

EDUCATION

- | | |
|------|---|
| 1996 | MLIS Simmons College, Boston, MA |
| 1992 | MTS (Master of Theological Studies) Harvard University, Cambridge, MA |
| 1989 | MA in English and American Literature Yunnan Normal University, Kunming, China |
| 1983 | BA in English and American Literature Sichuan University, Chengdu, China |

PROFESSIONAL EXPERIENCE

- | | |
|-----------|---|
| 2003- | Health Sciences Library System (HSLs), University of Pittsburgh, PA Electronic Resources Cataloging and Access Librarian, 2004- Manages various aspects of electronic resources, including CONSER level cataloging, access and account administration, troubleshooting and resolving access related issues, and participating in serials acquisition. Supervise and train staff in serials maintenance and cataloging. Serves as HSLs Representative at CONSER Circulation and Electronic Projects Librarian, 2003-2004 Oversaw circulation functions in HSLs libraries, updating and implementing policies and training circulation staff. Cataloged e-journals in OCLC and Voyager. |
| 2000-2002 | Baker Library, Harvard University, Cambridge, MA Serials Cataloger Responsible for CONSER-level serials cataloging in print and electronic formats in OCLC, Voyager, NOTIS, and Aleph. Coordinated authority control of headings in Voyager. Created name and series authority records. Analyzed and resolved serials-related issues. Provided reference assistance. |
| 1999-2000 | Wheelock College Library, Boston, MA (part-time) Technical Services Librarian Managed Technical Services Dept. Performed original and copy cataloging for multi-format collection in OCLC and FLO (Fenway Library Online). Supervised and trained library assistants and students for copy cataloging, end-processing and book repair. Provided reference assistance. |
| 2000 | Fine Arts Library, Harvard University, Cambridge, MA (part-time) Cataloger Performed original and derivative cataloging for all Chinese materials. Created NACO records in RLIN. |
| 1999-2000 | American Theological Library Association (ATLA), Chicago, IL (part-time) Cataloger/Consultant – Working remotely, performed original and derivative cataloging of ATLA's Chinese Christian Collection, including monographs and serials in microform format. Created NACO records in OCLC. |

- 1996-1998 Whitney Museum of American Art Library, New York, NY
Associate Librarian/Cataloger
 Managed all aspects of the Library operation, including cataloging, acquisitions, systems, processing and reference. Performed original and derivative cataloging in various formats and languages. Created NACO records in RLIN. Maintained local OPAC. Provided reference assistance and bibliographic instruction. Managed Special Collections. Supervised 5-7 full and part-time staff.
- Acting Librarian, 1998**
 Additional responsibilities include budgeting and being liaison to curators.
- 1989-1996 Harvard University Libraries, Cambridge, MA
Cataloging Assistant, Fine Arts Library, Harvard College Library
Circulation Supervisor, Francis Loeb Design Library, School of Design
Library Assistant, Andover-Harvard Theological Library, Divinity School
 Performed a broad range of technical and public services tasks including
- Original and copy cataloging
 - System maintenance
 - Circulation staff supervision
 - Reference assistance and interlibrary loan
 - End-processing
 - Preservation of materials
- 1985-1989 Yunnan Normal University, China
English Instructor
- 1983-1985 Sichuan Agricultural University, China
English Instructor

PROFESSIONAL AFFILIATIONS AND ACTIVITIES

- CONSER Open Access Project Task Group, 2010
- CONSER Standard Record Monitoring Group (co-chair), 2008
- North American Serials Interest Group, 2005-2008
- American Library Association, 1993-2004
- Quality Control Committee, Fenway Library Online, 1999-2000
- Art Libraries Society of North America, 1996-1998; Vice-Moderator/Moderator Elect for Cataloging Section, 1998
- New York Technical Services Librarians, 1996-1998

PUBLICATIONS and PRESENTATIONS

- Song L. "The Road to CONSER—Taken by the Health Sciences Library System, University of Pittsburgh." *Cataloging & Classification Quarterly*, v.48:no.2/3 (2010) p. 143-152.
- "Library Then and Now." Presentation, Yuxi Normal University, China. June 25 2008.

SERVICES

- HSLs Web Committee, 2010-
- HSLs Staff Development Committee (chair), 2005-2007
- Planning Group for The Promise of Mobile Computing in Healthcare Conference, 2010
- Baker Library Staff Development Committee, 2001-2002