



October 2009

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HLS STAFF CONNECTION

A Message From Dean Minow



Hi, everyone!

I want to thank you for your warm wishes and for the many thoughtful ideas you've shared with me since I stepped into my new role as Dean. Your enthusiasm and creativity make every day exciting and encouraging, and I am grateful for your outpouring of support and your warm collegiality.

In my first two months as Dean, I've been learning a great deal I didn't know about this institution even after working here for 28 years. The most wonderful discovery has been the depth and range of your talents and commitment, from senior administrators to the most recent entry-level hires. Everyone contributes to the mission of the school in terrific and unique ways,

making things work and work better than ever.

As I've been learning the ins-and-outs of my own job, one question I like to ask people is: "What are hidden treasures of Harvard Law School?" The most consistent answer is the name or names of individual staff at Harvard Law School, often names of people working quietly behind the scenes to advance the critically important work of our students and faculty to produce the finest legal training, scholarship, and advocacy anywhere in the world. Working together here, staff, students, and faculty tackle some of the most challenging problems our world faces, ranging from global financial turmoil and unprecedented environmental challenges to mass atrocities, human trafficking, and torture.

None of this work could happen without you, and it is my goal to make sure that your dedication and contributions receive the recognition, as often as possible, that they deserve. For now, please accept my deep thanks—you're doing terrific work, contributing your talents and energies to advance teaching, knowledge-building, and advocacy in the pursuit of justice, fairness, and practical solutions to human problems. I look forward to working with all of you in the days ahead, and I think we'll have lots of fun and memorable experiences along the way.

With my best wishes,

Martha Minow

Welcome Dean Martha Minow!

Edward Hichez interviewed several HLS staff at the Welcoming Celebration for Dean Martha Minow. Here is what they had to say...

Question: Is there anything you would want Dean Minow to know?

"I think she should know how excited everyone is to have her at the helm!"
Ellen Cosgrove, Associate Dean & Dean of Students, Dean of Students Office

Question: What do you think of Professor Minow's new deanship?

"It's great for the university. Looking at her scholarship and work, the way students and staff respond to her, she's the type of leader we all should emulate."
Mike Jones, Communications Director, Human Rights

Question: What are you hoping for from Dean Minow's leadership?

"That she continues to be equally receptive to all voices at the university—those of faculty, students, and staff..." Stacy Willar, Accounting Assistant, Finance

Question: Is there anything you would want Dean Minow to know?

"Congrats! I'm really happy she's Dean. I was sad when Dean Kagan left but I can't imagine a better replacement!"
David Abrams, Program Manager, Academic Programming





Congratulations to our Peer-to-Peer Award Winners!

KAREN GRAY

HRIS Associate
Human Resources

TOM HOHENSTEIN

Pound Project Librarian
Library

MELINDA KENT

Document Delivery Librarian
Library

Don't forget to nominate your colleagues for a Peer-to-Peer Award!



Mindy Kent

"When we can locate something that's hard to find...that detective aspect of getting people what they need is very rewarding."

Fridays @ Four Movie Tickets Winner

Mindy Kent, the Peer-to-Peer Award recipient who won last month's movie ticket drawing, is excited about the changes accompanying the Law School library's reorganization. She states that some of these changes "are meant to integrate different library departments into a single function", and envisions the Library being "more closely involved with the larger mission of scholarship of the Law School, and more responsive to the Law School as a whole." Within this framework, Mindy serves as the Document Delivery Librarian and explains that "while part of my job is to supervise the Faculty Document Delivery Department, it also includes supporting the needs of the Harvard community at large. For example, I oversee the new Scan and Deliver service, which is for everyone at the university and was just launched this summer." Mindy further explains that "through this service you can make online requests for articles from any school at Harvard and

have them delivered."

Regarding what she enjoys most about working at HLS, Mindy exclaims, "I love seeing what people are working on! There are so many types of scholarship being done." Furthermore, she discloses that "when we can locate something that's hard to find...that detective aspect of getting people what they need is very rewarding."

After obtaining her undergraduate degree in History from Yale, Mindy went on to earn a J.D. from Boston College Law School. "I went to law school and, while there, people talked about the different options and I sort of went along with it...and then suddenly I was an Associate!" She practiced as a lawyer for a while and didn't find it to be a fit. "Even in law school at BC I worked at the library and I remember thinking this would be a great job if I had no student loans to pay." After doing "diagnostic stuff" with a career counselor at HLS, "I quit lawyering - on my

birthday - and took a job at the Law School library in the Fall of '98, before going on to Simmons for library school. I've been here ever since!"

During her spare time, "I'm a knitter", she declares, "which is common in the library. We actually have a knitting group here. I never end up finishing the projects I start, but I start lots of new ones!" She continues, "as a librarian I'm required to be a voracious reader. I even walk and read, while trying not to run into people." And in addition to being an "enthusiastic but unskilled gardener", Mindy is, of course, a Red Sox fan as well.

With her movie ticket winnings, Mindy is "hoping to see Julia and Julia. I read the book and loved it. Both my husband and I are big Julia Child fans, and we're planning on seeing it this weekend!"

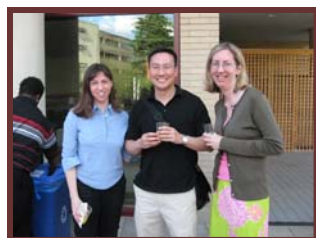
~ Edward Hichez



**Don't miss the next
Fridays @ Four October-fest**

**When: Friday, October 16th
Time: 4:00 p.m.**

Fridays @ Four 'Lawn Party'



Fridays @ Four 'Lawn Party' was held on Friday, August 7th and was a huge success! There were



roughly 50 people in attendance who enjoyed the wonderful summer day with friends and co-workers. Don't miss out on the next Fridays @ Four



October-fest themed event to be held on Friday, October 16th, 2009. More to come!

We'd like to congratulate those new to the Law School and those who have received promotions or taken new positions!

July 1, 2009 to October 9, 2009

Employee Name	Title	Department
New Hires:		
Catherine Klier	Staff Assistant III	Law Review
David Abrams	Program Manager	Academic Programming
Deborah Popowski	Clinical Fellow	Human Rights Program
Debra Stump	CCS Research Fellow	Environmental Program
Erik Ramanathan	Executive Director	Program on Legal Profession
Eunice Lee	Sacks Fellow	Immigration Clinic
Jason Warman	Senior Network Engineer	IT Services
Joshua Rubenstein	Assistant Dean for Admissions	Admissions
Kevin Leske	Clinical Fellow	Environmental Program
Kristen Ball	Assistant Registrar, Curricular Advisor	Registrar
Maureen Devine	Clinical Instructor, Family Law	Legal Aid Bureau (LAB)
Nicholas Tabor	Clinical Fellow	Program on Legal Profession
Rebecca Angle	Admin and Fin Aid Coordinator	Graduate Program
Solomon Worku	Staff Assistant III	Human Resources
Stephen Nedder	Controller	Financial Services Management
Tadd Tillman	Systems Administrator	IT Services

Transfers:

Heather Houston	Staff Assistant III	Faculty Support
Rosemary Dawes	Faculty Assistant II	Faculty Support
Tracy Blanchard	HNMCP Clinical Program and Faculty Assistant	Harvard Negotiation and Mediation Clin Prog

Promotions:

Kathleen McGillicuddy	Executive Assistant	Faculty Support
Robert London	Assistant Dean for Communications	Communications Mgmt
Silvia Vazquez	Interpreter/Translator/Admin Prog Assistant	Legal Aid Bureau
Suzanne Wilson	Executive Assistant	Development Administration Operations

Current Job Openings: HLS is currently recruiting for the following positions.

Req. #	Job Title	Department
37982	Director of Development	Development
37946	Nuremberg Fellow	Library
37945	Digital Lab Fellow	Library
37938	Assistant Director for Recruitment & Operations	Career Services
37908	Temporary Family Law Clinical Instructor	Legal Services Center
37830	Assistant Director, Development Communications	Development
37829	Web Coordinator	Program on Corporate Governance
37797	Manager, Research Services	Library
37796	Library Assistant	Library
37768	Program Assistant	Human Rights Program
37735	Technical Analyst/Desktop Support	Library
37616	Research Fellow	Berkman Center
37615	Assistant Director of Admissions	Admissions
37557	Associate Director of Major Gifts	Development
37388	Registrar	Registrar's Office
37390	Business Analyst, Assistant to the Registrar	Registrar's Office
37328	Library Assistant IV	Library
37327	Staff Assistant III	Library
37305	Program Administrator-Bilingual	Legal Aid Bureau
37277	Staff Assistant III	Registrar's Office
37263	Associate Director, Harvard Law School Fund	Development
36701	Statistician III	Library

**Attention
New Hires:**

Be sure to double check your offer letter for dates and times of your new hire orientations. If you cannot attend your HLS orientation please contact Katie Kula at 5-4611 and she will be happy to help you reschedule.



Career Help:

Have a friend or relative looking for a job?

Refer them to us!

If they apply to any of our open positions, let us know and we'll be happy to talk with them!

Human Resources Office
(617) 495-4611



Ice Cream Social



Joint Council Corner

Greetings from your Joint Council! It seems like just yesterday we concluded a busy year that included brown bag lunch events with speakers Cass Sunstein (now heading the Office of Information and Regulatory Affairs in the Obama administration), Noah Feldman, Charles Ogletree, Mary Streeto, and Jonathan Zittrain, plus a series of HR co-sponsored focus groups on HLS and the current recession.

We had an active summer:

On July 8th, the HLS Green Team in partnership with the Joint Council hosted Freecycle, an event where staff were invited to swap extra office supplies in effort to both reduce individual department spending, and to help “green” the HLS campus. Special thanks to Cara Ferrentino and Margaret Peachy, the chief organizers of this event.

On July 14th, the Joint Council hosted the annual Ice Cream Social on the Harkness Common Patio. Due to good weather and the presence of our Celebrity Scoopers we had an excellent turnout. Professors Bill Alford, Betsy Bartholet, Christine Desan, Howell Jackson, John Palfrey, Carol Steiker and Jonathan Zittrain, along with Dean for Administration Fran McCrossan came by to scoop for the Law School community. Thank you!

We also had special guest appearances from two other Harvard Celebrities, HLS Dean Martha Minow and Harvard President Drew Faust (see pictures on the left). Thanks to all for making this a wonderful event.

The Joint Council kicked off the fall semester with a brown bag talk on September 16 by John Palfrey, Henry N. Ess III Professor of Law and Vice Dean for Library and Information Resources. He gave an enlightened talk on his book “Born Digital: Understanding the First Generation of Digital Natives,” and provided insight into the ongoing evolution of the HLS library. Our next event will be on November 4; guest speaker: Professor Alan Dershowitz.

Save the Date!

Visit

www.cash.harvard.edu

to add value to your Harvard ID card



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cash

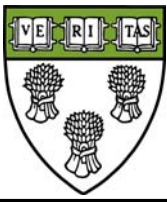
What is Crimson Cash?

Crimson Cash is the key to many of your purchases and services on Harvard’s campus.

- It is a declining balance debit account accessed through your Harvard ID
- If you have a Harvard ID card you are eligible for Crimson Cash
- It takes less than 60-seconds to add value online, 24-hours a day, 7-days a week
- Just visit www.cash.harvard.edu to add Crimson Cash value to your Harvard ID card today!

What’s in it for me?

- Time is money-just swipe-n-go!
- Value additions are easy to make, available within minutes
- Remaining balance is instantly displayed with each transaction
- Your balance carries forward as long as you have a valid Harvard ID
- Lose your Harvard ID? Your money is secure!
- No membership fees, service charges, or minimum balances
- It’s like having exact change all the time



HLS Staff and the Environment



Become a Greener Office!

Now there's another way to show the other programs on your floor how green your office is... take part in the Harvard [Green Office Program](#)! The online Green Office Resource provides all the tips and resources necessary for greening daily office practices. Use the Green Office Resource to tackle a specific impact area (energy, events, kitchens, participation, publications, purchasing, recycling, waste reduction, and transportation), or commit your office to broader change by becoming a certified Green Office; there are four levels of [certification](#) from "Leaf One" to "Leaf Four."

Congratulations to the certified Green Offices of HLS:

- HLS Media Services (Leaf One),
- Facilities Management (Leaf Two), and the
- Environmental Law and Policy Clinic (Leaf Four).



Want to get your office certified?
Contact [Cara Ferrentino](#) for more information.



Introducing the New HLS Sustainability website!

www.law.harvard.edu/about/administration/facilities/energy/index.html

HLS Facilities Management has a new site devoted to energy and sustainability issues. Learn resource conservation tips and read about our efforts, policies, and programs.

NEW Harvard ReuseList website

The Harvard Reuse List is a new resource for office supply and equipment swapping across Harvard. Log on today to see what is available, or to post items you may have to share!

www.green.harvard.edu/reuselist

Don't forget about the HLS Freecycling Listserv!

Do you have items at home you'd like to get rid of, but don't want to trash? Would you like to acquire items you need for free? To subscribe to the new HLS Freecycling listserv, send a PLAIN TEXT e-mail to majordomo@lists.law.harvard.edu containing the text `subscribe hlsfreecycle`. Once you've subscribed, write to the list to offer items, and read others' posts to see if there's anything you or your office could use.

Eco-Citizen Spotlight On:

Margaret Peachy



Department: Library,
Special Collections

Position: Curatorial
Assistant for Manuscripts

Green Role at HLS: HLS Green
Team and HLS Library Green Team

What are your motivations for being involved in environmental efforts on campus?

My primary motivation was to get staff involved in the greater community. The University is so decentralized that when President Faust launched her campaign last year to green the campus, I saw it as a way to bring together all parts of the university in a concerted effort, and to bring together staff, faculty and students. I'd say we've had great success at bringing together a diverse community at HLS, and with good results for the environment.

What is the Library Green Team working on?

Currently the Library Green Team is working on a campaign to encourage library users to scan, not copy. The library recently purchased more scanners that allow users to scan pages and save them as electronic files. If more people use electronic versions of documents, rather than copying and printing several pages, the library could significantly reduce the amount of paper used each year.

What are your favorite tips for greening office/library practice?

Every day before I leave my office I make sure to power down my computer and printer. I also make sure the thermostat is off and that no lights are left on. If I'm the last one to leave the department I check my colleague's offices to see that everything is off.

One of the easiest ways to green an office space is to reuse paper. I never print on just one side, and always have a stack of scrap paper near the printer. This is a simple way to reduce and reuse office supplies.