

Ning Zou

Education

Harvard Graduate School of Education, Cambridge, MA

Master of Education, Specialized Studies in Assessment Design (anticipated graduation) May 2020

Harvard Extension School, Cambridge, MA

Graduate Certificate in Learning Design and Technology May 2018

Dominican University, Brennan School of Business, River Forest, IL

August 2015

Master of Business Administration, AACSB accredited

Indiana University, School of Informatics and Computing, Bloomington, IN

August 2004

Dual Master of Library Science and Information Science – Human Computer Interaction

Capital University of Economics and Business, Beijing, China

June 2000

Bachelor of Science in Accounting

Experience

Associate Director, Student Academic Services and Learning Design, Gutman Library, Harvard Graduate School of Education (HGSE) June 2019-present

- Oversees Gutman Library's community, peer-to-peer learning functions: the Writing Center, the VOICE Program, research design, and statistical support services. These services include programming, coaching students, and partnering across related offices at HGSE.
- Manages Gutman Library's provisions for blended learning, instructional design, and technological innovation.

Learning Design and Research Librarian, HGSE

September 2016 – May 2019

Leadership

- Co-chaired the Onboarding and Course Delivery team on the How People Learning, a Chan and Zuckerberg Initiatives (CZI)-sponsored HGSE foundation course design project.
 - Created project planning document
 - Applied personalized learning framework to the design process
 - Facilitated bi-weekly Design Thinking team exercises and discussions
 - Participated in the Course Prototyping session – a 3-hour of speedy Design Thinking practice
- Lead the following learning design projects:
 - Course Librarian pilot project
 - Initiated, designed, and co-taught the Gutman Canvas Bytes hybrid workshops – offered to Gutman librarians

- Collaborated with GSE-IT and generated Gutman Library Tutorial Repository on Canvas
 - Developed and maintained the Gutman Library Canvas Test Sandbox
- Master's Research Competency Online Tutorial Design project
 - Conducted environmental scan to identify stakeholders and user groups
 - Collaborated with Gutman research librarians and a doctoral student in HGSE on content development
 - Created the project management system and documentation using Office 365 planner
 - Facilitated tutorial design meetings throughout the semesters
 - Devised wireframes and Canvas prototype
 - Developed usability testing tasks
- Quick Tutorial project
 - Generated a list of on-demand tutorial topics based on user research data
 - Hired and supervised an EdM graduate on designing and creating three quick research tutorials
 - Getting Started with Gutman Library
 - 3-in-1 Education Articles Search
 - HOLLIS quick guide

Learning Design

- Identify, construct, implement, and promote learning tools and instructional services in collaboration with the Research and Writing team.
 - Embedded in T127, Teaching and Learning Lab Practicum and A090, Crafting a Compelling and Rigorous Proposal, Fall 2016 and 2017
 - Conducted user research on both faculty and students prior
 - Designed group and personalized learning modules and in-person instruction as well as research consultation service based on the user research data
 - Assessed the pilot project through end-of-semester faculty and student surveys
 - Created model learning modules on Canvas
 - Helped the research librarians on developing customized Canvas modules and pages for their embedding courses
- Develop online tutorials, instruction sessions, workshops and presentations to promote general and course-specific research competencies.
 - Co-taught Art of Teaching sessions on rubric assessment
 - Taught RefWorks workshops
 - Presented to SSP students during their fall orientation session
 - Initiated the library's curriculum mapping project
 - Created the Journal and Article Alert LibGuide
 - Created numerous model Canvas tutorial pages to support the library's Course Librarian Canvas embedded services

- Collaborate with librarians, GSE-IT staff, Teaching and Learning Lab staff, administrators, and faculty in the development of online learning specific to library research in the social sciences.
 - Created the Writing Services portal on Canvas, <https://canvas.harvard.edu/courses/11528>
 - Provided technical support to the Online Academic Writing Workshop offered to incoming international students via Canvas
 - Collaborated with IT staff on improving the appearance of the library's Canvas tutorial pages
 - Serve as the library's liaison to the Teaching and Learning Lab (TLL) and the Professional Program in Education (PPE) offering consultations concerning copyright and digital asset management

- Collaborate with the Harvard Library User Research Center staff on multiple projects
 - Help design and develop the HL Academic Writing tutorial
 - Conducted usability testing sessions on the TIE library research guide
 - Created rubrics for assessing students performance on using the tutorials on learn.library.harvard.edu

Research and Writing Services

- Participate in the provision of general research services
 - Offer research consultations to Master and Doctoral students
 - Provide personalized research service to PhD students
 - Deliver customized research service to EdLD teams

Instruction Coordinator, Dominican University
Tenured May 2015

September 2009-August 2016

Leadership

- Oversaw the Information Literacy and Instruction Program
 - Designed, developed and piloted
 - the new Information Literacy (IL) instruction model for all Composition II courses using the Association of College & Research Libraries (ACRL) Framework for Information Literacy for Higher Education
 - the blended research learning model in high impact non-IL integrated research courses through Canvas, the University's online Learning Management System
 - Collaborated with University partners on various IL-integrated projects
 - Developed and enhanced the library IL program offered to transfer and certificate students
 - Initiated the library video tutorial project
 - Created and managed the library General Workshop and Webinar program
 - Developed the library strategic plan for library instruction and assessment
 - Created, designed, and redesigned the IL program based on the ACRL *Information Literacy Competency Standards for Higher Education*
 - Developed rubric assessment using the Association of American Colleges & Universities (AAC&U) *Value Rubrics*

- Created and updated the library marketing plan for library instruction
- Designed and managed the library's Graduate Instruction Internship program
 - Hired, trained and evaluated the instruction interns
 - Developed the library Graduate Instruction Internship planning document
 - Created the Instruction Internship Capstone seminar
- Participated in the IMLS-funded National Rubric Assessment of Information Literacy Skills (RAILS) project, <http://meganoakleaf.info/rails.html>
 - Coordinated the study for Dominican University and served as the institutional primary investigator for the project
- Directed the Study Abroad to China program at the Rosary College of Arts and Sciences, <http://www2.dom.edu/academics/studyabroad/china>
 - Designed, developed, budgeted and implemented the program
 - Created all promotional materials and activities
 - Presented at all information sessions and parent orientation sessions
 - Managed all travel logistics

Instruction

- Designed and taught research workshops for the following courses and disciplines
 - Accounting, Business, Management and Marketing
 - Business Law
 - Financial Accounting
 - International Business
 - Operations Management
 - Organizational Behavior
 - Education
 - Research
 - Research in Early Childhood Education
 - English and Literature
 - Advanced Writing
 - Composition II
 - Intermediate Composition
 - Library and Information Science
 - Advanced Reference Services
 - Advanced Seminar: Professional Issues
 - Business Reference Sources
 - Collection Management
 - Introduction to Library and Information Science
 - Library User Instruction
 - Natural Sciences
 - Experimental Foods
 - Nutrition

- Nutrition Capstone Seminar
 - Philosophy
 - Bio Ethics
 - Political Science
 - International Relations
 - Politics of Asia
 - Social Sciences
 - Community Based Participatory Research
 - Social Work Research Method
 - Writing in Sociology
- Designed and taught open workshops and webinars in the following topics
 - Citation Management
 - Mendeley
 - RefWorks
 - Zotero
 - Presentation Tools
 - Prezi
 - Search Smart
 - Google Advanced Search and Google Scholar
 - Website creation and ePortfolio
 - Google Sites
 - Weebly
- Taught credit-bearing courses in the Rosary College of Arts and Sciences and the Graduate School of Library and Information Science
 - China: history, culture, tradition and modernization, 3-credit, Spring 2014 and 2016
 - ePortfolios and Integrative Learning, 1 credit, Fall 2014
 - Examined Life, Freshman Seminar, 3-credit, including freshmen advising, Fall 2015
 - Library User Instruction, 3-credit, Summer 2013
 - Life in Community, Sophomore Seminar, 3-credit, Fall 2010 to Spring 2016
 - Reference and Online Services, 3-credit, Summer 2013

Collection Development and Outreach

- Evaluated, selected, managed the collections, and created subject LibGuides for the following schools and departments
 - Brennan School of Business
 - Criminology and Sociology
 - Graduate School of Social Work
 - Natural Sciences
- Marketed new resources to liaison departments and schools

Research Services

- Provided research services four hours per week with Saturday rotations
- Offered research consultation in person, by phone, email, and over online chat
- Ran in-depth research coaching sessions to individuals and small groups

Information Services Librarian, Trine University

2008-2009

Leadership

- Initiated and developed the 50 People 50 Books YouTube video program
<http://www.youtube.com/watch?v=mSBFNP7LkSc>
- Initiated and developed the library Monthly Book Display program
- Created all digital signages for various library events
- Updated the library's marketing plan
- Initiated and developed the Digital Archives project using ContentDM

Instruction

- Taught University Experience 101, 1 credit, Fall 2008 and Spring 2009
- Provided library instruction for all academic schools and departments
- Created library orientation and other tutorials using screen capture software, Captivate
- Actively involved in the Trine Virtual Campus project
- Taught technology workshops at the Center for Digital Excellence

Collection Development and Outreach

- Collaborated with faculty and staff in the School of Business, School of Engineering, School of Professional Studies, School of Education, and the department of Career Services on several LibGuides projects and library events
- Reviewed and selected materials for the above liaison departments and schools

Research Services

- Provided in-person and virtual research services in all subject areas
- Created online reference resources using LibGuides
- Developed policies for virtual reference services

Web Development, Social Media and Digital Design

- Redesigned and maintained the library website
- Initiated and staffed the library's virtual reference using MeeboMe Widget
- Created various online surveys using Zoomerang
- Taught workshops at the Center for Digital Excellence, topics including Adobe Design and Web Premium

First Year Initiatives Librarian, Eastern Kentucky University

2006-2008

Leadership

- Coordinated the First Year Experience library program
- Chaired the National African-American Read-In (NAAR) committee and organized the University's first NAAR event

Instruction

- Taught information literacy library instruction sessions at the main and extended campuses
- Taught information literacy library instruction sessions at Estill County High School

Collection Development and Outreach

- Served as the liaison to African/African-American Studies, Computer Science, Geography, and Physics & Astronomy department
- Selected and managed the collections for the departments

Research Services

- Provided in-person research services in all subject areas
- Staffed the instant messaging services

Web Development and Social Media

- Designed web 2.0 lessons for staff training, <http://ekulibrarylearning.pbwiki.com/things>
- Served on the library's web 2.0 committee

Visiting Librarian/Academic Resident Librarian, Miami University

2004-2006

Instruction

- Co-taught Digital Media in the 21st Century, 3-credit, Fall 2015
- Participated in the library's e-learning working group
- Taught Library Technology and Information Management workshops

Collection Management and Outreach

- Served as the liaison to Accountancy and Decision Sciences department
- Coordinated the MBA program orientations
- Managed the library collections in Accountancy and Decision Sciences
- Participated in New Faculty and Student Orientation working group

Research Services

- Provided in-person research services in the humanities and social sciences
- Staffed virtual reference locally and via OhioLINK (a network of 82 libraries)
- Provided technology consultation in the Center of Information Management

Web Development and Digital Design

- Coded the animation and the entire website using HTML, PHP and Macromedia Creative Suite (Adobe now) for the Native American Women Playwrights Archive Redesign,
- Coded the entire website from scratch using HTML for the Web design series: Introduction project
- Taught workshops and offered consultation service to faculty and students on using iMovie, Large Scale Poster/Map printer, Slides to DVD convertor, Photoshop, Fireworks, and Dreamweaver

Business Reference Intern, Kelly Business School, Indiana University Bloomington

2004

Research Services

- Provided business research assistance to students and faculty
- Provided in-person research consultation on using Bloomberg terminal financial software and

Value Line Investment Survey software

Web Development Graduate Assistant, Digital Library Program, Indiana University Bloomington
2002-2004

Web Development and Usability Studies

- Led the usability studies of the Encoded Archival Descriptive Finding Aids
<http://www.letrs.indiana.edu/web/f/findaid/> (a comprehensive usability report is available upon request)
- Developed the prototype for the Sheet Music Digital Collection
<http://webapp1.dlib.indiana.edu/inharmony/welcome.do>
- Involved in the web development for the Charles W. Cushman Photograph Collection
<http://webapp1.dlib.indiana.edu/cushman/index.jsp>
- Designed the interactive keyboard for the Russian Periodical Index
<http://webapp1.dlib.indiana.edu/letopis/search.jsp?lang=en>

Services

Harvard Graduate School of Education

September 2016-present

- Communications Committee

Harvard Library

- Research, Teaching, and Learning Standing Committee

Dominican University

2009- August 2016

- Academic Advising
 - Advise 17 freshmen each year
- Director, Study Abroad for China program
 - Design, develop and recruit for the China program
 - Travel with the program participants
 - Teach a 3-credit Study Abroad Course required for the program participants
- Committee Services
 - Diversity subcommittee, Academic Affairs
 - Higher Learning Commission Ethic and Integrity Team
 - Honor's Committee
 - Post-Tenure Review Committee
 - Program Review Committee
 - Study Abroad Committee
 - Task Force on Student Ratings of Teaching Effectiveness
 - University Assessment Committee
 - Undergraduate Research and Scholarly Creative Investigation Committee

Trine University

2008-2009

- Library and Academic Technology Faculty Liaison Committee
- Digital Archives Committee

- University Educational Resources Support Committee

Eastern Kentucky University 2006-2008

- Academic Integrity Appeal Committee
- African – American Read – In Committee
- Tutorial Committee
- Web 2.0 Committee

Miami University 2004-2006

- African-American Read-In Committee
- OhioLINK Consortium, Web Design Subcommittee
- Outreach committee

American Library Association (ALA)

- President, Library Instruction Round Table (LIRT) 2017-2018
- Vice President/President Elect, LIRT 2016-2017
- Co-chair, Adult Learners Committee, LIRT 2015-2016
- Co-chair, Membership Committee, LIRT 2011-2015

Association of College & Research Libraries (ACRL)

Information Literacy Immersion Program Committee 2014-2016

Chinese – American Librarians Association (CALA)

- Best Book Award Committee 2015-2016
- Chair, Public Relations Committee 2011-2012
- President of the Midwest Chapter 2010-2011
- Membership Committee 2004-2006

Newton Chinese Language School

- Chinese Teacher (part time), 4th Grade and Bilingual 1st Grade 2017-present

Dr. C Moorer & Associates, Inc.

- Board of Directors 2012-2016

Xilin Northwest Chinese School

- Chinese Teacher (part time), Bilingual Chinese 4th Grade and Chinese 7th Grade 2015-2016
- Chinese Teacher (part time), Bilingual Chinese 3rd Grade and Chinese 6th Grade 2014-2015
- Chair, Board of Directors 2012-2014

Professional Organizations

American Library Association 2004-present
 Association of College and Research Libraries 2004-present
 Chinese-American Librarians Association (CALA) life member

Refereed Paper

Belanger, J., Zou, N., Mills, J. R., Holmes, C., & Oakleaf, M. (2015). Project RAILS: Lessons Learned about Rubric Assessment of Information Literacy Skills. *Portal: Libraries and the Academy*, 15(4), 623–644.

Presentations

International

- Zou, N. (2019, August). *A holistic approach to assessment and instructional design for all types of libraries: One framework and multiple use cases*. Upcoming presentation at the IFLA 85th Pre-Conference, Athens, Greece.

National

- Zou, N. (2019, June). *Think like an assessor*. Upcoming poster at the annual meeting of the American Library Association – CALA program, Washington, D.C.
- Zou, N. (2016, January). *Empowering and engaging students through team and project-based learning*. Presented at the National Lilly Conference in Evidence-Based Teaching and Learning, Austin, TX.
- Mills, J., Holmes, C., Zou, N & Oakleaf, M. (2015, March). *Closing the assessment loop: Lessons learned about managing the information literacy assessment cycle and acting on results*. Poster presented at the annual conference of the Association of College and Research Libraries, Portland, OR.
- Orlov, A. & Zou, N. (2015, March). *Instruction interns in academic libraries: Keeping everyone happy*. Roundtable discussion delivered at the annual conference of the Association of College and Research Libraries, Portland, OR.
- Zou, N. & Li, M. (2013, July). *Voice from the CALA-sponsored emerging leaders*. Presented at the annual meeting of the Chinese-American Librarians Association, Chicago, IL.
- Zou, N. (2013, March). *Outreach to faculty: It's not just about the books!* Roundtable discussion delivered at the annual conference of the Association of College and Research Libraries, Indianapolis, IN.
- Oakleaf, M., Belanger, J., Zou, N. & Wilkinson, C. (2012, May). *500 Students, 55 raters, and 5 rubrics Later: What we learned from an authentic, collaborative, and national assessment project*. Presented at the annual meeting of LOEX, Columbus, OH.
- Oakleaf, M., Belanger, J., Zou, N., Mills, J., Wilkinson, C., & Burton, J. (2012, February). *From holistic to analytic: Adapting VALUE rubrics for individual campus contexts*. Presented at the annual meeting of the AAC&U, New Orleans, LA.
- Zou, N. (2010, July). *CALA 21st century librarian seminar series project website redesign*. Poster presented at the annual conference of the American Library Association, Seattle, WA.
- Zou, N. (2010, November). *Transfer students and their information literacy education*. Poster presented at the 30th annual International Lilly Conference on College Teaching, Oxford, OH.
- Zou, N. (2007, November). *Meeting the needs of 1st year developmental students in college*. Poster presented at the 27th International Lilly Conference on College Teaching, Oxford, OH.

Regional

- Zou, N. (2019, May). *Demystifying institute for research design in librarianship (IRDL) through first-hand experience*. Presented at the annual meeting of the CALA Southeast Chapter, Online.
- Zou, N. (2017, June). *Online learning strategies*. Presented at the NorthEast Regional Computing Program, Norwood, MA.
- Zou, N. (2011, October). *Visualizing student's research, a metacognitive approach*. Presented at the annual meeting of the Illinois Library Association, Rosemont, IL.
- Zou, N. (2011, June). *Transfer students and their information literacy education*. Presented at the annual meeting of the Chinese-American Librarians Association Midwest Chapter, New Albany, IN.

Local

- Zou, N. (2017, November). *Think like an assessor*. Poster presented at the Harvard Initiatives for Teaching and Learning (HILT) Instruction Design and Learning Analytics Affinity Groups Meeting, Cambridge, MA.
- Zou, N., Beach, D., Mathes, K., Hall, T., Tesla, S., & Wojtach, P. (2014 September). *Communities crossing the globe: Similarities and differences, China experience*. Presented at the Caritas Veritas Symposium, River Forest, IL.
- Zou, N. & George, W. (2013, August). *Integrative learning, reflective practice and ePortfolio development*. Poster presented at the annual faculty workshop of Dominican University, River Forest, IL.
- Dolence, D. and Zou, N. (2011, November). *Boxing out teaching*. Presented at the 7th annual scholarly of pedagogy symposium of the Associated Colleges of the Chicago Area (ACCA), River Forest, IL.
- Zou, N. (2011, October). *Information literacy: Instructional design, assessment and delivery: A programmatic view from Dominican University, with an introduction to the IMLS National RAILS*. Presented at the faculty workshop of the University of Alaska Fairbanks Libraries, Fairbanks, AL.

Honors and Awards

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| • IFLA Registration Grant | 2019 |
| • Institute for Research Design in Librarianship (IRDL) Scholar | 2018 |
| • Harvard Library Certified Copyright First Responder | 2017 |
| • IFLA Fellow | 2016 |
| • Academic Technology Grant, Dominican University | 2014 |
| • Emerging Leader, American Library Association | 2010 |
| • Lilly Initiative to Recruit and Retain Intellectual Capital Grant, Trine University | 2008 |
| • Million Foundation Grant for the National African – American Read-In program, Eastern Kentucky University | 2007 |
| • Librarian Outreach Fellowship, School of Education, Eastern Kentucky University | 2006 |