

STAFF NEWSLETTER



Library



Oct. 31, 2016

New Staff

Rebecca Koeser, Lead Developer, Center for Digital Humanities, Deputy University Librarian (8-2024, rebecca.s.koeser@princeton.edu), Oct. 17.

Prior to Princeton, Rebecca worked at Emory University as a Software Engineer in the library. She worked on several digital library and repository projects and also some Digital Humanities projects in partnership with the Emory Center for Digital Scholarship. Rebecca has a PhD in English Literature from Emory, and a BA from Wheaton College (Illinois) where she double majored in English Literature and Math/Computer Science.



LETC Wants Your Feedback

The Library and Education Training Committee (LETC) cordially requests your participation in the following survey to acquire feedback on the tours and trainings offered throughout 2016. Be advised that all responses are anonymous as this only serves as a measure to enhance what the LETC provides in its mission to expand the collective knowledge and overall professional experience for all employees across the Princeton University Libraries Department. Please direct any individualized questions or comments to David Levkoff (dlevkoff@princeton.edu). Thank you for your time and participation."

TAKE SURVEY ▶

[LETC Survey](#)

Human Resources

Colleen Murray, Human Resources Specialist, will be assuming **Jasmin Kotwal's** role with the Library on Nov. 1st. Jasmin is retiring from the University on Oct. 28. Colleen may be reached at 8-9171, cm20@princeton.edu.

Dixon in *Facilities Insider*

Ed Dixon: Interacting with People

(by Cindy Suter)

Ed Dixon, a supervisor with Building Services, can still remember his start date at Princeton University, April 23, 1979. Dixon can measure the 37 years he's worked for the University, but he cannot measure the innumerable lives he's touched during that time; both through his outside charity work and his work here at Princeton.

Through his church in Lawrenceville, Dixon has fed the homeless locally for over 25 years. Additionally, he has also taken numerous trips to America's South—to some of the poorest parts of the nation—to help families there. He has traveled to West Virginia, Tennessee, Alabama and Mississippi through the nonprofit organization "Feed the Children".

"We take truckloads of food to these people down South, lots of different places, and distribute to the homeless, whoever is in need. I went



What's Ahead...

- **Nov. 11** – Lewis Library Film Series: The Value of Experience
- **Nov. 17** – Food drives ends
- **Nov. 18** – Volunteers needed for Thanksgiving baskets
- **Nov. 24/25** – University Holidays
- **Dec. 20** – Library Staff Holiday Luncheon
- **Dec. 23/26** – University Holidays



The Staff Newsletter is published the 15th and last day of each month.

To submit items, please contact Jean Moyer (jmcgill@princeton.edu)

LETC Corner

LETC would like to thank **Dina Conte** (Financial & Office Services) and **Jasmin Kotwal** (HR) for their valuable service to the Committee during their terms. As Dina's term is ending, **Colleen Burlingham** (Research & Instructional Service) will be joining the Committee. Jasmin retires at the end of this month, so the Committee is also welcoming ex-officio member **Colleen Murray** (HR).

The members of the Library Education and Training Committee are:

Colleen Burlingham - *Head, Microforms Service/Documents Processing, RIS*

Carol Houghton - *Special Collections Assistant V, RIS*

Thomas Keenan - *Assoc. Librarian, Slavic, East European, and Eurasian Studies, CD*

David Levkoff - *Library Supervisor/Public Services Unit, EAL*

Art Miller - *General Reference and Research Services Librarian, RIS*

Karen Stathopoulos (ex-officio)- *Senior Human Resources Manager, HR*

Colleen Murray (ex-officio)- *Human Resources Specialist, HR*

If you have questions, comments, or suggestions, please fill out our form at <http://library.princeton.edu/committee/letc/suggest>
Training and Development Programs at Princeton University Library (excerpted from the PULA Contract): Supervisors are strongly encouraged to support employee attendance at training. Particular emphasis should be placed on attendance at those training activities which enhance the employee's job skills in their current position or which help the employee to advance his or her career at the library. Bargaining unit staff shall be allowed to attend at least one training activity per month provided the training activity is directly related to enhancing job skills, provides orientation to a facilities or area that is directly related to the employee's work or furthers their career development at the library.



Lewis Science Library Film Series

Behavioral Economics: When Psychology and Economics Collide

Video series hosted by Professor Scott Huettel, Ph.D. Duke University



Fridays, Noon to 1 in Lewis 225

- ✦ September 16th - What is a Good Decision? / The Rise of Behavioral Economics
- ✦ September 23rd - Reference Dependence: It's All Relative / Reference Dependence: Economic Implications
- ✦ September 30th - Range Effects: Changing the Scale / Probability Weighting
- ✦ October 7th - Risk: The Known Unknowns / Ambiguity: The Unknown Unknowns
- ✦ October 14th - Temporal Discounting: Now or Later? / Comparison: Apples and Oranges
- ✦ October 21st - Bounded Rationality: Knowing Your Limits / Heuristics and Biases
- ✦ October 28th - Randomness and Patterns / How Much Evidence Do We Need?
- ✦ November 11th - The Value of Experience / Medical Decision Making
- ✦ November 18th - Social Decision: Competition and Coordination / Group Decision Making: The Vox Populi
- ✦ December 2nd - Giving and Helping: Why Altruism? / Cooperation by Individuals and in Societies
- ✦ December 9th - When Incentives Backfire / Precommitment: Setting Rationality Aside
- ✦ December 16th - Framing: Moving to a Different Perspective / Interventions, Nudges, and Decisions



- Questions? Contact Neil Nero nnero@princeton.edu - DVD set available @ Lewis Library HB74P8 B45 2014

- November 11th – The Value of Experience: Medical Decision Making
- November 18th – Social Decision: Competition and Coordination

- December 2nd – Giving and Helping
- December 9 – When Incentives Backfire

to West Virginia and it was amazing to me, we feed people down there who were still living in houses with dirt floors,” Dixon said. “There are a lot of people who are disadvantaged and who just don’t have the things we take for granted.”

In the University setting, Dixon has turned his workplace into a second home, establishing rare and unique relationships with each of his employees.

It’s no surprise that he said the best part of his job is “interacting with the people,” because when discussing his job and the people he works with, Dixon’s eyes light up. “I thank God that he allows me to cross paths with so many good individuals here at the university. I met a lot of people, I made a lot of friends.”

“I’ll go to bat for them, and they’ll go to bat for me,” Dixon said of his employees. “I have 23 employees and I have a good relationship with all of them.”

In 2007, his employees nominated him for the Dick Spies Award for Excellence, Dedication & Quality Improvement. “I was completely unaware that they were going to do that,” he said. He still has the award displayed in his office, a prominent symbol of the bond he has with his workers.

Dixon has an exceptional talent for understanding his employee’s personal stories and takes a special interest to help them in any way that he can.

“Some of my employees come in here with a lot of stuff on their mind, you know? Some have some real serious problems,” he said. “I try to help them as much as I can. I think I’ve done pretty good.”



Ed and some of his crew in Firestone Library. L to R: Antonio Cruz, Gwen Williams, Eddy Nonez, Ed Dixon, Domenico Cifelli, Joe Henderson, Patricia Brown, and Diann Schilk

Happy 40th Birthday, Mudd!

1976 - 2016

Reception at Mudd on October 13, 2016

(Photography by Linda Oliveira, RBSC)



DO SOMETHING ABOUT HUNGER TODAY.

A can of corn, a box of mashed potatoes, or a couple of dollars donated to buy turkey gift cards, makes more of a difference than you realize.

2016 Library Thanksgiving Food Drive for HomeFront

IS NOW IN FULL SWING

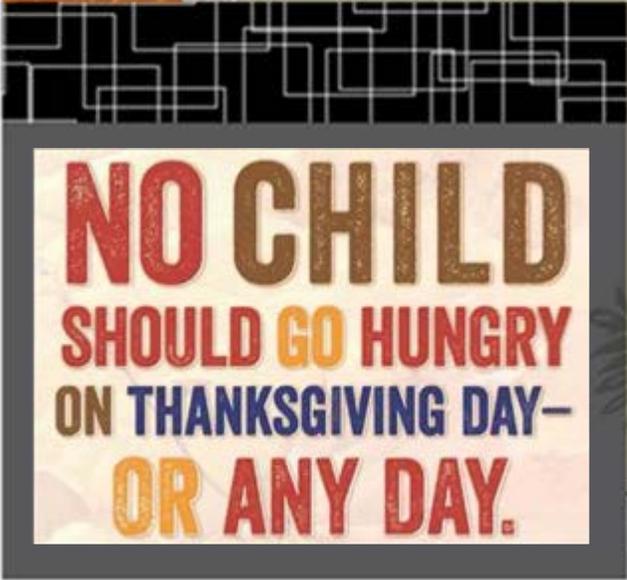
Collection boxes: Firestone (outside the Staff Lounge), 693 Alexander, and ReCAP. Employees at the branches are welcome to send any donations via campus mail – John and his staff in Shipping will be collecting items.

You can Help by donating (*Please, no perishable or glass items*):

- Grocery store gift card or cash for turkey (no frozen turkeys, please, we lack the freezer space!)
- Canned vegetables, cranberry sauce, fruit
- Dry boxed mashed potatoes
- Dry boxed stuffing mix
- Dessert Items
- Fruit Juice
- Anything else that will make a family's Thanksgiving special (tablecloth, napkins, plates, etc.)

Leftovers can only last so long. Necessities include soups, tuna, beef stew, canned or evaporated milk, cereal, pasta, tomato sauce, rice, canned or dried beans, macaroni and cheese, peanut butter and jelly.

Deadline: November 17th



**NO CHILD
SHOULD GO HUNGRY
ON THANKSGIVING DAY—
OR ANY DAY.**

Blast from the Past

Excerpts from "The Green Pyne Leaf": Publication of the Staff Association – August, 1947

The New Charging System

The big news from the Circulation Department is that a new system for charging loans has been installed and is actually being used. As you know, the former system was a triple record method, i.e. one could tell (1) who had a book, (2) what books any borrower had out, (3) what books were due back on any day, thus taking care of overdues. It has been felt for some time that, while this had many good points, desk assistants were spending too much time and far too much nervous energy and eyesight on the personal records, and also on checking time slips with the book card record to sort out cards for overdue books. After visiting other libraries, reading and remembering systems elsewhere, after many consultations among department members (including the Chief of the Department, **Mr. Duffield**) we have devised a "two-card" method. Every book now has, or will have, two cards – one white, one buff. The borrower signs both and leaves both at the Desk. Until September, time slips must also be made out as at present. One of the two book cards, the white card, will be filled in, as previously, by book number. The buff card will be filled in, as previously, by book number. The buff card will be filed behind a yellow card bearing the borrower's name, thus giving us the personal record. You already have, we suppose, signed your yellow registration card which also acts as the guide card bearing your name, typed, and spoken of above. We believe this filing of cards for personal record will be more accurate and much less fatiguing than the copying on the Kardox of book numbers. Also, in discharging a book, the chances of error would seem to be less.



Firestone Library staff at work during the 1940's



New Charging System (*continued*)

Now, what about the time record? Until September, the old time slips will be retained. After that, with considerable publicity, time slips will be abandoned. When a person borrows a book, the due date is stamped in as usual and it is his responsibility to return the book by that date. Overdue notices will not thereafter be sent as previously.

A more or less continuous process of clearing individual records will go on and when a card is found recording a book as overdue, a notice will be sent. As a person's record will not be examined more than once a month, his fines may have piled up considerably!

We do not believe that this new system is permanent for we are looking ahead to development in photographic methods which may quite change processes. Incidentally we have investigated various of the new mechanical charging systems and have not found any meeting our needs.

While we have the floor, we should mention the new ruling that all staff members have faculty privileges in borrowing. Some may not quite know what that means. By it you may borrow books for unlimited time – with annual renewal of course. This unlimited period does not pertain to Dixon books or to periodicals. And it is with these that you will have to “watch out” and not keep them over a week, because you will not receive overdue notices. In this and in the whole use of unlimited borrowing, we hope there will be no abuse. Books with which you have finished should be promptly returned, and if recalled for other users, should come in at once.

In all this change, especially in the transition period, we ask your patience and cooperation. (*The Staff of the Department*)