Dear Colleagues,

We have begun this year with incredible energy and great momentum for the many exciting changes coming up on the horizon at the University.

**Calendar reform** will take effect fall 2020, and with a shortened summer and earlier start to next academic year approaching, our departments have been proactively working with campus partners and other colleagues for a seamless transition. This change will affect the entire campus community, and I thank all of you for your extraordinary work.

As the campus continues to evolve, so will our departments and operations. TigerCard, Transportation & Parking Services; Housing & Real Estate Services; and most of our Central Administration team will be relocating to the Helm Building next summer. While moving away from main campus presents challenges, it’s also an opportunity to reimagine how we can better provide service. As many already know, we’re in the planning stages of creating a new service “center.” For more information, please read the **new section** in *The Update*. We’ll keep you apprised on our progress in each issue.

It’s an exciting time for the University and our organization. I am deeply grateful to each of you for your contributions and dedication. I look forward to seeing you at our Town Halls scheduled for October 22, 29, and 30.

Cheers,

Chad Klaus
Vice President, University Services
Welcome Roger Verzosa

On Monday, September 30, Roger Verzosa joined University Services as Executive Assistant and Office Manager in the Office of the VP. Roger comes to Princeton from Toll Brothers, Inc., where he has served as the Executive Support Manager for both the Chief Human Resources Officer and Chief Marketing Officer. In addition, Roger has supported executives at a law firm in Honolulu, Hawaii and spent eight years working as Assistant to the VP of Human Resources at the Fashion Institute of Technology in New York City.

U. Services Ambassador and Liaison
Fall Outreach Begins October 14

Ambassadors will share and discuss the organization-wide employee climate survey results during the fall Outreach sessions. If you are unsure when your Outreach session is scheduled, speak with your manager or Saleem Curry (8-2621/scurry@princeton.edu).

Fall Learning and Development Opportunities

Registration for fall University Services learning and development opportunities is now open on the Employee Learning Center (ELC). For a full schedule and course descriptions, log into the ELC or read the announcement. Course descriptions are also listed in the University Services mobile app under “Learning Opportunities.”

New Members Join Rewards and Recognition Committee

Recently, the Rewards and Recognition Committee welcomed new members as the program enters its fourth year. The 2020 nomination period will be opening later this fall. Details to come.

Tiger and Spot Awards

Tiger and Spot Award nominations may be submitted any time throughout the year. Additional information and forms may be found online. Submit completed forms to Roger Verzosa. See recent recipients.
Art Exhibit Features Dining Team

The Lewis Center for the Arts’ Program in Visual Arts presents “The Work of Several Lifetimes,” an exhibition by artist and 2018–2019 Hodder Fellow Mario Moore of etchings, drawings, and large-scale paintings of Black men and women who work at or around campus in blue collar jobs. One painting, shown to the left, features (from left) Howard Sutphin, Kaneisha Long, and Valeria Sykes of Rocky-Mathey Dining Hall. The exhibit will be on view in the Hurley Gallery, Lewis Arts complex through Sunday, November 19.

Campus Dining Wins Gold for Sustainability

In July, at its national conference in Denver, Colorado, the National Association of College and University Food Services (NACUFS) awarded Campus Dining with the Gold Award for Sustainability in Waste Management for its #LoveAMug campaign, a re-usable mug program across campus.

#tellustigers

Student Finds Encouragement, Friendship, and More at Whitman

Read about how Rudy Natareno-Urizar, a Cook at Whitman Dining Hall, encourages Michael Lotito ’20 to continue to pursue his dream of becoming a doctor, even when he expresses self-doubt. Part of the #tellustigers series.

Photographer Shares Project Inspired by Food

On September 23, Campus Dining welcomed photographer Gregg Segal to campus to discuss his project, “Daily Bread,” with students and staff. “Daily Bread” is a photo study of different cultural practices and treatments surrounding food and eating. The photo series documents children around the world and the many meals and snacks that they eat during a week.

Over 200 Campus Dining employees attended the Employee Welcome Fair on September 5 and 6. Staff ordered new uniforms and shoes, as well as obtained information about benefits and resources available to all employees.
In venues across campus...

University Chapel: The full CVS team orchestrated the procession and seating of the Class of 2023 during Opening Exercises in just under 15 minutes.

Laura Adler In Conversation with Julien Gosselin + Pascal Rambert

Richardson Auditorium: Microsoft President Brad Smith and The Daily Show host Trevor Noah discuss tech and society on the stage on September 27. Other notable guests on the stage included his excellency Nana Addo Dankwa Akufo-Addo, President of the Republic of Ghana, and author Naomi Klein.

Lewis Arts complex (LCa): Campus Venue Services helped welcome 1,000 first year students to campus on August 31 during Housing and Real Estate Services’ Move In event.

Julis Romo Rabínwitz/Louis A. Simpson (JRRLAS): CVS front-of-house teams were on hand during Seuls en Scène, Princeton’s French Theater Festival, with festival productions and events occurring in JRRLAS, LCa and McCosh.

An art opening for Hodder Fellow, Mario Moore, featuring his paintings of some of our University Services team members, is currently on view in the Hurley Gallery.

701 Carnegie Ctr: The 701 team welcomed campus Employee Resource Groups (ERGs) to an all-day ERG Showcase on August 22.

Laure Adler In Conversation with Julien Gosselin + Pascal Rambert

In venues across campus...

U. Ticketing Now Supports CAS Login

University staff, students, and faculty can now purchase tickets online using their Princeton netID and password.

Join the CVS Team

OPEN POSITIONS

Venue Associate (East Pyne)
Venue Associate (Lewis Arts comp.)
Venue Ops. Assistant (Frist) (2)
Sr. Production Mgr. (Richardson)

MORE CVS NEWS

Our student workers take a break during a day-long training session preparing for a new academic year.
U. Launches New Policy for Programs Involving Minors
A new policy governing rules and procedures for all University faculty, staff, students, and volunteers who interact with minors on campus—an effort spearheaded by the Office of Conference and Event Services (CES)—was recently approved by the Environmental, Safety, and Risk Management (ESRM) committee. The policy is the result of two years of work incorporating input from a number of stakeholders and campus partners, including University Health Services, Environmental Health and Safety, and Public Safety. A new website containing the policy, along with supplemental policies, launched on September 3.

Staffing News
Killian Kueny joined the CES team on August 15.
A recent graduate of Dickinson College and three-time Conference and Event Services summer programs account representative, Killian currently serves as administrator to the recently launched Policy for Programs Involving Minors.

CES bid well wishes to two staff members this summer.
McCarty Maxwell, a Conference and Event Manager since July 2017, joined the Atlanta Esports Ventures, a professional gaming team, as an event coordinator.
Tara Zarillo departed CES after 21 years, most recently serving as Deputy Director, joining Princeton University’s Office of the Executive Vice President as the Associate Director for Administrative Planning. Both will be missed.

Congratulations to Ketlinado “Johnny” Bullard, Scheduling and Conference Coordinator, who was recently named a Princeton Athletics Fellow for the football team.

New EMS Scheduling Software Rolls Out Campus Wide
On Friday, September 20, the EMS project Steering Committee hosted a Scheduler’s Meeting to provide information and answer questions to the campus community about the new scheduling tool. [2] Andrew Dudley, Systems Manager for University Scheduling and [3] Michelle Horgan, Senior Conference and Event Manager for CES led an EMS user-training session. Trainings will continue to be offered throughout the fall semester. See full schedule.

More information about EMS, including the rollout, training dates, FAQs, and user guides, can be found online.

September Highlights
• CES assisted with the unveiling of four new portraits on September 20 celebrating Carl A. Fields, Denny Chin, Robert Rivers, and Alan Turing as part of the on-going work of the University’s Campus Iconography Committee.
• CES assisted with the public lecture, “The Future of Technology and the Tale of Two Books: A Conversation with Microsoft’s Brad Smith and ‘the Daily Show’ host Trevor Noah” on September 27.

Coming in October
• First Year Families Weekend, October 11–13
• The Princeton Footnotes 60th Anniversary, October 12–13
• James Beard Foundation Chef Action Summit, October 17–19
• Princeton Environmental Institute 25th Anniversary Gala and Forum, October 24 and 25
Follow Us on Instagram!

This summer, to better engage directly with students, Housing and Real Estate Services launched its very own Instagram account! Check it out and follow us for current updates, student features, and historical information about student housing here at Princeton.

@princeton_studenthousing

Renovation and Improvement Projects

Renovation of the common room in Whitman College was completed this summer. Photo of renovation: Chris Lilja, Facilities

A dorm room in 99 Alexander Street featuring furniture that was selected during the Dormitory Case Goods Furniture Replacement Project for all undergraduate dorms.

This year, our staff and volunteers...

• welcomed approximately 1,000 members of the Class of 2023 on August 31
• supported the early arrival of 1,900 students including roughly 250 Class of 2023 athletes and international students
• welcomed back over 2,200 upperclass students who arrived between September 7 and the first day of classes on September 11
Staffing News

David Gluck joined the Print and Mail Services (P&M) team on Monday, September 9 as the Assistant Director of Finance and Customer Service. David is responsible for all P&M financial matters and for the management of the customer service staff at the Forrestal Campus. David also oversees the IT component within P&M and supports the Director in key areas of the department.

On Tuesday, October 1, Dennis Fairburn began his new role as Production Technician, primarily responsible for large format digital printing and signage. Dennis was first hired in September 2018 as Production Assistant/Customer Service Representative at the Digital Print Center.

Congratulations to Jim Elbrecht, Computer Graphics Specialist, who after 38 years of service to Princeton, retired on Friday, July 31. Jim was a behind-the-scenes craftsman who produced much of the large format graphics, posters, banners, and signs visible across the University, some of which is still on display.

Package Lockers Phase 2 Complete

The second phase of the Frist Package Lockers project wrapped up in time for new student move in on August 31 and included three parts:

1. Additional locker banks were installed on the Frist 100 level, adding 248 more available self-service lockers to the initial 932 inventory that launched in 2018

2. As part of the expansion, the Oversized Package Room, formerly in Room 106, has been relocated to Room 110, which was renovated to accommodate increased volume of oversized and/or perishable packages, as well as packages that were left in lockers but not picked up by students within the eligible time frame

3. The high-density mail room, formerly in Room 118, now operates out of Room 106

See how the Package Locker system [works]!

Print & Mail Launches New Website

This fall, P&M unveiled its brand new website: printandmail.princeton.edu. The accessible and responsive site provides an overview of all of P&M services and offers new features such as an [online quote request form] and a [photo gallery] of design, print, and promotional materials.
Campus Mobility Project Underway

TPS is working with a consultant team to evaluate campus mobility needs and design the next generation of the University transportation system. The campus mobility project will improve campus mobility options through the creation of “TigerTransit 2.0,” development of rider communications that allow people to easily make transportation choices in real-time, and aligning future campus planning efforts to make the experience of walking and biking irresistible. The project kicked off earlier this summer and will include campus-wide public engagement opportunities in February and March of 2020. A new Campus Mobility Plan is scheduled to be announced next summer.

It’s a Great Time to Revise Your Ride!

If your commute will be impacted by the upcoming closure of Alexander Road, scheduled from November 6 through April 20, 2020, you should consider RYR! Fill out a commute concierge interest form and Commute Options Manager, Amanda Stevens, will be in touch with alternatives for you to consider.

DID YOU KNOW?

If commuting by rail could work for you, the University will cover 50% of the monthly transit fare. Learn more

FIND YOUR PERFECT MATCH

Check out Zimride, Princeton’s Carpool Matching Site to find your perfect commuting match! Then enroll in our University carpool program to receive $400 annually! Learn more

RIDE FOR FREE

If getting to campus by a TigerTransit bus is within your reach, consider enrolling in the Bus Pass Program and receive a free monthly bus pass on us! Learn more
Helm Move and New Service “Center”

What’s going on?
Housing and Real Estate Services; TigerCard, Transportation and Parking Services; and most of University Services Central Administration will be relocating to the Helm Building.

To maintain a campus presence, a “center” where the campus community can receive services at one location is in development. The center will be in New South on the A Floor.

Why is this happening?
In support of the academic mission, academic departments will be moving into offices currently occupied by University Services (New South, 5th Floor and 221 Nassau Street, 3rd Floor)

What are we doing about this?
Teams have been formed to help coordinate the office relocation and development of the service “center,” as well as sharing information with the organization.

When will this be completed?
Both office relocation and service “center” projects are expected to be complete by summer 2020.

Has there been any progress so far?
- The Service Center Planning Team has developed a project plan and members of the team recently visited Harvard and MIT (pictured) to explore how those institutions have created centers for shared services.
- Tours of Helm have been conducted for affected staff.
- Feedback from affected staff is in the process of being collected.

More information will be shared at Town Halls later this month. Check back for updates in the next issue!
Welcome New Staff!

Yazhawn Shadee Barlow  
Retail Food Service Worker, Frist  
Campus Dining  
August 26

Nancy Bauman  
Food Service Worker, Butler/Wilson  
Campus Dining  
September 16

Devin Carr  
Retail Food Service Worker, Frist  
Campus Dining  
September 16

Jeremy Colotti  
Commissary Expeditor, Catering  
Campus Dining  
September 23

Jackeline Davis  
Retail Food Service Worker, Frist  
Campus Dining  
September 3

Sandra Enamorado-Ayaia  
Food Service Worker, Butler/Wilson  
Campus Dining  
September 30

David Gluck  
Assistant Director, Finance and Customer Service, Print and Mail Services  
September 9

Barbara Holder  
Food Service Worker, Butler/Wilson  
Campus Dining  
September 16

Killian Kueny  
Conférence and Event Services  
August 15

Angel Labastida Villa  
Catering Cook, Catering  
Campus Dining  
September 30

Brandon Linke  
Venue Associate, Lewis Arts Complex  
Campus Venue Services  
July 1

Gregory Michels  
Catering Hospitality Manager, Catering  
Campus Dining  
September 23

Jennifer Patterson  
Food Service Worker, Butler/Wilson  
Campus Dining  
September 16

Kenisha Swan  
Food Service Worker, Butler/Wilson  
Campus Dining  
September 16

Roger Verzosa  
Executive Assistant and Office Manager Office of the Vice President  
September 30

Venkata Sesha Sai Ram Yelda  
Residential Food Service Worker, Butler/Wilson  
Campus Dining  
September 16

Congratulations

Cheryl DiLoreto  
of Campus Dining began her new role as Senior Operations Manager on September 9

Dennis Fairburn  
of Print and Mail Services began his new role as Production Technician on October 1

Monica Fernandez Cueva  
of Campus Dining began her new role as Catering Field Representative on September 16

Benito Guillaumette  
of Campus Dining began his new role as Cook at Butler/Wilson on June 24

Ahren Henby  
of Campus Dining began his new role as Venue Operations and Student Team Manager at the Frist Campus Center on July 1

Willbranet Labranche  
of Campus Dining began his new role as Food Service Storekeeper at Butler/Wilson on September 30

Tiger/Spot Award Recipients

July 1–October 1

James Allington  
Renae Hill

Luis Cordero  
Mary Kemler

Kathleen Coughlin  
Dan Maher

Anne Cutrona  
Melissa Mirota

Michael Gattis  
Caleb Mondesir

Christeen Griffiths  
James Park

Matthew Halbert  
William Pierce

Lindsay Hanson  
James Taylor

Ahren Henby  
Alex Trimble

NEW SECTION

Helm Move & Service Center  
Team & People  
Job Openings  
Did You Know?  
Dates to Remember  
SEND FEEDBACK & COMMENTS
## Staff Move & Service Center Updates

### Team & People 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>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Dining</td>
<td>[internal] Cook’s Assistant (Frist)</td>
<td>2019-10916</td>
<td>AYE</td>
<td>Part Time</td>
<td>MSU 041</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Catering Field Representative</td>
<td>2019-10968</td>
<td>AYE</td>
<td>Full Time</td>
<td>MMX 090</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Residential Food Service Worker (Butler/Wilson)</td>
<td>2019-10876</td>
<td>AYE</td>
<td>Full Time</td>
<td>MSU 041</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Chef de Cuisine</td>
<td>2018-9383</td>
<td>12-mo</td>
<td>Full Time</td>
<td>ADM 030</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Food Service Worker (Graduate College)</td>
<td>2019-10816</td>
<td>AYE</td>
<td>Part Time</td>
<td>MSU 010</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Retail Food Service Worker (Frist)</td>
<td>2019-10791</td>
<td>AYE</td>
<td>Part Time</td>
<td>MSU 041</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Retail Service Worker (Frist)</td>
<td>2018-9622</td>
<td>AYE</td>
<td>Part Time</td>
<td>MSU 041</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Retail Food Service Worker (Frist)</td>
<td>2019-9973</td>
<td>AYE</td>
<td>Part Time</td>
<td>MSU 041</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Executive Retail Chef II</td>
<td>2019-10262</td>
<td>12-mo</td>
<td>Full Time</td>
<td>ADM 060</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Food Service Worker (Graduate College)</td>
<td>2019-10190</td>
<td>AYE</td>
<td>Part Time</td>
<td>MSU 010</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Residential Food Service Worker (Rocky/Mathey)</td>
<td>2019-10092</td>
<td>AYE</td>
<td>Full Time</td>
<td>MSU 041</td>
</tr>
<tr>
<td>Campus Dining</td>
<td>Food Service Worker (Butler/Wilson)</td>
<td>2019-9970</td>
<td>AYE</td>
<td>Full Time</td>
<td>MSU 010</td>
</tr>
<tr>
<td>Campus Venue Services</td>
<td>Venue Associate (Lewis Arts complex)</td>
<td>2019-10864</td>
<td>12-mo</td>
<td>Full Time</td>
<td>MMS 120</td>
</tr>
<tr>
<td>Campus Venue Services</td>
<td>Senior Production Manager</td>
<td>2019-10797</td>
<td>12-mo</td>
<td>Full Time</td>
<td>ADM 050</td>
</tr>
<tr>
<td>Campus Venue Services</td>
<td>Venue Operations Assistant (Frist, x2)</td>
<td>2019-10767</td>
<td>12-mo</td>
<td>Full Time</td>
<td>MMS 080</td>
</tr>
<tr>
<td>Campus Venue Services</td>
<td>Venue Associate (East Pyne)</td>
<td>2019-10571</td>
<td>12-mo</td>
<td>Full Time</td>
<td>MMS 120</td>
</tr>
<tr>
<td>Conf. &amp; Event Svs/U. Sched.</td>
<td>Deputy Director</td>
<td>2019-10720</td>
<td>12-mo</td>
<td>Full Time</td>
<td>ADM 070</td>
</tr>
</tbody>
</table>

Search for other open positions or update your profile online at [Careers at Princeton](https://careers.princeton.edu)
My Health Coach Program Through TrestleTree

Did you know that you and your eligible dependents can meet face-to-face with a Health Coach on campus or by telephone to improve your overall health? If you need advice on nutrition, exercise, managing stress, weight loss, smoking cessation, or any other health issue, meeting with a Health Coach may be beneficial in meeting your personal goals. In addition, our Health Coaches are here to help you manage diabetes, high blood pressure, and/or high cholesterol.

You may be eligible to receive free medication, supplies, devices, and cash incentives

If you are enrolled in a Princeton medical plan, you may receive your medications for free and a cash incentive for participating in one of the programs. In addition, many devices and testing supplies related to diabetes management are covered at no cost. All information discussed with your Health Coach is confidential, and the program is free.

To learn more or set up an appointment call 866.237.0973 or visit us [online](#).

Meet the Coaches

Coaches are available to meet on campus or by phone. They are employees of TrestleTree, an accredited health transformation organization. From left: Lisa Calabrese RN, BSN; Nne Felder, RN, BSN; Gerry Pierre, RDN, CDE

TrestleTree
Dates to Remember

First Year Families Weekend
Friday, October 11–Sunday, October 13

FluFest
Wednesday, October 16
8 am–6 pm (all days), Frist MPR, B Level

Fall Faculty and Staff Blood Drive
Thursday, October 17, 9 am–2 pm
Friday, October 18, 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 23, 10 am–2 pm
Frist MPR A/B, B Level
Learn more

University Services
Fall Town Hall

• EVENING
  Tuesday, October 22
  6 pm–7:30 pm
  Frist MPR A, B Level

• AFTERNOON
  Tuesday, October 29
  1 pm–2:30 pm
  Frist MPR B, B Level

• MORNING
  Wednesday, October 30
  9 am–10:30 am
  Frist MPR B, B Level

University Services
Learning Opportunities

Group Facilitation Skills
Wednesday, October 23, 8:30 am–4:30 pm
Facilitated by Ed Andriessen, Mercer Institute

Understanding and Leveraging Diversity and Inclusion in the Workplace
Wednesday, October 30, 3 pm–4:30 pm
Facilitated by LaTanya Buck, Dean, Diversity and Inclusion, Office of the Vice President for Campus Life; Shawn Maxam, Assistant Director for Diversity and Inclusion, Office of the Provost

Working Through Change in the Workplace
Tuesday, November 5, 1 pm–4:30 pm
Facilitated by Kim Jackson, Director, TigerCard Services, Transportation and Parking Services

Delivering Exceptional Customer Service
Thursday, November 7, 8:30 am–4 pm
Facilitated by Ed Andriessen, Mercer Institute

Introduction to the Myers-Brigg Type Indicator (MBTI)

REGISTRATION DEADLINE: WEDNESDAY, OCTOBER 30

Wednesday, November 13, 9 am–12:30 pm
Facilitated by Verita Murrill, Director, Talent & Organizational Development

FROM THE ACADEMIC CALENDAR

MIDTERMS: Monday, October 21–Friday, October 25
FALL RECESS: Saturday, October 26–Sunday, November 3

REMINDER

BENEFITS OPEN ENROLLMENT
OCT. 14–NOV. 8

View full academic calendar

BENEFITS OPEN ENROLLMENT