



Honoring the past, cultivating the present, empowering the future

AGENDA

Special Meeting

Board of Library Trustees – Altadena Library District
Community Room – Main Library - **May 7, 2018** – 5:00 p.m.

PUBLIC REQUESTS FOR DOCUMENTS: The District provides a public inspection copy of all materials included in the agenda packet distributed to the Board members. Members of the public who wish to obtain a copy of any document may do so by completing a Request for Public Document form and submitting it to Administration who will arrange for the documents to be copied at a charge of 15¢ per page. Request forms are available at the District Administration offices.

1) CALL TO ORDER

2) ROLL CALL:

- a) Ira Bershatsky
- b) Betsy Kahn
- c) Gwendolyn McMullins
- d) Armando Zambrano

3) PUBLIC COMMUNICATION

- a) Individuals may address the Board regarding any item of Library business on or not on the agenda. Comments are limited to 3 minutes per item. At the discretion of the Board President, individuals may be allowed a longer presentation. While all comments are welcome, the Brown Act does not allow the Board to take action on any item not on the agenda. If speaking before the Board, please give your name and state the agenda item and/or issue you wish to address.

4) NEW BUSINESS

- a) Building Projects Manager Job Description (**INFORMATION/ACTION**)
- b) Early Closure for Taste of 'Dena Fundraiser (**INFORMATION/ACTION**)
- c) Board Member Interviews and Vote for Potential New Trustee (**INFORMATION/ACTION**)
 - i) Rene Amy
 - ii) Terry Andruet
 - iii) Katie Clark
 - iv) Dawn Digrius
 - v) Donna Gajavada
 - vi) David Herman

5) CLOSED SESSION

The Board of Trustees will recess into closed session pursuant to the Ralph M. Brown Act (Government Code Section 54960 et seq.) for purposes of the discussing and/or taking action on the following items:

- a) PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957
Title: District Director

6) ADJOURNMENT

- a) **Recommended Action**: There being no further business to come before the Board, the meeting is adjourned.



**BOARD OF LIBRARY TRUSTEES
STAFF REPORT**

DEPARTMENT: Administration
PREPARED BY: Ryan Roy

MEETING DATE: May 7, 2018
LOCATION: Community Room

TITLE: Approval of Job Description for Building Projects Manager

BACKGROUND: At the March 29th meeting of the Altadena Library Board of Trustees, the addition of a Building Projects Manager position was approved as part of the mid-year budget adjustment for FY 2017-18. With the upcoming facilities assessment report from ISES Corporation due in June, and the preliminary inspection indicating that much work will need to be done in terms of capital improvements over the next several years, this is a much-needed position for the District.

On April 20th, 2018, HR Network reviewed, edited, and approved this draft of the job description.

RECOMMENDATION: That the Board of Trustees approves the job description for a Building Projects Manager.



Building Projects Manager

Job Description

FSLA – Exempt (Full Time, Benefits)

General Summary

The Building Projects Manager position reports directly to the District Director and is responsible for managing maintenance and capital improvement projects related to the facilities for both library locations. Responsibilities include administration of a preventive maintenance program, scheduling of proposed projects and/or repairs, as well as materials procurement. This position's work schedule includes nights, weekends, and occasional library holidays. The position requires constant contact and collaboration with staff, vendors, the public, community organizations, and local government, including those with diverse backgrounds and abilities. This position collaborates with District staff to anticipate and meet community expectations. Work is performed with considerable independent judgment and initiative.

Essential Job Requirements

- **Customer Service**
 - Works in conjunction with Administration, Managers, and other staff to respond to the needs of the public.
 - Creates positive experiences for library patrons by effectively and efficiently performing job tasks; presents a positive image of the library in attitude, communications and appearance while performing duties in both the public and staff areas.
 - Responsible for greeting and assisting internal and external customers in a friendly, prompt, and accessible manner.
 - Responsible for endeavoring to listen, understand, and resolve internal and external customer needs by providing solutions or referrals.

Core Responsibilities - Building Projects

Core responsibilities include, but are not limited to:

- Solicit bids, analyze prices, select vendors/suppliers/sub-contractors and negotiate contracts for services related to building projects.
- Create and manage the RFP process for building and maintenance projects as required by District policy.
- Develop and administer effective and efficient procedures for procuring services, materials, equipment, and supplies as needed to support District projects related to the facilities.
- Execute planning, coordination and implementation of projects, and closes-out/signs-off on completion of facilities projects.
- Ensures project completion on time and within budget.
- Monitors vendor/contractor compliance to project requirements, budget, timeline, and compliance with building and safety codes.
- Secures building permits and licenses, safety inspections as needed.
- Apprises staff and the Library Board of Trustees about major project proposals, and reports on status and progress of facilities projects.

- Directs and coordinates projects with library staff, community organizations, local government, and external customers as needed.
 - Performs other duties as required.
- **Abilities**
 - Review or check the work of others for conformance to standards.
 - Exercise sound judgment in independent decision making when procuring materials and hiring contractors/services.
 - Exercise sound judgment in ensuring capital improvement projects are completed timely and within budget.
 - Work safely without presenting a direct threat to self or others.
 - Must be able to drive a car and hold a valid California Class C Driver's License.
 - Work at a computer station frequently.
 - On a limited basis tolerate residual dust, mold or foreign substances on materials.
 - Ability to communicate effectively with others, orally and in writing, including through email.
 - Able to establish and maintain effective working relationships with co-workers, patrons, user groups, community organizations, volunteer groups and to serve the public courteously.
 - Able to recognize and set priorities, and to use initiative and independent judgment in a variety of situations.
 - Must be able to lift and carry materials weighing up to 40 pounds and handle materials, push/pull carts/bins up to 40 pounds.
 - Must be available to work evenings, weekends, and occasional library holidays.
 - Must be able to transport library materials and furniture to off-site events.
 - Must possess physical mobility involving bending, lifting, reading and hearing.
 - **Knowledge/Skills:**
 - Must be able to safely operate hand and power tools and materials used in all facets of building maintenance construction, and landscaping work.
 - Construction practices and labor and material costs.
 - Must be knowledgeable of and able to adhere to Cal/OSHA standards.
 - Demonstrated ability to work well under pressure and to meet inflexible deadlines is required.
 - Must have the ability to learn and become proficient in functions required to perform job duties, working effectively independently or as part of a team to complete tasks as assigned.
 - Must communicate effectively using English. Must read, write, and understand English at a level appropriate to the position.
 - Computer Skills: Must demonstrate competency in computer use including internet, email, Microsoft Office Products. Must be able to learn and become proficient with equipment and software programs as required to effectively and efficiently perform assigned duties.

Education and Experience

- Graduation from high school with diploma or GED equivalency. One year of community college level classes is highly desirable.
- Four years of experience in project management, building maintenance/repair and landscaping, including two years at a supervisory level. Other combinations of education and experience that meet minimum requirements may be substituted.
- Bilingual in English and Spanish preferred, but not required.



**BOARD OF LIBRARY TRUSTEES
STAFF REPORT**

DEPARTMENT: Administration

MEETING DATE: May 7, 2018

PREPARED BY: Kylynn Chaney

LOCATION: Community Room

TITLE: Early Closure for Altadena Library Foundation Fundraising Event

BACKGROUND: The Altadena Library Foundation held a successful Fundraising event, the "Taste of 'Dena" in September of 2017, raising about \$13,000.

The Foundation will be hosting its second annual "Taste of 'Dena" event this year in September of 2018, and requests that the Board of Trustees once again approve an early closure of the Library on the day of the event.

The early closure allows the committee to prepare the facility for the event, including decorating and arranging for vendors and guests to arrive.

As reflected in the enclosed letter, the Foundation requests that the Library have an early closure of 3 p.m. on September 29th, 2018.

RECOMMENDATION: That the Board of Trustees approve the early closure of the Library, at 3 p.m. on Saturday, September 29th, 2018.



BOARD OF DIRECTORS

Cynthia Carmona
President

Cynthia Kumanchik
Secretary

Mark Mariscal
Treasurer

Cushon Bell

Cynthia Kumanchik

Yuni LaFontaine

Gwendolyn McMullins

Lola Warlik-Bryant

COMMUNITY SUPPORTERS

Friends of the Altadena Library

Altadena Rotary Club

The Bohland & Kumanchik Families

County of Los Angeles

Fidelity Charity Gift Fund

Pasadena Playhouse

April 26, 2018

Mr. Ryan Roy
Acting Director, Altadena Library District
600 E. Mariposa Street
Altadena, CA 91001

Dear Mr. Roy,

The Altadena Library Foundation (ALF) has worked with you and staff the plan the 2nd Annual Taste of Dena event scheduled for Saturday, September 29, 2018. To date, you have gracefully reserved the date and authorized ALF to use the Main Library. I would like to ask that the library be closed to the public that day at 3:00pm to allow ALF volunteers and committee members to prepare the library for the event to start at 6:00pm that night. I believe that authorization must come from the Altadena Library District Board of Trustees.

It is my understanding that there will be a Special Meeting of the Board on May 7, 2018. Would it be possible to have this placed on the agenda and the ALF will have a member available that meeting to answer any questions that might arise?

In advance, thank you for your cooperation. If there are any questions, you can reach me at 626-290-4336.

Sincerely,

Cynthia Carmona
President, Altadena Library Foundation

September 15, 2016

Mindy Kittay,
Library Director
Altadena Library District
600 East Mariposa St.
Altadena, CA 91001


Dear Ms. Kittay,

Pursuant to the directions on your agency's website, with this letter and attached materials, I apply for the open position on the governing board of the Altadena Library District. Attached please find my C.V., and a completed Supplemental Questionnaire.

I believe that my education, business, and legal backgrounds qualify me for the position. More than that, I believe that my lifelong love of learning, and early adoption of the technologies now ubiquitous in our world have given me a sense of not only what is possible for public libraries, but what will be necessary for them to survive and remain relevant in the future. Additionally, as a vocal advocate for improving public education, I have spent years active in issues of concern to the Altadena community, including improving overall literacy.

I look forward to meeting with the governing board on September 26, 2016, to answer whatever questions its members might have of me.

Sincerely,



Rene F. Amy
279 West Calaveras Street
Altadena, CA 91001
(626)497-2279



ALTADENA LIBRARY DISTRICT

BOARD OF TRUSTEES VACANCY SUPPLEMENTAL QUESTIONNAIRE

Name: Rene F. Amy

Please take one minute to fill out this Supplemental Questionnaire and attach it to your resume.

County Registrar rules require that candidates running for a seat on the Altadena Library District Board must be both a resident of Altadena and a registered voter in Altadena. The applicant accepted must agree to be willing to run in November 2017 for the 4-year term for this seat which expires in 2021. The current seat for which you are applying is for the unexpired term ending 12/2017.

1. Do you understand that you will be required to file for the 2017 election with the L.A. County Registrar/Recorder's office? Yes No

2. Do you understand that during the term of the appointment, you are required to be a resident of Altadena? Yes No

3. Are you currently a resident of Altadena? Yes No

4. Are you currently registered to vote in Altadena? Yes No

5. How long have you resided in Altadena? 7 years

6. Have you ever worked for a public library? If so, are you still employed by a public library system? Yes No

7. In your opinion, what is the role of the library in the community? It is a portal for personal growth and literacy, as well as a focal point of community identity and pride.

8. Please describe any Board or Commission experience you have had. Please see attached C.V.

9. This position involves advocacy and representing the Board in a variety of venues such as meetings with State and Federal Representatives and Senators, Town Council, etc. Do you have any experience in a role like this? Are you comfortable giving a presentation in front of a group?

Yes - please see attached C.V. I am extremely comfortable in front of groups of all sizes.

Rene F. Amy

279 West Calaveras Street Altadena, CA 91001 (626)497-2279 sat9forum@earthlink.net

Experienced Attorney/Contractor/Activist with extensive knowledge of building standards development and implementation; k-12 education standards and reading acquisition; and community engagement

Professional Licenses

California General Building Contractor (#515111)
California Attorney-at-Law (#253934)

Professional Certifications

International Code Council (ICC) (#8295733)

- California Residential:
 - Building Inspector (J1); Electrical Inspector (J2); Plumbing Inspector (J3); Mechanical Inspector (J4)
- California Commercial:
 - Building Inspector (I1); Electrical Inspector (I2); Plumbing Inspector (I3); Mechanical Inspector (I4)
- CALGreen Inspector (CG)
- California Building Plans Examiner (I6)

Green Building Certification Institute (GBCI) (#10923680)

- LEED-AP Building Design & Construction
- LEED-AP Operations + Management
- LEED-AP Homes

California Association of Code Enforcement Officers (CACEO)

- Certified Code Enforcement Officer

Building Performance Institute (BPI) (#5032744)

- Building Analyst
- Rater

United States Department of Energy

- Home Energy Score Qualified Assessor

United States Environmental Protection Agency

- Renovation, Repair and Painting Contractor

Build It Green

- Certified Green Building Professional - Greenpoint Rater

Education

Indiana University - B.A., with Honors, 1980

Concord School of Law - J.D., 2006, *National Dean's List*

Additional Coursework:

Wharton School, University of Pennsylvania, with Distinction: Operations Management; Marketing

New York Law School, Mental Disability Law

UCLA Extension, The Art of Fundraising

Professional Experience:

Amiable Construction Co, 1987-present; “A+” rated by the Better Business Bureau; “A” rated on Angie’s List; 5-star rated on Trustlink.org; referred by AAA, USAA, and several other major membership agencies.

Law Office of Rene F. Amy, 2008-present

Honors

Pasadena Weekly, Editor’s Pick Citizen of the Year, 2001, 2004

Professional Affiliations

- **California Contractors State License Board**, Participant, Industry Expert program, 2015-present
- **California Building Standards Commission**, Member, 2015 Triennial Code Adoption Cycle Health Facilities Code Advisory Committee, 2015-present
- **California Public Utilities Commission/California Energy Commission**, Participating Contractor, Energy Upgrade California program, 2012-present
- **California Earthquake Authority/Governor’s Office of Emergency Services**, Participating Contractor, Earthquake Brace + Bolt program, 2015-present
- **California State Board of Education**, Member, English Language Arts Instructional Materials Advisory Panel, 2001

Community Activities

- **Altadena Community Garden**, board member, 2014-present
- **Keck Medical Center of USC**, Member, Patient & Family Advisory Council, 2014-2016
- **Nextdoor Janes Village**, founder, 2014
- **Bungalow Heaven Neighborhood Association**, founding vice-president
- **JPL/Caltech Toastmasters**, past president

Avocation

Independent Community Activist, 1995-2009

- Refocused community attention on critical issues through a comprehensive information acquisition, analysis, and distribution effort involving members of the public and elected officials;
- Met with elected officials on local, state and national levels. Developed working relationships with members of state commissions, local government staff, and numerous members of the community and media;
- Wrote and ghost-wrote numerous published opinion pieces;
- Organized broadcast debate between candidates for statewide-level office.

April 30, 2018

Ryan Roy
Acting Director
Altadena Library District
600 East Mariposa Street
Altadena, CA 91001

Dear Mr. Roy:

Attached please find my career resume in support of this application for the vacant seat on the Altadena Library District Board of Trustees. I have spent many years managing people, performance and goals as a business executive for large technology companies, including General Electric. I have served on Boards of Directors and I have reported to them. I feel well-qualified to fill your current opening.

I also have a deep personal connection to Altadena, as outlined below. Now that I am retired, I would like to serve the community where I have lived most of my life. From 1978 to 1981, I was a reporter and photographer for the Altadena Chronicle. During those 3 years at the city's weekly newspaper, I had an opportunity to meet the diverse, eclectic and candid citizens of Altadena up close and personal. They gave me some memorable lessons in listening, observing and engagement when I was a young journalist in that small Lake Avenue newsroom. I am grateful to Altadena and energized at the chance to have a role on the Library Board.

My personal life also took root here. I have lived in Altadena for 32 years. My two children attended primary and junior high schools in town. My son, whose first job was at the local bike shop, is now finishing his degree at the University of Montana. My teenage daughter, who volunteers each year on Christmas Tree Lane, finishes high school next year. As they plan their own futures, they connect me to the issues that face young people in this country. I believe that strong public institutions, especially libraries, can provide the handholds of certainty that will be needed to lead fulfilling lives in a changing society.

I have been married for 32 years to a dynamic, loving wife who shines a light on class and gender disparities. As a founding partner of a woman-owned legal firm in Los Angeles, she fought through all the headwinds associated with such a venture. Her dinner table observations about social issues have made her the learning tree of our family. Our conversations about equality remind me that libraries are the most egalitarian of places.

I view the Board of Trustees as a team that should strengthen the Library as an institution, making it easier to hand off to future leaders. To me, the Library is our best resource for so many things: literacy, technology, public health, community dialogue, entertainment and the joy of discovery. On a personal note, I use the Altadena Library frequently and some of my best reads have come from its shelves. I voted for its public funding measures and have not been disappointed. As a Trustee, I would work hard to keep the Library strong and relevant, increasing its importance and appeal to the widest possible audience. I look forward to your response to this application.

Sincerely,


Terry Andruet

Terry A. Andruess
2379 Highland Avenue
Altadena, California 91001
(626) 390-2968

EMPLOYMENT May, 2003-February, 2013: President, Mobile Interim Solutions, LLC

President of a start-up joint venture between General Electric Corp. and Alliance Imaging, Inc. Mobile Interim Solutions (MIS) employed a fleet of 55 mobile MRI and CT scanners to provide supplemental imaging services to GE Healthcare customers in the U.S. and Canada. As President, I was responsible for all aspects of starting the business and managing the company. I reported to a Board of Directors and achieved all operating and financial goals. MIS provided on-site MRI and CT services for the 2010 Olympic Winter Games in Vancouver and Whistler, BC. The company was purchased by GE Healthcare Financial Services in 2011 and sold in 2013.

May, 1987 – May, 2003: Alliance Imaging, Inc., Anaheim, CA

Alliance Imaging, Inc. (now Alliance Healthcare Services) is one the country's largest owner/operators of mobile and fixed site Magnetic Resonance Imaging (MRI), Positron Emission Tomography (PET) and Computerized Tomography (CT) systems. The company's revenue grew each year during my employment there. Below is a chronology of my career at the company.

1998-May, 2003: Executive Vice President, Western United States

P&L responsibility for 5 of 9 geographic regions for Alliance Imaging. Territory included all states from the Pacific coast to Ohio. Responsible for all aspects of business development and expansion; including Sales, Marketing and Operations.

Reported to the CEO of the company. Responsible for a total 157 mobile and 54 fixed imaging systems that provided MRI, PET and CT services to 891 hospital, clinic and physician customers. Managed over 1,100 employees, including 5 direct-report Regional Vice Presidents.

Grew total annual net revenues from \$94 million in 1998 to \$185 million in 2002, an increase of 97%. Grew total annual EBITDA from \$42 million in 1998 to \$88 million in 2002, an increase of 106%. Oversaw the successful integration of 3 corporate acquisitions during this period.

Board Member of Alliance/HNI, a Michigan-based shared service imaging Joint Venture, of which Alliance Imaging owned 50%. Annual JV revenues grew from \$9.4 million in 1999 to \$14.5 million in 2002.

1993-1998: Senior Vice President Pacific and Central Regions

P&L responsibility for the Pacific and Central Regions of Alliance. Territory included Southern California and Arizona (Pacific) and 7 upper Midwest

states (Central). Grew combined annual regional revenues from \$18 million in 1993 to \$39 million in 1998. Directly supervised the company's first JCAHO Accreditation as an ambulatory services provider in 1997.

1990-1993: Vice President of Customer Support

Supervised a national team of Customer Support Area Managers. Responsible for increasing equipment utilization at all accounts. Duties included Sales Support, development of Marketing and Sales materials, Operations design, technologist training and education, physician training and education. Acquired governmental Certificates of Need for MRI in the states of Pennsylvania, Michigan, Missouri, Iowa and Illinois.

1987-1990: Marketing Manager

Responsible for start-up of Alliance mobile MRI systems throughout the U.S. Experience in a wide variety of MR manufacturers and field strengths.

**1983-1987: Huntington Medical Research Institutes, Pasadena, CA
Magnetic Resonance Imaging Technologist**

Instrumental in starting the first clinical MRI site in Southern California in 1983. Duties included clinical scanning and research scanning. Co-founder and co-director of the first MRI technologist training program in the country.

**1981-1983: Huntington Memorial Hospital, Pasadena, CA
Radiologic Technologist**

**1978-1981: Altadena Chronicle newspaper, Altadena, CA
Staff Reporter and Photographer**

Covered local news and events for this independent weekly paper. Responsibilities included news reporting, features and photo stories. Covered Pasadena City Board meetings and other important events in the community. Also helped supervise the paper's weekly assembly and carrier distribution.

EDUCATION

UCLA

Master of Science, Public Health, 1987.

California State University, Fullerton

Bachelor of Arts, Communications, 1978.

Mount San Antonio College; Walnut, CA

Associate of Science, Radiologic Technology, 1973.

INVITED TALKS

*Advances in Mid & Low Field Magnetic Resonance Imaging
Magnetic Resonance Imaging Conference for Technologists*

MRI Lecturer: Chapman College, Orange CA; Huntington Memorial Hospital Radiologic Sciences Program, Pasadena, CA



ALTADENA LIBRARY DISTRICT

BOARD OF TRUSTEES VACANCY
SUPPLEMENTAL QUESTIONNAIRE

Name: Terry Andruves

Please take one minute to fill out this Supplemental Questionnaire and attach it to your resume.

County Registrar rules require that candidates running for a seat on the Altadena Library District Board must be both a resident within the boundaries of the Altadena Library District and a registered voter in Altadena. The applicant accepted must agree to be willing to run in November 2018. The current seat for which you are applying is for the unexpired term ending 12/2020.

1. Do you understand that you will be required to file for the 2018 election with the L.A. County Registrar/Recorder's office? Yes X No _____

2. Do you understand that during the term of the appointment, you are required to be a resident of Altadena? Yes X No _____

3. Are you currently a resident of Altadena? Yes X No _____

4. Are you currently registered to vote in Altadena? Yes X No _____

5. How long have you resided in Altadena? 32 years

6. Have you ever worked for a public library? If so, are you still employed by a public library system? Yes _____ No X

7. In your opinion, what is the role of the library in the community? Please see attached cover letter

8. Please describe any Board or Commission experience you have had. I have served on Boards and reported to them in business

9. This position involves advocacy and representing the Board in a variety of venues such as meetings with State and Federal Representatives and Senators, Town Council, etc. Do you have any experience in a role like this? Are you comfortable giving a presentation in front of a group? Comfortable and experienced in presentations to decision-makers and public officials.

May 04, 2018

Dr. Katie Clark
2640 Lake Ave., Apt. D
Altadena, CA 91001

Acting Director & Board of Trustees
Altadena Library District
600 E. Mariposa St.
Altadena, CA 91001

Dear Trustees,

My name is Katie Clark, and I am submitting myself for consideration for the recently vacated seat on the Altadena Library District Board of Trustees. You will recall that I submitted my materials in application for the board seat that was under consideration earlier this year.

I should also reiterate that, regardless of the outcome of this appointment, I have every intention of running on the November ballot for a seat on the Library board. I say this only by way of communicating my serious commitment to this endeavor, and to assure you that I have given full consideration to the time and energy that will be required.

I think it is obvious to everyone, regardless of their position on, or involvement with, the Library, that matters stand at a critical juncture. I certainly don't need to reiterate those to you - especially since I am certain that there is a great deal of information surrounding recent events to which the public has not been privy.

Moving forward, I believe that an emphasis on clear communication and building consensus is necessary. To work towards those ends, I will bring to the table a consistent focus on two questions:

- (1) What's best for the Library? and
- (2) What's best for Altadena?

The answers to those questions, thoughtfully considered and deliberated, will always point in the right direction. Altadena is a special place, and I love living here. I care deeply about the Library, and about the transparency, accountability, and responsiveness of our local institutions. I want to help promote the Library for all the outstanding work it does for the community, and in turn, I want to build rapport with the community so that our neighbors feel heard, understood, and valued by an institution that exists to serve them. I hope you'll give me that opportunity.

I appreciate your consideration, your time, and your thoughtfulness.

Every good wish,



Katie Clark



BOARD OF TRUSTEES VACANCY SUPPLEMENTAL QUESTIONNAIRE

Name: Dr. Katie Clark

Please take one minute to fill out this Supplemental Questionnaire and attach it to your resume.

County Registrar rules require that candidates running for a seat on the Altadena Library District Board must be both a resident of Altadena and a registered voter in Altadena. The applicant accepted must agree to be willing to run in November 2018, if necessary. The current seat for which you are applying is for the unexpired term ending 12/2020.

- 1. Do you understand that you may be required to file for the 2018 election with the L.A. County Registrar/Recorder's office? Yes [checked] No
2. Do you understand that during the term of the appointment, you are required to be a resident of Altadena? Yes [checked] No
3. Are you currently a resident of Altadena? Yes [checked] No
4. Are you currently registered to vote in Altadena? Yes [checked] No
5. How long have you resided in Altadena? Nine years (since September 2009)
6. Have you ever worked for a public library? Yes No [checked]
7. In your opinion, what is the role of the library in the community?

Libraries sit at a critical junction of community, technology, literacy, and art. How we engage with the vast array of information available to us has changed dramatically in the past several decades, and the pace of that change is only going to accelerate. The library is no longer a gatekeeper to information, but instead a facilitator, encourager, and medium through which curiosity can be explored in a variety of settings, from traditional print media to online experiences to real-life engagement with conversation, music, and art.

8. Please describe any Board or Commission experience you have had.

I work with several LA-based non-profits on their boards, and I am the chair of the Los Angeles Regional Selection Committee for the Marshall Scholarship (which interviews and awards scholarships on behalf of the UK government to outstanding American students). I also one of seven members on the (national) Ambassador's Advisory Council which makes recommendations to the UK Ambassador to the United States on better ways to support the special relationship through education. I am also working with Pasadena City College as a small business representative to increase engagement between PCC and local enterprise as part of a newly-forming initiative this year.

9. This position involves advocacy and representing the Board in a variety of venues such as meetings with State and Federal Representatives and Senators, the Town Council, etc. Do you have any experience in a role like this? Are you comfortable giving a presentation in front of a group?

I do; I have many years of experience in public speaking and advocacy, from small group to national and international settings. Not only am I comfortable giving presentations, I am comfortable with prepared and impromptu public speaking. What's more, I am entirely passionate about speaking out, speaking up, and speaking for institutions and ideas in which I firmly believe, whenever and wherever the occasion presents itself. There is probably no institution that has more profoundly impacted my life than the library, and the chance to represent the Altadena Library District would be a genuine honor.

Katie Clark

2640 Lake Ave., Apt. D
Altadena, CA 91001
(626) 219 6444
katie.e.clark@gmail.com

www.TheConnectedDancer.com
www.TheAppliedHumanities.com

PROFILE

*A successful former academic & medieval historian, Katie E. G. Clark left the academy in 2011 to become an entrepreneur in the arts & humanities. She currently owns two businesses - **The Connected Dancer** and **The Applied Humanities** - and is engaged in a number of community and philanthropic efforts both locally and internationally, primarily in the arts and education.*

PROFESSIONAL

Founder & CEO, The Applied Humanities (Los Angeles, CA) > 2013-Present

Small boutique firm focused in consulting, marketing, PR, & creative design for small and medium businesses. Clients include Focus Features, Columbia Pictures, NBC Universal, Arenas Entertainment, Skilled Wound Care, Valbridge Property Advisors, Quinn Care Management, Camden Aesthetic Associates, etc.

Owner, The Connected Dancer (Los Angeles, CA) > 2011-Present

Ballroom dance company with 10+ locations throughout LA & Orange County, concentrated in private partner dance instruction, choreography, performance, social and competitive ballroom dancing.

Exec. Director/Corresponding Secretary, The Twilight Club of Pasadena > 2016-Present

Responsible for Club logistics, operations, financials, and membership data & communications. The Twilight Club is the second-oldest private organization in Pasadena (founded in 1895) and has as its mission the promotion of serious conversation among its members (eminent citizens, businessmen and women, politicians, and intellectuals) about critical current issues.

Ahmanson Postdoctoral Fellow, California Institute of Technology (Pasadena) – 2009–2011

Postdoctoral teaching & research fellow in medieval history.

Fellow, Corpus Christi College, Oxford University (Oxford, UK) – 2007-2008

Fellow in medieval history at Oxford college; library committee member.

EDUCATION

Oxford University, Corpus Christi College, Faculty of Modern History – D.Phil., 2009

Oxford University, Corpus Christi College, Faculty of Modern History - M.St., 2006

Royal Historical Society Centenary Fellow, 2008-2009

Marshall Scholar, 2005-2009

Beinecke Scholar, 2005-2007

Tulane University, New Orleans, LA - B.A. (History, Latin, French, & Medieval Studies), 2005

PUBLIC SERVICE & NON-PROFIT

Chairman, Los Angeles Regional Marshall Scholarship Selection Committee > local chair and national representative awarding Marshall Scholarships on behalf of the British government, and active in fostering and promoting the special relationship between the US and the UK.

Member, Ambassador's Advisory Council > advises Her Majesty's Ambassador to the United States on educational opportunities for promoting the US-UK relationship.

Member, Advisory Board, Dancing Classrooms Los Angeles > a non-profit teaching ballroom dancing to fifth-graders throughout LA County schools to promote pride, confidence, respect, and positive youth development.

William Ryan Roy

From: Dawn Digrius <dawn.digrius@gmail.com>
Sent: Thursday, May 03, 2018 9:51 AM
To: William Ryan Roy
Subject: Altadena Library District Board of Trustees Vacancy
Attachments: Digrius CV.pdf; Board Vacancy Supplemental Questionnaire-DMD.pdf; Supplemental Questionnaire_ALTadena Library District - Copy.pdf

Dear Ryan,

I am writing to apply for the vacancy on the Altadena Library District Board of Trustees. I am Executive Director for STEM Advantage, a 501c3 based in Southern California that provides scholarships, mentors, and facilitates paid full-time summer internships to women and under-represented students in Science, Technology, Engineering, and Math (STEM). My background includes serving as Assistant Professor of History/History of Science at Stevens Institute of Technology, before moving back to California in 2014, where I worked for the Chancellor's Office of the Cal State System, overseeing a \$4.64 million initiative to increase persistence and close achievement gaps in STEM for that university system. I now work from home, overseeing the STEM Advantage program at four Cal State Campuses and executing its expansion to all 23 campuses by 2023.

I have a PhD in History from Drew University, received a National Science Foundation grant to fund my dissertation research (#0451534), and have presented at local, regional, national, and international conferences on a range of topics. My career has seen active participation on various advisory Boards, including serving as Alumni Representative for the RVCC Board of Trustees.

I do hope to hear from you soon, as I value the role that the library plays in our community and would love to be a part of its mission.

Best,
Dawn

Sent from [Mail](#) for Windows 10



ALTADENA LIBRARY DISTRICT

**BOARD OF TRUSTEES VACANCY
SUPPLEMENTAL QUESTIONNAIRE**

Name: Dawn Mooney Digrius, Ph.D.

Please take one minute to fill out this Supplemental Questionnaire and attach it to your resume.

County Registrar rules require that candidates running for a seat on the Altadena Library District Board must be both a resident within the boundaries of the Altadena Library District and a registered voter in Altadena. The applicant accepted must agree to be willing to run in November 2018. The current seat for which you are applying is for the unexpired term ending 12/2020.

1. Do you understand that you will be required to file for the 2018 election with the L.A. County Registrar/Recorder's office? Yes X No _____

2. Do you understand that during the term of the appointment, you are required to be a resident of Altadena? Yes X No _____

3. Are you currently a resident of Altadena? Yes X No _____

4. Are you currently registered to vote in Altadena? Yes X No _____

5. How long have you resided in Altadena? Since May 2016

6. Have you ever worked for a public library? If so, are you still employed by a public library system? Yes _____ No X

7. In your opinion, what is the role of the library in the community?
See Attached

8. Please describe any Board or Commission experience you have had.
See Attached

9. This position involves advocacy and representing the Board in a variety of venues such as meetings with State and Federal Representatives and Senators, Town Council, etc. Do you have any experience in a role like this? Are you comfortable giving a presentation in front of a group?
See Attached

Dr. Dawn Mooney Digrius Supplemental Question responses

Altadena Board of Trustees Vacancy, Altadena Library District

7. My understanding of the role of the library in the community is to serve the community as a portal for information. It is also a gathering place for residents to meet each other, learn more about each other, and share insights about our experiences in and outside our community.

8. I have served as Alumni Representative to the Board of Trustees, Raritan Valley Community College (NJ), on the Board of the Business/Higher Education Forum, on the Advisory Board for the Reading Apprenticeship Community College STEM Network, on the Advisory Board for the LA Regional STEM Hub.

9. I have served as the Chair of the Advisory Committee for the Junior League of Long Beach, as well as a member of that committee, while a member of that organization from 2015-2017. I have presented at local, regional, national, and international Conferences; I have delivered keynote speeches at the United Nations Headquarters, New York, and for several academic and philanthropic organizations. I have no difficulties giving presentations.

Dawn M. Digrius, Ph.D.
348 Parkman Street, Altadena, CA 91001
dawn.digrius@gmail.com

GOAL

To obtain a position in higher education administration that capitalizes on my experiences in Student Success, Diversity and Inclusion, Project Management and Evaluation and Assessment.

EDUCATION

Drew University, Ph.D. in History (2007). Dissertation: “Conversations and Contrasting Views: An Examination of the Development of Paleobotany in Nineteenth Century Europe, 1804-1895,” defended with **Distinction**. Supervised by **David Kohn** (Drew University), **Jeremy Varon** (The New School), and **James A. Secord** (University of Cambridge). Comprehensive examinations in the History of Science 1500-2000, Nineteenth- and Twentieth-Century European Intellectual History, and Modern European History.

Drew University, M.Phil., History (2005).

Drew University, B.A. Specialized Honors in Anthropology, *summa cum laude*, minor in Archaeology (1999). Senior Honors Thesis: “Representing Indigenous Identity: An Archaeological Interpretation at the Site of T’isil, Quintana Roo, Mexico.”

Raritan Valley Community College, A.A. Honors in Liberal Arts/Humanities (1997). 4.0 GPA

PROJECT EXPERIENCE

As Senior Project Manager for the California State University, Office of the Chancellor, I managed Student Success, Diversity and Inclusion, and Graduation Initiatives under the Senior Director for Student Engagement. With budgets over US \$4.64 million, I coordinated work at eight campuses within the CSU, collaborating with Faculty, Staff, and Administrators to close achievement gaps and increase persistence in Science, Technology, Engineering, and Mathematics (STEM). Currently, I serve as Program Director for STEM Advantage, a 501c3 non-profit based in Southern California that increases persistence in STEM through a program of paid internships, mentoring, and scholarships, as well as diversification and workforce development for firms such as

Sony Pictures Entertainment, Lionsgate, CBS, NBC Universal, Toyota Financial Services, Farmers Insurance, and Avery Dennison.

EMPLOYMENT EXPERIENCE

STEM Advantage, (8/2017 to present)

Program Director. As Program Director, I direct all activities related to our 360 degree approach to increase diversity in Science, Technology, Engineering, and Mathematics, including paid full-time summer internships, mentoring relationships with industry professionals, and providing scholarships to reduce student debt post-graduation. We currently serve four campuses in the California State University System (CSUDH, CSULA, CSUN, CSULB), impacting students enrolled full-time in a STEM discipline. Over half of our graduates obtained their full-time employment from their internship experiences with STEM Advantage. My responsibilities include managing our operating budget, collaborating with our Board of Directors, coordinating outreach and recruitment with our campus liaisons, supervising staff, and developing curricular and programmatic materials for use at each participating campus. Our industry partners work closely with me to ensure that we are able to provide quality paid internships, as well as support for our scholarships. I prepare quarterly and annual reports, organize monthly meetings with the Board, prepare financials, and write grants.

The California State University, Office of the Chancellor, (6/2014 to 12/2016) Senior Project Manager, STEM Collaboratives. In this position, I managed a \$4.64 million grant from the Leona M. and Harry B. Helmsley Charitable Trust, a grant that strove to increase the number of STEM degrees among underrepresented minority students in the CSU system. Delivered high impact practices (HIPs), eight campuses within the CSU system to study the impacts of integrated interventions on a selected cohort of incoming first-time freshman, to ascertain if treatment leads to increased persistence in STEM and facilitates closing the achievement gaps.

(8/2014- 12/2016) Senior Project Manager, Extended Early Start. In this position, I directed a Chancellor's Office initiative (\$120,000) to cohort incoming students who require remediation into learning communities during their first year in the CSU. Four campuses participated during the 2014-2015 funding period. Four to six campuses in the CSU will participate during the 2016-2017 funding period.

(12/2015-12/2016) Senior Project Manager, Integrated Courses of Study. In this position, I directed (\$75,000) a Chancellor's Office initiative to innovate within the SB 1440 Associate Degree's for Transfer, examining the feasibility of meta-majors in the Lower Division coursework to increase persistence, close achievement gaps, and reduce time to degree for transfer students to the CSU.

California State University, Los Angeles. Adjunct Lecturer. HNRS 331-03 Global Citizenship: Climate Change, Spring 2016. HNRS 4970-02 Senior Thesis Seminar, Spring 2017.

California State University, Fullerton. Adjunct Lecturer. HONR 305-41 Evolution and Creation, Fall 2016. LBST 304 Liberal Studies in the Sciences, Spring 2017. HONR304T Honors Seminar in Lifelong Learning, Spring 2017.

Stevens Institute of Technology, (7/2009-5/2014) Assistant Professor of History/History of Science; Director, Policy and Innovation Graduate Program; Director, Gender and Cultural Studies Program, College of Arts and Letters. HHS 123 European Social and Cultural History to 1800; HHS 124 History of European Society and Culture Since 1800; HHS 130 History of Science and Technology; HHS 357 Latin American Societies: Past to Present; HHS 363 Darwin and the Darwinian Revolution; HSS 481 Cultural Anthropology; HHS 301 Research Methods in History; HHS 378 Modern European History; HHS 451 From Ape to Adam: Human Evolution; HHS 465 Engineering in History; HHS 476 History of Medicine; HHS 498/499 Senior Thesis; CAL 529 History of Modern Science and Technology (graduate level).

Clemson University, Lecturer, Science and Technology in Society (7/2008-5/2009). STS 101 Survey of Science and Technology in Society; STS 102 Ideas, Machines, and Society; STS 301 Science in Context. Adjunct Lecturer, Department of History (2008-2009).

Drew University, Visiting Assistant Professor of History (6/2007-5/2008) and Instructor (2003-2004 and 2006-2007). Adjunct Professor of Medical Humanities (2006-present) Graduate courses taught: History of Science and Technology (for MAT program); A History of the American Body; Racial Science, Racial Medicine: The Idea of "Race" in the History of Science; The History of Eugenics: Survival of the Fittest/The War Against the Weak. Plants and People: A History of Ethnobotany

Undergraduate courses taught: European History 1492-1789 (3 semesters); European History 1789-1989; History of Fashion: From the Renaissance to the Runway; Controversies in Victorian Science; World War II; The History of Eugenics: Survival of the Fittest/The War Against the Weak; Nineteenth-Century Europe; The Cold War; Archaeological Method and Theory; Archaeological Field Study in New Jersey.

Fairleigh Dickinson University, Instructor (7/2003-5/2008)

Undergraduate courses taught: Introduction to Archaeology (2 semesters); Introduction to Women's Studies; History of Science and Technology; Nineteenth-Century Europe (2 semesters); Europe in the Twentieth Century; Age of Science and Enlightenment; Women in Victorian Europe; The Modern World; Ancient Civilizations (2 semesters); Europe in the Middle Ages; Medieval Europe; Introduction to Archaeology (2 semesters); Perspectives on the Individual (4 semesters).

Raritan Valley Community College, Instructor (7/2003-5/2005).

Courses taught: World Civilization I; Introduction to Cultural Anthropology.

Montclair State University, Instructor (5/2002-5/2003).

Courses taught: Introduction to Cultural Anthropology; Urban Anthropology; Archaeological Field Methods.

AWARDS

Vision y Excelencia Award, CELA International University, Miami, Florida (2015)

Bachelor of Philosophy in Communication, *honoris causa*, CELA International University, Miami, Florida (2015)

Community Involvement Award, Stevens Institute of Technology, Student Government Association (2011).

National Science Foundation Travel Award (2009).

Adjunct Lecturer of the Year Award, Department of Social Sciences and History, Fairleigh Dickinson University (2008)

Mary Pennywitt Lester Dissertation Prize, Drew University (2007).

David Kohn Award for Close Textual Analysis in Intellectual History, Drew University (2007).

National Science Foundation Travel Grant (2006).

National Science Foundation Dissertation Research Improvement Grant (2004-2006).

National Science Foundation Graduate Research Fellowship Program, Honorable Mention (1999 and 2000).

Drew University Summer Science Research Institute Grant (1998).

TEACHING COMPENTENCIES

- World Civilizations/Trans-Atlantic History
- General European History-Prehistory to Present
- Modern European Intellectual and Cultural History
- Latin American History, Anthropology and Archaeology
- History of Sustainability
- History of the Life Sciences
- History of Western Science and Technology, 18th - 20th Centuries
- Science and Technology in Society
- Specialized courses in European History- Gender; Race; Science

PUBLICATIONS

Articles

“Putting some STEAM in STEM: Collaborations and Conversations about Socially Engaged History of Science,” *History of Science Society Newsletter*, October 2014.

“Palaeobotany under the microscope: history of the invention and widespread adoption of the petrographic thin section technique,” Article in collaboration with Howard Falcon-Lang, Royal Holloway College, for *Queckett Journal of Microscopy*, Volume 42, Part 4, Winter 2014.

“The Un-heretical Christian: Lynn Harold Hough, Darwinism and Christianity in 1920s America,” *Methodist History*, Vol. XLIX, no. 4 (July 2011): 223-240.

Book Chapters

“Botany after Darwin, 1880-1930,” *The Cambridge Encyclopedia of Darwin and Evolutionary Thought*, edited by Michael Ruse, Cambridge University Press, February 2013.

“1889 First Conference of American States,” In *Encyclopedia of U.S.- Latin American Relations*, CQ Press, January 2012.

“Food for Peace,” In *Encyclopedia of U.S.- Latin American Relations*, CQ Press, January 2012.

“The Inter-American Development Bank,” In *Encyclopedia of U.S.- Latin American Relations*, CQ Press, January 2012.

“Gregor Mendel,” In *Icons of Evolution*, ed. Brian Regal (Westport, CT: Greenwood Press, December 2007): 87-113.

Book Reviews

Kargon, Robert H., et. al. World’s Fairs on the Eve of War: Science, Technology, and Modernity, 1937-1942. Pittsburgh, 2015. *Choice Current Reviews for Academic Libraries*, Volume 53, Issue 8, 3618.

Darnell, Regna, ed. The Franz Boas Papers: v. 1: Franz Boas as Public Intellectual- theory, ethnography, activism. Nebraska, 2015. *Choice Current Reviews for Academic Libraries*, Volume 53, Issue 6, 2678.

Paul, Robert A. Mixed messages: cultural and genetic inheritance in the constitution of human society. *Choice Current Reviews for Academic Libraries*, Volume 53, Issue 3, 1368.

Kaiser, Alan. Archaeology, sexism, and scandal: the long suppressed story of one woman's discoveries and the man who stole credit for them. *Choice Current Reviews for Academic Libraries*, Volume 52, Issue 11, 1888.

Stempel, Jim. The nature of war: origins and evolution of violent conflict. McFarland, 2012. *Choice Current Reviews for Academic Libraries*, Volume 51, Issue 3, 253.

Segal, Howard P. Utopias: a brief history from ancient writings to virtual communities. Wiley-Blackwell, 2012. *Choice Current Reviews for Academic Libraries*, Volume 50, Issue 6, 1113.

Expanding American Anthropology, 1945-1980: a generation reflects. ed. by Alice Beck Kehoe and Paul L. Doughty with Nancy K. Peske. Alabama, 2012. *Choice Current Reviews for Academic Libraries*, Volume 49, Issue 12, 2328.

The Archaeology of Colonialism: intimate encounters and sexual effects. ed. by Barbara L. Voss and Eleanor Conlin Casella. Cambridge, 2012. *Choice Current Reviews for Academic Libraries*, Volume 49, Issue 10, 1922.

Quereshi, Sadiya. Peoples on Parade: exhibitions, empire, and anthropology in nineteenth century Britain. Chicago 2011. *Choice Current Reviews for Academic Libraries*, Volume 49, Issue 9, 1727.

Mesoudi, Alex. Cultural Evolution: how Darwinian theory can explain human culture and synthesize the social sciences. Chicago 2011. *Choice Current Reviews for Academic Libraries*, Volume 49, Issue 8, 1488.

Liebersohn, Harry. The Return of the Gift: European History of a Global Idea. Cambridge, 2010. *Choice Current Reviews for Academic Libraries*, Volume 49, Issue 1, 195.

James Lander. Lincoln and Darwin: Shared Visions of Race, Science, and Religion. *Choice Current Reviews for Academic Libraries*, Volume 48, Issue 6, 1140.

Constance Areson Clark. God or Gorilla: Images of Evolution in the Jazz Age. *British Journal for the History of Science* 42 (04), 608-609.

Ralph O'Connor. The Earth on Show: Fossils and the Poetics of Popular Science, 1802-1856. *Annals of Science* 65, no. 4 (October 2008) 592-594.

Review for the Anthropology Review Database, University of Buffalo. Hugh Jarvis, editor. "Intelligent Design vs. Evolution" ABC News/Nightline. 2006. Online.

PAPERS AND PRESENTATIONS

- **“Philosophy and Future of General Education: A Conversation.”** Presentation with Ken O’Donnell, Dolores Davison, and John Stanskas at the ASCCC Curriculum Institute, July 2016, Anaheim, California.
- **“*Sin el agua no hay vida: Providing Under-Represented Engineering Undergraduates Opportunities for Real-Time Learning for Student Persistence and Retention,*”** Digrius, Dawn M. and Leslie Brunell. Paper presented at the Pacific Southwest Conference of the American Society for Engineering Education, 21-23 April 2016, California State Polytechnic University, Pomona, California.
- **“Supporting Student Engagement and Success: The Role of Honor Societies.”** Keynote Speech presented at the annual meeting of the Association of College Honor Societies, 11-14 February 2016, Savannah, Georgia.
- “Water, Agriculture, and Sustainability: A Global Problem,” Presentation for the Maximizing Engineering Potential (MEP) Winter Challenge, 5 February, 2016, California State Polytechnic University, Pomona, Pomona, California.
- “Why We Need Charles Darwin in 2016: Sustainability, Evolution, and the Global Environment,” Presentation at the Central Valley Café Scientifique, 3 February 2016, Fresno, California.
- **Integrating Interventions: The CSU STEM Collaboratives Project.”** Presentation at the WASC Senior College and University Commission Academic Resource Conference (ARC) 2015 Conference, Oakland, CA, April 24, 2015.
- **“Teaching Archaeology in the Twenty-First Century: Activities for the College Classroom.”** Presentation to be given at the 80th meeting of the Society for American Archaeology, San Francisco, California, April 16, 2015.
- **“The CSU and STEM Education: Initiatives for Success.”** Presentation in the Plenary Panel “Barriers, Opportunities and Success” at the White House Office of Science and Technology Policy, 4th Regional STEM Education Workshop, California State University, Northridge, October 7, 2014.
- **“Bringing STEM to Life: Research and Experiential Learning Outside of the Classroom”** Presentation at the 65th Annual United Nations DPI/NGO Conference, August 29, 2014, UN Headquarters, New York, NY.
- "It's Evolutionary, My Dear Watson: Darwinism and the Carboniferous Flora," Paper presented in the session Redefining 'Flora': New Directions in the Biological Construction of an Idea, at the Annual Meeting of the History of Science Society, Boston, Mass. 21-24 November, 2013.
- **“Empowering Women for Sustainable Development” Welcoming Remarks. Event Organized for the Gender and Cultural Studies Program, Stevens Institute of Technology, Hoboken, NJ, 16 October 2013.**
- Invited Participant. MBL/ASU History of Biology Seminar, History of Sustainability Science, 15-22 May, 2013. Marine Biological Laboratory, Woods Hole, MA, 15-22 May 2013.
- **“The Present and Future of Publishing in the History of Science,” Panel Discussion Participant, 48th Joint Atlantic Seminar for the History of Biology, Marine Biological Laboratory, Woods Hole, MA. 26-27 April, 2013.**

- "Water Resources Management in Coastal Ecuador: An Historical Assessment of Environmental Sustainability and Power, 1950-2000" in the panel, "Between the Park and Shantytown: Latin American Cities and the Environment during the Twentieth Century" Paper presented at the American Society for Environmental History, 3-6 April, 2013.
- **“Violence against Women on College Campuses: How do we End the Violence?” Paper presented at the Commission on the Status of Women CSW-57 event, United Nations Headquarters, New York, New York. Sponsored by the Global Movement for the Culture of Peace and the International Health Awareness Network, 11 March 2013.**
- **"Under the Microscope: Mary Ward, Matilda Knowles, and Sydney Mary Thompson Christen. Three Irish Ladies of the Laboratory" Paper presented as part of a session, "Experts, Collectors, and Credit" at the Joint Meeting of the HSS/PSA, 15-18 November, 2012, San Diego, CA.**
- "More than 'Waifs and Strays of a by-gone Flora: The History of Paleobotany and its Relevance for Twenty-First Century Science" Paper presented at the Introductory Symposium, Philadelphia Area Center for the History of Science, 28 September, 2012.
- "My Personal Journey to Stevens." Presentation at Pieces of Stevens Event, sponsored by the Samuel C. Williams Library, 27 September 2012.
- **“Without Water There is No Life,” Co-Chair of side event 17 June 2012 “Without Water there is No Live: Educational Component,” held at the Rio+20 Conference, hosted by the United Nations, 13-22 June 2012, Rio de Janeiro, Brazil.**
- **“Señora Santa’s Challenge: Rural Women and Sustainability along the Santa Elena Peninsula, Ecuador.” Keynote address for the session “Rural Women Think and Act Green,” Commission on the Status of Women-56, United Nations Headquarters, New York, New York, 5 March, 2012.**
- “Sustainable Agriculture and Water Management along the Santa Elena Peninsula, Ecuador: A Historical Approach” lecture presented at Montclair State University, Sustainability Seminar Series, September 13, 2011.
- *Sin el agua no hay vida: History of Agriculture and Water Management, Santa Elena Peninsula, Ecuador.*” Poster presented at the Research and Entrepreneurship Day, Stevens Institute of Technology, April 2011.
- “Where are the Plants? Simpson’s *Tempo and Mode*, Evolutionary Studies, and Paleobotany,” in Opportunities and Challenges: Plants and Evolution 1920-1950,” Session organized and paper presented at the History of Science Society Annual Meeting, 4-7 November 2010, Montreal, Quebec, Canada.
- “Digital Media and the History of Science,” Workshop held at the History of Science Society Annual Meeting, 19-22 November 2009, Phoenix, Arizona.
- “Paleobotany and the Modern Evolutionary Synthesis in Russia, 1900-1950.” Paper accepted to the Charles Darwin and Modern Biology Conference, September 2009, St. Petersburg, Russia.
- “The Long and Winding Road: Paleobotany and the Modern Evolutionary Synthesis.” Paper accepted to the British Society for the History of Science Conference, July 2009, Leicester, U.K.

- **“Under the Microscope: Mary Ward, Sydney Mary Thomson Christen, and Matilda Knowles - Three Irish Ladies of the Laboratory.” Paper presented at the Remarkable Irish Women Conference, Drew University, June 2009.**
- Round-Table Discussion, “Evolution and Religion: Towards a History of an Evolving Relationship.” Conference held at Clemson University, Feb. 13-15, 2009.
- “Carbonaceously Yours: The Social History of Coal in Nineteenth Century Manchester.” Paper presented at the Joint meeting of the British Society for the History of Science, Canadian Society for the History and Philosophy of Science, and the History of Science Society, July 3-6, 2008, Oxford, U.K.
- **Hot Topics Panel. “Is America Ready for a Woman, African-American, Mormon, or Italian-American Catholic President? Will America Ever Be Ready for a Jewish, Gay, Or Muslim President?” 30 October, 2007. Fairleigh Dickinson University.**
- Graduate Student and Early Career Caucus, Founder and Co-Chair, 2007 Annual Meeting of the History of Science Society, 1-4 November, 2007, Washington, D.C.
- “The un-Heretical Christian: Lynn Harold Hough, Darwinism and Christianity in 1920s America,” British Society for the History of Science Conference, Darwinism after Darwin: New Historical Perspectives, Leeds, U.K., 3-5 September 2007.
- “Imag(in)ing Paleobotany: The Internal Structures Debate, 1868-1895,” Annual Meeting of the History of Science Society, Philosophy of Science Association and 4S, Vancouver, British Columbia, 2-5 November 2006.
- “Science and Medicine in the Holocaust,” Drew University Library Holocaust and Genocide Research Workshop, 22-23 August 2006.
- “Conversations and Contrasting Views: The Scientific Correspondence of William Crawford Williamson, 1831-1895,” British Society for the History of Science, Leeds, U.K., 15-17 July, 2005.
- “Seeing More Clearly: Microscopy and European Paleobotany in the Nineteenth Century,” Joint Meeting of the British Society for the History of Science, Canadian Society for the History and Philosophy of Science, and History of Science Society, Halifax, Nova Scotia, 5-7 August 2004.
- “Europe and Science,” Poster Session for the Inauguration of President Robert Weisbuch, Drew University, 28 April 2006.

COMMUNITY SERVICE

United Nations

Main Representative, IHAN (2012-2014)

Member, Open Working Group 6, Development of the Sustainable Development Goals, (12/2013-6/2014)

Organizer and Presenter, “Without Water there is No Life: Educational Component,” UN Conference on Sustainable Development, Rio de Janeiro, Brazil, June 2012.

California State University, Office of the Chancellor

Focus Group Member, Development of Computer Science Standards for California Public Schools: Kindergarten Through Grade Twelve, Orange County Department of Education.
Advisory Council Member, BHEF (Business Higher Education Forum), Washington, D.C.

Advisory Board Member, RACCSN (Reading Apprenticeship Community College STEM Network), Oakland, California.

Board Member, Campus as a Living Laboratory, California State University.

Member, LA Regional STEM Hub

Member, STEM Ecosystems Community of Practice

History of Science Society

Chair (2015-2016) and Member, Committee on Education and Engagement (2012-2016)

Co-Chair, Joint Caucus for Socially Engaged Philosophers and Historians of Science (2014-2015)

Member, Committee on Research and the Profession (2008-2011)

Founder and Chair, Graduate and Early Career Caucus (2006-2008)

Stevens Institute of Technology

Member, Committee on Committees

Director, Policy and Innovation Graduate Program

Director, Gender and Cultural Studies Program

Member, Hiring Committee, Registrar Position

Member, Hiring Committee, Water Resources Position

Subcommittee Chair, Commission on the Advancement of Women at Stevens

Committee Member, CAL Task Force

Committee Member, Student Affairs Committee

Faculty Advisor, Alpha Phi Omega

Faculty Advisor, Theta Phi Alpha Sorority, Gamma Chi Chapter

Thesis Supervision

Molly Bennett, BA, 2012 (Senior Thesis Advisor)

Michelle Plotzker, BA 2012 (Senior Thesis Advisor)

John Erickson, BA 2012 (Senior Thesis Advisor)

Jessica Kalisch, BA 2013 (Senior Thesis Advisor)

Samantha Moran, BA Candidate 2014 (Senior Thesis Advisor)

Robert Ranalli, BA Candidate 2014 (Senior Thesis Advisor)

Andrew DaPonte, BA Candidate 2014 (Senior Thesis Advisor)

Samantha Moran, MA Candidate 2015 (Thesis Committee)

Clemson University

Co-Organizer, “Evolution and Religion: Towards a History of an Evolving Relationship” Conference, Clemson University, February 13-15, 2009, with Richard England, Salisbury University, Maryland.

Drew University

History of Science Search Committee
University Senate, Graduate Student Representative
University Space Committee, Graduate Student Representative
Modern History and Literature Program Policy Committee
Graduate Student Association, Executive Board, 2004-2005

Thesis Supervision:

Anne Ricculi, Ph.D. Candidate, Drew University (4th Reader)

Patrice Reyes, PhD, “American Foreign Policy and Latin America”

Stacy Gallin, DMH, “The Evolution of Psychiatry: Morals, Mind, and Medicine,” (Dissertation Committee, Chair), May 2012.

Katie Grogan, DMH, “Recovering Voices from the Margins: How Female Physicians Experience Issues of Addiction and Impairment,” (Dissertation Committee, 2nd reader), May 2012.

Anne Siemer, DLitt. Doctor of Letters, "Henry Laurens and Robert Carter: The Failure of Abolition in the Federal Era." (Dissertation Committee, Reader), May 2010.

Ashley Stone, MA, “Lessons from Pierre Bourdieu: Social Closure, Cultural Capital and the Great Divide in American Higher Education” (2008)

Elizabeth Stallings, DMH Candidate (Dissertation Committee, Reader)

Fairleigh Dickinson University

CORE Curriculum Development Committee

Supervised five Honors students

Society for American Archaeology

Chair, Student Affairs Committee (2000)

Other Community Service

Executive Board, Phi Theta Kappa, Raritan Valley Community College (1996-1997)

Alumni Representative, Board of Trustees, Raritan Valley Community College (1997-1998)

Lectured at the Bedminster Township School on various topics related to Local History and Archaeology (1991-1997)

Recording Secretary, Somerset Hills Historical Society (1996-1997)

Pluckemin Encampment Archaeological Project (1996-2004)

Staff, Feltville Archaeology Project, Montclair State University (2002-2004)

Yalahau Regional Human Ecology Project, Quintana Roo, Mexico (1997-2001)

MEMBERSHIPS

Council on Undergraduate Research

American Historical Association

British Society for the History of Science

History of Science Society

Phi Theta Kappa, Visionary Member

LANGUAGES

English: Fluent

German: read with moderate to high proficiency

French: read with moderate to high proficiency

Spanish: read with moderate to high proficiency

Dear Altadena Library Board of Trustees,

I would like to express my interest in becoming an Interim Library Trustee Member where I can use my skills to help the Altadena Library reach its objectives.

I have public and administrative experience and excellent leadership skills that I would like to put to use as a Altadena Library Trustee. I can help review guidelines and implement new Library projects that will enhance the Library resources and I have the ability to review the Library budget to make sure the resources are being applied to the programs that would best benefit the community.

I am a great public speaker and computer literate with extensive knowledge of Microsoft Office Programs and I have the ability to learn any programs or software that I am not already familiar with. I am resourceful and I have the ability to multi-task to ensure everything is done on time, while still maintaining a high level of efficiency.

I get along well with others when working in a group setting and I have the ability to help others find common ground when they disagree on what actions to take. Sometimes, it just takes a little negotiating to help reach a reasonable agreement that benefits the community. I am confident that I have the skills and experience to hold this position and to be a great benefit to our Altadena Library and represent the Altadena community.

I look forward to meeting with you in person. Please call (626)-398-8780 to make arrangements for an interview.

Sincerely,

A handwritten signature in black ink, appearing to read "Donna Gajavada". The signature is fluid and cursive, with the first name being the most prominent.

Donna Gajavada

Enclosure: Resume



ALTADENA LIBRARY DISTRICT

BOARD OF TRUSTEES VACANCY
SUPPLEMENTAL QUESTIONNAIRE

Name: Donna Gajavada

Please take one minute to fill out this Supplemental Questionnaire and attach it to your resume.

County Registrar rules require that candidates running for a seat on the Altadena Library District Board must be both a resident within the boundaries of the Altadena Library District and a registered voter in Altadena. The applicant accepted must agree to be willing to run in November 2018. The current seat for which you are applying is for the unexpired term ending 12/2020.

- 1. Do you understand that you will be required to file for the 2018 election with the L.A. County Registrar/Recorder's office? Yes X No
2. Do you understand that during the term of the appointment, you are required to be a resident of Altadena? Yes X No
3. Are you currently a resident of Altadena? Yes X No
4. Are you currently registered to vote in Altadena? Yes X No
5. How long have you resided in Altadena? 56 years
6. Have you ever worked for a public library? If so, are you still employed by a public library system? Yes No X

7. In your opinion, what is the role of the library in the community? Libraries' create opportunities for learning and they support literacy and education and they help shape the new ideas and prospective that are the core to a creative and innovative society.

8. Please describe any Board or Commission experience you have had. I've worked in City government for 19 years and served and assisted councilmembers, boards and community groups.

9. This position involves advocacy and representing the Board in a variety of venues such as meetings with State and Federal Representatives and Senators, Town Council, etc. Do you have any experience in a role like this? Are you comfortable giving a presentation in front of a group?

As an advocate working to better my community I have attended and given oral and presented power point presentations at many Council meetings, board and Trustee

Donna Sita Gajavada

(626) 398-8780

msdsita@aol.com

Professional Summary:

- 10 years of project management support working with Microsoft Office Suite, Microsoft Project Manager, Aspect eWFM, Avaya CMS, AS400, ACD, IVR, Queue System, IEX (NICE), CRM Service Orders, PeopleSoft (AP, Expense Reporting, Purchasing/ePro), PeopleSoft HRIS Pro/Case Management, SAP Jeopardy Management, SAP R/3, and ADP Timekeeping module.
- Provides resolution to complex issues and relays outcomes to management, contractors and customers utilizing all modes of communication.
- Provides project updates to internal/external stakeholders (in-person, phone, chat, email social media)
- Performed level I& III Analytical duties handling project budget, work scope, requirements, processing of invoices (coding & routing), travel request, full revenue cycle billing, financial reconciliation, program and data validation and fraud investigation.
- Reviews and reconcile Travel Request, Payroll, Accounts Payable, Field Payment, and Customer Credit ensuring compliance.
- QA Monitoring and Scoring.
- Perform heavy data entry (Alpha/Numeric) accurately.
- Open, update and close work orders on CRM systems.
- Quick learner.

Education:

Bachelor of Arts in Public Administration, California State University Los Angeles, CA

Detailed Experience:

InSync Staffing, Manchester, NH, Business Analyst II, March 20, 2017 to December 1, 2017 (SoCalGas)

- Manage, review and process complex, high priority New Business Gas Service request, usage, rates and review and process returned NB construction or meter contracts.
- Gathers, filter, sort and prepare large datasets/information, to review and analyzes impacts/requirements to improve operational processes/procedures.
- Performed routine audit of databases.
- Added, updated and corrected data records.
- Responsible for the distribution of daily/bi-weekly/monthly New Business Customer contracts, workforce compliance reports for Pacific/Inland Regions.
- Resolved complex problems with solutions that were gained by operational insights through data.
- Identified, compiled, analyzed and prepared data for Regional Planning New Business rate studies.
- Performed Regional Planning New Business cost-benefit pricing, marketing econometric, load research and other economic analysis.
- Participated in long term Regional Planning New Business forecasting.
- Planned, formulated and prepared Regional Planning New Business residential and commercial pre-construction data reports.
- Monitored operational workforce adherence to Regional Planning New Business compliance requirement metrics.
- Supported Regional Planning with New Business requirement updates and coordination efforts.
- Supported management with various ad-hoc analyses.
- Reviewed and presented data regarding resources and schedules.
- Performed other duties as assigned.

Midcom Consulting, Anaheim, CA, Reporting Analyst II, June 2016 to December 2, 2016 (Southern California Edison)

- Receive, analyze, audit, calculate and validate single funded and co-funded billing invoices received by SCE assuring they are in alignment with their respective contract requirements.
- Communicates effectively with all levels on policies, procedures, updates, status and releases via email, chat, and phone or in person.
- Request clarifications, corrections or additional proof of expenditures.
- Creates payment form and format invoices and additional documents in the required final draft layout.
- Heavy alpha - numeric data entry coding.
- Lead pilot program: Created, uploaded and monitored invoices in signature routing system (DocUSign) for final draft approval.
- Creates invoice payment release data in SAP AP system.

Adecco Consulting, Pasadena, CA, Fraud Analyst II August 2015 to December 2015

- Research and analysis of account activity to determine levels of risk and fraud type such as Identity theft, account takeover, money laundering, debit card fraud, ACH/check/wire fraud, on-line banking and data breach.
- Complete inbound/outbound calls and take appropriate action as needed based on transaction characteristics.
- Perform back office functions related to research and resolution of fraudulent activity and service support.

HTP Systems, (On-Call). Pasadena, CA, Program/Project Support Analyst, January 2014 to July 2015.

- Performed project/program database reporting entry and updates in MS Access to create performance reports and recommendations.
- Heavy customer communication contact (in-person, phone, chat, email and social media)
- Create, update and close out service order request.
- Provide support to project managers in planning, and monitoring key projects from start through implementation.
- Create requisitions for aerospace, government purchase of supplies, materials and equipment.
- Receives, creates and schedules all facility maintenance work request.
- Review contracts for specifications and terms.
- Gatekeeper/Administrator for financial processing and payroll.
- Receive, scan, batch and code accounts payable invoices and travel requests.
- Review all invoices submitted, confirmed all documentation were provided prior to routing to the appropriate signature request.
- Provide analytical expertise to support critical initiatives.
- Monitored project schedules, communicated with team members and updated target dates.
- Provide monthly reports for internal management review for division meetings.
- Handled logistics within timeframe; assisted with batching, data verification, and preparation of materials for processing.

Environment: Microsoft Office Suite (Word, Excel, PowerPoint), SQL, MS Exchange, MS Access, Outlook, MS Project Manager, Adobe Pro, Costpoint, SAP SRM, SAP R/3, SharePoint, Remedy, Workday HRIS, PeopleSoft Expense Reporting

Sheba Creative Group (FTE), Pasadena, CA, Business Help Desk Analyst/WFM Coordinator, January 2012 to January 2014, (Laid Off)

- Performed analytical support on an independent basis, including the CSR-Call Center and data export.
- Record, track and complete management requests and problems in person, by phone and email.
- Researched, troubleshoots and provided resolutions for complex situations.
- Analyzed and identified end user problems with Windows Suite, Unix and wireless devices for business process improvements.
- Supervised call center, support staff and help desk personnel (5-10)
- Responsible for tracking Call Center Metrics.

- Monitored ACD queue to ensure 80% answer rate within 40 seconds at all times.
- Listen to pre-recorded calls to ensure scripts, guidelines; procedures and customer service goals were met.
- Reviewed systems screen shots to assure information is captured and saved in database (IEX)
- Completes scorecard evaluation of various call center agents.
- Updated and maintained weekly workforce schedule for all shifts.
- Distributed QA call agent rating reports for weekly evaluations.
- Scheduled, updated and run weekly, bi-weekly and monthly data reports utilizing Crystal Report and Worked with Remedy/SharePoint Ticketing Systems.

Environment: Microsoft Office Suite (Word, Excel, PowerPoint), Active Directory, MS Exchange, MS Access, Outlook, Lotus Notes, Adobe Acrobat, PeopleSoft (AP, Purchasing/ePro, Expense Reporting), ACD, IVR, IEX (NICE Monitoring & Recording) Aspect eWFM, Avaya CMS, Cerner, Total View WFM, SharePoint, Remedy, and Remote Tools.

City of Pasadena. (FTE), Pasadena, CA, Help Desk Analyst/Staff Assistant III, August 1992 to January 2012, (New Job Opportunity)

- Performed technical support on an independent basis including the CSR-Call Center and data export.
- Received high volume inbound contacts through queue line (calls, emails and radio.)
- Captured all pertinent contact information accurately and concisely within internal data record system AS400 (service connect/shut-off, billing inquires, credit and collections)
- Researched, gathered requirements and monitored progress to completion of scheduled projects for installations, upgrades or preventive maintenance of streetlights, sewer and street slurry within the Public Works department.
- Researched, analyzed, and prepared RFP bid specifications, process requisitions, invoices and other financial documents for completion, accuracy and conformance with established policies.
- Participated in set-up, removal and promoting division programs, such as, E-Waste events, Hazardous Waste round up and implementation of Energy Efficiency and Low Income Assisted and other department-sponsored programs.
- Opened, posted expenditures and closed fiscal year purchase orders.
- Assisted in the preparation and monitoring of budgets; audits and distributes revenue to accounts using Peoplesoft full cycle AP or AR, SAP and Purchasing/ePro.
- Designed, implemented and maintained purchase order tracking for record-keeping establishing controls for ensuring accuracy of records and file.
- Corresponded with other departments on special events.
- Handled logistics within timeframe; assisted with batching, data verification, and preparation of materials for processing, scanning, and re-association or mail-out of invoices.
- Received, researched and troubleshoot front-end IT inquires independently and in a timely manner using remote tools.
- Performed project/program database reporting entry in MS Access. to create performance reports and recommendations.
- Responsible for tracking, gathering and supporting creation of performance reports and recommendations.
- Extracting and manipulating data to create queries for standard and non-standard reports.
- Prepared, reviewed, changed and assigned authorizers payroll for 130 employees.

Environment: Microsoft Office Suite (Word, Excel, PowerPoint), Active Directory, MS Exchange, MS Access, MS Outlook, MS Project Manager, ACD, Queue line, ECIS (AS400), Dispatcher (CAD & AVL), GPS, Auto Cad, SolidWorks, Lotus Notes, Adobe Acrobat, PeopleSoft (AP, Expense Reporting, Purchasing/ePro, Timekeeping), SAP ERP, SharePoint, Remedy, Remote Tools.

May 4, 2018

Altadena Library District
Board of Trustees

Re: Letter of Intent to serve as an appointed trustee

Dear Trustees,

I am submitting myself for consideration as a candidate for the open trustee seat.

I have past experience working with staff members, with the Friends, with the Foundation and with the trustees. I believe that I have had good working relationships with each of the above groups.

I have had serious concerns about what has been happening within our library community over the last three years and feel that I might be able to contribute to bringing our community back together again.

We have such a great opportunity to halt and reverse the damage that has been done. We have such a great opportunity to rebuild what we have lost and to make our community about the community as a whole and not about any one individual.

Attached are my resume and the completed questionnaire.

Respectfully submitted,

David Herman



ALTADENA LIBRARY DISTRICT

BOARD OF TRUSTEES VACANCY
SUPPLEMENTAL QUESTIONNAIRE

Name: David Herman

Please take one minute to fill out this Supplemental Questionnaire and attach it to your resume.

County Registrar rules require that candidates running for a seat on the Altadena Library District Board must be both a resident of Altadena and a registered voter in Altadena. The applicant accepted must agree to be willing to run in November 2018, if necessary. The current seat for which you are applying is for the unexpired term ending 12/2020.

1. Do you understand that you may be required to file for the 2018 election with the L.A. County Registrar/Recorder's office?

YES

2. Do you understand that during the term of the appointment, you are required to be a resident of Altadena?

YES

3. Are you currently a resident of Altadena?

YES

4. Are you currently registered to vote in Altadena?

YES

5. How long have you resided in Altadena? 11 Years

6. Have you ever worked for a public library? If so, are you still employed by a public library system?

Yes, I have worked for a public library but I was not an employee. I was a young teenager and it was for a weekend library book sale. Probably not what you are asking but provided for full disclosure.

I am not employed by any public library system.

7. In your opinion, what is the role of the library in the community?

The library serves several roles in our community. First, it is the great equalizer when it comes to ensuring educational opportunities for all members of society. Without regard to socio-economic situation, it provides access to information, knowledge, training, literacy, research support, a safe space to work, a place to develop social skills, a place to inspire learning and creativity, a place to develop new skills and a place to develop one's career.

Second, it is a place for our community to gather, to share ideas, to share experiences, to be challenged in our thinking, to make new friends, to inspire greater community involvement and to discover ways of building our community and of helping our neighbors.

Third, it is a vital element in promoting our democracy through literacy, education, access to a variety of perspectives and ideas, respectfully exchanging and sharing political thought, and developing the knowledge and skills to hold those in public leadership positions (elected, appointed or employed) accountable for their actions.

8. Please describe any Board or Commission experience you have had.

I served on the Altadena Library Foundation Board of Directors, culminating with being selected president of the foundation.

9. This position involves advocacy and representing the Board in a variety of venues such as meetings with State and Federal Representatives and Senators, Town Council, etc. Do you have any experience in a role like this? Are you comfortable giving a presentation in front of a group?

Yes, I have experience presenting in front of groups both professionally (primarily) and as a social activist (less experience but some). I do not enjoy it but I am an able speaker.

I also have some advocacy experience in communicating with leadership from local to national levels on issues that are important to me.

Experience

Altadena Library Foundation -- Board of Directors [2013 to 2016]

Peace and Justice Academy -- High School Physics Teacher [2014 to 2015]

Altadena Library Parcel Tax Renewal Campaign -- Chair [2013 to 2014]

Jet Propulsion Laboratory [April 1996 to February 2013]

Mars Reconnaissance Orbiter: Chief Engineer 6/08- 02/13

- Responsible for the overall technical performance of the mission.
- Responsible for the troubleshooting, problem reporting and resolution.
- Lead spacecraft contingency planning and risk management process
- Leads anomaly resolution activities per anomaly response plan
- Review spacecraft and instrument engineering health and performance status
- Participate in spacecraft related ISA reporting and resolution

Flight Engineering Group: Group Supervisor 3/05- 11/08

- Supervised JPL and contractor personnel in the Flight Engineering Group of the System Verification, Validation and Operations Section.
- Was accountable for schedule, resources and technical performance of all assigned group activities.
- Recruited and maintained a high-performance engineering group.
- Provided career path development and technical guidance to group members.
- Captured, established, disseminated and evolved systems engineering practices and processes as applicable to the disciplines of the group.
- Assured that all projects benefit from best systems engineering practices developed for each project.
- Maintained frequent interaction with internal and external customers to convey information, establish needs and evaluate performance.
- Participated in project and peer reviews.
- Member of several Division 31 committees

Wide-Swath Ocean Altimeter Instrument 1/04-3/05

- System Engineering Team
 - Performed Instrument Systems Engineering
- Digital Electronics Subsystem Team
 - Performed Subsystem Systems Engineering
 - Cognizant Engineer for the Flight Computer

X2000 Project: Avionics System Engineering Team Lead 7/02-4/04

- Technical support of Avionics with Integration and Test Team
- Technical support for Avionics interfaces with instruments & telecom (SIA)
- Technical support of Requirements for Avionics and Power components

David Herman

Mars Exploration Rover: Avionics Systems Engineering Team 11/00-7/02

- Technical support of interfaces with Science Instrument Team
- Technical support of interfaces with Camera Team
- Technical support of interfaces with Power Team
- Supported V&V, Environmental Testing and Launch Safety Activities

Cassini Flight Systems Operations: Command and Data Team 6/98-11/00

- Generated procedures for using tools to meet mission requirements
- Supported mission planning and contingency planning activities
- Generated and validated commands for mission sequences
- Telemetry analysis and subsystem status reporting
- Supported development of Cassini mission documentation
- Developed, coded and validated software utilities for operations support

Cassini Flight Systems Operations: AACCS-Propulsion Team 4/96-6/98

- Generated functional requirements for ground software tools
- Generated test cases for ground software tool validation
- Validated ground software command and telemetry tools
- Generated procedures for using tools to meet mission requirements
- Supported Cassini testing of AACCS subsystem (CATS, ITL, ATLO)
- Supported mission planning and contingency planning activities
- Generated and validated commands for mission sequences
- Telemetry analysis and subsystem status reporting
- Supported development of Cassini mission documentation
- Developed, coded and validated software utilities for operations support

The Aerospace Corporation [September 1992 to March 1996]

Senior Member of the Technical Staff

- Concept definition and validation for USAF projects
- Small satellite performance analysis
- Risk assessment for small satellites in support of JPL project
- Vulnerability of space vehicles to impact events
- Telecommunication link margin programming, analyses and simulations
- Launch vehicle dispersion analyses for flight software validation
- USAF, USN, DOD, NASA, NATO, UK-MOD program support
- Co-authored conference papers (national and international)
- Co-authored journal article on Space Debris (AIAA-JSR)

Education

Master of Business Administration May 2004
Caltech/University of Redlands

Master of Science - Flight Dynamics and Control Systems Dec 1990
University of Michigan - Ann Arbor, MI

Bachelor of Science - Aerospace Engineering May 1989
San Diego State University - San Diego, CA