

ALICE KALLMAN

EDUCATION

City University of New York, Queens College Graduate School of Library and Information Studies

Master of Library Science | GPA 4.0/4.0

Honors Included: Fall 2021 Raymond Taylor Queens College Scholarship, Fall 2022 Pi Epsilon Phi Award, Spring 2023 Marion N. Cassata Memorial Scholarship

Capstone: Librarians and the Internet: Using Critical Information Literacy to Teach about Google as a Biased Information Monopoly

The University of Chicago

Bachelors of Arts in Comparative Race and Ethnic Studies *and* Latin American and Caribbean Studies | GPA 3.78/4.0

Honors Included: Merit Scholarship, Dean's List, 2017 International Summer Research Grant, Dean's Fund Grant, Thesis with Honors in both majors.

EXPERIENCE

City University of New York (CUNY) Graduate Center | Adjunct Reference Librarian (Dissertation Office) | Nov. 2023 - Jan. 2026

- Provide high-quality reference service in-person and online for questions relating to citations, scholarly publishing, manuscript formatting, intellectual property and copyright.
- Inspect student theses and dissertations for compliance with format requirements.
- Input and correct metadata in ProQuest ETDAAdmin and CUNY's Institutional Repository.
- Develop and present virtual workshops relating to dissertation deposits and copyright.
- Update Dissertation Office LibGuide as needed to reflect changing information and resources, including a new section on Digital Accessibility to comply with changing web accessibility laws.
- Assist in creation of Know Your Rights informational display for students at the Graduate Center.

Queens Public Library | Reentry Family Liaison | Oct. 2023 - Jan. 2026

- Create and present new curricula on college after incarceration, resume creation, Know Your Rights topics, and digital literacy for individuals experiencing and returning from incarceration..
- Complete reference by mail and phone to incarcerated individuals across New York State.
- Build partnerships with other non-profits to streamline reentry services across Queens.
- Create listserv and send quarterly newsletters on behalf of QPL's Jail, Prison and Reentry team to stakeholders and community members.
- Spearhead creation of revised editions of Queens Public Library's Annual Reentry Guide, including new sections on voting rights, immigration concerns, and entry into trade unions.
- Provide book service at Crossroads Juvenile Center, Rikers Island, and different QPL branches.
- Assist with collection development for Queensboro Correctional Facility's library.

Books4Rikers | Co-founder and Organizer | August 2025 - Present

- Meet unserved need with grassroots initiative providing books to individuals incarcerated on Rikers Island.

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Library Journal | Book Reviewer | Oct. 2024 - Jan. 2025

- Read and review assigned e-books and audiobooks to support collection development.

City University of New York (CUNY) Office of Library Services | Scholarly Communications Fellow | Aug. 2022 - Jun. 2023

- Deposited digital objects in CUNY Academic Works and updated metadata.
- Surveyed scholarly communications librarians about the publishing process for students and faculty.
- Completed a CUNY-wide environmental analysis of all journals published by CUNY affiliates as part of an independent research project related to library publishing.

Citi Center for Culture + Queens Public Library | Fellow | Aug. 2022 - May 2023

- Processed archival collections by conducting a survey, producing a process plan, arranging and scanning records, writing a scope and content note, and creating metadata.
- Processed born-digital and audio collection items, including audio editing, transcribing, and web archiving.
- Created numerous social media posts successfully highlighting various collection items.

Queens Memory Project | Volunteer | Mar. 2022 - Mar. 2024

- Interviewed individuals from Queens for oral history community archive.
- Researched individuals with landmarks named after them for the Queens Name Explorer Project.

New York Public Library - Stephen A. Schwarzman Building | Library Page | Jul. 2021 - Oct. 2022

- Staffed reference desks in the Genealogy/Local History, Maps, and Jewish Divisions, assisting patrons, serving materials, and making new library cards as needed.
- Archived, organized, and handled materials from as early as the 17th century.
- Assisted with updating one of the Jewish Division's library guides to reflect the diversity of Jewish communities worldwide.

Independent | Tutor and Transcription Aide | April 2021 - April 2024

- Tutor and provide support for neurodivergent students through college and masters programs.

Capital Appeals Project | Investigator/Mitigation Specialist | Sep. 2019 - May 2021

- Worked with clients facing the death penalty and clients facing juvenile life without parole.
- Collected and searched records and databases for relevant information on legal cases.
- Created filing systems and organizational systems for records and case-related information.
- Built relationships with clients and their families to create a comprehensive mitigation theory.
- Assisted individuals with reentry after decades of incarceration.

Promise of Justice Initiative | Client and Family Assistance Coordinator | Sep. 2018 - Aug. 2019

- Advocated for incarcerated clients within the prison system for improved care and conditions.
- Provided reference services to clients seeking information by phone and mail.
- Organized and coordinated volunteer-run visitation program to help family members maintain connections with their loved ones who are incarcerated.

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PRESENTATIONS

High School of Academy of Finance and Enterprise | Media Literacy | October 2024

- Designed and led lessons on media literacy for NYC high school students that included EBSCO database research and analysis of TikTok and Google Search as information sources.

Library Association of the City University of New York (LACUNY) Cataloging Institute | Roundtable on Metadata and Inclusion | February 2025

- Presented lightning talk about how to make metadata for non-English works more inclusive.

Simmons University | Justice and Librarianship | March 2025

- Presentation focused on justice in the field of librarianship to current Library Science students.

LACUNY Institute 2025 | TikTok, ChatGPT, and Google Search in the Library Classroom | May 2025

- Discussed the responsibilities of information professionals when using algorithmic based technologies, including AI Large Language Models as teaching tools. This included conversation around collective data rights, privacy, asynchronous and synchronous teaching ideas and more.
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GRANTS AND AWARDS

City University of New York, Graduate Center | CUNY Adjunct Incubator Grant | 2025

- Received this grant to develop ongoing research project to document Syrian traditions and superstitions as impacted by wider themes of diaspora, assimilation, and colonization.
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SKILLS

Language: Intermediate in Spanish, beginner in Arabic.

Technical: Springshare Suite, Sierra, Dropbox, Google Suite, Outlook, TMS, Microsoft Suite, including Word, Excel, and Powerpoint. Proficient in RDA, MARC 21, and Dublin Core.

PROFESSIONAL AFFILIATIONS

American Library Association | Oct. 2021 - Jan. 2026

New York Library Association | Oct. 2021 - Jan. 2026

Library Association of the City University of New York (LACUNY) | Oct. 2023 - Jan. 2026