

# HOTEL ADMINISTRATION

1957-1958

## CORNELL UNIVERSITY ANNOUNCEMENTS

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*For correspondence with the School, see next page.*

## CORRESPONDENCE CONCERNING . . .

*The academic requirements for admission* (see page 45) should be addressed to the Office of Admissions, Edmund Ezra Day Hall, Cornell University, Ithaca, New York.

*The personal requirements for admission* (see page 47), specifically regarding interviews, should be addressed to the Dean, School of Hotel Administration, Statler Hall.

*The program of the School*, the content of courses, the requirements for graduation, and questions of financial aid to students should be addressed to the Dean, School of Hotel Administration, Statler Hall.

*Credit against the hotel-practice requirement* should be addressed to the Chairman, Hotel-Practice Committee, Statler Hall.



# FACULTY

(As of July 15, 1957)

## STAFF OF ADMINISTRATION

Deane W. Malott, A.B., M.B.A., LL.D., President of the University  
Howard Bagnall Meek, S.B., M.A., Ph.D., Sc.D. in Ed., Dean of the School of Hotel Administration and Professor of Hotel Administration  
Blanche Fickle, M.A., A.B. in Library Science, Reference Librarian, Hotel Administration

## STAFF OF INSTRUCTION

### IN THE SCHOOL OF HOTEL ADMINISTRATION

*(This list includes only those members of the University instructing staff whose sole responsibility is for the instruction of students in the School of Hotel Administration.)*

Robert A. Beck, Ph.D., Associate Professor in Hotel Administration  
Paul R. Broten, B.S.M.E., M.S., Associate Professor in Institutional Engineering  
Henry A. Carey, LL.B., Lecturer in Hotel Administration  
Charles E. Cladel, M.S., C.P.A., Professor in Hotel Accounting  
J. William Conner, B.S. in Com., B.S., M.S., Assistant Professor in Hotel Administration, Manager of Statler Inn and Secretary-Treasurer of the Statler Club  
Arthur William Dana, A.B., Lecturer in Hotel Administration  
W. E. Doherty, Jr., Vice President, The Pleasant Valley Wine Company, Hammondsport, New York, Lecturer in Hotel Administration  
Myrtle Ericson, M.S., Associate Professor in Hotel Administration  
Blanche Fickle, M.A., A.B. in Library Science, Reference Librarian, Statler Hall Library  
Walter Foertsch, B.S., Lecturer in Hotel Administration  
Mrs. Helen H. Giff, M.S., Lecturer in Hotel Administration  
H. Victor Grohmann, B.S., President, Needham & Grohmann, Inc., Lecturer in Hotel Administration  
William Harris, American Express Company, Lecturer in Hotel Administration  
Albert E. Koehl, B.S., President, Koehl, Landis & Landon, Inc., New York City, Lecturer in Hotel Administration  
Mrs. Nita Kendrick, B.S., Lecturer in Hotel Administration  
Gerald W. Lattin, Ph.D., Associate Professor in Hotel Administration  
George A. McHatton, Jr., M.A., Assistant Professor in Hotel Secretarial Studies  
William W. Malleson, Jr., Manager, Skytop Lodge, Skytop, Pennsylvania, Lecturer in Hotel Administration  
Howard Bagnell Meek, Ph.D., Sc.D. in Ed., Professor of Hotel Administration and Dean of the School of Hotel Administration

Adrian W. Phillips, LL.B., Executive Vice President, Hotel Sales Management Association, Lecturer in Hotel Administration  
 James E. Potter, M.S., Instructor in Hotel Accounting  
 Frank H. Randolph, B.A., M.E., P.E., Professor in Institutional Engineering  
 Mrs. Helen J. Recknagel, Ph.D., Associate Professor in Hotel Secretarial Studies  
 Charles I. Sayles, B.S., M.E.E., Professor in Institutional Engineering  
 Mrs. Dorothy F. Sayles, B.S., Lecturer in Hotel Administration  
 John H. Sherry, A.B., LL.B., Professor in Hotel Administration  
 Thomas W. Silk, A.B., B.S., M.S., Professor in Hotel Accounting  
 Mrs. Laura Lee W. Smith, Ph.D., Assistant Professor in Hotel Administration  
 Richard P. Starke, B.S., Food and Beverage Manager, Hotel Statler, Buffalo, N.Y., Lecturer in Hotel Administration  
 Louis Toth, C.P.A., Professor in Hotel Accounting  
 Allan H. Treman, A.B., LL.B., Lecturer in Hotel Administration  
 Jeremiah J. Wanderstock, Ph.D., Associate Professor in Hotel Administration

#### IN OTHER SCHOOLS AND COLLEGES OF THE UNIVERSITY

*This list includes only those members of the University instructing staff who are directly engaged in giving courses regularly taken by students in the School of Hotel Administration.)*

Cornelius Betten, Ph.D., D.Sc., Professor of Entomology, Emeritus  
 Beulah Blackmore, B.S., Professor of Textiles and Clothing, Emeritus  
 Mrs. Jessie A. Boys, M.S., Professor in Food and Nutrition, Emeritus  
 Flora Rose, M.D., D.Ped., D.Sc., Professor of Home Economics, Emeritus  
 Ralph Hicks Wheeler, B.S., Professor in Extension Service, Emeritus  
 Carroll Clyde Arnold, Ph.D., Associate Professor of Speech and Drama  
 Mrs. Mary K. Bloetjes, Ph.D., Professor of Institution Management and Head of the Department  
 Damon Boynton, Ph.D., Professor of Pomology  
 Mary Carol Connaughton, M.S., Instructor in Institution Management  
 Morris A. Copeland, Ph.D., Professor of Economics  
 J. Milton Cowan, Ph.D., Professor of Linguistics and Director of the Division of Modern Languages  
 Kathleen L. Cutlar, M.S., Associate Professor of Institution Management and Assistant Manager of the Home Economics Cafeteria  
 Richard M. Diamond, Ph.D., Assistant Professor of Chemistry  
 Douglas Fitzgerald Dowd, Ph.D., Associate Professor of Economics  
 Joseph Alma Dye, Ph.D., Professor of Physiology  
 Robert Henry Elias, Ph.D., Associate Professor of English  
 Chester Higby Freeman, M.S.A., Associate Professor of Extension Teaching  
 Walter Hoyt French, Ph.D., Professor of English  
 Marie E. Harris, M.S., Assistant Professor of Institution Management  
 John Daniel Hartman, Ph.D., Professor of Vegetable Crops  
 Baxter Hathaway, Ph.D., Associate Professor of English  
 Hazel Marie Hauck, Ph.D., Professor in Food and Nutrition  
 Joseph Douglas Hood, Ph.D., Professor of Biology  
 John Greenwood Brown Hutchins, Ph.D., Professor of Business History and Transportation  
 Alfred E. Kahn, Ph.D., Professor of Economics  
 Norman Kaplan, Ph.D., Assistant Professor of Sociology  
 Myron Slade Kendrick, Ph.D., Professor of Economics and Public Finance  
 Russell Dickson Martin, M.S., Associate Professor of Extension Teaching  
 George Cory Millican, B.F.A., B.Arch., M.F.A., Assistant Professor in Housing and Design

Royal E. Montgomery, Ph.D., Professor of Economics  
Aimee N. Moore, M.A., Associate Professor of Institution Management  
Chandler Morse, M.A., Professor of Economics  
Ernest H. Muller, Ph.D., Assistant Professor of Geology  
David Novarr, Ph.D., Associate Professor of English  
Arthur E. Nilsson, M.B.A., Ph.D., Professor of Finance  
Paul Martin O'Leary, Ph.D., Professor of Economics  
George Eric Peabody, M.S., Professor of Extension Teaching  
Frank Ashmore Pearson, Ph.D., Professor of Prices and Statistics  
John W. Reps, A.B., M.R.P., Associate Professor of Regional Planning  
Emmett John Rice, Ph.D., Instructor in Economics  
Harry Wilbur Seeley, Jr., Ph.D., Professor of Bacteriology  
Evelyn E. Stout, Ed.D., Associate Professor of Textiles and Clothing  
Gordon F. Streib, Associate Professor in Sociology  
N. Arnold Tolles, Ph.D., Professor of Industrial and Labor Relations  
Paul John VanDemark, Ph.D., Assistant Professor of Bacteriology  
William B. Ward, M.S., Professor and Head of the Department of Extension  
Teaching and Information, Editor in Chief of Publications  
Herbert Augustus Wichelns, Ph.D., Professor of Speech and Drama  
Robin Murphy Williams, Jr., Ph.D., Professor of Sociology

## VISITING LECTURERS, 1956-1957

- Thomas Barrett, Chief Engineer, The Waldorf-Astoria, New York City  
Joseph P. Binns, Vice President, Hilton Hotels Corporation  
J. Frank Birdsall, Innkeeper, The Treadway Inn, Rochester, N.Y.  
James E. Butler, Research Supervisor, Sheraton Corporation of America  
George Culp, John R. Thompson Company, Chicago, Ill.  
Jacob Fassett, III, Director, Service Department, American Hotel Association  
Milton J. Firey, Manager, Congress Hotel, Baltimore, Md.  
George Gorman, Sales Manager, The Sheraton Hotel, Philadelphia, Pennsylvania  
H. Victor Grohmann, President, Needham and Grohmann, New York City  
Richard Hutchinson, Personnel Director, Stouffer's Restaurant  
Neal Lang, General Manager, The Edgewater Beach Hotel, Chicago, Ill.  
John M. Roberts, Cafeteria and Luncheonette Manager, Montgomery Ward & Co.  
John O. Sabatos, President, National Restaurant Association  
Michael A. Salmon, J. Lyons and Company, London  
Daniel K. Silverberg, Grace Lines, New York City  
John W. Stokes, Management Consultant, Boston, Massachusetts  
Friedrich Swoboda, Hotel Frankfurter Hof, Frankfurt-Am-Main, Germany  
Robert Weathers, Assistant Director of Personnel, Hot Shoppes  
E. Truman Wright, Vice President, The Greenbrier, White Sulphur Springs, W.Va.;  
President, Cornell Society of Hotelmen

# SCHOOL OF HOTEL ADMINISTRATION

IN 1922, at the request of the American Hotel Association, a four-year program of instruction in the field of hotel administration, the first of its kind anywhere, was established at Cornell University. Later, at the request of the National Restaurant Association a program designed especially to meet the needs of prospective restaurateurs was offered. Members of both Associations have provided financial support, have found places in their organizations for students and graduates, and have on many occasions endorsed the curriculum.

The principal benefactor has been the late Ellsworth Milton Statler, creator of Statler Hotels. During his lifetime Mr. Statler gave generously. His heirs continued the support until the establishment, under his will, of the Statler Foundation.

The Trustees of the Statler Foundation, Mrs. Statler, Mr. E. H. Letchworth, Mr. Frank A. McKowne, and Judge Michael J. Montesano, donated \$2,550,000 to erect and equip a building to house the School, Statler Hall, which was completed in 1950. They have now provided additional funds for the construction of a \$2,200,000 addition, to be completed in 1958.

To provide for the adequate maintenance of the building, the Foundation has also donated an endowment of \$1,250,000. These gifts, together with endowment for the Ellsworth Milton Statler scholarships and other gifts for research and bibliographical work, constitute a total of well over \$6,000,000.

Other generous benefactors have supplied the impressive array of scholarships listed on pages 63-69, thereby extending endorsement and encouragement to the School and financial assistance to the students.

Statler Hall is a unique educational building, designed expressly to meet the needs of the faculty and the students of the School of Hotel Administration. The present building is in three parts: a school building, an inn, and a club. The new wing will add the 900-seat Alice Statler auditorium with full stage facilities.

The present school section, a substantial five-story building in itself with about 100,000 square feet of space, houses numerous kitchens, food laboratories, and food lecture and demonstration rooms; special classrooms for accounting and business practice; and special lecture rooms and laboratories for instruction dealing with the mechanical equipment and the engineering and design of hotels and restaurants, as well

as thirty-three offices and fifteen general classrooms and auditoriums. Additional chemistry, food, and engineering laboratories will be provided in the new construction.

The School's library, the most extensive of its kind anywhere, numbers about 6,000 volumes on hotel and restaurant operations and related subjects, including the files of leading serial publications in the hotel field, some of which are complete from their first issues, others dating back to the founding of the School. The library has been the recipient of many gifts of display materials and personal collections, among which are the Herndon collection of some 1,600 books including many rare items, the "Oscar of the Waldorf" (Oscar Tschirky) collection of autographed celebrated dinner menus and memorabilia, the J. O. Dahl Memorial Library, the books of W. I. Hamilton, and the Pinco collection of menus, dating back to the early 1900's.

Students also have in the school building their own student lounge with a fireplace, multichannel television and radio, and service pantry.

The inn section of the building consists of thirty-six transient rooms, all with bath, designed and decorated in the most modern and efficient manner, a front office desk, and appropriate lounge areas. Its operation serves as a practice laboratory for students of hotel management.

The club area used by members of the faculty and guests of the University provides lounge areas, card rooms, dining rooms, a rathskeller, and a browsing library. The formal public and private dining rooms of the club seat about 350 persons, the rathskeller and the cafeteria another 300, the banquet hall about 400. The food and beverage operations of these varied dining rooms provide the students of restaurant management abundant outlet for practical experience in the preparation and service of food, wines, and liquors in all types of dining rooms from self-service cafeterias and buffets to French service.

The School began, in 1922, as a department organized in the then School of Home Economics of the New York State College of Agriculture. After years of valued assistance from and close cooperation with the faculty of Home Economics, the erstwhile department became the School of Hotel Administration in 1950 and in 1954 was separated from the State Colleges to become a completely independent academic unit within the University, a college in its own right with its own faculty and dean.

A single professor met with a class of twenty-one in 1922. The intervening thirty-five years have seen a gradual expansion in the faculty, the curriculum, the student body, and the alumni organization. The School now has a full-time resident faculty of twenty. These twenty devote themselves exclusively to the development of the specialized courses offered by the School and to the instruction of its students. They are fully trained in both the academic and the practical aspects of their respective fields. They are experienced in hotel and restaurant



work, and many of them are active consultants to nationally important hotel and restaurant organizations.

The work of the resident Hotel School faculty is supplemented by the services of about twenty other persons who offer specialized courses. Many of them active hotel or restaurant executives, lawyers, accountants, or experts in advertising or human relations, they come to Ithaca from New York or Chicago at weekly intervals to bring for study and discussion in the classroom the current problems of their daily work.

Altogether the School offers some seventy-two courses, totaling one hundred and seventy-two hours, that have been developed by the School and designed expressly to meet the needs of its students. In addition, students have access without restriction to courses offered by all the other colleges of the University—courses of professional and of cultural value—and they are guided and stimulated to tap generously the tremendous educational resources of a great University.

Any program of higher education has two major responsibilities to its students: (1) to fit them for effective work in the economic society of the future in order that each may justly claim from that society a reasonable standard of living; and (2) to provide them with an adequate cultural background against which to perceive the values in and enjoy the living so earned. These requirements are met in formal education for the business of hotel or restaurant operation. These businesses provide good opportunities for well-trained persons, and preparation for work in them involves the study of so wide a variety of subject matter as to approximate a liberal education.

The hotel or the restaurant is a complex institution; its operation calls for a wide range of skills, for the use of a variety of products in a large number of processes. The guest must be received with cordiality and service; he must be provided with a warm, well-lighted, well-decorated, comfortably furnished room and served with appetizing, wholesome food wisely bought, properly stored, and skillfully prepared; he must have at his disposal conveniences of every type: check rooms, public spaces, public stenographers, radios, and exhibition spaces. A curriculum adequate to prepare one for the direction of those operations and for the provision of those services and equipments must draw upon nearly every branch of human knowledge. As a consequence, the prospective hotel operator studies drawing, physics, bacteriology, sanitation, chemistry, biology, engineering, vegetable crops, meat products, dietetics, food preparation, textiles, decoration, law, psychology, personnel management, advertising, and public speaking, all in addition to the subjects ordinarily studied in preparation for business management. Each subject is approached by the student with the same focusing interest: How does this material relate to hotel and restaurant operation? Breadth of training is obtained without dissipation of interest. The graduate should be a well-educated and a socially useful individual.

## DESCRIPTION OF COURSES

**E**XCEPT for some general University courses regularly taken by students in the School of Hotel Administration and included in the list for their convenience, all the courses described herein are arranged and given by the Hotel School faculty especially for hotel students; in many cases they are taught by active hotel or restaurant executives. Many other courses are open as electives to hotel students: courses in the sciences; in languages and literature; in economics, history, and government; in music, aesthetics, and philosophy; in engineering, architecture, medicine, and law. For full information regarding these latter offerings reference may be made to the Announcements of the other colleges of the University.

### ACCOUNTING

The entire fourth floor of the school section of Statler Hall, eight laboratories and nine offices, is set aside for the exclusive use of the Department of Hotel Accounting. The lecture rooms and laboratories are furnished and equipped with a complete inventory of hotel office and computing machinery, among which are room, key, and information racks, three National Cash Register Model 2000 front office posting machines, a National Cash Register food and beverage checking machine, a Multicounter portion counter, a Burroughs Sensimatic Accounts Receivable posting machine, and the various types of adding and calculating machines. Hotel students also have access to a complete set of I.B.M. statistical machines, including an eighty-column and a forty-column tabulating machine as well as sorting, coding, and verifying machines.

*ACCOUNTING* (Hotel Accounting 81). Credit four hours. Required. Professor SILK.

Provides an introduction to the principles of general accounting. Practice includes elementary problems developing the theory of accounts. Emphasis is placed on the adjusting journal entries, the work sheet, financial statements, payroll accounting, special journals, and the operation of control accounts and the voucher register.

*RESTAURANT ACCOUNTING* (Hotel Accounting 82). Credit four hours. Required. Prerequisite, Hotel Accounting 81 or the equivalent. Mr. POTTER.

Application of the principles of accounting to the records and accounts of a typical restaurant having three selling units: dining room, grill room, and bar. Special problems of restaurants are emphasized in connection with sales records, merchandise receiving and control, payroll preparation, accounting for china, glassware, silverware, and linen, and leasehold and ownership of business property.

Practice work includes keeping a set of typical books, recording all transactions, closing books, preparing financial statements for several months, and making year-end adjustments.

*ACCOUNTING* (Hotel Accounting 84). Credit three hours. Associate Professor BECK.

Fundamental principles of accounting with special emphasis on interpretation. Especially designed for students in the School of Industrial and Labor Relations.

*MATHEMATICS IN ACCOUNTING* (Hotel Accounting 89). Credit two hours. Hotel elective. Open to first-year students only. Mr. POTTER.

Practice in the solution of mathematical problems incident to accounting situations. Wherever possible, problem situations are drawn from typical cases in hotel accounting and finance.

*BASIC HOTEL ACCOUNTING* (Hotel Accounting 181). Credit four hours. Required. Prerequisite, Hotel Accounting 81 and 82 and hotel experience. Professor CLADEL.

A study of the Uniform System of Accounts for Hotels as recommended by the American Hotel Association. Accounting for the transactions of a 400-room transient hotel. Study of front-office routine, the night audit and transcript, the daily report, and the duties of the accountant. Practice with the special journals used in hotels—the six-column journal and the multi-column operating ledger. The problem involves the recording of the transactions for one month, the summarization, adjustment, and closing of the books, and the preparation of monthly and annual statements therefrom.

*INTERMEDIATE ACCOUNTING* (Hotel Accounting 182). Credit four hours. Required. Prerequisite, Hotel Accounting 81. Professor CLADEL.

Problems arising in the field of intermediate accounting. Practice includes problems dealing with single entry accounting; partnership organization, operation and dissolution; corporation accounts and records; branch accounting; and accounting for manufacturing concerns.

*AUDITING* (Hotel Accounting 183). Credit three hours. Hotel elective. Prerequisite, Hotel Accounting 182. Professor CLADEL.

General auditing. Practice includes the preparation of audit-working papers, balance-sheet audit, detailed audit, internal control in general, and the auditor's report.

*FOOD AND BEVERAGE CONTROL* (Hotel Accounting 184). Credit three hours. Hotel elective. Professor CLADEL.

A study of the various systems of food and beverage control, and precost control common in the business. Practice is offered in cost analysis, sales analysis, special-item control, and adjustments to inventory; in the preparation of the daily report and summary to date; and in the preparation of monthly food and beverage reports using figures typical of a moderate-sized hotel.

*HOTEL ACCOUNTING PROBLEMS* (Hotel Accounting 185). Credit two hours. Hotel elective. Open to upperclassmen and graduates. Prerequisite, Hotel Accounting 181 and 182, with an average of not less than 80 in these courses. Professor TORR.

Practice in the solution of accounting problems incident to the organization of a corporation owning or operating a hotel, purchase and financing of a hotel property, consolidated statements, reorganizations, depreciation accounting for fixed assets, interpretation of the accounting provisions of trust indentures, leases, and management contracts, and similar advanced problems.

*INTERPRETATION OF HOTEL FINANCIAL STATEMENT* (Hotel Accounting 186). Credit two hours. Hotel elective. Open to upperclassmen and grad-

uates. Prerequisite, Hotel Accounting 181 and 182. Professor TOTH.

A study and discussion of hotel balance sheets, profit and loss statements, and typical hotel balance sheet and operating ratios.

*FRONT-OFFICE PROCEDURE\** (Hotel Accounting 188). Credit one hour. Hotel elective. Open to juniors and seniors and to lowerclassmen by permission.

A study of the physical layout of equipment in the hotel front office, of the procedure used in registering and checking out guests and of keeping the accounts of guests.

*PROBLEMS IN HOTEL ANALYSIS* (Hotel Accounting 189). Credit two hours. Hotel elective. Open to upperclassmen and graduates. Associate Professor BECK.

Practice in some statistical procedures, using as illustrative material principally hotel and restaurant figures; presentation and interpretation. Frequency distributions, average, median, mode, and measures of dispersion. Special emphasis is placed on linear correlation and regression.

*TEA ROOM AND CAFETERIA ACCOUNTING* (Hotel Accounting 240). Credit three hours. For institution management students only. Associate Professor BECK.

An elementary course in simple accounting, using as illustrative material the accounting records of the cafeteria and the tea room; a study of cash and credit transactions, checkbook and deposit records, journal and ledger entries, trial balances, profit and loss statements, and balance sheets.

*INTERNAL CONTROL.* (Hotel Accounting 286). Credit two hours. Hotel elective. Open to upperclassmen and graduates. Prerequisite, Hotel Accounting 181. Mr. POTTER.

A discussion of the problems encountered in distributing the accounting and clerical work in hotels so as to provide a good internal control, with emphasis on the problems of small hotels having few employees. Includes the study of many actual cases of the failure of internal control and the analysis of the causes of the failure.

*ACCOUNTING MACHINES IN HOTELS* (Hotel Accounting 288). Credit one hour. Hotel elective. Professor CLADEL.

Discussion of the place of accounting machines in the hotel front office; practice with a National Cash Register Company front-office posting machine, including the posting of charges and credits and the details of the night audit.

## ADMINISTRATION

*ORIENTATION* (Hotel Administration 100). Credit two hours. Required. Associate Professor LATTIN.

Designed to orient students in the life of the University and in the work of the School of Hotel Administration. The laboratory periods in the Statler Club provide students with the opportunity to gain experience in all departments of a hotel.

*LECTURES ON HOTEL MANAGEMENT* (Hotel Administration 155). Credit one hour. Hotel elective. Open to all classes. To be taken for credit each semester. Under the direction of Professor MEEK.

A series of lectures given by nonresident speakers prominent in the hotel, restaurant, and allied fields.

*PSYCHOLOGY FOR STUDENTS IN HOTEL ADMINISTRATION* (Hotel Administration 114). Credit 3 hours. Required. Associate Professor LATTIN.

An introduction to the methods and problems of general psychology.

\*Courses marked with an asterisk are given in alternate years or as the demand requires. Other courses are ordinarily given at least once a year, but in any case offerings are adjusted to the requirements.

*PERSONNEL ADMINISTRATION* (Hotel Administration 119). Credit three hours. Hotel elective. Prerequisite, an elementary course in psychology. Associate Professor LATTIN.

A study of the problems of human relations in industry. A survey of the methods and problems of recruitment, selection, placement, maintenance, organization, and government of employees.

*RESEARCH AND TECHNIQUES IN PERSONNEL ADMINISTRATION* (Hotel Administration 216). Credit three hours. Hotel elective. Open to upperclassmen and graduates. Prerequisite, Hotel Administration 119 and permission of the instructor. Associate Professor LATTIN.

Opportunity is given students to study special problems such as training employees, industrial counseling, the measurement of morale, job analysis, and time and motion study.

*HUMAN RELATIONS\** (Hotel Administration 217). Credit 2 hours. Hotel elective. Open to upperclassmen and graduates. Prerequisite, Hotel Administration 119. Mr. FOERTSCH.

The problems faced by the supervisor and the executive in managing the human element in the hotel and restaurant field. It is designed to give the student insight into the varied social and psychological factors present in any employer-employee relationship.

*SUPERVISORY TRAINING IN HOTELS\** (Hotel Administration 218). Credit 2 hours. Hotel elective. Open to upperclassmen and graduates. Prerequisite, Hotel Administration 119 and permission of the instructor. Mr. FOERTSCH.

Designed for advanced students in personnel administration. The class initiates and develops a training program for supervisors. Emphasis is placed on participation, group discussion, and individual research. All aspects of the supervisory function are analyzed.

*SEMINAR IN PERSONNEL ADMINISTRATION* (Hotel Administration 219). Credit two hours. Hotel elective. Open to upperclassmen and graduates. Prerequisite, Hotel Administration 119 and permission of instructor. Associate Professor LATTIN.

A discussion class which provides the opportunity for students to put into practice the theory and techniques learned in the elementary course. Emphasis is placed on understanding and practicing personnel methods which can directly assist in controlling costs of the man-power program.

*PROBLEMS OF HUMAN BEHAVIOR IN THE HOTEL AND RESTAURANT INDUSTRY* (Hotel Administration 116). Credit two hours. Hotel elective. Open to upperclassmen and graduates. Prerequisite, Hotel Administration 114 and permission of the instructor. Associate Professor BECK.

A consideration of the social-psychological factors involving conflict and dispute in hotels and restaurants. Extensive use is made of actual case studies within these industries. Interviewing techniques will be discussed and practiced among the group.

*LABOR-MANAGEMENT RELATIONS IN THE HOTEL INDUSTRY* (Hotel Administration 316). Credit three hours. Hotel elective. Open to upperclassmen and graduates. Prerequisites, Economics 104 and Hotel Administration 119. (This course will satisfy the requirement of elective work in economics, but when so counted it may not also be counted as three hours of Hotel elective.) Associate Professor BECK.

The development of the trade union movement in the United States with special emphasis upon the AFL and the CIO union affiliates active in the hotel and food industry. Case studies are included of disputes and grievances arising in unionized hotels and restaurants.

\*Courses marked with an asterisk are given in alternate years or as the demand requires. Other courses are ordinarily given at least once a year, but in any case offerings are adjusted to the requirements.



*SEMINAR IN HOTEL ADMINISTRATION* (Hotel Administration 153). Credit two, three, or four hours. Hotel elective. Open to a limited number of seniors in hotel administration. Those wishing to register should consult the instructor during the preceding semester to obtain permission to enroll and to confer regarding problems chosen for special study. Hours to be arranged. Professor MEEK.

Specific problems arising in the management of hotels.

*SPECIAL STUDIES IN RESEARCH* (Hotel Administration 253). Credit to be arranged. Open to graduate students in Hotel Administration only. Members of the graduate faculty.

Designed specifically for graduate students working on theses or other research projects. Any member of the graduate faculty of the School of Hotel Administration, upon consultation with the student, may be selected to direct a particular problem of special interest to the student.

*REPORT WRITING* (Hotel Administration 154). Credit two hours. Hotel elective. Associate Professor RECKNAGEL.

Instruction is provided in the compilation, organization, and writing of hotel practice reports and research projects.

*LAW OF BUSINESS* (Hotel Administration 171). Credit three hours. Required. Open to upperclassmen. Mr. TREMAN.

An elementary course on the law of business.

*LAW AS RELATED TO INNKEEPING* (Hotel Administration 172). Credit two hours. Hotel elective. Open to upperclassmen and graduates. Best taken after Hotel Administration 171. Professor SHERRY.

A consideration of the legal problems of the innkeeper.

*LAW OF BUSINESS: CONTRACTS, BAILMENTS, AND AGENCY\** (Hotel Administration 272). Credit two hours. Hotel elective. Open to upperclassmen and graduates. Best taken after Hotel Administration 182 and Economics 104. Professor SHERRY.

A study of the formation, validity, enforcement, and breach of contracts; sales and dealings in personal property, bailments, storage, and shipment of goods; the laws of principal and agent and employer and employee.

*LAW OF BUSINESS: PARTNERSHIPS AND CORPORATIONS\** (Hotel Administration 274). Credit two hours. Hotel elective. Open to upperclassmen and graduates. Best taken after Hotel Administration 182 and Economics 104. Professor SHERRY.

A consideration of the formation, operation, and management of partnerships and corporations; the laws of negotiable instruments; and insolvency and bankruptcy.

*RESORT MANAGEMENT\** (Hotel Administration 113). Credit one hour. Hotel elective. Mr. MALLESON.

A lecture course in the operation of the resort hotel. Consideration is given to the promotion of business, to the provision of services, to the operation of the dining room, to the entertainment of the guest, and to the selection, training, and direction of the employed staff. Resorts of the various types, seasons, and economic levels are considered.

*HOTEL PUBLIC RELATIONS\** (Hotel Administration 176). Credit one hour. Hotel elective. Recommended for juniors and seniors.

Methods and channels through which the hotel may obtain favorable public recognition.

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\*Courses marked with an asterisk are given in alternate years or as the demand requires. Other courses are ordinarily given at least once a year, but in any case offerings are adjusted to the requirements.



*HOTEL PROMOTION\** (Hotel Administration 178). Credit one hour. Hotel elective. Recommended for upperclassmen. Mr. KOEHL.

A discussion of the fundamentals of sales promotion, with special attention to the various mediums profitably used by hotels.

*HOTEL ADVERTISING\** (Hotel Administration 179). Credit one hour. Hotel elective. Open to upperclassmen and graduates. Mr. GROHMANN.

The fundamentals of magazine, newspaper, radio, television, and outdoor advertising, direct mail, printed material and publicity, and the part each plays in the business promotion program. Detailed discussions are included of the different methods of building business that are being successfully used by various types of hotels and restaurants.

The lectures and demonstrations also illustrate to the students the many mechanical processes of producing advertising material, so they will have a working knowledge of the advantages and disadvantages of each process.

*BUSINESS WRITING* (Hotel Administration 238). Credit three hours. Hotel elective. Open to upperclassmen and graduates. Associate Professor RECKNAGEL.

The preparation of business letters, memorandums, and direct mail promotion in the hotel and restaurant industries. Students may work on problems of their own interest.

*SALES PROMOTION\** (Hotel Administration 278). Credit one hour. Hotel elective. Open to upperclassmen and graduates. Mr. PHILLIPS.

The hotel sales department, its function, organization, records, and procedures are discussed.

The course is arranged with the cooperation and assistance of the Hotel Sales Managers Association. At each session a different member of the Association, chosen by the Association in consultation with the School for his expertness in some one phase of sales promotion, discusses that phase and under the coordination of the instructor leads the discussion of the subject.

*GENERAL SURVEY OF REAL ESTATE\** (Hotel Administration 191). Credit two hours. Hotel elective. Prerequisite, Economics 104 or its equivalent.

A survey of the real estate field, with particular emphasis on the economic, legal, and technical aspects of real estate. Lectures and problems cover interests in real property, liens, taxes, contracts, auctions, deeds, mortgages, titles, leases, brokerage, management, and financing.

*FUNDAMENTALS OF REAL ESTATE MANAGEMENT\** (Hotel Administration 192). Credit two hours. Hotel elective. Open to upperclassmen and graduates. Prerequisite, Economics 104 or its equivalent.

The fundamentals of urban-land economics. Emphasis is placed upon the changing character of the urban economy and its influence upon land values, development, and utilization. The aim is to acquaint students with the economic principles governing the development and utilization of land and land values.

*FIRE AND INLAND MARINE INSURANCE* (Hotel Administration 196). Credit three hours. Hotel elective. Upperclassmen and graduates. Mr. CAREY.

Fire and inland marine insurance, including such topics as the form of the policy, insurable interest, the risk assumed, improving and rating property, use and occupancy, rent and leasehold, explosion insurance, adjustment of loss, co-insurance, appraisals.

*LIABILITY, COMPENSATION, AND CASUALTY INSURANCE* (Hotel Admin-

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\*Courses marked with an asterisk are given in alternate years or as the demand requires. Other courses are ordinarily given at least once a year, but in any case offerings are adjusted to the requirements.

istration 197). Credit three hours. Hotel elective. Upperclassmen and graduates. Mr. CAREY.

Liability, compensation, and casualty insurance, the scope of the coverage, and analysis of the policies. Application of the laws of negligence.

*TOURISM\** (Hotel Administration 56). Credit one hour. Hotel elective. Mr. HARRIS.

Given by a representative of one of the large travel and tour directing organizations. Deals with the volume and dollar value of foreign and domestic tourist and business travel, the areas and groups who constitute the source of tourist business, the attractions that draw them, the conveyances and routings they use, and the matters of rates, foreign exchange, and passport and health requirements.

*PRINCIPLES OF CITY AND REGIONAL PLANNING* (Architecture 710). Credit three hours. Open to upperclassmen. Associate Professor REPS.

A review of the basic influences in the development of cities. A general view of the theory and accepted practice of city and regional planning, including a study of the social, economic, and legal phases. Lectures, assigned readings, and examinations.

*CITY PLANNING PRACTICE* (Architecture 711). Credit three hours. Open to upperclassmen and graduates. Associate Professor REPS.

A continuation of Architecture 710.

## ECONOMICS AND FINANCE

Of the large number of courses in economics, statistics, sociology, history, and government open to hotel students, only those frequently taken by them are described here. Full details regarding the others are given in the *Announcement of the College of Arts and Sciences*. Hours and instructors are to be announced each term.

*MODERN ECONOMIC SOCIETY* (Economics 103). Credit three hours. Open to a limited number of freshmen. Associate Professor Down and assistants.

A survey of the existing economic order, its more salient and basic characteristics and its operations.

*MODERN ECONOMIC SOCIETY* (Economics 104). Credit three hours. Prerequisite, Economics 103. Associate Professor Down and assistants.

A continuation of Economics 103.

*PRICES†* (Agricultural Economics 115). Credit three hours. Open to juniors, seniors, and graduate students.

A study of the factors affecting the prices of farm products.

*DEVELOPMENT OF THE AMERICAN ECONOMY AND BUSINESS ENTERPRISE†* (Business and Public Administration 120). Credit three hours. Limited to seniors who have taken Economics 104. Professor HUTCHINS.

A study of the development of significant features of the modern economy and of modern business. Attention is particularly focused on the period 1790-1890. European developments of significance to the United States are discussed. Against the general economic background careful study is given to selected case studies illustrating business organization, policy, and practice of the time. The features and concepts of public economic policy are also studied, in part by the case method.

*RECENT ECONOMIC AND BUSINESS CHANGES†* (Business and Public Ad-

\*Courses marked with an asterisk are given in alternate years or as the demand requires. Other courses are ordinarily given at least once a year, but in any case offerings are adjusted to the requirements.

†Will satisfy the requirement of elective work in economics.

ministration 121). Credit three hours. Limited to seniors who have taken Economics 104. Professor HUTCHINS.

A continuation of Business and Public Administration 120 covering the period since 1890. Dominant attention is centered on the rise of big business and on the resulting problems of monopoly, competition, discrimination, financing, management, and public regulation. Characteristic types of business promotion and management are discussed through the case method. Attention is also given to major factors of national economic strength, including power production, technological development, transportation facilities and policy, public and private finance, and foreign trade and investment. Business and Public Administration 120 is not a prerequisite.

**TAXATION**† (Agricultural Economics 138). Credit three hours. Open to upper-classmen who have taken Economics 104 or the equivalent. Professor KENDRICK.

A study of the principles and practices of public finance, with emphasis on taxation. Among the topics examined are the growth of public expenditures and its causes; historical changes over time in sources of revenue; and property, inheritance, business, and personal income taxation.

**TRANSPORTATION**† (Business and Public Administration 180). Credit three hours. Limited to seniors who have taken Economics 104 or the equivalent. Professor HUTCHINS.

A study of American transportation from the points of view of carriers, shippers, and public authorities. The emphasis is on the economics and practices of rate making, especially of railroads. Among the most important topics covered are rates and the location of industry; national traffic flows; theory of rates; classification of freight; rate systems; commodity rate structures; new types of rates; rate divisions, rate bureaus, and other intercarrier relations; the development of regulation; the determination of the general level of rates; reasonableness of particular rates; the long and short haul clause. Lectures, cases, and discussions.

**MONEY AND BANKING**† (Economics 301). Credit three hours. Prerequisite, Economics 104. Mr. RICE.

A study of the monetary system of the United States with emphasis on the roles played by the commercial and central banks; included is a survey of monetary theory and the influence of credit and monetary measures on economic stability.

**ECONOMICS OF WAGES AND EMPLOYMENT**† (Industrial and Labor Relations 340). Credit three hours. Prerequisite, Economics 104. Professor TOLLES.

A general review and analysis of the major facets of the labor market. The following topics will be studied: the labor force; theories of wages and employment; labor mobility patterns; wages—nature and measurement; wage structures; wage level determination at the firm and industry level; economics of trade union wage policy; determinants and trends of aggregate wage levels and national income.

**LABOR CONDITIONS AND PROBLEMS**† (Economics 401). Credit three hours. Prerequisite, Economics 104 or the equivalent. Professor MONTGOMERY.

An introduction to labor economics and a survey of the more basic labor problems growing out of modern economic arrangements.

**TRADE UNIONISM AND COLLECTIVE BARGAINING**† (Economics 402). Credit three hours. Prerequisite, Economics 401, or consent of the instructor. Professor MONTGOMERY.

A study of the origins, philosophic basis, aims, and policies of trade unions, of the economic implications of trade unionism and modern economic life, and of collective bargaining in selected industries.

**PRIVATE ENTERPRISE AND PUBLIC POLICY**† (Economics 501). Credit three hours. Prerequisite, Economics 104. Professor KAHN.

†Will satisfy the requirement of elective work in economics.

The approach to public policy in a private enterprise system, in the light of the economist's concept of competition and monopoly. An analysis and appraisal of the various real and fancied sources of monopoly in the American economy, with particular emphasis on our system of business organizations, its price, production, and marketing policies.

*CORPORATE ENTERPRISE IN THE AMERICAN ECONOMY*† (Economics 511). Credit 3 hours. Prerequisite, Economics 104. Professor O'LEARY.

An examination of the American business corporation as an economic institution. After an historical introduction, attention will be given to the current status of and problems created by the business corporation as the dominant device for ordering the allocation and administering the use of economic resources in the United States. Among the topics treated will be separation of ownership and management; segments of interest; reinvestment of earnings and the savings-investment process; decision making in relation to taxation of corporations; the various forms of investment contract; government regulation; the public benefit corporation as a special case.

*INTRODUCTION TO INTERNATIONAL ECONOMICS*† (Economics 603). Credit three hours. Prerequisite, Economics 104. Professor MORSE.

A survey of developments from precapitalist origins to 1914. Topics include the growth of trade, theory of trade, tariffs, commercial policy, foreign exchange, and the balance of payments.

*MODERN INTERNATIONAL ECONOMIC PROBLEMS*† (Economics 604). Credit three hours. Prerequisite, Economics 104; Economics 603 recommended. Professor MORSE.

A continuation of Economics 603 with special emphasis on the problems of the older industrial and the developing but as yet nonindustrialized countries.

*NATIONAL INCOME AND WEALTH*† (Economics 823). Credit three hours. Prerequisite, Economics 104 or the equivalent. Professor COPELAND.

An examination of the more common statistical measurements of general economic activity and financial structure, and an appraisal of their significance for current business analysis and economic planning.

*AMERICAN SOCIETY* (Sociology 101). Either term. Credit three hours. Open to all students although primarily intended for freshmen. May not be taken for credit by those who have taken Rural Sociology I. Professor WILLIAMS, Associate Professor STREIB, and staff.

An analysis of social organization in the contemporary United States. Emphasis is placed on major American institutions—the family and kinship, social classes, ethnic groups, associations, social aspects of economic and political organization, education, and religion.

*GENERAL GEOGRAPHY* (Geology 105). Credit three hours. Assistant Professor MULLER.

An introduction to geography including space relationships, world climates, soils, and geographic provinces. Land use, the natural resources of selected regions, and trade in these resources will be emphasized.

## ENGINEERING

Statler Hall has four engineering laboratories especially prepared for demonstrating, testing, and studying the mechanical equipment that is typically found in hotels and restaurants. In addition, a wide variety of

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†Will satisfy the requirement of elective work in economics.

modern apparatus in service throughout the building and in other campus buildings is studied from the engineering viewpoint.

Laboratory equipment includes scale models for drafting and layouts, including kitchens, service areas, and dining rooms, fire fighting apparatus, portable and central-type vacuum cleaners, full-scale bath-room units, plumbing fixtures, pipefitting equipment, electrically and steam-driven pumps, hot water heater, test radiators, ventilating fan, oil-fired boiler, flue gas analyzer, motor generator sets, alternating and direct current motors, electric controls, electric wiring devices, meters, lighting equipment, mechanical refrigeration testing units, compressors, and refrigeration controls. The building construction laboratory has facilities for erecting a small, full-scale building. Numerous hotel and restaurant plans and equipment catalogues are used extensively in the hotel planning course.

The addition to Statler Hall now under construction will provide additional hotel and restaurant engineering laboratories, seminar rooms, and lecture rooms.

In engineering, the requirements consist of drawing, 3 semester hours, plus 12 additional hours of hotel and restaurant engineering subjects. Courses in engineering taken in addition to the required 15 hours may be counted as Hotel electives. In the event that an acceptable course in drawing (freehand or mechanical) is offered at entrance, 3 hours of Hotel electives may be substituted.

*DRAWING* (Hotel Engineering 260). Credit three hours. Required as first course. Associate Professor BROTEN.

Mechanical, architectural, and freehand drawing leading to practical representation and interpretation of typical hotel applications.

*SPECIAL HOTEL EQUIPMENT* (Hotel Engineering 261). Credit three hours. Professor RANDOLPH.

Studies of kitchen planning, laundry layouts, fire protection, vacuum cleaning, and graphic presentation.

*WATER SYSTEMS* (Hotel Engineering 262). Credit three hours. Professor RANDOLPH.

Plumbing systems and fixtures, water treatment, sewage disposal, pipe fitting, pumping equipment, and their relations to the plumbing code.

*STEAM HEATING* (Hotel Engineering 263). Credit three hours. Professor SAYLES. Basic principles of heating and ventilating, with practical applications including fuels, boilers, and automatic controls.

*ELECTRICAL EQUIPMENT* (Hotel Engineering 264). Credit three hours. Professor SAYLES.

Electrical equipment and control devices including motors, wiring systems, elevators, rate schedules, and illumination practice.

*HOTEL PLANNING* (Hotel Engineering 265). Credit three hours. Limited to seniors and graduates. Professor RANDOLPH.

Planning the layout for a proposed hotel, emphasizing floor plans and the selection and arrangement of the equipment in all the various departments.



**HOTEL STRUCTURES AND MAINTENANCE** (Hotel Engineering 266). Credit three hours. Professor SAYLES.

Materials and methods of building construction, repair, and maintenance. Emphasis on trade practices and building codes. Specification and repair of hotel furniture.

**REFRIGERATION AND AIR CONDITIONING** (Hotel Engineering 267). Credit three hours. Open to upperclassmen and graduates. Professor SAYLES.

The theory and practice of mechanical refrigeration. Typical hotel and restaurant applications including frozen-food storage.

**FOOD SERVICE EQUIPMENT** (Hotel Engineering 361). Credit three hours. Hotel elective. Open to upperclassmen and graduates. Prerequisites, Hotel Engineering 260, 261, and permission of the instructor. Associate Professor BROTEN.

A study of kitchen and food service equipment planning, layout, installation, specifications, and construction details. Suggested for upperclass students who are especially interested in food service and food service planning. A three-day trip to the metropolitan area is required during the vacation period. The estimated cost for this trip is approximately \$40.

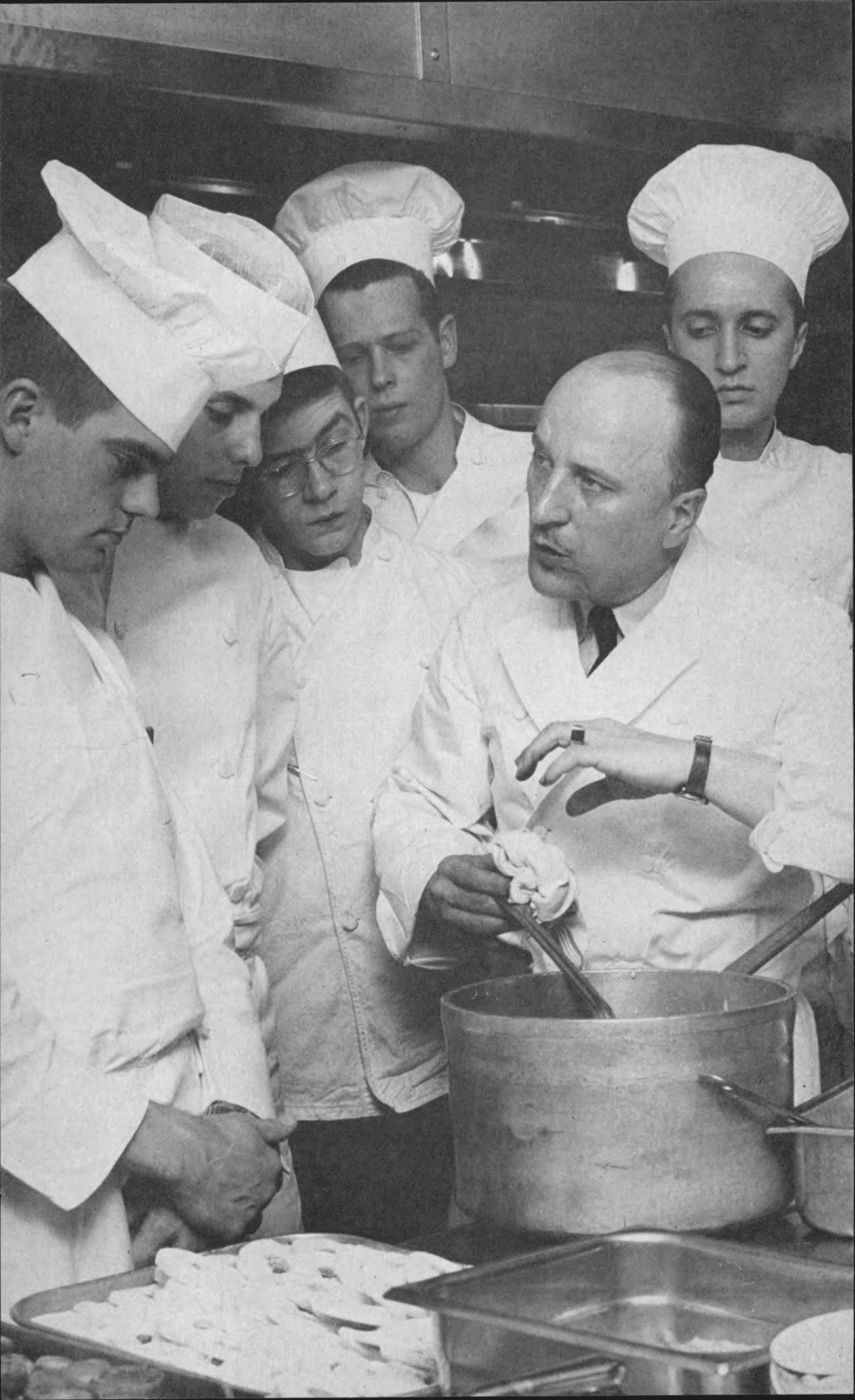
## FOOD AND FOOD SCIENCE

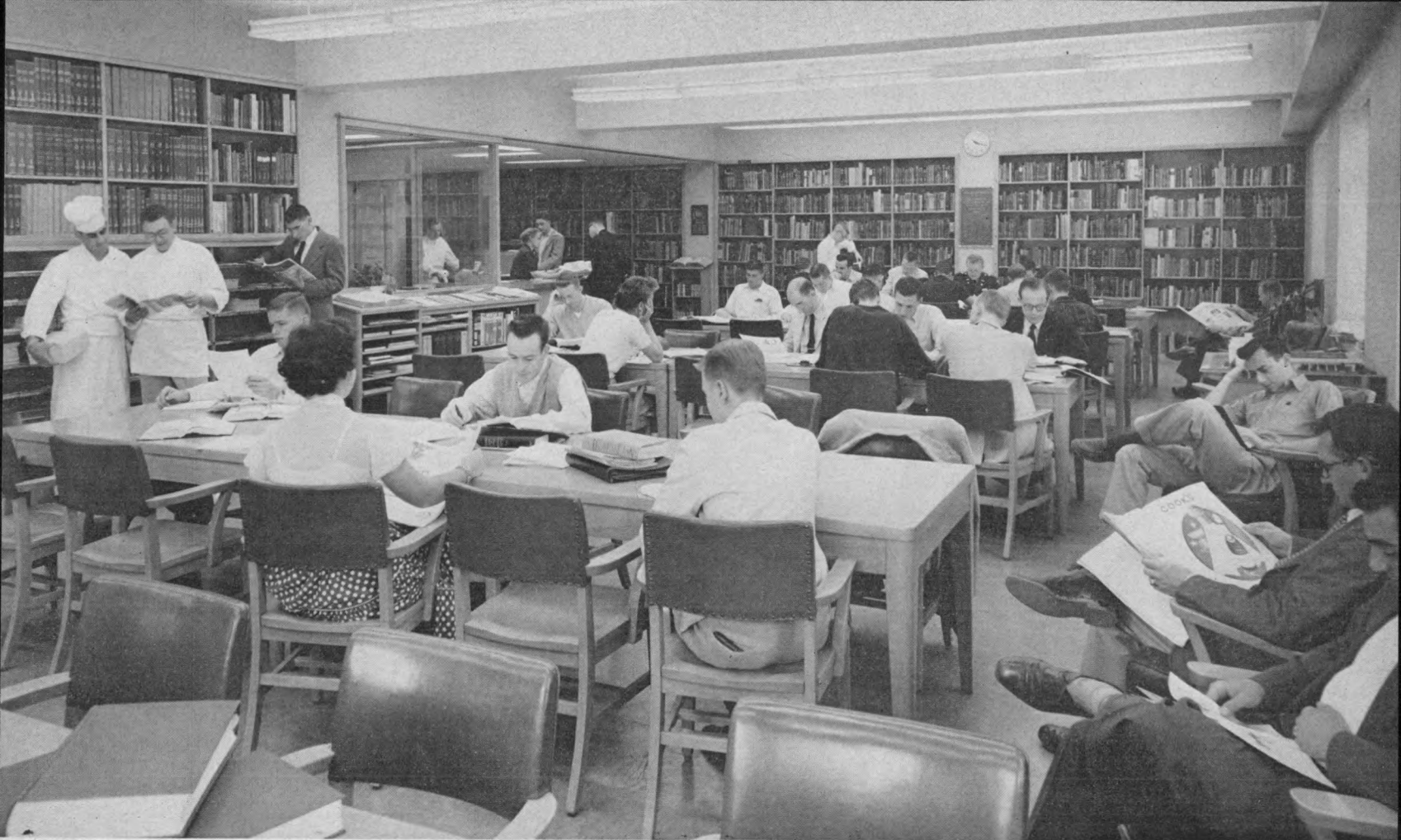
Statler Hall provides excellent facilities for instruction in all aspects of food work; the purchase, storage, preparation, and service of food as well as of wines and liquors; and in the basic science. Among the facilities are: (1) The "Oscar of the Waldorf" lecture room, a sloping-floor auditorium seating 133, equipped with a laboratory demonstration table, sink, and roll-away range; (2) two elementary food laboratories, each accommodating 20 students and each equipped with 20 stoves and 40 sinks as well as extensive stainless steel work spaces and all necessary mechanical equipment; (3) a 40-place basic chemistry laboratory for the School's specially organized courses in food chemistry; (4) the series of practice kitchens of the Statler Inn where the students prepare under instruction the food for the various Statler Inn and Statler Club dining rooms (seating in total nearly a thousand). These kitchens are laid out to function both as quantity food production centers and as training centers for prospective hotelmen and restaurateurs learning food production on a large-quantity basis. The equipment, all of commercial size and of the latest design, duplicated in gas and electricity, is so varied that the student has the opportunity to use and to analyze a wide range of modern kitchen appliances; and (5) the student lounge kitchen designed for student use in support of their daily coffee hour and their parties and receptions.

Further, an addition to Statler Hall now under construction will add important new facilities, including: (1) a laboratory for cutting and portioning meats, poultry, and fish supported by extensive cold and deep freeze storage and teaching areas all equipped with overhead tracks; (2) a lecture demonstration area for instruction in the selection and grading of meats, poultry, and fish; (3) a 40-place laboratory for the study of the scientific applications of chemical and physical principles

*Walter Todé, winner of the International Medal of the Société Gastronomes Alsace, demonstrates a fine point to students of the classical cuisine in the Statler Hall kitchen*







*The School's library, directed by a full-time librarian, provides students and faculty with 6,000*

to food production; and (4) a series of experimental kitchens for the testing of recipes and procedures.

All of these laboratories are for the exclusive use of the School's hotel and restaurant students. They are designed and equipped especially for their particular teaching functions. Besides the School's own laboratories, the students have access to and frequently use the laboratory kitchens, cafeterias, and catering centers of the New York State College of Home Economics.

*Regulation uniform of white coat, apron, and chef's cap is furnished by the student and is required for the first food laboratory.*

**FOOD AND NUTRITION** (Hotel Administration 120). Credit three hours. Required. Mrs. KENDRICK, Mrs. GIFFT.

A course in the techniques and theories of food preparation. The laboratory periods give practice in the preparation of food in small quantities; lay the foundation for later work in large-quantity food preparation; and develop an appreciation for food of the highest standards. Basic nutrition and meal planning are included.

**QUANTITY FOOD PREPARATION: PRINCIPLES AND METHODS** (Hotel Administration 201). Credit four hours. Required. Prerequisite, Hotel Administration 120, 214, and 215. Mrs. SAYLES.

Laboratory exercises consist of large-quantity cooking in Statler Inn kitchen, preparing the noon meal for approximately 275 patrons. The laboratories are supplemented by discussion periods to provide an opportunity to review principles, discuss procedures, food costs, and menus. Emphasis is given to standard techniques, basic formulas, use and operation of institution kitchen equipment, storeroom operation, and kitchen and serving supervision. Students have their lunch in the cafeteria on laboratory days.

**QUANTITY FOOD PREPARATION, ELEMENTARY COURSE** (Institution Management 200). Credit three hours. (This course plus one hour of Hotel elective may be substituted for Hotel Administration 201). Prerequisite, Hotel Administration 120, 214, and 215. Miss CONNAUGHTON.

Practice in preparation of food in quantity in the Home Economics Cafeteria kitchen, emphasizing standard procedures and formulas; use, operation, and care of institution equipment; food costing; and menu planning. Students have their dinner while in laboratory.

**QUANTITY FOOD PREPARATION: PRINCIPLES AND METHODS** (Institution Management 210). Credit four hours. May be substituted for Hotel Administration 201. Prerequisite, Hotel Administration 120, 214, and 215. Associate Professor CUTLAR and Assistant Professor HARRIS.

Practice in preparation of food in quantity in the Home Economics Cafeteria kitchen, emphasizing standard procedures and formulas; use, operation, and care of institution equipment; food costing; and menu planning. Students have their lunch while in laboratory.

**MEATS, POULTRY, AND FISH** (Hotel Administration 206). Credit three hours. Required. Associate Professor WANDERSTOCK.

Deals with the major phases of meats, poultry, and fish from the hotel, restaurant, and institutional standpoint; selection and purchasing, cutting, freezing, cooking, carving, and miscellaneous topics. Required three-day field trip to visit purveyors in New York City included. Estimated cost for this trip ranges between \$30 and \$40.

**CHEMISTRY AND ITS APPLICATION TO FOOD PREPARATION** (Hotel Administration 214). Credit five hours. Required. Assistant Professor SMITH and staff.

General chemistry related where possible to the principles and practices of food preparation; an introduction to organic chemistry. In the chemistry laboratory each student performs simple chemical experiments chosen on the basis of their applicability to the field of food preparation. Hotel Administration 215 should be taken in the following term.

**CHEMISTRY AND ITS APPLICATION TO FOOD PREPARATION** (Hotel Administration 215). Credit five hours. Required. Prerequisite, Hotel Administration 214 or equivalent. Assistant Professor SMITH and staff.

Inorganic, organic, and colloidal chemistry are applied to the study of food preparation. The influence of kind and proportion of ingredients and methods of manipulation and of cookery on food products such as muffins, candy, vegetables, eggs, meat, yeast bread and pastry are discussed. A consideration of food preservation and food sanitation is included.

In the food laboratory, food products are scored subjectively, and the application of scientific principles to the interpretation of results is emphasized. The student should learn to recognize culinary quality while understanding the factors contributing to it.

**FOOD PREPARATION** (Hotel Administration 220). Credit three hours. Required. Prerequisite, Hotel Administration 120 or its equivalent. Associate Professor ERICSON.

Experience in the preparation of dishes adapted to hotel and restaurant service, such as special meat dishes, planked platters, entrees, chicken and turkey (includes boning), fish, vegetables, soups, and sauces, salads, canapes and hors d'oeuvres, fancy breads, pastry, cookies, cake decorating, and desserts.

**STEWARDEERING\*** (Hotel Administration 118). Credit two hours. Hotel elective. Open to sophomores, juniors, and seniors. Mr. STARKE.

Problems of restaurant operation, such as purchasing, preparation, service, and control phases of steward operations.

**RESTAURANT MANAGEMENT\*** (Hotel Administration 122). Credit 2 hours. Hotel elective. Open to upperclassmen and graduates. Assistant Professor CONNER.

Problems of restaurant operation such as menu construction, establishing a merchandising policy, setting and maintaining standards, and beverage merchandising.

**COMMERCIAL AIRLINE FEEDING** (Hotel Administration 123). Credit one hour. Hotel elective. Assistant Professor CONNER.

A survey of a growing and important segment of the food service industry. Goes beyond in-flight food service, covering customer service, reservation-terminal and in-flight service, airline sales promotion, and a comparison of domestic and international airline operations.

**MENU PLANNING\*** (Hotel Administration 124). Credit one hour. Hotel elective.

Principles of menu planning for hotels, restaurants, clubs, and institutional service, with particular emphasis on types, format and organization, and pricing aspects.

**WINES\*** (Hotel Administration 125). Credit one hour. Hotel elective. Open to upperclassmen and graduates.

The study of grape culture, cellar techniques, still wines, champagne, New York and California wines, foreign wines, wine cookery, wine storage and service.

**CLASSICAL CUISINE** (Hotel Administration 202). Credit two hours. Hotel elective. Prerequisite, Hotel Administration 201 or Institution Management 200, 210 or equivalent experience.

The laboratory exercise consists of planning, preparing, and serving to the patrons of the Statler Club a dinner in the style of the classical French cuisine.

\*Courses marked with an asterisk are given in alternate years or as the demand requires. Other courses are ordinarily given at least once a year, but in any case offerings are adjusted to the requirements.



**SMORGASBORD** (Hotel Administration 203). Credit two hours. Hotel elective. Prerequisites, Hotel Administration 220, Quantity Food Preparation 200, 201, 210 or equivalent experience.

The laboratory consists of planning, preparing, and serving the food for a "glorified" Buffet or Smorgasbord served each Sunday evening for the Statler Inn dining room to an average of two hundred patrons. Each student gets the experience of being manager at least twice during the semester.

**NUTRITION AND HEALTH** (Food and Nutrition 190). Credit two hours. Hotel elective. Professor HAUCK.

The relationship of food to the maintenance of health; its importance to the individual and society.

**FOOD SELECTION AND PURCHASE** (Institution Management 220). Credit three hours. Hotel elective. Open to juniors and seniors. Permission of instructor required. Associate Professor MOORE.

A discussion of sources, standards of quality, grades, bases of selection, methods of purchase, and storage of various classes of food. A one-day trip to Elmira, Syracuse, or Rochester markets will be included. Estimated cost of trip, \$6.

**FOOD SERVICE MANAGEMENT AND CATERING** (Institution Management 310). Credit three hours. Hotel elective. Advised for upperclassmen specializing in Institution Management and Hotel Administration. Prerequisite, Institution Management 200, 210; Hotel Administration 201; or equivalent experience. Assistant Professor HARRIS.

Individual managerial responsibility includes planning menus, calculating costs, organizing work, preparing and serving food for luncheon and other catering projects as assigned. Special catering assignments require approximately 15 hours in addition to scheduled laboratories.

**ECONOMIC FRUITS OF THE WORLD\*** (Pomology 121). Credit three hours. Hotel elective. Professor BOYNTON.

A study of all species of fruit-bearing plants of economic importance, such as the date, the banana, the citrus fruits, the nut-bearing trees, and the newly introduced fruits, with special reference to their cultural requirements in the United States and its insular possessions. All fruits not considered in other courses are considered here. Designed to give a broad view of world pomology and its relationship with the fruit industry of New York State.

**POST-HARVEST HANDLING OF VEGETABLE CROPS** (Vegetable Crops 12). Credit three hours. Hotel elective. Professor HARTMAN.

Horticultural aspects of marketing vegetables; vocational opportunities in the field; methods of estimating and measuring quality and grade; research results and practices in packing, storing, transporting, and selling. One two-day and three afternoon trips required. Estimated partial cost of transportation to be collected from the student, \$2.

**GENERAL BACTERIOLOGY** (Bacteriology 1). Credit six hours. Hotel elective. Prerequisite, Chemistry 102 or Hotel Administration 215. Associate Professor SEELEY and assistants.

An introductory course; a general survey of the field of bacteriology, with the fundamentals essential to further work in the subject.

**HOUSEHOLD BACTERIOLOGY** (Bacteriology 4). Credit three hours. Hotel elective. Prerequisite, Chemistry 102 or Hotel Administration 215. Assistant Professor VANDERMARK and assistants.

An elementary, practical course for students in home economics.

\*Courses marked with an asterisk are given in alternate years or as the demand requires. Other courses are ordinarily given at least once a year, but in any case offerings are adjusted to the requirements.

*GENERAL BIOLOGY* (Biology 1). Throughout the year. Credit three hours a term. May be started in either term. Not open to students who have had both Zoology 104 and Botany 1. If Biology 1 is taken after either Zoology 104 or Botany 1, credit two hours a term. Professor HOOD and assistants.

An elementary course planned to meet the needs of students majoring outside the plant and animal sciences; particularly adapted as the first year of a two-year sequence in biology for the prospective teacher of general science in the secondary schools. Deals with the nature of life, life processes, the activities and origin of living things, the organization of representative plants and animals including man as an organism, and the principles of nutrition, growth, behavior, reproduction, heredity, and evolution.

*INSTITUTION ORGANIZATION AND ADMINISTRATION* (Institution Management 320). Credit three hours. Hotel elective. Seniors and graduates. Permission of instructor is required. Professor BLOETJES.

Analysis and interpretation of major administrative problems such as the operational plan of a food service organization, policies underlying the plan, financial management, some phases of employment management, planning of efficient kitchens, and selection of equipment.

*SPECIAL PROBLEMS IN FOODS* (Hotel Administration 353). Credit to be arranged. Permission of instructors required. Professors ERICSON and WANDERSTOCK.

A seminar course for upperclassmen and graduate students designed to examine in detail various aspects of foods and food service in hotels and restaurants.

*HUMAN PHYSIOLOGY* (Physiology 303). Credit three hours. Prerequisite, a previous course either in high school or in college, in biology and in chemistry. Professor DYE.

An introductory course designed particularly to present fundamental and practical information concerning the physiological processes and systems of the human body. Lectures, illustrations, and demonstrations.

## HOUSEKEEPING

*INTERIOR DESIGN FOR HOTELS\** (Housing and Design 130). Credit two hours. Hotel elective. Open to juniors and seniors. Assistant Professor MILLICAN.

The methods and procedures inherent in interior designing are studied and used with special emphasis on problems common to hotels and related public places. The studio problems, informal lectures, and discussions deal with the planning of color, fabrics, and lighting. Emphasis is placed on the understanding of floor plans and traffic circulation and the choice of furnishings.

*HOTEL HOUSEKEEPING\** (Textiles 140a). Credit one hour. Hotel elective. Open to upperclassmen.

An outline of the responsibilities and techniques of the housekeeping department; the selection and purchase of equipment and materials; the selection, training, and supervision of department personnel.

*HOTEL TEXTILES\** (Textiles 270). Credit two hours. Hotel elective. Not open to freshmen. Associate Professor SROUT.

Instruction in the selection, use, and care of hotel textiles, such as sheets, blankets, towels, table linen, pillows, mattresses, drapery and upholstery fabrics, and rugs. A basic study is included of the various textile fibers, their identification and performance. The lectures are supplemented with laboratory study and testing. One or two field trips to manufacturing establishments are planned. The estimated cost is \$5.

\*Courses marked with an asterisk are given in alternate years or as the demand requires. Other courses are ordinarily given at least once a year, but in any case offerings are adjusted to the requirements.



## LANGUAGE AND EXPRESSION

Of the large number of courses in composition, in public speaking, and in the literature of the English and other languages open to hotel students, only those frequently taken by them are described. Full details regarding the others are given in the *Announcement of the College of Arts and Sciences*. Six semester hours of a modern foreign language may be counted as a Hotel elective.

**INTRODUCTORY COURSE IN READING AND WRITING** (English 111-112). Throughout the year. Credit three hours a term. Required. English 111 is prerequisite to 112. Associate Professor NOVARR and others.

The aim is to increase the student's ability to communicate his own thought and to understand the thought of others. Reading and discussion of expository prose, with attention to ways of developing and expressing ideas; practice in composition, with attention to sound thinking and effective writing.

**PUBLIC SPEAKING** (Speech and Drama 101). Credit three hours. Accepted for required expression. Not open to freshmen, or to students who have taken Speech and Drama 103 or 105. Professor WICHELS, Associate Professor ARNOLD, and others.

Designed to help the student express his convictions clearly and effectively in oral discourse. Study of basic principles of expository and persuasive speaking with emphasis on selection, evaluation, and organization of materials, and on simplicity and directness of style and delivery. Practice in preparation and delivery of speeches on current issues, in reading aloud, and in chairmanship; study of examples; conferences.

Foreign students and others whose pronunciation of English falls below the normal standard, and students with special vocal problems, are advised to confer with Professor Thomas or Assistant Professor Albright before registering.

**ORAL AND WRITTEN EXPRESSION** (Extension Teaching 101). Credit two hours. Accepted for required expression. Open to juniors and seniors. Associate Professors FREEMAN and MARTIN and staff.

Practice in oral and written presentation of topics in agriculture and other fields, with criticism and individual appointments on the technique of public speech. Designed to encourage interest in public affairs, and, through demonstrations and the use of graphic material and other forms, to train for effective self-expression in public. Special training is given to competitors for the Eastman prizes for public speaking and in the Rice Debate contest.

**ORAL AND WRITTEN EXPRESSION** (Extension Teaching 102). Credit two hours. Accepted for required expression. Prerequisite, Extension Teaching 101, of which 102 is a continuation. Professor PEABODY and Associate Professors FREEMAN and MARTIN.

A part of the work consists of a study of parliamentary practice.

**PROSE AND COMPOSITION** (English 201). Either term. Credit three hours. Prerequisite, English 111 and 112 or the equivalent. Professor FRENCH.

Exposition with special attention to writing essays and reports; the paragraph; the outline; reading and analyzing expository prose; frequent practice in writing; personal conferences. Not open to those who have credit for English 203.

**INTRODUCTION TO POETRY** (English 221). Credit three hours. Open to freshmen. Associate Professor HATHAWAY.

Selected English and American poems. A course intended to develop the understanding and enjoyment of poetry. May not be counted in satisfaction of the requirements for a major in English.

**INTRODUCTION TO FICTION** (English 222). Either term. Credit three hours. Open to freshmen. Associate Professor ELIAS.

Intended to develop the understanding and enjoyment of the short story and novel. May not be counted in satisfaction of the requirements for a major in English.

**FRENCH, ELEMENTARY COURSE** (French 101). Credit six hours.

**GERMAN, ELEMENTARY COURSE** (German 101). Credit six hours.

**ITALIAN, ELEMENTARY COURSE** (Italian 101). Credit six hours.

**PORTUGUESE, ELEMENTARY COURSE** (Portuguese 111). Credit six hours.

**RUSSIAN, ELEMENTARY COURSE** (Russian 101). Credit six hours.

**SPANISH, ELEMENTARY COURSE** (Spanish 101). Credit six hours.

*The mastery of a foreign language is a mark of a well-educated man or woman. For the hotel man a second language is particularly desirable.*

*At Cornell the foreign languages are taught by modern methods that place special emphasis on speaking and understanding the spoken language. The daily classes are kept small. Native speakers and playback machines are extensively used.*

## SECRETARIAL STUDIES

Students in the School of Hotel Administration whose initial employment may be in the role of personal secretary or administrative assistant are provided with instruction in the uses for and operation of the most modern office equipment. This instruction is open to a limited number of students from other divisions of the University, but enrollment in each course is subject to the approval of the instructor in charge.

**TYPEWRITING** (Hotel Secretarial Studies 37). Credit two hours. Hotel elective. Students should see the School registrar for sectioning. Assistant Professor MCHATTON.

The personal needs of college students are met by this course in elementary typewriting. Instruction is given in the arrangement of business letters, reports, menus, and statistical data.

**OFFICE MACHINES** (Hotel Secretarial Studies 38). Credit one hour. Hotel elective. Prerequisite, Hotel Secretarial Studies 37, 132, or the equivalent. Assistant Professor MCHATTON.

Instruction is given in operating such office equipment as duplicators, calculators, transcribing machines, and files. Students typing less than 40 wpm should also enroll in Hotel Secretarial Studies 37.

**SHORTHAND THEORY** (Hotel Secretarial Studies 131). Credit four hours. Hotel elective. Limited to juniors and seniors. Associate Professor RECKNAGEL.

The basic theory of Gregg shorthand is completed in this course, and the groundwork is laid for dictation and transcription. Enrollment in Hotel Secretarial Studies 132 is waived if the student passes a typewriting proficiency test during the first week of the term.

**SECRETARIAL TYPEWRITING** (Hotel Secretarial Studies 132). Credit two hours. Hotel elective. Assistant Professor MCHATTON.

Touch typewriting is taught to students who do not already know the keyboard. Speed and accuracy in machine operation are developed to meet business standards. Instruction is given in the arrangement of business letters, reports, and tabulated material. Some instruction is also provided in the transcription of shorthand notes.

*SECRETARIAL PROCEDURES* (Hotel Secretarial Studies 138). Credit four hours. Hotel elective. Prerequisite, Hotel Secretarial Studies 131 and 132 or the equivalent. Associate Professor RECKNAGEL.

Instruction in the major secretarial duties, including the composition of business letters, services for communication and transportation, and office management. Dictation and transcription speeds sufficient for the better types of office positions are developed. Enrollment in Hotel Secretarial Studies 38 is recommended.

## COURSES OF CULTURAL VALUE

As pointed out previously, the professional courses required in the curriculum of the School of Hotel Administration have much of general educational value. Students in the School have open to them, in addition, literally hundreds of courses in the other colleges of the University, courses whose value to them would be principally a cultural value. Hotel students are encouraged to take full advantage of their opportunities and acquaint themselves with other disciplines. It is not practical to list all the offerings from which they might select, but, to assist the student in making the beginning contact, the descriptions of a few of the more popular introductory courses are given below:

*STUDIES IN AMERICAN CIVILIZATION* (American Studies 301-302). 3 hours per term.

*PROSE AND COMPOSITION* (English 201). 3 hours.

*SPECIAL FORMS OF WRITING* (English 203). 3 hours.

*AMERICAN GOVERNMENT* (Government 101). 3 hours.

*DEVELOPMENT OF WESTERN CIVILIZATION* (History 103-104). 3 hours per term.

*INTRODUCTION TO LITERATURE* (Literature 101-102). 3 hours per term.

*PHILOSOPHICAL CLASSICS* (Philosophy 101). 3 hours.

*DEVELOPMENT OF AMERICAN IDEALS* (Industrial and Labor Relations 290-291). 3 hours per term.

*NEWS WRITING* (Extension Teaching and Information 110). 2 hours.

*WRITING FOR MAGAZINES* (Extension Teaching and Information 113). 2 hours.

*RADIO BROADCASTING AND TELECASTING* (Extension Teaching and Information 120). 3 hours.

*TELEVISION PRODUCTION AND PROGRAMMING* (Extension Teaching and Information 122). 2 hours.

*FLOWER ARRANGEMENT* (Floriculture and Ornamental Horticulture 5). 2 hours.

*HISTORY OF ARCHITECTURE* (Architecture 400). 3 hours.

## UNIVERSITY REQUIREMENTS IN MILITARY SCIENCE

As a land-grant institution chartered under the Morrill Act of 1862, Cornell offers courses in military science which include all branches of the service (Army, Air Force, Navy, and Marines). Successful completion of such courses and receipt of a baccalaureate degree qualify a male student for a commission in the Regular or Reserve component of the appropriate service.

Participation in military training during the first four terms is mandatory for all undergraduate men who are citizens of the United States and are physically qualified. Satisfactory completion of the basic course in military science and tactics, air science, or naval science fulfills this requirement. The number of terms of military training required of students entering with advanced standing is to be reduced by the number of terms which he has satisfactorily completed (not necessarily including military science) in a college of recognized standing. Service in the armed forces may under certain conditions also satisfy the military training requirement.

Entering students who have had previous ROTC training in secondary or military schools are requested to obtain DA Form 131 (Student's Record—ROTC) from the institution previously attended and to present it to the appropriate military department during registration. (See also the *Announcement of the Independent Divisions and Departments*.)

Credit for courses in the Army or Air ROTC programs and credit for courses in the Regular and Contract Naval ROTC program may be counted in the twenty-four hours of free elective courses allowed to students in the School of Hotel Administration.

In addition to the degree requirements of the School of Hotel Administration, NROTC students must complete the following requirements:

1. Twenty-four hours of naval science courses.
2. By the end of the sophomore year, all Regular students must have satisfactorily completed one year of college physics. (Physics is not required by the Navy for Contract students. However, it is highly desirable for Contract students to take physics if their academic schedule permits.)
3. Mathematics through plane trigonometry by the end of the sophomore year.
4. Proficiency in written and oral expression in accordance with the individual college or school standards and procedures.
5. Sufficient swimming instruction to qualify as first-class swimmers in accordance with Navy standards.

Prior to being commissioned, Regular NROTC students must complete three summer naval training periods of from six to eight weeks' duration. Normally these are completed during the three summers prior to graduation. However, in order to earn the required practice points in Hotel Administration, a special arrangement exists whereby Regular students take the sophomore and senior summer cruises as scheduled, but postpone the junior aviation/amphibious training until the summer

after graduation. The Junior summer, therefore, can be devoted to Hotel Administration practice requirements, while additional credits can be earned during the senior summer cruise due to special training in commissary and supply matters given to Hotel Administration students. Contract students normally have no difficulty in completing Hotel Administration practice requirements as only one summer cruise is required.

### UNIVERSITY REQUIREMENTS IN PHYSICAL EDUCATION

All undergraduates at Cornell are required to take four terms of work, three hours a week, in physical education. This requirement must be completed in the first two years of residence; postponements are to be allowed only by consent of the University Faculty Committee on Requirements for Graduation. Exemption from this requirement may be made by that Committee when it is recommended by the medical office, by the Department of Physical Education, or because of unusual conditions of age, residence, or outside responsibilities. An exemption recommended by the Department of Physical Education shall be given only to students who meet standards of physical condition established by the Department of Physical Education and approved by the Committee on Requirements for Graduation. Students who have been discharged from the armed services may be exempted.

For students entering with advanced standing, the number of terms of physical education required is to be reduced by the number of terms which the student has satisfactorily completed (whether or not physical education was included in his program) in a college of recognized standing. (See also the *Announcement of the Independent Divisions and Departments*.)

## STUDENT ACTIVITIES

**S**TUDENTS enrolled in the four-year course in hotel administration are members of the Cornell University undergraduate body. As such they participate in all the customary student activities; they represent the University on athletic teams, are members of the musical clubs, are cadet officers in the three Reserve Officers Training Corps, and hold office on the boards of student publications. They are eligible to membership in the social fraternities and in the appropriate honorary fraternities.

Hotel students also conduct among themselves a number of special enterprises in addition to those of the University as a whole. Every student is eligible to membership in the Cornell Hotel Association. Upperclassmen who distinguish themselves in student projects win membership in Ye Hosts, the recognition organization. Ye Hosts act as a reception committee for the new students and for visiting hotelmen.

Under the auspices of the Cornell Hotel Association informal teams are organized to represent the School in intramural sports, a predominant feature of Cornell athletic activity. The Association is responsible for the annual Hotel Ezra Cornell, a project in connection with which the students organize and finance a hotel operating company, take over Statler Hall, and open and run it as a hotel with all the appropriate ceremony. They organize without faculty assistance a regular three-day convention program, including symposiums, workshops, and addresses with an appropriate concomitant array of social events, receptions, breakfasts, luncheons, buffets, cocktail parties, and dinners, for which all the planning, preparation, and service are student projects executed with the greatest finesse. In attendance are the presidents of the leading group hotel and restaurant organizations, chief executives and operators and managers of hotels, restaurants, and institutions of all types.

Each year a group of upperclass students is taken to New York City to attend the convention of the New York State Hotel Association, to visit the National Hotel Exposition, and to make a tour of inspection of metropolitan hotels. Groups also attend the National Restaurant Exposition in Chicago, the Midwest Hotel Exposition in Chicago, the New England Hotel Exposition in Boston, and the New Jersey Hotel Exposition in Atlantic City. The students participate in social functions associated with the conventions. With the alumni organization, the Cornell Society of Hotelmen, they entertain at smokers the hotelmen who are attending the conventions.

A chapter of the Junior Hotelmen of America and junior chapters of the Hotel Greeters of America and the Hotel Sales Management Association have been established in the student body.



## PLACEMENT SERVICE

**I**N COOPERATION with the Cornell Society of Hotelmen the office of the School maintains an active and aggressive placement service to assist students in obtaining hotel jobs during the summer and to assist graduates in making contacts for permanent positions. A feature of the placement work is the development, through the annual Hotel Ezra Cornell opening and the attendance at hotel conventions and similar functions, of numerous contacts between students and hotelmen. As a result, the students and graduates have an extensive acquaintance among prospective employers.

A number of hotel and restaurant organizations offer "internship" or "trainee" programs to the members of the junior and senior classes. While the details vary among the organizations, all the programs contemplate a year or more of training with experience in all the departments and with supplemental instruction. In some cases no commitment is made by the employer or the trainee beyond the period of training. In others, more definite arrangements are made. Cooperating organizations have included the Waldorf-Astoria, the American Hotels Corporation, Hilton Hotels, Hotels Statler, Inc., Stouffer Brothers, Inc., Greenfield's and Howard Johnson's.

Favored as it is by the endorsement of the American Hotel Association, the School and its work are known to all important hotelmen. Many of these men contribute instruction either directly or through members of their staffs. Consequently, Cornell hotel graduates have been well received in the industry. Many of the graduates have themselves already attained posts of sufficient importance to enable them to place some of their younger associates. All these helpful contacts and the accomplishments of the graduates have contributed to the placement record of the School: over 98 per cent employment of graduates throughout its history, including the depression years. Every graduate has always had a place open to him on graduation.

The first Cornell hotel class was graduated in 1925 with eleven members. On June 15, 1957, there were 1,675 living graduates. The partial list below gives an indication of the types of positions held by former students.

Cornell men, it will be noted, are in highly responsible positions in the large hotel groups; thus J. P. Binns is Vice President and General Manager of all the eastern hotels of the Hilton and Statler groups;

D. A. Boss is Treasurer of the Boss Hotels; R. M. Brush is Assistant Vice President of the Sheraton Corporation; J. W. Cole is Executive Vice President and General Manager of the Grenoble Hotels; H. L. Dayton is President and General Manager of the Dayton Hotels; P. R. Handlery is Vice President of the Handlery Hotels; L. P. Himmelman is Vice President of Western Hotels, Inc.; L. H. Lee is President of the Lee Hotel Company; A. B. Merrick is Vice President and Managing Director of the Roger Smith Hotels; and Curt Strand is Vice President of Hilton Hotels International.

Many of the country's noted individual hotels, also, are managed by Cornellians. The Waldorf-Astoria is managed by W. W. Lee, Jr.; the Drake by L. E. Schoenbrunn; the Greenbrier by E. T. Wright. Even many famous foreign hotels, such as the Mount Royal, Montreal; the San Carlos Grande, Guatemala City; CONAHATU, Caracas; the del Lago, Maracaibo; the Grande, Recife; the Grande, Belem; the Dome, Kyrenia; the Residency, Pretoria; and the Imperial, Tokyo, have Cornell management.

In the restaurant field it is the same, with Cornellians active in the management of such chains as Stouffer's and Hot Shoppes, and of the Marshall Field restaurants. The President of the Prophet Company and a Vice President of Slater, two large industrial feeders, are Cornellians. Important hospitals, such as those of the Mayo Clinic and the Memorial Center for Cancer and Allied Diseases, are under Cornell administration. The contribution of Hotel School alumni to the allied fields is also noteworthy.

## HOTELS

### *Northeast*

- Baker, K. W. '29, Owner-Operator, Prince Hotel, Tunkhannock, Pennsylvania  
 Baker, Miss V. L. '47, Assistant to President, The Biltmore, New York City  
 Barnard, C. C. '50, Assistant Manager, Hotel Augustan, Cobleskill, New York  
 Barrett, R. C. '40, Manager, Bald Mountain House, Old Forge, New York  
 Battles, K. P. '49, Manager, Hotel Lenox, Boston, Massachusetts  
 Behringer, G. F. '34, Vice-President, Shelter Island House, Inc., Shelter Island Heights, New York  
 Bell, C. A. '49, Supervisor, Food and Beverage Operations, Hilton Hotels International, New York City  
 Bentley, L. V. '33, Owner-Manager, James Wilson and Molly Pitcher Hotels, Carlisle, Pennsylvania  
 Benway, L. L. '28, Supervisor, Hotel Loans and Property, Metropolitan Life Insurance Company, New York City  
 Bevier, R. H. '32, Co-Owner, Lebanon Hotel, Chautauqua, New York  
 Biles, D. M. '52, Resident Manager, Skytop Club, Skytop, Pa.  
 Binns, J. P. '28, Vice-President, Hilton Hotels Corporation, New York City  
 Birdsall, J. F., Jr. '35, Innkeeper, Treadway Inn, Rochester, New York  
 Boggs, R. H. '26, Manager, Hotel Kennewood, Elizabethtown, Pennsylvania  
 Booth, D. '53, Manager, Prospect Point Inn and Cottages, Blue Mt. Lake, New York  
 Borst, C. J., Jr. '44, Head, Food and Beverage Department, Sheraton Corporation, Boston, Massachusetts  
 Boyer, L. M. '35, Manager, Hotel Woodruff, Watertown, New York

- Brush, R. M. '34, Assistant Vice-President, Sheraton Corporation, Boston, Massachusetts
- Buzby, G. H. '45, Vice-President, Walter J. Buzby, Inc. (Hotel Dennis), Atlantic City, New Jersey
- Callahan, W. G. '37, Vice-President, Hotel Commodore, New York City
- Clark, D. F. '54, General Manager, Belgravia Hotel, Philadelphia, Pennsylvania
- Coats, C. C. '33, Owner-Manager, Sherwood Inn, Skaneateles, New York
- Cole, J. W. '30, Executive Vice-President and General Manager, Grenoble Hotels, Harrisburg, Pennsylvania
- Coppage, E. W. '32, Owner-Manager, Aberdeen Hotel, Longport, New Jersey
- Crandall, J. W. '25, General Manager, Pocono Manor Inn, Pocono Manor, Pennsylvania
- Daesener, A. '33, Owner, American Hotel, Freehold, New Jersey
- Davies, G. R. '30, Manager, Bond Hotel, Hartford, Connecticut
- Deveau, T. C. '27, General Manager, Park Sheraton Hotel, New York City
- Dreier, F. '37, President, Dreier Hotels, New York City
- Duffy, C. III '34, Manager, Hotel Edison Inc., Sunbury, Pennsylvania
- Dwyer, W. L. '50, Lessee-Proprietor, Colgate Inn, Hamilton, New York
- Ebersol, W. R. '48, Manager, Thayer Hotel, West Point, New York
- Evatt, F. G. Jr. '34, Owner-Manager, Peacock Inn, Princeton, New Jersey
- Fassett, J. S. III '36, Director of Service Department, American Hotel Association, New York City
- Firey, M. J. Jr. '28, Owner-Manager, Congress Hotel Company, Baltimore, Maryland
- Fox, W. W. '40, Manager, Crocker House, New London, Connecticut
- Frieman, R. J. '50, Manager, The Shoreham, Sayville, Long Island, New York
- Gibbs, P. R. '38, Manager, Hopkins of Lake Waramaug, New Preston, Connecticut
- Gilson, E. W. '42, Manager-Owner, Jefferson Hotel, Watkins Glen, New York
- Gorman, W. P. '33, General Manager, Park Sheraton Hotel, New York City
- Grossinger, P. L. '36, Managing Director, Grossinger Country Club, Ferndale, New York
- Harned, W. H. '35, General Manager, Sylvania and John Bartram Hotels, Philadelphia, Pennsylvania
- Harron, J. F. '47, Convention Sales Manager, Realty Hotels Inc., New York City
- Haynes, D. '56, Sales Manager, Hotel Syracuse, Syracuse, New York
- Holding, Reynolds '32, Manager, Wellington Hotel, Albany, New York
- Jackson, H. S. Jr. '32, Owner, Asbury Carlton Hotel, Asbury Park, New Jersey
- James, R. M. '54, Personnel Manager, Hotel Statler, Buffalo, New York
- Johnson, D. L. '49, Manager, Old Fort Inn, Kennebunkport, Maine
- Johnston, J. L. '39, Manager, Hotel Lenhart, Bemus Point, New York.
- Johnston, R. T. '50, Manager, Valeria, Oscawana, New York
- Keenan, Miss L. '46, Assistant to President, International Hotels Corporation, New York City
- Kelley, W. F. '48, Assistant to President, Realty Hotels, New York City
- Kelly, J. P. '50, Assistant Manager, Hotel Essex, Holyoke, Massachusetts
- Ketterer, V. M. '37, Manager, Hotel Johnstown, Johnstown, New York
- Kilborn, P. C. '50, Owner-Manager, Hotel Langwell, Elmira, New York
- Landmark, R. M. '51, Manager, Roger Smith Hotel, New York City
- Lee, W. W. Jr. '36, Manager, The Waldorf-Astoria, New York City
- Lemire, J. P. '53, Manager, Baron Steuben Hotel, Corning, New York
- Malamut, Lewis '49, Vice-President, Breakers Hotel, Atlantic City, New Jersey
- McNamara, P. J. '35, Manager, Warwick Hotel, Philadelphia, Pennsylvania
- McPherson, R. K. '39, Vice-President, General Manager, McPherson Hotel Corporation, Hotel Hildebrecht, Trenton, New Jersey
- Merrick, A. B. '30, Vice-President, Managing Director, Roger Smith Hotels Corporation, New York City

- Miner, F. L. '26, Manager, Forest Hills Hotel, Franconia, New Hampshire  
 Mitroff, A. P. '42, President, Vermont Hotel Corporation; Managing Director, Hotel Adnabrown, Springfield, Vermont  
 Morris, A. E. '31, Proprietor, American Hotel, Bethlehem, Pennsylvania  
 Murphy, J. J. Jr. '38, Manager, Arlington Inn, Potsdam, New York  
 Patton, J. B. '50, Secretary-Treasurer, Brunswick Hotel, Lancaster, Pennsylvania  
 Pearce, J. W. Jr. '39, Innkeeper, The Garnet Inn, Center Harbor, New Hampshire  
 Pearson, F. A. '48, Manager, Winding Brook Lodge, Keene, New Hampshire  
 Penn, J. N. '49, General Manager, Carlton House, Pittsburgh, Pennsylvania  
 Perry, J. F. '30, Assistant to the President, American Hotel Corporation, New York City  
 Pevery, F. C. '34, General Manager, Hotels Kimball and Charles, Springfield, Massachusetts  
 Pew, R. H. '33, Manager, Lafayette Hotel, Portland, Maine  
 Pottle, G. W. '41, Owner-Manager, The Shoreham, Spring Lake, New Jersey  
 Purchase, H. J. '49, Owner-Manager, The Wawbeek, Tupper Lake, New York  
 Quinby, J. D. '53, Manager, Hotel Rochester, Thousand Island Park, New York  
 Ranchil, K. A. '49, Hotel General Brodhead, Beaver Falls, Pennsylvania  
 Rockas, C. '48, Manager, Times Square Hotel, Rochester, New York  
 Rogers, J. E. '31, Manager, Neodak Lodge, Inlet, New York  
 Roland, P. F. '49, Manager, The Homestead, Lake Placid, New York  
 Sanker, G. J. '51, Manager, Crown Hotel, Providence, Rhode Island  
 Sayles, C. I. '26, Manager, Star Lake Inn, Star Lake, New York  
 Schoellkopf, P. A. Jr. '41, Vice President, Niagara Falls Hotel Corporation, Niagara Falls, New York  
 Shanks, I. H. '53, Food Manager, Hyland Hotel, Massena, New York, and Arlington Inn, Potsdam, New York  
 Shea, J. L. '26, Proprietor, Holmewood Inn and Cottages, New Canaan, Connecticut  
 Shinnen, H. I. '34, Managing Director and Co-Owner, Onawa Lodge, Mountain Home, Pennsylvania  
 Shoemaker, Mrs. Mabel '41, Manager-Owner, The Stevens House, Lancaster, Pennsylvania  
 Sinclair, J. G. '48, Food Supervisor, Roger Smith Hotels, New York City  
 Slack, J. L. '26, Executive Assistant Manager in Charge of Food Operation, Commodore Hotel, New York City  
 Smith, J. B. '31, President, Wentworth-by-the-Sea, Portsmouth, New Hampshire  
 Sonnabend, P. N. '50, Eastern Sales Manager, Affiliated Sonnabend Hotels, Boston, Massachusetts  
 Starke, R. M. '52, Assistant to Vice President, Eastern Division, Hilton Hotels, New York City  
 Stitzer, C. W. '42, Co-Manager, Holmhurst Hotel, Atlantic City, New Jersey  
 Strand, C. R. '43, Vice President, Hilton Hotels International, New York City  
 Summers, R. A. '41, Manager, Woodstock Inn, Woodstock, Vermont  
 Traub, G. F. '31, Owner-Manager, Alexander Hamilton Inn, Clinton, New York  
 Treadway, R. W. '41, Manager, Red Lion Inn, Stockbridge, Massachusetts  
 Waldron, P. A. '35, President, Homestead Hall, Inc., Greenwich, Connecticut  
 Warfel, M. C. '33, Assistant Vice President, Director of Food and Beverage Operations, Eastern Division, Hilton Hotels, New York City  
 Wayne, F. E. '49, Partner-Manager, Hotel Wayne, Lyons, New York  
 Weiner, M. M. '35, Owner-Manager, White Roe Lake, Livingston Manor, New York  
 Whitman, F. C. '40, Manager-Owner, Penn Grove Hotel, Grove City, Pennsylvania  
 Wikoff, J. H. '48, Co-Proprietor, Mirror Lake Inn, Lake Placid, New York  
 Wilson, R. '30, Manager, Madison Hotel, Atlantic City, New Jersey  
 Wright, Mrs. C. '42, Co-Owner, Oake Grove Hotel, Boothbay Harbor, Maine  
 Wulf, N. W. Jr. '44, Manager, Carvel Hall, Annapolis, Maryland

*Southeast*

- Allison, W. E. '45, Executive Assistant, State Hotel and Restaurant Commission, Tallahassee, Florida
- Batchelder, W. P. '34, Manager, Williamsburg Lodge, Williamsburg, Virginia
- Bearce, J. R. '52, Southeastern Sales Manager, Alsonett Hotels, St. Petersburg, Florida
- Birchfield, J. C. '57, Manager, Mimslyn Hotel, Luray, Virginia
- Bond, W. '40, Owner-Manager, Pennsylvania Hotel, St. Petersburg, Florida
- Brindley, J. T. '34, Manager, Hotel Chamberlin, Ft. Monroe, Virginia
- Buddenhagen, A. E. '27, Manager, Hotel Sir Walter Raleigh, Raleigh, North Carolina
- Carr, J. J. '50, Manager, Ringling Hotel, Sarasota, Florida
- Dayton, H. L. '28, President and General Manager, Howard Dayton Hotels, Daytona Beach, Florida
- Edwards, J. J. '51, Assistant Manager, Hotel Chamberlin, Fort Monroe, Virginia
- Egan, E. J. '43, Food and Beverage Manager, Mayflower Hotel, Washington, D.C.
- Fahey, J. S. '56, Assistant to General Manager, Dinkler Plaza, Atlanta, Georgia
- Frazier, H. E. '34, Tropical Hotel, Kissimmee, Florida
- Gibbs, L. C. '26, Owner and Operator, Island Hotel, Cedar Key, Florida
- Gore, J. A. '42, General Manager, Gore Hotels, Governors Club Hotel, Fort Lauderdale, Florida
- Grossinger, P. L. '36, Managing Director, Grossinger Pancoast, Miami, Florida
- Hagler, A. W. '49, Manager, Surf 'n Sand Cottages, Gulf Breeze, Florida
- Hall, R. R. '49, Manager, Hermitage Hotel, Nashville, Tennessee
- Hankoff, T. B. '43, General Manager, The Lombardy, Miami Beach, Florida
- Harned, I. A. '35, Vice-President and Manager, Cloister Hotel, Sea Island, Georgia
- Herrmann, W. '52, Manager, Hotel John Marshall, Richmond, Virginia
- Holtzman, R. E. '41, Manager, The Greenbrier, White Sulphur Springs, West Virginia
- Hougen, R. T. '35, Manager, Boone Tavern of Berea College, Berea, Kentucky
- Johnson, D. L. '49, Assistant Manager, Vinoy Park Hotel, St. Petersburg, Florida
- Kellogg, B. F. '40, Manager, Cadillac Hotel, Miami Beach, Florida
- King, F. M. Jr., '34, General Manager, Casa Ybel Hotel, Sanibel Island, Florida
- LaFon, W. E. '31, Manager, Clearwater Beach Hotel, Clearwater, Florida
- LaForge, C. A. Jr. '57, Executive Assistant Manager, Dinkler Tutwiler Hotel, Birmingham, Alabama
- MacNab, J. K. '38, President and General Manager, MacNab Hotels Company, Inc., Delray Beach, Florida
- Magoffin, C. P. '36, Assistant Manager, Hotel Goldsboro, Goldsboro, North Carolina
- Moser, A. C. '40, Lessee-Manager, Pine Crest Inn, Pinchurst, North Carolina
- Neuhauser, J. B. Jr. '41, Owner-Operator, Major Pelham Hotel, Pelham, Georgia
- Newcomb, J. L. '27, Convention Manager, The Homestead, Hot Springs, Virginia
- Osborne, C. W. '51, Catering Manager, Williamsburg Inn and Lodge, Williamsburg, Virginia
- Parlete, B. A. '32, Owner-Manager, Tides Hotel, Virginia Beach, Virginia; Bay Harbor Hotel, Miami, Florida
- Parmelee, R. O. '35, Manager, Ventura Hotel, Ashland, Kentucky
- Pauchey, H. J. '50, Partner-Manager, The Fenway, Dunedin, Florida
- Peirsol, F. W. '54, Secretary-Treasurer, Casa Linda Club Hotel, Daytona Beach, Florida
- Pottle, G. W. '41, Owner-Manager, Hollywood Hotel, Southern Pines, North Carolina
- Schneider, P. H. '53, Manager, Hedin House Hotel, Washington, D.C.
- Seely, R. '41, General Manager, The Balmoral, Miami Beach, Florida
- Steele, H. C. '53, Lessee-Manager, Hotel Kanawha, Charleston, West Virginia
- Stobie, G. J. '44, Manager, Grove Park Inn, Asheville, North Carolina
- Trier, R. C. Jr. '32, Manager-Proprietor, Villa Goodrich Hotel, Sarasota, Florida
- Turner, W. D. Jr. '49, Manager, George Vanderbilt Hotel, Asheville, North Carolina



Van Kleeck, P. E. '55, Manager, Hotel Cleveland, Spartanburg, South Carolina  
 Vestal, R. B. '35, Lessee, Tobaccoland Hotel, Dillon, South Carolina  
 Ward, J. H. '52, Manager, Lord Calvert Hotel, Miami, Florida  
 Whitney, C. R. '53, Manager, Sarasota Terrace Hotel, Sarasota, Florida  
 Wright, E. T. '34, General Manager, The Greenbrier, White Sulphur Springs, West Virginia

### *Midwest*

Alexander, W. A. '36, Hotel Sawnee, Brookings, South Dakota  
 Beaudry, L. L. '40, Director of Food and Beverages, Drake Hotel, Chicago, Illinois  
 Bersbach, J. M. '49, Midwest Sales Manager, Tisch Hotels, Chicago, Illinois  
 Borhman, J. W. '41, General Manager, Gibbons Hotel, Dayton, Ohio  
 Boss, D. A. '43, Treasurer, Boss Hotels, Des Moines, Iowa  
 Bucher, L. F. '45, Manager, Hotel Mishawaka, Mishawaka, Indiana  
 Carroll, W. '31, Manager, Kilbourn Hotel, Milwaukee, Wisconsin  
 Clarenbach, E. Jr., '31, President, Hotel Medford Company, Milwaukee, Wisconsin  
 Claycomb, R. O. '28, Resident Manager, Park Shelton Hotel, Detroit, Michigan  
 Decker, P. A. '54, Manager, The Rumely Hotel, LaPorte, Indiana  
 Fisher, K. D. '51, General Manager, Hidden Valley, Gaylord, Michigan  
 Foster, E. F. '51, Resident Manager, The Curtis Hotel, Minneapolis, Minnesota  
 Gurney, F. H. '46, Manager, Sheraton Blackstone Hotel, Chicago, Illinois  
 Hahn, L. '33, Partner, Concord Lexington and Fairmount Hotels, Minneapolis, Minnesota  
 Heiss, C. G. '45, Vice President and Manager, Mayfair and Lennox Hotels, St. Louis, Missouri  
 Hodges, R. C. '35, Owner, Au Sable Inn, Oscoda, Michigan  
 Hubbard, R. S. '40, Proprietor, Warner Hotel, Oak Harbor, Ohio  
 Jones, R. H. '43, Manager, Wayne Hotel, Indianapolis, Indiana  
 Jorgensen, E. L. '48, Director of Sales and Public Relations, Kahler Corporation, Rochester, Minnesota  
 Just, P. O. '34, President, Osthoff Hotel Company, Elkhart Lake, Wisconsin  
 Kappa, Mrs. M. '44, Manager, Athearn Hotel, Oshkosh, Wisconsin  
 Lose, H. F. '35, Vice President, Mosby Hotel Company, Topeka, Kansas  
 Luke, A. D. '36, Manager, Hotel Dale, Holdrege, Nebraska  
 Madel, R. P. Jr. '52, Manager, Hotel Burke, Vermillion, South Dakota  
 Morrison, W. P. '50, Manager, Hotel Morrison, Wayne, Nebraska  
 Moulder, E. T. '50, Manager, Tiger Hotel, Columbia, Missouri  
 Newcomb, F. W. '40, Hotel, Club and Cafeteria Manager, Kimberly Clark Corporation, Niagara, Wisconsin  
 Newsom, D. W. '43, Owner-Operator, Eagle Knob Lodge, Cable, Wisconsin  
 Ogden, J. '39, President, Hotel Wisconsin, Milwaukee, Wisconsin  
 Palmer, A. V. '50, Manager, Lowell Inn, Stillwater, Minnesota  
 Parker, W. '51, Manager, Palmer Gulch Lodge, Hill City, South Dakota  
 Pistilli, Phillip '54, Assistant to the President, Hotel Muehleback, Kansas City, Missouri  
 Powers, E. P. '38, Manager, Powers Hotel, Fargo, North Dakota  
 Raiken, Mrs. J. '30, Owner-Operator, Sawbill Lodge, Tofte, Minnesota  
 Ramage, E. D. '31, President, General Manager, Hillcrest Hotel, Toledo, Ohio  
 Ray, F. J. '38, Manager, Ray Hotel, Dickinson, North Dakota  
 Reichert, F. B. '32, Managing-Owner, Hotel Curtiss, Plymouth, Wisconsin  
 Roberts, A. M. '44, Co-Owner, Roberts Brothers Hotels, Mitchell, South Dakota  
 Rogers, J. B. '38, Manager, Hotel Essex, Philadelphia, Pennsylvania  
 Rogers, L. E. '52, Sales Manager, Edgewater Beach Hotel, Chicago, Illinois  
 Schimmel, E. T. '27, Manager-Director, Blackstone Hotel, Omaha, Nebraska  
 Schmid, A. '42, Owner-Lessee, Parmly Hotel, Painesville, Ohio

*Vernon Stouffer, veteran restauranteur, inspects the range*







*Professors John Sherry (law), Jeremiah Wanderstock (meats), Myrtle Ericson (foods), and Paul Broten (equipment) confer in seminar room housing the Herndon collection.*



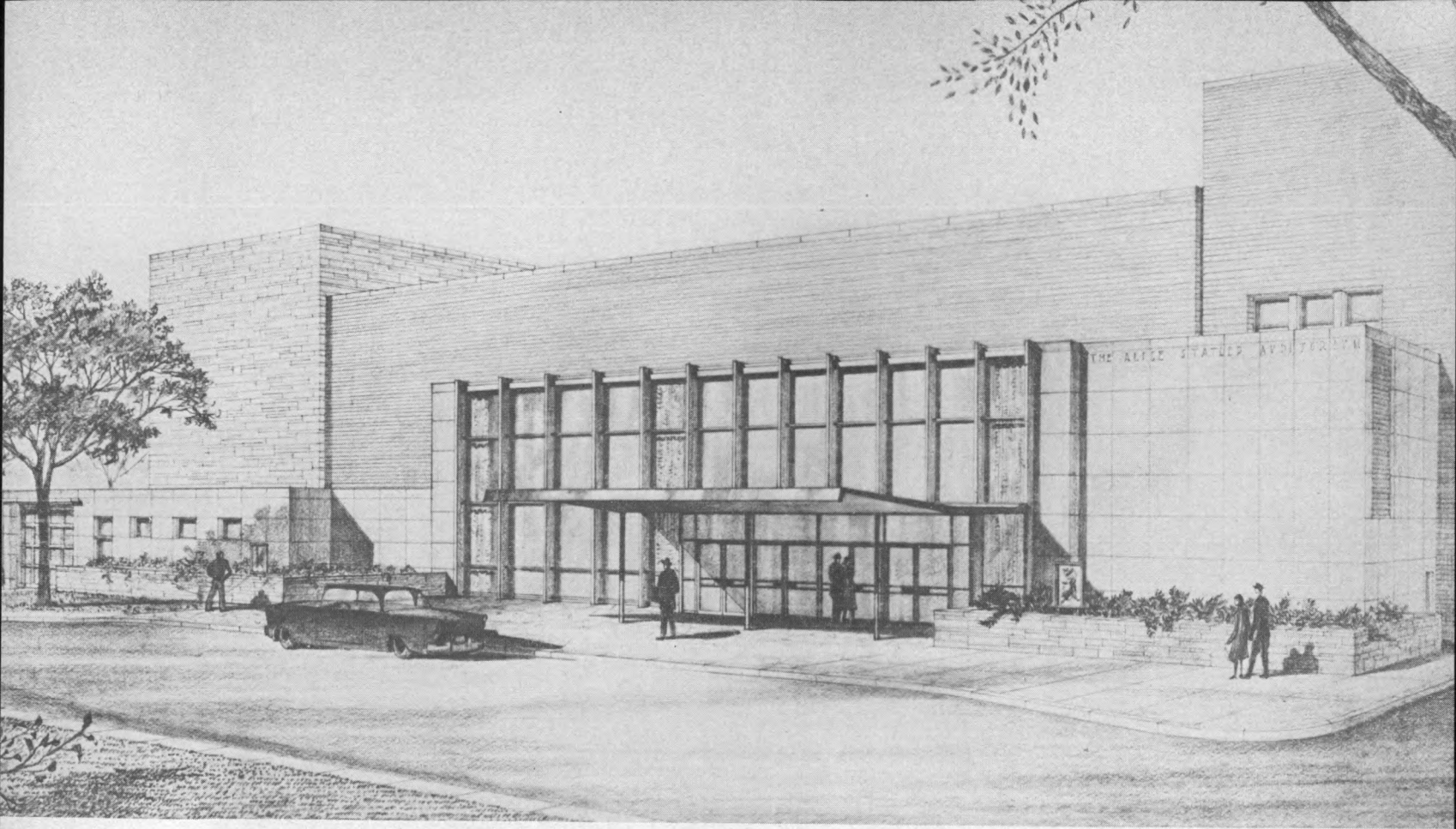
*Students from twelve foreign countries are welcomed by Dean Meek on the steps of Statler Hall.*



*Speakers' table at Hotel Ezra Cornell banquet: (l-r.) Don Kennedy (student director), Mrs. L. P. Himmelman, Dean Meek, Ernest Henderson, Mrs. F. F. Hill, Tom L. Powell, and Dan E. London.*



*Mrs. E. M. Statler and Mr. Conrad Hilton are luncheon guests during Hotel Ezra Cornell, annual student-sponsored weekend.*



*The Alice Statler Auditorium, now being constructed as a \$2,300,000 addition to Statler Hall, will provide, besides a 900-seat auditorium, a greatly enlarged library to house the School's 6,000 volumes and extensive permanent exhibits, additional food, chemistry, and engineering laboratories, test kitchens, seminar and lecture rooms, and office space.*



Schoenbrunn, L. E. '40, General Manager, The Drake, Chicago, Illinois  
 Souther, R. K. '53, Executive Assistant Manager, Hotel Leamington, Minneapolis, Minnesota  
 Tyo, R. '27, Executive Vice President, Packard Hotel Company, Findlay, Ohio  
 Watson, R. Jr. '48, President and General Manager, The Kahler Corporation, Rochester, Minnesota  
 Williams, H. B. '30, Vice President, General Manager, Commodore Perry Hotel Company, Toledo, Ohio  
 Witteborg, A. C. Jr. '33, Manager, Beaumont Hotel, Green Bay, Wisconsin

### *West*

Bennett, J. V. '47, Assistant to Vice-President, Arizona Biltmore, Phoenix, Arizona  
 Buthorn, W. F. '32, Owner-Manager, La Court Hotel, Grand Junction, Colorado  
 Cline, C. W. '32, Proprietor and Manager, Head Hotel, Prescott, Arizona  
 Davis, D. M. '47, Manager, Paradise Inn, Phoenix, Arizona  
 MacNab, R. B. '36, President, McNab Hotels Corporation, Bozeman, Montana  
 Mayo, J. B. '41, Vice President and Managing Director, Mayo Hotel, Tulsa, Oklahoma  
 McGinn, J. P. '31, Manager, Sundown Ranch, Scottsdale, Arizona  
 Moulder, E. T. '50, Manager, Tiger Hotel, Columbia, Missouri  
 Newell, J. T. Jr. '45, Assistant Manager, New-Bell Hotel Company, Sherman, Texas  
 Noyes, R. S. '43, Administrative Assistant to Managing Director, Flamingo Hotels, Phoenix, Arizona  
 Smith, B. R. '39, Vice-President, Shirley Savoy Hotel, Denver, Colorado  
 Turner, F. M. '33, General Manager, Co-Owner, Henning Hotel, Casper, Wyoming

### *West Coast*

Arnold, C. D. Jr. '43 President, DeAlton Hotel Co., San Francisco, California  
 Barash, A. J. Jr. '49, Manager, Columbia Hotel, Wenatchee, Washington  
 Dean, F. M. '29, Resident Manager, Hotel Statler, Los Angeles, California  
 Donnelly, W. W. Jr. '51, Manager, Hotel Miramar, Santa Monica, California  
 Dupar, R. W. '49, Resident Manager, Davenport Hotel, Spokane, Washington  
 Garvin, J. M. '49, Personnel Manager, Hotel Statler, Los Angeles, California  
 Gawzner, W. P. '38, Manager, Miramar Hotel, Santa Barbara, California  
 Gee, T. W. '51, Manager, Wi-Ne-Mah Hotel, Klamath Falls, Oregon  
 Gentner, A. W. Jr. '50, General Manager, Imperial Hotel, Portland, Oregon  
 Gilman, W. E. '36, Executive Manager, Gilman Hot Springs Hotel, Gilman Hot Springs, California  
 Grailer, K. E. '53, Manager, Feather River Inn, Blairsden, California  
 Handlery, P. R. '43, Vice President, Handlery Hotels, San Francisco, California  
 Himmelman, L. P. '33, Vice President, Western Hotels, Inc., Seattle, Washington  
 Ireland, W. D. '50, Resident Manager, Hotel DeAnza, San Jose, California  
 Irwin, R. P. '33, President, Manager, La Valencia Hotel, La Jolla, California  
 Jones, H. '35, Manager, Paramount Hotel, Hollywood, California  
 Karlin, G. H. '54, Managing Director, Alexandria Hotel, Los Angeles, California  
 Keithan, J. W. '50, Purchasing Agent, Western Hotels, Olympic Hotel, Seattle, Washington  
 Krakow, R. W. '48, Assistant to President, Craig Smith Hotels, San Francisco California  
 Lee, L. H. '30, President, Lee Hotel Company, Laguna Beach, California  
 Lloyd, J. M. '44, General Manager, Hotel Californian, Fresno, California  
 Marshall, T. C. '52, Manager, Alexander Hamilton Hotel, San Francisco, California  
 Nickles, H. L. '26, Owner-Manager, Hotel Plaza, Riverside, California  
 Rather, H. L. '52, Staff Planning Manager, West Coast Region, Sheraton Hotels, San Francisco, California



- Seneker, C. J. '35, General Manager, Anderson Hotel, San Luis Obispo, California  
 Shields, W. W. '33, Vice-President, Western Hotels, Olympic Hotel, Seattle, Washington  
 Shively, M. V. '53, Manager, Hotel Don, Richmond, California  
 Sutherland, D. L. '48, Comptroller, Ambassador Hotel, Los Angeles, California  
 Tiffany, B. D. '39, General Manager, Food and Beverage Department, Hotel Spokane, Spokane, Washington  
 Walker, R. C. '43, Regional General Manager, West Coast Division, The Interstate Company, San Francisco, California  
 Wood, W. D. '31, Owner-Operator, Robles del Rio Lodge, Robles del Rio, California

#### *Alaska*

- O'Brien, E. J. '37, Manager, Baranoff Hotel, Juneau, Alaska

#### *Canada*

- Brown, R. F. '47, Owner-Manager, Hovey Manor, North Hatley, Quebec  
 Crosby, F. L. '47, Manager, Deer Lodge Hotel, Lake Louise, Alberta  
 Deveau, T. C. '27, Manager, Sheraton Mount Royal Hotel, Montreal, Quebec  
 Olson, K. '52, Manager, Hotel Strathcona, Victoria, British Columbia  
 Johnson, Miss K. G. W. '48, Co-Manager, Plaza Hotel, Kingston, Ontario  
 Weir, A. J. '49, Manager, King Edward Hotel, Windsor, Ontario

#### *Hawaii*

- Bergmann, W. J. '54, Manager, Kona Palms Hotel, Kona  
 Butterfield, R. H. Jr. '40, Vice-President-Manager, Hotel Hana Maui, Hana Maui  
 Donnelly, H. C. '47, Manager, Moana and Surf Rider Hotels, Honolulu  
 Fithian, P. S. '51, Operations Assistant Manager, Kaiser's Hawaiian Village, Kailua, Kona  
 Guslander, L. L. '40, President, Maui Palms Hotel, Kahului, Maui  
 Rinker, R. N. '52, Manager, Maui Palms Hotel, Kahului, Maui  
 Schreiner, J. E. '52, Regional Internal Auditor, Matson Hotels, Honolulu  
 Taylor, L. H. '47, Senior Assistant Manager, Moana and Surf Rider Hotels, Honolulu

#### *Central and South America*

- Hochkoeppler, A. P. '55, Head, Operations Department, CONAHATU, Caracas, Venezuela  
 DoMonte, F. A. '52, Co-Owner, Hotel Guararapes, Recife, Pernambuco, Brazil  
 DoMonte, L. L. '46, Co-Owner, Hotel Guararapes, Recife, Pernambuco, Brazil  
 Payne, P. R. '51, Manager, Grande Hotel, Belem, Para, Brazil

#### *Overseas*

- Catsellis, A. C. '50, Managing Director, Catsellis Hotels, Ltd., Kyrenia, Cyprus  
 Englehardt, C. '42, Manager, St. George Hotel, Bermuda  
 Faiella, J. P. '38, Manager, Cambridge Beaches, Somerset, Bermuda  
 Kemmotsu, K. '28, Manager, Nippon International Hotel, Tokyo, Japan  
 Lamba, P. S. '56, Assistant Manager, Hotel Imperial, New Delhi, India  
 MacKinnon, W. H. '43, Manager, Curacao International Hotel, Curacao, Netherlands West Indies  
 Moore, L. H., Jr. '44, General Manager, Caneel Bay Plantations, St. John, Virgin Islands  
 Mocquard, P. J. '55, Resident Manager, El Mansour Hotel, Casablanca, Morocco  
 Schelbert, R. W. '55, Assistant Manager, Hotel Baur au Lac, Zurich, Switzerland

## MOTELS

Anderson, R. A. '28, Owner, Villa Motor Court, Oxford, California  
 Barns, G. R. '35, Owner-Manager, Mayflower Motor Inn, Lexington, Virginia  
 Burdge, E. E. '30, Manager, Marriott Motor Hotel, Washington, D. C.  
 Cannon, T. L., Jr. '37, Manager, Cleveland Manor, Hot Springs, Arkansas  
 Ewald, K. R. '42, Co-Owner-Manager, Bellemont Motor Hotel, Natchez, Mississippi  
 Gillig, O. A. '42, Owner, Ship Ahoy Motel, Sea Bright, New Jersey  
 Gunn, M. P. '53, Owner, Main Hotel, Helena, Montana  
 Healy, J. G. '47, Manager, Treadway Inn, Niagara Falls, New York  
 Hubsch, A. W. '51, Manager, Crossway Motels, Scarsdale, New York  
 McAllister, A. J. '29, Manager, Polly Valley Motel, Milwaukee, Wisconsin  
 Mullen, J. C. '42, Owner-Manager, Rushmore Motel, Rapid City, South Dakota  
 Nixon, T. '49, Manager, Johnson Manor Motor Court, Jacksonville, Florida  
 Nottingham, C. D. '47, President, University Motor Lodge, Chapel Hill, North Carolina  
 Pappas, G. S. '50, Owner-Manager, St. Moritz Motel, Babylon, New York  
 Pearson, F. A. '48, Lessee-Manager, Winding Brook Lodge, Keene, New Hampshire  
 Roose, T. A. '54, Manager, Buckeye Motel, Cleveland, Ohio  
 Sheppard, H. L. '52, Manager, Town and Country Motel and Club, San Diego, California  
 Wegner, N. E. Owner-Operator, Cactus Motor Lodge, Tucumcari, New Mexico

## RESTAURANTS

Alley, R. L. '43, Manager, Surreys Inc., Houston, Texas  
 Allison, N. T. '28, Manager, The Stouffer Corporation, 531 Penn Avenue, Pittsburgh, Pennsylvania  
 Anders, W. R. '43, Manager, Vice President, Anders Cafeteria Inc., Cleveland, Ohio  
 Angle, W. T. '33, Proprietor, Angle's Restaurant, Sheffield, Pennsylvania  
 Atherton, H. R. '44, Owner, The Sternwheeler, Owensboro, Kentucky  
 Bantuvanis, G. M. '51, Owner-Operator, Alps Restaurant, Seneca Falls, New York  
 Bartholomew, R. G. '41, General Manager, Davis Colonial Cafeterias, Miami, Florida  
 Baum, J. H. '43, Director of Concession Operations, Restaurant Associates Inc., New York City  
 Biehler, N. G. '50, Manager, Biehler's Restaurant, Hamburg, New York  
 Bilger, R. M. '40, Manager, Yodel Inns, Baltimore, Maryland  
 Blankinship, W. C. '31, Manager, The Stouffer Corporation, Shaker Square, Cleveland, Ohio  
 Bolling, H. W. '43, Manager, Bolling's Restaurants, Chicago, Illinois  
 Brooke, D. L. '50, Owner-Operator, Dave's Automatic Drive-In, Franklin Park, Illinois  
 Bryant, R. P. '44, Food Manager, Dining Car Service, Pennsylvania Railroad, Long Island City, New York  
 Bullock, J. A. '32, President, J. A. Bullock Associates, Consultants on Restaurant Operations, Summit, New Jersey  
 Cafferty, O. W., Jr., '52, Manager, The Coffee Mill, New York City  
 Cantwell, R. M. '52, Manager, Old Mill Inn, Bernardsville, New Jersey  
 Cipriani, A. H. '33, Director of Foods, Foley's, Houston, Texas  
 Cohn, J. H. '41, Manager, Van de Kamp's Coffee Shop, Los Angeles, California  
 Copp, B. F. '29, Vice-President, Purchasing, Stouffer's Restaurant Corporation, Cleveland, Ohio  
 Critchlow, R. R. '40, Division Manager Foods, L. S. Donaldson Company, Minneapolis, Minnesota  
 Estes, David '43, Owner, Landfall Restaurant, Woods Hole, Massachusetts  
 Farr, J. F. '39, Manager, Home Office, Cafeterias and Dining Rooms, Montgomery Ward Company, Chicago, Illinois

- Fertitta, I. A. '39, Owner, The Charcoal Pit, Ft. Lauderdale, Florida
- Floros, J. P. '36, Partner-Manager, Normandie Restaurant, Ithaca, New York
- Floros, N. P. '36, Partner-Manager, Normandie Restaurant, Ithaca New York
- Fountain, C. O. '48, Manager, Creighton's Restaurant, Fort Lauderdale, Florida
- Gillette, C. J. '28, Owner, Gillette's Cafeterias, Santa Ana, California
- Gillette, K. P. '28, Owner, Gillette's Remington Rand Cafeterias, Elmira, New York
- Goff, J. E. '39, Vice President and General Manager, Colonnade Company, Cleveland, Ohio
- Goldner, L. S. '51, Manager-Owner, Singer's Restaurant, Liberty, New York
- Goodbrand, W. A. '47, Assistant Manager, Restaurants, Hudson Bay Company, Winnipeg, Manitoba, Canada
- Green, W. '26, President, Myron Green Cafeterias Company, Kansas City, Missouri
- Hanny, J. R. '38, President, La Marque Restaurant, Buffalo, New York
- Hanzas, T. P. '50, Manager, Roxy's Restaurant, Pittsburgh, Pennsylvania
- Harpin, H. A. '35, Manager, Restaurant Division, Bon Marche, Seattle, Washington
- Harris, R. T. '49, Personnel Manager, Frisch's Restaurant, Cincinnati, Ohio
- Hart, B. M. '48, Manager-Partner, Jack Trayer's Restaurant, Bristol, Virginia
- Hawkins, V. R. '49, Restaurant Manager, Montgomery Ward and Company, Oakland, California
- Hazen, H. E. '42, Restaurant Manager, The Dayton Company, Minneapolis, Minnesota
- Heilman, H. R. '39, President, Heilman's Restaurant, Inc., Lorain, Ohio
- Heilman, R. E. '45, President, Beachcomber Restaurant, Clearwater, Florida
- Herb, H. G. '31, Manager, Stouffer's, Westgate Center, Cleveland, Ohio
- Heyl, H. W. '32, Manager, Ontra Cafeteria, Hollywood, California
- Hoge, W. E. '53, Manager, Red Coach Grill, Hingham, Massachusetts
- Horn, M. L. Jr. '50, Vice-President, Mayfair Farms Inc., West Orange, New Jersey
- Hospers, N. L. '48, Co-Owner, Cross Keys, Inc., Fort Worth, Texas
- Irey, G. M. '45, Manager, Restaurant Division, Allied Stores, New York City
- Jackson, E. C. '37, Controller, White Coffee Pot Restaurants, Baltimore, Maryland
- Kahl, W. L. '35, Manager, Restaurant Division, The Union News Company, New York City
- Kastner, D. E. '43, Owner-Manager, Christopher Ryder House, Chatham, Massachusetts
- Knipe, J. R. '31, Vice-President, Food Crafters Inc., Philadelphia, Pennsylvania
- Kramer, H. W. '38, Manager, Kramer's Restaurant, Pittsburgh, Pennsylvania
- LaBarre, K. A. '54, Assistant Manager, Restaurant Division, Allied Purchasing Corporation, New York City
- Lefevre, L. W. '42, Manager, Hot Shoppes, New York State Thruway, New Paltz, New York
- Lefey, C. W. '40, Vice-President, Food Crafters Inc., Philadelphia, Pennsylvania
- Linz, M. '43, Manager, The Lobster, New York City
- Maxson, L. W. '30, Manager, Downtown Restaurants, Marshall Field & Co., Chicago, Illinois
- McLamore, J. W. '47, Co-Proprietor, Burger King of Miami, Inc., Miami, Florida
- Melius, J. A. '50, Catering Manager, Hot Shoppes, Portland Airport, Portland, Oregon
- Merwin, E. O. '36, Manager, Restaurant Department, Bloomingdale Brothers, New York City
- Moran, H. A. '40, Owner, Henry Moran's Restaurant, Syracuse, New York
- Mosso, C. G. '32, Manager, Davis Cafeteria, Miami, Florida
- Murray, A. B. '48, Personnel Director, Fred Harvey, Chicago, Illinois
- Muth, J. C. '42, Manager, Hot Shoppes Inc., Richmond, Virginia
- Natunen, E. O. '37, District Manager, Hot Shoppes Caterers Inc., Newark, New Jersey

Pappas, C. W. '54, Co-Owner, Michael's Supper Club, Rochester, Minnesota  
 Percival, R. B. '54, Assistant Supervisor Training, Hot Shoppes, Washington, D.C.  
 Perry, J. C. '54, Manager, Howard Johnson's Indianapolis, Indiana  
 Peters, A. S. '47, Supervisor, Howard Johnson's Garden State Parkway Restaurants, Keyport, New Jersey  
 Phelps, S. N. '39, Food Manager, The Pennsylvania Railroad Company, Long Island City, New York  
 Pope, E. K. '32, Vice-President, Pope's Cafeteria Inc., St. Louis, Missouri  
 Poulos, G. J. '41, Partner, American Beauty Restaurant, Galesburg, Illinois  
 Randel, R. W. '51, Manager, Cafeteria and Dining Room, Montgomery Ward & Company, Denver, Colorado  
 Rittscher, E. '51, Manager, Golden Room, Salon Dorado, Guatemala City, Guatemala, Central America  
 Satterthwait, C. S., Jr. '43, Proprietor, Wagar's Coffee Shop, Albany, New York  
 Saurman, I. C. '38, Manager, Food Division, Rich's Department Store, Knoxville, Tennessee  
 Seiler, D. K. '42, General Manager, Seiler Foods Incorporated, Boston, Massachusetts  
 Slocum, W. H. '34, Manager, Savarin Restaurant, Chittenango, New York  
 Smith, W. R. '54, Lessee, Howard Johnson's Columbus, Ohio  
 Snyder, V. T. '35, Merchandise Manager, Food and Fountain Division, Rexall Drug Company, New York City  
 Spear, J. W. Jr. '49, Manager, Bennett's Restaurants, Denver, Colorado  
 Steenberg, R. W. '29, Manager, Restaurant Division, Marshall Field & Company, Chicago, Illinois  
 Swenson, D. C. '28, Manager, New Jersey Area, Hot Shoppes, Washington, D.C.  
 Taylor, E. J. '37, Owner-Manager, The Dutch Cupboard, Downingtown, Pennsylvania  
 Terwilliger, E. '28, Manager, Stouffer's Restaurant Corporation, Cleveland, Ohio  
 Trotta, R. M. '55, Seville Restaurant, Indianapolis, Indiana  
 Turgeon, R. A. '51, Manager, Howard Johnson's, Snyder, New York  
 Vlahakis, G. S. '52, Manager, The Nassau, Morristown, New Jersey  
 Whitney, R. W. '49, Manager, The Little Chef, Seattle, Washington  
 Willis, F. S. '50, Manager, Jim's Place, Ithaca, New York  
 Winkelman, G. W. '51, Food Operations, Allied Department Stores. Hern's. Springfield, Missouri

## INDUSTRIAL FEEDING

Batt, J. A. '43, Vice President, Industrial Food Operations, Inc., Buffalo, New York  
 Bickert, D. G. '51, Cafeteria Manager, Haynes Stellite Division, Union Carbide and Carbon Corporation, Kokomo, Indiana  
 Cappello, L. '51, Manager, United Food Management Services, Inc., Republic Steel Corporation, South Chicago, Illinois  
 Carlson, H. W. '49, Manager, Nationwide Food Service, Electronics Park, Syracuse, New York  
 Carlson, R. B. '48, Manager, Michigan Area, Fred B. Prophet Co., Detroit, Michigan  
 Clark, J. M. '41, Camp Manager, Creole Petroleum Corporation, Caripita, Venezuela  
 Clement, C. A. '28, Cafeteria Supervisor, E. I. DuPont de Nemours and Company, Wilmington, Delaware  
 Deal, W. F. '41, Vice President, Slater System, Inc., Philadelphia, Pennsylvania  
 Demmler, R. H. '45, Manager, Food Service, Union Supply Company, Pittsburgh, Pennsylvania  
 Dixon, R. D. '51, Vice-President, Boatel Service, General Marine Corporation, Harvey, Louisiana  
 Dobie, A. R. '56, Manager, Slater System, Rome Cable Company, Rome, New York  
 Dunnack, G. B. '30, General Supervisor, M & M Restaurants, Inc., Wilmington, Delaware

- Flickinger, R. D. '47, Co-Owner, Industrial Food Operations, Inc., Buffalo, New York  
 Haberl, F. J. '47, Manager, Food Service, Martin Guided Missile Plant, Denver, Colorado  
 Hagy, R. L. '44, Manager, Marine Catering Service, New Orleans, Louisiana  
 Hort, R. '55, Senior Staff Dining Facilities Manager, Aramco, Dhahran, Saudi Arabia  
 Hines, G. H. '42, General Manager, Ralph L. Balikie Company, New York City  
 Irving, F. J. '35, Community Service Division, Arabian American Oil Co., Saudi Arabia  
 Kayser, J. C. '44, Supervisor, Operators Quarters, New Jersey Bell Telephone Company, Newark, New Jersey  
 Kellogg, C. F. '38, Cafeteria Manager, Blue Swan Mills, Sayre, Pennsylvania  
 Mather, R. W. '48, Division Manager, Slater System Incorporated, Detroit, Michigan  
 McColl, W. C. Jr. '40, Manager of Cafeteria, Thompson Products Company, Cleveland, Ohio  
 McCormick, J. W. '50, Cafeteria Manager, Allen Bradley Company, Milwaukee, Wisconsin  
 Montague, H. A. '34, President and General Manager, Fred B. Prophet Company, Detroit, Michigan  
 Myers, W. W. '48, Manager, Cafeteria, Slater System, Hoover Vacuum Company, Canton, Ohio  
 Nixon, G. '49, Cafeteria Manager, I.B.M., San Jose, California  
 Olsen, E. L. '36, Operations Manager, Northern Territory, The Prophet Company, Detroit, Michigan  
 O'Rourke, J. C. '32, Supervisor, Ralph L. Blaikie Company, New York City  
 Rocky, J. A. '39, Cafeteria Manager, Travelers Insurance Company, Hartford, Connecticut  
 Sabella, K. J. '50, Manager, Food Service, Phoenix Mutual Life Insurance Company, Hartford, Connecticut  
 Savage, K. H. '26, Dining Service, New York Telephone Company, New York City  
 Smith, M. C. '32, Vice President, Slater System, Inc., Philadelphia, Pennsylvania  
 Thering, H. E. '54, Manager, Cafeteria, General Motors, Rochester, New York  
 Whiteman, K. I. '41, Cafeteria Supervisor, E. I. DuPont Company, Parlin, New Jersey  
 Wladis, A. N. '39, Director of Food Standards, Cease Commissary Service, Dunkirk, New York  
 Yochum, P. T. '48, Field Supervisor, Maryland District, Slater System

#### CLUBS

- Adams, R. M. '50, Manager, The Omaha Club, Omaha, Nebraska  
 Alexander, R. B. '52, Manager, River Oaks Country Club, Houston, Texas  
 Arnold, D. C. '52, Manager, Berry Hills Country Club, Charleston, West Virginia  
 Ashworth, F. O. Jr. '41, Manager, The Mohawk Club, Schenectady, New York  
 Baldauf, R. F. '56, Manager, Portuguese Bend Club, Palos Verdes, California  
 Barbour, H. O. '48, Manager Houston Club, Houston, Texas  
 Blair, R. C. '50, Manager, Quadrangle Club, Chicago, Illinois  
 Blaisdell, R. H. '38, Manager, Mory's, New Haven, Connecticut  
 Brundage, W. P. '38, Manager, The Old Club, Sans Souci, Michigan  
 Buell, R. F. '38, Manager, Binghamton Country Club, Johnson City, New York  
 Buescher, W. A. Jr. '35, Manager, Milwaukee Country Club, River Hills, Wisconsin  
 Burger, R. A. '48, Manager, Pittsburgh Golf Club, Pittsburgh, Pennsylvania  
 Cary, M. R. '50, Manager, Pennhills Club, Bradford, Pennsylvania  
 Casey, B. M. '49, Manager, Omaha Country Club, Omaha, Nebraska  
 Chamberlain, J. B. '39, Manager, Citizens' Club, Syracuse, New York  
 Clark, E. K. '37, Manager, Sundown Country Club, Scottsdale, Arizona  
 Clist, W. M. '45, Manager, Coronado Club, Houston, Texas



- Conner, J. W. '40, Manager, Statler Club, Ithaca, New York  
 Converse, F. L. '54, Assistant Manager, Trenton Country Club, Trenton, New Jersey  
 Cunkle, J. L. '48, Manager, Philadelphia Cricket Club, Philadelphia, Pennsylvania  
 DeGasper, E. E. '48, Manager, Catholic Club of Buffalo, Inc., Buffalo, New York  
 Deuel, R. G. '51, Manager, Country Club of Peoria, Peoria, Illinois  
 Farrar, W. E. '50, Manager, Town and Country Club, Coshocton, Ohio  
 Felshow, E. R. '52, Manager, The Mory's Association, New Haven, Connecticut  
 Frederick, P. C. '47, Manager, Knollwood Country Club, Lake Forest, Illinois  
 Fry, A. G. '38, Manager, California Golf Club, South San Francisco, California  
 Garwood, W. G. '48, Manager, Toledo Club, Toledo, Ohio  
 Goode, H. G. '51, Manager, College Club, Seattle, Washington  
 Hayes, R. E. '53, Manager, The Poinsett Club, Greenville, South Carolina  
 Haynes, C. E. '44, Manager, Whitmarsh Valley Country Club, Chestnut Hill, Philadelphia, Pennsylvania  
 Hearn, J. D. '53, Manager, Marion Country Club, Marion, Ohio  
 Hecht, L. L. '49, Manager, Sylvania Country Club, Toledo, Ohio  
 Heiss, R. H. '49, Manager, Decatur Country Club, Decatur, Illinois  
 High, R. B. '53, Manager, Barton Hills Country Club, Ann Arbor, Michigan  
 Hollister, F. H. '32, Manager, Scarsdale Golf Club, Hartsdale, New York  
 Hurlburt, C. G. Jr. '53, Manager, Faculty Club of Harvard, Cambridge, Massachusetts  
 Kirwin, R. F. '54, Manager, New Haven Lawn Club, New Haven, Connecticut  
 Kosakowski, J. E. '48, Manager, Carriage Club, Kansas City, Missouri  
 Lamond, W. W. '38, Manager, Commonwealth Club, Richmond, Virginia  
 Lewis, R. K. '49, Manager, Lakeside Country Club, Houston, Texas  
 Lockwood, L. C. '47, Manager, Greensboro Country Club, Greensboro, North Carolina  
 Lord, J. G. '47, Manager, Engineer's Club, Philadelphia, Pennsylvania  
 Lucha, A. M. '35, General Manager, Wilmington Country Club, Wilmington, Delaware  
 Lyon, E. '38, Manager, Elmira Country Club, Elmira, New York  
 MacDonald, U. A. '38, Manager, Detroit Boat Club, Detroit, Michigan  
 Masterson, D. H. '52, Manager, Woodway Country Club, Stanford, Connecticut  
 Middleton, J. C. '36, Manager, Mohawk Golf Club, Schenectady, New York  
 Moon, H. V. '30, Manager, Charlotte Country Club, Charlotte, North Carolina  
 Niel, R. M. Jr. '48, Manager, Princess Anne Country Club, Virginia Beach, Virginia  
 Pearce, J. D. '52, Manager, Galesburg Club, Galesburg, Illinois  
 Peterson, W. L. '46, Manager, Wheeling Country Club, Wheeling, West Virginia  
 Plenge, E. B. '53, Manager, University Club of Rochester, Rochester, New York  
 Porter, J. S. '57, Manager, Flossmoor Country Club, Flossmoor, Illinois  
 Powers, M. A. '49, Manager, Amrita Club, Poughkeepsie, New York  
 Ripper, D. H. '40, Manager, Queen City Club, Cincinnati, Ohio  
 Satterthwait, W. J. Jr. '51, Manager, Quinnipiack Club, New Haven, Connecticut  
 Shaner, F. E. '50, Manager, Youngstown Club, Youngstown, Ohio  
 Shaw, F. H. '49, Exmoor Country Club, Highland Park, Illinois  
 Skinner, D. K. '27, Manager, Albany Country Club, Albany, New York  
 Taylor, R. B. '43, Manager, Glen Oak Country Club, Glen Ellyn, Illinois  
 Ten Broeck, D. L. '37, Manager, Yorick Club, Lowell, Massachusetts  
 Tewey, J. F. '49, Manager, Elmira City Club, Elmira, New York  
 Tower, H. E. '47, Manager, University Club, Syracuse, New York  
 Waldron, J. H. '34, Manager, University Club, Pittsburgh, Pennsylvania  
 Wallace, C. C. '49, Manager, Harvard Club, Boston, Massachusetts  
 Wallen, R. K. '50, Manager, Country Club, Waterbury, Connecticut  
 Wannop, J. W. '42, Co-Manager, Wianno Club, Wianno, Massachusetts  
 Wannop, H. W. '42, Co-Manager, Wianno Club, Wianno, Massachusetts  
 Willard, P. N. '42, Manager, University-Sequoia-Sunnyside Club, Fresno, California

## HOSPITALS

- Adams, B. B. II '35, Business Manager, W. T. Edwards T. B. Hospital, Tallahassee, Florida
- Bowen, O. M. '40, Assistant Superintendent, Allentown Hospital, Allentown, Pennsylvania
- Caddy, E. R. '33, Administrator, Westmoreland Hospital Association, Greensburg, Pennsylvania
- Colby, J. W. '48, Administrator, Arnot-Ogden Hospital, Elmira, New York
- Corwin, C. D. Jr. '35, Treasurer and Business Manager, Clifton Springs Sanitarium Clinic, Clifton Springs, New York
- Cummings, R. E. '40, Administrator, J. C. Blair Memorial Hospital, Huntington, Pennsylvania
- Douglas, C. R. '32, Assistant Administrator, Georgetown Hospital, Washington, D.C.
- Eaton, R. G. '27, Business Manager, The Samaritan Hospital, Troy, New York
- Gable, H. L. '36, Administrator, Tipton County Memorial Hospital, Marion, Indiana
- Hutson, J. T. '41, Supervisor, Wages and Salaries, The Cleveland Clinic Foundation, Cleveland, Ohio
- Johnson, W. C. '44, Executive Director, Hospital Association of Rhode Island, Providence, Rhode Island
- Keiser, J. R. '51, Assistant Director, Dietary Department, Hospital of the University of Pennsylvania, Philadelphia, Pennsylvania
- Longnecker, K. W. '37, Assistant Director, Leahi Hospital for Tuberculosis, Honolulu, Hawaii
- Ludewig, V. F. '34, Administrator, The George Washington University Hospital, Washington, D.C.
- Read, J. L. '38, Director, Food Services, Mount Sinai Hospital, New York City
- Reiman, P. K. '45, Assistant Director, Graduate Hospital, Philadelphia, Pennsylvania
- Reynolds, E. S. '47, Administrative Assistant, Children's Medical Center, Children's Hospital, Boston, Massachusetts
- Richman, E. L. '47, Director, Manhattan General Hospital Annex, Brooklyn, New York
- Rudiger, H. F. Jr. '33, Director, Southside Hospital, Bay Shore, New York
- Smith, J. L. '48, Assistant General Manager, Memorial Center for Cancer & Allied Diseases, New York City
- Speyer, E. G. Jr. '37, Business Manager, Lafayette General Hospital, Buffalo, New York
- Sweeney, R. H. '53, Food Service Manager, The Memorial Hospital, Wilmington, Delaware
- Thompson, R. H. '47, Food Supervisor, George Washington University Hospital, Washington, D.C.
- Vanderslice, J. A. '43, Director, Hospital Food Management Co., Slater System, Philadelphia, Pennsylvania
- Vandewarker, R. D. '33, Administrative Director, Memorial Center for Cancer & Allied Diseases, New York City

## DORMITORIES AND UNIONS

- Andrae, R. '42, Head, College and Food Service Program, Nationwide Food Service, Chicago, Illinois
- Cope, H. C. '41, Manager, Residence Halls, Earlham College, Richmond, Indiana
- Dalla, F. C. '49, Director of Housing, University of Illinois, Chicago, Illinois
- Davis, W. N. '31, Manager of Student Residences and Dining Service, Brown University, Providence, Rhode Island
- Downing, J. P. '40, Business Administrator, Pomfret School, Pomfret, Connecticut

- Eames, D. P. '41, Manager, Food Service and Housing, New York University, New York City
- Fauerbach, George '35, Owner, Institutional Dining Service, New York City
- Fisher, W. H. '28, Director of Student Housing, University of Miami, Coral Gables, Florida
- Hannum, P. C. '33, Business Manager, Residence Halls and Housing Supervisor, University of California, Los Angeles, California
- Harrington, R. C. '50, Director of Dining Halls, University of Santa Clara, Santa Clara, California
- Jorgensen, S. E. '56, Director of Commons and Residence Halls, University of Southern California, Los Angeles, California
- Kersey, R. L. '49, Division of Student Affairs, University of New Mexico, Albuquerque, New Mexico
- King, G. A. '49, Steward, Brandeis University, Waltham, Massachusetts
- King, H. P. Jr. '47, Director of Dining Halls, Virginia Polytechnic Institute, Blacksburg, Virginia
- Kulp, R. R. '45, Manager, Student Union, State Teachers College, Oswego, New York
- Lloyd, D. E. '48, Business Manager, Worcester Polytechnic Institute, Worcester, Massachusetts
- Minah, T. W. '32, Director, Dining Halls, Duke University, Durham, N. C.
- Morrison, W. B. '36, Manager, Burton House, Cambridge, Massachusetts
- Mund, C. J. '51, Dining Room Supervisor, John Jay Hall, Columbia University, New York City
- Norden, W. C. '52, Director of Memorial Student Union, University of North Dakota, Grand Forks, North Dakota
- Pederson, O. W. '52, Director of Food Service, Kent State University, Kent, Ohio
- Price, E. T. '47, Residence Halls Supervisor, Regents University of California, Davis, California
- Ryon, S. R. '47, Manager, Food Service, Willard Straight Hall, Cornell University, Ithaca, New York
- Shaw, L. J. '48, Manager, Student Union, Fredonia State Teachers College, Fredonia, New York
- Shaw, M. R. '34, Director of Dormitories, Cornell University, Ithaca, New York
- Snyder, K. S. '48, Director of Auxiliary Enterprises, Schenley Park Hotel, University of Pittsburgh, Pittsburgh, Pennsylvania
- Strohkorb, A. W. '51, Manager, Student Union, Princeton University, Princeton, New Jersey
- Whiting, E. A. '29, Associate Director, Willard Straight Hall, Ithaca, New York
- Zellmer, J. R. '43, Foods Manager, The Ohio Union, State University, Columbus, Ohio

## AIRLINES

- Babcock, J. L. '36, Vice-President, Dobbs Houses Inc., Memphis, Tennessee
- Bacon, R. H. '34, Division Commissary Superintendent, Latin American Division, Pan American World Airways, Miami, Florida
- Bollman, C. F. Jr. '41, Superintendent of Dining Service, United Air Lines, San Francisco, California
- Droz, A. W. '40, Assistant to Commissary Superintendent, Latin American Division, Pan American World Airways, Miami, Florida
- Fisk, W. W. '28, Assistant Director, Food Service, Northwest Orient Airlines, Minneapolis, Minnesota
- Gibson, P. B. '43, Manager, Personnel Selection, Sky Chefs, New York City
- Haverly, F. R. '42, Manager, Food and Catering Services, American Airlines, New York City
- Kersey, J. R. Jr. '40, Passenger Service Manager, O'Hare Airport, Chicago, Illinois

- McCrory, F. H. '39, Ground Service Superintendent, Pan American World Airways, South San Francisco, California  
 McDonough, J. J. '44, Operating Base Dining Service, Stapleton Field, Denver, Colorado  
 Parrott, P. J. '41, Flight Service Superintendent, Pan American Airways, New York City

#### OTHER RELATED ACTIVITIES

- Adair, C., Jr. '42, Sales Manager, L. H. Parke Company, Philadelphia, Pennsylvania  
 Baldwin, D. C. '49, Assistant Port Steward, United States Lines, New York City  
 Benway, L. L. '28, Supervisor, Hotel Loans and Property, Metropolitan Life Insurance Company, New York City  
 Brasted, D. C. '40, Manager, Bond Department, Evans and Co., New York City  
 Briggs, F. H. '35, Vice-President, Equitable Life Assurance Society; Managing Director, Department of Gateway Center, Pittsburgh, Pennsylvania  
 Carpenter, C. H. '51, Field Reporter, American Automobile Association, Washington, D.C.  
 Foertsch, W. H. '39, Walter H. Foertsch and Associates, Rochester, New York.  
 Gibson, A. W. '42, Adventures in Good Eating, Hines-Parke Company, Ithaca, New York  
 Greene, E. E. '48, Editor, Restaurant Management, Ahrens Publishing Company, Inc., New York City  
 Grohmann, H. V. '28, President, Needham and Grohmann, Inc., Advertising Agency, New York City  
 Heinsius, H. A. '50, Vice-President, Needham and Grohmann, Inc., Advertising Agency, New York City  
 Hopwood, D. J. '45, Sales Promotion and Advertising Manager, Institution Products Division, General Foods Corporation, New York City  
 Howard, K. E. '31, Assistant Director, Board of Education, New York City  
 Koehl, A. E. '28, President, Koehl, Landis and Landan, Inc., Advertising Agency, New York City  
 Lesure, J. D. '44, Junior Partner, Horwath and Horwath, Hotel Accountants, New York City  
 Morrisson, J. A. '30, Manager, Philadelphia Convention and Visitors Bureau, Philadelphia, Pennsylvania  
 Nolin, J. H. '25, General Partner, Horwath and Horwath, Hotel Accountants, New York City  
 Mullane, J. A. '35, James A. Mullane Insurance Agency, Springfield, Massachusetts  
 Munns, R. B. '27, Purchasing Agent, Oakland Quartermaster Market Center, Oakland, California  
 Ostrom, D. M. '48, Financial Analyst, General Foods Corporation, White Plains, New York  
 Rankin, J. L. '39, Manager, New Brentwood Apartments, Inc., Washington, D.C.  
 Ready, F. A. Jr. '35, Sales Manager, Dunham and Smith, Inc., Yokohama, Japan  
 St. Laurent, G. C. '33, President, St. Laurent and Company, Closter, New Jersey  
 Shuff, C. H. '37, Deputy Assistant Secretary of Defense for Internal Security Affairs, Washington, D.C.  
 Terrell, B. W. '42, Secretary-Treasurer, Farm House Frozen Foods, Inc., Miami, Florida  
 Vinnicombe, E. J., Jr. '33, Director, Tea Department, McCormick and Company, Baltimore, Maryland  
 Watson, Mrs. H. L. '26, Educational Director, American Hotel Association, New York City

# ADMISSION

**A**DMISSION to the School of Hotel Administration is granted in September and in February to the prospective student who meets:

- A. The regular academic entrance requirements, and
- B. The requirements in personal qualifications.

## A. ACADEMIC REQUIREMENTS

The applicant must have completed a secondary school course and must offer sixteen units of entrance credit including English, four units, and mathematics, two units. The remaining units are to be selected from the following list. They should include sciences (preferably chemistry and/or physics), social studies (including history), and, desirably, additional mathematics. The figures following each subject indicate its value in entrance units and show the minimum and the maximum amount of credit allowed in the subject.

ENGLISH, 4 YEARS (required of all entering students).....4

FOREIGN LANGUAGES (modern and ancient)

French .....	1-4	Spanish .....	1-4
German .....	1-4	Greek .....	1-3
Hebrew .....	1-3	Latin .....	1-4
Italian .....	1-3		

*(If a foreign language is offered for entrance, it is desirable to present at least two years, although credit will be granted for a single year of study in not more than two languages.)*

## MATHEMATICS

Elementary Algebra .....	1	Plane Geometry .....	1
Intermediate Algebra .....	1	Solid Geometry .....	1/2
Advanced Algebra .....	1/2	Plane Trigonometry .....	1/2

## SCIENCES

Biology .....	1	General Science .....	1
Botany .....	1/2-1	Physical Geography .....	1/2-1
Chemistry .....	1	Physics .....	1
Earth Science .....	1/2-1	Zoology .....	1/2-1

*(If a unit in biology is offered, a half-unit in botany and a half-unit in zoology may not also be counted.)*

SOCIAL STUDIES, including history (each course).....1/2-1

## VOCATIONAL SUBJECTS

Agriculture .....	1/2-1	Industrial Arts .....	1/2-1
Bookkeeping .....	1/2-1	Electives—any high school subject	
Drawing .....	1/2-1	or subjects not already used and	
Home Economics .....	1/2-1	acceptable to the University.....	1/2-2



High school and other preparatory work is appraised by the Director of Admissions, to whom the formal application and credentials should be sent. Correspondence relating to the academic admission requirements should be directed to him at Edmund Ezra Day Hall, Cornell University, Ithaca, New York.

A candidate may obtain credit in the subjects he wishes to present for admission in one or more ways, as follows:

1. By presenting an acceptable school certificate.
2. By passing, in the required subjects, the achievement tests of the College Entrance Examination Board.
3. By passing the necessary Regents examinations.

Since students enroll for the work in hotel administration at Cornell University from all parts of the United States and from other countries, and since the subjects of study available to students in the high schools vary from section to section, the prospective student is allowed wide freedom in the choice of his high-school subjects. Only English, obviously valuable, and the minimum mathematics necessary for the important required sequence of courses in engineering are specified. Students and vocational advisers should not, however, be misled by this freedom. The curriculum in hotel administration includes a number of rigorous courses in accounting, science, and engineering, and, while the committee on admissions gives due weight to the more personal factors, it insists, for the protection of the prospective student, on evidence of good scholastic ability—ability to carry an exacting college program.

For those students who attend the larger schools with a wealth of offerings, some suggestions as to choice of studies may be welcome. The committee believes that a sequence of study of at least three years of a foreign language is likely to be useful to the hotelman or restaurateur and that its completion is an evidence of scholastic ability. Two years of a language are of much less value than three.

In the selection of a preparatory course, consideration should be given to the student's interests and the school's facilities. It may be, nevertheless, that the following *suggested* preparatory program will be helpful to the adviser, the parent, and the student.

English, four units	Foreign language, three units
Mathematics, up to four units	French, German, Spanish, or Latin
Elementary Algebra, Intermediate Algebra, and Plain Geometry. Also, if possible, Trigonometry, Advanced Algebra, or Solid Geometry	Science, two units
History, at least one unit	Physics (helpful in engineering); Chemistry (helpful with foods work); General Science; Biology (helpful with foods work)
Chosen according to interest of the student and facilities of the school.	Electives, enough units to make the total sixteen.

While not required, a four-year sequence in mathematics is evidence

of good workmanship. Trigonometry is useful in the engineering courses. Of the sciences, physics (an additional foundation for engineering) and chemistry are preferred. Some history should be included.

### B. PERSONAL REQUIREMENTS

As more applicants can meet the requirements stated under "A" above than can be accommodated, the faculty attempts to choose through a Committee on Admissions (whose decisions are final) those likely to profit most by the instruction offered. The Committee asks that each prospective student arrange an interview with a representative of the School and that each prospective student take the Scholastic Aptitude Test given by the College Entrance Examination Board.\* Applicants are required to furnish three pictures, passport size, with the formal application or at the time of the interview.

The interviews are best held in Ithaca. Therefore, candidates who can conveniently visit Ithaca are urged to do so. They will profit by an acquaintance with the University, its facilities, and its staff. The interview will be most meaningful. In his correspondence, the applicant should mention the date and the hour of his choice, addressing his request to the School of Hotel Administration, Statler Hall.

However, not all prospective students can readily come to Ithaca. To meet their needs other arrangements are made. An interview team goes to Chicago each year at the time of the Mid-West Hotel Exposition, and to Cleveland, New York, Philadelphia, and Washington during March and April. Arrangements have also been made with graduates and others active in the hotel and restaurant business in most of the principal cities of the world to serve as interviewers. The prospective student should inform the School of his choice of time and place for his interview by writing directly to the School of Hotel Administration, Statler Hall.

The Scholastic Aptitude Test is given by the College Entrance Examination Board at points all over the country and at the larger cities abroad. It is given six times a year, but the prospective student should plan to take the test in December or January. Detailed information regarding the places of examination and the exact dates can be obtained by writing to the College Entrance Examination Board at Box 592, Princeton, New Jersey. Prospective students residing in the Rocky Mountain states or farther west should address the Board at Box 27896, Los Angeles 27, California. Admission to the Scholastic Aptitude Test is by prior arrangement only. Application for admission should be filed directly with the Board. To avoid a late application fee, it should be filed not later than three weeks in advance of the date of the examination.

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\*By exception this requirement is waived in the cases of applicants who are college graduates and in the cases of applicants whose mother tongue is not English.

The procedures involved in securing admission may appear somewhat involved. They are designed, however, to protect the prospective student. Only those are admitted who seem likely to be able to carry a rigorous college program and who seem likely later to be successful in the industry. The risk of future failure or disappointment is thus reduced to a minimum. To provide ample time for all the arrangements, the formal application for admission should be filed before April 1 for students planning to enter in September. Students planning to enter the spring term in February should file formal application by December 1.

Every accepted candidate for matriculation must submit to the Director of Admissions a satisfactory certificate of immunization against smallpox. It will be accepted as satisfactory only if it certifies that within the last three years a successful vaccination has been performed. Entering students, graduate or undergraduate, should consult the *General Information Announcement* for details on certain medical requirements that must be met either before or during the registration period. The Announcement may be obtained by writing the Office of Announcements, Edmund Ezra Day Hall.

### ADVANCED STANDING

With the approval of the Committee on Admissions students may be admitted to the School with advanced standing from other institutions of collegiate grade. To such students credit will ordinarily be given, against the specific degree requirements, for those courses for which substantially equivalent work has been done. For that portion of the student's work not applicable to the specific requirements, credit up to twenty-four hours will ordinarily be given against the requirement of one hundred and twenty hours. The total of transfer credit allowed may not exceed sixty semester hours. Such students will be held, in common with the others, for the completion of the hotel-practice requirement before the last term of residence. Such students are expected to take the Scholastic Aptitude Test (unless they have already done so) and to present themselves for interviews. Formal applications for admission should be filed before March 1 with the Director of Admissions, Edmund Ezra Day Hall.

### COLLEGE GRADUATES

Advanced degrees, the Master's and the Doctor's, in the field of hotel and restaurant management have been offered at Cornell University since 1929. Just as with the four-year undergraduate course, the standards for admission and for graduation are high. Thus, to embark on

work toward the Master's or Doctor's degree, it is required that the student have completed the undergraduate program or its equivalent.

However, many college graduates interested in professional careers in hotel or restaurant operation, in industrial feeding, in hospital administration, or in institution or club management have found the specialized courses offered by the School of Hotel Administration a valuable addition to the more general education they have received as undergraduates. When approved by the committee on admissions, they are enrolled at their choice either as special students or as candidates for the School's Bachelor's degree. As special students they have found it possible to arrange attractive one-year or two-year programs of hotel courses. They are then eligible for the placement assistance offered by the Cornell Society of Hotelmen.

Those college graduates who wish to earn the Bachelor's degree of the School of Hotel Administration are held for the regular degree requirements, including the practice requirement, but they receive credit against the academic requirements for all the work they have previously completed satisfactorily that may be appropriately applied against those requirements, including the twenty-four hours of free electives; and, on application, against the practice requirement for any related experience in the field. About 30 per cent of the incoming students come as transfers from other institutions, and of these about half are college graduates.

The amount of time required to earn the second degree varies somewhat with the undergraduate program but is usually about four semesters. Since the professional courses that are typically selected by the college graduate are almost always the ones that would be required for the degree, most such students have found it worth while to get the degree, but that is at their option.

Each year a substantial number of the new students entering the School are college graduates. They have a community of interest and a seriousness of purpose that makes their study at the School very effective. In the second year they are extensively used as student assistants. The colleges whose graduates have appeared on the rolls of the Hotel School and have won recognition for themselves later in the field are too numerous to list here. They include such institutions as Dartmouth, Yale, University of Pennsylvania, Virginia, Michigan State, and California.

College graduates, candidates for admission, are held to satisfy the personal admission requirements described on page 47. Like all other candidates for admission they present themselves for a personal interview; but they are not required to take the College Board's Scholastic Aptitude Test. Those who have previously taken the latter test, however, are asked to have the Board transmit the scores.

### FOREIGN STUDENTS

Students from foreign countries who present satisfactory evidence of adequate capacity and training may be admitted to the School. If their previous education does not conform, point by point, to that required of the native student, they may, in some cases, be admitted as special students, not candidates for the degree. If their work is satisfactory, they may then later apply for regular status as degree candidates.

Prospective students whose native language is not English will not be required to take the Scholastic Aptitude Test. All prospective students, wherever they may be located, however, are required to arrange for an interview.

### LIVING ARRANGEMENTS

Students studying hotel and restaurant management at Cornell University are members of the regular student body. They participate in the usual student activities, play on the teams, sing with the glee clubs, and act in student plays. Like other students, they may live in the University's dormitories, in fraternity or sorority houses, or in private homes.

For men, dormitories housing about 2,000 are located on the western slope of the campus, about a five-minute walk from the center. There is a snack bar in one of the dormitories. Hotel students take many of their meals at the student cafeteria in Statler Hall, where the preparation and service are largely the work of their fellow students. Meal service is also available at the union building, Willard Straight Hall, in which all hotel students have membership, at the Home Economics Cafeteria, and at near-by commercial restaurants.

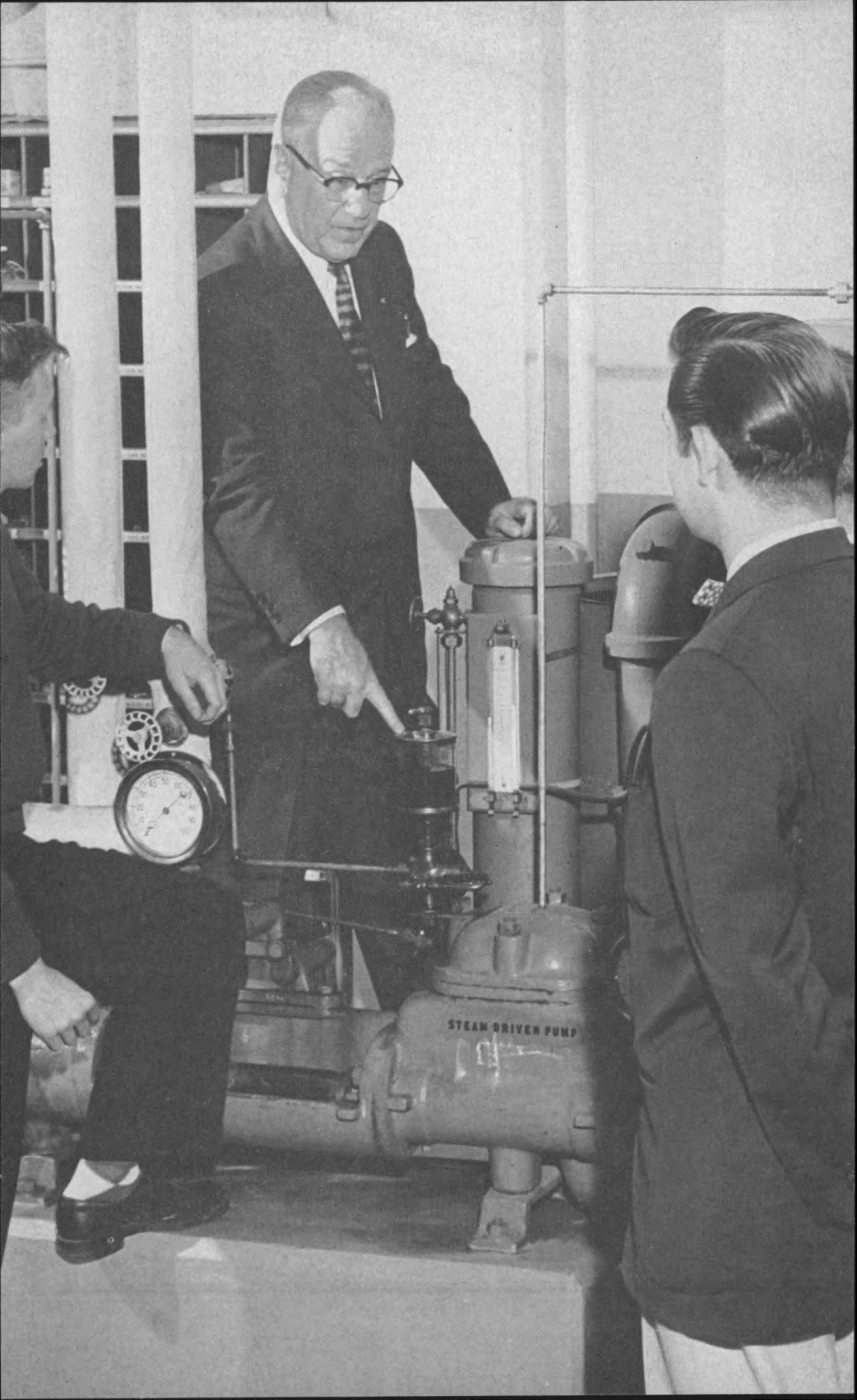
For women students, both graduate and undergraduate, the University provides attractive dormitories and cottages on the campus, less than a five-minute walk from the campus center. These residence units are supplemented by fourteen sorority houses near by. With few exceptions all undergraduate women students are required under University policy to live and take their meals in Residential Halls units or in sorority houses. Permission to live elsewhere in Ithaca is granted only under exceptional circumstances upon written application to the Office of the Dean of Women, Edmund Ezra Day Hall.

For married students, a new 96-unit housing development is available, consisting of twelve units, each with eight apartments. Some apartments have one bedroom; some have two bedrooms; and all are unfurnished.

Detailed information on all types of housing as well as application forms for living accommodations may be obtained by writing the Office of Residential Halls, Edmund Ezra Day Hall, Cornell University, Ithaca, New York.

*Chief Engineer H. L. Toombs of Chicago's Conrad Hilton Hotel, a visiting lecturer, cautions students to watch the lubrication of steam-driven pumps in the School's hotel and restaurant engineering laboratory.*







*"Fledglings Fly" A senior briefs freshmen on dining room service, one of these days*

# REQUIREMENTS FOR GRADUATION

STUDENTS regularly enrolled in the courses in hotel administration are candidates for the degree of Bachelor of Science. The requirements are:

1. The completion, with a general average grade of seventy, of 120 credit hours, required and elective, as set forth below.
2. The completion, before the last term of residence, of sixty points of hotel-practice credit as defined on page 59.
3. The completion, during the first four terms of residence, of the University requirements in military science (page 26) and physical education (page 27).
4. In the case of all students entering after June 1, 1955, the completion of eight terms in residence.\*

<i>Specifically Required</i>	<i>Semester Hours</i>
Hotel Accounting: 81, 82, 181, 182.....	16
Hotel Administration: 100, 114, 171.....	8
Hotel Engineering: 260 plus twelve additional hours.....	15
Foods: Hotel Administration 120, 220, 201‡, 206, 214, and 215.....	23
Economics: 103, 104 plus three additional hours.....	9
English: 111, 112.....	6
Speech and Drama 101‡.....	3
Total Specifically Required.....	80
<i>Hotel Electives</i> .....	16
<i>Free Electives</i> .....	24
Total Semester Hours Required for Graduation.....	120

A suggested program of courses arranged by years appears on pages 53-55. The specifically required courses there indicated account for eighty of the total of one hundred and twenty hours. From the list of hotel electives (page 56) some combination of courses, the credit for which totals at least sixteen hours, is also to be taken. The remaining twenty-four hours may be earned in courses chosen at will, with the approval of the adviser, from the offerings of any college of the Univer-

\*College graduates and students transferring from other colleges and universities may be allowed appropriate credit against the residence requirement at the time of admission. A student who has completed six terms at the School of Hotel Administration and who has attained a cumulative average of 85 may petition the faculty for permission to waive the residence requirement.

†Institution Management 200 plus one hour of hotel electives or Institution Management 210 may be substituted for Hotel Administration 201.

‡Extension Teaching 101-102 may be substituted for Speech and Drama 101, satisfying thereby in addition one hour of hotel electives.

sity, provided only that the customary requirements for admission to the courses chosen are met.

Students in the School of Hotel Administration who plan to attend summer school at Cornell or elsewhere and Cornell students who propose to attend any other university with the expectation that credit thus earned might be counted toward the Cornell degree in hotel administration, should obtain the approval of the School in advance. Credit will not be allowed otherwise.

Credit earned in the courses in military science and tactics or naval science, required of all physically fit men students, except certain classes of veterans, may be counted in the twenty-four hour group of free electives. Both men and women students are required by the University faculty to take courses in physical education, but no credit against the academic degree requirement is allowed for these courses.

# CURRICULUM\*

(A typical arrangement of the required courses, year by year)

## THE FRESHMAN YEAR

### *Specifically Required*

	<i>Semester Hours</i>
Orientation ( <i>Hotel Administration 100</i> ).....	2
Accounting ( <i>Hotel Accounting 81 and 82</i> ).....	8
Introductory Course in Reading and Writing ( <i>English 111 and 112</i> ).....	6
Psychology for Students in Hotel Administration ( <i>Hotel Administration 114</i> )...	3
Food Preparation ( <i>Hotel Administration 120 and 220</i> ).....	6
Mechanical Drawing ( <i>Hotel Engineering 260</i> ).....	3

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### *Suggested Electives*

Lectures on Hotel Management ( <i>Hotel Administration 155</i> )†.....	1
Typewriting ( <i>Hotel Secretarial Studies 37</i> )†.....	2
Mathematics in Accounting ( <i>Hotel Accounting 89</i> )†.....	2
French, Spanish, or other modern languages, according to preparation†.....	6

## THE SOPHOMORE YEAR

### *Specifically Required*

Hotel Accounting ( <i>Hotel Accounting 181 and 182</i> ).....	8
Chemistry and Its Application to Food Preparation ( <i>Hotel Administration 214-215</i> ).....	10
Elective courses in hotel engineering†.....	6
An elective course in expression:.....	3
Public Speaking ( <i>Speech and Drama 101</i> )	
Oral and Written Expression ( <i>Extension Teaching 101-102</i> )	

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### *Suggested Electives*

Lectures on Hotel Management ( <i>Hotel Administration 155</i> )†.....	1
Personnel Administration ( <i>Hotel Administration 119</i> )†.....	3
Business Writing ( <i>Hotel Administration 238</i> )†.....	3
Report Writing ( <i>Hotel Administration 154</i> )†.....	2
Food and Beverage Control ( <i>Hotel Accounting 184</i> )†.....	3
Accounting Machines in Hotels ( <i>Hotel Accounting 288</i> )†.....	1
French, Spanish, or other modern languages, according to preparation†.....	6

\*This arrangement is offered for illustration. Variations of it are acceptable provided only that the requirements for the degree as set forth on pages 51-52 are met. The courses mentioned are described in detail on pages 8-25.

†Hotel elective. Sixteen semester hours of courses so marked are to be taken.

‡The requirement in elective hotel engineering may be satisfied by any of the elective courses offered by the Department of Hotel Engineering and described on pages 16-18.



## THE JUNIOR YEAR

*Specifically Required*

	<i>Semester Hours</i>
Modern Economic Society ( <i>Economics 103-104</i> ).....	6
Quantity Food Preparation: Principles and Methods ( <i>Hotel Administration 201</i> )	4
Meats, Fish, and Poultry ( <i>Hotel Administration 206</i> ).....	3
Law of Business ( <i>Hotel Administration 171</i> ).....	3
Elective courses in hotel engineering†.....	6
	<hr/> 22

*Suggested Electives*

Lectures on Hotel Management ( <i>Hotel Administration 155</i> )†.....	1
Resort Management ( <i>Hotel Administration 113</i> )†.....	1
Personnel Administration ( <i>Hotel Administration 119</i> )†.....	3
Seminar in Personnel Administration ( <i>Hotel Administration 219</i> )†.....	2
Problems of Human Behavior in the Hotel and Restaurant Industry ( <i>Hotel Administration 116</i> )†.....	2
Law as Related to Innkeeping ( <i>Hotel Administration 172</i> )†.....	2
Law of Business: Contracts, Bailments, and Agency ( <i>Hotel Administration 272</i> )†	2
Law of Business: Partnerships and Corporations ( <i>Hotel Administration 274</i> )†...	2
Business Writing ( <i>Hotel Administration 238</i> )†.....	3
Hotel Public Relations ( <i>Hotel Administration 176</i> )†.....	1
Hotel Promotion ( <i>Hotel Administration 178</i> )†.....	1
Hotel Advertising ( <i>Hotel Administration 179</i> )†.....	1
Auditing ( <i>Hotel Accounting 183</i> )†.....	3
Food and Beverage Control ( <i>Hotel Accounting 184</i> )†.....	3
Hotel Accounting Problems ( <i>Hotel Accounting 185</i> )†.....	2
Interpretation of Hotel Financial Statements ( <i>Hotel Accounting 186</i> )†.....	2
General Survey of Real Estate ( <i>Hotel Administration 191</i> )†.....	2
Fire and Inland Marine Insurance ( <i>Hotel Administration 196</i> )†.....	3
Liability, Compensation, and Casualty Insurance ( <i>Hotel Administration 197</i> )†...	3
Quantity Food Preparation: Principles and Methods ( <i>Institution Management 210</i> )†.....	4
Food Service Management and Catering ( <i>Institution Management 310</i> )†.....	3
Food Selection and Purchase ( <i>Institution Management 220</i> )†.....	3
Stewarding ( <i>Hotel Administration 118</i> )†.....	2
Classical Cuisine ( <i>Hotel Administration 202</i> )†.....	2
Smorgasbord ( <i>Hotel Administration 203</i> )†.....	2
Wines ( <i>Hotel Administration 125</i> )†.....	1
Post-Harvest Handling of Vegetable Crops ( <i>Vegetable Crops 12</i> )†.....	3
Economic Fruits of the World ( <i>Pomology 121</i> )†.....	3

†The requirement in elective hotel engineering may be satisfied by any of the elective courses offered by the Department of Hotel Engineering and described on pages 16-18.

†Hotel elective. Sixteen semester hours of courses so marked are to be taken.

## THE SENIOR YEAR

*Specifically Required*Semester  
Hours

An elective course in economics§.....	3
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*Suggested Electives*

Lectures on Hotel Management ( <i>Hotel Administration 155</i> )†.....	1
Personnel Administration ( <i>Hotel Administration 119</i> )†.....	3
Human Relations ( <i>Hotel Administration 217</i> )†.....	2
Supervisory Training in Hotels ( <i>Hotel Administration 218</i> )†.....	2
Seminar in Personnel Administration ( <i>Hotel Administration 219</i> )†.....	2
Labor-Management Relations in the Hotel Industry ( <i>Hotel Administration 316</i> )†.....	3
Law of Business: Contracts, Bailments and Agency ( <i>Hotel Administration 272</i> )†	2
Law of Business: Partnerships and Corporations ( <i>Hotel Administration 274</i> )†...	2
Report Writing ( <i>Hotel Administration 154</i> )†.....	2
Hotel Public Relations ( <i>Hotel Administration 176</i> )†.....	1
Hotel Promotion ( <i>Hotel Administration 178</i> )†.....	1
Hotel Advertising ( <i>Hotel Administration 179</i> )†.....	1
Auditing ( <i>Hotel Accounting 183</i> )†.....	3
Food and Beverage Control ( <i>Hotel Accounting 184</i> )†.....	3
Hotel Accounting Problems ( <i>Hotel Administration 185</i> )†.....	2
Interpretation of Hotel Financial Statements ( <i>Hotel Accounting 186</i> )†.....	2
General Survey of Real Estate ( <i>Hotel Administration 191</i> )†.....	2
Fire and Inland Marine Insurance ( <i>Hotel Administration 196</i> )†.....	3
Liability, Compensation, and Casualty Insurance ( <i>Hotel Administration 197</i> )†...	3
Food Service Equipment ( <i>Hotel Engineering 361</i> )†.....	3
Food Selection and Purchase ( <i>Institution Management 220</i> )†.....	3
Restaurant Management ( <i>Hotel Administration 122</i> )†.....	2
Commercial Airline Feeding ( <i>Hotel Administration 123</i> )†.....	1
Institution Organization and Administration ( <i>Institution Management 320</i> )†...	3
Special Problems in Foods ( <i>Hotel Administration 353</i> )† ( <i>To be arranged</i> )	
Smorgasbord ( <i>Hotel Administration 203</i> )†.....	2
Wines ( <i>Hotel Administration 125</i> )†.....	1
Post-Harvest Handling of Vegetable Crops ( <i>Vegetable Crops 12</i> )†.....	3
Economic Fruits of the World ( <i>Pomology 121</i> )†.....	3
Prices ( <i>Agricultural Economics 115</i> ).....	3
Taxation ( <i>Agricultural Economics 138</i> ).....	3
Private Enterprise and Public Policy ( <i>Economics 501</i> ).....	3
Economics of Wages and Employment ( <i>Industrial and Labor Relations 340</i> ).....	3
Development of the American Economy and Business Enterprise ( <i>Business and Public Administration 120</i> ).....	3
Recent Economic and Business Changes ( <i>Business and Public Administration 121</i> )	3
Transportation ( <i>Business and Public Administration 180</i> ).....	3

§The requirement in elective economics may be satisfied by Hotel Administration 316, Agricultural Economics 115 or 138, or by any course in economics beyond Economics 103-104.

†Hotel elective. Sixteen semester hours of courses so marked are to be taken.

## HOTEL ELECTIVES

(From this list at least 16 semester hours are to be taken to satisfy the hotel elective requirement.)

Mathematics in Accounting ( <i>Hotel Accounting 89</i> ).....	2
Auditing ( <i>Hotel Accounting 183</i> ).....	3
Food and Beverage Control ( <i>Hotel Accounting 184</i> ).....	3
Hotel Accounting Problems ( <i>Hotel Accounting 185</i> ).....	2
Interpretation of Hotel Financial Statements ( <i>Hotel Accounting 186</i> ).....	2
Front Office Procedure ( <i>Hotel Accounting 188</i> ).....	1
Problems in Hotel Analysis ( <i>Hotel Accounting 189</i> ).....	2
Internal Control ( <i>Hotel Accounting 286</i> ).....	2
Accounting Machines in Hotels ( <i>Hotel Accounting 288</i> ).....	1
Lectures on Hotel Management ( <i>Hotel Administration 155</i> ).....	1
Problems of Human Behavior in the Hotel and Restaurant Industry ( <i>Hotel Administration 116</i> ).....	2
Personnel Administration ( <i>Hotel Administration 119</i> ).....	3
Research and Techniques in Personnel Administration ( <i>Hotel Administration 216</i> ).....	3
Human Relations ( <i>Hotel Administration 217</i> ).....	2
Supervisory Training in Hotels ( <i>Hotel Administration 218</i> ).....	2
Seminar in Personnel Administration ( <i>Hotel Administration 219</i> ).....	2
Labor-Management Relations in the Hotel Industry ( <i>Hotel Administration 316</i> )	2
Report Writing ( <i>Hotel Administration 154</i> ).....	3
Business Writing ( <i>Hotel Administration 238</i> ).....	3
Seminar in Hotel Administration ( <i>Hotel Administration 153</i> ).....	2, 3, or 4
Tourism ( <i>Hotel Administration 56</i> ).....	1
Law as Related to Innkeeping ( <i>Hotel Administration 172</i> ).....	2
Law of Business: Contracts, Bailments, and Agency ( <i>Hotel Administration 272</i> )..	2
Law of Business: Partnerships and Corporations ( <i>Hotel Administration 274</i> )....	2
Resort Management ( <i>Hotel Administration 113</i> ).....	1
Hotel Public Relations ( <i>Hotel Administration 176</i> ).....	1
Hotel Promotion ( <i>Hotel Administration 178</i> ).....	1
Hotel Advertising ( <i>Hotel Administration 179</i> ).....	1
Sales Promotion ( <i>Hotel Administration 278</i> ).....	1
General Survey of Real Estate ( <i>Hotel Administration 191</i> ).....	2
Fundamentals of Real-Estate Management ( <i>Hotel Administration 192</i> ).....	2
Fire and Inland Marine Insurance ( <i>Hotel Administration 196</i> ).....	3
Liability, Compensation, and Casualty Insurance ( <i>Hotel Administration 197</i> )....	3
Special Hotel Equipment ( <i>Hotel Engineering 261</i> ).....	3
Water Systems ( <i>Hotel Engineering 262</i> ).....	3
Steam Heating ( <i>Hotel Engineering 263</i> ).....	3
Electrical Equipment ( <i>Hotel Engineering 264</i> ).....	3
Hotel Planning ( <i>Hotel Engineering 265</i> ).....	3
Hotel Structures and Maintenance ( <i>Hotel Engineering 266</i> ).....	3
Refrigeration and Air Conditioning ( <i>Hotel Engineering 267</i> ).....	3
Food Service Equipment ( <i>Hotel Engineering 361</i> ).....	3
Stewarding ( <i>Hotel Administration 118</i> ).....	2
Food Selection and Purchase for the Institution ( <i>Institution Management 220</i> )..	3
Restaurant Management ( <i>Hotel Administration 122</i> ).....	2
Commercial Airline Feeding ( <i>Hotel Administration 123</i> ).....	1
Special Problems in Foods ( <i>Hotel Administration 353</i> ) (To be arranged)	
Food Service Management and Catering ( <i>Institution Management 310</i> ).....	3
Institution Organization and Administration ( <i>Institution Management 320</i> ).....	3

Quantity Food Preparation and Catering, Advanced Course ( <i>Institution Management 330</i> ).....	5
Menu Planning ( <i>Hotel Administration 124</i> ).....	1
Wines ( <i>Hotel Administration 125</i> ).....	1
Classical Cuisine ( <i>Hotel Administration 202</i> ).....	2
Smorgasbord ( <i>Hotel Administration 203</i> ).....	2
Nutrition and Health ( <i>Food and Nutrition 190</i> ).....	2
General Bacteriology ( <i>Bacteriology 1</i> ).....	6
Household Bacteriology ( <i>Bacteriology 4</i> ).....	3
Human Physiology ( <i>Physiology 303</i> ).....	3
Economic Fruits of the World ( <i>Pomology 121</i> ).....	3
Post-Harvest Handling of Vegetable Crops ( <i>Vegetable Crops 12</i> ).....	3
Interior Design for Hotels ( <i>Housing and Design 130</i> ).....	2
Hotel Textiles ( <i>Textiles 270</i> ).....	2
Hotel Furnishing and Decorating ( <i>Housing and Design 130</i> ).....	2
Hotel Housekeeping ( <i>Textiles 140a</i> ).....	1
Modern language, according to preparation.....	6
Typewriting ( <i>Hotel Secretarial Studies 37</i> ).....	2
Office Machines ( <i>Hotel Secretarial Studies 38</i> ).....	1
Shorthand Theory ( <i>Hotel Secretarial Studies 131</i> ).....	4
Secretarial Typewriting ( <i>Hotel Secretarial Studies 132</i> ).....	2
Secretarial Procedures ( <i>Hotel Secretarial Studies 138</i> ).....	4

## CERTIFIED PUBLIC ACCOUNTING

Graduates who plan to go into hotel and restaurant accounting and who expect eventually to become candidates for admission to the examination for a certificate as a certified public accountant in the State of New York may, by taking a special program, earn the certification of the School of Hotel Administration as having completed the course of study approved by the Education Department of the State of New York. The program involves carrying a substantial load of additional subjects. Students interested should consult with Professor Cladel.

## SUGGESTED PROGRAM FOR PROSPECTIVE RESTAURATEURS

	Semester Hours
<b>THE FRESHMAN YEAR*</b>	
Orientation ( <i>Hotel Administration 100</i> ).....	2
Accounting ( <i>Hotel Accounting 81</i> ).....	4
Restaurant Accounting ( <i>Hotel Accounting 82</i> ).....	4
Introductory Course in Reading and Writing ( <i>English 111-112</i> ).....	6
Psychology for Students in Hotel Administration ( <i>Hotel Administration 114</i> )...	3
Food Preparation ( <i>Hotel Administration 120-220</i> ).....	6
Mechanical Drawing ( <i>Hotel Engineering 260</i> ).....	3
Typewriting ( <i>Hotel Secretarial Studies 37</i> ).....	2
	30
<b>THE SOPHOMORE YEAR</b>	
Hotel Accounting ( <i>Hotel Accounting 181</i> ).....	4
Intermediate Accounting ( <i>Hotel Accounting 182</i> ).....	4
Chemistry and Its Application to Food Preparation ( <i>Hotel Administration 214-215</i> ).....	10
Special Hotel Equipment ( <i>Hotel Engineering 261</i> ).....	3
Water Systems ( <i>Hotel Engineering 262</i> ).....	3
Public Speaking ( <i>Speech and Drama 101</i> ).....	3
Lectures on Hotel Management ( <i>Hotel Administration 155</i> ).....	1
Accounting Machines in Hotels ( <i>Hotel Administration 288</i> ).....	1
Hotel Promotion ( <i>Hotel Administration 178</i> ).....	1
	30
<b>THE JUNIOR YEAR</b>	
Quantity Food Preparation: Elementary Course ( <i>Hotel Administration 201</i> )....	4
Meats, Fish, and Poultry ( <i>Hotel Administration 206</i> ).....	3
Modern Economic Society ( <i>Economics 103-104</i> ).....	6
Law of Business ( <i>Hotel Administration 171</i> ).....	3
Electrical Equipment ( <i>Hotel Engineering 264</i> ).....	3
Refrigeration and Air Conditioning ( <i>Hotel Engineering 267</i> ).....	3
Personnel Administration ( <i>Hotel Administration 119</i> ).....	3
Food and Beverage Control ( <i>Hotel Accounting 184</i> ).....	3
Lectures on Hotel Management ( <i>Hotel Administration 155</i> ).....	1
Wines ( <i>Hotel Administration 125</i> ).....	1
	30
<b>THE SENIOR YEAR</b>	
An elective course in economics.....	3
Classical Cuisine ( <i>Hotel Administration 202</i> ).....	2
Smorgasbord ( <i>Hotel Administration 203</i> ).....	2
Stewarding ( <i>Hotel Administration 118</i> ).....	2
Menu Planning ( <i>Hotel Administration 124</i> ).....	1
Post-Harvest Handling of Vegetable Crops ( <i>Vegetable Crops 12</i> ).....	3
Economic Fruits of the World ( <i>Pomology 121</i> ).....	3
Restaurant Management ( <i>Hotel Administration 122</i> ).....	2
Human Relations ( <i>Hotel Administration 217</i> ).....	2
Fire and Inland Marine Insurance ( <i>Hotel Administration 196</i> ).....	3
Food Service Equipment ( <i>Hotel Engineering 361</i> ).....	3
Law of Business: Partnerships and Corporations ( <i>Hotel Administration 274</i> )....	2
Hotel Advertising ( <i>Hotel Administration 179</i> ).....	1
Sales Promotion ( <i>Hotel Administration 278</i> ).....	1
	30

\*This program is suggested for illustration. Many variations are available.



## PRACTICE REQUIREMENT

**T**O MEET the practice requirement, each student must complete *before the last term of residence* three summer periods (or their equivalent) of supervised employment on approved jobs in approved hotels or restaurants. For purposes of administration this requirement is also stated as *the completion, before beginning the last term of residence, of at least sixty points of practice credit, where the point of credit is so defined that the normal summer's work of about ten weeks, with all the required\* notices, reports, and other supervision, counts for twenty points.* For exceptionally good types of experience, good workmanship, and excellent reports, excess credit is given, while for poor experience, poor workmanship, or poor or tardy reports, less than normal credit is allowed.

Credit for hotel or restaurant experience is estimated on the basis of reports filed by the students, by the School's coordinator, and by the employers. A limited amount of credit (up to forty-five points) may be earned before entering college. Therefore, students who expect to be employed in the field before entering Cornell University and who wish to count that work against the practice requirement should apply before beginning work or as soon thereafter as possible to the Committee on Practice for instructions. Not more than forty-five points of practice credit may be earned in any one hotel or restaurant, and not more than 15 points may be earned while earning academic credit. Applications for practice credit must be made at the time of registration. No credit will be allowed for prior experience not reported at the time of registration.

Each student enrolled in the School is expected to spend his summer vacation periods at approved work, and failure to do so without the express permission of the Committee on Practice or failure to submit the required practice notices and reports renders him liable to dismissal or discipline. Plans for the summer should be made definite only after a study of the practice instructions and with the approval of the chairman of the Committee. Formal application for credit must be filed on or before the first day of classes following the completion of the period of experience.

Since hotel and restaurant experience is a prerequisite for most of the special hotel and restaurant courses, it is distinctly to the student's

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\*As set forth in the Practice Instructions supplied on request to the School, Statler Hall.

advantage to satisfy the practice requirement early in his career. Attention is called especially to the fact that the practice requirement must be satisfied before the beginning of his last term of residence. No student is permitted to register for his final term of residence until he has satisfied the practice requirement in full.

Since cadets in the Army Reserve Officers Training Corps are expected to spend six weeks in camp during the summer before their senior year, it is especially desirable that hotel students who plan to join the Corps and to elect the advanced courses in military science and tactics make every effort to expedite their practice work early. By working the full vacation periods of thirteen weeks and by filing extra reports it is possible to satisfy the practice requirements and to attend the final summer training camp.

Similarly students enrolled in the Navy Reserve Officers Training Corps who must make summer cruises should anticipate the practice requirements as much as possible.

Although the supervised practice is an essential part of the student's program, the School does not guarantee summer positions. Through the School's numerous contacts with the hotel and restaurant industry, a considerable number of openings are available for students of high promise. Other students are assisted in finding work, and, ordinarily, persons of reasonable ability should have no difficulty in making arrangements.

Some hotels and restaurant organizations (among them the American Hotel Corporation, Hilton Hotels, Hotels Statler, Inc., and Stouffer's and Howard Johnson's restaurants) make a point of providing experience opportunities for Cornell students, setting up special apprenticeship arrangements with rotated experience for them.

The type of experience for which practice credit has been given is illustrated by jobs previously held by hotel students:

Maitre d'Hotel, Mirror Lake Inn, Lake Placid, New York  
Auditor, C. I. Panagulias & Co., Pittsburgh, Pennsylvania  
Assistant to President, Seminole Hotel, Jacksonville, Florida  
Room Service Host, Southward Inn, Orleans, Massachusetts  
Night Auditor, Harbor Point Club, Harbor Springs, Michigan  
Assistant Manager, Spruce Mt. Lodge, Silver Bay, New York  
Chef, Windcliff House, South Haven, Michigan  
Bartender, Lake Placid Club, Lake Placid, New York  
Trainee, Sheraton Astor Hotel, New York, New York  
Assistant Manager, Howard Johnson's, Williamstown, Massachusetts  
Apprentice Chef, Plaza Hotel, New York, New York  
Manager, Fire Island Beach Club, Ocean Beach, New York  
Food & Beverage Controller, Shelburne Hotel, Atlantic City, New Jersey  
Information Clerk, St. Francis, San Francisco, California  
Chef, Big Wolf Club, Faust, New York  
Food Checker, Skytop Lodge, Skytop, Pennsylvania  
Baker, Macomber Hotel, Cape May, New Jersey

Night Auditor, Hotel Statler, Buffalo, New York  
Front Office Cashier, Chapman Park Hotel, Los Angeles, California  
Assistant Steward, Rochester-Sheraton, Rochester, New York  
Dining Room Captain, Bermudiana Hotel, Hamilton, Bermuda  
Food Checker, Montauk Manor, Montauk, New York  
Kitchen Steward, Feather River Inn, Blairsden, California  
Storeroom Clerk, Waldorf-Astoria, New York, New York  
Desk Clerk, Green Mountaineer Hotel, White River Junction, Vermont  
Bellman, Sain's Hotel, Mt. Freedom, New Jersey  
Trainee, The Plaza (Hilton Hotels), New York, New York  
Traveling Auditor, National Hotel Co., Galveston, Texas  
Trainee, Howard Johnson's, Asheville, North Carolina  
Junior Host, Mountain View House, Whitefield, New Hampshire  
Assistant Food Manager, Memorial Hospital, Wilmington, Delaware  
Desk Clerk, Revere Hotel, Morristown, New Jersey  
Manager, Tennis Club of Rochester, Rochester, New York  
Inspector, Duncan Hines, Inc., Ithaca, New York  
Waiter, Statler Inn, Ithaca, New York  
Circuit Operator, Sheraton-Park Hotel, Washington, D. C.  
Manager, Dunes Club, Ocean City, Maryland  
Desk Clerk, Edgewater-Reef Hotel, Honolulu, T. H.  
Steward-Manager, Sodus Bay Yacht Club, Sodus Point, New York  
Restaurant Trainee, Van-de-Kamp's Restaurant, Los Angeles, California  
Assistant Manager, Westwood Country Club, Rocky River, Ohio  
Bellman, Cornwallis Inn, Kentville, Nova Scotia  
Hostess, Hulett's Hotel, Hulett's Landing, New York  
Room Clerk, Jackson Lake Lodge, Moran, Wyoming  
Catering Manager, McLure Hotel, Wheeling, West Virginia  
Bar Manager, Country Villa, Bushkill, Pennsylvania  
Assistant Steward, Lake Spofford Hotel, Spofford, New Hampshire  
Bus Boy, Hotel Syracuse, Syracuse, New York  
Secretary, Pocono Manor Inn, Pocono Manor, Pennsylvania  
Dining Room Captain, Lake George Club, Diamond Point, New York  
Cook, Bookbinder's Sea Food House, Philadelphia, Pennsylvania  
Houseman, Atlantis Hotel, Kennebunk, Maine  
Sales Representative, Hotel Statler, New York, New York  
Trainee, Imperial Hotel, Tokyo, Japan  
Cashier, John Bartram Hotel, Philadelphia, Pennsylvania  
Dining Room Captain, Mayflower Hotel, Akron, Ohio  
Desk Clerk, Atlanta Biltmore, Atlanta, Georgia  
Assistant Manager, Carr House, Wolfeboro, New Hampshire  
Voucher Clerk, Hotel Statler, Buffalo, New York  
Floor Steward, The Robert E. Lee, Winston-Salem, North Carolina  
Assistant Chef, Griswold Hotel, Groton, Connecticut  
Purchasing Steward, Hotel Cleveland, Cleveland, Ohio

## EXPENSES

A DETAILED statement regarding fees and expenses will be found in the *General Information Announcement*, which will be sent on request. The chief items are briefly referred to here.

Each term the student becomes liable on registration for:

Tuition*	\$462.50
College and University General Fee	87.50
<hr/>	
Total per term	\$550.00

The College and University General Fee contributes toward the services given by the libraries, the Clinic and Infirmary, and the student union in Willard Straight; it also pays part of the extra costs of laboratory courses and general administration, and supports programs of physical recreation and student activities.

For information regarding other fees, nonrecurring, the time and method of payment, and the automobile parking fees and regulations, the reader is referred to the *General Information Announcement*.

### HEALTH SERVICES AND MEDICAL CARE

These services are centered in the University Clinic or out-patient department and in the Cornell Infirmary or hospital. Students are entitled to unlimited visits at the Clinic; laboratory and X-ray examinations indicated for diagnosis and treatment; hospitalization in the Infirmary with medical care for a maximum of fourteen days each term and emergency surgical care. The cost for these services is included in the College and University general fee. On a voluntary basis, insurance is available to supplement the services provided by the health fee. For further details, see the *General Information Announcement*.

### SELF-SUPPORT

A study of student budgets suggests that \$2,100 a year is necessary for the student who meets all his expenses in cash. This is to be considered a minimum. For comfortable living, more is required. Clothing, transportation, and fraternity dues are not included.

The student who wishes to be partially self-supporting can, however, ordinarily earn his room or his meals, reducing the school-year budget to \$1,300 or \$1,400. Many earn more, but the sacrifice in time and energy, the drain on classroom work, especially the first year, is heavy for any but the more capable students. Savings from summer earnings can usually be counted on for from \$300 to \$1,000.

\*Tuition and fees may be changed by the Board of Trustees to take effect at any time without previous notice.

## SCHOLARSHIPS AND OTHER FINANCIAL AID

**N**O WORTHY and able student needs to hesitate to consider Cornell because of limited means. The scholarship resources of the Hotel School are strong, and it is the aim of the School to provide sufficient assistance so that any candidate who can make a good showing of promise can make his way through without undue strain on him or his parents.

In addition to the financial aid available from the general scholarship funds of the University and the large number of Hotel School scholarships listed below, aid is available through work opportunities in the Statler Inn and Club and elsewhere on the campus and in the community; and through the ample loan resources of the Guiteau Fund and the loan fund of the Cornell Society of Hotelmen.

### APPLICATIONS

*PROSPECTIVE STUDENTS.* . . Applications for scholarship aid from new students are handled through the College Scholarship Service, an intercollege agency which processes centrally scholarship applications for a large number of universities. Application blanks will be provided on request by the Office of Admissions.

In the awards consideration is given to the financial situation of the student and his family, and to his ability as evidenced by his preparatory school record, his scholastic aptitude test scores, and the interview report.

*ENROLLED STUDENTS.* . . Students already enrolled in the School may obtain scholarship application blanks at the School office. In making the award to continuing students, consideration is given to need as evidenced by the family's financial situation and the student's scholastic record as well as to his over-all promise.

### SCHOLARSHIPS

*The Horwath and Horwath Scholarship*, founded by the accounting firm of Horwath and Horwath of New York City, entitles the holder to \$400 for the year and recognizes particularly scholarship in the field of accounting.



*The New Jersey State Hotel Association Scholarships* are supported by an annual grant of \$400 from the New Jersey State Hotel Association. In the award, preference is given to residents of New Jersey.

*The Pennsylvania Hotels Association Scholarship*, established in 1933, entitles the holder to \$200 a year. In the award, preference is given to residents of Pennsylvania.

*The Harris, Kerr, Forster & Company Scholarship*, established by the firm of accountants of that name, is supported by an annual grant of \$200, and is awarded to worthy students of promise in the accounting field.

*The Needham and Grohmann Scholarship*, established in 1933 by the advertising agency of that name, entitles the holder to \$200 a year, and recognizes particularly scholarship in the field of hotel advertising.

*The Hotel Ezra Cornell Fund* was established originally in 1935 by a donation from the profits of the 1935 Hotel Ezra Cornell and has been maintained by continuing grants from succeeding boards. The principal or income may be used for scholarship or loan assistance.

*The A. E. Stouffer Scholarship*, established by The Stouffer Corporation, operators of the Stouffer Restaurants in Cleveland, Detroit, Philadelphia, Pittsburgh, New York, and Chicago, entitles the holder to the income available from the A. E. Stouffer Scholarship Fund of \$5,200 and recognizes particularly scholarship in subjects related to restaurant operation.

*The New York State Hotel Association Scholarship*, supported by subscriptions from members of that association, provides stipends of varying amounts. In the award preference is given to residents of New York State.

*The Partridge Club Scholarship*, established by the Partridge Club of New York, Inc., is supported by an annual grant of \$600 a year. The award is open to a needy student who is a citizen of the United States and a resident of metropolitan New York.

*The Thomas L. Bland Scholarship*, consisting of the income available from a bequest of \$10,000, is given to a "deserving and needful person," preference being given, all things else being nearly equal, to residents of the late Mr. Bland's native state of North Carolina.

*The F. and M. Schaefer Scholarship* was established in 1940 by an endowment of \$12,500 as a memorial to Frederick and Maximilian Schaefer, founders in 1842 of the F. and M. Schaefer Brewing Company. In making the award, preference will be given, where equitable, to students from New England or the Middle Atlantic states.

*The Ralph Hitz Memorial Scholarship* is supported by an endow-

ment of \$10,000 contributed by his friends to honor the memory of the late Ralph Hitz, founder of the National Hotel Management Company.

*The Herbert L. Grimm Memorial Scholarship* consists of the income from an endowment of approximately \$3,000 contributed by the friends of the late Mr. Grimm through the Pennsylvania Hotels Association, of which he was for many years an active member.

*The Schlitz Scholarships*, supported by an annual donation of \$10,500 from the Joseph Schlitz Brewing Company of Milwaukee, consist of annual grants of \$1,500 a year.

*The Albert Pick, Jr., Scholarship* is supported by an annual donation of \$400 from Mr. Pick, president of the Pick Hotels Corporation, Chicago, Illinois.

*The Howard Dayton Hotels Scholarship* is supported by an annual grant of \$100 from Howard L. Dayton, Daytona Beach, Florida, of the class of 1928.

*The Barney L. Allis Scholarship* is supported by an annual grant of \$100 donated by Barney L. Allis, president of the Hotel Muehlebach, Kansas City, Missouri.

*The Koehl, Landis, and Landan Scholarship* is supported by an annual grant of \$150 donated by the advertising firm of that name.

*The Cornell Society of Hotelmen Scholarship* is supported by an annual grant of \$200 from that society.

*The Sol Amster Scholarship* is supported by an annual grant of \$100 from Sol Amster, proprietor of Balfour Lake Lodge, Minerva, New York.

*The Duncan Hines Foundation Scholarships.* The trustees of the Duncan Hines Foundation make an annual donation of \$500 for scholarships for the benefit of students "engaged in special studies in foods, food values, dietetics, culinary arts, and similar subjects."

Another scholarship of \$100 is supported by an anonymous donor.

*The Hotel Management Scholarship in Memory of J. O. Dahl*, an annual grant of \$200, was established by the publication *Hotel Management* in 1947 on the occasion of the joint twenty-fifth anniversary of that publication and the School of Hotel Administration.

*The John Sherry Scholarship* was established in recognition of Mr. Sherry's many years of volunteer service on the faculty.

*The Lucius M. Boomer Scholarship*, representing the royalties of Mr. Boomer's book *Hotel Management*, is available through the generosity of Mrs. Boomer for award to students from Norway, her native country.

*The Cornell Hotel Association* makes an annual donation of \$100 to support a scholarship in the name of that association.

*Fred A. Simonsen*, president of Greenfield's, Detroit, makes an annual donation of \$500 for a scholarship in his name to be granted to persons interested in restaurant administration.

*The Frank A. McKowne Scholarship*, originally established by the School itself in memory of Mr. McKowne and in recognition of his many years of service as chairman of the Committee on Education of the American Hotel Association and as a trustee of the Statler Foundation, was endowed in 1952 by the Statler Foundation through a gift of \$30,000.

*The McCormick and Company Scholarship* is supported by an annual grant of \$600 from McCormick and Company of Baltimore. It is awarded, upon application, to a student (or students) in need of financial assistance, who in respect to superior character, interest, and scholarship, gives evidence of being a worthy recipient.

*The Hotel Association of New York City Memorial Scholarships*, established by that association as memorials to its deceased members, are of \$500 a year each and are supported by annual grants of \$1,000. The awards are open to needy and worthy students from the area of metropolitan New York. Preference is given to children of hotel workers.

*The Anheuser Busch Scholarships*, supported by an annual donation of \$1,500 from Anheuser Busch, Inc., of St. Louis, consist of annual grants of \$500 a year.

*The Taylor Scholarship Foundation*, Charles Taylor, President, awards "all-expense" scholarships to selected students of Greek descent. Details are obtainable from the Foundation at 50 Central Park South, New York 19, New York.

*The Boston Stewards*, a branch of the International Stewards and Caterers Association, donates up to \$400 a year for the assistance of students from the Boston metropolitan area.

*The Ellsworth Milton Statler Scholarships* were established by the Statler Foundation (Trustees: Alice M. Statler, E. H. Letchworth, and Michael J. Montesano) in memory of the founder of Hotels Statler Company, who was the donor, through the Foundation, of Statler Hall. The scholarships are awarded to promising needy students and carry an annual stipend of up to \$1,000 each, according to need.

*The William W. Malleson Scholarship* was established in recognition of the voluntary service on the faculty of William W. Malleson, Jr. of Skytop Lodge, Skytop, Pennsylvania.

*The Invitation Club Award* was created by a donation of \$500 from the Invitation Club of New York. It may be used to honor the senior who has shown the most improvement in his scholarship during his four years in the School of Hotel Administration.

*The Pittenger Scholarship* was created by a bequest of \$3,000 by the late George W. Pittenger, for many years an officer of the American Hotel Association. The award is open to a worthy student from Switzerland.

*The Callis Scholarship*, initiated through the generosity of Mr. H. B. Callis, consultant to the Statler Foundation and long-time friend of the School, in the name of his two sons, E. C. Callis, '42, and H. B. Callis, Jr. '49, is supported by the income from an endowment of over \$5,000.

*The Thomas Phelps Jones Memorial Scholarship*, established in 1954 by the International Stewards' and Caterers' Association in memory of their distinguished former member, Mr. Thomas Phelps Jones of Boston, carries an annual grant of \$500.

*The Odenbach Scholarship* is supported by annual grants by Fred J. Odenbach, for many years a leader in the hotel business of New York State. In the award, preference is given to needy students from the Rochester, New York, area.

*The H. J. Heinz Company* presents each year to a qualified graduating high school senior a scholarship of \$1,000 to be used for tuition and financial assistance at any accredited college or university offering a four-year course in restaurant administration. Applicants will be judged on scholastic ability, aptitude, and interest in food service, ability to get along with people, leadership qualifications, character and professional promise, and financial need. Applications are filed through the Educational Department of the National Restaurant Association, 8 South Michigan Avenue, Chicago 3, Illinois.

*The New York State Club Managers' Association Scholarship*, to be awarded to a worthy student needing financial assistance to finish college, is supported by an annual grant of \$250 from the New York State Club Managers' Association.

*The Howard Johnson Scholarships*, initiated in 1955, are maintained by annual grants from the Howard D. Johnson Company. The two scholarships each carry a stipend of \$500 and are awarded on the basis of promise and need, with preference given to those interested in restaurant work.

*The Prophet Company Scholarships*, awarded on the basis of need and promise, are supported by annual grants of \$1,000 from The Prophet Company, H. A. Montague, President.

*The H. B. Cantor Scholarships*, two of \$500 each, are supported by annual grants from the H. B. Cantor Foundation, established by the president of the Carter Hotels Operating Corporation.

*The Arthur G. Davis Memorial Scholarship*, supported by the National Association of Hotel and Restaurant Meat Purveyors, provides \$250 in alternate years.

*The Hilton Hotels International Scholarship* of \$500 was established by Conrad N. Hilton to be awarded each year to an outstanding foreign student whose scholastic record and personal character and attributes make him worthy of recognition.

*The H. B. Meek Scholarship* was initiated by E. Lysle Aschaffenburg who solicited contributions from friends and alumni.

*The Seapak Scholarship* of \$250 was established by the Seapak Corporation, J. Roy Duggin, President, for the benefit of students of demonstrated need and ability.

*The Scholarship of the New York City Chapter of the Cornell Society of Hotelmen* is maintained by contributions from members of the Chapter. In the award, preference will be given to candidates from the metropolitan New York area.

*The Scholarship of the Philadelphia Chapter, Cornell Society of Hotelmen*, is maintained by contributions from members of the Chapter. In the award, preference will be given to candidates from the Philadelphia area.

*The Scholarship of the Pittsburgh Chapter, Cornell Society of Hotelmen*, is maintained by contributions from members of the Chapter. In the award, preference will be given to candidates from the Pittsburgh area.

*The Scholarship of the Western New York Chapter, Cornell Society of Hotelmen*, is maintained by contributions from members of the Chapter. In the award, preference will be given to candidates from the western New York area.

*The Al Green Scholarship* in the amount of \$1,000 was established by the Al Green Enterprises to aid needy and worthy students interested especially in restaurant work.

*The Scholarship of the New York Chapter of the Hotel Sales Managers Association* is for \$350. It is open to all deserving students in need of financial assistance.

*The Georges and Marian St. Laurant Scholarship* is the gift of Mr. and Mrs. St. Laurant. Open to undergraduate men and women who have completed at least one term in residence.



*The Atlanta Scholarship* in the amount of \$500 a year is supported by annual donations from the Atlanta Trading Company.

*The Greenbrier Scholarship* of \$1,000 a year is supported by an annual grant from The Greenbrier, White Sulphur Springs, West Virginia, Walter J. Tuohy, President, E. Truman Wright, '34, Manager.

*The Robert W. Samson Memorial Scholarship* is maintained by annual grants from The Bermudiana, Hamilton, Bermuda. The award of \$500 a year is available for the assistance of students who are sons or daughters of travel agents or of their employees.

**GRANTS-IN-AID.** In addition to the scholarships named above, the School has funds in the total amount of \$20,000 for grants-in-aid to deserving and meritorious applicants. Hotel students are further eligible for the general University scholarships described in the University's *Announcement of Financial Aids and Scholarships*. These include the Cornell National Scholarships, carrying values ranging as high as full tuition plus \$900 a year, the University Undergraduate Scholarships, \$200 a year, and the State of New York Scholarships, ranging from \$200 to \$350 a year, open to New York State residents.

**PRIZE.** The New York State Society of Certified Public Accountants offers a prize "key" of the Society's seal, appropriately engraved, a scroll, a one-year subscription to "The New York Certified Public Accountant," and a certificate to the outstanding students in accounting.

**ASSISTANTSHIPS.** Upperclass students ranking high in scholarship are eligible for appointment as student assistants. These positions pay up to \$1,200 a year and represent excellent experience opportunities.

## LOANS

Loans to promising students in need of assistance have been made possible by gifts to the University. It is a general policy to grant loans only to students who have completed at least two terms at Cornell. The student in need of assistance may apply through the Office of the Dean of Men and Dean of Women.

Short-term loans in small amounts may be arranged through the secretary of the Cornell Society of Hotelmen, Associate Professor Robert Beck, Statler Hall 423.

Ye Hosts, recognition society of the School of Hotel Administration, also has established a loan fund for students in need of temporary financial assistance.

## SUMMER SHORT COURSES

TO MEET the needs of those who are actively engaged in hotel or restaurant work but who may be able to spend a week or more in study, the School of Hotel Administration offers a series of short unit courses during the summer. One, two, or three weeks in length, they cover such topics as Hotel Operation, Restaurant Management, Advertising and Sales Promotion, Personnel Methods, Quantity Food Preparation, Hotel Stewarding, Menu Planning, Hotel Accounting, Restaurant Accounting, Food Control, Interpretation of Hotel Statements, Hotel Engineering and Maintenance, Hotel Housekeeping, and Hospital Operation.

Workshops for executives in the hotel industry are held at frequent intervals.

Requests for detailed information should be addressed to the Dean of the School, Statler Hall, Cornell University, Ithaca, N. Y.



*Workshop for hotel managers held at the School of Hotel Administration.*

