Dear Colleagues,

The academic year is well underway, and with all the activities that mark the beginning of the year now complete, I want to take a moment to thank you and acknowledge the important work that we do.

Every single staff member makes up the foundation of the services we provide to the campus. As the University prepares to expand as part of the Campus Plan, we will embark on a journey which will result in some of the biggest changes our campus has ever seen, and our organization will play a key role. As we anticipate the challenges ahead, please keep in mind two words: Excellence and Innovation. The University continues to grow and evolve, and with multiple projects launching simultaneously, we will need to adapt and be flexible to the changing needs of our community. Maintaining excellence and having an innovative approach will be as important than ever.

I encourage you to have discussions on this topic with colleagues within your departments as well as other units.

This is an exciting time to be part of the Princeton community. I am so thankful and fortunate to work with such a talented and dedicated staff.

Cheers,

Chad Klaus
Vice President, University Services
University Services Town Hall Meetings

Staff are encouraged to attend, schedules permitting, one of three town halls scheduled for later this month. Meetings will be offered in the morning, afternoon and evening to accommodate as many staff members’ schedules as possible.

- **EVENING:** Tuesday, October 23, 6 pm–7:30 pm; Frist Multipurpose Room A, B Level
- **MORNING:** Tuesday, October 30, 9 am–10:30 am; Julis Romo Rabinowitz Building Room 399
- **AFTERNOON:** Tuesday, October 30, 1 pm–2:30 pm; Julis Romo Rabinowitz Building Room 399

Welcome Debby Foster

On September 24, Debby Foster began her new role at Princeton as Assistant Vice President for Campus Services. Before joining University Services, Debby served as Senior Associate Director of Administrative Planning in the Office of the Executive Vice President.

Read the announcement

Congratulations Allison and Dino

The Office of Information Technology (OIT) awarded Allison Brooks, Associate Director of Trademark Licensing, the Team OIT Award for her valuable contributions and partnership with the department.

Web Content Administrator Dino Palomares completed training to become a Certified Professional in Accessibility Core Competencies (CPACC). The certification represents broad, cross-disciplinary conceptual knowledge about disabilities and accessibility-related standards across a range of domains.

Important Change During This Year’s Benefits Open Enrollment Period

During this year’s Open Enrollment period (October 15–November 9), all benefits-eligible employees will be required to log in to HR Self-Service (Duo authentication required) and re-elect medical benefits for 2019. To learn more about benefits and Open Enrollment options, attend the University’s annual Benefits Fair on Wednesday, October 24 at the Frist Campus Center, Multipurpose Rooms A and B, from 10 am to 2 pm. Later this month, the 2019 Benefits Guide will mailed to homes or sent electronically and also be available on the HR website.

For help setting up Duo, please contact University Services IT.
Frist Food Gallery and Campus Cafés, Re-imagined

This summer, the Campus Dining Retail team was hard at work re-imagining the dining experience at Frist and the campus cafés. The Frist Gallery—which also supplies food to satellite cafés—sports a fresh look and features all-new menus with healthier, globally diverse options. Learn more

Beat Plastic Pollution

Following our plastic-free employee picnic last spring, Campus Dining has taken additional steps towards our long-term goal of becoming completely plastic-free, including the following action steps:

- Plastic utensils have been replaced by plant-based utensils.
- Plastic bags have been replaced by paper bags and available only upon request. Reusable tote bags are available for sale in Frist.
- Plastic water bottles will no longer be available in Retail and Catering. Empty refillable cups, glass bottles, and several types of carton water will be available. We will continue to review options throughout the semester.
- Plastic straws have been removed from the self-service area, however paper and plastic straws are available upon request at a register.

Campus Dining will continue to have conversations with the United Nations Environment Programme and the Office of Sustainability to work towards more permanent solutions.

As part of a week-long celebration of "changes at Frist," Campus Wellness Dietitian Melissa Mirotta offers a sample of yogurt hummus toast to Saleem Curry, Venue Operations Manager, Campus Venue Services.

Over 200 Campus Dining employees attended the Employee Welcome Fair on September 6 and 7. Staff ordered new uniforms and shoes, as well as obtained information about benefits and resources available to all employees.

In response to a student-led initiative, all residential dining halls exclusively serve Nutty Novelties brand peanut butter, a healthier, fewer-ingredient option. Read the story

The third annual edition of Campus Vision for the Future of Dining is now available online. Read the Vision

Laura Wooten, Food Service Worker at Butler Dining Hall, was among nine individuals honored in Washington, D.C. by the National Newspaper Publishers Association (NNPA), a trade organization representing the 220 African American owned newspapers around the country with more than 22 million weekly subscribers. Since 2014, NNPA has honored individuals who are national leaders in their specific fields and whose actions have helped to improve the quality of life for African Americans and others. Described as a "legendary poll worker," Laura is the longest living continuously serving poll worker in the United States. READ MORE
Summer of Learning
This summer, the CVS team participated in learning experiences covering writing, Google Docs, PowerPoint, fire safety, emergency management, sustainability, the Myers Briggs Type Indicator Assessment and more.

Guest instructors from various campus partners provided their expertise while CVS staff shared their knowledge of their venues and how they deliver service excellence. The staff also enjoyed a Trenton Thunder game, an art session at Pinot’s Palette, community service at HomeFront, and a final potluck lunch and jam session highlighting musical talent of several CVS members.

Frist MPR Upgrade/Package Locker Installation
If you haven’t been to Frist lately, stop by to see the AV and lighting upgrades in the MPR on the B Level and the new package lockers and high-tech package retrieval system on the 100 level.

University Ticketing News
Frist regulars may recall the occasional line of students camping outside the ticket window to secure residential college Broadway show tickets. University Ticketing is pleased to announce that the process is now available online, so students may make purchases from the comforts of their room or wherever they may be when tickets go on sale.

Richardson Surprise and Opportunities
There was a surprise guest at Richardson for the recent Stand Up and Vote Comedy Show. Jon Stewart filled in on short notice for Hasan Minhaj and brought the house to their feet.

Richardson is offering volunteer opportunities for the University Community. If you would like to be an usher, welcome guests and enjoy some world-class programming at venues on campus, email PUushers@princeton.edu.

Opening Exercises
On a very rainy Sunday during Opening Exercises, CVS supported a team of marshals and student ushers who welcomed the Class of 2022 to the University Chapel and also hosted their families, alumni and others for satellite viewing.
Another Successful Summer

Conference and Event Services wrapped up another successful summer season, which included:

- **61,964** bednights (# of times beds were occupied)
- **8,522** overnight participants, (almost 6,000 campers)
- **69** sports camp sessions (including 49 overnight camps)

Congratulations Andrew

Systems Manager **Andrew Dudley** received IT Service Management Foundations certification. The certificate equips IT professionals with a cohesive set of IT best practices from public and private sectors to provide world-class services and maximize value to businesses.

Hitting the Ground Running

In September, CES assisted a number of academic departments with their events and conferences including Religion, the Andlinger Center for Energy and the Environment, Operations Research and Financial Engineering and the annual Facilities Recognition Picnic.

Upcoming Events and Conferences

- Katzenjammers 45th Reunion: October 5–8
- Supporting Campus Dining’s Menus of Change conference: October 8–9
- Supporting First Year Families Weekend: October 12–13
- Smart Campus Summit in conjunction with Facilities: October 29–31
Welcome Katie Nosker and Mike Stillwagon

On July 23, Katie Nosker joined Housing and Real Estate Services (HRES) as Assistant Director of Financial Services. Katie is responsible for development and management of the department budget and financial functions of both day-to-day operations and portions of capital investments. Prior to Princeton, Katie worked at the New Jersey Housing and Mortgage Finance Agency based out of Trenton. She holds a Master's Degree in City and Regional Planning from Rutgers University with a concentration in urban and community development. Outside of work, Katie enjoys spending time with her husband and one-year old daughter, traveling and cooking. A resident of Bordentown, NJ, she also serves as secretary of the Bordentown City Environmental Commission.

On August 13, Mike Stillwagon joined HRES as the Associate Director for Housing Facilities and Planning. Mike leads the Housing Facilities team and provides strategic vision for service initiatives in the dormitory and rental housing inventories, continues the implementation of the rental inventory capital renewal program, and strengthens support for the Purchase Plan program. Mike has spent almost twenty years working in higher education and holds a Master’s Degree in Education. Working primarily at Rutgers, his experience includes work in housing and residence life, student conduct, academic advising and title IX investigations. Outside of work, Mike maintains leadership positions on two charitable foundations and serves as a mentor for America Needs You (ANY), where he works with first generation college students.

THANK YOU to all who contributed to making Move-in 2018 a huge success!

This year, our staff and volunteers...

- welcomed over 900 members of the Class of 2022 on September 1
- supported the early arrival of 1,900 students, including approximately 260 Class of 2022 athletes and international students
- welcomed back over 2,200 upperclass students who arrived between September 8 and the first day of classes on September 12
**Package Lockers Bring Convenience to Students**

Following a summer-long installation, the new package lockers are now in service at the Frist Campus Center. Housed in the spaces previously occupied by student mailboxes, the multi-sized lockers allow students—who will receive an email notification that a package has arrived—to pick up their packages whenever the campus center is open by using a self-service kiosk or using the Princeton Package Lockers app on their smartphone.

**Video: See how the package lockers work**

Oversized packages, as well as perishable items are picked up in the Oversized Package Room (Frist 106) during specified hours.

The former Package Room (Frist 118) has been converted to a high-density mail room, where students now pick up mail during specified hours.
More than 100 Princeton commuters pledged to *Revise their Ride* on Friday, September 21 in recognition of World Car Free Day. Car Free Day (or week) is an international event observed every September by more than 2,000 communities to help reduce traffic congestion, improve air quality, and support alternative transportation choices such as walking, bike riding, public transit, and carpooling.

A big thank you to our University Services colleagues who challenged themselves to *Revise their Ride* in support of the University’s single occupancy vehicle reduction goal!

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More than 1,400 University employees and counting are currently enrolled in a *Revise Your Ride* commute benefits program.

*Revise Your Ride* is open to all benefits-eligible employees who choose an alternative commute in lieu of an annual parking permit.

Not sure if you have alternative commute options? Try our commute concierge service and receive your own customized commute plan.

Email Amanda Stevens, your Commute Options Manager, today to set up an appointment.

commute@princeton.edu • 258.1339
Welcome New Staff!

- **Dhammika Arumadura**
  - Retail Food Service Worker, Frist Campus Dining
  - August 27

- **AhBiyaahní Davis**
  - Parking Enforcement Officer
  - TigerCard, Transportation & Parking Services
  - June 25

- **Dennis Fairburn**
  - Production Assistant/Customer Service Representative
  - Print and Mail Services
  - August 7

- **Debby Foster**
  - Assistant Vice President
  - Office of the Vice President
  - September 24

- **Kyle Markloff**
  - Food Service Worker, Butler/Wilson Campus Dining
  - August 27

- **Katie Nosker**
  - Assistant Director, Financial Services
  - Housing and Real Estate Services
  - July 23

- **Mirayda Liriano**
  - Retail Food Service Worker, Frist Campus Dining
  - August 27

- **Dhammika Arumadura**
  - Retail Food Service Worker, Frist Campus Dining
  - August 27

- **Thelma Espichan**
  - of Campus Dining was promoted to Residential Food Service Worker at Butler/Wilson on August 27

- **Andrew Kane**
  - of the Office of Vice President was promoted to Associate Vice President on July 1

- **Kathy Drew**
  - of Print and Mail Services began her new role as Customer Service Manager on September 1

- **Mike Stillwagon**
  - Associate Director, Facilities Planning
  - Housing and Real Estate Services
  - August 13

- **Kevin White**
  - of Campus Dining was promoted to Residential Food Service Worker at Whitman on August 27

- **Thelma Espichan**
  - of Campus Dining was promoted to Residential Food Service Worker at Butler/Wilson on August 27

Congratulations!
## Job Openings

Click on a job title to read the full posting

<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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<tbody>
<tr>
<td>Campus Dining</td>
<td>Chef de Cuisine (2 open positions)</td>
<td>2018-9382</td>
<td>12-mo</td>
<td>Full Time</td>
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<td>2018-9380</td>
<td>AYE</td>
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<td>Catering Field Representative</td>
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<td>Senior Operations Manager (CJL)</td>
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</tbody>
</table>

Search for other open positions or update your profile online at [Careers at Princeton](#)
(In)Visible Princeton Walking Tours Reveal University’s History
Princeton University has launched four new walking tours to help tell a more complete narrative of the University’s past and present.


The tours are web-based and mobile friendly, making them easy to follow while walking around campus.

Read the full story
Dates to Remember

**University Services Town Hall Meetings**

- **EVENING SESSION:**
  - Tuesday, October 23
  - 6 pm–7:30 pm
  - Frist MPR A, B Level

- **MORNING SESSION:**
  - Tuesday, October 30
  - 9 am–10:30 am
  - Julis Romo Rabinowitz Building Room 399

- **AFTERNOON SESSION:**
  - Tuesday, October 30
  - 1 pm–2:30 pm
  - Julis Romo Rabinowitz Building Room 399

**FluFest**
Wednesday, October 3, 8 am–6 pm
Thursday, October 4, 8 am–6 pm
Wednesday, October 10, 8 am–6 pm
Frist MPR, B Level

**She Roars: Celebrating Women at Princeton**
Thursday, October 4–Saturday, October 6

**Conversation with Sonia Sotomayor '76 and Elena Kagan '81, Associates Justices of the U.S. Supreme Court**
Friday, October 5, 5 pm–6:30 pm
Jadwin Gymnasium

**Free 80s Movie Event: WarGames**
Thursday, October 11
Princeton Garden Theater

**First Year Families Weekend**
Friday, October 12–Saturday, October 13

**Fall Faculty and Staff Blood Drive**
Thursday, October 18, 9 am–2 pm
Friday, October 19, 8 am–1 pm
Frist MPR A/B, B Level
Sign up ONLINE or call Community and Regional Affairs at 258.3204.

**HR Benefits Fair (Main Campus)**
Wednesday, October 24, 10 am–2 pm
Frist MPR A/B, B Level
All employees are **required** to log in to HR Self-Service and re-elect medical benefits for 2019. Duo authentication is required. Learn more

**FROM THE ACADEMIC CALENDAR**

**MIDTERMS:** Monday, October 22–Friday, October 26

**FALL RECESS:** Saturday, October 27–Sunday, November 4