

Kevin James Comerford

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Experience

Senior Media Archive Manager, Media Archives and Content Management Group

Microsoft Corporation. July 1995 - Present.

Organized the *Media Archives and Content Management Group* at Microsoft Studios in 1995. The department manages a physical collection of 120,000 archival audio/data/videotapes, CD/DVD discs and a variety of general media content; as well as a digital media asset collection of 2,900,000 audio/graphic/video files. Facilities include 2 environmentally-controlled storage vaults, music library, acquisitions/processing offices and patron services area. Currently manage a staff of 9 professionals and paraprofessionals who process 1,200 new physical acquisitions and over 60,000 new digital acquisitions each month. Staff also provides a variety of patron services, including research, licensing, video & disc duplication, transcription and distribution.

Accomplishments Include

- Implemented Digital Asset Management system in 1997.
- Implemented Virage video analysis and recognition system as part of media archive acquisition workflow
- Designed and implemented online Video Gallery OPAC website using Windows SharePoint Services 2.0 and Windows Media technologies
- Implemented online Music Library OPAC website using Windows Media technologies
- Designed and implemented custom metadata collection applications and workflow management tools for MCM staff
- Wrote internal white paper on Digital Asset Management, Best practices publication for Enterprise Content Management

Museum Collections Database Developer/Consultant

Sixth Floor Museum, Dallas. February 1995 - April 1999.

Developed a comprehensive collection management database system for the Kennedy Assassination Museum in Dallas, TX. Application is still being used there today, and included a Registration / Accessioning Module, Reporting Module, Digital Image Acquisition and Public Access Modules.

Visual Resources Librarian / Museum Information Technology Manager / Intellectual Property Officer

Dallas Museum of Art. September 1990 - February, 1995.

Managed a slide and historic photograph collection, responsible for archival preservation, content acquisition, intellectual property administration and public services. Received several grants for establishing library automation and online public access services. Collaborated daily with museum curators, registrars, photographers, documentalists, preparators, conservators and education staff.

Accomplishments Included

- Obtained IBM and O'Donnell Foundation grants in 1993 to develop and implement the Collections Information Center – an online public access project which integrated digital imaging and collection provenance and scholarship. The CIC is still in operation today
- Obtained Mellon Foundation grant to implement ARGUS slide library collection management system. Supervised installation and configuration
- Managed the museum's first digital imaging initiative
- Published the first Art Museum website for DMA in 1993: Reviews of the project were published in OMNI magazine, and the Journal of Archives & Informatics
- Collaborated with museum architect to design new slide library and patron services area for Education wing of DMA
- Managed museum Rights & Reproductions services

Library Clerical Assistant (staff, part-time) - Circulation/Reference/Serials Departments
Mary Couatts Burnett Library, Texas Christian University. January 1989 - June 1990.

Gallery Manager / Exhibition Preparator (Assistantship)
Moudy Gallery, Texas Christian University, September 1988 – June 1989

Art Department Slide Library Assistant (Assistantship)
Department of Art & Art History, Texas Christian University, September 1988 – June 1989

Library Assistant I (staff, full-time) - Circulation/Reserves Department
Central Library, University of Texas at Arlington. September 1987 - August 1988.

Education

Master of Science in Information Science, 1995

School of Library & Information Science, University of North Texas

Master of Fine Arts, 1990

Department of Art & Art History, Texas Christian University

Bachelor's of Fine Arts with Honors, 1987

Department of Art, Corpus Christi State University

Professional Activities

Library Council of Washington, Information Technology Representative

Washington State Library, Olympia WA, January 2003 - Present

Washington Digital Imaging Initiative, Steering Committee

Washington State Library, Olympia WA, April 1999 - January, 2003

Library Technology Curriculum Advisory Committee / Friends of the Library

Lake Washington Technical College, Kirkland WA, January 1999 - Present

British Council Librarian's Travel Programme to Northern Ireland

Belfast and Derry, Northern Ireland, March 1997

National Endowment for the Humanities Peer Grant Reviewer, October 1996 - 2000

Presentations and Public Speaking

Digital Video in Libraries and Archives

WLA/PNLA 2004 Conference, Wenatchee, WA, August 11, 2004

Integrating Asset Management into the Production Workflow

DAM Symposium 2004, New York, March 29, 2004

Digital Media in Libraries and Archives

Online Northwest, Corvallis, Oregon, February 28 2003

Digital Media Content Management: Systems, Technologies and Methodologies

University of Washington Suzzallo Library, Seattle, October 28, 2002

User Education for Microsoft Encarta Technical Production Systems

International Federation of Library Associations, Jerusalem, August 2000

Indexing Visual Materials (videoconference presentation)

School of Library & Information Science, University of North Texas, August 1999

Washington State Library Digital Imaging Initiative (funding presentation)

Washington State Library Commission, Olympia, July 20, 1999

Library Preservation and Audiovisual Materials (presentation)

Library Education Program, Lake Washington Technical College, February 1999

Museums and the New Media (panel session)

Western Museums Association 1996 Annual Meeting, Salt Lake City, October 1996

Is it Right to Give You Rights to my Stuff? (panel session)

Texas Association of Museums 1995 Annual Meeting, Amarillo, April 28, 1995

Imaging and Technology in Texas' Cultural Institutions (panel session)

Texas Library Association 1995 Annual Conference, Dallas, April 6, 1995

Technology in the Arts (panel session)

American Libraries Association Midwinter Conference, Philadelphia, February 6, 1995

New Technologies Round-Up (information technology vendor / project exhibition)

Visual Resource Association 1995 Annual Conference, San Antonio, January 27, 1995

Nuts and Bolts of the New Technologies for Visual Resource Collections (panel session)

Visual Resource Association 1995 Annual Conference, San Antonio, January 27, 1995

Digital Imaging Project Management (panel moderator)

Visual Resource Association 1995 Annual Conference, San Antonio, January 26, 1995

Education and Cultural Heritage: Solid Partners for the NII (panel session)

Getty Art History Information Program, Washington, DC, January 14, 1995

Museum Attribute Set Development for the Z39.50 Exchange Protocol (discussion group)

Getty Art History Information Program, Washington, D.C, January 10-11, 1995

The Digital Image and Your Museum (panel workshop)

Museum Association of Arizona, Phoenix, November 16, 1994

The Dallas Museum of Art Collections Information Center Project (presentation)

Art Libraries Society of North America, Texas Chapter Annual Meeting, October 21, 1994

Photo Archives: A Valuable Asset (panel session)

89th Annual Conference of the American Association of Museums, Seattle, April 25, 1994

Presentations and Public Speaking, *continued*

Electronic Options for Preservation and Access: Regional and National Initiatives (panel session)

AMIGOS Bibliographic Council Preservation Service Fall, 1993 Pre-conference, November 9, 1993

ARGUS Network Development Conference (discussion group)

Oakland Museum, Oakland, California, December 1992

Fundamentals of Slide Library Administration (workshop)

African American Museums Association 13th Annual Conference, Dallas, September 19, 1991

Publications

Organization and Control of Digital Media Assets

Corporate Best Practices Paper, Microsoft Corporation, January, 2004

Digital Media Asset Management at Microsoft Studios

Millimeter Magazine, August 1998

Media Asset Management: State of the Technology (joint author)

Corporate White Paper, Microsoft Corporation, November, 1997

Manager of a Corporate Media Archive (Chapter)

Alternative Careers for Librarians, Special Libraries Association, July 1997

Digitized Images Expand Accessibility of Dallas Museum of Art's Permanent Collection

Curator Magazine. March 1996

Collection Profile: The Dallas Museum of Art Visual Resource Library

Visual Resources Association Bulletin. Winter 1994

The Dallas Museum of Art Collections Information System

Visual Resources Association Bulletin. Spring 1994

The Dallas Museum of Art Internet Gopher Service (announcement)

Spectra: Bulletin of the Museum Computer Network. Winter 1994

In the Year 2000: The Future of the Visual Resources Profession

Positive: Bulletin of the Canadian Visual Resources Association. Winter 1994

The Dallas Museum of Art Visual Resources Automation Project

The Medium: Journal of the Texas Chapter of ARLIS/NA. Winter 1991

Continuing Professional Education

Outcome-Based Evaluation training, December, 2003

Institute for Library and Museum Services

Microsoft Office User Specialist Expert Certification, November, 2000

(Microsoft Access, Excel, Outlook, Word)

Lake Washington Technical College, Kirkland, WA (MCT Provider)

Microsoft Certified Systems Engineer Training (Windows 2000), July, 2000

Knowledgenet Online Training (MCT Provider)

Coursework:

Supporting Microsoft Windows 2000 Professional
Supporting and Administering Windows 2000 Server
Supporting Microsoft Network Infrastructure
Designing Directory Services Infrastructure
Implementing and Administering Active Directory Services

Microsoft Certified Systems Engineer Training (Windows NT), September, 1999

Shoreline Community College, Seattle (MCT Provider)

Coursework:

Networking Essentials
Supporting Windows NT Workstation
Supporting and Administering Windows NT Server
SQL Server 4.0 Administration
Internet TCP/IP Protocol for Windows NT
Implementing and Supporting Internet Information Server

Project Management Skills and Microsoft Project application training, July, 1998

Catapult Software Training, Seattle

Relational Database Design, October, 1998

Microsoft Corporation

Academic Awards

Janeway Scholarship for Graduate Library Study, 1991-1992

Texas Library Association

McDermott Intern in Visual Resources Librarianship (full-time)

Dallas Museum of Art. September 1990 - March 1991.

TLA Summer Scholarship for Graduate Library Study, Summer 1989

Texas Library Association

Graduate Assistantship, 1988-1990

Department of Art, Texas Christian University

Vaughn Memorial Scholarships, 1985-1987

Department of Art, Corpus Christi State University

Military Service

91B Medical Specialist. HHC, 2/112 Armor

Texas Army National Guard, Fort Worth Texas. August 1983 – July 1986. (Honorable Discharge)