives, and Museums, Survey of Digitization, Digital Libraries, Introduction to Audio Preservation & Reformatting, Advanced Audio Preservation & Reformatting

The College of William & Mary, Williamsburg, VA

May 2018

Bachelor of the Arts in English | Major Concentration in Film & Media Studies

Dean's List – Fall 2017 and Spring 2018

Archival/Library Experience

Battle Hall Architecture & Planning Library, Graduate Research Assistant **September 2019-Present**

- Created digital metadata for an uncatalogued collection of over 11,000 government reports
- Wrote descriptive metadata for audio collections in the Digital Asset Management System
- Transcribed and indexed digitized materials
- Packaged and moved uncatalogued materials to off-site storage
- Curated digitization candidates in the library's Special Collections
- Performed routine pest inspections
- Assisted students at the library's front desk

Earl Gregg Swem Library Content Services, Digitization Assistant **August 2018-December 2018**

- Digitized the archived papers of former Defense Secretary Robert F. Gates for preservation

Earl Gregg Swem Library Special Collections, Student Assistant **May 2016-May 2018**

- Digitized rare manuscripts, books, and photographs for remote researchers and for preservation
- Provided service to patrons at the archive's front desk, answered phones, and noted patron requests
- Pulled and shelved patron-requested materials
- Processed and cataloged donated books and organized receipts

Other Professional Experience

The Veil Brewing Company, Server **August 2018-August 2019**

- Interacted with customers
 - Processed storage data
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Leadership/Volunteer Experience

Society of American Archivists, Treasurer **January 2020- December 2020**

- Collected and tracked dues payments
- Communicated with School of Information faculty on financing events
- Organized honorarium payments for event speakers

Texas Archive of the Moving Image, Volunteer **February 2020-May 2020**

- Highlighting digitized material for presentation on the archive's promotional YouTube channel

WCWM 90.9 FM, Station Manager **May 2016-May 2018**

- Led 20+ student DJs in a station-wide effort of database cataloging and cleaning of 15,000+ vinyl records
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Skills

Technology: Microsoft Office Suite, Adobe Acrobat, Tesseract, Audacity, SoundForge, BWF MetaEdit