Dear Colleagues,

As we look forward to spring, I invite you to embrace the new and exciting changes that are emerging with the season.

We have heard a great deal about the University’s expansion, increases in the undergraduate population, and the growth of faculty and staff. The University will rely on each of us to work collaboratively to meet the changing needs of the University.

To help us prepare to embrace change, I invite you to participate in a new learning and development opportunity, *Working through Change in the Workplace*, led by Director of TigerCard Services and Transportation and Parking Services, Kim Jackson. The first class is scheduled for Thursday, April 12 from 8:30 am–noon and the second class is scheduled for Thursday, April 19, from 1 pm–4:30 pm (Location details to come soon.)

Finally, I encourage you to take good care and learn from one another as we support the evolving needs of the University community. Please begin by attending our Reward and Recognition celebration on Wednesday, March 21, when we recognize our collective efforts and reward the outstanding work demonstrated by our colleagues throughout the year.

In community,

Verita Murrill
Director for Talent and Organizational Development
**2018 Employee Rewards and Recognition Event**

**Awards Presentation**
Wednesday, March 21, 1 pm
Richardson Auditorium
“Welcome” by Princeton University Executive Vice President Treby Williams ’84
Featured Speaker: Vice President for Campus Life Rochelle Calhoun

**Celebratory Reception**
Wednesday, March 21, Immediately following awards presentation
Chancellor Green Rotunda

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**Spring Townhall Meetings Postponed**
The townhall meetings originally scheduled for this month have been postponed.
Stay tuned for new dates and times.

**Upgrade to Cognos Analytics Coming in April**
Cognos, the system that drives reports from the Information Warehouse (such as Prime and Labor Accounting) is being upgraded to Cognos Analytics on April 28. While the reports you run will not change, the look and feel of the system will. The Center for Data Analytics and Reporting (CeDAR) will lead training specifically for report viewers beginning this month. Enrollment opens March 12 in the [Employee Learning Center](#). More information about the upgrade and training is available online.

**New Learning Opportunity: Working Through Change in the Workplace**
Two Offerings: Thursday, April 12, 8:30 am–noon and Thursday, April 19, 1 pm–4:30 pm
Facilitator: Kim Jackson, Director of TigerCard Services and Transportation and Parking Services
Location and enrollment information will be provided at a later date.
Princeton Teaching Kitchens Warm Up a Brisk Wintersession
As part of the Teaching Kitchen Collaborative, Campus Dining chefs and cooks across campus recently led four sessions for 100 participants on culinary approach and technique.

Students and staff received hands-on experience with Campus Dining staff preparing a variety of dishes.

Events During National Nutrition Month
Email Melissa Mirota, RDN to Register

**Nutrition and Energy Workshop** (two offerings)
Tuesday, March 20, 1 pm–2 pm and Tuesday, March 27, Noon–1 pm
New South, Room 411
Learn how to eat to maximize health and energy. Learn what tools and how to practically meal plan to improve your diet, prevent lifestyle related medical conditions and increase daytime alertness. Healthy snacks provided.

**Shopping on a Budget and Guided Grocery Store Tour**
Wednesday, March 28, 3 pm–4 pm, Whole Foods Market (US Route 1)
Learn how to navigate the aisles incorporating smart spending tips and go on a healthy snacks tour led by Melissa Mirota, RDN and Whole Foods staff.

Campus Dining staff served **1200 people** in Jadwin Gym during Alumni Day on February 24
Welcome Jimmy Corsini
Campus Venue Services (CVS) welcomes Jimmy Corsini to our team as the Venue Customer Service Representative at 701 Carnegie Center. Not a stranger to CVS, Jimmy has worked as a temp at Frist Campus Center with the Welcome Desk staff and at 701. He has also covered building needs and myriad events at East Pyne and Chancellor Green. We are happy to have him bring his talent and experience to 701.

From Puerto Rico to Princeton: Jazz Festival Brings High School Students to Garden State
Students from La Escuela Libre de Música, a high school in Puerto Rico, recently visited Princeton while in town for the Berklee High School Jazz Festival and were treated to a tour of the Lewis Arts complex and other notable areas of campus. The tour was led by Venue Manager Danielle Dennis and translated into Spanish by one of our student venue workers. The visiting students were very pleased to learn that many of our student workers are bilingual.

A little orange and black go a long way dressing up A71 in the Louis A. Simpson International Building, which hosted the President's Advisory Council last month.

Upcoming Events at Our Venues
Princeton University Diversity Supplier Showcase
Monday, March 19
Frist Campus Center, 11 am–2 pm

U. Services Employee Rewards & Recognition Event
Wednesday, March 21
Richardson Auditorium, 1 pm–2:30 pm
Reception to follow in Chancellor Green Rotunda
More than 1,000 Local High School Students to Visit Campus This Month

Conference and Events Services is working on a number of events for March, including National History Day, Certamen Latin Competition and the PPPL Young Women’s Conference. Each event will bring between 300–700 area high school students to campus. We are also working with Electrical Engineering, Princeton University Library, and a number of other academic departments to support programming and speakers that they are hosting.

New Online Form for External Organizations

With the launch of our new website last month, Conference and Event Services and University Scheduling developed a new online inquiry form to address the specific needs for external organizations looking to reserve space on campus. Members of the University community needing to reserve space on campus can continue to use the form found at scheduling.princeton.edu.

Did you know...

The “Explore Spaces” section of our new website offers information about indoor and outdoor spaces of varying sizes. Learn more!
Program House Turnovers

Did you know that in addition to offering residential housing for students, faculty and staff, Housing and Real Estate Services (HRES) manages properties used for programming? These houses, like the College Houses for residential colleges, are a hybrid of social and residential spaces. Typically located in the Princeton historic district, the first floors are used for social space and the upper floors are where the Head of the College and their families reside. Every four years, when a new Head of College is named or renewed, HRES prepares these houses for turnover.

This summer, HRES will be renovating the College Houses for Rockefeller, Mathey and Forbes Colleges, as well as Wyman House, the program house and residence for the Dean of the Graduate School.

The renovation usually takes place in the challenging and limited timeframe of the summer months to accommodate move-out and move-in.

Dates to Remember

Room Draw 2018 Applications for Undergraduates
Monday, March 12

Spring Keyless Locks Validation Period
Thursday, March 22–Wednesday, March 28
University Supplier Showcase, March 19

Print and Mail Services is proud to be a participant in the 2018 Diversity Supplier Showcase, sponsored by Princeton University Procurement Services on Monday, March 19 at the Frist Campus Center. A variety of goods and services represented at this free event, including computer hardware and peripherals, office and lab supplies, promotional items, temporary staffing, consulting services, and many others. Stop by and say hello!

Welcome Stephanie Smith

Print and Mail Services and Mail Services welcomes Stephanie Smith, who joined the mail carrier team on Monday, February 26.
Congratulations Emma
The Office of Information Technology (OIT) awarded Emma Marshall, Systems and Operations Manager for TigerCard Services, Transportation and Parking Services the Team OIT Award for her valuable contributions and partnership with the department.

Follow Us on Twitter!
TigerCard Services, Transportation and Parking Services is now on Twitter, serving as a one-stop shop for getting to and around campus. Follow us for current travel conditions, construction detours, weather-related delays and more!
@PrincetonTTPS

Still Unsure How to Revise Your Ride?
Changing one's commute habits is no easy task, and we're here to help. Our website has some good information to help get you started about thinking if Revising Your Ride is right for you, including a FAQ section and an online Commute Options Interest Form.

If you're still looking for answers, please contact Amanda Stevens, Commute Options Manager. Amanda can help you identify the commute option that is right for you and act as your own personal Commute Concierge.

DID YOU KNOW?
There are now 10 EV charging stations available for faculty and staff use in the North and West Garages. Contact TTPS to register your EV.

Revise Your Ride
Local Movement, Global Impact

Amanda Stevens
Commute Options Manager
609.258.1339
commute@princeton.edu
Welcome New Staff!

Dandy Maignan
Food Service Worker, Center for Jewish Life
Campus Dining
February 19

Stephanie Smith
Mail Carrier
Mail Services
February 26

Congratulations!

Jimmy Corsini
Jimmy began his new role as the Venue Customer Service Representative at 701 Carnegie Center on Monday, March 5.
### Job Openings

<table>
<thead>
<tr>
<th>Department</th>
<th>Job Title</th>
<th>Requisition #</th>
<th>Term</th>
<th>Part/Full Time</th>
<th>Grade</th>
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<tr>
<td>Campus Dining</td>
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<td>2018-8493</td>
<td>12-mo</td>
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<td>AYE</td>
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<td>[Internal]</td>
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<td>2017-8275</td>
<td>12-mo</td>
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<td>MMX 090</td>
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Click on a job title to read the full posting.

Search for other open positions or update your profile online at [Careers at Princeton](#).
Information and Resources for Immigration, Deferred Action for Childhood Arrivals (DACA) and Temporary Protected Status (TPS)

The Diversity and Inclusion Salon held on Thursday, March 1 welcomed Jackie Leighton, director of the Davis International Center; Albert Rivera, deputy director; and Sandra Bruno, an immigration attorney with the law firm Miller-Mayer to discuss the recent changes to DACA and TPS, and how it affects our campus community.

For those who were unable to attend, or if you wish to obtain some additional information and resources, visit the Davis International Center website or contact Albert Rivera (albertr@princeton.edu / 609.258.9403) to make an appointment.

President Eisgruber Issues Statement on DACA and TPS

Last month, President Eisgruber issued a statement Regarding DACA and TPS. This statement is archived along with all of the President’s statements online.
Dates to Remember

**Human Resources**
**Service Recognition Luncheon**
Friday, March 16
Jadwin Gymnasium
Learn more

**Diversity Supplier Showcase**
Monday, March 19, 11 am–2 pm
Frist Campus Center

**Nutrition and Energy Workshop** (two offerings)
Tuesday, March 20, 1 pm–2 pm and
Tuesday, March 27, Noon–1 pm
New South, Room 411
REGISTER

**University Services**
**Rewards and Recognition Celebration**
Wednesday, March 21, 1 pm
Richardson Auditorium (ceremony)
Chancellor Green Rotunda (reception)
Learn more

**Council of the Princeton University Community (CPUC)**
Monday, March 26, 4:30 pm–6 pm
Friend Center, Room 101

**Shopping on a Budget and Guided Grocery Tour at Whole Foods**
Wednesday, March 28, 3 pm–4 pm
Whole Foods Market (US Route 1)
REGISTER

**Princeton Preview**
Monday, April 9–Tuesday, April 10
Monday, April 16–Tuesday, April 17
Learn more

**Working Through Change in the Workplace** (two offerings)
Thursday, April 12, 8:30 am–noon
Thursday, April 18, 1:30 pm–4:30 pm
Location: TBA

**Social Media Day**
Friday, April 13, 9 am–3 pm
Frist Campus Center (various locations)
Learn more

**FROM THE ACADEMIC CALENDAR**

MIDTERM WEEK: March 12–16
SPRING RECESS: March 17–March 25
CLASSES RESUME: March 26