

CORNELL Chronicle

Volume 22 Number 18 January 24, 1991

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Dear Uncle Ezra

 CIT
supplement
inside

Sketchy details



David Lynch-Benjamin

Jeff Marshall, a senior in the College of Architecture, Art and Planning, works on a sketch of the Arts Quadrangle.

CU responds to emotional impact of war

Cornell is encouraging members of the university community — including faculty, staff and students — to be considerate of the emotional impact others may feel as a result of the Persian Gulf war.

It is also setting up means for students and others to learn of campus discussions and of services that may be helpful in thinking about and dealing emotionally with the Middle East conflict.

On the morning after war began, Larry I. Palmer, vice president for academic programs and campus affairs, met with about 30 student-service professionals and faculty members with administrative roles in Cornell's colleges.

He said classes for Cornell's 18,000 students would start on schedule Jan. 21 and that he was not seeking to "shape a university position" on the war, but he added:

"For most 18-to-21-year-olds, this is the first time they have felt the emotional impact of finding their country at war, and they are facing this away from home. I hope we can set up opportunities for our students to talk about all this in small groups or one-to-one."

Palmer said, "All of us in the Cornell community should be sensitive to the burdens borne by our students and colleagues, especially those with sons and daughters and spouses actually in the Gulf area or waiting to go." But, in talking with staff in psychological and academic counseling, student unions and activities, religious and

Continued on page 8

Dalai Lama to visit in March as Bartels Fellow

The Dalai Lama, the exiled temporal and spiritual leader of 6 million Tibetans and winner of the 1989 Nobel Peace Prize, will visit campus March 25 through 27 as the 1991 Henry E. and Nancy Horton Bartels World Affairs Fellow.

President Frank H.T. Rhodes, in announcing the visit, called the Dalai Lama "a spiritual teacher, secular leader and scholar of remarkable breadth, whose warmth, compassion and commitment to the highest humanitarian ideals stand as an example to us all."

"As the Nobel committee noted," Rhodes continued, "he has come forward with constructive and forward-looking proposals for the solution of problems as diverse as international conflict, human rights and global environmental change. We look forward to his sharing his unique perspec-

tive on life and world affairs with our students and the wider community."

A highlight of the Dalai Lama's visit will be a free public talk scheduled for Tuesday, March 26, at 6 p.m. in Barton Hall. Up to 15,000 people are expected; seating will be on a first-come, first-served basis. Campus shuttle buses will run from perimeter parking lots to Barton Hall.

The Bartels Fellowship honors a distinguished leader in the field of international relations, who visits the campus as a guest of the Center for International Studies to give a lecture and meet with students and faculty. Recent Bartels Fellows have included President Carlos Andres Perez of Venezuela; Mark Palmer, former U.S. Ambassador to Hungary; and Dr. Halfdan Mahler, director-general of the World Health Organization.

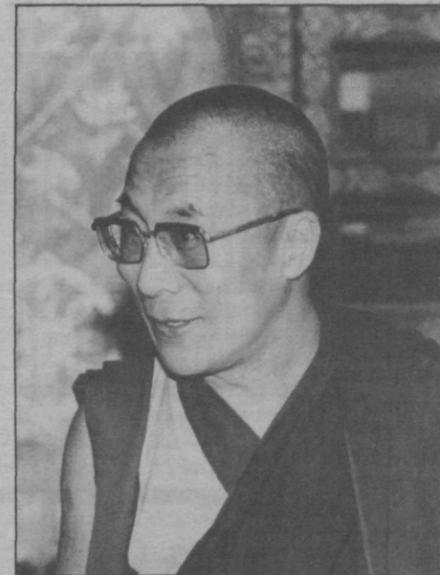
In addition to his major public address, the Dalai Lama will deliver an academic lecture, "The Buddhism of Tibet," on Wednesday, March 27, at 9:30 a.m. in Bailey Hall. It is designed for, but not limited to, students of philosophy, Asian studies and religious studies.

During the Cornell visit, the Dalai Lama will also formally launch the Year of Tibet in North America. Through events and exhibits to be held in at least 28 countries, the Year of Tibet honors the 2,000-year-old civilization — especially its religious art — which has been imperiled by a 40-year Chinese occupation of the country.

During the three weeks before the visit, the Herbert F. Johnson Museum of Art will be the site for construction of an intricate Tibetan sand mandala by monks of Namgyal Monastery. The Dalai Lama will be stopping by the museum during his visit to inspect and bless the mandala. Other Year of Tibet events include a Tibetan film series, musical performances, a photo exhibit and other displays of Tibetan art and culture.

Tenzin Gyatso was born in 1935 to a peasant family in Amdo, eastern Tibet. He was chosen at age 2 to be the 14th Dalai Lama after an intricate process led by eminent Buddhist lamas in Tibet. At the age of 4, he was taken to Lhasa and officially installed as the Dalai Lama.

In 1959, after a Tibetan revolt against China's occupation, the Dalai Lama along with 100,000 Tibetan refugees fled across the Himalayas to India and other neighboring countries. In India, he drafted a democratic constitution, formed a Tibetan government-in-exile and began to establish the institutions that would form the basis for a new Tibetan society: schools, hospitals, orphanages, craft co-ops, farming communi-



John Bigelow Taylor

Dalai Lama

ties, institutions for the preservation of traditional music and drama, and monastic institutions.

In addition to winning the Nobel Peace Prize, the Dalai Lama was recently honored by the United States Congress as the recipient of its 1989 Raoul Wallenberg Congressional Human Rights Award. Other recent honors include the Albert Schweitzer Humanitarian Award and the 1989 Prix de Memoire Award.

His publications include: "A Policy of Kindness," "My Tibet," "Freedom in Exile," "Kindness, Clarity and Insight," along with writings on Buddhist philosophy.

Those interested in more information about the Dalai Lama's visit may write to Dalai Lama Visit, 245 Day Hall, Cornell University, Ithaca, NY 14853.

— Sam Segal

Fang, Bhutto will lecture here Jan. 31

Li Zhi Fang, the dissident Chinese scientist who took refuge in the American Embassy in Beijing after the government crackdown on dissent in 1989, and Benazir Bhutto, former prime minister of Pakistan, are scheduled to speak on campus next Thursday, Jan. 31.

Fang, now at the Institute for Advanced Study in Princeton, N.J., will lecture on "The Topology of the Universe," beginning at 4:30 p.m. in Schwartz Auditorium in Rockefeller Hall.

Fang, who is a guest of the departments of Astronomy and Physics, will

also meet with Cornell faculty and students to discuss ongoing research in cosmology.

Bhutto is scheduled to speak at 8 p.m. in Bailey Hall.

She will visit campus at the invitation of the Cornell University Program Board, the Third World Student Program Board and other campus organizations, according to a report in the Cornell Daily Sun.

Bhutto returned to Pakistan from exile in Europe in 1986. She was elected leader of her country in 1988 and served until last August.

Thumbs up



Charles Harrington

Cornell Employee United Way Campaign Chairman David C. Solomon registers the final record-breaking figures on the 1990 United Way Campaign thermometer outside Teagle Hall, with support from volunteers Linda Van Ness (center) and Laura J. Mikols. Some 4,400 givers topped the \$500,000 goal by about \$1,000.

Trustees will meet today and tomorrow

The Board of Trustees will set tuition rates for the private and state-assisted schools and colleges when they meet in New York City Jan. 24 and 25. They also will discuss the impact of the state's budget cuts on the four state-assisted units and prospects for 1991-92 state funding.

Tuition for undergraduates in the private colleges is expected to increase 6.9 percent above the current level of \$15,120. Tuition rates for Cornell's state-assisted units are set in consultation with the State University of New York Board of Trustees, but are expected to be increased 6 to 7.5 percent.

The trustees also will hear reports on admissions, research, energy-conservation efforts and transportation issues.

The Executive Committee of the Board of Trustees will meet in open session at 3

p.m. today in Room A-B at the Cornell Club-New York, 6 East 44th St. The full board will meet at 9:45 a.m. tomorrow in A-126 of the William Hale Harkness Medical Research Building at the Cornell University Medical College, 1300 York Ave.

Other committees scheduled to meet in open session today are: Buildings and Properties, 9 a.m., Room A-B at the Cornell Club; Audit, 5 p.m., Room A-126 at the Harkness Medical Research Building at the Medical College; Land-Grant and Statutory College Affairs, 4 p.m. in B-307 at the Medical College; and Academic Affairs and Campus Life, 6:30 p.m., in the Board Room Club, 200 Park Ave. (West Tower).

Members of the public may obtain tickets at the Information and Referral Center in the Day Hall lobby.

NOTABLES

Professor of Romance Studies Philip E. Lewis shares in the 21st annual James Russell Lowell Prize of the Modern Language Association as one of the nine-member editorial board of the book, "A New History of French Literature" (Harvard University Press). The association's selection committee cited the volume as "a monumental and magisterial enterprise... the remarkable collaborative accomplishment of a community of scholars and a gift to be shared by a wide community of scholars... This volume will be an irresistible model and standard work in the libraries of the world." In addition to the editors, another 164 scholars contributed articles.

Scientist and author Dr. Lewis Thomas, a professor emeritus of the Cornell Medical College, has received the Distinguished Lifetime Loren Eisely Award for his contribution to both the sciences and the humanities. The prize is sponsored by the Humanities Emphasis Workgroup of the Educational Advisory Board of Bishop Clarkson College in Omaha, Neb. Thomas, who cur-

rently is a scholar-in-residence at the New York Hospital-Cornell Medical Center, was cited "as one of the few writers of this century who have been able to provide a synthesis of the sciences, arts and philosophy in a format that is approachable by a very wide audience of readers." His books include such best-selling works as "The Lives of a Cell" and "The Medusa and the Snail."

Nelson Shaulis, professor emeritus of viticulture at the New York State Agricultural Experiment Station at Geneva, has received the American Wine Society's 1990 Award of Merit in recognition of his "outstanding contributions to the advancement of viticulture, resulting in improved quality and quantity of grape production in North America."

Professor Elmer E. Ewing, chairman of the Department of Fruit and Vegetable Science, has been awarded an honorary life membership in the Potato Association of America, the highest recognition the association gives.

BRIEFS

■ **Sigma Xi prize:** Feb. 15 is the deadline for entering the Fuertes Memorial Writing Prize competition, sponsored by the Cornell Chapter of Sigma Xi, the scientific research society. Three prizes totaling \$550 will be awarded for the best popular scientific articles written by Cornell undergraduate or graduate students on topics of current interest in the physical or biological sciences. For details, contact Professor R.W. Kay, Department of Geological Sciences, Snee Hall.

■ **Teach English:** Volunteers are needed to teach English as a second language in a program sponsored by the Cornell Campus Club for the benefit of the members of the Cornell community from foreign countries. The volunteers teach two hours a week in the program. For more details, call Joan McMinn at 277-0013 or Lara Stanton at 257-0566.

■ **Freeman prize:** Senior students are being sought as nominees for the 1991 Harrop and Ruth Freeman Prize in Peace Studies, worth \$1,200 for continued work for education in peace studies. The deadline for students to submit nominating letters from faculty to the Peace Studies Program is March 15. Details are available at the program's office in 180 Uris Hall, telephone 255-6484.

■ **Chimesmasters competition:** Orientation meetings for the annual campuswide chimesmasters competition are scheduled for Wednesday and Thursday, Jan. 30 and 31, at 4:30 p.m. in McGraw Tower. Held since 1903, the competition is judged by current chimesmasters. The winners will become chimesmasters. For additional information, call the chimes office at 255-5350.

■ **Folk guitar lessons:** Eight one-hour, weekly group folk guitar lessons will begin Monday, Jan. 28, in the North Room of Willard Straight Hall. Open to the general public, the course, given by Phil Shapiro, costs \$35, payable at the first session when students register for the lessons. A course for beginners will start at 7 p.m. and a course for intermediates will start at 8 p.m. For more information, call Shapiro at 844-4535.

■ **Cornell on TV:** "On Top," Cornell's on-the-job summer-training program for minority high-school students; helpful grocery-shopping hints from consumer economist Heinz Biesdorf; and a conversation with scholar-athlete Stephanie Best will be featured in the next "Cornell Community Report" television show on Cable Channel 7, scheduled for 7:30 p.m. Wednesday, Jan. 30, and 10:30 p.m., Tuesday, Feb. 5.

■ **Outdoor equipment rentals:** Cornell Outdoor Education rents cross-country skis, backpacks and more than 50 other items by the day and the week to members of the Cornell community. The rental room is in the basement of Alberding Field House and is open Monday through Friday from 5 to 10 p.m., and Saturdays and Sundays from 1 to 6 p.m. For additional information, call 255-1807.

■ **Breakfast with Rhodes:** There are a limited number of openings available for Cornell students to have breakfast with President Frank H.T. Rhodes at various times to be scheduled throughout the spring term. To make a reservation, accepted on a first-come, first-served basis, call 255-5201. Those with reservations will be reminded by mail of the time and place of the breakfast a few days in advance.

CORNELL Chronicle

EDITOR: Mark Eyerly

EDITORIAL ASSISTANT: Karen Walters
CALENDAR: Joanne Hanavan

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It is the policy of Cornell University actively to support equality of educational and employment opportunity. No person shall be denied admission to any educational program or activity or be denied employment on the basis of any legally prohibited discrimination involving, but not limited to, such factors as race, color, creed, religion, national or ethnic origin, sex, sexual orientation, age, or handicap. The university is committed to the maintenance of affirmative-action programs that will assure the continuation of such equality of opportunity. Sexual harassment is an act of discrimination and, as such, will not be tolerated. Inquiries concerning the application of Title IX may be referred to Cornell's Title IX Coordinator (Coordinator of Women's Services) at the Office of Equal Opportunity, Cornell University, 234 Day Hall, Ithaca, N.Y. 14853-2801 (telephone 607 255-3976).

Cornell University is committed to assisting those persons with disabilities who have special needs. A brochure describing services for the handicapped student may be obtained by writing to the Office of Equal Opportunity, Cornell University, 234 Day Hall, Ithaca, N.Y. 14853-2801. Other questions or requests for special assistance may be directed to that office.

GRADUATE BULLETIN

■ **Late Registration:** Go to the Office of the Registrar, 222 Day Hall.

■ **Enrollment:** Course enrollment is through Feb. 8. Bring completed course enrollment forms to Sage Graduate Center.

■ **New students:** New students must return the completed Special Committee Selection and Change form to the Graduate School by Feb. 8.

■ **Fee deadline:** The \$200 active file fee for spring 1991 will not be charged to Ph.D. candidates who are not registered for spring 1991 if they complete all degree requirements by Feb. 8.

■ **Summer assistance:** Applicants for summer 1991 assistance must have a complete financial aid file in the Graduate Fellowships and Financial Aid Office by March 1.

■ **Seminars:** Dissertation and thesis seminars will be held in the Morison Seminar Room, Corson/Mudd Hall, from noon to 1 p.m. on Tuesday, Feb. 19, for doctoral dis-

sertations and on Wednesday, Feb. 20, for master's theses. The thesis adviser will discuss preparing and filing theses and dissertations.

■ **Teaching assistants:** TA workshops will be held Saturday, Jan. 26, from 9 a.m. to 4 p.m. For information and registration forms, inquire at B-41 Day Hall, 255-8427.

■ **Faculty meeting:** A graduate faculty meeting will be held Friday, Jan. 25, at 4 p.m. in the General Committee Room, Sage Graduate Center, to vote on January degrees.

■ **Dissertation writers:** A weekly workshop will be held for graduate students who are blocked in writing their dissertation. Sponsored by Psychological Services and the Dean of Students Office and facilitated by Jerry Feist, the workshop begins Feb. 5 and continues all semester on Tuesdays from 3 to 4:30 p.m. Registration begins today at the Dean of Students Office, 103 Barnes Hall, 5-3608.

TLC



Charles Harrington

K.C. Bennett, an employee and graduate student in ornamental horticulture, tends to a plant in the greenhouses attached to the Plant Science Building on Tower Road. The greenhouses include palms, ferns and specialized collections and are open to the public Monday through Friday, 8 a.m. to 4 p.m.

Spring lecture series to examine if universities have morally collapsed

The contention by some critics that universities have reached a state of moral collapse will be among the topics discussed in the fourth annual spring lecture series on the improvement of undergraduate teaching, beginning Feb. 6.

This year's series, entitled "The Mission and Practice of College Teaching," will present new information and techniques for lecturing and conducting discussions and also will address the challenges represented by the changing character of universities.

The series, presented by the Department of Education in the College of Agriculture and Life Sciences, is open to faculty, students and staff of Cornell and nearby colleges and universities.

It is designed not only as a forum for discussion but also to provide specific information on how to best incorporate new information into teaching.

The four topics addressed by the lecture series will be the moral collapse of the university, effective lectures, effective discussion classes and ethics in a historical perspective. The lectures will be given from 4 to 5:30 p.m. on the following dates and at the following locations:

• Feb. 6 — Professor Bruce Wilshire of Rutgers Univer-

sity will present issues discussed in his recent book, "The Moral Collapse of the University: Professionalism, Purity and Alienation," in Room 120 of Ives Hall. Larry Palmer, Cornell's vice president for academic programs and campus affairs, will respond to Wilshire's comments.

• Feb. 27 — Theodore J. Lowi, the John L. Senior Professor of American Institutions, will discuss effective lectures, with comment on videotaped segments of one of his lectures, in Alumni Auditorium in Kennedy Hall. Responses will be offered by George Conneman, director of academic programs in the College of Agriculture and Life Sciences, and education Professor Joseph Novak.

• March 27 — Teaching experts will utilize videotaped episodes of discussion sessions to illustrate effective and ineffective discussion techniques, in Alumni Auditorium, Kennedy Hall.

• April 24 — Glenn Altschuler, associate dean and director of advising in the College of Arts and Sciences, will discuss "Ethics in a Historical Perspective: Issues in University Education" in Alumni Auditorium, Kennedy Hall. Education Professor Kenneth Strike and ecology and systematics Professor William Provine will respond.

Billington to visit as professor-at-large

David Billington, a Princeton University professor of civil engineering and an A.D. White Professor-at-Large, will quite literally use bridges to span the gap between engineering and the liberal arts during his fourth visit to campus, Sunday, Jan. 27, to Saturday, Feb. 2.

Billington, known for his efforts to teach aesthetics to engineers and technology to humanists, will deliver a Wednesday, Jan. 30, general lecture on Robert Maillart, the Swiss engineer whose innovative and beautiful concrete bridges have long inspired engineers.

The lecture, entitled "Robert Maillart and the Art of Reinforced Concrete," after Billington's latest book, will take place at 4:30 p.m. in Hollis E. Cornell Auditorium in Goldwin Smith Hall. A reception will follow immediately in the Goldwin Smith lobby.

Billington will also deliver a public lecture, "Cable-Stayed Bridges: History, Aesthetics and Modern Forms," Tuesday, Jan. 29, at 4:30 p.m. in B-14 Hollister Hall. That lecture is sponsored by the Cornell Student Chapter of the American Society of Civil Engineers, which will serve as host of a prelecture reception, beginning at 4 p.m. in McManus Lounge of Hollister Hall.

On his visit, Billington will also deliver guest lectures in Cornell courses and will confer with students and faculty. The School of Civil and Environmental Engineering is the host for his visit.

Billington's latest honor is the \$50,000 Charles A. Dana Award for "scholarship and teaching that have awakened liberal arts students to the beauty and significance of modern structural engineering and offered future engineers a keener insight into the history and values of the society within which they will pursue their profession. . . ."

The professors-at-large program was founded in 1965 to give the university's intellectual and creative community direct access to scholars from all parts of the world.

—Dennis Meredith



Michael Pirrocco

David Billington

CORNELL Life

A Muslim headdress

When a traditionally dressed Muslim woman walked into the Tompkins County clerk's office last week to renew her passport, the clerk took one look and said, "Oh, no." She couldn't use a photograph of herself with a scarf wrapped around her head.

But it was part of her everyday dress, the Muslim said, while her American-born daughter waited by her side.

"Well, you'll have to write a note," the clerk compromised. Then she added: "Your daughter can do it for you," assuming the woman couldn't write English.

In fact, Nimat Barazangi has earned a Ph.D. at Cornell, is a visiting fellow in the Education Department, a specialist in the integration of Muslims into Western society and the adviser to the 100-member Cornell student group, Muslim Cultural and Education Association (MECA).

But, then, faulty American assumptions about Muslims are no surprise; more likely, they're about as rare as oil in the Persian Gulf.

Since Barazangi moved to the United States from Damascus, Syria, some 20 years ago, she has been the object of many misperceptions. She recalls a professor who, in examining her dissertation on the education of Muslims in the United States, asked with suspicion if she could possibly be objective, as if, she said, "a human being could not have ideals and conduct a scientific study."

Since America went to war in the Gulf, Barazangi and MECA officers — meeting after their weekly prayer service in Anabel Taylor Hall, more interested in discussing knowledge than politics — say they have observed many other inaccurate portrayals of Muslim people, some 70 percent of whom, incidentally, live outside the Middle East.

"They are portrayed as backwards, as if they don't have anything to offer," said junior Sherei Kamaludia, a Muslim from Malaysia.

"The media talk about what is good for the Muslims, as if people don't have different notions of what makes them happy," said Rezi Nalim, a Muslim from Sri Lanka and a Ph.D. candidate.

"Americans don't seem to understand that Muslims are still in the process of solving an identity crisis of their own, from the effects of colonialism, underdevelopment, their history," said junior Minhaj Arastu, a second-generation Muslim.

Americans, they add, are inconsistent by disregarding the Palestinian problem — a central human-rights concern in the Middle East — but supporting war in the name of Kuwaiti human rights. And they fail to keep in mind that the rhetoric of an Arab leader, and terrorist acts by extremists, do not necessarily reflect the will of the people.

But if these four Muslims sound like they were ridiculing Americans, it must be said they were not. Their emotions spoke more of hope — for an improvement in cultural understandings — than of anger; more of distress than of dismissal.

Barazangi's distress is over the clash between the image she held of America before immigrating and her view now, one darkened by doubts about its democratic practices and development values.

One day last week, she turned on the television at 7 a.m. to hear the U.S. commander in Saudi Arabia in a press briefing. He described the precision of missiles fired at Iraq. He emphasized how they could go through the entrance of buildings they were meant to destroy. He seemed, to Barazangi, jubilant about America's technological prowess.

"It made me sick," she said, the feeling returning to her eyes. "Is this what we mean by development? The accuracy of hitting a target, without even mentioning what effect it had on civilians?"

With America's character ever more in question by Muslims like Barazangi, what effect might the war have on future relations?

Barazangi sighs. The sparkle that was in her eyes a moment earlier disappears. It is replaced by deep and pained concern. "The future?" she says. "As a faithful person, I don't like to use the word oblique. As an intellectual, I hope for better understanding from both sides.

"Muslims, we are at fault sometimes. When we are in America, we tend to keep to ourselves. When others act differently from the way we think people should act, we withdraw," Barazangi said. But people must express their values, she added, before they can expect to be understood.

As Americans, we are at fault sometimes, too, when, by being so used to a division between church and state, sometimes we can't understand what a Muslim woman's headdress means.

—Lisa Bennett

CALENDAR

All items for the Chronicle Calendar should be submitted (typewritten, double spaced) by campus mail, U.S. mail or in person to Joanne Hanavan, Chronicle Calendar, Cornell News Service, Village Green, 840 Hanshaw Road.

Notices should be sent to arrive 10 days prior to publication and should include the name and telephone number of a person who can be called if there are questions.

Notices should also include the subheading of the calendar in which the item should appear.

DANCE

Cornell International Folkdancers

All events are open to the Cornell Community and general public. Admission is free, unless stated otherwise. For further information, call 257-3156.

A weekend workshop of Vintage Dances taught by Richard Powers will be held Jan. 25, 26 and 27 in the Memorial Room, Willard Straight Hall. Dances taught will include the waltz, polka, galop, contras, mazurka, tango, charleston, original foxtrot, ragtime, schottische, quadrille, one step and more. The workshop is open to all. Admission is \$20 or \$5 per workshop and \$6 for the Ball; students discount \$1 per session. For pre-registration forms and other information call 273-0707.

Israeli Folkdancing

Israeli folkdancing, Thursdays, 8:30 p.m., Edwards Room, Anabel Taylor Hall.

EXHIBITS

Johnson Art Museum

The Herbert F. Johnson Museum of Art, on the corner of University and Central avenues, is open Tuesday through Sunday from 10 a.m. to 5 p.m. Admission is free. Telephone: 255-6464.

"Message to the Future," an exhibition of artwork by New York state artists concerned with environmental issues, is on display at the Johnson Museum of Art through March 17. The show features paintings and photographs created in response to the 1989 Exxon Valdez oil spill, a quilt protesting nuclear-waste dump sites in New York, a sculpture constructed entirely of garbage and a handmade animated film about geologic time. The show presents 70 works by 21 artists.

In conjunction with "Message to the Future," Leslie Schwartz, curator, will conduct a tour of the exhibition Sunday, Jan. 27, at 2 p.m. The tour is free to members, \$2.50 to non-members. A reception will follow.

Children ages 7 to 10 are invited to register for "Eye Openers: Message to the Future." Offered Saturday, Feb. 2 and 9, this two-part workshop will explore the art and issues addressed in the exhibition; participants will also design and print T-shirts. A fee of \$11 for members and \$12 for non-members will be charged, and scholarships are available from Gannett Foundation. The registration deadline is Jan. 25.

History of Science Collections

"Medicine, Botany, Art: A Selection of 16th-Century Herbals," on exhibit in the History of Science Collections reading room, features herbals by such major botanists as Hieronymus Bock, Otto Brunfels and Leonhart Fuchs, as well as Konrad Gesner's notes (in facsimile) for the great botanical work he never published. The exhibit, in 215 Olin Library, will run through February, Monday through Friday, 9:30 a.m. to 4:30 p.m.

The Center for Jewish Living

"Art and Action," by Alex Singer '84, will be on display at the Gallery of Art, Center for Jewish Living, 106 West Avenue, Jan. 30 to March 15. After graduating from Cornell, Singer moved to Israel and was drafted into the Israeli Army in 1985 and killed in 1987 in a battle in Lebanon.

FILMS

Films listed below are sponsored by Cornell Cinema unless otherwise noted and are open to the public. All films are \$3.50 except weekend films (Friday and Saturday), which are \$4.50 (\$4 for students). All films are held in Willard Straight Theatre except where noted.

Thursday, 1/24

"The Maltese Falcon" (1941), directed by John Huston, with Humphrey Bogart, Mary Astor and Peter Lorre, 7:15 p.m.

"La Notte" (1962), directed by Michelangelo Antonioni, with Marcello Mastroianni and Jeanne Moreau, 7:30 p.m., Uris, free.

"Sex, Lies and Videotape" (1989), directed by Steven Soderbergh, with James Spader and Andie MacDowell, 9:45 p.m.

Friday, 1/25

"Goodfellas" (1990), directed by Martin Scorsese, with Robert DeNiro, Ray Liotta and Joe Pesci, 6:30 p.m.

"Akira Kurosawa's Dreams" (1990), directed by Akira Kurosawa, with Akira Terao, Mitsunori Isaki and Martin Scorsese, 7 p.m., Uris.

"Sex, Lies and Videotape," 9:40 p.m.

"Metropolitan" (1990), directed by Whit Stillman, with Carolyn Farina, Taylor Nichols and Isabel Gillies, 9:45 p.m., Uris.

"Hardware" (1990), directed by Richard Stanley, with Dylan McDermott, Stacey Travis and Iggy Pop, midnight.

Saturday, 1/26

"The Maltese Falcon," 6:30 p.m.

"Metropolitan," 7:20 p.m., Uris.

"Goodfellas," 8:55 p.m.

"Akira Kurosawa's Dreams," 9:45 p.m., Uris.

"9 1/2 Weeks" (1986), directed by Adrian Lyne, with Mickey Rourke and Kim Basinger, midnight.

Sunday, 1/27

"Hardware," 4:30 p.m.

"9 1/2 Weeks," 8 p.m.

Monday, 1/28

"Angel Heart" (1987), directed by Alan Parker, with Mickey Rourke, Robert DeNiro and Lisa Bonet, 7 p.m.

"Metropolitan," 9:40 p.m.

Tuesday, 1/29

"Scandal" (1988), directed by Michael Caton-Jones, with John Hurt, Joanne Whalley-Kilmer, Bridget Fonda, Ian McKellen and Roland Gift, 7:15 p.m.

"White Palace" (1990), directed by Luis Mandoki, with Susan Sarandon, James Spader and Eileen Brennan, 9:45 p.m.

Wednesday, 1/30

"The Cook, The Thief, His Wife and Her Lover" (1989), directed by Peter Greenaway, with Michael Gambon and Helen Mirren, 7 p.m.

"Citizen Kane" (1941), directed by Orson Welles, with Orson Welles and Joseph Cotton, 9:45 p.m.

Thursday, 1/31

"Rain Man" (1988), directed by Barry Levinson, with Dustin Hoffman and Tom Cruise, 7 p.m.

"Canal Zone" (1978), directed by Fredric Wiseman, sponsored by Pentangle, 7:30 p.m., Uris, free.

"White Palace," 9:55 p.m.

LECTURES

A.D. White Professors-at-Large

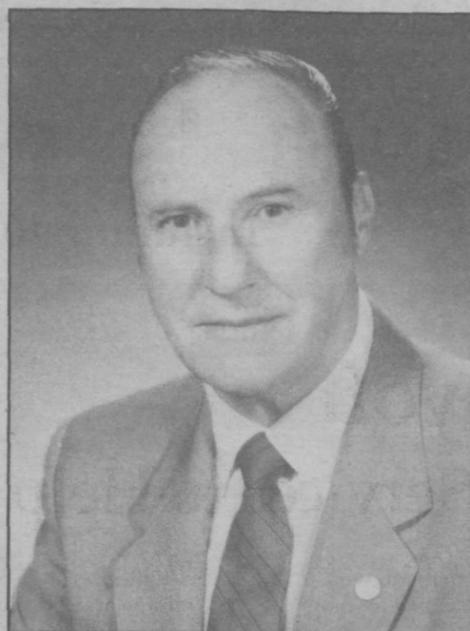
"Robert Maillert and the Art of Reinforced Concrete," David P. Billington, Princeton University and A.D. White Professor-at-Large, Jan. 30, 4:30 p.m., Hollis E. Cornell Auditorium, Goldwin Smith Hall.

Civil & Environmental Engineering

"Joseph Haydn of Vienna and London," Phyllis Billington, pianist, Princeton, an illustrated performance, Jan. 28, 8:15 p.m., A.D. White House.

Hillel

"Identity in American Society," Julius Lester, University of Massachusetts, Amherst, Jan. 31, 8 p.m., Kaufmann Auditorium, Goldwin Smith Hall, the third event in the series, "A Celebration of Jewish Life." Tickets at \$4 (\$3 for students) are available at Hillel and at the door.



Chase, Washington, D.C.

William H. Bywater

Industrial & Labor Relations

"Coordinated Bargaining in the Electrical Manufacturing Industry: The 1991 Negotiations," William H. Bywater, president, International Union of Electrical Workers, Jan. 29, noon, 105 ILR Conference Center.

Mathematical Sciences Institute

"Porous Media Type Equations: How the Solutions Behave Locally and Asymptotically," E. DiBenedetto, Northwestern University, Feb. 1, 4 p.m., 321 Sage Hall.

University Lectures

"Oral History and Video: Exploring the Theatre of Fashion," Stanley Garfinkel, Kent State University, Jan. 31, 7 p.m., Alumni Auditorium, Kennedy Hall.

MUSIC

Department of Music

Flutist Sue Ann Kahn and pianist Andrew Willis perform Jan. 25 at 8:15 p.m. in Barnes Hall. Works include Poulenc's "Sonata for Flute and Piano"; Ibert's "Jeux, Piece pour flute seule" and "Histoires"; Denisov's "Four Pieces"; Copland's "Duo for Flute and Piano"; and Schick- ele's "Spring Serenade."

"Mozart's Birthday" will be celebrated by Malcolm Bilson with four sonatas for solo fortepiano on Jan. 27 at 8:15 p.m. in Barnes Hall. Included will be Sonata in C Major, K.279; Fantasy and Sonata in C Minor, K. 475 and 457; Sonata in B-flat Major, K.281; and Sonata in D Major, K.576. Bilson has performed in Mozart festivals, concert series and special events celebrated all over the world with several concerto appearances and tours with major European Early Instrument orchestras.

Southeast Asia Program

"A Lou Harrison Festival," with Lou Harrison, composer, Patrick Gardner, guest conductor, and the Cornell Gamelan, Choir and Cayuga Chamber Orchestra musicians, will be performed Jan. 27 at 4 p.m. in Bailey Hall. A pre-concert lecture will be held at 3 p.m. in Bailey. To purchase tickets, call 273-8981.

Bound for Glory

Colorblind James and the Death Valley Boys will perform in three live sets Jan. 27 at 8:30, 9:30 and 10:30 p.m. in the Commons Coffeehouse in Anabel Taylor Hall. Bound for Glory can be heard Sundays from 8 to 11 p.m. on WVBR-FM, 93.5.

RELIGION

Sage Chapel

Roald Hoffmann, the John A. Newman Professor of Physical Science, will deliver the sermon Jan. 27. Service begins at 11 a.m. Music will be provided by the Sage Chapel choir under the direction on Donald R.M. Paterson. Sage is a non-sectarian chapel that fosters dialogue among the major faith traditions.

Baha'i

Weekly meetings on campus. Call 257-7971 for information.

Catholic

Masses: Saturdays, 5 p.m., Sundays, 9:30 a.m., 11 a.m., 5 p.m., Anabel Taylor Auditorium. Daily masses, Monday through Friday, 12:20 p.m., Anabel Taylor Chapel.

Christian Science

Testimony meetings, Thursdays, 7 p.m., Founders Room, Anabel Taylor Hall.

Episcopal (Anglican)

Sundays, worship and Eucharist, 9:30 a.m.



Sue Ann Kahn

Rev. Gurdon Brewster, chaplain, Anabel Taylor Chapel.

Friends (Quakers)

Sundays, 10 a.m., adult discussion; 11 a.m. meeting for worship, Edwards Room, Anabel Taylor Hall.

Jewish

Morning Minyan at Young Israel, 106 West Ave. Call 272-5810.

Shabbat Services: Friday: Conservative/Egalitarian, 5:30 p.m., Founders Room, Anabel Taylor Hall; Reform, 5:30 p.m., Anabel Taylor Chapel; Orthodox, Young Israel (call 272-5810 for time). Saturday: Orthodox, 9:15 a.m., One World Room, Anabel Taylor Hall; Conservative/Egalitarian, 9:45 a.m., Founders Room.

Korean Church

Sundays, 1 p.m., Anabel Taylor Chapel.

Muslim

Fridays, 1 p.m., Anabel Taylor Edwards Room.

Protestant Cooperative Ministry

Sunday worship, 11 a.m., Anabel Taylor Chapel; Taize Prayer, Tuesdays, 5:30 p.m., Anabel Taylor Chapel; Bible study, Thursdays, 7 to 8 p.m., 401 Thurston Ave. Call the Rev. Barbara Heck, chaplain, 255-4224, for information.

Seventh-Day Adventist

Student association, Fridays, 7:15 p.m., 314 Anabel Taylor Hall.

Zen Buddhism

Zazen practice Tuesdays 6:45 p.m. and Thursdays 4:30 p.m. in Anabel Taylor Chapel. For more information or to arrange beginner's instruction, call Jon Warland at 272-0235.

SEMINARS

Astronomy & Space Research

"Circumstellar Disks Associated with Solar-type and Intermediate Mass Stars," Stephen E. Strom, University of Massachusetts, Jan. 24, 3:30 p.m., 105 Space Sciences Building.

Biochemistry

"Energetics of Protein Folding and Ligand Interactions," Ray Salemme, E.I. DuPont de Nemours & Co., Jan. 25, 4 p.m., Large Conference Room, Biotechnology Building.

Biotechnology Program

"Funding Biotechnology at Cornell," Norman R. Scott, vice president for research and advanced studies, Jan. 30, 3 p.m., G01 Biotechnology Building.

Chemical Engineering

"Properties and Phase Behavior of Associating Fluids: Theory and Simulation," John Walsh, chemical engineering, Jan. 29, 4:15 p.m., 245 Olin Hall.

Ecology & Systematics

"Demographics, Dispersal and the Distribution of Genotypes in *Dicenturus assimilis*," Beate Bernberger, Jan. 30, 4:30 p.m., A106 Corson Hall.

Electrical Engineering

"Do Politicians Listen to Scientists and Engineers?" Robert Park, University of Maryland, Jan. 29, 4:30 p.m., 219 Phillips Hall.

English

"Black Herman Comes Through Only Once Every Seven Years," Gerald Early, Washington University, Jan. 30, 4:30 p.m., 156 Goldwin Smith Hall.

International Nutrition

"Relationships Between Breast Feeding Status, Dietary Consistency (Viscosity) and Energy Intake During and After Childhood Diarrhea in Peru," Grace S. Marquis, nutritional sciences, Jan. 24, 12:15 p.m., 200 Savage Hall.

"Growth Monitoring in South Indian Villages," Sabu Geroge, Christian Medical College and Hospital, Vellore, India, and Cornell, Jan. 31, 12:15 p.m., 200 Savage Hall.

International Studies in Planning

"International Uneven Development and Exchange Rate Competition," Anwar Shaikh, New School for Social Research, Jan. 25, 12:15 p.m., 115 Tjaden Hall.

Mathematical Sciences Institute

A workshop on "Mathematics of Computation in Partial Differential Equations" will be held Jan. 25 through 27 in honor of James H.

Bramble. Numerical methods for partial differential equations will be discussed. For more information, call John J. Chiment, 255-8911.

Neurobiology & Behavior

"Coding and Processing of Social Electric Signals in Gymnotiform Fish: From Receptor to Pituitary," Walter Heiligenberg, University of California, San Diego, Jan. 24, 12:30 p.m., Morrison Seminar Room, Corson/Mudd Hall.

Plant Biology

"Applying Principles of Systematic Populations in Agricultural Biology to Assess Plant Genetic Diversity," Stephen Kresovitch, NYS Experimental Station, Geneva, Jan. 25, 11:15 a.m., 404 Plant Science Building.

Plant Pathology

"The Etiology and Epidemiology of Bacterial Brownspot of Bean Caused by *Pseudomonas syringae* pv. *syringae*," Dan Legard, Jan. 29, 4:30 p.m., 404 Plant Science Building.

Psychology

Title to be announced, Jan. 25, 3:30 p.m., 202 Uris Hall.

Science, Technology & Society

"The Alignment of Technology and Structure: The Case of Computerized Medical Imaging," Steve Barley, industrial and labor relations, Jan. 28, 12:15 p.m., 609 Clark Hall.

South Asia Program

"A Cart, an Ox, and the Perfect Participle in Vedic," Stephanie Jamison, Harvard University, Jan. 28, 4:30 p.m., 153 Uris Hall.

Textiles & Apparel

"War, Occupation and Liberation: the Revival of Haute Couture in France," Stanley Garfinkel, Kent State University, Jan. 31, 12:20 p.m., 317 Van Rensselaer Hall.

SPORTS

Home contests only

Friday, 1/25

Women's Swimming, Yale, 7 p.m.
Women's Polo, Skidmore, 8 p.m.

Saturday, 1/26

Men's Squash, Brown, noon
Men's Track, Syracuse, noon
Women's Track, Syracuse, noon
Wrestling, Yale, noon
Men's Swimming, Yale, 1 p.m.
Men's JV Basketball, Binghamton, 2 p.m.
Women's Basketball, Columbia, 5 p.m.
Men's JV Hockey, Washington Jr. Capitals, 6 p.m.
Wrestling, Ithaca College, 7 p.m.
Men's Basketball, Columbia, 7:30 p.m.
Men's Polo, Skidmore, 8:15 p.m.

Sunday, 1/27

Men's JV Hockey, Washington Jr. Capitals, 11 a.m.
Men's Gymnastics, Syracuse, 1 p.m.

Tuesday, 1/29

Men's Hockey, Boston College, 7:30 p.m.

Wednesday, 1/30

Women's Gymnastics, Ithaca College, 7 p.m.
Women's Hockey, Princeton, 7:30 p.m.

MISC.

Biotechnology Program

Tours of the Biotechnology Program's service facilities will be conducted Tuesday, Jan. 29, from 2 to 4 p.m., beginning on the first floor. The analytical, computer and molecular graphics, electron microscopy, fermentation, flow cytometry/video microscopy, monoclonal antibody, and plant cell culture and transformation facilities will all be open for visitors to see.

Cornell Ju-Jitsu Kai

Kodenkan, Dan Zan Ryu Ju-Jitsu: the practice of self-protection with or without weapons, will be held Tuesdays and Thursdays, 7 to 9 p.m., and Saturdays, 12:30 to 3 p.m., in the wrestling room, Teagle Hall. For information, call Roy at 255-2088.

CUSLAR

The Committee on U.S.-Latin American Relations will hold a business meeting and discuss recent events in Latin America, Mondays, 5:15 p.m., Commons Coffeehouse, Anabel Taylor Hall. For more information, call 255-7293.



A scene from "Naked Spaces: Living is Round," by Trinh Minh-ha, which will be shown Feb. 17 as part of the "Expanding Cinema" series.

'Expanding Cinema' returns to museum

"Expanding Cinema," Cornell Cinema's showcase for the most adventurous films and videos in its program, returns to the Johnson Museum on Sunday, Feb. 3, with a season of films and tapes that address issues of racism and sexual freedom and which look at the role of the artist and the museum in society. The series will be shown on Sundays at 2 p.m. in the museum's lecture room; screenings are free and open to the public, but attendance is limited.

The series will begin with a five-week program on "Identities Across Differences," a series curated by film-maker Trinh Minh-ha, who is an Andrew Dickson White Fellow here this semester. Her film, "Naked Spaces: Living is Sound," won the Blue Ribbon Award for best experimental feature at the American International Film Festival and the Golden Athena Award for best feature documentary at the Athens International Film Festival. "Naked Spaces" will be shown Feb. 17.

On Feb. 3, the program will feature Philip Mallory Jones, who will present "Icono Negro: The Black Aesthetic in Video Art," a series of 10 videotapes about the black experience.

Other films in the series include "Handsworth Songs" by John Akomfrah and "Sari Red" by Pratibha Pamar on Feb. 10; "Surname Viet Given Name Nam" by Minh-ha on March 3; and "A Song of Ceylon" by Laleen Jamayanne and "Selbe: One Among Many" by Safi Faye on March 10.

Following this series, "Expanding Cinema" will present "Art in Society" from March 24 through April 21, featuring works that examine the social responsibilities of artists and museums, and "Sexuality and Reproductive Freedom" on April 28 and May 5, a program co-sponsored by the Women's Studies Program.

"Expanding Cinema" is co-sponsored by the Council of the Creative and Performing Arts, the New York State Council on the Arts and the National Endowment for the Arts.

Learning Skills Center

Study Survival Skills walk-in service; free help with study problems, Tuesdays or Thursdays from 3 to 4:30 p.m., 235 Sage Hall. Time Management Workshop, Monday, Jan. 28, 4:30 p.m., 237 Sage Hall. Textbook Mastery Workshop, Wednesday, Jan. 30, 4:30 p.m., 237 Sage Hall.

Narcotics Anonymous

Meetings for recovering addicts to help each other stay clean and free from drugs are held Tuesdays at 6 p.m. in G-18 Anabel Taylor Hall.

Off-Campus Housing Fair

On Wednesday and Thursday, Jan. 30 and 31, Cornell's tenth annual Off-Campus Housing Fair will be held from 10 a.m. to 3 p.m. in the Willard Straight Memorial Room. The purpose of the housing fair is to provide information to students concerning their housing options for next year. Information tables and displays will feature the following topics: places to live off campus, on-campus housing lotteries, transportation, utilities, recycling, energy conservation, landlord-tenant relations, consumer issues, fire safety and crime prevention. For information, contact the Off-Campus Housing Office at 255-5373.

Olin Library Research Seminars

A two-hour seminar covering Olin's catalogs, COMPASS, subject search strategies, reference materials and interlibrary services for the social sciences and the humanities will be offered Jan. 24 at 3 p.m. (humanities) and Jan. 29 at 3 p.m. (social sciences). For seminar registration and room information, stop by the Olin Reference Desk or call 255-4144.

Olin Library Tours

An introduction to Olin's services, facilities and resources. Tours last approximately 30 minutes and begin in the lobby. Tours will be offered Jan. 24 at 11 a.m. and Jan. 25 at 2 p.m.

Personal Education Workshops

New series begins week of Feb. 4. Topics include assertiveness; building self-esteem;

building satisfying relationships; gay/bisexual, a men's support group; stress management; women, food and self-esteem; lesbian/bisexual, a women's support group; life planning and self-concept; support group for issues of sexual identity; support group for gay male relationships; chronic fatigue syndrome support group; issue of race among Hispanics; therapy group for lesbian, gay and bisexual persons. All groups are free and confidential. Sign up 9 a.m. to 4:30 p.m. in 103 Barnes Hall.

Plantations Workshop

Register now for winter programs: Houseplant Workshop, Jan. 31; Winter Walks, Feb. 10; Culinary Herbs, Feb. 28; Everything You Need to Know About Soil, March 6; and Garden "Bones," March 7. Call 255-3020 for a free brochure and registration information.

T'ai Chi Chuan

Ancient Chinese exercise for health, relaxation, meditation and self-defense starts Feb. 4, Mondays and Thursdays, from 5 to 6 p.m., Edwards Room, Anabel Taylor Hall. Wear loose, comfortable clothing and soft, flat shoes. Register at first class. Sponsored by CRESP. For more information, call Kati Hanna at 272-3972 or 255-6486.

Tae Kwon Do

Self-defense open to beginners of all ages. Women are strongly encouraged. Classes will be held Sundays, 7 to 8 p.m.; Monday through Thursday, 6 to 7 p.m. For more information, call Sandy at 255-7923 or 272-5766.

Writing Workshop

Writing workshop walk-in service: free tutorial instruction in writing. Monday through Thursday, 3:30 to 5:30 p.m. and 7 to 10 p.m., 178 Rockefeller Hall; Sunday 2 to 8 p.m., 178 Rockefeller Hall; Sunday through Thursday 10 p.m. to midnight, 340 Goldwin Smith Hall; Sunday through Thursday, 8 to 11 p.m., Clara Dickson Macintosh Computer Room; Sunday through Thursday, 8 to 11 p.m., First Floor-South, Noyes Center.

Century-old glass creatures are finding their way back

Cornell's priceless century-old collection of nearly 600 glass sea animals is finding its way back to the biology classes for which it was first made. These delicate creatures are so lifelike that they seem capable of swimming away, and they are so accurate in their detail that at the turn of the century they were bought by universities all over the world for teaching students about marine animals.

The historic collection, originally acquired by Cornell in 1885, includes many different species of squid, snail, octopus, flatworm, jellyfish, sea cucumber and anemone from all over the world.

C. Drew Harvell, an assistant professor in Cornell's Section of Ecology and Systematics and curator of the Invertebrate Collections, is coordinating efforts to raise \$22,500 over the next year in order to help restore and display these animals at Cornell for today's students to appreciate and study.

The animals were created by the German father-and-son team, Leopold and Rudolph Blaschka, over a century ago in their family workshop in Hosterwitz outside of Dresden, Germany. Today, the Blaschkas are best known for their production of the renowned Ware Collection of Glass Models of Plants, one of the most popular exhibits at Harvard's Peabody Museum.

"In recent years both biologists and the general public have become more aware of the importance of understanding the natural world and preserving our knowledge of it," Harvell said. "With these animals back on display at Cornell, our students will learn about the biology of marine invertebrates, particularly the soft-bodied animals that are so difficult to preserve, such as the jellyfish, anemones and octopus."

The last time these animals were on display at Cornell was nearly 30 years ago. The collection had suffered what has likely happened to much of the original glass work of the Blaschkas; largely neglected and forgotten in the face of other campus priorities, many of the pieces had been broken or otherwise damaged.

Thomas Eisner, the Jacob Gould Schur-

man Professor of Biology, recalls discovering the long forgotten displays of these animals while teaching introductory biology.

"The animals were in glass cabinets that were so dirty and dusty that you could hardly see what was inside," he said. "But you could see enough to see that there was something interesting there. They'd been in there for years and years. No one even had the key to the cabinet anymore. My graduate teaching assistant and I picked the locks on the cabinets with paper clips and found the animals inside. A lot of them were already broken."

However, there were no resources to properly restore and house these creatures at Cornell, and Eisner, along with Cornell Professor Bill Keeton, helped these animals find a safe home; they are on loan to the Corning Museum of Glass.

Cornell's collection illustrates well the Blaschkas' talent for revealing the beauty of their zoological subjects in scientifically accurate detail.

While the Blaschkas claimed to use only standard methods of glass working, their family workshop was shrouded in secrecy.

Leopold Blaschka himself once explained, "Many people think that we have some secret apparatus by which we squeeze glass suddenly into these forms, but it is not so. We have tact. My son, Rudolph, has more than I because he is my son and tact increases with every generation." Because Leopold Blaschka never took on another worker besides his son, Rudolph's death in 1939 ended forever the production of the glass masterpieces.

Recognizing the significance of the collection in glass history, the curators at Corning have had a few of the animals on display alongside other important glass works at the museum.

Deputy director of the museum, David Whitehouse, explains, "As far as the history of glass-making goes, the work of the two Blaschkas, Leopold and Rudolph, was the first and really almost the only scientific model-making done in glass. Without them there wouldn't have been possible an ade-



David Lynch-Benjamin

Drew Harvell holds a century-old glass sea creature.

quate display of these sorts of animals. The interest for me in the work of the Blaschkas is that, in a very real way, they met a need for having teaching and display materials for marine animals, which are very difficult to display in any lifelike manner."

The collection will be a major part of an upcoming exhibit at the Corning Museum focused on the glass artistry of the

Blaschkas. Harvell and Whitehouse are currently working together to plan the restoration of this delicate collection for its exhibition and its eventual return to teaching displays at Cornell.

—Carol Yoon

(Carol Yoon is a graduate student in ecology and evolutionary biology.)

Thousands write to a secret friend, Uncle Ezra, for advice

While large universities wrestle with criticisms that they don't care enough about students, there has been some quiet, strikingly honest and soulful communication taking place between students and an anonymous representative of Cornell.

This exchange takes place via computer — the very symbol of impersonality — and ironically shows that a box of chips can, in fact, be used to encourage greater personal communication.

Over the past five years, students and staff have sent some 5,000 anonymous letters by personal and public computers to someone they have called "Yo Dude," "Unc," "Ez," "Ezzie Baby," and — among literalists — "Dear Uncle Ezra." If the writer asks that Ezra keep it quiet, then only the writer will receive the answer. Otherwise, questions and answers are published through CUINFO.

Some of the questions concern trivia. But most ask for advice concerning problems in relationships, work, studies and other issues of life and death. They have asked, for example, about how to deal with loneliness, a sister's death by cancer, a parent's alcoholism, a young child's inability to sleep, test-anxiety, a bruised ego and a broken heart. These are written in moments when people are in need of a wise, compassionate and trustworthy friend.

One recent Saturday morning, for example, a first-year engineering student had just telephoned his girlfriend at Cambridge University to say he'd been cheating on her — though he hadn't — because he was afraid he was about to be suspended from Cornell for a failing average and felt he should force a break, thinking she deserved someone better. When he hung up the phone, heartbroken, he wrote to Uncle Ezra.

"Sitting here, devastated by two events, I write to you for advice," he wrote in a page-long letter, which added as a postscript: "You're the person I would miss the most if I get boot[ed] out."

When the person who answers as Ezra — an administrator and counselor — reads these questions for the first time, he often

reacts personally. He smiled a bittersweet smile, on reading the engineering student's letter.

"There is something so endearing about him," Ezra commented. "He is trying to call up his strengths. And he did something for his girlfriend out of love. Yet, it's so sad. He is not giving his girlfriend a chance to support him."

But then he tries to distance himself from his personal reaction and answer as Ezra, with an unflappable and clear understanding of the problem and the feelings involved, and an offering of advice and referrals to counselors or others in the community who can offer further help.

"Ezra cannot offer crisis-intervention, although sometimes I have received urgent letters and canceled meetings so that I can answer them right away. But there are an enormous number of great services offered here that I refer them to," Ezra said.

Ezra also tries in his letters to boost the writer's self-esteem, on the belief that low self-esteem is the root of many problems.

"I always try to make the point that what people produce is not equivalent to their worth as a human being," he said.

What makes this kind of communication work, he said, is the anonymity it promises, so that a writer speaks as honestly as if writing in a journal. "Anonymity enables

people to bring out their best, their most real selves. They don't have preconceived notions about how their questions or thoughts will be received," Ezra said.

"I think it also brings out the best in me, somehow, and the answers become bigger than me. Certainly my own knowledge, personal values, feelings and reactions go into the letters. But what Ezra writes becomes bigger because he is the voice of the institution — the caring side of the institution. And he has a wise, unshakable, caring spirit."

Believed to be the first such project at any American university, more than 30 schools have requested information about Uncle Ezra since it began in September 1986, sponsored by the Dean of Students Office.

Campus interest also led to the publication of "The Best of Uncle Ezra," two years later. Limited copies are still available in the Cornell Campus Store.

Today, some 100 people write letters to Uncle Ezra monthly and some 2,000 others look at the questions and answers. Much like fans of Ann Landers, Uncle Ezra readers turn to the letters to learn by another's example, or simply to remember that one's problems are rarely unique.

Not all letters are serious, however. Some writers are interested in trivia, such as, "When you go to Disney World and get your picture taken with Mickey Mouse, does the guy or gal inside the suit smile?"

Other trivia questions are particular to Cornell, such as "Who painted the white steps on the Arts Quad?" "How do I do a library search from a remote terminal?" and "Why is the P.O.W. flag near Barton Hall only raised on Fridays?"

There is also a third category of letters, in which students and staff write back to Ezra, simply to say they appreciate his concern and suggestions.

"It's nice to know that even in the enormous institution," one wrote recently, "the problems of a little freshman do get acknowledged."

—Lisa Bennett

DEAR UNCLE EZRA:

Why does life have to be so complicated? Every time that it seems something is going well, something else comes along and makes life miserable. WHY? WHY?

DEAR WHY TO THE 12TH POWER:

Somehow, growing up, a lot of us get the impression that building an ideal life according to society's standards is what it's all about, and then one day — blam! — some unexpected "misfortune" or unforeseen bend in the road makes our life complicated indeed. Then we have to ask, "Is life mostly about this goal-conquering? Or does it have more to do with what I learn on the way to those goals and what I learn even when the goals are entirely upended?" . . .

We may not ever know why we're here to learn — that seems to be an unanswerable mystery — but we can accept the complications because we know they're drawing out the very best in us. If we let them.

Uncle Ezra.

Lasers used to probe materials with ultrasonic signals

Much as seismologists analyze the Earth's structure using seismic waves from explosive detonations, Cornell researchers are probing materials in the laboratory by pinging the materials' surfaces with laser pulses and detecting and analyzing the resulting sound waves.

The researchers say their technique could represent a powerful new tool to probe the structure of a wide range of materials — including metals, semiconductors and composites — and to detect damage and defects in them.

Collaborating on the research are Professor of Theoretical and Applied Mechanics Wolfgang Sachse; Visiting Professor Arthur Every of the University of Witwatersrand, South Africa; Senior Research Associate Kwang-Kul Kim and Associate Professor of Materials Science and Engineering Michael Thompson.

The researchers are now publishing their results in scientific journals and discussing them at conferences. They first reported application of the technique to silicon in the Sept. 17 issue of *Physical Review Letters* and have in press five additional papers detailing the technique.

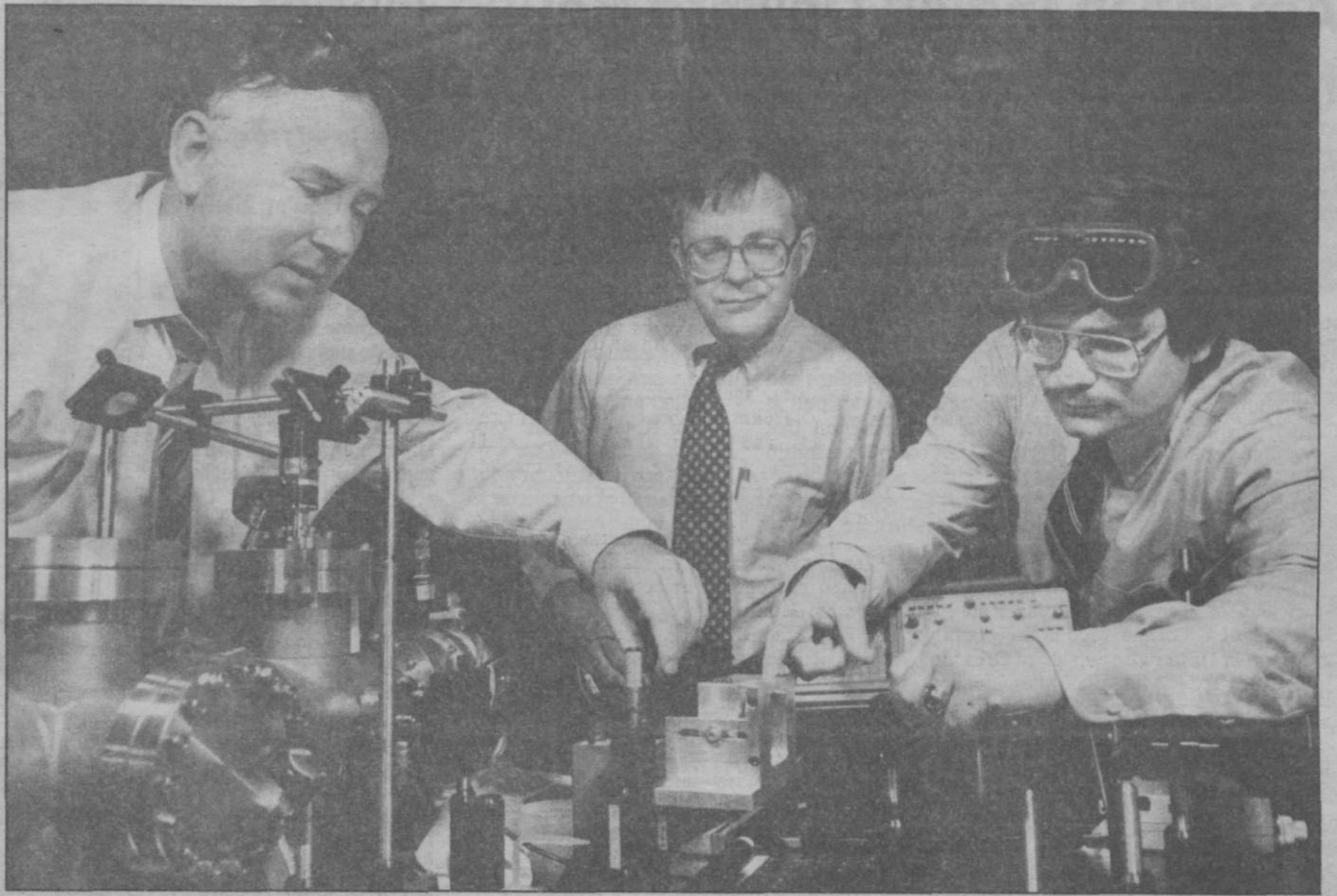
To date, their work has focused on single-crystal specimens of silicon and a number of composite materials. Because of composites' design and layering, they are particularly lightweight and strong — properties that have led to their use in rocket motors and structural components used in aircraft and naval vessels.

However, said Sachse, analysis of composite parts in these applications have been complicated by some of their characteristics. For example, composites may exhibit different mechanical properties when measured in different directions through the material — called anisotropy — and they are often thick and have irregular shapes, all of which make them defy conventional ultrasonic inspection techniques.

"Until now, seeing inside these materials — that is, getting ultrasonic signals in and out of them and extracting structural information from the signals — has been considered a most difficult problem," said Sachse. "The technique we have developed permits us to scan any material, including metals, semiconductors and composites, regardless of the shape of the specimen."

The critical element of the technique, which makes it similar to seismology, is that both the ultrasonic source and the sensor are pointlike, capable of generating waves of broad frequency range and high energy in all directions simultaneously in a specimen, said Sachse.

As an energy source, the researchers use a high-powered yttrium-aluminum-garnet (Nd:YAG) laser, which generates light pulses only a few billionths of a second in duration. When the scientists aim the laser



Charles Harrington

Visiting Professor Arthur Every of the University of Witwatersrand, South Africa (left), Professor of Theoretical and Applied Mechanics Wolfgang Sachse (center) and Associate Professor of Materials Science and Engineering Michael Thompson with their laser-based scanning apparatus for obtaining ultrasonic images of materials.

at a specimen so that its spot is somewhat less than a millimeter across, the sudden heating of the surface causes an expansion of the material. This expansion produces an ultrasonic wave made up of many frequencies. The wave propagates through the material like the wave from a pebble hitting the surface of a pond, and the researchers detect it using a miniature sensor at a receiver point.

The scientists can detect such waves in ultra-absorptive composite materials, because the generated signals also contain low frequencies that propagate well.

An important advantage of the technique is that different kinds of waves are generated that are sensitive to different properties of the material. These waves include longitudinal or pressure waves that have a "push-pull" motion and lateral or shear waves with a side-to-side motion. The scientists' current challenge is learning how best to interpret the wealth of data obtained from the waves, said Sachse.

Because the researchers can easily scan

the laser source across the surface of a specimen, they can record hundreds of signals over a region and stack them together to generate a "scan image" that is similar to a seismogram used by seismologists to study the Earth's structure.

The scan image contains details of the material's characteristics, because the material attenuates sound waves as they propagate through it, and because the material's flaws and inhomogeneities cause small echoes. Also, because of a material's anisotropy, the signals propagate with different speeds in different directions and may even become focused.

So far, researchers have only begun to recognize the full potential of information in such scan images, Sachse emphasized.

"We see structure in the images we generate by this method, but we need additional work to fully relate the structure observed in a scan image to a material's microstructural features," he said.

Other researchers, notably Professor James Wolfe at the University of Illinois,

have used a similar technique called phonon imaging, which is based on very high frequency thermal vibrations, or phonons. These experiments can only be carried out at supercold liquid-helium temperatures to probe the anisotropic structure of small specimens of non-metallic crystals.

However, by using laser-generated ultrasonic signals, the Cornell research team was the first to generate these maps of material anisotropy, not only for characterizing laboratory specimens, but also for analyzing actual structural components.

By combining further theoretical analysis to interpret the images and possibly image-processing techniques, the determination of scan images could become a routine procedure for probing the microstructures of complex materials, Sachse said.

The work is supported by the Cornell Materials Science Center, which is funded by the National Science Foundation, by the University of the Witwatersrand and by the Office of Naval Research.

—Dennis Meredith

Book explores interplay among language, culture and politics

In a book just published, Southeast Asian scholar Benedict R. Anderson explains how cultural and political contradictions arise in a nation that is both ancient and modern.

Indonesia is his subject. Anderson, the Aaron L. Binenkorb Professor of International Studies, writes that as recently as the early 19th century the Javanese, Indonesia's

As recently as the early 19th century, the Javanese lacked words for politics, colonialism, society or class.

largest ethnic population, lacked words for politics, colonialism, society or class.

Ruled by the Dutch for nearly 300 years and occupied by the Japanese during World War II, Indonesians gradually developed a new language to explain their colonial past and their evolution into an independent nation.

"While the Indonesian nation is young, the Indonesian state is ancient," Anderson said. "Contemporary politics are conducted in a new language, Bahasa Indonesia, by peoples, especially the Javanese, whose cultures are rooted in medieval times."

Anderson, who directs Cornell's Modern

Indonesia Project, explores the interplay among language, culture and politics in eight essays that comprise his book, "Language and Power: Exploring Indonesian Political Culture," published in December by Cornell University Press. The book is the first in a new series on the interaction of the social sciences and history edited by David Laitin, director of the University of Chicago's Wilder House, a center for interdisciplinary study of politics, history and culture.

"My book deals with the interaction between modern and traditional notions of power, the mediation of power by language and the development of national consciousness," Anderson said.

To advance his points, he draws examples of political and cultural changes in the Southeast Asia nation from numerous sources including classical poetry, public monuments and cartoons.

The essays discuss how power was imagined in traditional Javanese society and how those images shaped Indonesia's modern politics; incongruities between modern Indonesia and hierarchical Javanese official culture; and the perception of Java, Indonesia's most populous island, by Javanese intellectuals while their island was overrun by colonial capitalism and absorbed into the heterogeneous Netherlands East Indies.

—Albert E. Kaff



Charles Harrington

Benedict Anderson holds a satirical sketch of himself in an Indonesian general's uniform. Anderson has been barred from Indonesia by that country's military government for the past 19 years.

Leisha Conners Bauer

American Indian Upward Bound leader fosters independence among youth

Leisha Conners Bauer remembers her first weeks at Cornell in 1978. A Mohawk from New York's St. Regis Reservation, she had the unwanted distinction of being in the most underrepresented minority on the campus.

How, she wondered, would she ever make friends? Stay in school? Pay the bills? "At first, I went home every weekend. I rode enough Greyhounds to last a lifetime."

Now, as program director for American Indian Upward Bound in seven Western states, Bauer realizes that she was poised between two alternatives — the American Indians who give up on college and return to the reservation, and those who never go back home. The skills she acquired at Cornell shape her administrative style in a program that gives high-school-age Indians a head start to college and to an education that will train them to help their people.

The program brings high schoolers as early as the ninth grade to the University of Colorado at Boulder for several weeks each summer for supplemental instruction in academic areas in which they are weak and advanced study in areas they want to develop. They get an introduction to college life, tours of museums and other cultural facilities, career guidance and help in applying to universities. Twenty-one of the 23 seniors in last year's Upward Bound class went on to college, Bauer proudly reports of the program she has run since 1988.

Bauer, who is also working on a master's degree in public administration at the University of Colorado's Denver campus, came to Cornell wanting to study communications, and she majored in that before switching to agricultural economics and graduating in 1983. She married a Cornell geology student (Bruce Bauer, now a staff scientist at the National Oceanic and Atmospheric Administration in Boulder) and for a while sold securities in New Orleans and Denver brokerage firms. "But I realized I didn't have the personality for that kind of work," she said.

Bauer grew up on a reservation where industrial pollution made the fish inedible; more recently, the main industry — until intertribal disputes shut the casinos down last year

— was gambling. She was encouraged by her parents to try for an Ivy League education.

At Cornell the 17-year-old Mohawk found herself to be one little piece in the vast Cornell mosaic of diversity. Were it not for the help of two staff members, she acknowledges now, she probably wouldn't have made it. Brian Earle, a lecturer in the Communications Department, was her academic adviser, and he shared her interest in American-Indian affairs. Barbara Abrams, now acting associate dean of admissions, was Bauer's work-study supervisor for three years in the Office of State Programs.

"She was so good at fostering independence," Bauer said of Abrams. "She gave me tasks and let me figure out how to do them. That's where I learned to get up and talk before people without a lot of preparation and to deal with administrative bureaucracies."

When the cost of staying at Cornell seemed insurmountable, Bauer remembers, Abrams walked her to the financial-aid office and helped her apply for funding and short-term loans. "I managed to get out with less than \$2,000 in loans and was able to pay that off relatively fast," she said. "I learned to do the things I would need to survive."

More than most college students, American Indians need that kind of support on their way to independence, Bauer believes. "At Upward Bound there is a sense of community," she said. "They form such intense bonds. They learn to turn to each other."

But wherever the American-Indian students go to college, they will be a small minority. At Cornell, for example, American-Indian students are recruited from across the United States, yet there are seldom more than 80 enrolled at any time. Residential centers, such as the American Indian House being built at Cornell, are especially important because they give students a base of operations while they learn to make their way in the larger campus community, according to Bauer. They also provide an opportunity for others to learn about the culture.

About the same time that Bauer overcame her homesick-



Leisha Conners Bauer

Tim Moersch

ness, she began to make friends of all kinds. She became involved with the student organization, North American Indians at Cornell, and eventually became its president and served on the search committee for the first director of the American Indian Program.

Others can follow her, Bauer is convinced. "We tell the kids, don't let anybody discourage you. If you really want to do something — to go to college and get through — you can find the money and you can find the way. Understand that you will have to put a lot of work into it. But you can do it."

— Roger Segelken

Cornell and Dryden embark on a joint composting project

Cornell and the town of Dryden have joined in an organic-waste composting project that will be the first of its kind to undergo comprehensive, environmental monitoring.

Site preparation began in December for the one-year project, which reduces the volume of solid waste going to area landfills while yielding tons of compost. A portion of the compost will be given free to area residents for their gardens and farms.

Cornell and Dryden will operate the composting facility near Freese Road as a full-scale research and demonstration project, and will monitor it for economic cost and environmental impact, according to Dryden Town Supervisor James Schug. In addition, they anticipate some small-scale research with innovative technologies and materials at the site, Schug said.

Composting is the natural process that breaks down organic matter to a dark, crumbly, earthy mixture that eventually becomes an important component of soil, allowing nutrients to be used again. A properly managed compost pile speeds the process by creating ideal conditions.

In the project, farm manure from Cornell and leaves from the town of Dryden and Cornell will be composted in long outdoor rows called windrows approximately 6 feet high and 12 feet wide. All materials will be brought to the site in town or university vehicles; individual drop-offs will not be al-

lowed, Schug said.

Most windrows will be turned using a specialized composting machine on loan to the demonstration project from SCAT Engineering of Delhi, Iowa. The machine mixes and aerates composting material as it is pulled through the windrows by a farm tractor. In addition, Cornell Farm Services is providing the tractor/loader to manage a separate set of windrows to develop comparative operational and economic data.

While the site will not require full-time staffing, a Cornell Farm Services employee will monitor the site daily and will turn the windrows approximately once a week, according to project coordinator Tom Richard, senior research specialist in Cornell's Department of Agricultural and Biological Engineering.

The research site is on three acres of Cornell land west of Freese Road. The site will be accessed via a gravel drive along an old fence row, and the staff will install a locked gate that can be visually monitored from Freese Road. The site is buffered by cropland or woods on all sides, with the nearest residence more than 1,000 feet away, Schug explained.

With funding from the New York State Department of Agriculture and Markets, Cornell agricultural engineers will subject the yard-waste and manure-composting operation to an intensive economic and environmental monitoring program, Richard

added. Farm Services personnel will keep complete records of labor and equipment time and incidental costs related to composting operations. Staff in Cornell's Department of Agricultural Economics will calculate capital and operating costs.

Economic information on composting is particularly vital to farmers, food processors and others who must manage large quantities of organic waste, the agricultural engineer noted.

The university will use compost produced by the project, which is expected to process between 3,000 and 5,000 tons of waste the first year, for grounds maintenance and agricultural fields. (Weight depends, in part, on the moisture content of the incoming material and of the finished compost. Composting these wastes is expected to reduce their volume by 70 percent.) Cornell will also allot some for horticultural research, while the rest will be available to local residents. The project's first compost will be ready in the spring or early summer of 1991, Richard said.

Staff from agricultural and biological engineering, in cooperation with the New York State Department of Environmental Conservation, will sample surface and groundwater at the site and analyze it for nitrogen compounds and for biochemical oxygen demand. Richard explained that nitrogen compounds and biochemical oxygen demand of water from a composting

site are of concern in order to prevent degradation of nearby water supplies.

Another aspect of the project includes the evaluation of two different methods of collecting leaves. Last fall, town of Dryden residents were issued either 30-gallon paper bags or clear-plastic bags, Schug explained.

The paper bags compost effectively with the leaves, while the plastic bags will be separated mechanically by the SCAT windrow turner. Mobil Chemical Co., which is interested in developing a plastic-bag recycling program, is providing free bags and will test the recyclability of the separated bags. Set Point Inc. of Massachusetts is providing the free paper bags.

Schug said residents near the composting site have raised concerns, including the potential for odor, increased truck traffic, and animal and bird problems. To address these concerns, an advisory committee of residents in the surrounding area will monitor the operation of the project.

In addition to the manure and leaf composting, Cornell engineers plan a pilot food-waste composting experiment for spring 1991, under the guidance of the DEC, at the Freese Road site and other locations in the Ithaca area. In the project, staff will mix ground-up food waste from Cornell Dining Services with manure and animal bedding and compost the material using both open-windrow and contained systems.

— John Guttenberger

Quartet to perform math re-enactment

The Mathematics Department today will celebrate the 100th anniversary of its mathematics club with a re-creation of the club's first meeting. Four members of the faculty — Wolfgang Fuchs, Clifford Earle, Moss Sweedler and Philip Holmes — will don dark frock coats and bowler hats for a public performance that they promise will be humorous and interesting, even to non-mathematicians, beginning at 4:30 p.m. in Rockefeller Hall's Schwartz Auditorium.

A century ago, the meeting took place in the home of Professor James Edward Oliver, for whom the Oliver Club was named. Members of the math department — then a joint department with astronomy — gathered in Professor Oliver's home, now the site of Gannett Clinic, to discuss issues outside the regular curriculum.

Persian Gulf *continued from page 1*

residence-life programs, and other high-contact student services, Palmer said their main focus should be students. While many students may not need or desire the kind of support he was discussing, Palmer asked that special thought be given to "that large number of students who may wish to talk about their feelings or learn more about the issues related to the conflict."

One associate dean, who cited the protest experience of the 1960s and 1970s, cautioned that sensitivity had to be exercised in class, as well, especially by young faculty members who might not realize how greatly the high emotions of war might distract and disturb their students.

Palmer added that, while he was sure most faculty would show sensitivity once students discussed their anxieties, "I'm primarily concerned about students who may remain silent."

It was agreed that support for such students should be offered through the following kinds of efforts, which will be regularly announced on the campus CUINFO computer system:

- Open houses offered by those faculty who live in residence halls.
- Special efforts by all residence-hall staff members to let students know of their availability.
- Emergency walk-in service at Psychological Services, from 8:30 a.m. to 5 p.m. and telephone assistance at other times.
- Prayers to be led, from noon to 1 p.m. in Sage Chapel, by staff and faculty members.
- Special efforts by the advising offices of individual colleges.
- Support from Uncle Ezra, a computer-accessible service that answers students' personal questions. (See a related story

about Uncle Ezra on Page 6.)

Palmer said he did not intend to leave the meeting with a full list of responses but rather with the commitment of support, which participants agreed to provide.

They also agreed to support efforts that might be entirely student-generated, such as small-group talks to which faculty might be invited by student organizations, and they agreed to stay in contact with Palmer's office, passing on any information that might then be distributed to the student-run newspaper, the Cornell Daily Sun, or to CU-INFO.

Palmer, who is the chief administrative officer responsible for undergraduate education and student services, said he hoped the meeting would promote continuing communication within the university while also facilitating the start of the specific efforts discussed.

CORNELL EMPLOYMENT NEWS

Including Job Opportunities

Volume 3, Number 2

January 24, 1991

Life after Layoff

Cornell Offers Services to Help in the Placement Process

YOU'VE GOTTEN YOUR LETTER informing you that you will be one of those laid off from Cornell, and you'd like to know what to do next?

Unfortunately, much of the process you will need to initiate might seem terribly bureaucratic at first, and it is easy to think that you would just be lost in the shuffle. In the initial days, it also might seem least painful to just put Cornell out of your mind and to look for a job on your own. However, the university is strongly committed to assisting its laid-off employees in their job search, and has support systems in place that can help you plan your next move. Here are some suggestions on how you can "work the system":

- First, reread the three-page letter on layoff information you received from Employee Relations. An explanation of your benefits, as well as other valuable information, is included. (If you have misplaced this letter or have related questions on your layoff status, contact Employee Relations at 255-7206.)
- Contact Staffing Services, at 5-5226, to set up an appointment with the staffing specialist noted in the letter from Employee Relations. This specialist is familiar with your area of expertise, experience, or interest, and will consult with you, reviewing:
 1. Your skills;
 2. The areas in which you would like to work;
 3. Your resume.

The staffing specialist will help you plan a strategy for your job search, both on- and off-campus. (If you misplaced this letter, call Staffing Services to arrange for such a consultation anyhow.)

- If you would like help on your resume, or would just like someone to review it, you can contact:

1. Staffing Services, 5-5226;
2. Training and Development, 5-6326;
3. The Office of Equal Opportunity, 5-3976.

- The "Successful Job Hunter Program," offered by J. Courtney Fletcher, Cornell's New York State Job Service representative, comes highly recommended by its past participants. The program is especially valuable for people who have not been in the labor market, looking for a position, for some time. It is a three-day program, offered once a month, sponsored by the Department of Labor. The program covers job hunting skills, writing resumes, interviewing techniques, and building self-esteem. For the next two months, plans are to offer the program on:
 - February 19, 20, 21, 9:00 a.m. to 4:00 p.m.;
 - March 19, 20, 21, 9:00 a.m. to 4:00 p.m.

Both sessions will be held in the Conference Room, at the Department of Labor Offices, Center Ithaca, on the second floor. You may sign up for the program by contacting Staffing Services, 5-7044.

- Employees on layoff status are encouraged to contact the Office of Equal Opportunity for information about the *Practice Interview Program*. The program offers practice interviews with feedback, resume and cover letter evaluation, and strategies to improve job opportunities. Though it does not guarantee participants a job at the university, this program is offered on an on-going basis for all interested employees. For more information, call (607) 255-3976.

- Staffing Services and Training and Development, also offer general career counselling, especially helpful if you are considering employment or want to learn skills in an area new to you. Consultants can be reached by calling their respective numbers, listed above.

- You might wish to consult with J. Courtney Fletcher directly about looking for jobs off-campus. Her office, located in Staffing Services, can be reached by calling 255-7044.

- The Employee Assistance Program (EAP) is available for counseling for a period of up to eight hours, free of charge, for those on official university layoff status. It can assist you in addressing personal concerns and problems, as well as providing you with access, free of charge, to financial counselling. Call 273-1129 if interested.

- You may enroll for up to six credit hours a semester in the university Extramural Program and you are also eligible for Tuition Aid and university training programs while on official university layoff status. This includes courses offered through BOCES (registration for the spring semester is currently underway) and other on- and off-campus programs, as well as the courses offered through the *Spring 1991 Calendar of Workshops and Programs*, which will be distributed in February. Call Training and Development, 5-6326, for further information.

- If you are interested in temporary employment while you are continuing your job search, contact Karen Raponi, Staffing Services, East Hill Plaza, at 255-2192. Accepting temporary employment at Cornell will NOT jeopardize your layoff status.

Next week's Cornell Employment News will include those off-campus services that are available to laid-off employees and other individuals and families who are experiencing financial, professional, or personal difficulties.

Your Supervisor Seems Judgmental and Your Employees Seem Defensive? Performance Dialogues Can Break the Cycle

Handbooks Distributed to Non-Academic Supervisors This Week As Phase I of a University-Wide Effort to Improve Performance and Encourage Development

Every employee who has ever gone through a performance appraisal knows the feeling—that anxious churning in the pit of the stomach, the conversations with the supervisor mentally rehearsed days ahead, the quick glance down the checkmarks in hopes that the year's work will be recognized. And every supervisor has had corresponding anxieties—wanting to be fair, wanting to avoid unpleasant confrontation or reaction, wanting to reward and recognize good work while still aiming to correct deficiencies and improve performance.

But the process of assessing and enhancing job performance need not be like this. If employees and supervisors establish and develop a continuing, year-round dialogue about the work at hand—discussing problems as they arise and celebrating successes as they happen—the tension preceding the annual performance evaluation and interview can be minimized. Instead, through ongoing, informal conversation, employees and supervisors can identify areas that are furthering departmental goals and objectives, isolate areas that need improvement, and build realistic objectives for the future.

With this foundation, the annual performance evaluations and interviews can serve to sum up what has happened in the year past and to refine the focus for the year ahead.

This week non-academic supervisors received Cornell's new *Performance Dialogue*

Handbook as Phase I of the university's effort to promote this process. The handbook is designed to show how the performance dialogue process, when conducted on an ongoing rather than a once-a-year basis, can help foster an atmosphere of mutual trust and constructive communication. It discusses the various aspects of the performance dialogue process, from establishing clear job descriptions to following up with training.

The result of a cooperative effort among members of the Employee Assembly's Personnel Policy Committee, the Personnel Support Group, the Office of Human Resources, and other interested staff, the handbook has been organized by commonly encountered problems and their solutions. Though it was written primarily for supervisors, Cornell is encouraging supervisors to share the information in the handbooks with their employees. At some point in the future, the university hopes to formally distribute the handbook to all Cornell employees.

New forms to assist in measuring performance are being drafted to help promote the dialogue process. You may receive draft copies of the new forms by contacting Training and Development (5-7170). Official versions of the forms will be distributed later this spring. Rather than holding the handbook back to coincide with the release of the forms, the handbook is being distributed in advance, as part of an effort to en-

courage the very process the handbook promotes—i.e., to shift the focus toward thinking about and measuring performance as part of an ongoing process rather than as an end in itself.

The Office of Human Resources will be offering in-unit workshops and other training opportunities to help familiarize departments and supervisors with the revised policy, procedures, and forms. This includes a workshop, "Performance Dialogue: Making It Happen," to be held on April 11. The workshop will be offered through the *Spring 1991 Calendar of Workshops and Seminars*, which will be distributed in February.

Assistance Offered for ILR Layoffs

The School of Industrial and Labor Relations has an *ad hoc* group of staff with expertise in all aspects of job hunting to assist ILR colleagues whose positions have been terminated. The five members of the group can help with resume preparation, career counseling, interviewing, networking, and retirement planning. Coordinated by ILR's Human Resources Offices, they will contact people who have been laid off to offer assistance. In addition, the school has set aside an office area that may be used by people who need to work in private to prepare resumes, make phone calls, and schedule interviews. For more information, contact Pamela Strausser, 255-7615.

Support for Employees Affected by the Persian Gulf Crisis

Beginning January 28, a support group for employees who have family or close friends serving in the military in the Middle East will meet on Mondays, 12-1 p.m. in Anabel Taylor Hall, Room G18. Linda Starr from the Employee Assistance Program will meet with the group. For more information call Carolyn McPherson, 255-3976, or Regina Wharton, 255-6887.

Individual counseling and support relating to concerns over the Persian Gulf crisis or other matters are available through the Employee Assistance Program, 273-1129, and Cornell United Religious Work, 255-4214. Assistance is also available through Employee Relations, 255-7206.

JOB OPPORTUNITIES

January 24, 1991

Volume 3, Number 2

THE UNIVERSITY HAS CURRENTLY FROZEN POSTING, RECRUITMENT AND HIRING for most nonacademic positions. The freeze of statutory positions is a direct response to SUNY-imposed controls on expenditures to meet state budget shortfalls. Endowed positions are frozen to provide placement opportunities for current and future laid-off employees. Certain positions are exempted from the freeze, i.e., positions that have been defined as critical by the provost and senior vice president and those positions funded by non-state grants and contracts that have also been approved for posting by the appropriate dean.

In all cases, priority in filling the few positions that have been released for posting will go to individuals on layoff. If there are no current individuals on layoff who are qualified for these positions, departments may hire a temporary until additional layoff candidates are identified. Cornell employees may continue to send transfer applications for positions and Staffing is still accepting applications from external candidates. However, Cornell employees not on layoff and external applicants will be referred only if it is likely that laid-off individuals with appropriate qualifications will not be available.

Staffing Services, 160 Day Hall, Cornell University, Ithaca NY 14853-2801

Day Hall: (607) 255-5226

East Hill Plaza: (607) 255-7422

- Employees may apply for any posted position with an Employee Transfer Application. A resume and cover letter, specifying the job title, department and job number, is recommended. Career counseling interviews are available by appointment.
- Requests for referral and/or cover letters are not accepted from external candidates unless specified in the ad. Candidates should submit a completed and signed employment application which will remain active 4 months. Interviews are conducted by appointment only.

- Staffing Services will acknowledge receipt of all material by mail. Hiring supervisors will contact those individuals selected for interview by phone; please include two or more numbers if possible. When the position is filled, candidates should receive notification from the hiring supervisor.
- Cornell University is an Affirmative Action/Equal Opportunity Employer.
- Job Opportunities can be found on CUINFO

Professional

Nonacademic professional positions encompass a wide variety of fields including management, research support, computing, development, finance and accounting, dining services and health care.

All external candidates must have a completed signed employment application on file with Staffing before they can be interviewed for a position.

Submit a resume and cover letter for each position, specifying the job title, department & job number. Employees should include an Employee Transfer Application.

Project Leader I (PT4308) Level 35 Financial Systems Development-Endowed

Posting Date: 11/29/90

Organize, schedule and supervise the work flow of programmers working on user area applications. Maintain close communications with users. Investigate and evaluate outside software systems to determine the most economical and efficient way of integrating large subsystems into the current production system. Analyze user requirements so that they will be successfully incorporated within the overall user system. Determine detailed user requirements for proposals and get user acceptance of input and output forms.

Requirements: Bachelor's or equivalent in computer science or engineering. 3-5 years experience including extensive work with computers and design of major systems. A thorough knowledge of one of the following: COBOL, PL/1, IMS, ADABAS, or NATURAL. Knowledge of Cornell operating systems preferred. Send cover letter and resume to Sam Weeks.

Systems Programmer Analyst III (PT4913) Level 34 Computer Science-Endowed

Posting Date: 1/17/91

Working with the ISIS group, develop a new version of ISIS over the Mach kernel. This will include the specification, design, implementation, documentation and maintenance of this new systems software. Provide some programming support; Mach system administration; performance evaluation and tuning; and debugging.

Requirements: Bachelor's in computer science, mathematics, or equivalent combination of education and experience. Extensive experience involving 3-5 years work with network programming under UNIX and experience with Mach system. Send cover letter and resume to Sam Weeks.

Area Supervisor (PT4916) Level 34 Cornell Information Technologies-Endowed

Posting Date: 1/17/91

Manage and supervise all aspects of the Consumer Services Resale Operations. This includes the demonstration facility and order processing area as well as order processing function with the software contracts program. Serve as marketing contact for inventory management, special orders, and vendor concerns and problems.

Requirements: Bachelor's or equivalent experience with emphasis in supervision or area management. Experience with computer technology helpful. Excellent communications, interpersonal, problem solving, and writing skills. Ability to determine and set priorities. Minority candidates are particularly encouraged to apply. Send cover letter and resume to Sam Weeks.

Area Supervisor (PT5006) Level 33 CIT/Network Resources-Endowed

Posting Date: 1/24/91

Supervise the Network Operations center which is open 24 hours/day and 7 days/week. Advise on technical and procedural matters. Provide documentation on policies and procedures. Coordinate operational and maintenance activities within CIT and with Cornell departments and regional, national and international network facilities.

Requirements: Associate's in associated field or equivalent experience and/or relevant course work. Bachelor's preferred. 2-3 years with networks and network software with emphasis on TCP/IP and UNIX environments. Supervisory experience and understanding of network architecture, protocols, operations, and management issues are highly desired. Send cover letter and resume to Sam Weeks.

Application Programmer Analyst II (PT4701) Level 33 CHESS-Endowed

Posting Date: 12/13/90

Serve as consultant for the CHESS computing system. Develop and implement a user friendly interface for data collection software. Assist users and staff with computing problems. Maintain user accounts. Position flexible.

Requirements: Programming experience with FORTRAN and C. Experience with VMS and UNIX systems useful. Send cover letter and resume to Sam Weeks.

Resource Coordinator (PT4303) Level 33 Engineering/Dean's Office-Endowed

Posting Date: 12/13/90

Manage information system for the NSF Engineering Education Coalition. Coordinate and maintain information systems, instructional software, a master database of contacts and a network of workstations. Coordinate the coalitions database of interactive software, video, pictures, graphics and text material which is connected to a large network distribution system.

Requirements: Bachelor's in computer science or communication (or equivalent) with substantial knowledge and experience with computer networking is required. Programming experience with UNIX OS, FORTRAN, X-Windows or networking protocols is preferable. Send cover letter and resume to Sam Weeks.

Associate Director (PA4901) HRIII University Development/Major Gifts-Endowed

Posting Date: 1/17/91

Responsible for the management, coordination and execution of major gift fund raising initiatives, oriented toward individuals who have the capacity to give \$1 million or more.

Requirements: Bachelor's required. Minimum of 3 years experience in capital fund raising, institutional advancement in higher education or professional volunteer management. Strong management, interpersonal, and writing skills necessary. Send cover letter and resume to Cynthia Smithbower.

Senior Science Writer (PC4706) HRIII University Relations/News Service-Endowed

Posting Date: 1/24/91

To cover and write about the full range of work and life of the college of Agriculture and Life Sciences. Write for national press, campus and alumni publications. Keep abreast of research, undergraduate education and the life of the college of Agriculture and Life Sciences.

Requirements: Bachelor's or equivalent. Demonstrated excellence in explaining science clearly. 4-5 years related experience in science and journalism to suggest ability to work with researchers and make their work accessible to press and public. Cornell employees send employee transfer application, cover letter, resume, and writing sample to Esther Smith, Staffing Services, EHP.

External applicants send cover letter, resume and writing sample to Esther Smith, Staffing Services, 160 Day Hall.

Psychotherapist (PA5001) HRIII University Health Services-Endowed

Posting Date: 1/24/91

Provide crisis intervention and short-term therapy to students in emotional distress, couple and family counseling, lead group therapy sessions, consult with campus personnel, including Dean of Students, Residence Life, etc. Provide consultation for faculty and students including after-hours emergency service. This is a 10 month position.

Requirements: An A.C.S.W. or S.W. degree. If Psychologist, a Ph.D. in Clinical or Counseling Psychology from an APA approved program. APA approved interns preferred. 1-2 years experience in crisis intervention, knowledge of personality theory, psychopathology and short-term crisis intervention with experience in teaching or outreach. Send cover letter and resume to Cynthia Smithbower.

Assistant Director, Planned Giving (PA5003) HRIII University Development-Endowed

Posting Date: 1/24/91

Perform full range of planned giving activities working with alumni and friends of Cornell. The major focus of the job is external working with individuals and groups discussing planned giving concepts. Responsible for creating planned giving programs as appropriate to University Development fundraising goals.

Requirements: Bachelor's or equivalent work experience. An appropriate graduate or professional degree is desirable. Thorough knowledge of planned giving instruments, some familiarity with estate planning concepts and tax law. General knowledge of institutional fundraising. Experience in individuals giving programs. Analytical ability and financial skills. Excellent interpersonal skills. Considerable travel is required. Send cover letter and resume to Cynthia Smithbower.

Structural Engineer (PA4402) HRIII Facilities Engineering-Endowed

Posting Date: 11/8/90

Manage, organize and perform structural, architectural, and civil engineering design services for alterations and repairs to the University's Physical plant. Provide structural analysis in connection with designs of new projects and facilities and existing structures where needed.

Requirements: Bachelor's in Civil Engineering with a structures major equivalent. Professional Engineering (P.E.) license desirable. Minimum 3-5 years related experience, excellent interpersonal and communication skills, and valid drivers license. Must be able to access physically restricted spaces. Send cover letter and resume to Cynthia Smithbower.

Mechanical Engineer (PA4403) HRIII Facilities Engineering-Endowed

Posting Date: 11/8/90

Manage design and construction of maintenance, repair, and alteration projects that relate to mechanical systems.

Requirements: Bachelor's in Mechanical Engineering or equivalent. Professional Engineer's license desirable. 3-5 years experience as a mechanical engineer, demonstrated record of problem solving and innovations. Must be able to access physically restricted areas. Send cover letter and resume to Cynthia Smithbower.

Senior Research Support Specialist (PT4912) HRIII Lab of Nuclear Studies-Endowed

Posting Date: 1/17/91

Supervise operation, maintenance, and upgrading of the 1 MW 500 MHz Cornell Electron Storage Ring (CESR) Radio Frequency (RF) systems. Participate in R & D of superconducting RF cavities for application to high current storage rings. Provide advice on use and adaptation of RF equipment in specialized uses. Train technicians, grad students and researchers. Prepare reports, maintain records, and supervise maintenance of inventories of supplies.

Requirements: Master's in physics or engineering. At least 2 years of experience in RF, accelerator physics, or accelerator technology. Work with RF cavities and accelerator measurements; VMS and UNIX computer operating systems experience; and supervisory experience desirable. Send cover letter and resume to Sam Weeks.

Director of Law School Annual Fund (PA4603) HRIII Law School-Endowed

Posting Date: 1/17/91

The Director of the Law School Annual Fund works with the Law School's Assistant Dean for Development and Public Affairs in the development of programs for the school's annual fund and the Leadership Gifts Program.

Requirements: Bachelor's degree. 5 years successful fundraising experience in alumni campaigning. Management skills and refined organizational skills. Ability to motivate people and work creatively with volunteers. Send cover letter and resume to Cynthia Smithbower.

Administrative Manager I (PA5002) HRI Vet Microbiology, Immunol Parasit-Statutory

Posting Date: 1/24/91

Provide administrative support to department chairman by directing and monitoring the financial, personnel and physical facets of an academic department. Prepare department budget; manage fiscal and personnel matters, supervise clerical staff. Good oral and written skills.

Requirements: Bachelor's in Business Administration. Computer literacy 3-5 years administrative experience with Cornell's accounting and personnel policies. Solid background in data base management programs. Excellent interpersonal skills. Send cover letter and resume to Cynthia Smithbower.

Research Support Specialist (PT4904) HRI Genetics and Development-Statutory

Posting Date: 1/17/91

Participate in planning, designing and performing research on the regulation of plant mitochondrial gene expression and genome structure. Keep abreast of current literature. Help analyze data and prepare results for publication or presentation. Supervise lab operations and undergrad assistants. Train grads and undergrads in research methods. Maintain supply inventories and equipment. Maintain stocks of seeds, cell and bacteria cultures. Maintain records.

Requirements: Bachelor's in biological sciences or chemistry or equivalent. Master's preferred. At least 2 years independent research experience in molecular biology or biochemistry. Send cover letter and resume to Sam Weeks.

Development Assistant (PA4907) HRI Public Affairs/Johnson Museum-Endowed

Posting Date: 1/17/91

Assist the Development Officer at the Johnson Museum with all aspects of Public Affairs. Coordinate Museum related events on and off campus. Help with fundraising activities and provide stewardship to museum donors.

Requirements: Bachelor's degree. At least 2 years experience in development or public affairs at a university or related experience. Experience with Apple Mac and IBM software (Microsoft

Word and WordPerfect) and the Public Affairs Records system is essential. Send cover letter and resume to Cynthia Smithbower.

Public Affairs Assistant (PA4906) HRI Public Affairs/Olin Library-Endowed

Posting Date: 1/17/91

During 75 million dollar campaign, coordinate design and production of Library Development newsletter, annual report, brochures, bookmarks & plates, & prepare slide shows & other presentations.

Requirements: Bachelor's or equivalent experience. Minimum 2 years related experience. Proven writing experience. Demonstrated ability to design, edit, and oversee production of newsletter, annual reports, etc. Familiarity with presentation resources. Send cover letter and resume to Cynthia Smithbower.

Research Support Specialist I (PT4906) HRI Plant Breeding and Biometry-Statutory

Posting Date: 1/17/91

Provide managerial assistance to project leader with all aspects of a vegetable breeding research program. Supervise overall field operations including field layouts, land preparation, and applications of pesticides and fertilizers. Supervise greenhouse and growth chamber operations. Maintain pathogen and insect cultures. Coordinate record keeping and data processing. Contribute to grant proposals and oral presentations. Maintain inventories and order necessary materials. Supervise employees and grad students. Occasional work outside normal hours.

Requirements: Bachelor's in plant breeding/science or equivalent experience. Several years of related work. Experience with operation and maintenance of farm equipment. Good oral and written communication skills. NY pesticide applicator certification and NYS driver's license required. Send cover letter and resume to Sam Weeks.

Extension Support Specialist II (PT4901) HRI Soil, Crop and Atmospheric Sciences-Statutory

Posting Date: 1/17/91

Provide systems administration for computer lab, including system maintenance, testing new software, and teaching basic UNIX. Assist in development of UNIX applications in soils, crops and climatology. Coordinate and maintain soil databases. Assist faculty and staff. Work with USDA/Soil Conservation Service staff in conducting UNIX, system administration, and GRASS (software) training courses. Work on materials to enhance computer lab outreach.

Requirements: Bachelor's in natural resources, soils, geography or agriculture related area. Master's preferred. 1-2 years experience in geographic information systems. Ability to coordinate and maintain a computer lab required. Work with UNIX and GRASS software desirable. Knowledgeable about other geographic information systems such as ERDAS and ArcInfo. Send cover letter and resume to Sam Weeks.

Student Development Specialist II (PA4903) HRI School of Hotel Administration-Endowed

Posting Date: 1/17/91

Will assist the director with the administration of career planning and placement, corporate relations, and the Management Intern Program for the School of Hotel Administration.

Requirements: Bachelor's required. Master's helpful. Hospitality industry experience and/or education highly desirable. Excellent organizational, interpersonal and oral/written communication skills. Send cover letter and resume to Cynthia Smithbower.

Manager of Building Operations (PA4904) HRI Residence Life-Endowed

Posting Date: 1/17/91

Responsible for the implementation of all physical plant maintenance in the West Residence Life Area for housing for 3000+ students in a manner which fulfills the departmental physical plant standards. Recruiting, training, supervision, and quality assurance are also included.

Requirements: Associate's or equivalent combination of education and experience is required. Work experience in building trades and strong supervisory skills are necessary. Maintenance and operations in residence facilities desirable. Computer literacy essential. 24 hour on-call availability. Send cover letter and resume to Cynthia Smithbower.

Photo Specialist (PT4703) HRI Media Services-Statutory

Posting Date: 12/13/90

Produce high quality photographs using 4x5 view cameras, 2 1/4, and 35m in studio or on location for public relations, publication, exhibits and slide shows. Meet with clients to advise, plan content and to conceptualize photographs. Reproduce color slides using optical printer to produce special effects. Reproduce as slides or prints prepared artwork, illustrations and original photographs. Travel and weekend hours.

Requirements: Bachelor's in photographic arts and sciences or equivalent. 3 years experience in commercial photography, including photojournalism, studio photography, location photography and color process monitoring. Experience with optical printing methods preferred. Send cover letter and resume to Sam Weeks.

Research Support Specialist I (PT4509) HRI Biochemistry/MAC CHESS-Statutory

Posting Date: 11/29/90

Supervise and manage the operation of the X-ray processing facility. Train users in the use of the laser scanner and the image processing software. Act as consultant/assistant in some experiments. Convert data acquisition hardware and software from DEC system to Macintosh.

Requirements: Bachelor's or equivalent in physical science, engineering or computer science. Minimum 2-3 years of technical experience in electronics/computing. Software development experience (DecStation 5000, PDP11, MacII). Good working knowledge of computer interfacing and instrumentation. Send cover letter and resume to Sam Weeks.

Accountant I (PC3816) HRI Electrical Engineering-Endowed

Posting Date: 9/27/90

Administer accounts, manage accounting office; and supervise staff of 2. **Requirements:** Bachelor's or equivalent in business and accounting. 2-3 years related experience. Strong supervisory skills required. Experience using IBM PC and Lotus 123; ability to create advanced spreadsheets required. Good interpersonal skills. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Professional Part-Time

Computer Operations Supervisor I (PT5007) Rural Sociology-Statutory

Posting Date: 1/24/91

Provide computer training and assistance for grad students. Conduct regular workshops to train new grad students in statistical procedures, data analysis and manipulation; word processing;

and bibliographic procedures using both micro and mainframe computers. Provide support with statistical, spreadsheet, word processing and bibliographic software. Serve as consultant to grad students and post-docs with computing problems. Install software and upgrades. Maintain equipment. 20 hours/week, flexible.

Requirements: Bachelor's in computer science, related field, or equivalent experience. 2 or more years in computer consulting field or programming experience in a social science environment. Excellent oral and written communication skills. Send cover letter and resume to Sam Weeks.

Research Support Aide (PT4802) HRI Chemistry-Endowed

Posting Date: 12/20/90

Coordinate all administrative aspects of the Journal of Physical Chemistry. Monitor and maintain timely progress of manuscripts. Correspond with authors worldwide, reviewers and editorial staff. Edit manuscripts paying special attention to style and grammar. Responsible for preparation of monthly and annual production and financial reports in accordance with the American Chemical Societies guidelines.

Requirements: Bachelor's or equivalent in chemistry or physics. Familiarity with modern chemistry and science library; editorial experience helpful. Familiarity with scientific computing and French/German helpful. Send cover letter and resume to Sam Weeks, Staffing Services, 160 Day Hall.

Undergraduate Advisor (PA4910) HRI Government-Endowed

Posting Date: 1/17/91

Act as substitute and supplementary advisor for undergraduate students in the Department of Government. Provide relief to faculty members in the areas of advising and counseling students with respect to their studies at Cornell. Provide back-up and assistance to the undergraduate coordinator. 20 hours per week.

Requirements: Bachelor's required. 2 years experience in advising in an academic setting. Familiarity with departmental and college requirements for undergraduate students. Proficiency in computer support and database management. Send cover letter and resume to Cynthia Smithbower.

Staff Nurse (PA4908) HRI University Health Services-Endowed

Posting Date: 1/17/91

Provide nursing care for ambulatory and inpatients at Gannett Health Center. To assist nursing supervisor with clinic flow. To act as patient advocate. 9 month position. 20 hrs pr wk, 4pm - 12pm.

Requirements: Graduation from an accredited school of nursing - BSN degree preferred. Current NYS license with minimum of 2 years recent experience in an ambulatory or acute care setting. CPR-BLS level certification required within 1 year of employment. Send cover letter and resume to Cynthia Smithbower.

Staff Nurse (PA4909) HRI University Health Services-Endowed

Posting Date: 1/17/91

To provide nursing care for ambulatory and inpatients at Gannett Health Center. Assist Nursing Supervisor with clinic flow. To act as patient advocate. 9 month position. Mon-Fri, 20 hrs per week.

Requirements: Graduate from an accredited school of nursing - BSN degree preferred. Current NYS license with minimum of 2 years recent experience in an ambulatory or acute care setting. CPR-BLS level certification required within 1 year of employment. Send cover letter and resume to Cynthia Smithbower.

Professional Off-Campus

Associate Regional Director (PA5009) HRIII Public Affairs Metro/NY Regional Office-Endowed

Posting Date: 1/24/91

Assist the Director and assist in the implementation of the university's public affairs programs and college public affairs and departmental programs. Supervise professional staff of 5.

Requirements: Bachelor's or equivalent required from Cornell is desirable. 3-5 years proven experience in public affairs related activities such as recruitment and training of volunteers is desirable. Send cover letter and resume to Cynthia Smithbower.

Associate Regional Director (PA5008) HRIII Public Affairs Western Regional Office/Solana Beach CA-Endowed

Posting Date: 1/24/91

Assist the Director and assist in the implementation of the university's public affairs programs and college public affairs and departmental programs. Supervise professional staff of 4.

Requirements: Bachelor's or equivalent required. Degree from Cornell is desirable. 3-5 years proven experience in public affairs related activities such as recruitment and training of volunteers is desirable. Send cover letter and resume to Cynthia Smithbower.

Public Affairs Assistant (PA5010) HRI Public Affairs Metro/NY Regional Office-Endowed

Posting Date: 1/24/91

Assist in and support the planning, organization, and implementation of a comprehensive regional public affairs program which represents the university in its alumni affairs, development, admissions and public relations activities. Assist the Director in managing an alumni volunteer network in coordination with the university's central public affairs and college programs.

Requirements: Bachelor's required. Excellent oral and written communication skills. Experience in public affairs and volunteer program management and ability to manage computer data base, electronic mail and word processing. Send cover letter and resume to Cynthia Smithbower.

Boyce Thompson Institute

Research Assistant (available February 1, 1991)

To work in a project aimed at the bioassay guided isolation and identification of novel insect toxins from entomopathogenic fungi. Duties involve culturing and maintenance of fungal isolates, liquid-liquid extractions and fractionation, and preparation of samples for insect toxicity bioassays. Purification of active components from the crude extracts involves techniques such as open column chromatography, thin layer chromatography, gel permeation and high pressure liquid chromatography. Experience with equipment such as high pressure liquid chromatograph, UV spectrophotometer, diode array detector, and gas chromatograph desirable.

Requirements: Bachelor's in Biology/Chemistry or equivalent. Contact: Anne Zientek 254-1239

Laboratory Aide

Maintain laboratory orderliness. Duties include washing lab ware, replenishing supplies, using autoclave and other tasks on an "as needed" basis. 8-30 hours per week flexible. \$4.25 per hour.

Requirements: Ability to work under supervision and in a laboratory environment. Contact Anne Zientek, 254-1239.

Technical

As a prominent research institution, Cornell has a diverse need for laboratory, electro/mechanical and computer support. Individuals with backgrounds in computer science, biology, microbiology, chemistry, animal husbandry, plant science and medical laboratory techniques are encouraged to apply; applicants with ASCP or AHT licenses are in particular demand.

All external candidates must have a completed signed employment application on file with Staffing before they can be interviewed for a position.

Submit a resume and cover letter for each position, specifying the job title, department and job number, to Sam Weeks, 160 Day Hall. Skill assessment check lists, available at the Day Hall office, are a valuable aid when applying for computer or laboratory related positions.

Assistant Foreman (T5003) M & SO/Refrigeration Shop-Endowed

Posting Date: 1/24/91
Assist the shop foreman in supervising the Air Conditioning and Refrigeration Shop. This includes electricians, plumbers and apprentices. Install, trouble shoot and repair all refrigeration systems. Assign, schedule and coordinate jobs. Inspect work making sure it was done in a timely, safe and satisfactory manner. Process shop paperwork.

Requirements: Must have completed an apprentice program and have a minimum of 5 years experience in refrigeration field. Must maintain valid NYS driver's license and be willing to join the union within 30 days. Send cover letter and resume to Sam Weeks.

Technician, GR18 (T4506) Chemistry-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 11/29/90
Synthesize and analyze organic compounds to be used in tests of enzyme inhibition. Follow procedures to prepare desired chemical compounds. Carry out spectroscopic analysis. Perform library research, write reports, and give presentations.

Requirements: Associate's in chemistry or equivalent. Minimum of 1 year in an organic chemistry lab. Send cover letter and resume to Sam Weeks.

Animal Technician, GR18 (T4905) Equine Drug Testing-Statutory

Minimum Biweekly Salary: \$542.89
Posting Date: 1/17/91
Care for horses. Provide food and water. Groom and treat cuts and abrasions. Collect blood and urine samples. Administer drugs and antibiotics under direction of veterinarian. Clean stalls and equipment. Follow strict protocols for animal welfare. Keep records. Perform chores of mowing, fence repair, etc.

Requirements: HS diploma or equivalent. 1-2 years related experience. Ability to use vacutainer for blood collection. Ability to catheterize mares. Knowledge of grooming. Send cover letter and resume to Sam Weeks.

Technician, GR18 (T4920) Genetics and Development-Statutory

Minimum Biweekly Salary: \$542.89
Posting Date: 1/17/91
Perform molecular genetics experiments. Provide general lab assistance. Maintain bacteria cultures. Oversee the maintenance of glassware and preparation of culture media and solutions. Order supplies, maintain inventories, oversee equipment maintenance, and arrange for repairs. Assist in training new lab personnel.

Requirements: Associate's or equivalent preferably in natural sciences, Bachelors desired. 1 year lab experience preferred, especially in molecular genetics techniques. Send cover letter and resume to Sam Weeks.

Animal Technician, GR18 (T4707, T4708, T4709, T4711) Laboratory Animal Services-Statutory

Minimum Biweekly Salary: \$542.89
Posting Date: 12/13/90
Care, feed, water, clean and monitor research animals. Follow strict protocols for sterile or disease control environments and for animal welfare. Maintain animal records. Assist vets in treating and vaccinating as needed. Some weekend & holiday coverage.

Requirements: HS diploma or equivalent. Associate's in animal science desired. AALAS certificate helpful. Knowledge of a variety of lab animals and animal breeding required. 1 year experience. Ability to lift 50 pounds. Pre-employment physical, all necessary immunizations and NYS driver's license required. Send cover letter and resume to Sam Weeks.

Technician, GR19 (T3306) Soil, Crop and Atmospheric Sciences-Statutory

Minimum Biweekly Salary: \$566.28
Posting Date: 8/23/90
Assist with lab, greenhouse, and field studies of soil chemistry, water quality, and plant and animal nutrition. Perform chemical analyses on plant and animal tissue, soil, water, and other samples using ICP (inductively-coupled argon plasma) emission spectrometry, ICP mass spectrometry, atomic absorption spectrophotometry, ion chromatography, etc. Collect and prepare samples for analysis. Prepare standards and reagents. Verify purity of chemicals. Record and tabulate results. Enter data into computer and perform statistical analyses. Assist with library research. Check and maintain instrumentation. Maintain stock reagents and wash glass ware.

Requirements: Associate's in chemical technology (Bachelor's preferred) with training in analytical methods. Research experience; demonstrated aptitude for inorganic analyses and instrumental methods; familiarity with ICP emission spectrometry, ICP mass spectrometry, and ion chromatography; experience with Lotus and SAS is desirable. Send cover and resume to Sam Week.

Technician, GR19 (T4921) Genetics and Development-Statutory

Minimum Biweekly Salary: \$566.28
Posting Date: 1/17/91
Provide technical and administrative support for the operation of a genetics lab. Participate in genetics research on soil nematodes. Participate in cell biological research using an immunofluorescence microscopy, SDS gel electrophoresis and western blotting. Maintain nematode stains by use of agar plates or liquid nitrogen. Maintain records of all strains. Maintain and order lab supplies.

Requirements: Bachelor's with coursework in genetics. Minimum 1 year lab experience. Send cover letter & resume to Sam Weeks.

Technician, GR20 (T4910) SCAS-Endowed

Minimum Biweekly Salary: \$590.45
Posting Date: 1/17/90
Provide support for research in biochemical analysis of specific mRNA's, activities of enzymes, and amounts of storage proteins in plant tissues. Duties include culturing bacteria containing cDNA plasmids; and performing hybridization assays. Read pertinent literature. Order supplies.

Requirements: Bachelor's in biology, biochemistry, or chemistry (or equivalent). 1 year related experience with basic lab equipment. Must have the ability and desire to learn new techniques and procedures. Must be able to function independently and to communicate work-related ideas effectively. Must have good organizational skills. Send cover letter and resume to Sam Weeks.

Technician, GR20 (T4704) Natural Resources-Statutory

Minimum Biweekly Salary: \$590.45
Posting Date: 12/13/90
Assist in research to alleviate damage caused by deer and to evaluate deer repellents and new fencing. Design, conduct and evaluate studies of deer damage to crops and ornamental plantings. Assist in research on other wildlife damage. Prepare and present summary research reports. Assist in maintenance of research vehicles.

Requirements: Master's in wildlife science, mammalogy, vertebrate zoology, or animal science (or equivalent). Minimum of 2 years of related experience including work with herbivores, primarily whitetailed deer and rabbits. Experience in experimental design. Familiarity with PC's and statistical programs. Send cover letter and resume to Sam Weeks.

Utilities/CADD Drafter, GR21 (T4923) Facilities Engineering-Endowed

Minimum Biweekly Salary: \$615.42
Posting Date: 1/17/91
Maintain utility maps, files, and records; and update maps and files using both manual and CADD techniques. Collect and verify field information. Conduct field inspections. Assist survey party as needed.

Requirements: Associate's or equivalent. 3 years drafting and CADD experience, preferably with a large firm. Must have a valid NYS driver's license. Must have ability to remove/replace various types of utility structures (e.g. manhole covers, etc.) and be able to access restricted spaces. Send cover letter and resume to Sam Weeks.

Laboratory Technician, GR21 (T4201)

Vet Microbiology-Statutory
Minimum Biweekly Salary: \$615.42
Posting Date: 10/25/90

Provide technical support to a canine hip dysplasia and osteoarthritis project by looking for RFLP's which may be associated with these conditions. Isolate and purify DNA; prepare cDNA probes; and use restriction endonuclease and northern blots. Prepare and maintain tissue cultures. Perform ELISA assays; ion exchange and affinity chromatography; and polyacrylamide gel electrophoresis. Prepare protocols & tabulate data. Maintain lab.

Requirements: Bachelor's in biochemistry, molecular biology, or microbiology (or equivalent). 1-2 years experience in molecular biological techniques, tissue culture and ELISA assays. Send cover letter and resume to Sam Weeks.

Computer Operator, GR21 (T4917, T4918) Computer Resources/CIT-Endowed

Minimum Biweekly Salary: \$615.42
Posting Date: 1/17/91
Operate large scale computer systems and associate peripheral equipment. Monitor data communications networks. Verify and mount magnetic volumes containing data requested by users. Set up special forms on printers as needed. Consult with vendor customer engineers and department support staff. Maintain records for operational reports. Maintain on-going technical knowledge by attending job related courses and seminars.

Requirements: Associate's or equivalent combination of education and experience in large data processing facilities. Computer operating experience required. Knowledge of computer hardware, software operating systems, and programming languages. Data communications experience helpful. Send cover letter and resume to Sam Weeks.

Technician, GR21 (T4501) Division of Nutritional Sciences-Statutory

Minimum Biweekly Salary: \$615.42
Posting Date: 1/24/91
Assume complete and independent responsibility for the following:

1) Anesthetize and surgery, implant manipulations, excision, and postoperative care of rats. 2) Perform experiments with rats including behavioral observations and data collection. 3) Organize and supervise a breeding colony. 4) Supervise and train undergraduates conducting research. 5) Analyze data statistically and maintain computerized databases. 6) Perform library work. Position until 4/91, however, continued funding is anticipated thru 4/94. **Requirements:** Bachelor's or equivalent with background in biology or chemistry. Minimum of 2-3 years related experience in animal lab with supervisory responsibilities. Surgical experience is not necessary, training will be provided. Computer experience required for maintaining databases, data analyses, and colony records. Send cover letter and resume to Sam Weeks.

Electronics Technician, GR22 (T5002) CIT/Network Resources-Endowed

Minimum Biweekly Salary: \$641.92
Posting Date: 1/24/91
Assemble, test, install and service terminal, microcomputer, network and data communications equipment. Assemble and install a variety of specialized cables. Perform first-level diagnostics and repairs. Diagnose backbone and local area network problems. Provide routine preventive maintenance. Maintain inventories of supplies. Wed.-Sat., 11pm-9am, 3rd shift.

Requirements: Associate's in electronics or equivalent experience and/or coursework. 1-3 years in an electronics hardware environment. Understanding of data communications networks and hardware highly desirable. Experience diagnosing problems in a networking environment, especially TCP/IP, helpful. Strong interpersonal skill desirable. Send cover letter and resume to Sam Weeks.

Technician, GR22 (T4922) Psychology-Endowed

Minimum Biweekly Salary: \$641.92
Posting Date: 1/17/91
Assume operation and supervision of Infant Research Center. Plan, conduct, and analyze data from experiments on perception and cognition. Supervise 10 or more undergrads. Explain the research to parents. Assist in recording data. Order and maintain supplies and equipment.

Requirements: Bachelor's or equivalent with strong interest in psychology. Good supervisory, organizational and interpersonal skills essential. Must like working with infants and be good at dealing with parents. Research experience desirable. Send cover letter and resume to Sam Weeks.

Electronics Technician, GR24 (T4914) Telecommunications Services-Endowed

Minimum Biweekly Salary: \$701.22
Posting Date: 1/17/91
Provide technical support for the campus telecommunications system through the assembly, installation, testing and maintenance of the telecommunication system. Make connections to ancillary hardware and coordinate the process as needed.

Requirements: Bachelor's or equivalent in electronics or related field. Minimum 5 years related experience in installation and maintenance of telecommunication equipment including PBX. Considerable electronic testing skills including a variety of equipment, transmission test set. Ability to read building and undergraduate prints. Must provide own hand tools. Must maintain valid NYS driver's license and have personal car available. Send cover letter and resume to Sam Weeks.

Research Teaching Support Technician, GR25 (T4306) Mechanical and Aerospace Engineering-Endowed

Minimum Biweekly Salary: \$733.21
Posting Date: 11/1/90
Oversee and manage the operation of a machine shop. Assist lab instructor in teaching courses. Provide instruction and consultation on procedures relating to manufacturing and design. Develop and present a basic machine shop course. Produce necessary lab specimens. Determine and enforce shop policies and safety rules. Schedule work. Assess the suitability of projects and the qualifications of potential users.

Requirements: Bachelor's or equivalent in a technical area. Master's preferred. Minimum 5 years experience in advanced machining. In addition, mechanical and electrical skills with some ability in experimental design, electronic instrumentation, computer, and data acquisition. Previous experience in academic environment desirable. Salary negotiable. Send cover letter and resume to Sam Weeks.

Technical Part-time

Animal Technicians, GR18 (T4706, T4710) Laboratory Animal Services-Statutory

Minimum full-time equivalent: \$542.89
Posting Date: 12/13/90
Care, feed, water, clean and monitor research animals. Follow strict protocols for sterile or disease control environments and for animal welfare. Maintain animal records. Assist vets in treating and vaccinating as needed. Half time position requiring 1 week day plus weekends and holiday coverage. Saturday/Sunday, 7.8 hours per day, 20 hours per week.

Requirements: HS diploma or equivalent. Associate's in animal science desired. AALAS certificate helpful. 1 year experience. Ability to lift 50 pounds. Pre-employment physical, all necessary immunizations and NYS driver's license required. Send cover letter and resume to Sam Weeks.

Technical Temporary

Audio-Video Technician (T5005) Modern Languages and Linguistics-Endowed

Posting Date: 1/24/91
Install and maintain audio and video equipment in language lab. Oversee basic maintenance of all equipment including troubleshooting and repair audio and video recorders, microphones, headphones, cables, tape duplicating machines, personal computers, etc. Work with students technicians in the repair of equipment. Assist in audio recording and editing functions. Assist in setting up equipment for lecturers and demos. Maintain parts inventory. 20 hours/week with possible increase in future. **Requirements:** Some training in electronics. Experience installing, using and repairing audio-video equipment and personal computers. Experience in recording and editing. Send cover letter and resume to Sam Weeks.

Technician (T4907) Vet Micro, Immunol and Parasit-Statutory

Posting Date: 1/17/91
Harvest and purify bacterial antigens. Perform SDS-PAGE, ELISA, immunoblotting and other immunological procedures related to research on equine streptococcal disease. **Requirements:** Courses and lab experience in some or all of the following: microbiology, immunology, biochemistry, and chemistry. Send cover letter and resume to Sam Weeks.

Technical Off-Campus

Research Aide, GR18 (T4902, T4903) Natural Resources-Statutory

Minimum Biweekly Salary: \$542.89
Posting Date: 1/17/91
Conduct nutritional experiments on fish and perform chemical analyses of phosphorus in fish, feed, water, and sludge. Maintain records. Assist in summarization and computer analyses of data. Assist in other nutrition studies as needed. Take college courses to enhance skills.

Requirements: Associate's or equivalent with college coursework in chemistry. Work experience in chemistry or nutrition lab. Demonstrated computer expertise on PC's or Mac. Send cover letter and resume to Sam Weeks.

Office Professionals

Approximately half of all University openings are for Office Professionals. Individuals with secretarial, word processing (IBM PC, Macintosh, Wang, Micom), data entry, technical typing, or medium to heavy typing (45-60+ wpm) are encouraged to apply.

All external candidates must have a completed signed employment application on file with Staffing before they can be interviewed for a position. Employee candidates should submit an employee transfer application and cover letter, if requested, for each position in which they are interested.

Submit a signed employment application and resume which will remain active for a period of four months. During this time, you will be considered for any appropriate openings for which you are competitively qualified. Requests for referral and/or cover letters are not accepted from external candidates unless specified in the ad. Qualified applicants will be invited for a preliminary interview at our EHP office. If you are currently available for employment, you may want to consider temporary opportunities at the university. Please contact Karen Raponi at 255-2192 for details.

Secretary, GR17 (C3310) Conference Services-Endowed

Minimum Biweekly Salary: \$530.38
Posting Date: 8/23/90
Maintain a hospitable atmosphere for greeting and working with several hundred members of the Cornell Community and conferences and international guests of the university; provide secretarial support for professional staff members; general office professional tasks including answering phone; filing; running errands; inventory and re-order department supplies. No vacation between May and August. Medium typing.

Requirements: HS diploma or equivalent. 1 year of previous secretarial experience desired. Must enjoy diversity in the workplace, exceptional interpersonal, communication (written and oral), organizational skills. Word processing, preferably Wordperfect (5.0). Ability to prioritize work load during the day to handle constant interruptions and inquiries. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Office Assistant, GR17 (C4910) Plantations-Statutory

Minimum Biweekly Salary: \$530.38
Posting Date: 1/17/91
Provide secretarial and organizational support to the Director, the Development officer, and the Public Affairs Assistant at Cornell Plantations.

Requirements: HS diploma required. Some college coursework preferred. 1 year secretarial experience required including use of PC's with WordPerfect and dbase III+. Knowledge of Cornell's Public Affairs Information System helpful. Demonstrated ability to work with donors and confidential information. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Searcher, GR18 (C4508) Access Services/Olin Lib/CUL-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 1/24/91
Under the direction of the Administrative Supervisor for Lending, search Interlibrary Loan requests and decide which materials are to be sent on Interlibrary Loan. Responsible for assigning loan restrictions for materials sent on Interlibrary Loan. Provide back up as needed for other ILS functions.

Requirements: HS diploma or equivalent. Some college coursework preferred. Good interpersonal skills, ability to work under pressure while maintaining accuracy. Work with foreign languages. Ability to work independently. Experience with RLIN and OCLC desirable. 1-2 years experience in an academic library desirable. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Office Assistant, GR18 (C3808) Summer Session-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 9/27/90
Provide administrative and secretarial support for the media services department of the Division. Assist in producing and distribution marketing and publicity materials and keeping records of media department efforts and of their effectiveness. Provide secretarial support to the media manager and media assistant. Medium typing.

Requirements: HS diploma or equivalent. 1-2 years related experience. Excellent organizational and communication skills required. Ability to work under pressure and to meet deadlines. Familiar with advertising, publicity, and graphic design helpful. Knowledge of Mac computer and Microsoft Word, Pagemaker and Filemaker Plus software helpful. Valid FNYS driver's license. Able to lift up to 40 pounds. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume and 2 (short) writing samples to Esther Smith, Staffing Services, 160 Day Hall.

Secretary, GR18 (C5005) Human Service Studies-Statutory

Minimum Biweekly Salary: \$542.89
Posting Date: 1/24/91
Provide secretarial support for 4-6 faculty in a large department, type classwork, reports, manuscripts, correspondence and vouchers; answer phone; distribute mail; arrange travel, library reserve lists; conferences and meetings; order text books; make copies; run campus errands; keep faculty files and calendars and other duties as assigned. Heavy typing.

Requirements: HS diploma or equivalent education/experience. Business or secretarial school highly desirable. 1-2 years previous secretarial experience; experience on IBM PC or Macintosh computers; knowledge of word perfect or Micro Soft Word highly desirable. Ability to work under pressure. Interpersonal and organizational skills. Machine/manual transcription skills. Regular employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Administrative Secretary, GR18 (C4912) Johnson Museum-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 1/17/91
Responsible for coordination of gift procedure. Coordinate and process annual report. Process accession cards for permanent collection records, type grant applications. Act as back-up lobby receptionist and provide support for director's assistant and curatorial administrative aide. Monday - Friday, 8:30 - 5:00.

Requirements: HS diploma required. Some college coursework and interest in art preferred. 1-2 years experience in administrative setting. Experience with Cornell Gift Records Helpful. Working knowledge of word processing. Good communication skills and ability to edit and proofread required. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Collection Representative, GR18 (C4918) Controller's/Accounting-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 1/17/91
Phone collection of past due receivable accounts placed with CU collections from various Cornell departments. Follow-up and update collection records. Monday - Tuesday 12pm - 8:30 pm, Wednesday, Thursday, Friday- 8-4:30 pm Light typing.

Requirements: HS diploma required. Associate's or equivalent preferred. 1-2 years related experience. Collection experience preferred, good oral communication skills a must. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Office Assistant, GR18 (C4917) Statler Hotel-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 1/17/90
Operate front desk computer and phone switchboard. Checks guests in and out of the hotel. Post guest and club account

charges and payments. Assist with reservations, concierge and serve as main information source for hotel. Medium typing. Flexible hours including nights and weekends.

Requirements: HS diploma required. Some college coursework preferred. 1-2 yrs related experience. Accounting, switchboard and computer experience required; 6-12 months front office experience preferred. CU employees only. Send employee transfer application, cov ltr & resume to Esther Smith, Staffing Svcs, EHP.

Editorial Assistant, GR18 (C4913) University Press-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 1/17/91
Act as assistant to acquisitions editors. Responsible for acquisition, development and maintenance of several lists of scholarly books. Perform routine office duties. Extensive phone contact with authors, readers, and other departments of the Press. Monday - Friday 8:42 am - 5pm

Requirements: HS diploma required. Associate's or equivalent preferred. 1-2 years prior experience with book publishing helpful. Familiarity with IBM PC's. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Administrative Secretary, GR18 (C4803) Alumni Affairs-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 12/20/90
Provide Secretarial/Clerical support to the Assistant Director, Alumni Programs and the Business Manager, Alumni Affairs; assist with all aspects of Alumni Programs and business operations.

Requirements: HS diploma required. Business or Secretarial school desirable. 1-2 years related experience. Skill in general office procedures. Excellent organizational and communication skills. Ability to work under pressure with heavy work volumes. Knowledge of Mac computer software preferred. Flexibility. Medium typing. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Secretary, GR18 (C4516) Engineering Minority Programs-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 11/29/90
Provide clerical support for EMPO's Cornell Young Scholars Program and other EMPO staff. Word processing; mailings, duplication; filing; basic bookkeeping; serve as receptionist. Other duties as assigned. Monday-Friday, 8:00-4:30, 1 year appointment.

Requirements: HS or equivalent. Some college coursework preferred. Proficient on Macintosh Computer. 2 years related office experience. Good interpersonal and organizational skills. Ability to communicate with middle and high school students. Medium typing. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Senior Circulation/Reserve Assistant, GR18 (C4602) Public Services/Law Library/CUL-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 12/13/90
Under the general supervision of the Supervisor of Access Services, responsible for all daily operations of the Circulation Desk. Maintain circulation files, recall materials, handle fines. Open the Library. Monday-Friday.

Requirements: HS diploma required, Associate's preferred. 1-2 years related experience. Ability to work with a variety of people in a public service setting. Must be dependable, and work well under pressure. Good interpersonal, organizational, and oral communication skills. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing services, EHP.

Technician, GR18 (C4601, C4607) Mann Library-Statutory

Minimum Biweekly Salary: \$542.89
Posting Date: 12/6/90
Perform a variety of tasks relating to the preservation of brittle materials as part of a project to preserve the Entomology collection of library materials. Prepare materials for reformatting to preservation microfilm and/or preservation photocopy and quality control. May also participate in other conservation treatments to extend the useful life of the collection including minor repair and making protective enclosures for damaged books. One yr appt.

Requirements: Associate's or equivalent combination of education and experience required. Relevant experience may include problem solving, work with historic or fragile objects or highly detailed work involving close concentration and attention to detail. Good interpersonal, organizational, communication, and oral skills required to effectively work with filmings agent and other library departments. Microcomputer and previous library experience desirable. Experience with microforms, bibliographic searching and book conservation desirable. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Senior Interlibrary Loan Assistant, GR18 (C4407) Access Service/Olin-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 11/8/90
Under the direction of the Administrative Supervisor of Interlibrary borrowing, is responsible for preparing all non-NYSILL and non-RLIN borrowing requests, by inputting requests in departmental computer database or typing them. The preparation of borrowing material received on loan, and the processing of RFLG and NYSILL photocopy for Cornell patrons. 20 hours per week, Monday-Friday. Light typing.

Requirements: HS diploma or equivalent. Some college coursework preferred. 1-2 years related experience. Ability to work under pressure while maintaining accuracy. Must be dependable and have the aptitude for detailed work. Ability to work with foreign languages. Experience with microcomputers highly desirable. Organizational skills. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Administrative Secretary, GR18 (C4901) Alumni Affairs-Endowed

Minimum Biweekly Salary: \$542.89
Posting Date: 1/17/91
Provide secretarial/administrative support to Associate Director and Assistant Director of club programs. Assist with speaker program, club membership assistance program and other service orientated programs; Federation Weekend and other aspects of club programs relative to communications with alumni.

Requirements: HS diploma required. Some college coursework preferred. 1 year related experience. Excellent interpersonal and communication skills. Must be well organized and have ability to work independently. Prefer computer experience. Regular Cornell employees only. Send employee transfer application, resume and cover letter to Esther Smith, Staffing Services, EHP.

Secretary, GR19 (C5006) Ecology and Systematics-Statutory

Minimum Biweekly Salary: \$566.28
Posting Date: 1/24/91
Provide broad range of administrative/secretarial services to Chairman, Administrative Manager, and Building Manager. Type and edit correspondence, reports, minutes, class materials, statistical tables and charts, etc., draft routine correspondence; arrange meetings; prepare student appointments; answer phones; act as receptionist; handle key distribution and records. Heavy typing.

Requirements: HS diploma or equivalent. Some college coursework in secretarial Science preferred. 2 years secretarial/administrative experience, with experience at Cornell preferred. Mac or PC computer experience essential. Strong organizational, communication, and interpersonal skills. Ability to work independently, under pressure, and to coordinate multiple projects. Regular CU employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Secretary, GR19 (C5008) Johnson Graduate School of Management-Endowed

Minimum Biweekly Salary: \$566.28
Posting Date: 1/24/91
Provide clerical and secretarial support to the Dean's office. Type; answer phones; assist in the preparation of reports and projects. Heavy typing.

Requirements: HS diploma or equivalent. Some college coursework in Secretarial Science preferred. 2 years of office experience required. Familiar with higher education and/or business management preferred. Excellent organizational and oral skills. Ability to communicate and articulate with public, as well as academicians. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Secretary, GR19 (C5007) Public Affairs/Library-Endowed

Minimum Biweekly Salary: \$566.28
Posting Date: 1/24/91
During 75 million dollar campaign, complete routine secretarial duties for Library Public Affairs staff. Communicate daily with Library staff, development officers and donors via phone conversations and written correspondence. Heavy typing.

Requirements: HS diploma or equivalent. 1-2 years experience in office environment with similar duties. Good interpersonal and communication (written and oral) skills. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Receptionist/Information Secretary, GR19 (C4914)
Graduate School Records-Endowed
Minimum Biweekly Salary: \$566.28
Posting Date: 1/17/91

Enter data on IBM computer. Process forms related to graduate students records. Answer phones and basic inquiries from students, faculty and other offices. Assist in course enrollment and at reception desk. Process application letters. Medium typing. Full time, regular.

Requirements: HS diploma required. Some college coursework preferred. 1-2 years related experience. Knowledge of college structure. Ability to work and organize independently. Communication skills important. Familiarity with word processing and dBase desired. Confidentiality required. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Administrative Aide, GR19 (C4703)
University Development/Public Affairs-Endowed
Minimum Biweekly Salary: \$566.28
Posting Date: 12/20/90

Provide administrative support for the Director and Associate Directors of Leadership Gifts. Take phone calls and messages; schedule appointments; route material to central files; duplicate materials; arrange meetings; collect, open, and distribute mail; type letters, memorandums, etc; duplicate materials for program where needed.

Requirements: HS diploma or equivalent. Some college coursework preferred. 2 years related experience. Knowledge of word-processing dictation equipment. Good typing skills. Good phone techniques. Ability to work with computer inquiry programs. Knowledge of University Travel Office. Medium typing. Regular CU employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Literature Project Assistant, GR19 (C4512)

Mann Library-Statutory
Minimum Biweekly Salary: \$566.28
Posting Date: 11/19/90

Under the direction of the Core Literature Project Director, assists in the compilation of subject bibliographies of historic materials to be used for preservation purposes. Duties include bibliographic searching, use of database management software, editing and verifying of bibliographic information. Some administrative support. Position until 6/23/93.

Requirements: Associate's or equivalent education required. Computer experience including wordprocessing ability required. 1-2 years experience searching bibliographic databases, including RLIN & NOTIS highly desirable. Experience with database management software (particularly Procite) desirable. Ability to be self-directed and to meet deadlines and attention to detail are essential. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Administrative Aide, GR19 (C4909)
Public Affairs/Engineering-Endowed
Minimum Biweekly Salary: \$566.28
Posting Date: 1/17/91

Provide general secretarial assistance. Maintain gift acknowledgement system for the College of Engineering. Provide administrative support to the Director of Development, and the Director of Leadership Gifts. Act as primary receptionist for the Engineering Public Affairs office. Monday - Friday 8:30 - 5:00.
Requirements: HS diploma required. Associate's preferred. 1-2 years related experience. Solid secretarial skills and ability to work well with others is important. Excellent organizational and communication skills (both oral and written) necessary. Attention to detail, discretion, and ability to handle confidential material. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Senior Department Assistant, GR20 (C4412)
Catalog Management/Olin/CUL-Endowed
Minimum Biweekly Salary: \$590.45
Posting Date: 11/8/90

Responsible for completing the work associated with the barcoding project and clean-up for Olin, Uris and the Endowed Unit Libraries. This individual exercises considerable judgement in technical procedures for the Barcodex Cleanup Group. Responsibilities include: performing the work of the Group, supervising student assistants serving as a quality control specialist. 39 hours per week, Monday-Friday.

Requirements: Associate's required, or the equivalent combination of work experience and education. Minimum of one year relevant Technical Services experience. Demonstrated ability to work independently and exercise judgement. Ability to work well with details. Good interpersonal communications, (verbal and written) skills. Must be dependable and work well under pressure. Previous supervisory experience desirable. Light typing. Send cover ltr & resume to Esther Smith, Staffing Svcs, 160 Day Hall.

Accounts Assistant, GR20 (C4012)
Food Science-Statutory
Minimum Biweekly Salary: \$590.45
Posting Date: 10/11/90

Responsible for the flow of payments through the Department Business Operation. Working with IBM-PC to monitor and reconcile departmental accounts utilizing CUDATA and preparation of needed internal reports.

Requirements: Associate's Degree in Business related program or equivalent experience. Knowledge of Lotus 123 preferred. Minimum 2 years business office experience. Light typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Library Aide, GR20 (C4207)

Mann Library-Statutory
Minimum Biweekly Salary: \$590.45
Posting Date: 10/25/90

Resolves complex problems for a large online serials/ periodicals file of approximately 10,000 titles. Performs database maintenance activities for bibliographic, volume holdings, item and order/ pay/receipt records. Completes pre-catalog searching for new titles and makes final revision of bibliographic records relating to cancellations, cessations, and inactive serial titles. Participates in serial check-in, claiming, and replacement activities and organizes mail sorting for the building.

Requirements: Bachelor's or several years of technical services experience in a research library setting. Experience may include problem solving, searching, cataloging, or serial check-in. Strong organizational skills and ability to prioritize. Fluent English language speaking and writing skills. Medium typing/data input (40-60 wpm). Ability to use microcomputer applications software. Some foreign language skills preferred. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Administrative Aide, GR20 (C4802)
Materials Science and Engineering-Endowed
Minimum Biweekly Salary: \$590.45
Posting Date: 12/20/90

Provide complete organizational and accounting support for the Industry-Cornell Alliance for Electronic Packaging and the Li Research Group, thereby ensuring effectiveness as working units.

Requirements: HS diploma or equivalent, some college coursework. Associate's preferred. 1-2 years experience in related area. Excellent interpersonal and communication skills. Ability to work independently and set priorities. Working knowledge with IBM or compacts. WordPerfect and Lotus 123 required. Medium typing. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Administrative Aide, GR20 (C4801)
Public Affairs/Athletics-Endowed
Minimum Biweekly Salary: \$590.45
Posting Date: 12/20/90

Provide administrative and secretarial support for Director and Assistant Directors of Athletic Public Affairs. Assist with preparation of newsletters, phonathons, special events and projects; manage workflow; research and prepare complex gift and profile reports; prioritize and prepare confidential correspondence.

Requirements: Associate's or equivalent. Minimum 2-3 years related experience. Excellent organizational, communications and interpersonal skills. Ability to handle confidential information. Experience with Iris; Mac computers desirable. Heavy typing. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Accounts Assistant, GR20 (C4104)
Electrical Engineering-Endowed
Minimum Biweekly Salary: \$590.45
Posting Date: 10/18/90

Process school payroll, assist in management of school's accounts, and assist Administrative Associate.
Requirements: Associate's in business or related field. 2-3 years business experience. Ability to work under pressure and as part of a team. Experience using Lotus 123 on IBM PC. 1-2

years Cornell payroll experience. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Administrative Aide, GR21 (C4701)
Anthropology-Endowed
Minimum Biweekly Salary: \$615.42
Posting Date: 12/20/90

Assist the Department Chair and the Administrative Supervisor with the management and maintenance of administrative support functions of the department.

Requirements: Associate's or equivalent. 2-3 years related experience. Good knowledge of account systems, preferably in an academic environment. Excellent communication (oral and written) skills. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Administrative Aide, GR21 (C4519)
Physiology-Statutory
Minimum Biweekly Salary: \$615.42
Posting Date: 11/29/90

Assist Administrative Manager with day to day operation of the department section of Physiology. Responsible for all personnel and payroll functions; assist in preparation of annual budget and the compilation of various teaching and research oriented reports.
Requirements: Associate's or equivalent. Minimum 2 years related experience. Ability to work well under constant pressure with diverse personalities and at all academic, non-academic, and administrative levels. Excellent organizational skills. Knowledge of Cornell personnel policies and procedures and statutory and endowed accounting procedures. Familiarity with grant management. Supervisory ability. Word processing, Lotus 123. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Administrative Aide, GR21 (C4505)
Office of the University Registrar-Endowed
Minimum Biweekly Salary: \$615.42
Posting Date: 11/29/90

Coordinate and provide services to students, alumni, staff and external organizations and agencies. Handle complex nonstandard problems and/or requests as need arises; coordinate the appropriate dissemination of publicly available information on students, certify restricted student information at the student's request, and register students for the current semester.

Requirements: Associate's or equivalent. 2-3 years related experience preferably in an academic environment. Strong supervisory and customer service skills essential. Ability to use independent judgment and handle highly confidential information. Excellent communication, interpersonal and organizational skills. Experience with word processing and database management, preferably on Mac. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Administrative Aide, GR22 (C3501)
Human Service Studies-Statutory
Minimum Biweekly Salary: \$641.92
Posting Date: 9/6/90

Provide administrative staff assistance to the overall management of the department; including coordination of appointments, supervision of clerical staff (6); fiscal management; office management; and coordination of department information, space and special programs. Medium typing.

Requirements: Associate's or equivalent. 3-4 years related experience. Prior experience required in personnel, supervision, fiscal management and office management. Knowledge of IBM computers and systems management desirable (Wordperfect, Lotus 123, Dbase). Knowledge of budgeting and Cornell accounting system a plus. Strong interpersonal skills. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Accounts Assistant, GR22 (C4502)
Controller's/Accounting-Endowed
Minimum Biweekly Salary: \$641.92
Posting Date: 11/29/90

Prepare and maintain various computer generated reports. Assign and establish Sponsored Programs Accounts; review budget categories and prepare preliminary analysis for financial reports; follow up on overdrawn accounts and outstanding accounts receivables.

Requirements: Associate's in accounting or business. 3-4 years related experience in accounting. Cornell experience preferred. Grant and contract experience desirable. Experience with personal computers and Lotus 123. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Accounts Coordinator, GR24 (C4911)
Finance and Business Services-Statutory
Minimum Biweekly Salary: \$701.22
Posting Date: 1/17/91

Financial post-award administration of Statutory grants and contracts. Prepare financial reports and billings in accordance with terms and conditions of the award document, Generally Accepted Accounting Practices, and Cornell policy and procedures. Full time, regular. Monday - Friday 8:30 a.m - 5pm

Requirements: Associate's in accounting or related field or equivalent combination of experience, training and education. 5 years related experience. Bachelor's preferred. Working knowledge of electronic spreadsheets (Lotus, Symphony, etc.) required. Familiarity with mainframe computer programs desirable. Excellent organizational skills, accuracy with numbers, is essential. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Office Professional Part-time

Bookmarking Assistant, GR16 (C4507)
Catalog Management/Olin Library/CUL-Endowed
Minimum Biweekly Salary: \$511.68
Posting Date: 1/24/91

Provide bookmarking and security strips for all new material (except commercially bound serials) for endowed units of the library. Medium typing. 20 hours per week, Monday - Friday.

Requirements: HS diploma or the equivalent. High level of accuracy and attention to detail. Ability to work quickly. Lift moderate weights and push heavy book trucks. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Office Assistant, GR16 (C4915)
Athletics-Endowed
Minimum full-time equivalent: \$511.68
Posting Date: 1/17/91

Provide secretarial and clerical assistance in the operation of the Athletic Business Office. Primary responsibility for phone coverage and receptionist duties. Medium typing.

Requirements: HS diploma required. Minimum 1 year successful office experience. Excellent typing and phone skills. Knowledge of computer and word processing software helpful. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Office Assistant, GR16 (C4919)
Computer Science-Endowed
Minimum Biweekly Salary: \$511.68
Posting Date: 1/17/91

Assist with printing and distribution of departmental technical reports. Provide clerical and administrative support to faculty as

Cornell Employment News

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Telephone: Office of Equal Opportunity (607) 255-3976
 Office of Human Resources (607) 255-3936

EQUAL
 Opportunity at Cornell

needed; typing, travel, etc. Light typing. Flexible, 20 hrs per week.
Requirements: HS diploma. Experience with microcomputers and large photocopiers. Must be flexible, able to work under time constraints. Excellent communication and interpersonal skills and ability to prioritize a must. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Building Attendant, GR17 (C4805)
Access Services, Olin, CUL-Endowed
Minimum full-time equivalent: \$530.38
Posting Date: 12/20/90

Under the direction of the Senior Evening Supervisor, performs library security functions including working at stack control desk and closing building. Perform a variety of circulation and collection management duties assigned.

Requirements: Experience with academic libraries preferred. HS diploma or equivalent. Strong interpersonal and communication skills. Exceptionally dependable; able to work with sudden increases of activity at exit/entrance points while maintaining consistent procedures. Experience with microcomputers. Send cover letter & resume to Esther Smith, Staffing Svcs, 160 Day Hall.

Secretary, GR18 (C4907)
Community and Rural Development Institute-Statutory
Minimum Biweekly Salary: \$542.89
Posting Date: 1/17/91

Perform various secretarial functions for Institute Director and Associate Director. Maintain Institute database of all rural development programs on campus. 20 hours per week, flexible.

Requirements: HS diploma required. Some college coursework preferred. Excellent secretarial skills, with knowledge of computers and 1-2 years experience in professional office, preferably at Cornell. CU employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Secretary, GR18 (C4906)
Agricultural Economics-Statutory
Minimum full-time equivalent: \$542.89
Posting Date: 1/17/91

Provide secretarial support for one faculty member. Heavy typing for research and teaching activities; computer knowledge essential. Position until 9/1/91. 20 hours per week.

Requirements: HS diploma or equivalent. Some college experience preferred. Experience with computer/work processor preferred. CU employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Administrative Aide, GR19 (C4702)
Operations Research and Industrial Engineering-Endowed
Minimum full-time equivalent: \$566.28
Posting Date: 12/20/90

Provide administrative/clerical support for the Graduate Program and the School's Administrative Manager. Backup for technical typing using the EXP program. Other duties as assigned.

Requirements: HS diploma or equivalent. Some college coursework preferred. 1-2 yrs related experience. Good interpersonal skills. Knowledge of technical typing helpful. Medium typing. Regular CU employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Office Professionals Off-Campus

Administrative Aide, GR21 (C3601)
Entomology/Geneva-Statutory
Minimum Biweekly Salary: \$615.42
Posting Date: 1/17/91

Provide personal services for more than 90 regular and temporary department employees; provide secretarial support to the chairman and to 15 faculty members.

Requirements: Associate's or equivalent. 3 years related experience. Excellent administrative experience essential. Able to maintain confidentiality, work independently and set priorities. Accuracy in typing and clerking for keeping payroll and time/attendance records. Medium typing. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

Office Professionals Temporary

In addition to posted positions, temporary opportunities occur in many occupational areas, including secretarial, word processing, accounting, and office administration. All individuals are encouraged to apply; experienced applicants with a typing speed of 45-60 wpm, knowledge of IBM-PC Word Perfect software and Mac word processing are in particular demand. Call Karen Raponi at (607) 255-2192 or 255-7422 for more information.

Casual Animal Technician (S4611)
Laboratory Animal Services-Statutory
Posting Date: 12/13/90

Provide weekend and holiday care of lab animals (feed, water, clean and monitor following strict protocols for sterile or disease control environment and regulations for animal welfare. Maintain animal records. May include assisting Vets in treating and vaccinating animals. Saturday-Sunday-Holidays, 16 hours per week.

Requirements: HS diploma or equivalent required. Associate's in Animal Science desired. Assistant Animal Certificate helpful. Knowledge of a variety of lab animals and animal breeding required. 1 year animal experience. Ability to lift 50 pounds. Pre-employment physical and all necessary immunization required. Please send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

Temporary Off-Campus

Program Assistant (S5018)
NYC Cooperative Extension-Statutory
Posting Date: 1/24/91

Provide program assistant to the Expanded Food and Nutrition Education Program (EFNEP) Site Leader. Coordinate efforts of Nutrition Teaching Assistants, conduct in-service training sessions, prepare reports, review and monitor NTA logs, the records and reporting and data entry systems. Attend conferences, work-

shops, etc. Wednesday - Friday, 9am - 5pm
Requirements: Bachelor's in food/nutrition/community health. 3 years work experience in foods/nutrition/health. Good communication skills, supervisory experience. Bilingual preferred but not required (English/Spanish). Send Cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

General Service

Submit a signed employment application which will remain active for a period of four months. During this time, you will be considered for any appropriate openings for which you are competitively qualified. Requests for referral and/or cover letters are not accepted from external candidates unless specified in the ad. Qualified applicants will be invited for a preliminary interview at our EHP office. If you are currently available for employment, you may want to consider temporary opportunities at the University. Please contact Karen Raponi at 255-2192 for details.

Maintenance Mechanic, S008 (G5001)
Residence Life-Endowed
Hiring Rate: \$8.27
Posting Date: 1/24/91

General Service-Part Time
 Responsible for general maintenance of assigned residence areas including physical plant facilities and department equipment. Monday-Friday, 8 am - 4:30 pm

Requirements: HS diploma or equivalent. 3-5 years experience in maintenance mechanic or building and maintenance field required; 2 years experience in a trade. General knowledge of others. Able to work in a student oriented environment. Good communication, interpersonal and organizational skills. Able to make immediate on-site decisions. NYS class 3 driver's license preferred. Must be in good physical condition and able to perform heavy lifting. Regular Cornell employees only. Send employee transfer application to Esther Smith, Staffing Services, EHP.

Custodian, S002 (G4901, G4902, G5003, G5004)
Residence Life-Endowed
Hiring Rate: \$6.27
Posting Date: 1/24/91

Provide general custodial care of buildings and grounds in assigned area. Monday-Friday 39 hours per week.
Requirements: Basic reading and writing skills. Able to operate a variety of heavy power equipment, lift 50 pounds and climb an 8 foot ladder. Daily contact with students. Regular Cornell employees only. Send employee transfer application to Esther Smith, Staffing Services, EHP.

Custodian, S002 (G5002)
Unions and Activities/Noyes Center-Endowed
Posting Date: 1/24/91

Perform custodial care of assigned areas to include mopping, dusting and vacuuming. Must be able to follow instructions and work effectively for extended periods without supervision.
Requirements: HS education or equivalent. Must be able to read and write. Some experience in custodial work with commercial cleaning equipment. Must be able to lift 50 pounds, climb an 8 foot ladder and be in good physical condition.

Security Guard, GR1 (G4903)
Johnson Museum-Endowed
Hiring Rate: \$6.44
Posting Date: 1/17/91

Responsible for guarding all works of art in the building following security and safety procedures. Available day or evenings for subbing on non-scheduled work days and for guarding at special events held in the museum. Days vary, approximately 24 hours including evening hours.

Requirements: HS diploma or equivalent. Ability to work with schedules and in a group situation. Background in the security area helpful. Dependable in reporting and attentive to detail necessary. Good communication skills. Ability to communicate well with public. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

General Service

Send application materials for the following positions to Cynthia Smithbower, 160 Day Hall.

Print Machine Operator, S007 (B4901)
Agricultural and Biological Engineering-Statutory
Hiring Rate: \$7.89
Posting Date: 1/17/91

Responsible for operation and daily maintenance of the AM TCS 4 System, as well as duplication material for all program areas. Order inventory control of office supplies.
Requirements: HS diploma; technical training desirable. 2-3 years printing experience. Accuracy attention to detail including offset printing, essential processes. Must have good organizational skills, be able to meet deadlines and work under pressure. Send application materials to Cynthia Smithbower.

Academic

Postdoctoral Fellow/Research Associate Positions
Department of Pharmacology

For work on serotonin, galanin and NPY and their receptors and second messenger systems in the control of ion channels and exocytosis. Candidates Should have a Ph.D. or equivalent degree with experience in electrophysiology, biochemistry, biophysics, cell-physiology or pharmacology. Applications including curriculum vitae and the names of three referees should be sent to Dr. Geoffrey W.G. Sharp, Department of Pharmacology, College of Vet Medicine, Cornell, Ithaca, NY 14853-6401. Position is available immediately.

Select
BENEFITS

Claims Schedule

The cut-off dates for remitting claims for reimbursement under the Select Benefits program are listed below. Your claim form with supporting information must be received by either the endowed or statutory Benefits Office no later than the dates shown below. Reimbursement will be delayed until the next two week cycle is completed if materials are not in our office by the cut-off date.

02/01	03/15	04/26	06/07	07/19	*08/29	10/11	*11/21
02/15	03/29	05/10	06/21	08/02	09/13	10/25	12/06
03/01	04/12	*05/23	07/05	08/16	09/27	11/08	12/18

*Early deadlines due to Memorial Day, Labor Day, Thanksgiving and winter holidays.

Quick Tour of Services from



Cornell Information Technologies

What is CIT?

Cornell Information Technologies (CIT) provides leadership, advice, and service to the university community in the academic and administrative uses of information technologies. The primary tools of information technologies are computers, data, storage media, and electronic networks. The organization is made up of five different divisions: CIT Services, Computer Resources, Information Resources, Network Resources, and Workstation Resources.

All divisions of CIT work together to deliver information technology services effectively to Cornell faculty, staff, and students in support of their research, teaching, administration, and learning goals. Direct support, however, is distributed to CIT's clients through the various service components of the organization.

Why should I know about CIT's services?

Whether you need to learn more about that new computer in the office, have your printer repaired, or find out how to get a network connection, there's a good chance that you'll be needing to know more about CIT. And the best way to find out how CIT can help you is to familiarize yourself with its services. CIT's service offerings are intended to provide you with a bridge to the world of information technologies and its applications.

The number and variety of CIT's services can seem overwhelming, so we have designed this supplement to provide you with a concise, easy-to-understand introduction. The information here, in fact, only represents the "front end" to a myriad of programs and resources in CIT.

After you see what we have to offer, we encourage you to visit us soon for your own *real* tour!

The Service HelpDesk

If you're interested in learning more about CIT services or need information or assistance concerning any aspect of information technologies at Cornell, the CIT Service HelpDesk is the first place to call or visit.

If I have a question about my computer, who should I call first?

The HelpDesk is located on the first floor of the Computing and Communications Center (CCC) in room 121, and is open Monday to Friday from 8:00 am to 6:00 pm, as well as from 9:00 am to 5:00 pm on Saturdays during the academic year. The phone number for the HelpDesk is 255-8990.

The HelpDesk was established to facilitate access for staff, faculty, and students to the organization's vast array of resources and services. Help is available for all information technology platforms and environments supported by CIT. In order to provide the most effective service to clients, the HelpDesk uses a tracking system to ensure that each question, if not answered immediately, receives timely follow-up and is successfully resolved. Although the HelpDesk will try to resolve your problem right away, some questions require some research and may take longer to answer.

Consulting

When you encounter problems or have questions about central host computer systems, workstations, applications, or any aspect of information technologies at Cornell, you can use CIT's Consulting Services. CIT consultants will try to answer your questions thoughtfully and thoroughly, drawing upon other staff and resources to help solve the problem, if necessary.

The CIT Consulting Office is located in room 124 of CCC and is open from 9:30 am to 3:30 pm, Monday to Friday. To contact Consulting by phone, please call the HelpDesk at 255-8990. The HelpDesk will establish contact with the appropriate consultant for your needs.

If your question can't be resolved over the phone or by a visit to the Consulting Office, you may opt for CIT's fee-based On-site Consulting service. If you are a faculty or staff member, consulting assistance will be



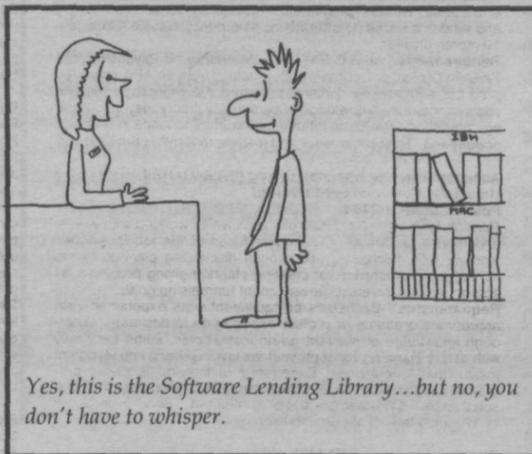
In Consulting, we can help with anything from Apple File Exchange to Zuc, but we can't help with your love life...

delivered to you on-site—right at your campus office. CIT's On-site Consulting service can install and configure your software, provide you with a quick orientation session, and help you make the most effective use of your computer applications. To request On-site Consulting, please call 255-4983.

Computer Accounts

CIT's Computer Accounts Office is responsible for registering and maintaining computer accounts that provide Cornell commu-

nity members with access to CIT's central host computer systems. Cornell faculty, staff, and students are eligible to receive a General Computer Account (GCA) for using CIT's host systems. Currently, this type of account grants you access to the IBM 4381 central host computer system named CORNELLA, the IBM 3090 model 200J named CORNELLC, or the DEC VAX 8530 computer, CRNLVAX5.



Yes, this is the Software Lending Library...but no, you don't have to whisper.

GCAs, available at no charge, provide you with access to a number of different computer resources and services. For instance, GCAs give you the opportunity to

What can I do with a computer account?

become familiar with the most common operating system environments on large computer systems, access campuswide information systems such as CUINFO (Cornell's online information service), use electronic mail and network services for communication and collaboration, and connect to the Cornell Library's Online Catalog from on or off-campus locations. (Please note that GCAs are not available to students registered in the Hotel and JGSM schools.)

If you will be making extensive use of CIT's host computer systems, however, your needs will most likely exceed the provisions of a GCA. For more intensive use of central computers, such as for research or instruction, CIT offers a number of different cost-effective accounting services and options.

Please contact Computer Accounts at 255-5397, or in room 121 CCC to determine which type of account is right for your needs.

Software Lending Library

You may visit the Software Lending Library to borrow commercial software for evaluation or to obtain copies of free or minimally priced software known as public domain and shareware. The Software Lending Li-

brary regularly receives many popular computer-related periodicals and houses other computer reference materials as well. A growing collection of commercial software includes word processing, desktop publishing, database, spreadsheet, programming languages, and graphics applications for use on both the Apple Macintosh and IBM workstations. The collection of public domain software and shareware includes programs and utilities from The Boston Computer Society, MUGWUMP (a local Macintosh users group), and EDUCOM. In addition, the Personal Training Collection, a set of self-paced training tapes for popular applications used on Apple Macintosh and IBM workstations, is available for use on dedicated training workstations in the Software Lending Library. For more information, visit the Software Lending Library at 124 CCC, open Monday to Friday from 9:30 am - 4:30 pm, or call 255-8991.

MOS Sales

MOS (Microcomputers and Office Systems) Sales is the part of CIT that sells and distributes microcomputers, workstations, and related products to Cornell University departments, faculty, staff, and students. Professional staff provide comprehensive demonstrations, evaluations, and consulting to help you make an informed purchasing decision. The MOS Sales and Demonstration facility, located at 110 Maple Avenue, is outfitted with microcomputers, workstations, software, supplies, and related products sold through CIT.

Where can I get an educational discount if I buy computer equipment?

MOS Sales has negotiated volume discount agreements on both hardware and software with numerous vendors, including Apple, AST, Hewlett Packard, IBM, NeXT, and Toshiba. As a result, eligible members of the Cornell community, including full-time undergraduates and graduate students, faculty, staff, and departments, can take advantage of special educational pricing to acquire technologies to meet their individual needs. These include a full range of desktop workstations, laptops, printers, modems, fax machines, peripherals, and other options to formulate a complete system. (For more information about software, see the section *Software Contracts and Site Licenses* on page 3.) For your convenience, a wide selection of computer supplies is also available. Moreover, almost all items sold through MOS are available immediately in stock.

For more information, please give MOS Sales a call at 255-4941 or stop by 110 Maple Avenue. The MOS Sales and Demonstration facility is open from 9:30 am to 4:00 pm, Monday through Friday.

MOS Repair

MOS (Microcomputers and Office Systems) Repair provides repair service, preventive maintenance, and repair consulting (hardware only) for a wide variety of workstations and associated peripherals. Because technology changes so rapidly, the list of supported products may change. Be sure to contact MOS Repair at 254-6430 for the most up-to-date information.

If you buy your equipment from MOS Sales, you automatically receive a warranty on it from the manufacturer. To reduce the expense of taking care of your equipment, MOS Repair offers service contracts that provide repair and preventive maintenance services during the period of the contract.

Can CIT fix my computer?

MOS Repair provides an on-site repair service at *no extra charge* for equipment purchased by departments, faculty, and staff on the Cornell campus. If the repair is extensive, CIT may be able to provide a loaner machine for your use. (On-site repair is not available for equipment purchased for personal use.) The MOS Repair facility is located in Suite 200 at 33 Thornwood Drive, in the Cornell Business and Technology Park near the Tompkins County Airport. The facility is open for walk-in repairs from 8:30 am to 4:00 pm, Monday through Friday. You can contact MOS Repair by phone (254-6430) from 8:00 am to 4:30 pm for general information, to obtain repair consulting help, or to file a request for on-site repair.

CIT Publications

The Publications Services section of CIT produces newsletters, brochures, advertisements, online documentation, flyers, schedules, forms, introductory guides, and technical documentation on the services, applications, and technologies supported by CIT. All CIT publications, with the exception of a few in-depth technical manuals sold through the Campus Store, are available to the campus community at no charge.

Where can I find instructions for using my computer that I can understand?

CIT conveys news about the use, availability, and support for information technologies at Cornell through three main news publications: *CITnews*, the *CIT Briefly*, and *CIT Alerts*. CIT's current library of documentation contains over 300 documents on a wide variety of topics, including: networking; word processing; database packages; CIT workshops; terminal emulation and file transfer; microcomputer, workstation, and central host computer systems; statistical analysis; telecommunications; printing; electronic mail; tapes; programming languages; plotting; graphics; modeling; computer viruses; and many other subjects.

If you would like to know more about the publications CIT has to offer, or you would like to be added to any of the publications mailing lists, please contact the HelpDesk at 255-8990.

Public Computing Facilities

CIT's public computing facilities are open for use by the Cornell community. Featuring the most commonly used workstations running a variety of applications software, all facilities offer resources for printing, and most provide a connection to CIT's central host computer systems. For information about using the facilities for course-related instruction, please see the section on *Instructional Support* below.

Current hours of operation are always posted on the door at each of CIT's public computing facilities. For more detailed information about hardware and software available in individual facilities, or for current operating schedules, please contact the HelpDesk at 255-8990.

The table below shows general information about the equipment, access for persons with handicaps, availability of CIT publications, main activities, and college affiliations in each of CIT's public computing facilities. Please refer to the table on page 4 for a list of public facility phone numbers and a campus map detailing their locations.

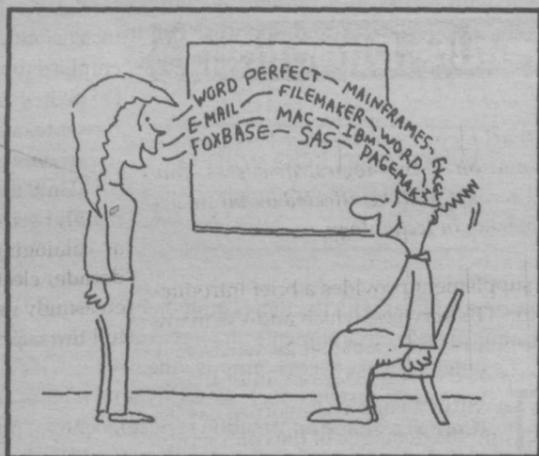
Facility	Equipment	Affiliation/Activities	CIT Publications Available?	Handicapped Access?
Carpenter Hall (room B101)	Mac Plus	Engineering/word processing	no	no
Clara Dickson (near ballroom)	Mac SE	word processing	no	no
Martha Van Rensselaer (room G83)	Mac Plus, IBM PS/2	Human Ecology/instruction	yes	9 am - 5 pm only
Pleasant Grove (Building 8)	VT100 terminals	general use	no	yes
Sibley Hall (rooms B08 and B10)	Mac SE, IBM PS/2	City and Regional Planning/instruction	yes	no
Upton Hall (room B7)	Mac IIci, NeXT	Engineering/instruction	yes	yes
Uris Hall (room G24)	IBM PC AT	general use	yes	yes
Uris Library (Tower room)	Mac Plus	word processing	no	yes

Computer Training

CIT regularly offers information seminars and hands-on workshops to help you learn about information technologies. Courses are offered on a wide variety of topics, including word processing, database management, spreadsheet analysis, using and managing networks, statistical computing, and computer operating systems for the IBM PC, IBM PS/2, Apple Macintosh, and CIT's central host computer systems.

These courses are short—usually three to six hours—and are not for credit. They help you get started with the computing tools you need for your work at Cornell.

CIT also offers a special *group training* program to meet your specific training needs. Through its group training program, CIT can tailor one of its existing courses—or even develop a brand new course—to train groups



of eight to twenty people at substantially reduced rates.

The Personal Training Collection, a set of self-paced training tapes, guides you through a number of popular applications for both the IBM and Apple Macintosh workstations. The Personal Training Collection materials and workstations dedicated to their use are available in the Software Lending Library.

Our department just got new computers. Can CIT help us learn how to use them?

The publication *CIT Workshop Schedule* contains complete course descriptions, dates, times, locations, costs, and registration information for each of the offerings in CIT's current workshop series.

For more information, or to obtain your copy of the current workshop schedule at no charge, please contact the Service HelpDesk, phone 255-8990, room 121 CCC.

Instructional Support

Instructional Systems, another section of CIT, provides ongoing support for computer use in instruction and will help any faculty member who is interested in using information technologies to enhance education.

CIT supports several computer platforms for instructional use. Supported workstations include NeXT, Macintosh, and IBM computers. Supported host computer systems include CORNELLA, an IBM mainframe computer; CRNLVAX5, a Digital VAX 8350 computer; and CRUX1, a DECstation 5000 computer.

Can CIT help me use computers in the classroom?

Instructional Systems can give you direct access to CIT resources for your teaching needs. For instance, you may wish to use one of CIT's eight public computing facilities for instruction, demonstrations, or class assignments. Or, you may be interested in CIT's portable computer projection service, which brings the convenience and power of computer projection into your classroom.

In addition, the *Instructional Resource Center* was established in September 1990 to provide Cornell faculty with a convenient place to learn more about instructional software and other instructional technologies. It is located in room 124 CCC and is open from 9:30 am - 4:30 pm, Monday to Friday.

For further information, please call Charlotte Kiefer, *Instructional Support Coordinator*, at 255-1805.

Office Support Services

Over the past several years, CIT has experienced an increasing demand to apply the same professional tools, techniques, and standards that have been used in major administrative computing system development to microcomputer-based office systems. The Office Support Services section of the Information Resources division in CIT was created to address that demand.

We need a special administrative database designed for our office. Are there any services for that?

Office Support Services provides a wide range of services for administrative offices at Cornell, including design and analysis, custom programming, on-site training and consulting, strategic and tactical planning, and long-term support and maintenance.

Those who invest in office systems need guidance in purchasing products that will be compatible with the strategic direction of the Cornell's systems and technology. Office Support Services can work with clients to develop the best plan to accommodate these long term changes in technology.

For more information about Office Support Services and its products, please call 255-8458.

Quick Tour of Services from CIT was published by Cornell Information Technologies, Cornell University.

Editor and Designer: Sharon Marcus

Contributors: Cecilia Cowles, Peggy Fluman, Nancy Flynn, Karen Fromkes, Billie Gabriel, Louise Holmes, Charlotte Kiefer, Steve Knapp, Joan Manheim, and Jennifer Moore

Illustrations: John Zakour

Campus Map: Cynthia Frazier (adapted by Sharon Marcus)



Facilities Management

From installation and administration of local area networks to performance analysis and capacity planning, CIT can provide a cost-effective solution to streamline the operational and physical management of departmentally-owned information technologies.

We need help managing our computer systems. What can CIT do?

The objective of CIT's *Facilities Management Program* is to provide Cornell schools, departments, and institutes the option to purchase a variety of support services at cost-effective rates. The following services are offered through this program: operating system and software installations and upgrades, operational support for system backup, system performance analysis and capacity planning, host computer system access or account validation support, LAN (local area network) administration, and consulting support that is not specific to a certain discipline.

Facilities Management is designed to provide long-term support on a contractual basis. If you would like to discuss the services that CIT can provide for your organization through this program, please contact the *Facilities Management Program Coordinator*, phone 255-8317.

Voice and Data Network Services

CIT's *Network Resources* division supports the use of both voice (telephone) and data (computer) networks at Cornell. To assure the availability and accessibility of these networks, a wide range of support services are provided by different units of Network Resources. Support for data networks is provided by the *Network Management Center*, *Network Support Services*, and *Network Systems Services*. Support for Cornell's voice network, the campus phone system and related services, is provided by *Telecommunications Services*. For questions about data (computer) network services, please contact Network Resources at 255-5510. And for questions about voice (telephone) network services, please contact Telecommunications Services at 255-5502.

Can CIT help me set up a local area network?

The *Network Management Center* constantly monitors the central campus network backbone and the intermediate devices on the network. If you are having problems accessing a network resource in your department from your workstation or terminal, across campus, or even at a remote university, contact the *Network Management Center* at 255-9900.

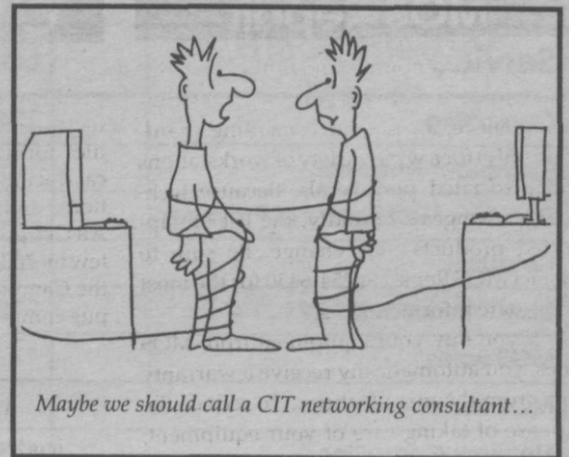
The *Network Support Services* unit can assist you in getting connected to any of the networks available to the Cornell commu-

nity. This unit can also help you if you're moving into a new building and need assistance getting your terminals and workstations reconnected to the network or if you want to establish a remote laboratory (for example, in Dryden or even in Puerto Rico) and would like that facility to access services in Ithaca. For further information, call 255-5510.

Network Systems Services assists departments in the planning, development and installation of local area networks. They have expertise in a wide range of supported networking software such as AppleTalk, Novell Netware, TCP/IP, and DECnet. If you have questions about the staff you'll need, the most effective design for a local area network in your department or how much it will cost, the staff of *Network Systems Services* can help you. For further information, call 255-5510.

An increasing number of Cornell departments are taking advantage of Local Area Networks (LANs), connecting their workstations to share information, resources, and peripherals. To help Cornell cost-effectively support LAN technology, CIT has developed a *LAN administration service* through the *Facilities Management Program* (see *Facilities Management* section on this page).

Telecommunications Services provides a broad array of voice network features to most campus administrative offices and residence halls, using a university-owned AT&T System 85 telecommunications system. If you have problems with your telephone, need assistance using features of the phone system, or need to change or add service, contact a *Telecommunications Services* representative at 255-5500.



AUDIX, a sophisticated automatic voice mail messaging service that is accessed through the campus telephone system, is available to campus administrative offices. Voice mail service can improve your personal productivity and provide a wide range of other useful and efficient office communications features. For more information, call 255-5502.

What telephone services can make my office more efficient?

Since new data and voice networking technologies now operate over the same physical network, departmental moves and new construction projects at Cornell require joint planning and network installation between CIT's voice and data network units. CIT is in the process of adapting its networking services to reflect and support this increasing integration of voice and data technologies.

Software Contracts and Site Licenses

Many software products—from the desktop to multi-user high performance systems—are available to the campus community through site license agreements, volume purchase agreements, or educational software libraries at a significant savings to the individual user and to the entire university as a whole.

Does CIT offer discounts on software?

In an effort to understand, cultivate, and pursue vendor partnerships on strategic software products, CIT has assumed a leadership role in the university-wide implementation of software contracts programs. The *Software Contracts and Site Licenses* program offers the campus a range of services for software evaluation, availability and distribution in the multi-user, networking,

microcomputer, and workstation environments.

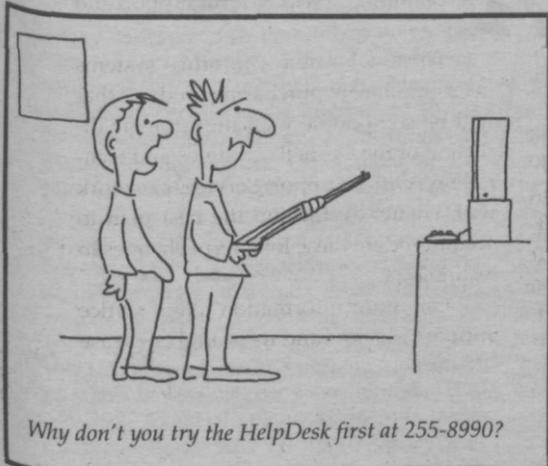
Software is distributed through both MOS (Microcomputers and Office Systems) Sales and the Cornell Campus Store. A list of software products currently offered through this program is shown below (an asterisk indicates that the product is available through the Campus Store). For more information about this program, please contact Consumer Services at 255-4941.

Current Volume Purchase Agreements:

- *Claris CAD
- *Excel
- *FileMaker II
- *MacDraw
- *Microsoft C
- *Microsoft FORTRAN
- *Microsoft Pascal
- *Microsoft QuickBASIC
- *Microsoft Word 3.02
- *Microsoft Word 4.0
- *Microsoft Word for Windows
- Novell Netware
- *ProCite
- *Textures
- *WriteNow 2.2

Current Site Licenses:

- Apple AIX
- Apple System Software
- AppleShare FileServer 2.0
- AppleShare PC
- AppleShare PrintSpooler
- *DataDesk
- DEC ESL
- HyperCard
- IBM HESC 1B, 1G
- InterPoll
- *MacWrite II
- *Minitab
- SAS/PC
- SPSS-PC
- Systat
- TeX/LaTeX (for IBM)



Future Directions

M. Stuart Lynn, Cornell's Vice President for Information Technologies, discusses how CIT's services will be affected by future developments in technology.

This supplement provides a brief introduction to CIT's services, which address many of the information technology needs and interests of the Cornell community today. But what will Cornell need tomorrow? Technology and the demands of the community continue to change rapidly, and it is an ongoing challenge to keep abreast of such changes and to incorporate them into the services that CIT provides.

For example, one of the most important current projects underway to support future needs is the deployment of the campuswide data communications network, essentially a fiber optics network connecting all major campus buildings, on which over the next two years CIT intends to build the latest high-speed communications technology. CIT's goal is to provide easy, convenient access at a "commodity" price to campus, national, and international information and computing resources, and to remove much of the mystery out of networking. This will place new demands on the ways in which we offer such "communications" services to the campus.

To address Cornell's future needs for information technologies, Provost Mal Nesheim has chartered two campuswide committees, the so-called "2001 Committee" and the *Committee on Instructional Computing*. The first committee, chaired by Professor Simon Levin, will establish a realistic vision of the influence of information technologies on Cornell over the next decade; the second, chaired by Professor Keith Dennis, will study nearer-term campuswide requirements, plans, and policies concerning all aspects of

instructional computing. To support this emphasis on instruction, a section of CIT was created—*Instructional Systems*—to help faculty enhance teaching and learning with the use of information technologies.

Until now, technology in the library has mainly been used to improve operations such as cataloging and circulation. In the next decade, electronic technologies will be increasingly used for storing and distributing full-text information—laying the foundations of the "electronic library" that will augment, not replace, the paper library. For example, a recently announced joint venture of the Cornell Library, CIT, the national Commission on Preservation and Access, and the Xerox Corporation is testing the use of digital technologies to preserve endangered "brittle" library books, with the goal of providing both print and electronic access to the preserved documents.

Another project team, involving the Mann Library, the American Chemical Society and other partners is placing "online" the core journal and other literature of the ACS, to be made available to our faculty and students. Working in partnership with the University Library, CIT will need to come to grips with the technical and service implications of delivering electronically-stored documents across our campus networks.

Technology is also changing the way many colleagues, faculty, students, and staff communicate with each other, both locally and across great distances, using electronic mail and other "collaborative" tools. Different members of the community will benefit in different ways, as access also becomes more available to electronic information resources such as library materials, campuswide information systems, and administrative data. If the 1980s was the decade of *personal* computing, the 1990s will be the decade of *collaborative* computing. And CIT's role will be to support this shift through the 1990s and beyond.

Quick Reference to CIT Services

Service	Location	Phone	Hours
Consulting	124 CCC	255-8990	9:30 am - 3:30 pm, M-F
Computer Accounts	121 CCC	255-5397	8 am - 4:30 pm, M-F
Facilities Management Program	220 CCC	255-8317	9 am - 5 pm, M-F
HelpDesk	121 CCC	255-8990	8 am - 6 pm weekdays, 9 am - 5 pm Saturdays
Instructional Support	215 CCC	255-1805	9 am - 5 pm, M-F
MOS Sales	110 Maple Avenue	255-4941	9:30 am - 4 pm, M-F
MOS Repair	Suite 200, 33 Thornwood Drive	254-6430	8:30 am - 4:30 pm, M-F
Network Consulting	143 Caldwell Hall	255-5510	9 am - 4:30 pm, M-F
Network Management Center	143 Caldwell Hall	255-9900	24 hours
Office Support Services	400 CCC	255-8458	9 am - 5 pm, M-F
Public Computing Facilities	Carpenter Hall (B101)	255-0893	posted at facility
	Clara Dickson Hall (near ballroom)	255-9796	posted at facility
	Martha Van Rensselaer Hall (G83)	255-9916	posted at facility
	Pleasant Grove (Building 8)	255-4108	posted at facility
	Sibley Hall (B08, B10)	255-8725	posted at facility
	Upton Hall (B7)	255-8812	posted at facility
	Uris Hall (G24)	255-8992	posted at facility
	Uris Library (Tower room)	255-9572	posted at facility
Publications (CIT)	121 CCC	255-8990	8 am - 6 pm weekdays, 9 am - 5 pm Saturdays
Software Lending Library	124 CCC	255-8991	9:30 am - 4:30 pm, M-F
Software Contracts and Site Licenses	110 Maple Avenue	255-4941	9:30 am - 4 pm, M-F
Telecommunications Services	200 CCC	255-3333	8 am - 4:30 pm, M-F
Telephone Directory Assistance	200 CCC	255-2000	8 am - 6 pm, M-F, Fall and Spring terms 8 am - 5 pm, M-F, other times of the year
Training	121 CCC	255-8990	8 am - 6 pm weekdays, 9 am - 5 pm Saturdays

Map of CIT Services and Locations

