

# CORNELL Chronicle

Volume 22 Number 25 March 14, 1991

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Don M. Randel outside Goldwin Smith Hall.

Peter Morenus

## Randel named to deanship of Arts & Sciences College

Don M. Randel, a specialist in the music of the Middle Ages and Renaissance and an experienced academic administrator, has been named dean of the College of Arts and Sciences for a five-year term, beginning July 1.

He will succeed Geoffrey V. Chester, who is returning to full-time teaching and research as a physicist after serving five years as dean and eight years as associate dean.

Randel's appointment was approved by the Executive Committee of the Board of Trustees on the recommendation of President Frank H.T. Rhodes. Randel's appointment also was endorsed by the Arts College faculty at a meeting March 11.

"Don Randel brings to the deanship of Arts and Sciences strong scholarly credentials, great sensitivity and an understanding of people and ideas across a wide range of fields," Rhodes said in announcing the appointment.

"He has done an outstanding job as associate dean of the college and earlier as vice provost of the university," Rhodes added, "and he enjoys the universal respect of his faculty colleagues."

"I am confident that, with his strength of leadership, Don will continue to enhance the faculty and the curriculum, as Geof Chester has done so well during his tenure, and that he will be a highly effective dean," Rhodes said.

Randel, who holds the Given Foundation Professorship of Musicology, has been associate dean of the college since 1989. He was chairman of the Music Department from 1971 to 1975, a vice provost from 1978 to 1979, and a key figure in the long effort that culminated two years ago in the opening of the Theatre Arts Center in College town.

Randel joined the Cornell faculty in 1968 after earning three degrees at Prince-

ton University, a bachelor's in 1962, a master's in 1964 and a Ph.D. in 1967.

The musicologist recently completed editing of the "Harvard Dictionary of Musicians," a companion volume to the "New Harvard Dictionary of Music," which he edited in 1986.

"The faculty and students in the College of Arts and Sciences make possible a quality of intellectual excitement to be envied by every other institution I know about," Randel said.

"I am honored that so many colleagues and friends have thought that I should be asked to serve as its dean, and I accept that role in the belief that, even in the context of the much-discussed difficulties surrounding higher education, we can together enhance the quality of that excitement for the college and for Cornell."

Randel assumes the college leadership during difficult fiscal times. The endowed colleges, including his own, had been required in the fall to submit base-budget cuts to take effect in July.

Then, this winter, the latest revenue shortfalls reported by Albany forced state cutbacks that will affect Cornell's private colleges, reducing both direct income and student financial aid.

In addition, the Arts College has been under unique financial pressures because its approximately 500 faculty members have been teaching an increasingly large proportion of the credit-hours taken by undergraduates other than the 4,000 enrolled in the college.

The central administration has recognized the college's problem of balancing supply and demand and is committed to helping solve it.

Cornell's \$1.25 billion fund-raising campaign will eventually benefit the college through its emphasis on raising endowment

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## One-minute manager Kenneth Blanchard urges CU staff to provide better service

By now, some 1,200 Cornell staff members who attended two daylong motivational seminars last week with management guru Kenneth Blanchard are partway along the Journey to Legendary Service.

Or, we are already disregarding much of the one-minute manager's advice on serving university "customers."

The reality is probably somewhere in between, according to the Cornell alumnus (a 1961 B.A. in philosophy and government, a 1967 Ph.D. in educational administration), Board of Trustees member and visiting professor who gave his seminars at the invitation of the Division of Campus Life. Blanchard donated time and materials that would have cost thousands to corporate customers of his management consulting and training company.

Blanchard warned university staffers from three dozen non-academic units that most people forget much that they learn within 24 hours and that even among the best-intentioned "relapse is natural; you have to continually keep the pressure on."

Estimating that making Cornell a better-served place in order to "blow the competition away" will take three to five years, Blanchard promised to return in six or eight weeks to check the progress. He said he will concentrate on "making the university known for legendary service" when his trustee term expires later this year.

After Senior Provost Robert Barker introduced the March 5 seminar with the comment that "the university is a service industry," Blanchard offered evidence that the industry needs improvement.

He quoted from a student's note to him that said, "I will never give money to the university. I never feel helped; I just feel hindered. The secretaries treat you like dirt," the student had written, complaining that a school costing \$20,000 a year "still charges to use athletic facilities."

Blanchard recounted a fund-raising call to an alumnus "who was still ticked off 30 years later" because an accounting professor refused his plea for tutorial help and told him to "avoid the January rush and quit the class now."

However, the proponent of catching people "doing something right" (rather than wrong, and of "catching the boss doing something approximately right") found praise-worthy service here, too. Blanchard cited the Cornell Information Technologies worker who left his post to help a student change a tire in the snow, and the Transportation Services employee who crossed the campus for paperwork that helped a customer replace her stolen parking permit. Flexibility is a key to good service, Blanchard said; "that's not our policy" is a poor excuse, he added.

For those familiar with his "One-Minute Manager" books, which have sold more than 7 million copies in 20 languages, the Blanchard seminars were lively reviews of common-sense advice that is not commonly followed. Among the Blanchardisms:

- Feedback is the real breakfast of champions. Imagine trying out for the Olympics and nobody tells you your times.

- Everyone is a potential winner. Some people are just disguised as losers; someone packaged them that way.

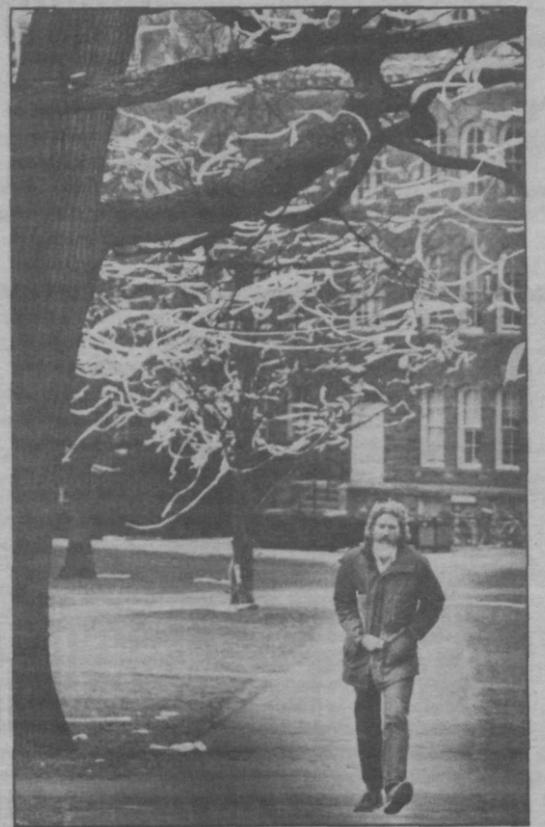
- Ask the customers, "How are we doing." Search out the customers. Nine out of 10 people who are not happy with service will not complain; they will get angry, they will go somewhere else, they will sabotage you.

- Turn the management pyramid upside down and work for the people, not the boss.

- Practice "naive listening," Blanchard said, crediting the concept to another Cornell alumnus and management expert, Tom Peters. Listen as if you don't already know the

Continued on page 6

## Garland



Peter Morenus

Professor John Bowers crosses the Arts Quad under a toilet-paper precursor to Dragon Day.

## Tribute



Peter Morenus

Professor Emeritus Mario Einaudi (center) talks with President Frank H.T. Rhodes (left) and Professor Michael C. Latham at a March 9 reception celebrating the naming of the Mario Einaudi Center for International Studies.

## NOTABLES

**E. Fred Taschenberg**, professor emeritus of entomology at the Agricultural Experiment Station at Geneva, has been honored by the New York State Wine and Grape Foundation for his "extraordinary contributions in viticultural research for the New York wine and grape industry."

**Susan McCouch**, a Cornell Ph.D. in plant breeding who is now a molecular geneticist at the International Rice Research Institute in Los Banos, Philippines, is the recipient of the 1990 Richard Bradfield Award. McCouch assumed leadership for the molecular map of the rice genome during her studies here. The award of \$2,000 recognizes excellent graduate-student achievement in contributing to alleviate world hunger. It is named in honor of Bradfield, a professor of agronomy at Cornell for more than four decades.

Actor **Ed Marinaro '73** has been inducted into the College Football Hall of Fame. In 1971, he set the NCAA record for rushing average of 209 yards per game. His school- and Ivy League-record 281 yards gained in a single game against Harvard in 1969 remained unbroken until this past fall, when Cornell tailback Scott Oliaro gained 288 yards against Yale. Marinaro is the 11th Cornell player to be enshrined in the College Football Hall of Fame. The others are: Eddie Kaw, George Pfann, Charles Barrett, Jerome Holland, Clinton Wyckoff, William Warner, John O'Hearn, Murray Shelton, Frank Sundstrom and Nick Drahos.

## BRIEFS

■ **Rabies vaccinations:** Cornell veterinarians will offer free rabies vaccinations for student-owned cats and dogs in a clinic scheduled for Thursday, March 28, from 5 to 8 p.m. in Barton Hall, with a rain date of March 29. There have not been any reports of rabies in Tompkins County. The clinic is prompted by the increasing threat of rabies in wild animals, including raccoons and bats. To receive rabies vaccinations for their pets, students need only show their identification cards, although voluntary donations of \$1 per pet will be accepted to cover the cost of syringes. Pets must be more than 3 months old, in good health and not on any medication, and should be on a leash or in a carrying case.

■ **Birding:** "Spring Field Ornithology," an eight-week, non-credit course that teaches identification of resident and migratory birds of the Cayuga Lake area, is open to the general public as well as to Cornell stu-

dents. Scheduled for Wednesday evening lectures and Saturday field trips between April 3 and May 17, the course is designed for those with a beginning interest in birds and will be taught by Stephen W. Kress, an associate of the Laboratory of Ornithology. Enrollment fee for the complete course is \$130; the fee for either lectures or field trips is \$65. Members of the Laboratory of Ornithology receive a 10-percent discount on course fees. For more information, contact the Laboratory of Ornithology, 159 Sapsucker Woods Road, telephone 257-7308.

■ **Reaccreditation deadline:** The office of the vice president for planning has set a deadline of April 10 for submission of comments on the draft reaccreditation self-study report. Written comments received by that date will be considered for incorporation into the final report. Copies of the report are on reserve at all library reference desks. Additional copies can be requested from Laura Uerling in Room 314 of Day Hall, telephone 255-4993. The report is part of the reaccreditation review by the Commission on Higher Education Middle States Association of Colleges and Schools.

■ **Shakespeare prizes:** The Barnes Shakespeare Prizes are awarded each year

to the two best essays on Shakespeare written by undergraduates. Essays of not more than 8,000 words must be submitted under an assumed name, with the author's true name, pen name, local address and telephone number enclosed in a sealed envelope attached to the essay. The deadline for submissions is April 15; graduating seniors can submit essays until May 3. All entries should be submitted to the Dean of Faculty's Office, Room 315 of Day Hall.

■ **Of concern to women:** The Women's Studies Program announces the availability of two awards. The Beatrice Brown Awards are for graduate students working on some aspect of women and gender. The awards, small grants of generally no more than \$250, can be used for research and professional development. The deadline for applications is March 29. The Judith Ellen Kram Award for 1991-92 is a \$3,000 prize that will go to an undergraduate to support research on a topic of concern to women. The research must be done off campus and away from Ithaca under the supervision of a Cornell faculty member. The competition is open to sophomores, juniors and seniors in any college. Deadline for applications is April 8. For more information on either program, contact the Women's Studies Pro-

gram in Room 391 of Uris Hall, telephone 255-6480.

■ **German prize:** The Goethe Prize, endowed in 1935 by Ludwig Vogelstein, is awarded annually for the best essay on any topic connected with German literature. Juniors, seniors and graduate students are invited to submit essays; suggested length is 10 to 20 pages. Essays may be written in German or English and should be written under an assumed name. The essays and a sealed envelope containing the author's identification must be received by the Dean of Faculty's Office, Room 315 of Day Hall, by noon on April 15. For more information, inquire at Room 183 of Goldwin Smith Hall, telephone 255-4047.

■ **Women's board:** The Women's Studies Program is seeking nominations, including self-nominations, of faculty, students, staff and residents to serve on its executive board. The program aims to encourage the development of teaching and scholarship about women and the sex/gender system as it affects women and men. For more information or to make a nomination, contact the program in Room 391 of Uris Hall, telephone 255-6480. Nominations will be open until March 30.

## No paper next week

The Chronicle will not be published next week; it will resume publication March 28. Enjoy your spring break.

CORNELL  
Chronicle

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Cornell University is committed to assisting those persons with disabilities who have special needs. A brochure describing services for persons with disabilities 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 also be directed to that office.

## GRADUATE BULLETIN

**Health requirements:** Effective with the fall semester 1991, registration holds will be placed on all students who have not complied with the new state immunization requirements. Because this is the first time this law applies to graduate students, Gannett will attempt to contact all students born after Dec. 31, 1956, whose file indicates they need doses of mumps, rubella or measles vaccines. Note that two measles vaccinations are required. In addition, international students should have submitted results of a tuberculin skin test.

**Dissertation/thesis seminar:** Cornell Information Technologies will offer a seminar on using WordPerfect 5.1 on the IBM PC for dissertation/thesis preparation, incorporating features that meet the Graduate School's format requirements. The seminar is in Room 100 of Caldwell Hall from 1 to 3 p.m. Thursday, April 4. There is no charge to graduate students. Register by calling 255-8000.

## OBITUARY

A memorial service for **Alice K. Humphreys**, who served as executive assistant to four provosts, was held March 6. Humphreys, who retired in 1986, died March 3 at Tompkins Community Hospital.

Humphreys, 78, came to work at Cornell in 1962, serving as an administrative aide in the Center for International Studies and then as coordinator of special events for the Department of Public Information, before becoming the "right-hand person" in the provost's office for some 15 years.

Three provosts for whom she worked attended the service: Robert A. Plane, W. Keith Kennedy and Robert Barker. (The fourth, David C. Knapp, now is the Ralph Waldo Emerson Professor Emeritus and former president of the University of Massachusetts.) President Emeritus Dale R. Corson also attended.

The John W. Humphreys Service Building was named in honor of her husband, a longtime employee who died in 1968.

## Trustees take action on tuition, aid policy

The Board of Trustees has tentatively approved next year's statutory-college tuition and reaffirmed, through 1992-93, the university's need-blind admission policy.

The actions were taken at a campus meeting fraught with concern about budget cuts — caused especially by the state's continuing fiscal problems — and about the need, despite those cuts, to keep investing Cornell funds in financial aid.

The financial-aid discussion arose partly because the reaffirmed need-blind admission policy also states that "students who demonstrate financial need will be assisted in meeting that need" through grants, work opportunities and loans.

The aid discussion was further spurred by a statement read at a trustee forum the previous day by black and Hispanic students concerned about the sufficiency of aid for minority students.

Statutory tuition will be formally approved by the board's Executive Committee in April, following planned discussions with the State University of New York Board of Trustees, said Provost Malden C. Nesheim. The numbers tentatively approved last Friday, he said, assume state legislative approval of a \$500 SUNY tuition increase that Gov. Mario Cuomo has proposed for 1991-92 — on top of a \$300 increase already approved.

Tuition for state-resident undergraduates would be \$6,450, up \$500, or 8.4 percent, from the tuition level established in December, after the \$300 SUNY increase.

Non-residents would pay \$11,950, up 9.7 percent. Non-veterinary graduate students would pay \$7,440, up 8.6 percent,

while those in the veterinary Ph.D. program would pay \$8,300, up 3.1 percent. Veterinary students studying for a DVM degree and who are resident in New York would pay \$10,100, up 6.3 percent; non-residents \$12,500, up 7.3 percent.

"It should be understood," said Trustee John Dysōn when discussing financial aid, "that this is a major commitment," particularly during times of declining state and federal grant funds. He said reaffirmation of the financial-aid policy requires Cornell "to divert resources from all other claimants to assist any person to attend Cornell, including those who couldn't otherwise afford it." That will mean less general-purpose dollars for even such important items as faculty salaries, he said.

To the concerned black and Hispanic students, Larry Palmer, vice president for academic programs and campus affairs, responded briefly at the meeting and later in a letter sent March 10 to one of the students.

To student concern that aid keep pace with tuition increases, Palmer said in his letter: "Cornell has gone far beyond that. The percentage increase in Cornell-provided financial-aid grants has actually been double the rate of increase in tuition."

As to aid for minority students, he noted that black students, while comprising just under 5 percent of the student body, receive more than 12 percent of Cornell's grant dollars; Hispanic students, also just under 5 percent, receive more than 11 percent.

During the board discussion, President Frank H.T. Rhodes — who had earlier noted a 7 percent increase in next year's freshman-class applications from blacks

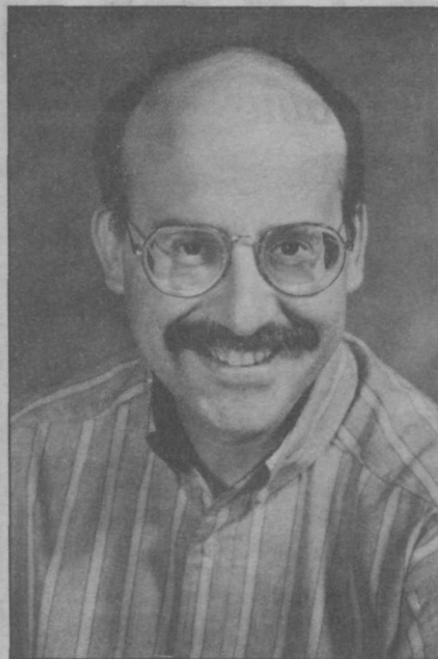
and Hispanics — said financial aid for all needy students was one of five target areas of the \$1.25 billion capital campaign. He noted that \$175 million was being sought to endow financial aid and that \$35.4 million had already been pledged, less than five months into a five-year campaign.

While the state legislature is not due to approve the 1991-92 budget until April, there was little optimism that Cornell can recover much of the millions that both state-supported and privately supported units now stand to lose.

Elimination of or cuts in state programs will cut some \$4 million in direct aid to the Medical College and the private Cornell units, while leaving the state-supported colleges themselves facing cuts of some \$5 million as part of cuts imposed on SUNY. And Cornell students stand to lose \$2.7 million in various state assistance, which has until now helped fill out financial-aid packages offered to students.

The financial straits of the state-supported colleges have led to 116 lay-off notices — 30 percent to employees on state funds, 34 percent to those working on contract funds, 29 percent on college funds and 7 percent on federal funds. Twenty were reported to have already found other Cornell jobs; five took early retirement and 69 are working through the Office of Human Resources to find other jobs at Cornell, where, according to Nesheim, the endowed colleges are continuing a near-freeze on jobs to hold vacancies for those who may be laid off.

In other business, the trustees named historian Glenn C. Altschuler, a specialist



David Lynch-Benjamin

Glenn C. Altschuler

in American history and thought and an associate dean of the College of Arts and Sciences since 1986, dean of the Division of Summer Session, Extramural Study and Related Programs for a five-year term.

Nesheim said he was particularly pleased with Altschuler's qualifications, citing his "long association with the administrative functions of the university and, more important, his significant contributions to Cornell's intellectual and cultural life."

— Sam Segal

## Richard Herskowitz: Weaving movies into a much bigger story

A film about Richard Herskowitz, director of Cornell Cinema, might begin something like this:

Richard's holed up in his office, around the corner from Willard Straight Theatre, with the April calendar in front of him, clippings from Variety, Film Comment and The Village Voice strewn about.

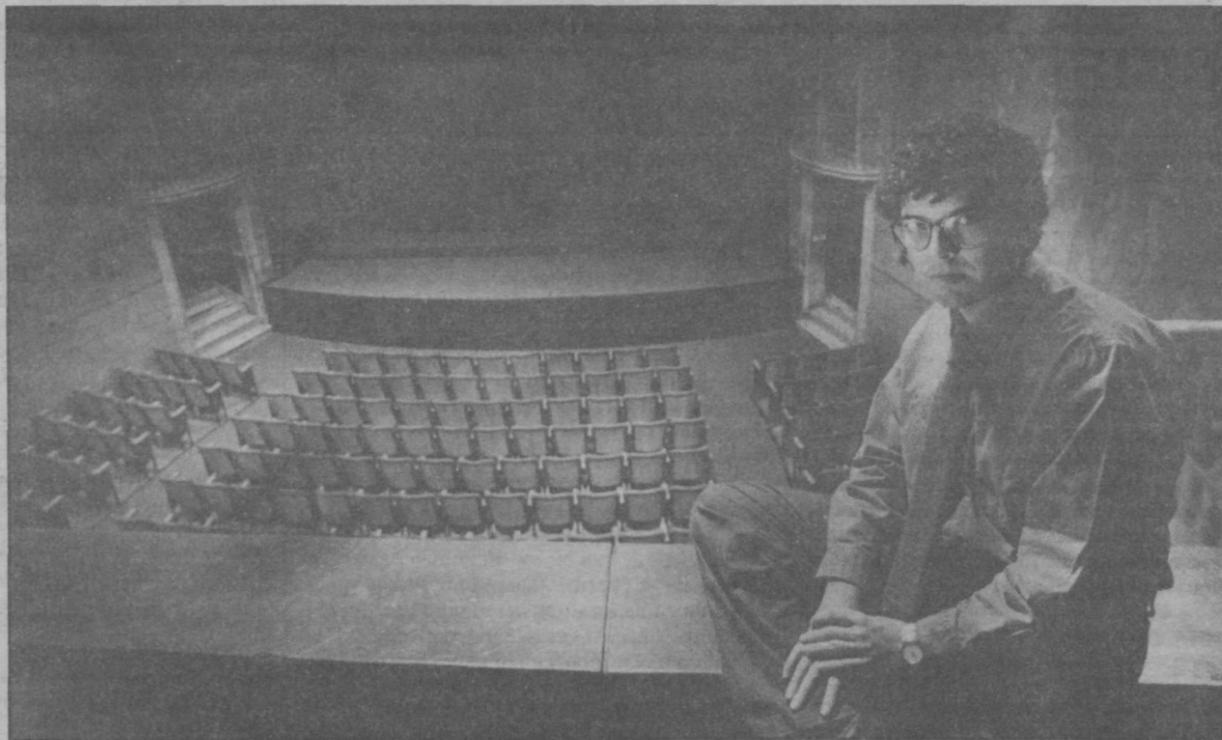
The phone rings. It's a professor from Africana Studies telling him that film-maker Charles Burnett has agreed to come to Ithaca introduce "To Sleep with Anger" when it's shown with his earlier film, "Killer of Sheep."

It rings again. This time it's a visiting fellow at the Society for the Humanities calling to discuss the new Derek Jarman film in the gay-and-lesbian film series.

Richard picks up the phone to invite Terence Rafferty, the New Yorker film critic and former chairman of the Cornell Cinema advisory board, to give a lecture on Jean Vigo's "L'Atalante" and a film-writing workshop. He accepts. A distributor for Japanese state-of-the-art animation calls as Mary Fessenden, Cinema's business manager, comes in with the news that she has finalized arrangements for Armenian film-maker Artavazd Peleshyan's tour to Cornell Cinema and three other U.S. sites.

Quick jump to a segment of flickering home movies. There's curly-haired Richard as a teen-ager, captured on super-eight film by his parents, New York City school-teachers who annually vacationed in Ithaca and dropped him off at Cornell Cinema at night when they went out. That's where he first got turned on to politics and films — seeing Jean-Luc Godard's "Weekend" and "The Battle of Algiers." It was the late 1960s, and black students held their fists clenched in the air through the entire screening of "Algiers."

Another quick jump to a reel of grainy black-and-white film, a little overexposed. Richard's a student at SUNY Binghamton, originally pre-law but now into experimental film-making. He's in the editing room cutting and re-stitching found footage — industrial films, silent films, commercial films, home movies. . . .



Peter Morenus

Richard Herskowitz in the balcony of Willard Straight Theatre.

collection and cable TV series. It's now part of a network of film houses, museums and media centers around the country that share films and touring film-makers.

We talked, most of all, about film programming and how he decides which movies to bring to the Cornell community.

In one sense, the roughly 500 movies that Herskowitz programs for Cornell Cinema in the course of a year are one, long continuous movie with themes woven throughout — Film Club classics on Monday nights, films never before seen in Ithaca on Premiere Night on Tuesdays, thematic series on Wednesdays, experimental films at the Johnson Museum on Sundays.

As Herskowitz pointed out, "There are many movie theaters in Ithaca, yet all of them except us program a narrow range of films — either commercially-released Hollywood or art films. We take care of the huge and neglected range of international, classic, documentary, experimental and independent cinema.

"We also show a lot of movies I don't like, but that's one of the things I love about Cornell Cinema — that it shows the full range from the most commercial films, like 'Arachnophobia' and 'Pretty Woman,' to the most challenging and experimental. There's no way any one person's taste will encompass it all. And it's my job to try to make it feel like a whole and not overwhelming."

Often when Herskowitz shows blockbusters, he does it in a way that exposes audiences to the messages of these popular, Hollywood movies.

"What's most important in programming is the way you juxtapose films to bring an underlying pattern of thinking to the surface," said Herskowitz, who studied film theory at

the universities of Pennsylvania, Wisconsin and Paris and wrote a thesis on the films of Brian DePalma.

"When we showed 'Fatal Attraction,' for instance, we programmed it as a prime example of a long tradition of Hollywood films depicting the need to punish women for acting as sexual initiators. We put it alongside 'Dressed to Kill,' an even more extreme example. Horror movies often terrorize people into believing that if they defy social codes they'll become monsters or provoke monsters."

Cornell Cinema's new "Flick Sheet" magazine is designed to carry commentaries to make these connections even more explicit.

"Richard likes to set up an educational context in which to view a film, like a film teacher making up a syllabus," said Cynthia Baughman, "Flick Sheet" editor and an English graduate student and screenwriter. "He hopes people won't just pick out the one movie they know."

In "Cornell Cinema: The Movie," every motion picture tells a story: a professor might have requested a movie or a series of movies for a course he's teaching; or the film might be part of a series — "Silence=Death" on March 27 both ends the "Medical Ethics" series and begins the "Gay and Lesbian Cinema" series; it may be one of Herskowitz's pet passions — action films from Hong Kong or movies made from the novels of Jim Thompson; it could be a film circulating among major media centers such as the Chinese film, "Women's Story," which Herskowitz was able to snag; or something he saw at the Toronto Film Festival and loved.

It may just be a cult film sure to draw a large crowd. Somehow, it's part of the montage.

— Carole Stone

CORNELL  
People

"At some point I realized I wasn't going to be a film-maker," Herskowitz said recently as we sat in his living room, overlooking Cayuga Lake. "But I see film programming as a way to put movies together in relationship with one another, like editing. What I do now at Cornell Cinema is really a continuation of my film-making."

Sophie, his two-year-old daughter, had been ill the night before, and it was dad's turn to look after her while mom went to her job at the Herbert F. Johnson Museum of Art. The three of us made stars and snakes with Play Doh and Herskowitz talked about Cornell Cinema — how his ambition over the past eight years has been to transform it from a film society "just throwing movies up there" to a media-arts center with visiting film-makers, film and video installations at the Johnson Museum, a library/study center, film

# 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.

Balkan Dance Workshop for experienced dancers by Ed Abelson, 6:30 to 7:30 p.m., and instruction and requests, 7:30 to 10:30 p.m., March 17, location to be announced. Instruction and requests, 7:30 to 10:30 p.m., March 24, North Room, Willard Straight Hall.

Global Dancing, sponsored by Cornell Wellness Program, March 26, 7:30 to 10 p.m., dance studio, Helen Newman. Note: There will be no global dancing March 19. For 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.

"Masks and Other Facades," organized by the museum's student interns, will be on view through April 14.

"The Art of Tibet," an exhibition featuring "thangka" paintings and sculpture from the museum's Asian collection and private lenders, as well as 22 black-and-white photographs of Tibet by Kevin Bubriski, will be on view through March 31. A sand mandala will be constructed in the gallery by monks from the Dalai Lama's monastery in India and will be on view through March 30. The exhibition was organized in conjunction with Tibet House in New York City in response to the visit to Cornell of the Dalai Lama.

"Tibetan Art and Culture," a slide lecture, will be presented by Sidney Piburn, vice president of Snow Lion Publications, in conjunction with the exhibit, "The Art of Tibet," today (March 14) at noon in the museum.

### Soviet & East European Studies Program

"The Symbolic Politics of Transition: Hungarian Political Posters 1989-90," an exhibition of Hungarian election-campaign posters at various exhibit areas in Olin Library, through May 3. Co-sponsored by the Department of Manuscripts and University Archives, the exhibit will feature political posters representative of the struggle between the major political parties in Hungary.

### Willard Straight Hall Art Gallery

"Viewed From Within," photography by Jennifer Wasserman, through March 29.

## 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, 3/14

"The Krays" (1990), directed by Peter Medak, with Gary Kemp, Martin Kemp and Billie Whitelaw, 7 p.m.

"Red Desert" (1964), directed by Michelangelo Antonioni, with Monica Vitti, Richard Harris and Carlo de Pra, 7 p.m., Uris.

"Bonfire of the Vanities" (1990), directed by Brian De Palma, with Tom Hanks, Bruce Willis and Melanie Griffith, 9:45 p.m.

### Friday, 3/15

"The Krays," 7 p.m.

"Bonfire of the Vanities," 9:45 p.m.

### Saturday, 3/16

"Aashiqui" (Anu Agarwal), sponsored by Cornell India Association and South Asia Program, 1:30 p.m., Media Room, Uris Library.

"The Last Picture Show" (1971), directed by Peter Bogdanovich, with Jeff Bridges, Cybill Shepherd, Ellen Burstyn and Randy Quaid, 7 p.m.

"Texasville" (1990), directed by Peter Bogdanovich, with Jeff Bridges, Cybill Shepherd, Cloris Leachman and Randy Quaid, 9:30 p.m. (Free with "The Last Picture Show.")

### Sunday, 3/17

"The Krays," 8 p.m.

### Monday, 3/18

"Mildred Pierce" (1945), directed by Michael Curtiz, with Joan Crawford and Jack Carson, shown with "The Diane Linkletter Story," 8 p.m.

### Tuesday, 3/19

"Texasville," 8 p.m.

### Wednesday, 3/20

"Coma" (1977), directed by Michael Crichton, with Genevieve Bujold and Michael Douglas, 8 p.m.

### Thursday, 3/21

"Death in Venice" (1971), directed by Luchino Visconti, with Dirk Bogarde, Silvana Mangano and Bjorn Andresen, 8 p.m.

### Friday, 3/22

"Allegro non Troppo" (1977), directed by Bruno Bozzetto, 7:30 p.m.

"Tune in Tomorrow . . ." (1990), directed by Jon Amiel, with Barbara Hershey, Keanu Reeves, Peter Falk and Buck Henry, 9:30 p.m.

### Saturday, 3/23

"Shatranj ke Khilari," (Sanjeev Kumar, Saeed Jaffrey), sponsored by Cornell India Association and South Asia Program, Media Room, Uris Library, 1:30 p.m.

"Rebecca" (1940), directed by Alfred Hitchcock, with Laurence Olivier, Joan Fontaine, Judith Anderson and George Sanders, 7 p.m.

"Allegro non Troppo," 10 p.m.

### Sunday, 3/24

"Frida Kahlo and Tine Modotti" (1983), directed by Laura Mulvey and Peter Wollen, part of the series "The Artist in Society," free, 2 p.m., Johnson Museum.

"Tune in Tomorrow . . ." 8 p.m.

### Monday, 3/25

"Rebecca," 6:30 p.m.

"The Bitter Tears of Petra Von Kant" (1972), directed by Rainer Werner Fassbinder, with Margit Carstensen, 9:30 p.m.

### Tuesday, 3/26

"Asian Insight: Philippines," sponsored by the Southeast Asia Film Series, 4:30 p.m., Room B, Uris Library.

"The Sandglass" (1983), directed by Wojciech Has, with Jan Nowicki and Tadeusz Kondrat, co-sponsored by "Chabad House," 7 p.m.

"Reversal of Fortune" (1990), directed by Barbet Schroeder, with Jeremy Irons, Glenn Close, Ron Silver and Uta Hagen, 9:45 p.m.

### Wednesday, 3/27

"Positive" and "Silence=Death" (1989), directed by Rosa VonPraunhelm, in collaboration with Phil Zwickler, co-sponsored by the Cornell Lesbian, Gay and Bisexual Coalition and ACT UP, 7 p.m.

"Misery" (1990), directed by Rob Reiner, with Kathy Bates, James Caan and Richard Farnsworth, 10 p.m.

### Thursday, 3/28

"Reversal of Fortune," 7 p.m.

"The Man Who Shot Liberty Valance"

(1962), directed by John Ford, with James Stewart and John Wayne, free, Uris.

"Misery," 9:45 p.m.

## LECTURES

### Bartels World Affairs Lecture

"Overcoming Differences," the Dalai Lama, introduced by President Frank H.T. Rhodes, March 26, 6 p.m., Barton Hall. The Dalai Lama will also give a short talk on "The Buddhism of Tibet," March 27, 9:30 a.m. in Bailey Hall.

### Bethe Lecture Series

"Superconductivity: Past, Present and Future," Michael Tinkham, the Gordon McKay Professor of Applied Physics and the Rumford Professor of Physics, Harvard University, March 27, 8 p.m., Schwartz Auditorium, Rockefeller Hall. Tinkham is the author of more than 200 journal articles and four books. His texts, "Superconductivity" and "Introduction to Superconductivity," are the recognized classics on the subject. The latter has been translated into Russian, Japanese and Chinese. Tinkham will also present a physics colloquium, "Flux Motion and Resistance in High Temperature Superconductors: An Overview," March 25, 4:30 p.m., Schwartz Auditorium, Rockefeller Hall. In addition, he will give two Solid State Physics seminars entitled "Fluxon Pinning and Motion in Large Arrays of Josephson Junctions," March 26, 4:30 p.m., Bethe Seminar Room, seventh floor, Clark Hall; and "Quantum Properties of Submicron Josephson Junctions," March 28, 4:30 p.m., Bethe Seminar Room, seventh floor, Clark Hall. The Bethe Lecture Series was created by the College of Arts and Sciences and the Physics Department in honor of Nobel laureate Hans Bethe. The lectures have been given each year since 1977.

### Classics

"The Appeal of Hellas," Erich S. Gruen, University of California, Berkeley, March 26, 4:30 p.m., Hollis E. Cornell Auditorium, Goldwin Smith Hall. This is the sixth of the seven Townsend Lectures on "Culture and National Identity in Mid-Republican Rome."

### Cornell Research Club

"Deciphering the History of Life from Molecules," Richard Harrison, ecology and systematics, March 28, 4:30 p.m., Kaufmann Auditorium, Goldwin Smith Hall.

### Dutch Language Program

"Signifying Nation: Where is a Way Out?" Ineke Phaf, Freie Universitat Berlin and University of Maryland, March 25, 4 p.m., G08 Uris Hall.

### Education

The third in the lecture series on the improvement of undergraduate teaching, March 27, 4 p.m., Alumni Auditorium, Kennedy Hall. A discussion of video-taped sessions to illustrate effective and ineffective discussion techniques, Daniel Tapper, veterinary medicine.

### Mathematical Sciences Institute

"Complete Integrability of 'Completely Integrable Systems,'" David Sattinger, University of Minnesota, co-sponsored by the Center for Applied Mathematics, March 15, 4 p.m., 322 Sage Hall.

### Messenger Lectures

"Of Revelations and Revolutions: Christianity, Colonialism and Consciousness in South Africa," is the title of the series of lectures to be given by John L. and Jean Comaroff, professors of anthropology, University of Chicago. The first three lectures will be given by John Comaroff; "The Colonization of Consciousness in South Africa," March 26, 4:40 p.m., Schwartz Auditorium, Rockefeller Hall; "Home-Mad Hegemony: Modernity, Domesticity and Colonialism," March 28, 4:40 p.m., Hollis E. Cornell Auditorium, Goldwin Smith Hall; and, "Reflections From the 'Other': Africa and the Tribes of Great Britain," March 29, 4:30 p.m., Hollis E. Cornell Auditorium, Goldwin Smith Hall. The following lectures will be given by Jean Comaroff at 4:30 p.m. in Hollis E. Cornell Auditorium: "Refashioning the African Subject: Body Politics and the Empire's Old Clothes," April 1; "Reading, Rioting and Arithmetic: Schooling for Submission," April 2; and "Conversion, Conversation, Conclusion," April 4.

### Society for the Humanities

"The Adulteress' Child," Naomi Segal, St. John's College, Oxford, March 27, 4:30 p.m., Guerlac Room, A.D. White House.

"Gender politics and MTV: Voicing the Difference," Lisa Lewis, author of numerous articles on women and popular culture, March 28, 4:30 p.m., Guerlac Room, A.D. White House.

### Southeast Asia Program

"Was He Incompetent or Was He Misjudged?"

Bloomfield Douglas and the Planning of Kuala Lumpur (1879-1882)," Sarah Maxim, SEAP graduate student, history, March 14, 12:20 p.m., 102 West Ave. Ext.

Title to be announced, Richard Doner, Emory University, March 28, 12:20 p.m., 102 West Avenue Ext.

### Soviet & East European Studies Program

"Issues in Globalization: The EC in 1992," a panel discussion with Percy Westerlund, Embassy of Sweden; Greg O'Connor, U.S. Department of Commerce; Sergei Zelenev, Soviet Mission to the United States; and Jean Deruyt, Embassy of Belgium. Co-sponsored by the Johnson School, Einaudi Center for International Studies and the Western Societies Program, March 26, 4:30 p.m., Bache Auditorium, Malott Hall.

"Obstacles to Liberal Democracy in Post-Communist Eastern Europe," David Ost, Hobart and Smith, March 27, 12:15 p.m., Uris Hall.

### Theory Center

"Computer Modeling of Active Experiments in Space," John Dawson, UCLA, March 27, 4 p.m., 456 Engineering and Theory Center Building.

### University Lecture

"Ceramic Artifacts: Art, Science and Technology," Pamela Bowren Vandiver, Smithsonian Institution, March 27, 4:30 p.m., Hollis E. Cornell Auditorium, Goldwin Smith Hall.

## MUSIC

### Department of Music

Dizzy Gillespie and the Cornell Jazz Ensemble, directed by John LaBarbera, will perform pieces selected by Gillespie on March 14 at 8:15 p.m. in Bailey Hall. Tickets at \$6 are available at the Lincoln Hall ticket office, 9 a.m. to 1 p.m., Willard Straight Hall and the DeWitt ticket office.

Cornell Contemporary Chamber Players, March 15, 8:15 p.m., Barnes Hall.

A student piano recital featuring David Feurzeig, composer and performer, March 25, 8:15 p.m., Barnes Hall.

A piano recital performed by students of Jonathan Shames, March 26, 8:15 p.m., Barnes Hall.

"Peace Music," by Nawang Khechog of Tibet, March 26, 2 p.m. in Sage Chapel, as part of the celebration of the Year of Tibet, co-sponsored by the Cornell Concert Commission, Third World Student Program and CURW.

A student recital will be performed by Randall Schloss, baritone, and Eric Peters, piano, featuring Schubert's Die schone Mullerin, March 28, 8:15 p.m., Barnes Hall.

### Bound for Glory

Albums from the studio, March 17 and 24. Bound for Glory can be heard Sundays from 8 to 11 p.m. on WVBR-FM, 93.5.

### Unions & Activities

The Antoine I.L.L.O.U.Z. Band will perform on March 14 at 8 p.m. in the Memorial Room, Willard Straight Hall. This event is part of the weekly Thursday night Coffeehouse series sponsored by the WSH Program Board.

## READINGS

### Writers at Cornell Read

Local poet Nancy Couto and local fiction writer Kerry Dolan will read from their work on March 27 at 4:30 p.m. in the Henry at Sage Hall.

## RELIGION

### Sage Chapel

There will be no service on March 17 because of spring recess. Roger Badham, assistant director, University Ministries, will deliver the Palm Sunday sermon March 24. Service begins at 11 a.m. Music will be provided by the Sage Chapel choir under the direction of 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

11 a.m., 5 p.m., Anabel Taylor Auditorium. Daily masses, Monday through Friday, 10:30 a.m., 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., 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

Friday prayers, 1 p.m., Edwards Room, Anabel Taylor Hall; Friday discussion dinner, 7:30 p.m., 218 Anabel Taylor Hall; Sunday Quran Study, 12:30 p.m., 218 Anabel Taylor Hall; Ramadhan prayers and fast-breaking begins around March 14. The MECA office, 218 Anabel Taylor Hall, provides information, a library, halal meat and other services for all. For information, call Minhaj Arastu, 253-6848.

### Protestant Cooperative Ministry

Sunday worship, 11 a.m., Anabel Taylor Chapel; Taize Prayer, Tuesdays, 5:30 p.m., Anabel Taylor Chapel; Bible study, Thursdays, noon, G-7 Anabel Taylor; Celebration, Fridays, 8 to 8 p.m., 401 Thurston Ave. Call the Rev. Barbara Heck, 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

### Applied Mathematics

"Determining the Solutions of Dissipative Problems by Their Nodal Values," Edriss Titi, Mathematics and MSI, March 27, 12:20 p.m., 421 Sage Hall.

### Astronomy

"Neutron Stars," Brian Linn, Stanford University, March 14, 4:30 p.m., 105 Space Sciences Building.

"Planetary Studies with the Video-polarimeter," Audouin Dollfus, Observatoire de Paris, March 25, 1 p.m., 105 Space Sciences Building.

"Massive Black Holes in Nearby Galaxies," Douglas Richstone, Princeton University, March 28, 4:30 p.m., 105 Space Sciences Building.

### Biophysics

Title to be announced, Byron Goldstein, Los Alamos National Laboratory, March 27, 4:30 p.m., 700 Clark Hall.

### Boyce Thompson Institute

"Models of Forest Growth and Development that Incorporate Acclimation to Changing Environments," E. David Ford, University of Washington, March 20, 1 p.m., auditorium, Boyce Thompson Institute.

### Chemical Engineering

"Making Recombinant Factor VIII At An Industrial Scale," Frederic G. Bader, Genetics Institute, March 26, 4:15 p.m., 245 Olin Hall.

### Chemistry

"Laser Probing of Stereochemical Effects," Stephen Leone, University of Colorado, March 14, 4:40 p.m., 119 Baker Laboratory.

Title to be announced, Keith Nelson, Massachusetts Institute of Technology, March 28, 4:40 p.m., 119 Baker Laboratory.

### CISER

"A Researcher's Guide to the 1990 Census: Microdata Tape Files," Warren Brown, Insti-

tute for Social and Economic Research, March 28, 12:20 p.m., 250 Caldwell Hall.

### Ecology & Systematics

"Classical Ethology and Cladistics: Studies on the Evolutionary Lability of Behavior," Alan De Queiroz, ecology and systematics, March 27, 4:30 p.m., Morison Seminar Room, Corson/Mudd Hall.

### Education

"Site-Based Management," James Lorthridge, superintendent, Ithaca City Schools, March 26, 12:20 p.m., 101 Kennedy Hall.

### Electrical Engineering

"Generation of 1/f Noise," Lewis E. Franks, University of Massachusetts, March 26, 4:30 p.m., 219 Phillips Hall.

### Epidemiology

"Effect of Animal Protein Intake on Aflatoxin Induced Experimental Liver Tumors and Human Liver Cancer," T. C. Campbell, nutritional sciences, co-sponsored by environmental toxicology, March 15, 12:20 p.m., 141 Plant Sciences Building.

### Floriculture & Ornamental Horticulture

"Gilmore D. Clarke & the Garden for the Machine," Tom Campanella, graduate student, March 14, 12:15 p.m., 404 Plant Science Building.

Title to be announced, Jon Joseph-Russo, graduate student, March 28, 12:15 p.m., 404 Plant Science Building.

### Food Science & Technology

"Food Safety and Biotechnology," Richard L. Hall, food industry consultant, March 26, 4:30 p.m., 204 Stocking Hall.

### Fruit & Vegetable Science

"Post-harvest Changes in Cell Walls of Stone Fruits," Laurence Melton, March 14, 4:30 p.m., 404 Plant Science Building.

"Purification of an Endogenous Invertase Inhibitor from Potato," Rafael Ovalle, fruit and vegetable science, March 28, 4:30 p.m., 404 Plant Science Building.

### Genetics & Development

"The Mitochondrial Protein Import Machinery," Gottfried Schatz, Biozentrum, Basel, co-sponsored by Biochemistry, Molecular and Cell Biology, March 18, 4 p.m., Conference Room, Biotechnology Building.

"Molecular and Genetic Analysis of the Drosophila Olfactory System," John Carlson, Yale University, March 25, 4 p.m., Conference Room, Biotechnology Building.

### Geological Sciences

Title to be announced, James Cochran, Lamont-Doherty Geological Observatory, March 19, 4:30 p.m., 1120 Snee Hall.

"Nitrogen as an Additional Chemical Component in Hydrothermal Experiments," I-Ming Chou, USGS, Reston, March 26, 4:30 p.m., 1120 Snee Hall.

### History & Philosophy of Science & Technology

"To Rule the Waves: British Cable Telegraphy and the Making of 'Maxwell's Equations,'" Bruce Hunt, University of Texas, Austin, March 14, 4:30 p.m., 366 McGraw Hall.

### Immunology

"T Cell Receptor-Ligand Interactions that Mediate Thymic Selection," B.J. Fowlkes, NIAID, March 15, 12:15 p.m., auditorium, Boyce Thompson Institute.

### International Development & Women

"The Impact of Structural Adjustment on Women: Current Work in the Urban Division of the World Bank," Caroline Moser, Urban Division, World Bank, co-sponsored by International Studies in Planning, March 15, 3 p.m., 115 West Sibley Hall.

### International Nutrition

"AIDS: Some Epidemiologic Evidence From a Global Pandemic," Carlos Castillo-Chavez, plant breeding and biometry, March 28, 12:15 p.m., 200 Savage Hall.

### International Studies in Planning

"Linking the Technical and the Political in Guiding Choices: The Case of Alternative Small Industries in Rural Pakistan," Farokh Afshar, University of Guelph, March 15, 12:15 p.m., 115 Tjaden Hall.

### Jugatae

"Interactive Effects of Temperature and Food Quality in Insect Herbivores and Their Insect Predators," Nancy Stamp, SUNY Binghamton, March 14, 4 p.m., Morison Room, Corson/Mudd Hall.

"Managing Resistance to Bacillus Thuringiensis: Can Transformed Plants be Better Than

Sprays?" Rick Roush, entomology, March 28, 4 p.m., Morison Room, Corson/Mudd Hall.

### Mechanical Engineering

"Modelling Spaces for Toleranced Objects," Neil Stewart, University of Montreal, co-sponsored by the Design Research Institute and CPA Project of Sibley School, March 19, 2 p.m., 5130 Upson Hall.

### Mechanical & Aerospace Engineering

Manufacturing Seminar: "Manufacturing Competitiveness: Where's the Leverage?" Rick Dehmel, Intel Corp., March 14, 4:15 p.m., B-14 Hollister Hall.

Combustion & Thermal Sciences: "REMPI Probe Response for Flame Species Profile Measurements," Asa Fein, applied physics, March 14, noon, 178 Engineering Theory Center.

"NOx Emission Control in Wave-Rotor Gas-Turbine Jet Engines," Razi Nalim, mechanical and aerospace engineering, March 28, noon, 178 Engineering Theory Center.

### Microbiology

"Sugar Transport Regulation in Lactic Acid Bacteria," Antonio Romano, University of Connecticut, March 14, 4 p.m., conference room, Biotechnology Building.

"The Metabolism of Molecular Hydrogen by Bacteria Growing Near and Above 100 degrees C," Michael Adams, University of Georgia, March 28, 4 p.m., conference room, Biotechnology Building.

### Natural Resources

Title to be announced, Michael Horn, Colorado State University, March 14, 12:20 p.m., 304 Fernow Hall.

"Linkages Between Geothermal Processes and Stream Biogeochemistry in Volcanic Landscapes of Costa Rica," Catherine M. Pringle, ecology and systematics, March 26, 12:20 p.m., 304 Fernow Hall.

### Neurobiology & Behavior

"Relating Mammalian Visual Systems to Mammalian Environments: An Analysis of Natural Scenes and Visual Function," David Field, psychology, March 14, 12:30 p.m., Morison Seminar Room, Corson/Mudd Hall.

### Ornithology

"Feather Quest," Pete Dunne, director, Natural History Information, N.J. Audubon Society, March 25, 7:45 p.m., Laboratory of Ornithology, 159 Sapsucker Woods Road.

### Peace Studies Program

"The Consequences of the Gulf War for Jordan and Israel," Stewart Reiser, Harvard University, March 14, 12:15 p.m., G-08 Uris Hall.

### Pharmacology

"Insulin in Reptiles: Not Just a Pancreatic Hormone," David A. Gapp, Hamilton College, March 18, 4:30 p.m., G-3 Vet Research Tower.

"Hormonal Regulation of Phospholipid Breakdown-Mechanisms and Significance," John H. Exton, Vanderbilt University School of Medicine, March 25, 4:30 p.m., G-3 Vet Research Tower.

### Physiology

"The Role of the Bronchial Circulation in Horses with Exercise-Induced Pulmonary Hemorrhage — The Effects of Furosemide (LASIX)," Gary Nielan, clinical sciences, March 26, 4:15 p.m., G-3 Vet Research Tower.

### Plant Breeding & Biometry

"Managing the Hoja Blanca Virus and the Changing World of Rice Blast," Robert Zeigler, International Center for Tropical Agriculture, Cali, Colombia, co-sponsored by plant pathology and plant breeding and biometry, March 19, 12:20 p.m., 404 Plant Science Building.

"The New York State Seed Industry," William D. Pardee, plant breeding and biometry, March 26, 12:20 p.m., 135 Emerson Hall.

### Plant Pathology

"Genetics of Triadimenol Resistance in Pyrenophora teres," Tobin Peever, March 26, 4:30 p.m., 404 Plant Science Building.

"Strategies for Control of Grape Crown Gall," T.J. Burr, plant pathology, NYSAES, March 27, 3 p.m., 133 Barton Laboratory, Geneva.

### Rural Sociology

"A Feminist Critique of World-System Theory," Kathryn Ward, Southern Illinois University, March 15, 3:30 p.m., 32 Warren Hall.

### Science, Technology & Society

"Is Science Fiction? Fraud, Rhetoric and the Sociology of Science," Jan Sapp, University of Melbourne, Australia, March 25, 12:15 p.m., 609 Clark Hall.

### South Asia Program

"Islam, Ethnicity and Nationalism in South Asia," Rafiuddin Ahmed, history and South Asia Program, March 27, 12:15 p.m., 153 Uris Hall.



Christian Steiner

Violinist Pinchas Zukerman will perform with the English Chamber Orchestra on Tuesday, April 2, at 8:15 p.m. in Bailey Hall. Tickets can be purchased at the Lincoln Hall ticket office and at the DeWitt Mall box office.

### Stability, Transition & Turbulence

"Rapid Granular Flows," Jim Jenkins, theoretical and applied mechanics, March 26, 12:30 p.m., 288 Grumann Hall.

### Statistics

"Construction of Confidence Sets in High Dimensions: With Applications," Anirban Dasgupta, Purdue University, March 27, 3:30 p.m., 250 Caldwell Hall.

### Structural Engineering

"Structural Dynamic Issues and Concepts for NASA's Future Space Mission," Charles Lawrence, NASA Lewis Research Center, March 14, 3:15 p.m., 110 Hollister Hall.

### Textiles & Apparel

"A Domestic View of Apparel Manufacturing Technology," Henry Seesselberg, Fashion Institute of Technology, March 14, 12:20 p.m., 317 Van Rensselaer Hall.

"An Overview of Orthopaedic Implants," Harold Alexander, Hospital for Joint Diseases Orthopaedic Institute, March 26, 1:25 p.m., N207 Martha Van Rensselaer Hall.

### Theoretical & Applied Mechanics

"Normal Modes for Nonlinear Systems," S. Shaw, Michigan State, March 27, 4:30 p.m., 205 Thurston Hall.

### Western Societies Program

"Public Engineers and Planning in France," Cecil Smith, Drexel University, March 26, 12:15 p.m., 420 Uris Hall.

"Reforms in the German Constitution," Rupert Scholz, member, Bundestag, Law Faculty Munich, former minister of defense, co-sponsored by peace studies, government and German Academic Exchange, March 26, 4:30 p.m., 156 Goldwin Smith Hall.

"The 'Politization' of NATO," Elizabeth Pond, Simmons College, co-sponsored by peace studies, government and German Academic Exchange, March 28, 4:30 p.m., 134 Goldwin Smith Hall.

### Women's Studies Program

"The Medicalization of Childbirth in the 20th Century," Judith Leavitt, University of Wisconsin-Madison Medical School, March 14, 5 p.m., Kaufmann Auditorium, Goldwin Smith Hall.

Title to be announced, Zneke Phaf, Freie Universitat, Berlin, March 25, 4 p.m., G-08 Uris Hall.

"Working Women of Collar City: Gender, Class and Community in Troy, N.Y. 1864-1886," Carole Turbin, SUNY Binghamton, March 26, 4 p.m., 114 Ives Hall.

"Shades of Difference: Cosmetics and Women's Identity, 1850-1930," Kathy Peiss, women's studies, March 27, 12:15 p.m., 360 Uris Hall.

## SPORTS

### Home contests only

### Saturday, 3/16

Men's Lacrosse, Harvard, 1 p.m.

### Saturday, 3/23

Men's Lacrosse, Hofstra, 1 p.m.

### Wednesday, 3/27

Baseball, Binghamton (2), 1 p.m.

Men's Lacrosse, Massachusetts, 3:30 p.m.

## JGSM to hold seminar on global business

European and American business executives will participate with scholars from both continents in a weekend of seminars on "Managing the Complexities of Globalization" in London, starting Friday, March 15.

Sponsored by the Johnson Graduate School of Management, the seminars will deal with deregulation and financial institutions in the 1990s, trends in global mergers and acquisitions and business responses to the changing global environment.

The seminars will be held at Inn on the Park, Hamilton Place, Park Lane. Speakers include:

- Jose Ochoa, vice president of Citicorp/Citibank, London.
- Nicholas Rostkowski, managing director of Enskilda S.A., Paris.
- Charles Low, general manager of the London branch of Deutsche Bank.
- J. Roger O'Neil, vice president of Mobil Europe, London.
- Thomas R. Angear, managing director of M&A International, London.

Relations between business and engineering in global-business issues will be

examined in a panel discussion led by two Cornell deans: William B. Streett, College of Engineering, and Alan G. Merten, the Johnson Graduate School of Management.

Two European scholars — Yuri V. Poluneev, director of the International Management Institute at Kiev, and Christian M.G. Delporte of the Universite Catholique de Louvain, Belgium — will join Thomas R. Dyckman, a professor of accounting in the Johnson School, to discuss how graduate business schools should deal with global challenges.

Maureen O'Hara, a professor of finance in the Johnson School and a former consultant to the U.S. Federal Savings and Loan Insurance Corp., will participate with European financial executives in examining "Winners and Losers in the Financial Services."

On March 17, John Biffen, a member of Parliament and Britain's former secretary of state for trade, will speak at a lunch for seminar participants at Pembroke College, Oxford, on the topic, "Europe 2000: Vision and Reality."

— Albert E. Kaff

## Kalos testifies in support of federal computing act

The proposed federal High Performance Computing and Communications Act is a "vital step to bridge the gap" between today's computers and those of tomorrow, Theory Center Director Malvin Kalos told a congressional hearing on March 5.

Citing Cornell supercomputer projects on topics from black holes to artificial joints, Kalos told the Senate Committee on Science, Technology and Space that the Computing Act is a "vital step" toward applying science to societal problems.

The act proposes a high-speed computer network, as well as advanced research in "parallel" computers that can solve problems far faster than today's machines. Such computers divide up complex problems into pieces to be solved simultaneously.

The act proposes spending \$638 million in fiscal year 1992 on future computers and software, a National Research and Education Network, and education of future scientists and engineers in computing.

"The science made possible throughout the nation by the resources of the Theory Center spans all scales of length and energy, from the galactic through the planetary through the Earth's crust, [from] the behavior of man-made structures, of materials at the microscopic level, to the physics of elementary particles," he told committee hearings on the act.

"From another perspective, it spans the traditional disciplines of physics, chemistry, mathematics, biology, medicine, all fields of engineering, and agriculture and veterinary medicine," he said. Computers have become necessary to further advances in science and technology, he added.

## New Council of CU Women will meet on campus in April

Five dozen members of the President's Council of Cornell Women will convene April 22 and 23 for their first on-campus meeting as advisers and advocates on women's issues. The program will bring together council members, university administration, faculty, students and staff.

The President's Council of Cornell Women was established by President Frank H.T. Rhodes with the objective of involving alumnae leaders interested in strengthening and supporting the experiences of all women affiliated with the university.

Council membership is drawn from all regions of the country and represents almost every school and college at Cornell. The 120 members include a college president, a NASA astronaut, a state senator, a Teamsters union director and a winner of the Guggenheim award, as well as judges, scientists, physicians, writers, lawyers, professors, corporate executives and entrepreneurs. Twelve Cornell trustees also are ex-

officio members.

"This presents an opportunity for Cornell women who have achieved success in their professional lives to contribute meaningfully to the university," said Judith Monson '69, an alumni-elected trustee and chairwoman of the new council.

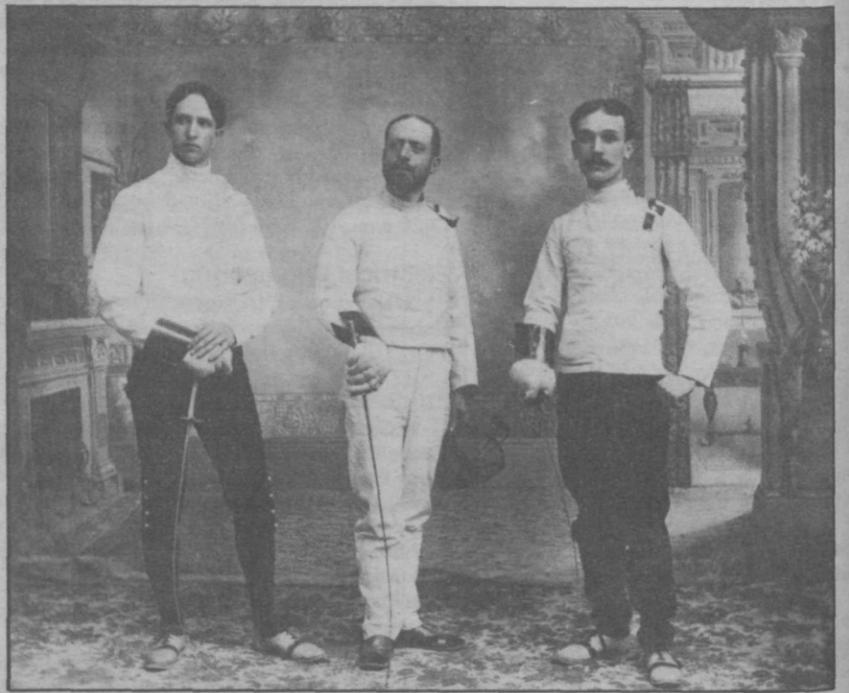
"We thought that alumnae would be interested in helping — and the support and enthusiasm of membership has been overwhelming."

Goals of the council include:

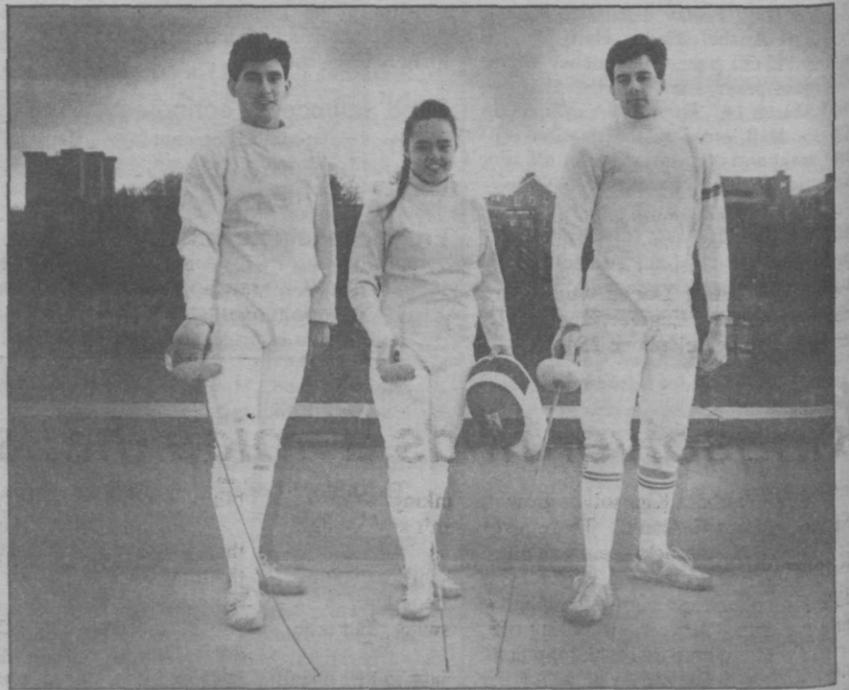
- Counsel President Rhodes on issues of interest to women.
- Enhance the experience and leadership opportunities for all Cornell women.
- Improve opportunities for mentoring programs.
- Help raise funds for selected council initiatives.

More information is available from the director of the council, Mary Coughlan, 626 Thurston Ave., telephone 255-6624.

## Double take



Department of Manuscripts and University Archives



Peter Morenus

Fencers have been defending Cornell's honor since at least 1898, when that year's fencing club (top photo) was captured in a portrait. Three of today's fencers (from left, lower photo), Alan Simon, Dawn Mulhern and Jason Waxman, strike a similar pose. Last weekend, the women's team won the National Intercollegiate Women's Fencing Association Championships at Hunter College.

## Randel named dean *continued from page 1*

for more faculty chairs and academic programs, thus relieving pressures on the annual budget process.

Chester, the current dean, praised Randel for his "excellent sense of what is important academically. At the same time, he is keenly aware of the fiscal realities that face the college in the 1990s. I expect that the college will flourish under his leadership."

"One value of Don's experience in the college," said Provost Malden C. Nesheim, "is that he understands in detail these fiscal and organizational problems while also cherishing the college as a great national resource for the arts and sciences."

"I'm confident he will be a solid leader during this important time," Nesheim added.

— Martin B. Stiles

## One-minute manager *continued from page 1*

answer. Explore. Most people are starved for someone to listen to them. If people were supposed to speak more than listen, they would have two mouths.

Blanchard sent participants to lunch with the assignment of formulating mission statements and core values for their departments. When staff members in the bursar's office returned, they had a goal that spelled their department name: "Be unusually responsible, sympathetic and responsive."

CIT staffers resolved to "educate people to solve their own problems; assist, direct, educate and facilitate; teach, don't criticize; and make every question an opportunity to learn."

"You can steal other people's ideas," Blanchard said. "We're all in this together." Members of one department demonstrated progress in learning about flexibility with their objective: "As long as it isn't immoral, unethical or illegal, just do it."

Even with good intentions, changing in-

dividual behavior is difficult, Blanchard said. The author of "The One-Minute Manager Gets Fit" said he has a positive attitude about wanting to change his eating habits but is still 40 pounds overweight. "Changing organizations is even harder. People would rather have the misery of the familiar than the anxiety of the unknown. It will take a concentrated effort to make a significant dent."

To help people remember beyond 24 hours, Blanchard starts each seminar with instructions on note-taking. Each page, he said, should be divided into three sections — a large "capture column" for frantically scribbled notes, a "take-home column" to transcribe important points while the capture column is still readable, and a "share column" of ideas worth sharing.

Here's one item from this writer's share column: "All the answers to Cornell's problems are already out there."

— Roger Segelken

## Theory Center program open to area teams

Beginning March 30, the Theory Center will offer "SuperSaturdays" — science and engineering workshops for middle-school and high-school student-and-teacher teams.

Each workshop will include a pair of consecutive Saturday morning sessions of lectures, group discussions and work on both high-performance and Macintosh computers. The workshops, to be offered in cooperation with the National Engineering Education Coalition, the National Science Foundation and Teacher Education in Science and Mathematics, are:

- "Bridges," March 30 and April 6, for junior-high-school science students. It will include an introduction to structural engineering and the design of bridges.

- "Electric Fields," April 13 and April 20, for high-school physics students. It will offer an exploration of the use of simulations in the analysis of electric fields.

- "Fast Math," April 27 and May 4, for high-school students. It will include an overview of the design and operation of high-speed computers.

A project of the National Engineering Education Coalition, this workshop series is intended in part to encourage the participation of minorities and women in engineering, and to help improve the effectiveness of engineering education at all levels.

Technical questions can be directed to Jack Rutter at 254-8686. For registration information, contact Donna Smith, conference coordinator, Engineering and Theory Center Building; telephone 254-8614.

## Sacred mansion



Peter Morenus

Tibetan monks Tenzin Dawa (left) and Losang Chogyen work with brightly colored sand to build a mandala, or sacred mansion, at the Herbert F. Johnson Museum of Art in preparation for the Dalai Lama's visit to campus March 25 through 27. Mandalas are considered the home of a particular deity, who represents and embodies enlightened qualities ranging from compassion to heightened consciousness and bliss. The Dalai Lama, who will bless the mandala during his campus visit, will give the 1991 Bartels World Affairs Lecture March 26 at 6 p.m. in Barton Hall.

## Kingsolver finds a voice that speaks to even non-readers

Writers, Barbara Kingsolver grew up thinking, were "old dead guys from England." There just weren't any living in her poor, rural Kentucky hometown.

But when she was five, a voice started in Kingsolver's head. It spoke in the third-person and commented on everything she did: "Now she is falling off the swing. Her knee is cut. Will anybody come to help her?"

By 11, the voice was telling fictions, mostly to her sister and her journal. Soon she discovered she had something in common with the old dead guys: she needed to write to live; that is, to feel alive.

But while studying biology in college and working through a half-dozen careers, she never dreamt she could write fiction for a living: not until she took a bad experience and treated it as if she had just won the lottery.

Six years ago, while she was pregnant, Kingsolver experienced severe insomnia. Instead of scrubbing the tiles as her doctor suggested, she decided to use the time to write. Since her husband was able to sleep and they lived in one room, she set up office in a closet.

"I had a little desk and a little computer and I closed the door," she said during an interview while visiting Cornell last week as a guest of the Women's Studies Program. "In certain ways, it was a perfect metaphor for what I was doing because it was completely shut off from the rest of my life. I didn't talk about it because I didn't have confidence what I was doing was a novel."

The story she wrote, about a woman leaving Kentucky for urban Tucson, Ariz., turned out to be "The Bean Trees," a widely acclaimed 1985 novel published by HarperCollins. And it turned her into someone one who writes for a living.

"The first novel takes forever to write because you have to write it in the margins of your life. Unless you are born into wealth, every grown-up has to do something to make a living. And at this time and place, that takes just about all the time people have. So . . . most people never manage to get over that struggle of trying to make art while making a living," said Kingsolver.

Having used sleepless nights to get over hers, Kingsolver earned the time to stay home and work on a second book. Completing that, a third, then a fourth, and now she has a three-year contract to complete a fifth book, another novel to be published by HarperCollins.

Her credits include: "Holding the Line: Women in the Great Arizona Mine Strike of 1983," a non-fiction book published in 1989 by ILR Press at Cornell; a collection of short stories, called "Homeland and Other Stories," and the recently acclaimed 1990 novel, "Animal Dreams."

At 35, she now spends 10 hours a day, five days a week, in an office at home with windows and "her imaginary friends," as four-year-old Camille Kingsolver describes her mother's work.

The overriding theme in her work is an examination of individual vs. community values, through contemporary issues, such as the environment, U.S. foreign policy in Latin America and the interaction between American-Indian cultures and the mainstream.

But the sensibility of Kingsolver's writing still has roots in rural America. She tells stories of ordinary people rising to meet extraordinary circumstances. And she tells them through an old-fashioned commitment to plot and accessi-

bility — and a will to be political, if not politically correct.

"I am committed to the hope that the world can be better than it is and that writing can somehow suggest to people that they have the power to change the way things happen," Kingsolver said.

"The second thing I am committed to is accessibility. I don't like the idea of writing only for the highly literate, because I don't write mostly about the highly literate. The people I write about are mostly like the people I grew up with, people who aren't highly educated, but whose lives are very worthy of literature," she said.

A favorite reader, a relative, only read Louis L'Amour westerns and Sears catalogues before Kingsolver began sending him her books. Now, he writes her "painstaking letters, because he's not much of a writer either, about what he likes. It's such a prize to me that I can speak to someone who hasn't read."

The key to accessibility, Kingsolver believes, is plot — something she thinks "is becoming a thing of the past in literature and film and TV." Its absence is the most disturbing trend in contemporary art, in her view. "What we have is not a series of causally linked events, which is what the world is, but a series of events that are unrelated to each other. If you start to believe that — which you do, anything you see enough you begin to internalize and believe — what that suggests is that there is no responsibility. I can dump uranium in the ocean today if I want to because what

happens tomorrow is anybody's guess. It happens to not be true, and I can't help seeing that as a big lie."

In this sense, Kingsolver, who was trained as a biologist, is happy to be called not only an old-fashioned writer but a political one.

"In this country, politics and art got a divorce a while back, and most writers are profoundly offended if you call them political. I think that is ridiculous," said Kingsolver. If she could forge a new avant garde, she would, she said, act as marriage counselor to writing and politics.

On the other end of the political-avoidance spectrum, Kingsolver notes, is the eschewing of the political by pressures to be politically correct: never, for instance, "to write about Native Americans if you're not one."

American Indians, however, often populate Kingsolver fiction, her interest stemming in part from a Cherokee great-grandmother and, moreover, from community values she learned to appreciate in rural Kentucky and that she finds reflected in American-Indian cultures "as a necessary and rather wonderful part of life."

This is not to say that Kingsolver is immune to political correctness influences that would curb her writing, just to say they do not hold her back.

"It occurs to me that I can be criticized for doing this," she said. "But I can be criticized for getting up in the morning, so to hell with it."

—Lisa Bennett

## Kearns calls American education a disaster

When David T. Kearns became president of Xerox Corp., he believed the company faced possible disaster in the face of intense competition. But he avoided the word "survival."

Today he does not hesitate to speak of survival when he talks about the nation and its problems in education.

"About 700,000 students are dropping out of our high schools each year, and another 700,000 are graduating with eighth-grade skills," Kearns told an audience of about 200 people at the university's 11th annual Hatfield Lecture on March 6.

"That spells disaster for our country, and I believe that survival is not too harsh a word to describe what we face. When I took over Xerox, survival was too harsh a word for our workers, but I thought that we faced disaster."

Now the chairman of Xerox, Kearns, 60, turned the company around after its share of the copier market fell from a near monopoly to 50 percent as the Japanese manufactured office products for about one-half what it cost Xerox to make them.

"We are educating only 50 percent of our youth, and our national competitors are educating 90 percent or more," the corporate executive told his audience of faculty, students and local residents. "I believe that we have a national disaster on our hands. We are at the crossroads, and if we cannot solve this problem by the end of the decade, it will be too late."

Although the plight of public education has been debated for years, Kearns said that no progress has been made

since 1983. "With the Gulf War over, this is a marvelous time to deal with the vision of an educated population. We need to invent the schools of the next century."

Kearns offered several points to illustrate flaws and challenges in primary and secondary education:

- One-half of U.S. high schools do not have physics teachers, and many physics teachers have no degrees in physics.

- Some of the worst school systems in the country spend more money than the good systems.

- Teachers should be evaluated and paid according to their performance. "We need to pay good teachers substantially more money," he said.

- Teachers' salaries should relate to professional hardships. "We should pay people more to teach in the South Bronx than in New Canaan [a wealthy New York City suburb in Connecticut]."

- Educational problems do not relate to how much money is spent per student.

- Improvements in education cannot wait for solutions to social issues, such as poverty, drugs, teenage pregnancies and homelessness. Instead, education should be the basis for solving those problems.

"After World War II, Japan decided that education would be the underpinning of its recovery," Kearns said. "They would educate everyone. We must and can do the same thing. We must start with the premise that all young people can be educated, not just the affluent."

—Albert E. Kaff

## IN RESPONSE

### Bernal responds

L. Pearce Williams makes two specific criticisms of my work (In Response, Feb. 28): on my definition of the precession of the equinoxes and the symbol of the fish at the Last Supper.

The first was in a note added at the request of my editor just before publication. The inaccuracy shows my haste in not checking with somebody competent in astronomy. The second issue is more complicated, and, in fact, thanks to constructive criticism by Professor Carol Kaske, I have already modified the passage in later reprints of "Black Athena."

The astronomical slip does not weaken my historical argument that knowledge of the precession of the equinoxes and the shift from the "Age of Aries" to the "Age of Pisces" around the beginning of the Christian Era were factors predisposing women and men towards the new religion. This also explains the identification of Christ with fish and the fact that several early representations of the Last Supper place fish on the central dish.

Thus, while I am grateful to Pearce Williams for pointing out an error on a peripheral point on a peripheral argument in my book, I must confess that I have found the many speeches and articles published elsewhere criticizing and discussing the central issues of "Black Athena" rather more helpful and fruitful.

My fundamental disagreement with his letter is, however, that I cannot follow his leap from these mistakes to what he sees as the onset of "political correctness" and "the

end of scholarship." To err — even in print — is human; it is not restricted to liberals and radicals. Conservatives, including Professor Williams himself, make such mistakes from time to time. Thus, this issue can hardly be used to differentiate the two camps. The substantial argument between us here is on the question of whether or not there ever was a completely detached and objective historical scholarship, which is now being betrayed. He seems to suppose there was, while I believe that scholarship in the humanities is and always has been a delicate and uncertain mix of subjective and objective features.

Many people at Cornell appear to see Pearce Williams as an eccentric who brings sparkle and entertainment to the liberal monotony of campus life. I think he should be taken more seriously. His abrasive style of argument is acceptable — though not very profitable intellectually — when used with his equals. Unfortunately, however, he does not restrict it to us but sometimes applies his brutal hyperbole to people with less power and lower status, who disagree with him. This seems to me to be the very opposite of education as a way of encouraging men and women to think for themselves. Calm discussion as opposed to shouting is, after all, at the center of all civilizations, including the Western Civilization L. Pearce Williams claims to champion.

**Martin Bernal**  
Professor of government  
and Oriental studies

### On criticism of 'Black Athena'

When L. Pearce Williams sets out to demolish Martin Bernal's claim to scholarship (In Response, Feb. 28), he points out that shoddy scholarship will result when "a self-confessed 'outsider' tries to write a scholarly work."

This may or may not be true, but Professor Williams, whose specialization is the history of science, needs to heed his own advice. He cites as his central proof Bernal's handling of the Gospel stories of the Eucharist. Bernal links the story of the resurrected Jesus offering breakfast to his disciples with the Last Supper. Williams is offended by the idea and suggests that this remarkable event, which he amusingly refers to as "the last breakfast," has gone unnoticed by theologians for two centuries and yet has been amazingly discovered by the non-specialist Bernal.

This is not the case. There has indeed been a great deal of scholarship in the Gospels on the likenesses between the account of the Last Supper and other meal stories over which Jesus presided. The reason for such similarities is that the Gospels were the written accounts of the early worshipping church. The Eucharist was central to that community, and one should not be surprised when the community, in writing down the story of salvation, found similar symbolic Eucharistic significance in other events where Jesus passed food to his disciples.

The prime example of this is the feeding

of the 5,000 recounted in all four Gospels. Jesus, "taking the five loaves and the two fish, looked up to heaven, and blessed and broke the loaves and gave them to the disciples to set before the people." This is purposely similar to the account of the Last Supper. Mark again writes, "He took bread, and blessed, and broke it, and gave it to them. . . ." The word Eucharist itself comes from the Greek verb "to give thanks," which not only occurs in the Last Supper accounts but also in John's version of the feeding miracle.

So, too, in the passage cited by Williams (John:21), Jesus "took the bread and gave it to them."

The late George McRae of Harvard writes that this story "is often taken as a Eucharistic meal." New Testament scholars are not concerned over the fish as having a particular symbolic significance with regard to Eucharist; it was simply the food available to a fishing community. Whatever Bernal may attempt to do with the fish, I would simply say that Williams is on very shaky ground in dismissing the possibility of eucharistic allusions in other parts of the Gospels and that Bernal might have more scholarship to back up his broad strokes than Williams admits. . . .

If we are not to attempt scholarship outside our own field, then, to be consistent, we should also avoid criticizing others' scholarship that is outside our own. . . .

**Roger A. Badham**  
Assistant Director  
Cornell United Religious Work

## How did I develop an interest in Latin and Greek poetry?

by Gregson Davis

Reprinted with permission from the Winter 1991 Arts and Sciences Newsletter.

In reply to the question, "What do you teach?" I often elicit an involuntary reaction of surprise when I respond, in a deliberately measured tone, "I teach Latin and Greek literature. I also teach contemporary Caribbean, especially francophone, literature." If I happen to be conversing with a person outside of academe, I usually proceed to gloss francophone by referring to literature written in French by Caribbean authors who are primarily of African descent.

My interlocutor's surprise, whether veiled or openly expressed, is generally of the sort that signals a brusque shattering of cultural stereotypes. Sooner or later, with or without further prompting, I find myself explaining, in a manner that carefully avoids the tone of an apologia, that there is at bottom a great deal of common ground between my apparently disparate academic interests.

How did I come to develop a lively interest in Latin and Greek poetry alongside

*For me, the interpretation of poetic texts — a serious as well as enjoyable vocation — is most illuminating when it goes beyond cultural boundaries.*

my other, no less intense but seemingly more "relevant," devotion to the poetry of my native Caribbean? My fondness for Latin poetry loses a good deal of its anomalous status when I point out its genesis in a British colonial society. The secondary school I attended on the island of Antigua, from age 9 to 15, was unabashedly modeled on the English public school. It was no accident that by far the best teacher in the school was the Latin teacher and that his somewhat precocious favorite pupil went on to do classics at Harvard.

What seems natural is, of course, purely relative and culturally conditioned. So it is not at all surprising, given the state of race relations in the United States in the late 1950s, that the color of my epidermis

aroused the curiosity of a Time magazine reporter when I delivered the traditional Latin oration at the Harvard commencement exercises in 1960.

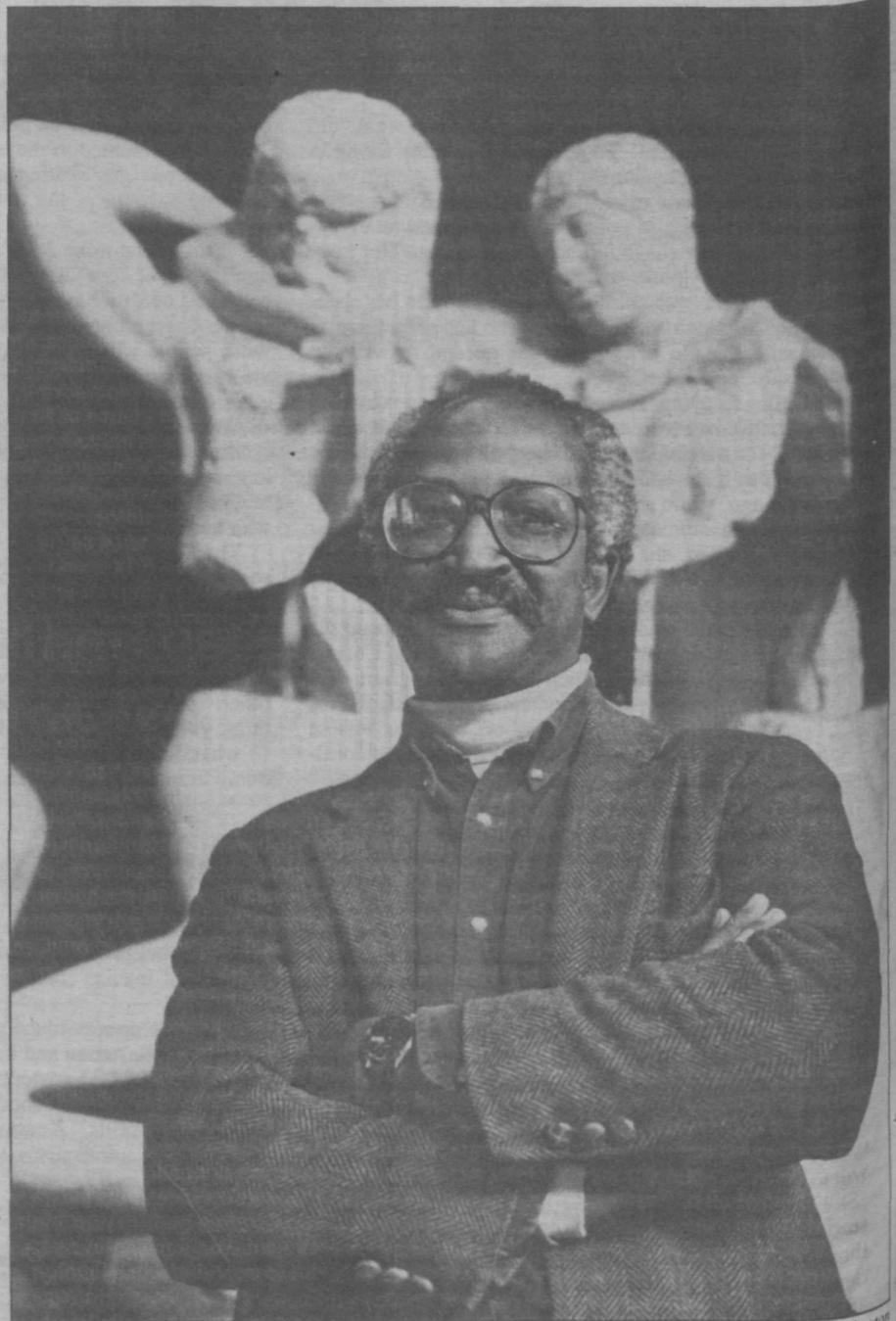
For me, the interpretation of poetic texts — a serious as well as enjoyable vocation — is most illuminating when it goes beyond cultural boundaries. Since my predominant interest is in rhetoric — broadly speaking, the study of the means, conscious and unconscious, of persuasive discourse — I am excited by the prospect of uncovering and dissecting what I see as universal techniques and poetic devices.

In this very basic sense, my choice of literary traditions on which to work may be regarded as somewhat contingent, if not arbitrary. I was first exposed to both French and the classical languages at an age when I was boundlessly receptive and more than eager to assimilate whatever the best teachers happened to offer. In the slightly disparaging but nonetheless sympathetic words of the great Caribbean poet Derek Walcott, we West Indian pupils immersed ourselves in literature "like solemn Afro-Greeks eager for grades" as we set out to learn of "Helen and the shades of borrowed ancestors."

Subsequently, as I came under the influence of social anthropology in my undergraduate years and began to question the assumption of European cultural hegemony that I had unwittingly absorbed in the course of my studies, my intellectual life gradually became more focused on aspects of rhetorical practice that are, in principle, shared among different cultures.

This transcultural orientation guarantees that I seldom experience a sense of discontinuity when I switch my scholarly attention from, say, a Martinican lyric poem by Aime Cesaire to an ode of Horace. On the contrary, I am especially attracted to the challenge of interpretation precisely in the obscure context of those poetic genres, such as lyric, in which rhetorical moves tend to be cleverly disguised or even overtly disavowed by their authors. My greatest delight is in demonstrating how even the most "original" of modern poets often resort to discursive strategies that are as old as the first recorded texts in the Western tradition and frequently resemble many so-called primitive forms found in non-Western societies.

As an ex-colonial of African descent, I am strongly predisposed to espousing a view of literary canons that is distinctly



Professor Gregson Davis in the Temple of Zeus.

non-hierarchical: the classics have never been for me what a friend once wittily referred to as "Greco-Roman ethnic studies." On the contrary, when I study a universal genre such as praise poetry, I am struck by the deep structural similarities between a eulogy by the Greek poet Pindar (who wrote fine poems honoring outstanding athletes) and one by an anonymous African

oral composer in praise of a warrior. Paradoxically, research into those features that poets have in common eventually leads to a deeper appreciation of what is unique and peculiar to the individual poet and to his or her cultural tradition.

*Gregson Davis is the Goldwin Smith Professor of Comparative Literature.*

# CORNELL EMPLOYMENT NEWS

Including Job Opportunities

Volume 3, Number 9

March 14, 1991

## Learning Partnerships: Bringing Students and Employees Together

by Jean Reese, assistant director of public affairs, Residence Life

THIS PAST FALL, 25 Cornell students and 38 employees in the departments of Residence Life, Cornell Dining, and Care of Buildings became the first group of people to benefit from an extraordinary cooperative venture. Initiated by Professor Ruth Bounous in the Field and International Study Program, College of Human Ecology, CLASP (Community Learning and Service Partnership) provides learning opportunities for Cornell employees who want to improve their job and life skills.

CLASP is a response to the keen interest shown by employees to improve their skills. Employees in the program set their own learning goals, which may include improving reading comprehension and writing skills, preparing for GED (high school equivalency diploma) classes, increasing their understanding of their children's homework assignments, honing conversational skills, and learning to make better use of the libraries. At the same time, the program offers Cornell students the opportunity to apply their classroom knowledge in an experiential setting. These students are enrolled in one of two courses designed to prepare them for assisting adults in reaching learning goals. Students in the course "Community Problem Solving" serve as peer supervisors and gain expertise in program planning, implementation, and evaluation. Students in the course "Skills for Learning in the Field" are matched one-to-one as learning partners with Cornell employees.

Meetings between the students and employees are arranged at a time and location convenient for the employee and continue until the employee feels that his/her goals have been met. By avoiding the time and travel hassles associated with more traditional night classes, employees are able to maintain an enthusiastic and consistent commitment to their goals. Cornell students who enroll in these courses are asked to make a commitment of two semesters in order to provide continuity in these learning links. The employee participants have been highly motivated toward their individual goals, and the relationships with their learning partners becomes very important. As the interviews with participants show (see accompanying articles, this page), everyone involved is a "learner." Interpersonal barriers are broken down and partners come away with mutual respect and often close friendships.

The learning partnerships between Cornell students and employees have been greatly successful, in part because of the close collaboration between more than a dozen departments and organizations at Cornell and in the Ithaca community. Enthusiastic partners to date include the Field and International Study Program (College of Human Ecology), Education (College of Agriculture and Life Sciences), Residence Life, Cornell Dining, Care of Buildings, the Division of Summer Session and Extramural Study, the Office of Human Resources, Civitas, the Office of Equal Opportu-

nity, the Writing Program, UAW Local 2300, Literacy Volunteers of America, BOCES, Ithaca College Speech and Hearing Clinic, and the U.S. Department of Education.

An important partner in this project has been The Cornell Tradition, an undergraduate fellowship program rewarding the work ethic, community service, and academic achievement. Students selected to be Tradition Fellows volunteer their services in numerous ways: working in nursing homes, the hospital emergency room, after-school programs for elementary children, and in a variety of leadership roles on campus. Thus the goals of CLASP dovetail nicely with the goals of The Cornell Tradition. Of the 45 students who have served as tutors for CLASP this year, 16 are Tradition Fellows. They have found the program to be an ideal way of giving something back to the Cornell community.

As part of a firm commitment to staff development, several units—Residence Life, Cornell Dining, the Division of Summer Session and Extramural Study, and Care of Buildings—have made arrangements for release time to allow employees to take advantage of this program. The Office of Human Resources has been helpful in providing consultation and support for these plans. From the initiation of the

Continued on page 2e

## Learning the Right Stuff A Student Enjoys Working with Others



Danielle Woodall

"TO ME, PARTICIPATING IN CLASP is a good learning experience," says Danielle Woodall, a sophomore Cornell Tradition Fellow majoring in Human Service Studies and concentrating in medical health. Woodall is now in her second semester as a student learning partner in CLASP (see lead article, this page). "I think it's a great program," she notes, "especially if you're planning a career where you're going to be working with people. It provides good insight on whether this is something you really want to do."

Though Woodall began participating in CLASP because her major requires fieldwork and because Ruth Bounous' class, "Skills for Learning in the Field" prepares students for internships, Woodall believes that the program is valuable for any student. Woodall plans to go to medical school after college and, eventually, to be a doctor practicing in a community health clinic.

"As a student, you need the experience of handling different kinds of people and dealing with real life situations and problems," Woodall says. "When you're in college, you're somewhat sheltered from people of other ages and lifestyles. My learning partner came from another country, so in the process I learned a lot about his culture and his educational and political background. I learned that you can't make assumptions on what people are going to be like."

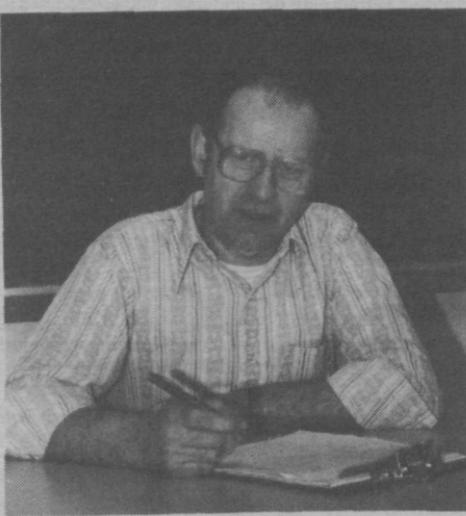
One of the assumptions that was dispelled early on, Woodall points out, is that people who sign up for CLASP will be developing similar skills. "I had assumed when my learner said he needed help with English that he didn't know how to read or write," she notes, "but actually he had had a great deal of formal training in English already. What he was looking for was fluency in conversational American English."

How did Woodall and her learning partner tackle this problem? At first, since the learner's immediate hurdle was formulating questions to ask his math teacher, Woodall asked him to bring in his questions on math, and together they worked to construct better ways of asking those questions. Then they would role-play teacher-student situations so he could practice these questions. Eventually the role-playing was expanded to include other situations—one partner filling in as salesperson and the other as customer, for instance.

"This experience has been very gratifying because I like to know that I'm making a difference, and my learner says the sessions have helped him with meeting other people and with conversation in general," says Woodall. "Besides," she adds, "this course breaks up the routine. I was used to the stress of classes like math, chemistry, and biology. This experience—the experience of working with someone else, of helping out—reminds me of what I'm taking all those courses for."

In spite of the differences of CLASP from her other courses, however, Woodall quickly points out that this is not an easy program either: "Ruth Bounous put the responsibility on us to learn how to teach, and the student learning partners meet with each other to share experiences, problems, and solutions. But there is also a lot of incentive to succeed in the program, because you're personally responsible for how the learning partnership works. Ruth's class was my favorite class. When I'm working with someone, I like to do my best."

## From Writing Checks to the GED An Employee Gains Confidence in His Learning Abilities



Jim Wooden

"THIS IS A PEOPLE-HELPING-PEOPLE PROGRAM," says James ("Jim") Wooden, full-time custodian at Cornell and part-time employee at the ISA Babcock Poultry Farm. Wooden signed up for CLASP this fall, and is so pleased with his progress and with his learning partner that he is participating again this spring. "I would encourage anyone who wants to better himself—or herself—to sign up for this program," he says.

"I've always had a handicap," Wooden explains, "and that is in my spelling. Mathematics I can handle, and reading comes fairly easily, but spelling—well, when I went to school phonetics wasn't taught and I was one of 45 students. When I couldn't master spelling, it was just overlooked. But now I'm a union steward at Cornell, and in that position I have to write a number of reports. Also, I need to fill out incidence reports in my job as custodian in Baker Lab. Because others would be reading my files, I wanted to make sure these reports were accurate, but it was very time-consuming to look up all the words in the dictionary."

Wooden continues, "One day at a union steward meeting Ruth was introduced to us. She explained the CLASP program, and I saw an opportunity to overcome my handicap. After all these years, it was hard for me at first to admit that I had a spelling disability, but I approached Ruth after the presentation and told her I'd like to try the program. She took my name, and matched

me up with a student, who meets me two days a week here in Baker."

Wooden says that from the beginning his learning partner put him at ease. "We take it at my speed," he notes. They began by reviewing phonetics, and most recently have been practicing spelling numbers by writing out checks. "I used to let my wife write out all the checks," says Wooden, "but now I can walk into the bank and write out my own checks."

Because of CLASP, Wooden has gained confidence in his abilities, and has set new goals for himself. He tries to put in about five or six hours a week of his own time in studying toward the GED, as well as the time he spends for CLASP. With two grown children living nearby his home in Trumansburg (his third lives in Alabama) and five grandchildren, this is not an easy task. "There's always someone in the house," Wooden says, but the pride and fondness showing in his smile indicate that he's not complaining.

Was Wooden surprised by anything in the program? "Because my learning partner is a warm and open person willing to help, I learned more than I expected," Wooden says. "I didn't think you could teach an old dog new tricks, and I was surprised at what I am able to learn. I think that if I can master spelling, I'll be home free for the GED."

The one message Wooden wants to make sure other Cornell employees hear is that he would highly recommend this program to everyone who would like to improve their skills: "The people who try to hide their problems, to bluff their way through, only hurt themselves. I hope that by my example, with my saying that I have had a problem with spelling and am participating in this program to overcome that problem, that others will be encouraged to try the program, too."

Wooden adds, "The most important thing employees like myself need to know is that there are people out there, willing to help. But you have to be equally willing to say, 'I need help.' You have to make the first step yourself."

## Learning Partnerships

Continued from page 1e

program, UAW Local 2300 has provided essential support. Union stewards are available to explain the program to employees and to encourage them to participate. Employees are permitted to use two to three hours a week of on-the-job time to meet with their student learning partners. Intake interviews and employee goals and progress remain confidential, though many are eager to share their own stories and progress with their colleagues. Supervisors view this motivation to improve skills through program participation as genuinely beneficial to both the employee and employer. With continued funding and ever increasing student and employee interest, CLASP has a very promising future.

Anyone interested in more information about the program or about becoming a learning partner may call Ruth Bounous at 255-2503.

## Office of Human Resources OUTreach Program

OHR OUTreach was introduced in the fall of 1989, and has been quite successful. For those of you who are not familiar with the program, OHR OUTreach is a two-part, custom-designed program structured to fit the needs of employees and their departments. Through this service the Office of Human Resources staff members extend themselves to departments by providing more in depth information about our overall function at the university. This can involve general informal discussions about human resources or discussion about specific issues such as employee benefits, career development, classification issues or conflict resolution.

In part one of the OUTreach program, Staff Relations and Development will make contact with newly hired supervisors who have just completed the Results-Oriented Supervision program. The Staff Relations and Development staff meet individually with new supervisors to review OHR's services and to ask them what they might need to assist them in better performing their supervisory roles. Other sections of OHR assist whenever necessary. The goal of part one is to become better acquainted with new supervi-

sors prior to the existence of a human resource problem or crisis, to become a resource for new supervisors in the human resource area, and to establish a closer relationship with supervisors in the field.

In part two, the director of the Office of Human Resources, and staff members from Staff Relations and Development and other sections of OHR, as appropriate, meet with both the supervisory and nonsupervisory staff. The goal of part two is to interact more closely and more frequently with all levels of employees and to provide an open forum for discussion in which supervisor and nonsupervisor staff alike feel comfortable contributing to the overall effectiveness of the university.

As a service-oriented department, the Office of Human Resources is continually working to meet the needs of all university employees. The OHR OUTreach program can provide a way to exchange ideas and enhance relationships through personal interaction. The staff of OHR looks forward to meeting with you and your department.

If you would like to request an OUTreach program for your department, please feel free to call Jamie Washburn or Regina Wharton at 255-7206 to make arrangements. We welcome your comments or questions at any time.

# JOB OPPORTUNITIES

March 14, 1991

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*THE UNIVERSITY, IN RESPONSE TO THE NEW YORK STATE BUDGET REDUCTIONS, is recruiting only for those vacant positions considered to be essential to the operation of the university. We continue to encourage, accept, and refer applications from Cornell employees and from external applicants for these positions unless noted otherwise in the individual listing. When qualified laid off employees are available for a particular vacancy, they will be given first consideration for that position.*

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.

#### Systems Programmer/Analyst III (PT5606) Level 34 CIT/Workstation/System Services-Ended

Posting Date: 3/7/91

Provide high level of support for workstation system software and hardware with a focus on DOS-based machines (PCs). Install, modify, maintain, document system software and related software such as windowing environments (MS-Windows, DESQview, X), Memory managers, network file systems (Novell NetWare, PC-NFS), terminal emulators, anti-virus packages and other utility software. Test and evaluate CPU and peripheral hardware. Integrate PCs with other systems. Analyze system requirements and recommend hardware/software solutions. Assist users in identifying and resolving problems. Possibly work with other platforms (FMac, UNIX).

**Requirements:** 3-5 years of experience working with PC system software and hardware. Good technical background in DOS and related system software is essential. Familiarity with both Micro Channel and AT-bus PC systems. Strong knowledge of at least one high-level language (basic, C, Pascal). Experience with Macintosh computers and/or UNIX workstations a plus. Excellent oral and written communications skills. Send cover letter and resume to Sam Weeks.

#### Technical Consultant III (PT5406) Level 34 National Engineering Education Coalition-Ended

Posting Date: 2/21/91

Serve as technical advisor to the Chair of the Coalition Subcommittee on Technical Communications and when needed to all Coalition schools. Evaluate and assess the Coalition's communication needs for the purposes of conferencing, coordinated teaching and exchange of computer-based information. Develop a 5 year coordinated, staged development plan resulting in a comprehensive communications system. Install, test and maintain the system and provide user training.

**Requirements:** Bachelor's in engineering or computer science or equivalent. Minimum of 3 years related experience. Knowledge of wide range of hardware, software, and communication and multimedia technologies desired (including computer networking, FAX, audio/video conferencing, satellite up/down link, etc.). Experience in education/training. Good communication skills. Send cover letter and resume to Sam Weeks.

#### Application Programmer/Analyst II (PT5502) Level 33 Financial Systems Development-Ended

Posting Date: 2/28/91

Design, develop, modify and document straight forward applications systems software supporting a major administrative system. Analyze functional and performance requirements and develop software improvements in usability and efficiency. Diagnose problems in production system software and make emergency repairs. Write production procedure, JCL and user manuals. Provide users with conceptual and technical help. Maintain a working knowledge of two major commercial programming languages.

**Requirements:** Bachelor's or equivalent with computer courses. Knowledge of at least 2 languages: PL/1, NATURAL, COBOL. Knowledge of applications for interactive and batch administrative systems, database man-

agement systems, machine architecture, system utility programs, and VM/CMS. Send cover letter and resume to Sam Weeks.

#### Applications Programmer Analyst II (PT5405) Lvl 33 Campus Life Computing-Ended

Posting Date: 2/21/91

Work with University Health Services half-time to develop, maintain, and document MUMPS applications. The remaining time, work with other Campus Life and Student Services departments to design, develop, install, modify, maintain and document approved applications on micros; minis and the mainframe computers. Diagnose hardware/software problems. Repair or arrange for repairs for equipment. Apply fixes and upgrades to software. Assist users with conceptual and technical information. Write production procedure, JCL, and user manuals. Maintain a working knowledge of two major commercial programming languages.

**Requirements:** Bachelor's or equivalent with computer related courses. 1-3 years related experience. Working knowledge of applications for batch and/or interactive systems; operating systems and software for PC and Mac computers. At least two programming languages: PL/1, Natural, COBOL, PASCAL, BASIC, MUMPS experience helpful. Send cover ltr & resume to Sam Weeks.

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

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.

#### Judicial Administrator (PA5701) HR II President's Office-Ended

Posting Date: 3/14/91

The administrator of the campus judicial system investigates complaints of violations of the Campus Code of Conduct and either resolves them or pursues formal charges before the hearing boards. A J.D. is highly desirable combined with trial experience or comparable public speaking. Full time, twelve month, 2 yr apt. **Requirements:** Sensitivity to concepts of justice, due process, procedure and some experience in counseling dispute resolution or related human relations work. Send a cover letter, resume and a list of 3 references including phone numbers, before March 28, 1991, to Cynthia Smithbower.

#### Assistant Director of Executive Education (PA5602) HR II School of Hotel Administration-Ended

Posting Date: 3/7/91

Under general direction of the Assistant Dean, Executive Education, plan, develop, organize, publicize, market and sell, lead, and oversee delivery of all executive programs, general managers programs, professional development program, and customized programs for companies, associations, and other organizations, throughout the world. Provide oversight for organizational and financial success of programs. Supervise activities for those people involved in program delivery.

**Requirements:** Bachelor's required, hotel preferred, Masters may be advantageous. Minimum of 5-7 years hotel, or human resource development related experience. Knowledge of executive education principles and programs necessary. Public speaking, marketing, selling, and good interpersonal skills essential. Must be self-

starter willing to sell program service. Send cover letter and resume to Cynthia Smithbower.

#### Acquisition Editor (PC5507) U000 University Press-Ended

Posting Date: 2/28/91

To acquire and develop a list of books in the social sciences, cultural studies, and/or the humanities. **Requirements:** Bachelor's or equivalent. At least 2 years experience in publishing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter, resume to Esther Smith, Staffing Services, 160 Day Hall.

#### Research Support Specialist I (PT5708) HRI Equine Drug Testing-Statutory

Posting Date: 3/14/91

Provide advanced technical support in the area of radioimmunoassay (RIA), immunoassay (ELISA) and radioisotopes for the drug testing program. Under strict quality control, isolate and purify drugs and/or metabolites using various extraction procedures (liquid/liquid, liquid/solid, thin layer and HPLC). Perform advanced analysis using ELISA, RIA and radioisotopes. Review field lab data. Write reports and keep records.

**Requirements:** Bachelor's or equivalent required. 2-3 years experience in analytical chemistry with use of ELISA, RIA and radioisotope. Send cover letter and resume to Sam Weeks.

#### Assistant Slide Librarian (PC5703) HRI A/A/P Dean's Office-Ended

Posting Date: 3/14/91

Assist Slide Librarian in daily operation of the Architectural History collection of architecture, fine arts and photography slides. Research and catalog new material; train and supervise regular employees and student assistants; assist users; assume responsibility for facility when Slide Librarian is absent. Mon-Fri, 8:00-4:30, some evenings. **Requirements:** Master's in Architectural History, Art History or MLS with undergraduate major in Architecture History or Art History or equivalent in experience, licenses and skills. Familiarity with library systems. Basic computer skills. Accurate Keyboarding skills. Experience with audio-visual, 16mm movie, and camera equipment. Knowledge of photographic processes and procedures. Reading knowledge of 2 foreign languages. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Svcs, 160 Day Hall.

#### Custodial Services Manager (PC5613) HRI Buildings Care-Statutory

Posting Date: 3/7/91

Responsible for custodial maintenance of a large complex of buildings on campus. Supervises a staff of 30 or more custodians in a unionized work environment. Develops and maintains excellent working relationships with faculty, staff, and other departments. Manages an extensive equipment and supply inventory.

**Requirements:** Associate's in human relations, business administration, or substantial equivalent experience in a related field. Effective supervisory management experience (3-5 years) in a service organization is required. Strong interpersonal/organizational skills, and excellent communication skills (both written and verbal) are essential. Must be able to work under pressure managing multiple priorities. Excellent physical stamina is required as position involves walking several miles per day, climbing, and lifting. Pre-employment physical will be given. Regular Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services. External applicants send cover letter and resume to Esther Smith, Staffing Services, Day Hall.

#### Research Support Specialist II (PT5603) HRI Soil, Crop and Atmospheric Sciences-Statutory

Posting Date: 3/7/91

Work with interdisciplinary team of researchers modeling the impact of climate change on crop production in U.S. Organize output files, analyze statistical and other data, gather, prepare and input information regarding U.S. soils and cropping systems into crop simulation models; prepare data for input; some computer programming using Pascal. 1 yr position with possibility of extended funding. **Requirements:** Bachelor's in Crop Science or related field; demonstrable experience in computer programming with background in agriculture, geography, natural resources or related fields. Send cover letter and resume to Sam Weeks.

#### Residence Hall Director (PA5603) HRI Residence Life-Ended

Posting Date: 3/7/91

Assumes primary program and related administrative duties for a residence hall unit for approximately 500 students. Supervises 8-12 undergraduate Resident Advisors and 1 Program Assistant. Full-time, live-in, twelve-month. Furnished apartment provided. **Requirements:** Bachelor's required. Master's or equivalent preferred. Degree in Student Personnel, Human Services; Educational Administration desirable. Some experience in Residence life administration, program development, staff training and supervision preferred. Send cover letter and resume to Cynthia Smithbower.

#### Accountant I (PC5502) HRI Stalder Hotel-Ended

Posting Date: 2/28/91

Serve as the primary representative of Stalder Club's management to the membership; responsible for the financial reporting and maintenance of all Stalder Club records. Assist in development of future Stalder Club goals and programs through analysis of historical and current trends. Flexible nights and weekends. **Requirements:** Associate's in accounting or business administration; a minimum of 3 years experience in financial management, preferably in service operation. Excellent communication (oral and written), computer and analytical skills. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter, resume to Esther Smith, Staffing Services, 160 Day Hall.

### Professional Temporary

#### Technical Consultant I (PT5303) Cornell Information Technologies-Ended

Posting Date: 2/14/91

Provide support for faculty, staff, students, and potential users by delivering technical information on five supported platforms (IBM-PC, IBM mainframe, Macintosh, VAX mainframe, and telecommunications). Resolve problems concerning the technical aspects of a diverse set of hardware and software applications. Direct clients to services within Cornell Information Technologies and facilitate back line consulting services. Provide support via service on the HelpDesk, group and individual contacts. Maximum 20 hours per week. **Requirements:** Bachelor's or equivalent. Course work in computer science, business, education preferred. 1-3 years of computing service delivery (consulting, instruction, or related client support services). Outstanding oral and written communication skills. Send cover letter and resume to Sam Weeks.

### Professional Off-Campus

#### Executive Staff Assistant I (PC5705) HRI NYC Cooperative Extension-Statutory

Posting Date: 3/14/91

Support program development efforts. Research and

write background papers marketing the expanded image of Youth Development; establish strategies and maintain liaison with community and working groups; provide administrative, secretarial and supervisory support. This is a part time position, 20 hours per week.

**Requirements:** Bachelor's in relevant areas, Master's preferred. 2-3 years related experience in urban communities. Skills in writing, researching and synthesizing complex materials. Word processing, database systems knowledge. Regular Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Research Support Specialist (PT5701) HRI**  
Division of Nutritional Sciences/Albany NY-Statutory  
Posting Date: 3/14/91

Collect data from NY state agencies information systems. Plan data analysis strategy. Provide descriptive analysis using NYS Department of Health (DOH) mainframe computer. Integrate and interpret results. Interact with state agency administrators and data analysts to ensure smooth project operation. Position until 3/31/92.

**Requirements:** Bachelor's or equivalent plus 2-3 years experience with data management and analysis. Experience in manipulation of large data sets (especially nutrition or health related), SAS statistical analysis, and database software. Ability to communicate with data analysts and to work collaboratively with state agency officials. Knowledge of DOH mainframes, DOH data sets, and PC environments very desirable. Send cover letter and resume to Sam Weeks.

**Executive Staff Assistant I (PC5605) HRI**  
New York City Cooperative Extension-Statutory  
Posting Date: 3/7/91

Provide administrative support to the new federally-funded, 5 year "Take Charge/Be Somebody" Project. Working closely with the Project Director to create and manage systems to expedite the workflow between at least 7 Community Partners and additional groups. Position until end of Grant.

**Requirements:** Bachelor's degree. 3-5 years administrative work experience. Valid driver's license. Project management experience strongly preferred. Writing, editing, researching, and communication skills. Wordprocessing and Dbase systems including WordPerfect skills. Spanish/English a plus. Experience and comfort working in Bronx communities. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

**Boyce Thompson Institute**  
Research Assistant

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 Zientaek, 254-1239.

## Technical

As a prominent research institution, Cornell University 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.

**Technician, GR18 (T5706)**  
Entomology-Statutory  
Minimum Biweekly Salary: \$529.35  
Posting Date: 3/14/91

Provide assistance in an insect toxicology lab. Rear insects and conduct insecticide bioassays. Perform biochemical assays and genetic crosses. Maintain records of experimental results. Supervise undergrad students.

**Requirements:** Associate's or equivalent in chemistry, biochemistry or entomology with courses in genetics and biochemistry required. Insect, chemical and/or biochemical lab experience desirable. Send cover letter and resume to Sam Weeks.

**Technician, GR18 (T5707)**  
Chemistry-Endowed  
Minimum Biweekly Salary: \$542.89  
Posting Date: 3/14/91

Provide staff support to Safety and Laboratory Services. Prepare, package and distribute reagents, supplies and equipment. Assist with inventory control, stockroom management, lab maintenance and chemical disposal.

**Requirements:** Associate's in chemical technology or equivalent required. Strong chemistry background with at least 1 year of general and organic chemistry with lab experience preferred. Ability to follow directions, keep records and meet deadlines. Send cover letter and resume to Sam Weeks.

**Laboratory Technician, GR19 (T5305)**  
Food Science-Statutory  
Minimum Biweekly Salary: \$551.86  
Posting Date: 2/14/91

Perform a variety of microbiological techniques on raw and processed milk and dairy products. Assist in pre- and post-fermentation research as well as pathogen studies. Willingness to assist in chemical and organoleptic analysis when needed. Prepare stock solutions, media, and maintain laboratory environment.

**Requirements:** Bachelor's desirable in microbiology or related field with emphasis in microbiology. 1-2 years experience, preferably in dairy science. Familiarity with bacterial purification and identification, spectrophotometry, fluorimetry, and titration techniques. Must have ability to keep accurate records and procedures. Be able to function independently after training. Basic computer knowledge helpful. Send cover letter and resume to Sam Weeks.

**Computer Operator, GR20 (T5702)**  
Lab of Nuclear Studies-Endowed  
Minimum Biweekly Salary: \$590.45  
Posting Date: 3/14/91

Operate the computer batch stream at a large research center computer facility. Manage system backup library. Mount and dismount magnetic tapes as required. Clean and perform minor maintenance on tape drives, line printers, computer terminals and peripheral equipment. Update documentation with vendor or staff supplied material. Mount forms in line printer, and check trouble logs. Third shift, 12 a.m. - 9 a.m.

**Requirements:** Associate's in computer related field or equivalent experience. At least 6 months computer batch experience. Knowledge of DEC System 10 batch operation and command language. Send cover letter and resume to Sam Weeks.

**Technician, GR20 (T5605)**  
Plant Breeding and Biometry-Statutory  
Minimum Biweekly Salary: \$575.30  
Posting Date: 3/7/91

Perform biochemical and genetic analysis of tomato tissue. Performance of standard molecular techniques including preparation, electrophoresis and hybridization of nucleic acids. Operation of general lab equipment; maintenance of lab supplies; supervision of radiation work area.

**Requirements:** Bachelor's in a lab-oriented biological area plus experience. Master's desirable. Previous related lab experience and demonstrated ability to work independently desirable. Send cover letter and resume to Sam Weeks.

**Technician, GR21 (T2808)**  
Biochemistry, Molecular and Cell Biology-Statutory  
Minimum Biweekly Salary: \$599.73  
Posting Date: 3/14/91

Purify proteins for several laboratories in the Biotechnology Building. Operate HPLC on FPLC apparatus. Perform biochemical lab procedures. Depending on skills and work load, there may be an opportunity to pursue other experiments, 1 year appt. with possible extension.

**Requirements:** Bachelor's or equivalent in Chemistry or biochemistry required. 1-2 years experience, including protein purification. Experience with HPLC on FPLC system preferred. Send cover letter and resume to Sam Weeks.

**Technician, GR22 (T5704)**  
Psychology-Endowed  
Minimum Biweekly Salary: \$641.92  
Posting Date: 3/14/91

Coordinate the functions of a neurobiology research lab. Perform surgical and histological techniques. Make behavioral observations. Train and supervise students. Collect and analyze data. Assist in experimental design. Funding expected through 8/31/92.

**Requirements:** Bachelor's in biology or equivalent. At least 3 years experience working in a neurobiology lab. Experience in neurohistology and small animal surgery. Ability to work independently. Excellent organizational and interpersonal skills. Send cover letter and resume to Sam Weeks.

**Machinist, GR22 (T5607)**  
Lab of Nuclear-Endowed  
Minimum Biweekly Salary: \$641.92  
Posting Date: 3/7/91

Set up and operate all basic machine shop equipment. Machine and assemble highly sophisticated experimental apparatus using height gauges, micrometers, verniers, lathes, mills, etc. Work from rough sketches and detailed drawings. Make form tools and simple drill fixtures. Maintain & make basic repairs to shop equipment.

**Requirements:** HS diploma or equivalent with minimum of 2 years of formal shop training. Must have the ability to apply shop math such as simple algebra and trigonometry to shop situations. 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, GR24 (T5601)**  
Veterinary Administration/Center for Advanced Imaging Technology-Statutory  
Minimum Biweekly Salary: \$682.77  
Posting Date: 3/7/91

Assist in operation and maintenance of CAIT. Train, supervise and assist faculty, staff, students and visitors in techniques of scanning and transmission electron microscopy, specimen preparation including ultramicrotomy and preparation of high quality electron micrographs; assist in laboratory record keeping.

**Requirements:** Bachelor's or Associate's in Biological or Physical Sciences, technical/vocation school degree in light and electron microscopy. 5-10 years experience in optics, light and electron microscopy, photography and graphics, regular computer usage. Effective communication and management skills, excellent eye/hand coordination. Send cover letter and resume to Sam Weeks.

## Technical Part-Time

**Laboratory Technician, GR19 (T5709)**  
Veterinary Microbiology-Statutory  
Minimum full-time equivalent: \$551.86  
Posting Date: 3/14/91

Provide assistance to faculty carrying out lab experiments in reproductive biology. Prepare culture media and do extensive tissue and cell culture work. Provide general lab and surgical area maintenance. Collect specimens from mice, rabbits and cattle. Schedule experiments, keep records, and compile data. Monitor radioactive waste and arrange for safe disposal.

**Requirements:** Associate's or equivalent required. Additional coursework preferred. 1 year related experience in tissue culture, biochemistry and animal handling. Send cover letter and resume to Sam Weeks.

**Office Systems Specialist, GR21 (T5705)**  
English-Endowed  
Minimum full-time equivalent: \$615.42  
Posting Date: 3/14/91

Provide support for Humanities Graduate Student Computer Facility. Instruct users in use of a variety of word-processing programs. Assist with advanced capabilities of programs, and occasionally support database, desktop publishing, and spreadsheet programs. Oversees daily operations, including software and hardware troubleshooting, supply inventory, and security policy enforcement. Monday-Friday, 20 hours arranged.

**Requirements:** Associate's or equivalent in computing or related field. Minimum 2-3 years computer experience; with hardware and software. Knowledge of a variety of word-processing programs (for both the IBM and the Macintosh) as well as experience with other programs (database, desktop publishing). Excellent interpersonal skills. Send cover letter and resume to Sam Weeks.

## Technical Temporary

**Service Technician, (T5301)**  
Entomology-Statutory  
Hiring Rate: \$5.50-\$6.00  
Posting Date: 2/14/91

Assist in research involving insect pest management of greenhouse and field crops. Count insects on plant material. Weigh specimens. Assist with experimental set up, data collection, and data entry. Duties to be split between two researchers.

**Requirements:** Bachelor's in a biological science, entomology, horticulture, agronomy or related areas (or equivalent). Some experience with Mac computers desirable. Send cover letter and resume to Sam Weeks.

**Computer Electronics Technician, (T5204)**  
Modern Languages and Linguistics-Endowed  
Posting Date: 2/7/91

Install and maintain computers and other electronics equipment. Working with a staff of student technicians, oversee the basic maintenance of all phonetics lab equipment including Sun, Mac, and IBM computers and speech analysis devices. Participate in equipment purchase decision. Maintain inventories. Assist staff and student users. 20 hours per week. \$8-10.00 an hour.

**Requirements:** Knowledge of computer repair and electronics essential. Must be familiar with UNIX and DOS operating systems and be able to install and maintain related software and hardware. Should be familiar with serial and parallel data transmission, digital signal processing, A/D-D/A hardware, networking, and recording equipment. Send cover letter & 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, Microm), 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 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.

**Office Assistant, GR16 (C5602)**  
University Health Services-Endowed  
Minimum Biweekly Salary: \$511.68  
Posting Date: 3/7/91

Schedule appointments; direct patients to proper destination and answer questions in regard to the use of the Health Services.

**Requirements:** HS diploma or equivalent. Experience in a medical facility desirable. Nursing or medical background preferred. Must be able to work in high pressure atmosphere and be able to communicate with all patients on a one to one. Regular Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall. Minorities are particularly encouraged to apply.

**Word Processor Operator, GR18 (C3203)**  
Facilities Engineering-Endowed  
Minimum Biweekly Salary: \$529.35  
Posting Date: 8/16/90

Transcribe, type, edit and modify documents through the use of a word processor or typewriter in an efficient, effective and timely manner.

**Requirements:** HS diploma or equivalent. Some college coursework preferred. 1-2 years experience with word processing systems, experience with Macintosh computers and related applications (Microsoft Word or Excel) very desirable. Must be familiar with standard office and correspondence practices. Strong organizational and interpersonal skills necessary. Heavy typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Senior Circulation/Reserve Assistant, GR18 (C5612)**  
Access Services/Olin Library-Endowed  
Minimum Biweekly Salary: \$542.89  
Posting Date: 3/7/91

Process reserve requests from other CUL units. Responsible for the recall and hold process which includes notifying patrons to return materials needed by other readers and notifying readers of available materials. Also responsible for working at the circulation desk. Monday-Thursday, 9:00 am-6:00 pm. Friday, 10:00 am-6:00 pm.

**Requirements:** Associate's or the equivalent. Organizational ability and an aptitude for detailed work. Ability to work effectively with a variety of people in public services setting. Strong interpersonal and communication skills. Experience with microcomputers. Light typing. Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

**Senior Records Assistant, GR18 (C5609)**  
Catalog Management/CU Library-Endowed  
Minimum Biweekly Salary: \$542.89  
Posting Date: 3/7/91

Revise and update machine-readable bibliographic and holdings records in the local database and on catalog cards. Search various on-line databases and card catalogs to verify information. Also responsible for bookmarking, plating, and security stripping materials. Position until 6/30/90. Monday-Friday, 39 hours.

**Requirements:** Associate's or the equivalent required. Ability to do detailed work accurately under pressure. Strong interpersonal skills. Must be dependable. Familiarity with foreign languages desired. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants 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 distributing 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.

**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 Macintosh computer and Microsoft Word, Pagemaker and Filemaker Plus software helpful. Valid NYS driver's license. Able to lift up to 40 pounds. Medium typing. Cornell employees send employee transfer application, cover letter, resume, and 2 (short) writing samples to Esther Smith, Staffing Services, EHP. External applicants send cover letter, resume and short writing samples to Esther Smith, Staffing Svcs, 160 Day Hall.

**Office Assistant, GR18 (C3803)**  
Veterinary Medical Teaching Hospital-Statutory  
Minimum Biweekly Salary: \$529.35  
Posting Date: 9/27/90

Provide office support. Type financial and related materials; post financial transactions; provide phone/receptionist coverage; distribute various financial reports and billings; other related accounting office duties.

**Requirements:** HS diploma or equivalent. Word processing/computer coursework desirable. Minimum 1-2 years office experience, preferably in a financial setting. Familiarity with use of personal computer required, particularly with Wordperfect and Lotus software applications. Strong communication skills. Excellent organizational abilities and attention to detail. Medium typing. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Accounts Assistant, GR18 (C5102)**  
Unions and Activities/Cornell Cinema-Endowed  
Minimum Biweekly Salary: \$542.89  
Posting Date: 1/31/91

Process all billings and maintain financial records for Cinema. Data entry; order materials; prepare mailings; type; file; receptionist support; make arrangements for visiting filmmakers, and oversee shipping of films.

**Requirements:** HS diploma or equivalent required. Some college coursework preferred. 1-2 years related accounting experience. Familiar with Cornell accounting procedures preferred. Work processing, general office skills required. Experience with DBase III Plus desired. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Svcs, 160 Day Hall.

**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. Mon-Friday 8:42 am-5:00 pm.

**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 send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

**Secretary, GR19 (C5706)**  
University Development-Endowed  
Minimum Biweekly Salary: \$566.28  
Posting Date: 3/14/91

Provide secretarial and administrative assistance for the Office of Capital Projects. Type, edit and proofread materials; maintain accurate records of gifts and commitments; initiate requests for and track gift acknowledgements; prepare gift reports; make travel arrangements; schedule appointments; assist in preparation of mailings.

**Requirements:** HS education or equivalent. Some college coursework preferred. 1-2 years work experience, bookkeeping/accounting experience desirable, good typing skills required, good organizational and interpersonal skills, good command of written and spoken English, and knowledge of Macintosh PC helpful. Medium typing. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Office Assistant, GR19 (C5604)**  
Veterinary Administration-Statutory  
Minimum Biweekly Salary: \$551.86  
Posting Date: 3/7/91

Provide secretarial support to Director of Development. Duties will include correspondence, filing, processing office budget/accounting forms, and serving as receptionist when Administrative Aide is not available.

**Requirements:** Some college coursework preferred. 2 years related work experience. Excellent typing and word processing skills (word perfect); knowledge of computer data base programs desirable. Good interpersonal and organizational skills. Heavy typing. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Svcs, EHP.

**Office Assistant, GR19 (C4109)**  
Section of Plant Biology-Statutory  
Minimum Biweekly Salary: \$551.86  
Posting Date: 10/18/90

In conjunction with other secretaries in the office, provide approximately 12 faculty members with accurate and speedy typing services using typewriter and JPC; provide duplicating services; provide telephone answering service and receptionist duties. Work as Graduate Field Secretary for the Field of Botany. Cover for the other secretary in mail handling UPS deliveries.

**Requirements:** HS diploma or equivalent. 1-2 years office experience. Knowledge of Word Perfect highly desirable. Ability to work independently with attention to detail. Good organizational and communication skills essential. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Student Account Representative, GR19 (C5606)**  
Bursar's Office-Endowed  
Minimum Biweekly Salary: \$566.28  
Posting Date: 3/7/91

Maintain student finance and cornelcard billing systems. Direct contact with students, parents and other Cornell departments in person. Via telephone and written correspondence concerning student billing; processing adjustments and other transactions; reconciling statements; processing deposits, vouchers and journal entries.

**Requirements:** HS diploma or equivalent. Some college coursework preferred. Knowledge of general accounting. Strong interpersonal skills. Ability to research and reconcile accounts, work in an active, complex environment. Regular Cornell employees only. Send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Personnel Assistant, GR19 (C5512)**  
Office of Human Resources-Endowed  
Minimum Biweekly Salary: \$566.28  
Posting Date: 2/28/91

Assist the Senior Benefits Analyst in administration of central employee registration and academic benefit enrollments, data input and maintenance of computerized databases connected with university benefit program enrollments.

**Requirements:** HS diploma or equivalent required. Some college coursework preferred. 1-2 years related experience. Prior experience dealing with the public and working with databases required. Good verbal and telephone skills. Ability to deal with public in a positive customer oriented manner. Ability to explain complicated information in a concise and easily understood manner. Familiarity with desktop computers, databases and report generation. Medium typing. Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Accounts Assistant, GR19 (C5404)**  
Human Development Family Studies-Statutory  
Minimum Biweekly Salary: \$551.86  
Posting Date: 2/21/91

Assists department Administrative Manager and Administrative Supervisor in the management of fiscal transactions and maintenance of financial records in a large department. Provides backup for secretary/receptionist in the chair's office.

**Requirements:** HS diploma or equivalent required. Some college coursework preferred. 1-2 years related experience. Knowledge of University Accounting/Business Systems required. Computer competency including knowledge of LOTUS 123 and Word Perfect software desirable. Strong interpersonal and organizational skills a must. Medium typing. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Administrative Aide, GR20 (C5707)**  
Vice President for Academic Programs and Campus Affairs-Endowed  
Minimum Biweekly Salary: \$590.45  
Posting Date: 3/14/91

Act as principal receptionist to the Office of Academic Programs and Campus Affairs. Manage calendars of Vice President and Assistant Vice President, and coordinate office schedule. Assist in preparation of correspondence, reports, documents, etc. Other duties as assigned.

**Requirements:** Associate's or equivalent experience. Word processing experience necessary. 2-3 years work experience in diverse office setting. Excellent verbal, interpersonal and telephone communication skills. Ability to work independently, often under pressure and short deadlines. Ability to handle sensitive and confidential information required. Medium typing. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Svcs, EHP.

**Secretary, GR20 (C5403)**  
Chemistry-Endowed  
Minimum Biweekly Salary: \$590.45  
Posting Date: 2/21/91

Provide administrative and secretarial support for one professor and his research group. Prepare manuscripts, correspondence, reports and reviews; coordinate up-to-date appointment calendar; make travel arrangements; research and photocopy journal articles in libraries; maintain filing system; manage accounts and budgets.  
**Requirements:** Associate's or equivalent. Minimum 2 years experience with scientific wordprocessing using a Macintosh computer; high degree of proficiency in carrying out complex scientific/technical typing. Knowledge of Chemdraw preferred. Ability to meet deadlines under pressure and handle confidential material appropriately. Excellent phone and communication skills. Heavy typing. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Telecommunicator, GR21 (C5608)**  
Public Safety-Endowed  
Minimum Biweekly Salary: \$615.42  
Posting Date: 3/7/91

Responsible for operating centrally located communications center for department. Monitor incoming telephone lines, radio traffic and blue light emergency phones. Monitor and operate NYS Police Information Network Computer Terminal.  
**Requirements:** HS diploma or equivalent. College degree preferred. Radio communication skills preferred. 2-3 years related experience. Ability to qualify for certification in NYS Police Information Network System. Strong communication (written and oral) skills. Ability to pass background investigation with no record of convictions excluding minor traffic infractions. Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter, and resume to Esther Smith, Staffing Services, 160 Day Hall. Women and minorities are encouraged to apply.

**Administrative Aide, GR21 (C5704)**  
CRSR-Endowed  
Minimum Biweekly Salary: \$615.42  
Posting Date: 3/14/91

This position is for an experienced secretary who is able to give administrative support to a sizeable research group consisting of several professors, research associates and graduate students. Duties include scientific typing, correspondence, E-mail, travel arrangements, travel reimbursement, general office duties.  
**Requirements:** Associate's or equivalent required. 2-3 years of secretarial experience, preferable Cornell background. Solid word processing skills (IBM preferred, if possible, knowledge of Sun Microsystems word processing program). Scientific typing. Medium typing. 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: \$599.73  
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.

**Accounts Coordinator, GR21 (C5601)**  
Finance and Business Services-Statutory  
Minimum Biweekly Salary: \$599.73  
Posting Date: 3/7/91

Analysis of financial data; IRIS Requests; journal voucher processing; spreadsheet analysis; letter to credit draw-down; audit vouchers; bank reconciliations, other duties as assigned.  
**Requirements:** Associate's in accounting, minimum 2-3 years experience. Symphony/Lotus; Database; Financial Statement experience. Light typing. Regular Cornell employees only. Send employee transfer application, cover letter, resume to Esther Smith, Staffing Services, EHP.

**Assistant Costume Shop Manager, GR23 (C5109)**  
Theatre Arts-Endowed  
Minimum Biweekly Salary: \$669.23  
Posting Date: 2/14/91

Assist Costume Shop Manager in all phases of shop operations in constructing costumes for theatre productions. Purchase supplies and materials; monitor budgets and inventory; draft and drape patterns, construct costumes; assist with supervision of student personnel. Monday-Friday 9-5:00; some evenings and weekends.  
**Requirements:** Associate's required. 3-4 years professional theatre experience. Theatrical costume construction, patterning skills, costume crafts-dyeing, millinery, tailoring, etc; experience operating costume shop equipment. Budgeting skills. Supervisory experience. Good interpersonal skills. Regular Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

## Office Professional Part-time

**Information Assistant, GR18 (C5711)**  
Mann Library-Statutory  
Minimum full-time equivalent: \$529.35  
Posting Date: 3/14/91

Provides information and reference services at the reference desk, in person, and over the telephone, using online and card catalogs, RLIN database, reference books and other library resources; make computer search appointments and takes messages for public services librarians; assist with projects and maintenance of reference collection. 9 month continuing appointment. 20 hours per week; schedule to be arranged.  
**Requirements:** Candidate with 3 or more years college coursework will be given preference. Experience working in an academic/research library is desirable. Background in life sciences, agriculture, or human ecology preferred. Strong interpersonal and communication skills required. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Svcs, 160 Day Hall.

**Senior Records Assistant, GR18 (C5611)**  
Catalog Department/University Library-Endowed  
Minimum full-time equivalent: \$542.89  
Posting Date: 3/7/91

Verify and edit name, subject, and series headings in

machine readable bibliographic records. Search various on-line databases to identify authority records matching headings on Cornell Catalog records, and add these records to the local database; create permanent machine-readable series authority records; identify changes and revise data in authority records. Monday-Friday, 20 hours per week. Term appointment until 6/30/92.

**Requirements:** Associate's or the equivalent. Ability to do detailed work accurately and exercise good judgment under pressure. Strong interpersonal skills. Must be dependable. Previous library technical services experience desirable. Familiarity with foreign languages desirable. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

**Senior Records Assistant, GR18 (C5610)**  
Catalog/Cornell Library-Endowed  
Minimum full-time equivalent: \$542.89  
Posting Date: 3/7/91

Responsible for the conversion of catalog information for musical scores and sound recordings form cards into machine-readable copy, applying appropriate USMARC conventions to create new machine readable records. Also responsible for updating information in records and cards when appropriate. Monday-Friday, 20 hours per week. Term appointment until 9/30/91.  
**Requirements:** Associate's; 2 years of college, or the equivalent. Background in music preferred. Ability to do detailed work accurately under pressure. Previous library technical services experience desirable. Strong interpersonal skills. Familiarity with foreign languages desirable. Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

**Special Collection Assistant, GR18 (C5510)**  
Icelandic Collection-Endowed  
Minimum full-time equivalent: \$542.89  
Posting Date: 2/28/91

Provide support for the Icelandic Collection including bibliographic searching and reference, reshelving and stack maintenance of rare materials; secretarial support for the department and for the publication *Islandica*. Provide on-site management of all aspects of the Collection in the absence of the Curator. Monday-Friday, 20 hours per week. Position until 6/1/92.  
**Requirements:** HS diploma or equivalent required. Some college coursework preferred. Ability to independently perform detailed work with a high degree of accuracy. Excellent communication and interpersonal skills. 1-2 years previous work experience in an academic library preferred. Scandinavian or Icelandic language required. Medium typing. Send Cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

**Office Assistant, GR18 (C4003)**  
Office of Human Resources-Endowed  
Minimum full-time equivalent: \$542.89  
Posting Date: 10/11/90

Under general supervision, provide clerical assistants to Administrative Aide and Directors of the Office of Human Resources. Assist in scheduling and organizing appointments, meetings and conferences; assist in preparing correspondence, reports, and other documents using Digital All-in-One word processing equipment; act as receptionist; answer and route telephone calls and visitors; open and organize incoming and outgoing mail.  
**Requirements:** HS diploma education or equivalent. 1-2 years of secretarial experience. Knowledge of personnel policies/procedures helpful. Excellent (verbal and written) communication skills. Knowledge of word processing equipment (Digital, Macintosh essential). Experience working in confidential setting preferable. Dictaphone a plus. Monday-Friday, 10:00 a.m.-2:00 p.m. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

**Administrative Aide, GR19 (C5508)**  
Architecture-Endowed  
Minimum full-time equivalent: \$566.28  
Posting Date: 2/28/91

Act as administrative aide for the Preston Thomas Memorial lecture series as well as the Department of Architecture Lectures and Exhibitions assistant. Schedule and coordinate related events including room reservations, meeting and reception arrangements, travel and hotel accommodations etc.; coordinate materials for Thomas Lectures; transcribe former lectures, research permissions, etc. Hours to be arranged, (between 8-5, 25 hours per week).  
**Requirements:** HS diploma or equivalent. 1-2 years related experience. Some college coursework preferred. Able to use word processing programs on Macintosh SE/30 competently. Ability to work independently, should have some accounting skills, and be able to work with public. Medium typing. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall. Minorities are particularly encouraged to apply.

**Administrative Aide, GR19 (C5406)**  
Placement-Endowed  
Minimum full-time equivalent: \$566.28  
Posting Date: 2/21/91

Provide assistance and resume referral support services for experienced engineering alumni seeking new professional career opportunities. Extensive contact, both phone and written with alumni and hiring organizations. Maintain and update records for database and resume referral as needed. 1 yr position with possible extension.  
**Requirements:** HS diploma or equivalent. Some college coursework preferred. 1-2 years related experience. Strong business, organizational and clerical skills. Keen mind for detail work and name recognition. Communication skills are essential. Must have ability to work with relational (Foxbase) databases and computerized word processing systems on Macintosh SE. Medium typing. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter & resume to Esther Smith, Staffing Svcs, 160 Day Hall.

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

## Cornell Employment News

Published weekly except for one week each in January and November and two weeks in December by the Office of Equal Opportunity & the Office of Human Resources, Cornell University, 14853. Distributed free and available to staff and faculty at locations around the campus.

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**Editors:** Nancy Doolittle, Carolyn McPherson  
**Page Layout:** Cheryl Seland, Cindy Fitzgerald  
**Photography:** Susan Boedicker, Media Services, Photo Services, Publications  
**Telephone:** Office of Equal Opportunity (607) 255-3976  
Office of Human Resources (607) 255-3936

**EQUAL**  
Opportunity at Cornell

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 years related experience. Good interpersonal skills. Knowledge of technical typing helpful. Medium typing. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

## Office Professional Off-Campus

**Administrative Aide, GR21 (C5701)**  
Division of Nutritional Sci./Washington D.C.-State  
Minimum Biweekly Salary: \$599.73  
Posting Date: 3/14/91

Provide administrative, marketing, and graphics assistance to the Publications Coordinator and to production staff; oversee the distribution of program publications. 1 year term appointment continuation contingent upon funding.

**Requirements:** Associate's or equivalent. 3-4 years progressive office experience. Excellent Word Perfect skills (85+ wpm) and the interest in learning other computer programs required. Database experience a benefit. Experience assembling camera ready copy useful. Proven ability to interact with the public and to juggle multiple priorities a must. Familiarity with international work and marketing preferred. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

## 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 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.

**Custodian, S002 (G5701)**  
University Health Services-Endowed  
Hiring Rate: \$6.27  
Posting Date: 3/14/91

Provide general maintenance and custodial care of building and grounds of assigned area.  
**Requirements:** Basic reading and writing skills. Operate a variety of heavy power equipment. Able to lift 50 pounds. Regular Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Food Service Worker, S003 (G4402)**  
Division of Campus Life-Endowed  
Hiring Rate: \$6.56  
Posting Date: 11/8/90

Under direct supervision, prepare, present, and serve items for line service. Receive, inspect, store all food products, equipment, and supplies for a dining unit. Wash dishes, pots and pans.  
**Requirements:** Basic reading and computation skills. 1 year related experience; working knowledge of food prep and kosher dietary law and strict adherence to same. Ability to operate food preparation and cooking equipment. Good customer relation skills. Basic understanding of purchasing and receiving food. Ability to lift up to 75 pounds. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Food Services Worker, S003 (G5601)**  
ILR Extension and Public Service-Statutory  
Hiring Rate: \$6.56  
Posting Date: 3/7/91

Prepare and serve refreshments to conferences faculty, staff, and students. Prepare and deliver to conference rooms coffee and/or refreshments, fill pitchers with ice water for morning and afternoon breaks. Order supplies; wash dishes with dishwasher; maintain kitchen equipment; assist with catered luncheons; collect quarterly coffee dues; assist with conference kits and mailings, room set up, etc.  
**Requirements:** HS diploma or equivalent. Food preparation experience desired. Valid NYS driver's license required. Ability to lift up to 50 pounds. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Senior Mechanic, T007 (G5201)**  
Utilities-Endowed  
Posting Date: 2/14/91

Responsible for the uninterrupted and efficient daily operation and maintenance of the chilled Water Plants and Hydro-electric Plant. To operate and maintain Central Plant equipment including electric driven chillers, pumps, cooling towers, vacuum and compressed air systems, water turbines and generators, water treatment equipment and instrumentation. Operation of the Central Utility Plants shall include use of the Campus microprocessor-based central control systems.  
**Requirements:** Associate's in Mechanical/Electrical Technology. 1-3 years experience in refrigeration, operation and maintenance of Central Utility Plants desirable. 1-3 years experience in electric and solid state electronic controls and their application in control and monitoring. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall. Women and minorities are particularly encouraged to apply.

## General Service

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

**Gardener, S004 (B5401, B5402, B5404, B5405, B5406) 5 positions**  
Plantations-Statutory  
Hiring Rate: \$6.88  
Posting Date: 2/21/91

Assist gardening staff in the installation of new gardens and in the maintenance of existing gardens. Duties include garden cleanup, planting, fertilizing, mulching, weeding, raking, and related tasks as plant labels, plant records, greenhouse care, and nursery maintenance. Mon-Thurs, 7-3:30, Fri 7-2:30. Position until 10/31/91.  
**Requirements:** HS diploma or equivalent. Valid driver's license required. 1-2 yrs work experience in park, arboretum, or botanical garden desired. Strong interest in horticulture required. Must be able to lift 100lbs and willing to work outside during all weather conditions. Send application materials to Cynthia Smithbower, 160 Day Hall.

**Greenhouse Worker, S006 (B5602)**  
Entomology-Statutory  
Hiring Rate: \$7.52  
Posting Date: 3/7/91

Responsible for operation of an entomological greenhouse complex for use by faculty, staff, and graduate students. Anticipate and carry out necessary operations to maintain an optimum environment for plant growth and research needs. Monday-Friday, 39 hours per week.  
**Requirements:** Associate's or equivalent; Bachelor's preferred. Training in floriculture or related field where coursework included plant growth and greenhouse operations; DEC certified application license required. 2-3 years working experience in a well managed greenhouse operation; excellent knowledge of mechanical operations of a greenhouse. Send application materials to Cynthia Smithbower, 160 Day Hall.

## General Service Temporary

**Temporary Field Assistant, (B5701)**  
Entomology/Freeville Farm-Statutory  
Posting Date: 3/14/91

Assist the farm manager in providing services necessary to operation of the departmental research farm. This includes tillage, planting, maintenance, and harvest of field plots for research on vegetables and field crops as well as assistance in maintenance of the grounds. Assist farm manager in repair/maintenance of farm machinery and facilities. Position until 10/15/91.  
**Requirements:** NYS Class 3 operators license and pesticide applicator certification (commercial category) desirable, but not essential. Experience in operation and maintenance of farming equipment including tractors and ground contact implements. Ability to operate hand and power tools. Send application materials to Cynthia Smithbower, 160 Day Hall.

## General Service Off-Campus

**Field Assistant, GR19 (B5601)**  
Field Research Unit/Geneva-Statutory  
Minimum Biweekly Salary: \$551.86  
Posting Date: 3/7/91

Primary function is to assist in performing duties relating to vegetable research. Secondary function is to assist Field Research Unit including care of fruit research, and performing routing and major equipment maintenance and repair. Mon-Thurs, 8am-5pm, Fri, 8am-4pm.  
**Requirements:** Associate's in plant or soil science or equivalent preferred. Several years experience in vegetable growing preferred. Proficiency with farm equipment necessary. Mechanical aptitude and mathematical skills necessary. Valid Driver's License and Certified Pesticide Applicators License required. Send application materials to Cynthia Smithbower, 160 Day Hall.

## Academic

**Russian Lecturer**  
Department of Modern Languages and Linguistics  
Teaching Language courses at the elementary level (about half of the appointment) and also at higher levels. 1-3 year appointment with possible renewal.

**Requirements:** Master's in Russian from an American university is highly desirable; an equivalent degree in Russian or in linguistics from a Soviet institution of higher education may be acceptable. An ability to explain Russian grammar clearly in English and in Russian is essential. Teaching experience in Russian at an American school is desirable. Professional commitment to language teaching is expected. Fluency is required in both Russian and English. Non-native speakers as well as native speakers of Russian are welcome to apply. Indicate names, addresses, and telephone numbers of at least 3 persons, teachers at, or graduates of, American schools who may be contacted for references. Send curriculum vitae to: Slava Paperno, Morrill Hall, Cornell University, Ithaca NY, 14853-4701.

**Extension Associate**  
Agricultural and Biochemical Engineering  
Develop, implement, and evaluate a hazard assessment project on a sample of farms in New York State.

**Requirements:** Master's with a major in agricultural engineering, industrial hygiene, or safety engineering. Must have knowledge and experience in Northeast agriculture. Must have ability to relate to diverse audiences and possess skills in interpersonal relationships. Oral and written communication skills are important. Willingness to work evenings and some weekends is essential. Skills in staff management are preferred and 1-3 years of experience in research, engineering, safety or health related fields. Salary is commensurate with education and experience. To apply send cover letter, resume, and names of 3 references to John G. Pollach, Department of Agricultural and Bioengineering, 334 Riley-Robb Hall, Cornell University, Ithaca NY, 14853.

# Networking

AN EMPLOYEE NEWSPAPER BY EMPLOYEE VOLUNTEERS FOR THE CORNELL COMMUNITY WORLD WIDE.

SPECIAL EDITION

## Happy Happy Birthday Baby!

by Judy VanDermark

**Happy Happy Birthday Networking...**  
Well, here we are ten years old. . . actually it is eleven, but now is as good a time to celebrate as any. We have spent many hours pulling together this special edition of *Networking*, with articles from every issue dating back to 1980.

We hope you will have a few chuckles, remember some old friends and learn or re-learn some facts. We suspect that if you read carefully you will also recognize the truth in the old adage "The more things change, the more things

stay the same." Transportation, child-care, elder-care, sexual harassment, addiction in the workplace and career mobility seem to be continuing themes throughout our eleven years of publication. They will probably remain "hot topics" through the 90's and *Networking* will be there to tell you about it!

I remember being approached by the previous editor of *Networking* three years ago, asking me if I would take over as editor. I was assured that being

editor would not or should not take anymore than four hours per month to pull it together. Well, that depends on how you define "pulling it together." It takes many hours to write, edit, layout and print *Networking*. These sometimes difficult and time consuming tasks are accomplished by volunteers, all volunteers, all very committed volunteers dedicated to the Cornell Community and particularly the employee voice. This issue not only celebrates ten completed

years of publishing but, more importantly, it celebrates ten years of dedication, commitment and fun with some of Cornell's most talented and loyal employees; the editorial board and editors of *Networking*.

Personally, this issue is a celebration of my opportunity to work with some of the brightest, most fun and talented employees Cornell has ever seen. You all know who you are! Hats off to us.

## Networking Birthday Celebration

by George Peter

Any organization worth its salt starts by establishing Goals & Objectives. The editorial board of *Networking* started out by doing exactly that. These are the purposes we set in March of 1980:

- \*To distribute news and information about events that affect employees.
- \*To motivate employees by recognizing those who do outstanding work.
- \*To make people better employees by making them more knowledgeable about the University.
- \*To provide information about Cornell services, benefits and advancement opportunities.
- \*To give employees ideas and methods for solving work place problems.
- \*To improve communication between units.

- \*To raise morale of Cornell employees.
- \*To build employees' confidence in the University.
- \*To increase employee loyalty.
- \*To help make employees proud to be affiliated with Cornell.
- \*To promote good feelings about Cornell and Cornell people.
- \*To provide for a greater sense of community.
- \*To provide an outlet for the multitude of unused talent on this Campus.

And that's not all! *Networking* is the only publication that really provides communication in multi-directions. It offers a medium for employee expression and it provides a sense of caring by the administration.

Over the years the editorial board of *Networking* has made a concentrated

effort to accentuate the positive. There are more than enough publications to highlight the negative. We believe that Cornell is one of the most outstanding universities in the world. It deserves even more stature as an educational institution than it already has earned.

*A reputation and an image begin at home.* If the Cornell community is excited about Cornell and its people, Cornell will improve its image much more so than by efforts of all the best public relations experts.

The success of any organization is determined by how well it carries out its goals and objectives. For **TEN** years *Networking* has been doing what it set out to do. And it has been doing so much better than it ever expected to do.

The reason is: **PEOPLE MAKE THE DIFFERENCE.** It amazes me when I reflect on the number of people hours which have been donated to the University by these dedicated members of the editorial staff.

162 people have been involved on the editorial board. We have an average involvement of sixteen people per year. Presently there are eleven members on the board. (And there is always room for more). Judy VanDermark has been our dedicated editor-in-chief for the last three years and is the fifth editor of *Networking*.

## Happy Birthday Networking!

by Kathee Shaff

Happy Birthday Networking!

We are ten years old.  
What ideas are lurking,  
And stories untold?

We have gone through all the years,  
We've gathered the best.  
What we have read brings some fears,  
From all of the rest.

The topics are still the same.  
We wonder some how,  
If we are playing a game,  
And the time is now.

How far have we really come,  
In making great strides?  
It doesn't matter to some,  
And we won't choose sides.

Articles in the eighties:  
Carpooling, child care,  
Harassment of the ladies.  
Same problems still there.

We started out very small.  
We didn't have a name.  
But our purpose is for all,  
And to win some fame.

We used to have some contests,  
Of pictures and phrase.  
But now we just have some quests,  
For people and praise.

People who want to help out  
In joining our staff.  
And it is without a doubt  
A place for a laugh.

Volunteer some of your time,  
Or talents to spare.  
We always have hills to climb,  
And moments to share.

We are here to spread the word  
Of things at Cornell,  
In case you haven't yet heard.  
We are here to tell.

Well-informed and up-to-date  
Are two of our goals,  
That we are willing to state  
As among our roles.

We are here for all of you,  
To give you the news.  
All we ask is, how we do,  
And give us your views.

We're open to suggestion,  
To serve you better.  
And if you have a question,  
Write us a letter.

We've covered many topics  
Every other week.  
From a trip to the tropics  
To advice you seek.

Unclassified ads are free,  
Included for you.  
Articles on the family  
Are always good, too.

Other favorite features  
Are Parents Corner,  
Campus Critters and creatures,  
Recipe Corner.

We cover Employee Day  
And other events,

For pleasure or work, that may  
Save dollars and cents.

We mention Brown Bag Lunches  
And Meals With Morley.  
You can attend in bunches  
Or just singly.

Good advice from EAP,  
News on addiction,  
Problems with family:  
Guilt, stress, conviction.

From Public Safety we get  
Some tips and guidelines.  
And good examples are set  
From Life Safety Lines.

The Personal Growth Workshops  
Are offered each year.  
Lists of classes never stops  
For employees here.

The Employee Assembly  
Has their share of space,  
For concerns of you and me,  
Regarding this place.

Important Leadership Leads,  
Humor in a rhyme.  
Both are what everyone needs  
From time to time.

There is Employee Spotlight  
To shine on a few,  
Or Employee After Hours  
To tell what we do.

There's something for everyone.  
We all have a say.  
Everything under the sun,  
Is written today.

Networking wants you to know,  
With your helping hand,  
We will continue to grow-  
The best in the land.

To be a source at Cornell,  
In which to spread news.  
We have developed quite well,  
With nothing to lose.

Ten years ago, it began.  
The years have gone past.  
We've reached out beyond our plan.  
We've prospered so fast.

And now, we proudly stand tall,  
For what we have done.  
Things are better for us all,  
Our regrets are none.

So, Happy Birthday, to us.  
We are ten years young-  
A party with all the fuss,  
A song should be sung.

And birthday cake is a must,  
For friends we're among.  
Candles blown out with a gust,  
Banners brightly hung.

Join us in celebration  
Of a job well done...  
Improved communication  
For everyone.

Happy 10th Birthday,  
With many to come.  
We just want to say,  
"Thank You," and then some.

# A Flash from the Past . . . A Jog Down Memory Lane

## 1980

### March 6

#### Name Me!

The employee newsletter Editorial Board is soliciting suggestions for a title for this bulletin. The person who suggests the winning title will be awarded a \$50.00 prize. The new title will appear next April 3 here in this space.

#### Status of Women

The Provost's Advisory Committee on the Status of women discusses issues concerning the status of women as students, faculty, and staff. Since 1971 when the Committee was formed, the group has advised the Provost and other members of the administration on such topics as recruitment and selection, access to facilities and programs, compensation, promotional opportunities and procedures, conditions of work and access to enrichment opportunities . . .

### April 3

#### My Name is Networking . . .

Terry Redmond, Counseling Secretary in the Office of the Dean of Students has won \$50 by suggesting the title of our employee newsletter. Congratulations.

### May 15

#### By Secretaries/For Secretaries

In honor of National Secretaries' Week, sixty Cornell Secretaries met on April 22 to discuss their work lives. A poll of the group showed that secretaries at Cornell are most concerned with the lack of career advancement opportunities and the need for better training of supervisors. Other major problems cited were verbal and psychological abuse, being required to run personal errands and supply food service and the lack of child care support systems . . .

### September 18

#### Office of Equal Opportunity

A Cornell employee, let's call him Bill, recently received a phone call from the Traffic Bureau asking him to move his car. He had inadvertently parked in a space that had recently been reserved for a disabled person. When Bill arrived at his car, he found a Safety Officer with pad in hand, writing a ticket, planning to call a tow truck. After some discussion, the ticket was changed to a warning notice and Bill drove off to find another parking spot.

That reserved spot is one of sixteen that have been reserved for handicapped staff, faculty, and students. This way of accommodating those community members with mobility restrictions was recommended by the University Committee on the Handicapped in 1978.

### October 16

#### Minority Faculty/Staff Forum

The Minority Faculty/Staff Forum is a three year old organization of minority exempt, non-exempt, academic and non-academic employees. The forum's stated purpose is:

To identify those issues and actions that affect the minority community at Cornell; to interact among ourselves and with University officials on matters of concern to us; to permanently increase the membership of the minority community through effective affirmative action lobbying; and to work toward making Cornell a better environment for minority faculty, staff and students . . .

### November 13

#### The Smoking Issue

An ad hoc committee on a university smoking policy was instituted at the October 23rd meeting of Campus Council. While respecting the rights of smokers and non-smokers alike, this committee shall review past policies, seek community input and develop a proposal to be considered by Council in early March of 1981.

## 1980-81

The proposal will aim to set a policy for public areas and meetings. It is hoped that some recommendations will be made concerning work areas as some problems have been expressed by employees . . .

### December 11

#### Sexual Harassment

The Office of Equal Opportunity is exploring ways in which any allegations of sexual harassment can be most appropriately investigated through various university grievance procedures. Because of the wide range of protected groups who may have occasion to seek redress regarding matters of sexual harassment, the Office of Equal Opportunity must assure that the university is prepared to accommodate all claims . . .

## 1981

### February 19

#### A Secretary's Prayer

Help me to be a good subordinate, to have the memory of an elephant or one at least three years long . . .

Help me by some miracle to be able to do six things at one time, answer four telephones at the same time while typing a letter that "must go out today."

And when that letter does not get signed until tomorrow, give me strength to keep my mouth shut instead of raising Cain as I'm tempted to do . . .

Dear Lord, never let me lose patience even when the boss has me searching the files for hours for something that is later discovered on his desk . . .

Help me to have the intelligence of a college professor, though my education was limited to four years of high school . . .

Help me to understand and carry out all instructions without any explanations whatsoever . . .

Let me always know just where the boss is, what he is doing, and when he will be back, even though he did leave without telling me . . .

And Lord, when the year ends, please let me have the foresight not to destroy records that will be asked for in the next few days, even though I have been told to destroy them.

Amen (author unknown)

### March 26

#### Employee Social Club

The proposal for an Employee Social group is still being studied. The next step is to develop a mechanism to select a representative group to act as a steering committee. That steering committee must establish a proposed charter, set of by-laws, etc. and elect a tentative set of officers. The present steering committee which was formed to propose a recreation park is still a viable group. It is suggested that they continue to act as a sub-committee of the main group. Any proposals coming from them will have to be implemented through a formally organized employee social group . . .

### April 23

#### Campus Council Report

The ad hoc Committee on smoking held an open hearing on April 15th after a Cornell community distribution of its preliminary recommendations. The final report is to be presented at the April 23rd meeting of Campus Council.

A proposal for policies and regulations for the use of alcoholic beverages was submitted to the Council by the ad hoc Committee on Alcohol Policy. It was discussed and adopted at Council's April 9th meeting . . .

## 1981

### May 14

#### Paper Savers

File drawers bulging with unneeded memos. Piles of obsolete brochures and catalogs. Are these the plague of your life? You could get rid of it all and help the environment too. RE-CYCLE.

The Cornell Recycling Program, coordinated by the Office of Campus Affairs, will do much of the work for you and cover the costs. This goes for almost every type of paper that you normally toss in the trash. If you are emptying files, clearing shelves of outdated publications—any kind of house cleaning—we will arrange for pickup . . .

### June 11

#### Gannett To Open

On April 6, 1981, Gannett Health Center opened its doors for faculty and staff members to receive primary medical care on a fee-for-service basis. Since that date over 250 persons have registered for health care services offered at the center . . .

### July 23

#### Facts About The Dairy Bar

Cornell employees recently learned that the Dairy Bar Cafeteria would be closed for the summer and would open in the fall as a vending machine and deli service operated by Cornell Dining Services . . .

#### Focus On: Biochemistry

Thanks to the initiative, ingenuity and persistence of Ezra Cornell and Andrew Dickson White and the "Morrill Land Grant Act" of 1862, Cornell University became a reality on April 27, 1865. The bill that passed the Assembly and Senate is the Charter of Cornell University and states the object of the University to teach branches of learning related to agriculture and the mechanic arts, including military tactics. It indicates that other branches of science and knowledge may be included in the curriculum . . .

### August 20

#### Campus Entry Restrictions

Due to a number of near pedestrian/vehicle accidents in recent months, the Office of Transportation Services and the Department of Public Safety agreed to enforce the campus entry restrictions more stringently during the upcoming year. The regulations since 1972 have provided that central campus be restricted to holders of S and U Permits . . .

### September 24

#### They're Back!

They are back! Shattering peace and quiet on campus, hallways, roads, in offices, on lawns, anywhere they are. And why do they have to jog 3 and 4 abreast and wobble their bikes with agonizing slowness on the road ahead of you? Have you tried to have a quiet lunch in the cafeterias? It was quieter at work!

I really do enjoy watching the students returning. There is a sense of expectancy, change, hope, joy, excitement and perhaps a little apprehension in the faces I see, not unlike the changing of the seasons their returning heralds.

Remember "Be kind to your webfooted friends, for a duck may be somebody's brother"? Well, that student may be somebody's brother or sister, and is someone's son or daughter — who knows? Maybe even yours or mine.

Welcome Back Students!!! Wouldn't be here without you.

### October 22

#### We Are Out!

This October issue of *Networking* calls for a celebration! Finally, after a lot of effort on the part of the entire editorial board, along with the cooperation of a group of University administrators, we are out!

# 1981-82

Out of the Chronicle, that is. Out so that you will not have to guess which weekly issue of the Chronicle we will be appearing; out to be distributed alone so that employees will finally realize that *Networking* is indeed an independent newsletter produced solely by and for employees; and finally, out in the hopes that we can attain a greater visibility among the employee constituency . . .

### Direct Deposit

The Direct Deposit Program will swing into action on October 16 when the first group of employees who signed up will have their pay deposited to their accounts in the participating banks.

As of October 8, approximately 2,000 employees had signed up for the program . . .

### November 19

#### Sound Off

**Q:** It is felt by many employees that Cornell does not favor the movement of a qualified employee from a non-exempt position. Are there any statistics to support or disprove this belief? For example, how many exempt positions in the last five years have been filled by outside applicants compared to non-exempt employees of the University.

signed Dubious Dora

**A:** "Dear Dubious Dora: Even though individual units do their own hiring, Cornell University encourages them to promote from within whenever possible and when other considerations are equal.

Over the last few years, and especially since new transfer application procedures have been implemented, over 45% of all posted Cornell position vacancies are filled by internal employee transfers. While statistics are not available for the full five years, during the period of September, 1981, 38% of all posted exempt positions were filled by transfers of non-exempt Cornell employees. This is a credit to the hiring units who have recognized the superb skills, educational level and dedication of Cornell's non-exempt staff. Thank you for writing.

Gary Posner, Director Personnel Services

### December 17

#### Greetings!

At this holiday season, I should like to thank each of you for your loyalty and devoted services during the past year.

Cornell owes its strength and its greatness not only to its faculty and its students, but also to the more than 7,000 staff who work to make Cornell a true community.

My wife, Rosa, joins me in extending to you and your families our warmest good wishes for the Holidays and for the year ahead.

Frank Rhodes

# 1982

### February 11

#### Panic

There is a guy in my office who literally flips out when winter arrives. "Think Snow" stickers are plastered on his door, and inevitably when the temperature dips below zero, he arrives with a neon smile and gushes, "Isn't it wonderful?" I'd punch him if he weren't one of my bosses . . .

### March 11

#### Color It Green

St. Patrick is credited with having performed many miracles when he lived in Ireland. But perhaps his most famous was driving the serpents out of Ireland. He did these things to bring Christianity to a country which had formerly been pagan. On March 17th, the day commemorating the death of Ireland's beloved patron saint, people all over the world celebrate in the various ways which have been carried on for centuries. It has come to be a day of giant celebrations, parades and just plain lunacy.

# 1982

Although it is an Irish holiday, anyone who would claim to have a "touch of Irish" are more than entitled to join in the fun. And, indeed, an excuse isn't needed; St. Patrick's Day is for all fun loving people. In fact, I have it on good authority from a Leprechaun that, on St. Patrick's Day, everyone is Irish!

### April 15

#### Recreation Club Formed

The space shuttle, Columbia went into orbit again last month. It is not the only thing getting off the ground these days. By now every employee (including faculty) and graduate student should have received an invitation to become a charter member of the Cornell Recreation Club . . .

#### Counsel Available

Last Fall Cornell's Personnel Services approached the Employee Assembly to seek input on a new Program. The "Employee Assistance Program" (EAP) is being offered to help Cornell Employees with the wide range of problems that confront us in our personal and work lives . . .

#### Non-Exempt Trustee Elected

Marilyn Cook's life was changed a few weeks ago when she was elected as the first non-exempt employee to become a Cornell Trustee . . .

### August 19

#### Posner Leaves Cornell

Gary Posner has resigned as Director of Personnel Services. He will begin September 1 as Associate Vice President for Human Resources at the University of Pennsylvania. Posner came to Cornell in November of 1978 as the "bold young man" to replace the "elder statesman" Deed Willers. Needless to say his style has differed from that of his predecessor.

We asked Posner what kind of person should the University look for to replace him. His answer: "First you need someone who understands state-of-the-art personnel management . . .

### September 16

#### Rail Fair

The Cornell Railroad Historical Society of Cornell University in conjunction with the Cornell Chapter of the National Railway Historical Society will hold the first annual "Finger Lakes Railroad Fair" on Saturday, October 16, 1982 in Ithaca, NY.

The fair will feature a Conrail display train at Stewart Park as well as several operating model layouts, model displays, railroad artifacts and collectibles, railroad literature, slide and movie presentations, as well as flea market tables and an evening auction . . .

### October 21

#### A Woman's Gift

Towards the end of September in 1968 a woman walked into the Public Library in Ithaca, NY where a man was going through some books temporarily housed there. She asked some questions, was shown some materials of interest to her, and left feeling impressed and pleased with what she had seen and heard. She wanted to express her positive feelings with a gift of some sort and asked a friend for advice. Her friend made some inquiries and came back to her with a suggestion which she heartily approved, a firm in Watervliet, NY was speedily contacted; the gift had to be ready in a fortnight. The firm met the challenge and the gift was presented at the inauguration of a new institution - Cornell University.

The gift, of course, was the chime of bells; the woman was Jennie McGraw. The original chime bore a gift inscription and the lines from Tennyson's "In Memoriam"; which starts with: "Ring out the old, ring in the new, ring out the false, ring in the true . . ."

In June, 1908, the original bells were reconstructed (by the descendants of the same firm in Watervliet), and four new ones added. In 1928,

# 1982-83

two more were added making sixteen, believed to be an ideal combination of tones for chimes . . .

### November 18

#### Career Mobility At Cornell

In the spring, Professor Tove Hammer of the ILR School, and Jacqueline Landau, a graduate student, distributed questionnaires on career mobility to all clerical staff at Cornell. Three hundred questionnaires were filled out and returned, and the results have been compiled in a report titled "Report for Clerical Staff." . . .

### December 16

#### Health, Holidays & Holiness

We are approaching the end of the year when three special occasions come together as holidays - a break from the public routine. They are the Jewish festival of Hanukkah (Festival of Lights), the Christian celebration of the birth of Jesus, and the circuit of the planet earth in the Winter equinox.

Whether we are Jewish, Christian or sun worshippers we receive a gift of "time off".

The startling fact that grows from year to year is that so many dread the holiday period and suffer "Christmas Blues" from extravagant expectations, family tensions from the personal and financial costs of showing more love than they can afford, and feeling cut off from all the good feeling and conspicuous consumption mirrored on our TV screens. That is a sad fact: that a holiday should be the occasion of dread, depression and isolation.

# 1983

### February 17

#### Anna Has A New Boss

Anna Moratz is a member of Editorial Board of *Networking*. Anna has a new boss: he is Lee M. Snyder who hails from the State of Pennsylvania.

Mr. Snyder attended his first Employee Assembly meeting on January 19, 1983. He took over on January 17th as the new Director of University Personnel Services. Mr. Snyder holds the position previously filled by Gary Posner. He comes to Cornell from Purdue/Indiana State where he was Director of Personnel Services at that joint operation . . .

### March 17

#### Our 4th Year

It is a pleasure to take note of *Networking's* fourth year of publication. It is interesting to look back to the first issue and recognize the many changes in the publication and in the campus which have taken place in the intervening years. But, one thing has remained constant in that period—the willingness of you and other volunteers to expend the time, care, and intelligence which are required to make *Networking* an effective means of providing communications from, to, and among employees . . .

Sincerely,

William G. Herbster, Senior Vice President

### April 21

#### On The Out Side Looking In

A funny thing happened to us while having dinner at the Station. A long time waiter (one from the Old School who learned to be a professional waiter almost by the apprenticeship method) asked a fellow diner, "What are you doing now?" Our friend said that he is employed at Cornell. "Oh, no wonder I can't get a job there now", jokingly replied the waiter. "Well, have you applied?", asked our friend. "Sure I applied, they sent me from this office to that office, had me fill out this form and that form and several more. I didn't want to be president, I just wanted a job!"

This true anecdote is not told to criticize Staffing Services or the Personnel Office. We know they have the impossible job of trying to place but a small percentage of the available ap-

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plicants in the limited openings. The story is told because it portrays a beautiful sense of humor and because it demonstrates how the inside is viewed by those on the outside looking in.

### May 12

#### Tomtran: Alive and Doing Well

Looking for public transportation in Tompkins County was next to zilch a few years ago. Today, there is in place a network of transit systems under the name of Tomtran which, hopefully, will continue to expand.

According to Dwight Mengel, Director of the County Planning Office, they will have completed a random-sample-household survey in the towns of Ulysses, Enfield and Newfield . . .

### June 16

#### Dominic Versage—Cornell Trustee

Dominic A. Versage has been elected by employees to serve on the Cornell University Board of Trustees. Dominic is the Radiation Safety Officer for the University. He operates from the Office of Environmental Health at 118 Maple Ave . . .

### August 18

#### Smile

A smile costs nothing but gives much. It enriches those who receive, without making poorer those who give. It takes but a moment, but the memory of it lasts forever. None is so rich or mighty that we can get along without it, and be made rich by it. A smile creates happiness in the home, fosters goodwill in business and is the cornerstone of friendship. It brings rest to the weary, cheer to the discouraged, sunshine to the sad, and it is nature's best antidote for trouble. Yet, it cannot be bought, begged, borrowed or stolen for it is something that is of no value to anyone until it is given away - Some people are too tired to give you a smile. Give them one of yours, as none needs a smile so much as he who has no more to give!

This beautiful saying, written in English, was discovered in a store window in the artist's quarter, "Eppendorf" by Anna Moratz' mother, Hilde Wagner, who lives near Hamburg, Germany!

#### New Football Coach Debut

A large contingent of Cornell employees is expected to be on hand when Maxie Baughan makes his debut as Big Red Head Coach on September 24 . . .

### October 13

#### Morehouse Retires in Faculty Office

What office on campus serves faculty members from all disciplines?

It is the Office of the Dean of Faculty, and for more than 16 years Jean Morehouse has assisted thousands of faculty members and academic staff with various questions. And if she didn't know the answer, she would find out.

Jean first came to Cornell in the last few months of Royse Murphy's term as Dean in May of 1967. She has since worked for Deans Robert Miller, Norman Penney, Byron W. Saunders, Kenneth Greisen and incumbent Joseph B. Bugliari . . .

### October 27

#### I "Feel Like I Have Just Bought My 100th Lottery Ticket and Won!"

I began working at Cornell in September 1979 and from that day on I have worked very hard to initiate some kind of commuter service for others who like myself would like some sort of public transportation. The safety factor was upmost in my mind, because of the many bad accidents I had seen on the 22-mile trip. Money was of course next in mind.

Two years ago Hertz announced that it cost \$.27 a mile to drive a car. Who knows what it is today. The parking situation was next - although I suppose 14 cars don't put too much wear and tear on Cornell's roads, nor do they take up a great deal of parking space. Next I thought of the new jobs it might open up. With all the unemployment a new van service might put some unemployed person to work . . .

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### November 10

#### Concerns About Your Job? Many Ways To Resolve Them

How can you effectively resolve concerns about your current work situation?

See an EAP counselor

Call the Ombudsman's Office

Make an appointment with an Employee

Relations Specialist

Contact the University Health and Safety

Review Council

File a grievance

Talk to your supervisor

See your Personnel Support Group (PSG)

Representative

You are right, no matter which of these you check. There are many ways Cornell employees can help resolve their work related concerns.

The employee survey revealed that, while many people at Cornell are aware of the existence of the grievance procedures, some would not feel comfortable using them because of their fears of being criticized by their supervisors . . .

### December 8

#### Endowed Health Care Plan

##### Future Changes to Create Cost-Efficiency.

Today's health care costs are staggering. They account for almost ten percent of the nation's entire gross national product. In other words, one of every ten dollars spent for any reason in the United States now goes toward providing health care.

Why have these costs risen so dramatically? Three forces are mainly responsible for the continuing increase in the cost of proper health care: inflation, increased demand for health care services and availability of a higher level of health care services due to the technological advances and other factors.

As health care cost continue to rise, it is not difficult to see that health care plan premiums will also increase accordingly . . .

### December 22

#### Arecibo Observatory Celebrates 30th

"Columbus broke the bounds of one hemisphere - the research that is conducted at the Arecibo Observatory is breaking the bounds of the world." Someone has said that what we know is finite; what we do not know is infinite. The 1,000 foot diameter radio telescope operated in Arecibo by Cornell University continues to look to the infinite."

The 30th year celebration was held at the Observatory on November 15. It was like old home week for some of us who were a part of the original team who went to Puerto Rico in 1960 to begin the project . . .

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### February 9

#### Get Involved!

"Immigration is the sincerest form of flattery. Jack Paar once said. It's true that countless people make tremendous efforts and sacrifices each year to come to America. One of the reasons why they would rather be here than in their own country is the freedom of choice they will and do find. In this day and age, they do know that the streets are not paved with gold. And along with the freedom they soon realize that hard work, at times struggles, and much responsibility awaits them. Even to find a basis on which to make a voting decision is not always an easy task . . .

### February 23

#### Celebrate

"As I would not be a slave, so I would not be a master. This expresses my idea of democracy. Whatever differs from this, to the extent of the difference, is no democracy."

#### Abraham Lincoln

February is the month of great presidents' birthdays. Last year, a feature article dealt with

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the autograph manuscript of the Gettysburg address which is a part of the Cornell Library. A second article was a review of the George Washington connection to the university through the general's great admirer and protege, the Marquis De LaFayette - the fabulous Collection of LaFayette Papers is also in the Cornell Library . . .

### March 22

#### Project Child Finder

This is a voluntary program designed to assist parents and authorities in identifying children by means of fingerprint identification.

The child's fingerprints are placed on a specially designed fingerprint card, which is immediately turned over to the parent or guardian for safekeeping . . .

### April 19

#### Where's the Beefsteak?

The seeds are planted (this very minute the winner is germinating) . . .

The snow is gone (for the moment anyway)

And the Second Annual Humphreys Service Building "Great Tomato Race" is "growing" to begin.

Last year we had 47 "racers" and this year we anticipate close to a hundred Humphreys hopeful horticulturalists. There was much boasting, bragging, huffing and puffing, as well as crying in despair as the contenders reached the weigh-in scale . . .

### May 17

#### "My Baby's Graduating"

How many mothers through the decades have uttered this phrase. My baby's graduating?

Some say it with a mixture of sorrow, joy, pride and perhaps even relief. Sorrow because soon your youngest child will be truly on his/her own and leaving home (i.e. you), joy for the life and love you have both shared these past 21 years or so, and pride in his/her accomplishments. No matter how large or small the relief felt is probably one of he's finally made it and I won't have to worry anymore. Although you think your worries about your young graduate may be coming to an end, don't count on it . . .

### May 31

#### Keith Kennedy Retires??

##### . . . It Says Here . . .

Provost Keith Kennedy spoke recently at a Senior Staff Briefing. After his regular report on the status of matters for which his office holds responsibility, he shared a bit of nostalgia concerning his Cornell career.

He came to Ithaca on February 14, 1940. Except for a stroke of fate, a severe snow storm would have stranded him in Buffalo. Farm and Home Week was in session with many out of town folks stranded in Ithaca due to the storm. There was neither a room to be had nor transportation from the train station . . .

### June 28

#### Around Cornell: WHCU, Something Special

Ithaca's WHCU AM-FM is a powerful regional station. Its signal can be received in 22 counties in New York State and 9 counties in Pennsylvania. The station is not only powerful in wattage but also in influence. On January 23, 1983 WHCU celebrated 60 years of service to central New York as the 7th oldest operating station in New York State.

WHCU is owned by Cornell University. Its beginning was in the Electrical Engineering School in 1915 where it was run on an entirely experimental basis by students . . .

### September 20

#### They Did It!

##### Cornell Community Infant Care Center

No one knows before the big event just how overwhelming a new baby's arrival really is. Endless responsibilities appear along with the relief that things went well. Sometimes a place where the infant will be comfortable while a single parent or both mother and father work outside the home must be found. Since last



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month, the Cornell Community Infant Center, 406 Triphammer Road, offers a new alternative for Cornell employees . . .

## October 4

### Trustee Report

In the process of preparing for and attending various meetings, Cornell trustees collected some impressive data about the University. It is fun to share some facts and figures:

1. The Cornell main campus covers over 500 acres.
2. There are 14 acres of roofs on the main campus
3. Cornell owns about 11,400 acres in Tompkins County and approximately 3,300 acres in the rest of New York State
4. There are 250 buildings on the main campus
5. There are approximately 1,500 faculty at Cornell
6. Approximately 7,000 support staff are employed
7. Approximately 17,500 students are enrolled
8. Students come from every state in the Union and approximately 1,400 international students . . .

## October 18

### New Park Planned for CRC

Plans are underway for the new Cornell Recreation Club Park located near "Monkey Run." Three committees are forming to convert the site into a recreation area, and volunteers are needed to contribute their time and ingenuity to the project. Please call the CRC office or one of these chairpersons to offer your help: George Peter, (Fund Raising), Chuck Parkin (Policy/Use) or Daryl Dunn (Building).

## November 1

### President Rhodes Chats With Employees

Communication between employees and administrators is a topic of concern in most organizations, whether it be universities or public enterprise. The Employee Trustee Brown Bag luncheons are designed to give employees an opportunity to meet with senior administrators and have questions answered, air concerns or listen to the exchange of comments and ideas . . .

## December 6

### Cornell and I

You, alone, who are Cornellians, cannot claim Cornell. For she belongs to all those who pour out their energies, dedication and service to her. I walk the hills and watch the seasons flow. Year after year, I claim her as my own. Cornell is a part of all I've grown to be

I am an employee.

And as such I am as much in possession of Cornell as one who may have earned her bachelor's or her PhD.

I am an employee

I bring my gifts and talents and plant them here, year after year, and watch them grow, as I grow, and we quietly become one with each other, Cornell and I.

I am an employee.

There is no building named after me, nor will there likely ever be. But I am hers, nonetheless, as surely as she soaks up all of me which I pour out. I give myself, time after time.

I am an employee.

Cornell is mine.

## December 20

### Give a Gift to Africa

In Africa today, some thirty countries with a combined population of 150 million people are suffering the prolonged and devastating effects of drought.

Over 300,000 men, women, and children have already died in Ethiopia; another 6 million are threatened with imminent starvation. In Mozambique 100,000 people died last year. In Chad the entire population is threatened. Almost all the Sub-Saharan countries live under the shadow of crisis.



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# 1985

## February 28

### CRC Members Sail To the Caribbean

Sixty-four Cornell staff members and retirees boarded the "Festivale" cruise ship in the afternoon of February 2 and set sail on an event-filled seven day trip to Nassau, the Bahamas; San Juan, Puerto Rico; and St. Thomas in the Virgin Islands.

The "Festivale" had approximately 1,200 passengers with a crew of over 500. The ship is owned by Carnival Lines, an Italian liner with registry in Panama. The officers were Italian and the crew represented 45 different nations . . .

## March 14

### Food for Thought: The Enemy

"I am more powerful than the combined armies of the world. I have destroyed more men, women and children than all the wars of all nations. I massacre thousands of people every year. I am more deadly than bullets, and I have wrecked more homes than the mightiest guns. In the United States alone, I steal over 500 million dollars each year. I spare no one and I find my victims among the rich and poor alike, the young and old, and the strong and the weak. Widows know me to their everlasting sorrow, I loom up in such proportions that I cast my shadow over every field of labor. I lurk in unseen places and do most of my work silently. You are warned against, yet you heed me not. I am relentless, merciless and cruel. I am everywhere, in the home, in the schools, in the factory, on land, in the air, and on the sea. I bring sickness, degradation and death, yet few seek me out to destroy me. I will give you nothing, and rob you of all you have "I am your worst enemy, I am rampant fire."

## April 11

### Burnout

Nearly everyone experiences work-related stress and has days when they do not feel like going to work. This is not much of a problem unless it becomes chronic. At this point, burnout has occurred. Burnout can be defined as debilitating psychological condition brought about by unrelieved work stress. Researchers Pines, Aronson and Kafry have identified the three basic components of burnout as physical, emotional and mental exhaustion . . .

## May 22

### General Stores Operations Move to Orchard Park

In July, 1984, General Stores merged with the Orchard Warehouse-Central Receiving complex located in the Orchard Service Park. This April the office staff of General Stores moved from the Humphreys Service Building to a new home at the Central Receiving Orchard complex. Office personnel and phone numbers for General Stores remain the same only the location has changed . . .

## July 25

### New Noyes Lodge Will Open This Fall

Noyes Lodge will take on a new look this fall when it opens its doors on a new market place of products and services. Cornell Dining and the Campus Store are partners in developing the new Entrepot Market Center and has scheduled the grand opening for the last week of August. Meanwhile, Noyes Lodge has been closed this summer to facilitate the changes . . .

## September 19

### International Crop and Weed Garden

If you think Ithaca's climate is too cold for cotton and bananas, it's time to discover the International Crop and Weed Garden at the Cornell Plantations. Here students and visitors learn about plants from all over the world that are used for food, fiber, and oils.



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The crops are broadly divided according to their uses. For example, in the oil and fiber group are peanuts, which originated in South America, and soybeans, which came from eastern Asia; both crops provide food, oil, and meal to various continents. Seed oil from the tropical castorbean is used in soaps and aircraft lubricants . . .

## October 17

### Keeping the Family Unit Strong

The divorce rate in the United States has more than doubled in the last decade, and it's not expected to drop. Some experts predict that by the year 1990, fewer than half of all American children under the age of 15 will be living with both biological parents. In this day and age, it is sometimes difficult not to lose sight of the importance of staying close and together . . .

## November 14

### Wilma Williams Wins September Custodian Award

The Department of Residence Life has recognized Wilma Williams as the September 1985 Custodian of the Month. This award has been created for the purpose of recognizing one custodian each month from the department whose contributions are defined as outstanding. Performance, initiative, leadership and teamwork are key qualities on which this award is based. In her consistently unassuming manner, Wilma Williams represents well these qualities as is reflected by her selection to receive this award . . .

## December 5

### Single Parent Families

According to the 1980 Census Bureau, single-parent families are on the rise in the U.S. From 1970 to 1979, the number of single-parent families with dependent children under 18 rose from 3.2 to 5.8 million. A majority of these families are headed by women.

Most single-parent families result from a loss; the family experienced death, desertion, separation, or divorce. Children born out-of-wedlock also contribute to the statistics found on single-parent families. The process of sustaining a loss and continuing to go on is a difficult one, and family members find themselves making adjustments in many areas of their lives . . .

# 1986

## February 20

### Bits and Pieces

Youth is not a time of life - it is a state of mind. It is not a matter of healthy cheeks and supple knees: it is a temper of the will, a quality of the imagination, a vigor of the emotions; it is a freshness of the deep springs of life. Youth means a temperamental predominance of courage over timidity, of the appetite for adventure over the love of ease. This often exists in a person of fifty more than in a person of twenty. Nobody grows old by merely living a number of years; we grow old only by deserting our ideals. Be wiser than other people, if you can, but do not tell them . . .

## April 3

### Supervision Today: The Art of Praise

One of the most powerful inexpensive motivators readily available to every supervisor is praise. Praise builds self-esteem. Praise is a form of recognition. And praise reinforces desirable behavior.

All of this is true, but oversimplified. In fact, praise does not always work as a motivator. Its effectiveness depends on several variables:

- \*the person giving the praise
- \*the nature of the praise, and
- \*the personality of the person being praised.

Singing Praises - The praiser must be credible. If praise comes from someone who knows relatively little about the task, problem, or situa-

# 1986

tion the employee handled to earn the praise, then such praise will carry little weight . . .

## May 29

### Stages in Stepfamily Living

With the high divorce rate in our country, stepfamilies, or blended families as they are often called, are increasingly common. Stepfamilies have unique rewards and problems, and understanding them can promote better relationships within the family.

For convenience, we can divide the life cycle of stepfamily living into 3 stages; early, middle, and late. In the early stage, lasting two to three years, there is a normal process of moving from fantasy to reality. The stepparent fantasies about being welcomed by adoring children, the biological parent about sharing the burden, and the children about the divorce parents reuniting . . .

## June 26

### The One Minute Manager: "A Great Bunch of Common Sense"

Ken Blanchard, '61 at his 25th reunion, entertained and educated his fellow alumni. His talk to a packed house at Bailey Hall was based on his book, *The One Minute Manager*.

He stated his philosophy: Life is an opportunity for winning. Winners breed more winners. Winners dream bigger dreams. They are winners because they set goals - a goal is a dream with a deadline.

Blanchard advised not to practice seagull management. That is where you fly in, make a lot of noise, drop on everyone and fly out . . .

## July 24

### Alice Humphreys Retires

"Enormous good luck," is how Alice Humphreys describes the opportunities which have been offered to her at Cornell. But those who have worked with her, like Provost Barker and Provost Emeritus Kennedy, would tribute her successful career to qualities other than luck.

Alice retires this month, and friends and colleagues recently gathered at the Statler to honor her and say thanks for twenty-four outstanding years at Cornell . . .

## September 18

### CRC Receives Major Donation

As most of you know, the Statler has closed for major construction and renovation. Many of the furnishings and inventory will be replaced with new material when the Statler reopens in two years.

Five trucks were loaded and transported with donated items from the Statler to CRC. Items included; hundreds of dishes and other china, dozens of folding and stacking padded chairs, two dozen large folding tables, a stainless steel sink, two ovens, a coat rack and a piano . . .

## October 30

### Employee Attitude Survey: Topics to be Covered Reviewed

Next month approximately one third of Cornell's nonacademic employees will be asked to respond to an attitude survey. This survey will provide valuable information - both complimentary and uncomplimentary - for guiding the direction and formation of human resource policy at the University.

For your information, in case you happen to be in the group of the employees who will not receive a survey, listed below are the topics which will be covered.

1. Working at Cornell
2. Your Job
3. Supervision
4. Salaries and Administration
5. Cornell as an Employer
6. Benefits
7. Training, Career Development and Promotion
8. University Personnel Services
9. Problem-Solving and Grievance Mechanisms

# 1986-87

## November 13

### United Way Campaign Well Underway

The United Way campaign is now well underway. Cards are out, requests have been made and the responses are beginning to come in. The campaign progress report for the end October was very encouraging and showed that approximately 40% of the county-wide goal of \$1,140,000 and 32% of the Cornell goal of \$400,000 had been raised so far . . .

## December 4

### The Advancing-Distancing Dance

When tension and anxiety become a problem all of us exhibit behaviors which sometimes get us into trouble. These behaviors are a normal response to tension.

On the one hand, before we can talk about whatever the tension is, we may need to "distance" from it until we have time to think about it. Distancers are very creative about how they do this. They may go to sleep, watch TV, read a book, or just not talk until they settle down.

Conversely, "advancing" is done by talking. Some of us need to talk about the problem we are encountering and often feel we need to talk about it now! We all exhibit some of each behavior but we behave predominately in one way or the other . . .

# 1987

## February 26

### Meet the Telecommunications Staff

February 28, 1986 signalled the cutover to Cornell University's System 85 switch, associated telephone sets, underground and building cable-wire facilities as well as the telephone company circuits that connect Cornell to the outside world.

We serve the Cornell community with nearly 9,000 administrative and 4,000 resident hall telephones, utilizing the latest technology. During the past year System 85 processed 4,970,000 calls representing 390,833 hours of phone usage.

Please join the Department of Telecommunications on Friday, March 6th so you can meet the staff and they can say "thank you." . . .

## March 12

### Grounds Department Presents Awards

Everyone likes a well-earned break from their stressful work schedules, but we especially enjoy it when on that occasion we are able to give or receive recognition for an outstanding effort or a job well-done. When the men and women of the Cornell Grounds Department took a break and convened Friday afternoon, it was to pay tribute to four fellow coworkers.

Bill Hathaway and John Howe, groundworkers, were awarded Certificates of Completion in Cornell's Cooperative Extension Turfgrass Short course.

The Grounds Department also paid homage to two other friends and coworkers. Irving Ameigh has 15 years of faithful service to the department and continues to be one of our most versatile equipment operators. Carl Griswold is a recent retiree with 20 years of devoted service . . .

## April 23

### Senior VP William Herbster Recognized for Dedicated Service

Senior Vice President William Herbster has been described as a chronic workaholic. But that does not begin to tell the whole story. He has been the epitome of dedication to Cornell. Bill has worked diligently to bring the University to financial equilibrium. Prior to his arrival, the University was operating with a deficit budget of over \$6 million per year. This has gone on for over six years and was causing a severe drain on the endowment. The budget has been balanced for the last several years . . .

# 1987

## May 7

### "It's Just Terrific To Be There"

On Sunday, May 31st, 350 ushers wearing easily identifiable red coats will be stationed at strategic points on campus assuring a smooth and orderly 119th commencement day. Overseeing the processional, crowd control, and seating of graduates, faculty and guests will be group leaders with years of experience behind them.

Betsy East, associate director, Athletics and Physical Education, is the group leader for the Quad Ushers and her group is responsible for the graduates from the time they enter Schoellkopf Field in the processional until the end of the commencement ceremony when President Rhodes leaves the stadium. "I started as an usher because I knew a lot of the students through the athletic department, and commencement takes place in one of our facilities, she says. I have continued working each year because I think commencement is one of the most exciting events on campus."

## July 23

### Child Care Committee Established by Employee Assembly

On July 1, 1987 the Employee Assembly approved a motion 8 to 0 with 1 abstention to establish an ad hoc committee of the Assembly to work on the issue of child care. The proposal for a standing committee was brought to the floor by nonexempt, endowed representative Theresa Vander Horn in late May . . .

## August 27

### Questions to the Director Comments From The Employee Attitude Survey

"Questions to the Director" include comments, concerns and questions addressed to Lee M. Snyder, Director of Human Resources regarding the Employee Attitude Survey.

**Q.** I would like to stress I think it is very important that the results of this survey are made public. I feel that as a participant I am entitled to know the results and I think it would be appropriate if Cornell (through SRI) let individuals who participated in the survey know the results."

**A.** Summary results were printed in a special four-page insert to the Cornell Chronicle on May 21, 1987 and the complete results are available for your review at the University libraries reference desks. A Contact will be mailed to employees in September and will highlight findings of the survey . . .

## September 24

### Following the Brass Band

The Prince of Denmark's March played on a hose pipe is the introduction students receive to the James Law Brass Quintet at the College of Veterinary Medicine. Dr. Jay Georgi, professor of Parasitology, built this hose pipe from hydraulic tubing and a mute. He plays the instrument to members of the first year class as he recruits more musicians for the ensemble . . .

## October 29

### "The More Power You Give Away, the More Power You Get."

Priscilla Petty reports in an *Ithaca Journal* column about power. She quotes work done by James Kouzes who teaches at Santa Clara University.

The gist of her message is that, in the work place, the need for power turns friends into fiends. People seem to believe that there is a finite amount of power, so we had better grab what we want. Ms. Petty contends that the more power you share, the more power you get.

Kouzes describes how powerless, as an employee, you feel when a superior doesn't let you have choices about what you do; delegates authority and then takes it back; criticizes you in front of others; is dictatorial, autocratic or takes advantage of you.

On the other hand, Kouzes continues, you (the employee) feel powerful when a supervisor delegates significant tasks to you, compliments

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you in public, sets a goal but allows you to decide how to reach the goal . . .

## November 12

### Ride For Research!

Friends of Cornell's Equine Research Park have found another reason to celebrate the brilliant color and tangy air of autumn. On Saturday, October 10 more than 50 teams were entered in a Fall Hunter Pace. Pairs of riders follow a well marked course - 6 1/2 miles across fields and through woods. To add variety there are 30 rustic jumps ranging from 2 inches to 3 feet high. Harold Mowers, retired farrier but very active at the Equine Research Park, built the jumps and prepared the course . . .

# 1988

## January 14

### David Lasher Named "Outstanding Employee" At the NYS Agricultural Experiment Station at Geneva

A burst of hearty applause greeted the news that Dave Lasher, director of the Physical Plant at the Experiment Station in Geneva, had been selected by the Geneva Employee Council as the "Outstanding Employee" for the fall of 1987 . . .

## February 11

### David Drinkwater Dedicated Service Award Recipient

We believe David Drinkwater deserves The Dedicated Service Award because of his willingness and commitment to helping the Cornell community be a better place. His unique ability to cut across communication and other barriers and to assist in resolving the many tense situations that have arisen during his eight years as dean of students, has gained him amazing respect. His genuine caring, coupled with sincerity and honesty, have touched many on campus and in the community. Everyone seems to admire David, even if they do not always agree with him . . .

## March 17

### Are You a Couch Potato?

I have worked for Cornell for twenty years. In that length of time I have heard each and every employee that I have come in contact with complain about something they are unhappy about in their day-to-day contact with the university. My mom's definition of these types of people was "armchair critics." In today's world they are referred to as "couch potatoes." The translation of either term means someone who would rather sit back, do nothing, criticize, and then complain about what has happened.

I'm sure each of you has heard the expression. "If you want something done, do it yourself!" It doesn't require a degree to know what that means. Why is it that there are so few employees willing to try to improve or change their work situations? . . .

## April 7

### Dwight Widger Voted Employee Elected Trustee

Dwight Widger is Cornell's newly elected employee trustee. He will be replacing George Peter who will be stepping down after serving some eleven years on the Cornell Board of Trustees. Dwight's four-year term begins on July 1, 1988. His experience in campus governance - noted in George Peter's Trustee Report - should serve him well in his new position. We congratulate him and wish him success . . .

## May 19

### George Peter Receives Dedicated Service Award

Where does one begin when talking about George Peter and Cornell University? With the recognition of his 41 years of dedicated service? With a discussion of his persistent insistence that the Cornell community recognize that all

employees are an integral part of the university? With a listing of his tireless pursuits trying to improve programs that are aimed at retaining good people and improving the employees work environment? With his push for increased recognition and appreciation of the contributions of all individuals in the community? . . .

## June 23

### Twelve Employees Awarded Degrees Employee Degree Candidates: "A Long Struggle But Worth It"

Twelve of your fellow employees achieved a personal goal this year when they completed a Cornell degree and graduated with the Class of '88. Congratulations Ed Swayze, Glenn Applebee, Vickie Goss, Janet Gray, Cindy Thomas, Robin Gowin, Karl Schmid, Ruth Constantine, David Vaughn, Chris Pelkie, Roger Kaplan, and Joe Scantlebury . . .

## September 8

### Task Force on Working Families Appointed

The day care teacher calls to say Cindy, 4, has the chicken pox.

The doctor says Ralph, 16, who suffered head and back injuries in a recent car accident, needs full-time care when he leaves the hospital.

A neighbor calls to say Mamie, 82, fell and broke her hip.

These people are not Cornell employees but their situations will affect the work of Cornell employees.

"The issues of child care and elder care are in the forefront for many Cornell employees," said Joycelyn Hart, associate vice president for human relations. "Because of this, we have decided to set up a Task Force for Working Families to pull together the various constituencies of employees to review Cornell's policies, procedures, benefits, and resources as they relate to family care."

"If I can make it easier for working parents in the future, I want to do that," said Kris DeLuca-Beach. "I don't think I will benefit personally from the changes, but maybe it will be easier for my children and grandchildren."

## September 22

### Balancing Work and Family: The Flextime Option

"Flextime" is a work schedule option about which the American public is hearing more and more. As we shift from discussing the child care crisis to solving it, individuals are beginning to take a hard look at work options they hadn't previously considered.

There are advantages to flextime for both employee and supervisor. For employees, particularly working mothers, who continue to carry the brunt of family care responsibilities, flextime can be invaluable in meeting family responsibilities which impinge on standard working hours. For the manager who grants flextime, the return may be measured in terms of increased productivity, higher moral and lowered absenteeism. There may be advantages of increased productivity, higher morale and lowered absenteeism . . .

# 1989

## January 19

### AIDS in the Workplace

A recent conference on AIDS in the workplace was sponsored by the World Health Organization and the International Labor Organization. It brought together representatives from 18 countries to discuss risk of AIDS transmission in workplace settings.

Although most work settings do not provide the risk of AIDS transmission, concern about AIDS presents a source of anxiety in the workplace. If you or someone you know has concerns about AIDS-related issues, the Employee Assistance Program provides trained counselors willing to discuss such concerns . . .

## March 2

### Travel Office Aims to be the Best!

The Cornell Travel Office at 163 Day Hall was the first travel office located within any university in the United States. Started in 1959 by Wally Rogers, the Travel Office has grown from one employee to the current staff of eight . . .

## April 6

### The Geneva Station: A Vital Part of Cornell's Agricultural Research and Extension Program

Cornell's NYS Agricultural Experiment Station at Geneva is one of the premier horticultural research institutes in the world. Encompassing more than 1,000 acres, including outlying laboratories in Highland and Fredonia, the Station conducts research and extension activities on fruits and vegetables, a \$2 billion annual industry in New York . . .

## April 20

### New Day Care Center Opens

Week of the Young Child 1989 was an important week for the new Ithaca Community Childcare Center. After more than two years of planning and construction it is now operating from its new, permanent center. The new center is located on Warren Road, next to BOCES and up the street from Northeast Elementary School . . .

## May 18

### Tomorrow is National Health and Fitness Day Join the Fun Run - Walk Around Beebe Lake

Join in the fun this Friday, May 19 and participate in National Employee Health and Fitness Day.

All employees are welcome to join the fun run-walk sponsored by several local businesses. How? When you sign up to either run or walk around Beebe Lake you predict how long it will take . . .

## October 12

### Help for the Working Caregiver

An increasing number of companies are beginning to shoulder some responsibility for helping employees caring for frail relatives. Employers across the country are participating in a national survey conducted by the National Association of Area Agencies on Aging to assess the need for caregiver benefits.

Beginning in May 1987, workshops are being offered by Area Agencies on Aging that will inform employers of adult day care and other services available to help employees with dependent aging parents . . .

## October 26

### "Wellness in a Multi-cultural World"

Dr. Crystal Kuykendall will present a seminar entitled "Wellness in a Multicultural World" on Thursday, November 16 at 5:00 p.m.

The program is being sponsored by the Wellness Program, the African Studies Institute, Residence Life, the Learning Skills Center, the Johnson School and Minority Business Association and the Office of Human Relations.

Dr. Kuykendall has gained national recognition for specialization in the provision of human resources - staff development training and financial management techniques to city and school officials, parents, youth and youth serving associations . . .

## November 9

### Is Baby Smoking?

You may never consider offering your child a cigarette, but it is likely that if you smoke, so does baby.

The damaging effect of passive smoking or second-hand smoke, have been publicly acknowledged, most notably by U.S. Surgeon General C. Everett Koop. However, the implications of passive smoking are even more serious for children, whose young lungs are still growing and developing . . .

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**December 7****Co-Alcoholics: The Partner Paradox**

Unless you have experienced it yourself, it is almost impossible to imagine the exquisite pain suffered by those who are married to alcoholics. Their lives are filled with guilt, loneliness, anxiety, resentment, fear and depression. Their ineffectual attempts to come to grips with their partner's drinking may even result in their own physical and emotional illness. This is one reason that alcoholism is called the family disease. Ask anyone who is married to a drinking alcoholic and that person will tell you they would do anything to make their partners change. As often as not, they are lying or confused. The sad truth is that husband or wife (friend or lover) of an alcoholic cannot make an alcoholic change. They cannot control out-of-control behavior or drinking. The only thing they can change is themselves . . .

**December 21****Returning to the Classroom**

The prospect of returning to the classroom can be exhilarating, but also intimidating. What class should I take? Does it have to be job-related? How do I register? How do I know if I can handle the work? What if my supervisor won't support my taking a course?

These are just some of the many questions employees find themselves asking when they are thinking about returning to the classroom . . . What may feel like an overwhelming process can be quite manageable if broken down into steps . . .

1990

**January 18****In the Parents' Corner  
Pregnant, Parenting . . . and Addicted**

One of the most disturbing trends of the last few years is the increasing number of women who are addicted to drugs. More disturbing is the fact that some of these women become pregnant while addicted. As a society, we are outraged at the victimization of the littlest, most vulnerable members of our society, the babies. We are so outraged that we become distracted by our anger, and fail to meet the critical needs of the babies and the women who care for them . . .

**February 1****Children's Issues Require a National Commitment**

For decades on decades, men have tended business while women have tended family. Now that the division of labor is becoming more diverse, the needs of families are changing. Below are just some of the accommodations people concerned with families can request of their government and employers:

Family care leave; funding for child care; child care employment; paid leaves; training for careproviders; safe child care; teenage pregnancy; drug addiction and parenthood; parenthood and incarceration; AIDS, Addicted, Abused, and Boarder Babies . . .

**March 1****A Labor of Love: Sources of Support and Challenges Faced by Working Caregivers**

If you are currently employed and also providing assistance to an elderly person, chances are you are facing major challenges. You are not alone! Recent estimates have shown more than one-half of caregivers work outside the home and most are employed full-time. In addition, the majority of caregivers are married and many have child care responsibilities typical of "the sandwich generation." . . .

**April 12****Dear Networking,**

1990

**I am a responsible, respected member of the Cornell community. I am also a recovering alcoholic.**

During the years (and it was years!) that my addiction to alcohol grew steadily and progressively worse, everyone around me suffered, including my coworkers. They did my work when I had the "flu." They put up with my totally unpredictable behavior. They covered for me when I was late. They put my memory lapses down to "academic absentmindedness." They chalked my paranoia up to "stress" and "overwork." They clucked their tongues sympathetically over all the "problems" I was having at home.

I very nearly died from alcoholism . . .

**May 10****Chemically Dependent Women: Struggle for Recovery**

As the field of chemical dependency treatment matures, myths are being dispelled and with that comes a new awareness. What we have discovered is that drug abuse in women differs in many key respects: Why women take drugs, where they take drugs, how they get the drugs and how they react to them are issues dependent and recovering women confront, and have as much to do with being a woman as with being an addict . . .

**June 22****The Day Care Experience:  
Parents Learn Too!**

In an area like child development you may not see the effect of your own behavior for years to come. Trial and error takes a toll that sometimes can't be removed and redone. And so the considerable expense of my day care is both a day-care expense and an education investment — for my own education. My son benefits from their expertise during the day at the center and in the evening and weekends at home as well. My government, my employer and my fellow working parents could provide no better service to me for our future citizens than quality child care . . .

**August 30****Cornell Families Celebrate Health and Fitness Days**

The Wellness Program is gearing up for another exciting year. We have accepted 200 more employees into the program for this academic year. We will be publishing another program brochure for our employees shortly . . .

**September 13****Department of Human Resources/Training and Development Offer Employee Personal & Professional Growth Opportunities**

*Networking* would like to recognize and congratulate the Office of Human Resources/Training and Development for the personal and professional growth opportunities they continue to provide to Cornell employees . . .

**October 11****Addiction: An Open Letter to the Editor**

It was not long into the new job that I began noticing a definite change in my wife's drinking pattern. Friday nights became Saturday mornings as she would arrive home early Saturday and then sleep until the afternoon. Cooking became less and less. I need to also say that during these years, we had two wonderful children, a boy and a girl. I always thought that our children would give her reasons to stay home and forget drinking. What I did not understand was that her drinking problem was all-consuming. It became her reason for living . . .

**November 8****In the Parents' Corner:  
Dear Manager . . . Thanks**

I want to thank you for helping me find ways to take time off after the birth of my son. Thanks for making sure the work got done while I was on maternity leave. Thank you for being so flexible

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with my schedule when I returned. Thank you for rallying support among the staff. Thank you for rallying and sometimes demanding the support from faculty and administration that ALL your staff need. I don't know if my family could have survived without an accommodating employer . . .

**December 6****Coping with Change**

We often find ourselves trying to control situations over which we have little or no power. This is a normal response to various emotions such as fear, anxiety and vulnerability, brought on by change. Changes can be expected or unexpected, large or small, desired or undesired. All changes requires adjustment and is, therefore, stressful. To best cope with change, we need to pay attention both to tasks and to emotions . . .

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**January 17****Food Can Be An Addition!**

The past few years I have gained a little more weight than I care to think about - much less admit. I use to be one of those people who was never affected by bulging seams or loss of energy. There was no slim skirt too slim for me - and my running 30 miles a week proved it! One thing that reaching this realization did for me - it put me in the category of being addicted. I am emotionally addicted to food like people are to drinking, gambling, shopping, etc. Food fills my needs like alcohol fills the needs of an alcoholic. It gives me the same momentary high that placing a bet or charging a blouse does for some people . . .

**February 14****Tips From the Field: Alcohol and Heart Disease**

"Think before you drink" has always been sound advice. The effects of alcohol abuse - on health, relationships, jobs and finances - are well-known. But what about moderate drinking? And what about the reports you hear that alcohol might prevent heart disease? Our analysis: Alcohol is not a medication. Drinking alcohol is not an effective method to protect your cardiovascular system. Remember: Alcohol itself is a drug that interacts dangerously with many medications . . .

**February 28****"Cross Your Heart and Hope to Die"**

Appearing on almost any list of dysfunctional family characteristics are the words I "secrets" and "secret-keeping." What is secret-keeping and how does it differ from privacy? What is the harm of secrets if they are well kept?

Starting at a very young age, all people develop a sense of privacy. Healthy privacy comes from a sense of self; it is not born of shame or guilt or fear of rejection. Privacy enables communication of the self. When privacy limits must be drawn, healthy privacy uses an open and honest means of communication to define itself . . .

**March 14****Happy Happy Birthday Baby . . .**

**Hope you will  
be with us for  
our 20th year  
Celebration!**

# CORNELL EMPLOYMENT NEWS

Including Job Opportunities

Volume 3, Number 10

March 21, 1991

The following is Part One of a two-part series on the Blanchard seminar on legendary service that was held for Cornell employees on March 3 and 4. This week's articles provide a summary of the content of the seminar and acknowledge the many Cornell staff members who made it possible. Next week's articles will review the background to the seminar and will look ahead to some of the efforts already initiated to help foster Blanchard's principles of legendary service here on campus.

## A Legendary Seminar on Legendary Service Kenneth H. Blanchard Speaks to Employees



the future will come not only from our teaching and our research but from how we treat each other and the people we serve."

Through illustrations and anecdotes, Blanchard set forth his definition of legendary service—service that is so good that pleasantly surprised customers will share stories about their experiences. Legendary service is about creating an environment where employees are motivated and empowered to "work to exceed customers' expectations."

Blanchard asked participants if they knew the difference between ducks and eagles, for instance: "Ducks sit around, quacking a lot, blaming everyone else for the condition they're in, creating all sorts of fuss and bother. Eagles soar, far above the duck pond. We need to create organizations that teach people to soar."

To have an organization of eagles instead of ducks, some fundamental changes in management styles must be made, Blanchard believes. The typical pyramid structure on which most organizations are based (top management, middle management, customer-contact employees) works when it sets the vision and defines the process by which that vision will be reached. This kind of leadership is provided at Cornell through President Rhodes, Blanchard said.

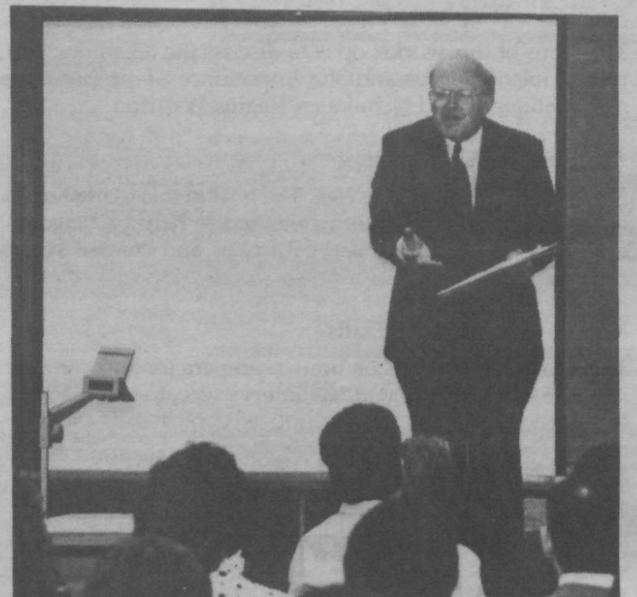
When it comes to implementation, though, Blanchard believes the pyramid should be turned on its head, giving the responsibility for exercising good judgment and the power of decision-making to the front-line, customer-contact employees. "Turning the pyramid upside-down creates a situation where people can go for it, and managers work for the people, being supportive of their efforts and doing anything to help the employees accomplish the vision," Blanchard explained.

"People who produce good results feel good about themselves," Blanchard noted. "The main job of managers is to help people do their job so they feel good about themselves." This involves "catching employees doing something right," celebrating employee successes, and providing training, when necessary, to make sure those successes happen.

"An organization should either hire eagles, or hire potential eagles and train them," said Blanchard. "We should put a moratorium on beating up each other. These are opportunities to learn rather than openings to criticize."

Lest anyone think that his approach to service sounds well and good in theory but will never work at Cornell, Blanchard ended the presentation with an immediate goal. He gave participating Cornell employees and supervisors six to eight weeks to begin to implement his approach, at which time he offered to check back to see how the university is doing.

Senior Vice President Jay Morley closed the Monday session by expressing his commitment—and the commitment

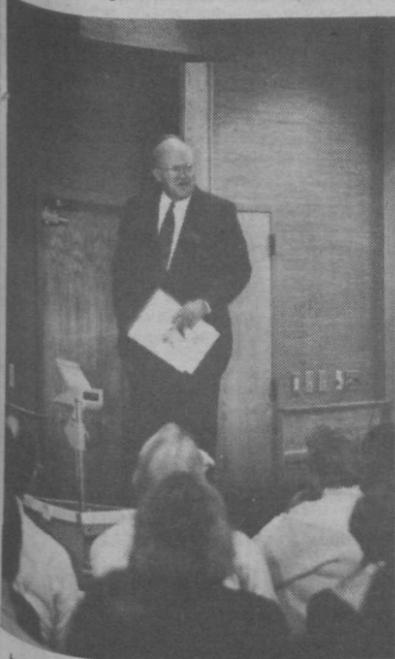


of Provost Mal Nesheim and President Frank Rhodes—to Blanchard's principles. "We are committed to this process and we will be working with those closely involved in management development and employee training to see that Cornell does truly become a leader in legendary service," Morley said.



"If YOU don't know where you're going, any road will get you there." So quipped Kenneth H. Blanchard, Cornell alumnus, author of *The One Minute Manager*, and a member of Cornell's Board of Trustees, at the largest training program ever sponsored at Cornell. More than 1,100 Cornell employees and supervisors participated. Because of the large number of people who attended, the all-day seminar was held on both March 3 and 4.

Every organization, Blanchard believes, needs a mission statement defining its vision and the core values that will guide its operations. "President Frank H. T. Rhodes defined Cornell's mission at the start of the capital campaign," Blanchard said. "Rhodes has said that Cornell has three basic values: 1) discovery (which is accomplished through teaching and research), 2) leadership through excellence, and 3) service. It's because of those principles that I'm here today. But if we say that we're going to be a service organization, what does that mean?"



"The most important issue in the world today is human dignity," Blanchard noted, and he is convinced that "the greatness of Cornell in

### Blanchard Seminar Liaisons and Facilitators

Any event of this magnitude takes the planning and hard work of a great number of people. William D. Gurowitz '53, former vice president of Campus Affairs, and Richard McDaniel, director of the Campus Store, spearheaded the event. (Further background will be covered in next week's articles.) Three people in particular worked with McDaniel in coordinating the project by working out the details, answering many questions, typing correspondence, and coordinating the loaning of four of Ken Blanchard's tapes prior to the seminar:

- Diane Poole, Campus Store
- Ann Roscoe, Campus Affairs
- Marsi Whalley, Campus Store

In addition, liaisons from each participating department met, beginning in January, to discuss the overall game plan for the seminar.

As the seminar date drew near, they were responsible for getting information to others in their departments who were to attend. This group and those employees on campus who specialize in staff training and management development will keep meeting to discuss ways to follow up on the ideas shared at the seminar.

#### Seminar Liaisons

- Roxi Bahar, Athletics
- Micci Bogard, Chemistry

- Lee Cartmill, Finance Division
- Trudy Cism, University Press
- Mike Daley, Residence Life
- Pat Darsie, Cornell United Religious Work
- Henry Doney, Facilities & Business Operations
- Katherine Doob, Academic Programs
- Agelia Dumas, Information Technologies
- Chris Eaton, University Libraries
- Judy Eckard, Facilities Planning
- Cris Gardner, Assemblies
- Susan Giffen, Human Relations
- Connie Gordon, Dean of Students Office
- Lloyd Hall, Admissions
- Beth Hamilton, Public Affairs
- Linda Heinle, Bursar
- Linda Hill, Statutory Finance and Business Operations
- Bart Ingersoll, Public Safety/Life Safety

- John Kubiak, International Studies
- Peg Lacey, Dining Services
- Ron Loomis, Unions & Activities
- Jack Lowe, Sponsored Programs
- Richard McDaniel, Campus Store
- Angela Mesmer, Graduate School
- Angela Minnitto, Career Center
- Scott Russell, Materials Management
- Diane Sheridan, Summer Session/Extramural Study
- Ann Solomon, Hotel Administration
- Gerry Thomas, Human Resources
- Nianne Van Fleet, Health Services
- Hans Weishaupt, Statler Hotel
- Jerry Wilcox, International Students and Scholars
- Robin Yager, Senior Vice President's Office
- Priscilla Zamoiski, University Relations

## Brown Bag Series

Offered through the Spring Calendar, Office of Human Resources, to begin April 1, 1991, 12:00 noon to 1:00 p.m.

**Please Note:** The location for the Brown Bag Workshop Series on April 1, 8, 15, 22, and May 6 and 13 has been changed from 163 Day Hall to the Hall of Fame, Schoellkopf House. The April 29 session, "Resume Writing," will be held in 163 Day Hall.

The following sessions are offered through the Brown Bag Series, and are open to all interested employees:

### April 1 - Humor in the Workplace

Participants in this workshop will learn about the components of humor and ways humor can be integrated into the workplace. Pamela Strausser.

### April 8 - Balancing Work and Family

This workshop will help participants explore creative ways of balancing professional and personal needs. Regina Wharton.

### April 15 - Returning to the Classroom

This will be a question-and-answer workshop designed to help participants prepare for moving back into the "student" role. Valerie S. Kantrowitz.

### April 22 - Telephone Communication

The focus of this workshop is to discuss the telephone as a public relations tool and the importance of proper telephone etiquette and techniques. Regina Wharton.

### April 29 - Resume Writing

*Note: To be held in 163 Day Hall.* The goal of this workshop is to discuss the use of cover letters and to help participants construct effective resumes, with clear and concise structures and formats. Rahat Idrees.

### May 6 - Interviewing Skills

This workshop focuses on how to prepare for and conduct interviews that allow you, the interviewee, to shine. Rahat Idrees.

### May 13 - Assertiveness Communication

This workshop outlines simple formulas effective for communication, understanding, harmony, and support. Sandra Carrington.

## Changes Made to University Travel Policies

The following changes in university travel policies have been made:

### Frequent Flyer Tickets

Travelers may be reimbursed for the use of frequent flyer free tickets when traveling on university business. Reimbursement will be at the lowest possible airfare between Ithaca and the traveler's destination. In most cases, this will be the airfare which assumes staying overnight at the destination on a Saturday night. This rate will be applied regardless of the time frame of the trip itself. The policy will apply only when permitted under conditions of the specific funding sources.

### Business Class Airfare on Overseas Travel

On overseas flights greater than six (6) hours, travelers will be reimbursed for use of business class airfare when permitted by the funding source. The overseas flight is defined as the time interval between departure from the United States and arrival at the foreign destination. The time does NOT include travel between Ithaca and the U.S. point of departure for overseas.

Please notice that both of these policies contain important conditions that their application must be acceptable to the funding agencies. While we believe these are reasonable policies, there is no guarantee that every funding agency will be willing to accept them. They are intended to apply to both endowed and statutory travelers.

### Mileage Reimbursement Rate Increase

Effective with all trips taken February 1, 1991 and after, the Cornell rate for mileage reimbursement on personal vehicles will be increased from \$.26 to \$.27 1/2 per mile. This matches the changes recently made by the Internal Revenue Service. *This change will not impact the monthly allowances currently provided.*

The mileage increase applies to both endowed and statutory units. However, statutory units are reminded that they receive only \$.21 per mile if a fleet vehicle IS available for their use and the \$.27 1/2 if a fleet vehicle IS NOT available.

## Interested in Issues Affecting Women on Campus? ACSW Schedules Brown Bag Lunch, April 2, and Sponsors Bernice Sandler, April 8

On April 2, 1991, the Advisory Committee on the Status of Women (ACSW) will hold a Brown Bag luncheon (12:00 p.m.-1:00 p.m.) in 300 ILR Conference Center to provide an overview of its purposes for those faculty, staff, and students interested in becoming members. Current ACSW members will discuss their experiences with serving on the committee and will answer questions participants may have. Applications for membership will be available and will be accepted through May 6, 1991. If you are unable to attend the luncheon, but would like to apply, please contact Carolyn McPherson at the Office of Equal Opportunity, 234 Day Hall (255-3976) for an application form. People of diverse ethnic backgrounds are encouraged to apply.

ACSW was established in 1971, and consists of 21 members, including faculty, staff, and students. A primary objective of ACSW is to identify issues affecting women at Cornell and make recommendations to the administration on immediate and long-range solutions to problems. ACSW also provides leadership to the Cornell community on women's issues and has threefold responsibility of advising, educating, and advocating. Issues that have been addressed by the ACSW involve pay equity, equal opportunity, quality of campus life, career development, child care, sexual harassment, retention and advancement, and employee education, among others.

On April 8, ACSW will present Bernice Sandler, director of the Project on the Status and Education of Women of the Association of American Colleges. Ms. Sandler will speak on "Woman's Worth in a Man's World," "Sexism in the Workplace: Being Taken Seriously," "Women at Work: The Law Is on Our Side (for a Change)," and "The Meaning of Chilly Climate for Students in Class and Out." The presentations will be open to the Cornell community, and more information will be forthcoming.

# JOB OPPORTUNITIES

March 21, 1991

Volume 3, Number 10

*THE UNIVERSITY, IN RESPONSE TO THE NEW YORK STATE BUDGET REDUCTIONS, is recruiting only for those vacant positions considered to be essential to the operation of the university. We continue to encourage, accept, and refer applications from Cornell employees and from external applicants for these positions unless noted otherwise in the individual listing. When qualified laid off employees are available for a particular vacancy, they will be given first consideration for that position.*

### 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 equal-opportunity, affirmative-action educator and 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.

### Computer Operations Manager III (PT5806) Level 37 Library Technology Department-Endowed Posting Date: 3/21/91

Manage a large library NOTIS operation, an integrated management system for acquisitions, cataloging, accounting, circulation, and online public access (via 200 terminals) with a database of 15 million records and indexes. Administer daily operations including batch and online processes. Evaluate the system's operational performance. Direct installation of new system software and communications and computer equipment. Supervise staff and student assistants.

**Requirements:** Bachelor's or equivalent. Advanced degree in computer, library, or information science desirable. 5-8 years overall experience with at least 2 years of management, working with budget administration and system operation required. 2 years experience in a library or information center desirable. Technical background in mainframe computing, microcomputing and telecommunications with emphasis on the storage and retrieval of scholarly information preferred. Prior programming and working experience with NOTIS desirable. Send cover letter and resume to Sam Weeks.

### Area Supervisor II (PT5812) Level 34 CIT User Services-Endowed Posting Date: 3/21/91

Provide and coordinate a range of training and education services in the use of information technologies. Supervise training program staff, collaborate inside and outside of CIT to define, coordinate, assess training projects.

**Requirements:** Bachelor's or equivalent experience. 2-4 years experience in coordinating and organizing programs, experience in provision of training programs and project management. Technical background in information technologies. Excellent communications and interpersonal skills. Send cover letter and resume to Sam Weeks.

### Systems Programmer/Analyst III (PT5606) Level 34 CIT/Workstation/System Services-Endowed Posting Date: 3/7/91

Provide high level of support for workstation system software and hardware with a focus on DOS-based machines (PCs). Install, modify, maintain, document system software and related software such as windowing environments (MS-Windows, DESQview, X), Memory managers, network file systems (Novell NetWare, PC-NFS), terminal emulators, anti-virus packages and other utility software. Test and evaluate CPU and peripheral hardware. Integrate PCs with other systems. Analyze system requirements and recommend hardware/software solutions. Assist users in identifying and resolving problems. Possibly work with other platforms (FMac, UNIX).

**Requirements:** 3-5 years of experience working with PC system software and hardware. Good technical background in DOS and related system software is essential. Familiarity with both Micro Channel and AT-bus PC systems. Strong knowledge of at least one high-level language (basic, C, Pascal). Experience with Macintosh computers and/or UNIX workstations a plus. Excellent oral and written communications skills. Send cover letter and resume to Sam Weeks.

### Systems Program Analyst II (PT5801) Level 33 Materials Science Center-Endowed Posting Date: 3/21/91

Install IBM work stations and accessories in 35-40 separate locations. Provide direct consulting support to the user research groups. Assess, develop, maintain and document software utilities and libraries. Arrange for repair of hardware and upgrades of software. Prepare reports. Perform disk backups.

**Requirements:** Bachelor's in computer science, electrical engineering, physical science or equivalent required. 2-3 years related work experience. Knowledge of FORTRAN, C and UNIX. Send cover letter and resume to Sam Weeks.

### Senior Research Support Specialist (PT5811) HRII Mechanical and Aerospace Engineering-Endowed Posting Date: 3/21/91

Direct and manage thermoset investigation including collaboration with current and potentially new industrial members of the CIMP consortium. Coordinate experimental research activities in CIMP. Write proposals CIMP-Cornell Injection Molding Program, to external agencies for funding purposes.

**Requirements:** Minimum Master's of Science degree in technical field. Minimum of 8 years industrial experience in the area of electronic micro-chip encapsulation, including rheological characterization of thermoset compounds used in such applications. Ability to conduct research and publish in refereed journals; design and fabricate instrumentation in support of such research. Send cover letter and resume to Sam Weeks.

### Judicial Administrator (PA5701) HRII President's Office-Endowed Posting Date: 3/14/91

The administrator of the campus judicial system investigates complaints of violations of the Campus Code of Conduct and either resolves them or pursues formal charges

before the hearing boards. A J.D. is highly desirable combined with trial experience or comparable public speaking. Full time, twelve month, 2 year appointment. **Requirements:** Sensitivity to concepts of justice, due process, procedure and some experience in counseling, dispute resolution or related human relations work. Send a cover letter, resume and a list of 3 references including phone numbers, before March 28, 1991, to Cynthia Smithbower.

### Acquisition Editor (PC5507) U000 University Press-Endowed Posting Date: 2/28/91

To acquire and develop a list of books in the social sciences, cultural studies, and/or the humanities. **Requirements:** Bachelor's or equivalent. At least 2 years experience in publishing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith; Staffing Services, EHP. External applicants send cover letter, resume to Esther Smith, Staffing Services, 160 Day Hall.

### Compensation Specialist (PA5801) HRII Office of Human Resources-Endowed Posting Date: 3/21/91

Assist in the implementation and administration of the University's non-academic compensation plans. Review, evaluate and classify exempt and nonexempt positions; develop and write job descriptions; provide advice on wide variety of wage and salary matters; interpret policies and procedures. Extensive contact with all levels of faculty administration, and staff, university-wide. **Requirements:** Bachelor's or equivalent required. 3-4 years related experience in personnel field, preferably in various personnel specialty areas. Organizational and analytical skills essential. Verbal and written communication skills necessary. Send cover letter and resume to Cynthia Smithbower.

**Assistant Director for Minority Programs (PA5803) HRI  
Alumni Affairs-Endowed****Posting Date: 3/21/91**

Expand the number of minority alumni participating in Cornell programs and provide organization and staff support for minority alumni programs. Expand operating base of the Cornell Black Alumni Association (CBAA) and the Cornell Asian Alumni Associate (CAAA) from New York City to other cities where critical masses of these Cornell alumni live and work. Establish operating budgets. Establish on-going communications and constituent activities and existing alumni programs.

**Requirements:** Ability to work well with people. Ability to deal with sensitive situations and follow through. Attention to detail while seeing a larger picture. Excellent interpersonal and oral communications. Program development, implementation and follow-through experience required. Willingness to travel. Minority candidates strongly encouraged to apply. Send cov ltr & resume to Cynthia Smithbower.

**Graduate Resident Manager (PA5804) HRI  
Residence Life-Endowed****Posting Date: 3/21/91**

Assume responsibilities for developing and implementing a service-oriented residential program responsive to the assessed needs of residents in assigned graduate units. Provide supervision to Graduate Community Assistants.

**Requirements:** Bachelor's required. Master's or equivalent preferred. Degree in Student Personnel, Human Services, Ed. Administration desirable. Some experience in Residence Life administration with a graduate population, program development, staff selection, training supervision preferred. Send cover letter and resume to Cynthia Smithbower.

**Research Support Specialist I (PT5708) HRI  
Equine Drug Testing-Statutory****Posting Date: 3/14/91**

Provide advanced technical support in the area of radioimmunoassay (RIA), immunoassay (ELISA) and radioisotopes for the drug testing program. Under strict quality control, isolate and purify drugs and/or metabolites using various extraction procedures (liquid/liquid, liquid/solid, thin layer and HPLC). Perform advanced analysis using ELISA, RIA and radioisotopes. Review field lab data. Write reports and keep records.

**Requirements:** Bachelor's or equivalent required. 2-3 years experience in analytical chemistry with use of ELISA, RIA and radioisotope. Send cover letter and resume to Sam Weeks.

**Assistant Slide Librarian (PC5703) HRI  
A/A/P Dean's Office-Endowed****Posting Date: 3/14/91**

Assist Slide Librarian in daily operation of the Architectural History collection of architecture, fine arts and photography slides. Research and catalog new material; train and supervise regular employees and student assistants; assist users; assume responsibility for facility when Slide Librarian is absent. Mon-Friday, 8-4:30; some evenings.

**Requirements:** Master's in Architectural History, Art History or MLS with undergraduate major in Architecture History or Art History or equivalent in experience, licenses and skills. Familiarity with library systems. Basic computer skills. Accurate Keyboarding skills. Experience with audio-visual, 16mm movie, and camera equipment. Knowledge of photographic processes and procedures. Reading knowledge of 2 foreign languages. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

**Custodial Services Manager (PC5613) HRI  
Buildings Care-Statutory****Posting Date: 3/7/91**

Responsible for custodial maintenance of a large complex of buildings on campus. Supervises a staff of 30 or more custodians in a unionized work environment. Develops and maintains excellent working relationships with faculty, staff, and other departments. Manages an extensive equipment and supply inventory.

**Requirements:** Associate's in human relations, business administration, or substantial equivalent experience in a related field. Effective supervisory management experience (3-5 years) in a service organization is required. Strong interpersonal/organizational skills, and excellent communication skills (both written and verbal) are essential. Must be able to work under pressure managing multiple priorities. Excellent physical stamina is required as position involves walking several miles per day, climbing, and lifting. Pre-employment physical will be given. Regular Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services. External applicants send cover letter and resume to Esther Smith, Staffing Services, Day Hall.

**Research Support Specialist II (PT5603) HRI  
Soil, Crop and Atmospheric Sciences-Statutory****Posting Date: 3/7/91**

Work with interdisciplinary team of researchers modeling the impact of climate change on crop production in U.S. Organize output files, analyze statistical and other data, gather, prepare and input information regarding U.S. soils and cropping systems into crop simulation models; prepare data for input; some computer programming using Pascal. 1 year position with possibility of extended funding.

**Requirements:** Bachelor's in Crop Science or related field; demonstrable experience in computer programming with background in agriculture, geography, natural resources or related fields. Send cover letter and resume to Sam Weeks.

**Professional Temporary****Director Residential Program (PA5802)  
Residence Life/Summer College-Endowed****Posting Date: 3/21/91**

Hire, train and supervise residence staff; insure the development implementation of quality programs; oversee administrative functions and program policies for 700-800 HS juniors and seniors. Position until June-August.

**Requirements:** Master's degree preferred. Experience with adolescent development supervision and superb communication skills essential. Familiarity with Macintosh Software preferred. Experience with residential programs preferred. Send cover ltr & resume to Cynthia Smithbower.

**Technical Consultant I (PT5303)  
Cornell Information Technologies-Endowed****Posting Date: 2/14/91**

Provide support for faculty, staff, students, and potential users by delivering technical information on five supported platforms (IBM-PC, IBM mainframe, Macintosh, VAX mainframe, and telecommunications). Resolve problems concerning the technical aspects of a diverse set of hardware and software applications. Direct clients to services within Cornell Information Technologies and facilitate back line consulting services. Provide support via service on the HelpDesk, group and individual contacts. Maximum 20 hours per week.

**Requirements:** Bachelor's or equivalent. Course work in computer science, business, education preferred. 1-3 years of computing service delivery (consulting, instruction, or related client support services). Outstanding oral and written communication skills. Send cover letter and resume to Sam Weeks.

**Professional Off-Campus****Research Support Specialist II (PT5809, PT5810) HRI 2  
Positions  
Division Nutritional Science/CFNPP/Washington D.C.-  
Statutory****Posting Date: 3/21/91**

To provide general research-related assistance to assess the impact of macro-economic adjustment policies on the poor in Africa. Activities will include providing assistance in micro-level analysis of factor and product markets, and consumer and producer behavior, as well as the development of macro-economic models. 1 year appointment. Continuation contingent upon funding.

**Requirements:** Master's or equivalent required. Minimum 2 years related experience. Skills in micro/macro economic theory and agricultural economics necessary; demonstrated skills in economic and statistical analysis including regression analysis. Experience with SAS and SPSS desirable. Previous experience in a developing country, particularly in Africa helpful. Send cover letter and resume to Sam Weeks.

**Assistant Production Coordinator (PC5807) HRI  
Division Nutritional Science/CFNPP/Washington D.C.-  
Statutory****Posting Date: 3/21/91**

Produce and track CFNPP research manuscripts through every stage of the publications process by making use of in-house computer systems for desktop publishing and database management; work with Publications Coordinator to coordinate services of consultants hired by the department. 1 year term appointment. Continuation contingent upon funding.

**Requirements:** Bachelor's or equivalent. Must be able to comprehend international policy research material in order to facilitate formatting and proofreading work. Creative knowledge needed for editorial and formatting decisions. Proven organizational skills and experience with publications production required. Expert Wordperfect and Ventura Publisher (GEM) desktop publishing skills mandatory. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Research Support Specialist (PT5701) HRI  
Division of Nutritional Sciences/Albany NY-Statutory****Posting Date: 3/14/91**

Collect data from NY state agencies information systems. Plan data analysis strategy. Provide descriptive analysis using NYS Department of Health (DOH) mainframe computer. Integrate and interpret results. Interact with state agency administrators and data analysts to ensure smooth project operation. Position until 3/31/92.

**Requirements:** Bachelor's or equivalent plus 2-3 years experience with data management and analysis. Experience in manipulation of large data sets (especially nutrition or health related), SAS statistical analysis, and database software. Ability to communicate with data analysts and to work collaboratively with state agency officials. Knowledge of DOH mainframes, DOH data sets, and PC environments very desirable. Send cover letter & resume to Sam Weeks.

**Boyce Thompson Institute  
Research Assistant  
Environmental Biology**

Assist in an investigation of the uptake of solenium by plants growing on coal fly ash landfills. Work primarily outdoors setting up and maintaining research plots and harvesting and identifying plants. Perform some heavy manual labor and some travelling within New York State. Work indoors maintaining greenhouse experiments and processing plant tissue for analysis. Work closely with other project personnel, but also perform experimental procedures independently. Record and compile data and maintain experimental records. The position will run from April 15, 1991 until November 30, 1991 (possible extension to December 31, 1992). Minimum \$12,400/year, commensurate with experience.

**Requirements:** Bachelor's degree in biology, related field, or equivalent experience. Basic knowledge of lab and field research techniques. Ability to take initiative in accomplishing research objectives. Basic knowledge of computer use. Ability to use hand/power tools and lift 80lbs. Valid NYS driver's license. Contact: Anne Zientek, 254-1239.

**Technical**

As a prominent research institution, Cornell University has a diverse need for lab, electro/mechanical and computer support. Individuals with backgrounds in computer science, biology, microbiology, chemistry, animal husbandry, plant science and medical lab 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 lab related positions.

**Technician, GR18 (T5707)  
Chemistry-Endowed****Minimum Biweekly Salary: \$542.89****Posting Date: 3/14/91**

Provide staff support to Safety and Lab Services. Prepare, package and distribute reagents, supplies and equipment. Assist with inventory control, stockroom management, lab maintenance and chemical disposal.

**Requirements:** Associate's in chemical technology or equivalent required. Strong chemistry background with at least 1 year of general and organic chemistry with lab experience preferred. Ability to follow directions, keep records and meet deadlines. Send cover letter and resume to Sam Weeks.

**Technician, GR19 (T5808)  
Veterinary Pathology-Statutory****Minimum Biweekly Salary: \$551.86****Posting Date: 3/21/91**

Assist principal investigator in carrying out various experiments using molecular, biochemical and cell biological methods. Participate in daily operation/maintenance of lab.

**Requirements:** Bachelor's and minimum of 1 year experience in Biology, Biochemistry, chemistry or related field preferred. Associate's or equivalent required. Lab experience desired but not essential as on-the-job training is provided by the principal investigator. Send cover letter and resume to Sam Weeks.

**Lab Technician, GR19 (T5305)  
Food Science-Statutory****Minimum Biweekly Salary: \$551.86****Posting Date: 2/14/91**

Perform a variety of microbiological techniques on raw and processed milk and dairy products. Assist in pre-incubation research as well as pathogen studies. Willingness to assist in chemical and organoleptic analysis when needed. Prepare stock solutions, media, and maintain lab environment.

**Requirements:** Bachelor's desirable in microbiology or related field with emphasis in microbiology. 1-2 years experience, preferably in dairy science. Familiarity with bacterial purification and identification, spectrophotometry, fluorimetry, and titration techniques. Must have ability to keep accurate records and procedures. Be able to function independently after training. Basic computer knowledge helpful. Send cov ltr & resume to Sam Weeks.

**Assistant Animal Preparator, GR20 (T5803)  
Veterinary Anatomy-Statutory****Minimum Biweekly Salary: \$575.30****Posting Date: 3/21/91**

Prepare and maintain biological specimens and models used for teaching anatomy courses. Euthanize and embalm animals. Prepare bone specimens and articulate skeletons. Perform dissections. Maintain equipment.

**Requirements:** Bachelor's or equivalent and extensive background in biological sciences required. General knowledge of anatomy and procedures for animal preparation. Prior experience in embalming animals, bone preparation and skeleton articulation. Send cover letter and resume to Sam Weeks.

**Computer Operator, GR20 (T5702)  
Lab of Nuclear Studies-Endowed****Minimum Biweekly Salary: \$590.45****Posting Date: 3/14/91**

Operate the computer batch stream at a large research center computer facility. Manage system backup library. Mount and dismount magnetic tapes as required. Clean and perform minor maintenance on tape drives, line printers, computer terminals and peripheral equipment. Update documentation with vendor or staff supplied material, mount forms in line printer, and check trouble logs. Third shift. 12am-9am.

**Requirements:** Associate's in computer related field or equivalent experience. At least 6 months computer batch experience. Knowledge of DEC System 10 batch operation and command language. Send cover letter and resume to Sam Weeks.

**Technician, GR20 (T5605)  
Plant Breeding and Biometry-Statutory****Minimum Biweekly Salary: \$575.30****Posting Date: 3/7/91**

Perform biochemical and genetic analysis of tomato tissue. Performance of standard molecular techniques including preparation, electrophoresis and hybridization of nucleic acids. Operation of general lab equipment; maintenance of lab supplies; supervisor of radiation work area.

**Requirements:** Bachelor's in a lab-oriented biological area plus experience. Master's desirable. Previous related lab experience and demonstrated ability to work independently desirable. Send cover letter and resume to Sam Weeks.

**Technician, GR21 (T2808)  
Biochemistry, Molecular and Cell Biology-Statutory****Minimum Biweekly Salary: \$599.73****Posting Date: 3/14/91**

Purify proteins for several laboratories in the Biotechnology Building. Operate HPLC on FPLC apparatus. Perform biochemical lab procedures. Depending on skills and work load, there may be an opportunity to pursue other experiments. 1 year appointment with possible extension.

**Requirements:** Bachelor's or equivalent in Chemistry or biochemistry required. 1-2 years experience, including protein purification. Experience with HPLC on FPLC system preferred. Send cover letter and resume to Sam Weeks.

**Technician, GR22 (T5704)  
Psychology-Endowed****Minimum Biweekly Salary: \$641.92****Posting Date: 3/14/91**

Coordinate the functions of a neurobiology research lab. Perform surgical and histological techniques. Make behavioral observations. Train and supervise students. Collect and analyze data. Assist in experimental design. Funding expected through 8/31/92.

**Requirements:** Bachelor's in biology or equivalent. At least 3 years experience working in a neurobiology lab. Experience in neurohistology and small animal surgery. Ability to work independently. Excellent organizational and interpersonal skills. Send cov ltr & resume to Sam Weeks.

**Machinist, GR22 (T5607)  
Lab of Nuclear-Endowed****Minimum Biweekly Salary: \$641.92****Posting Date: 3/7/91**

Set up and operate all basic machine shop equipment. Machine and assemble highly sophisticated experimental apparatus using height gauges, micrometers, verniers, lathes, mills, etc. Work from rough sketches and detailed drawings. Make form tools and simple drill fixtures. Maintain and make basic repairs to shop equipment.

**Requirements:** HS diploma or equivalent with minimum of 2 years of formal shop training. Must have the ability to apply shop math such as simple algebra and trigonometry to shop situations. Send cov ltr & 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.

**Electronics Technician, GR23-GR25 (T5804, T5805) 2  
Positions****Telecommunications-Endowed****Minimum Biweekly Salary: \$669.23****Posting Date: 3/21/91**

Provide basic technical support for campus telecommunications systems, equipment and peripherals through the assembly, installation, testing, and maintenance. Ensure the connection of ancillary hardware and coordinate the process as needed. Perform routine, remedial and emergency maintenance.

**Requirements:** Associate's or equivalent experience in electronics or related field. 3-5 years experience in installation and maintenance of telecommunications equipment, including PBX. Considerable electronics testing skills and ability to read building underground prints. Must provide own hand tools, maintain valid NYS driver's license and have personal car. Send cover letter and resume to Sam Weeks.

**Technician, GR24 (T5601)  
Veterinary Administration/Center for Advanced Imaging  
Technology-Statutory****Minimum Biweekly Salary: \$682.77****Posting Date: 3/7/91**

Assist in operation and maintenance of CAIT. Train, supervise and assist faculty, staff, students and visitors in techniques of scanning and transmission electron microscopy, specimen preparation including ultramicrotomy and preparation of high quality electron micrographs; assist in lab record keeping.

**Requirements:** Bachelor's or Associate's in Biological or Physical Sciences, technical/vocational school degree in light and electron microscopy. 5-10 years experience in optics, light and electron microscopy, photography and graphics, regular computer usage. Effective communication and management skills, excellent eye/hand coordination. Send cover letter and resume to Sam Weeks.

**Technical Part-Time****Lab Technician, GR19 (T5709)  
Veterinary Microbiology-Statutory****Minimum full-time equivalent: \$551.86****Posting Date: 3/14/91**

Provide assistance to faculty carrying out lab experiments in reproductive biology. Prepare culture media and do extensive tissue and cell culture work. Provide general lab and surgical area maintenance. Collect specimens from mice, rabbits and cattle. Schedule experiments, keep records, and compile data. Monitor radioactive waste and arrange for safe disposal.

**Requirements:** Associate's or equivalent required. Additional coursework preferred. 1 year related experience in tissue culture, biochemistry and animal handling. Send cover letter and resume to Sam Weeks.

**Office Systems Specialist, GR21 (T5705)  
English-Endowed****Minimum full-time equivalent: \$615.42****Posting Date: 3/14/91**

Provide support for Humanities Graduate Student Com-

puter Facility. Instruct users in use of a variety of word-processing programs. Assist with advanced capabilities of programs, and occasionally support database, desktop publishing, and spreadsheet programs. Oversees daily operations, including software and hardware troubleshooting, supply inventory, and security policy enforcement. Monday-Friday, 20 hours arranged.

**Requirements:** Associate's or equivalent in computing or related field. Minimum 2-3 years computer experience: with hardware and software. Knowledge of a variety of word-processing programs (for both the IBM and the Macintosh) as well as experience with other programs (database, desktop publishing). Excellent interpersonal skills. Send cover letter and resume to Sam Weeks.

**Technical Temporary****Service Technician, (T5301)  
Entomology-Statutory****Hiring Rate: \$5.50-\$6.00****Posting Date: 2/14/91**

Assist in research involving insect pest management of greenhouse and field crops. Count insects on plant material. Weigh specimens. Assist with experimental set up, data collection, and data entry. Duties to be split between two researchers.

**Requirements:** Bachelor's in a biological science, entomology, horticulture, agronomy or related areas (or equivalent). Some experience with Macintosh computers desirable. Send cover letter and resume to sam Weeks.

**Computer Electronics Technician, (T5204)  
Modern Languages and Linguistics-Endowed****Posting Date: 2/7/91**

Install and maintain computers and other electronics equipment. Working with a staff of student technicians, oversee the basic maintenance of all phonetics lab equipment including Sun, Mac, and IBM computers and speech analysis devices. Participate in equipment purchase decision. Maintain inventories. Assist staff and student users. 20 hours per week. \$8-10.00 an hour.

**Requirements:** Knowledge of computer repair and electronics essential. Must be familiar with UNIX and DOS operating systems and be able to install and maintain related software and hardware. Should be familiar with serial and parallel data transmission, digital signal processing, A/D-D/A hardware, networking, and recording equipment. Send cover letter and resume to Sam Weeks.

**Technical Off-Campus****Technician, GR22 (T5802)  
Equine Drug Testing-Statutory****Minimum Biweekly Salary: \$625.24****Posting Date: 3/21/91**

Perform advanced chemical analysis. Operate, maintain and trouble shoot HPLC. Perform HPLC analysis of drugs and their metabolites. Perform other associated advanced techniques. Supervise staff and lab operation in absence of director. Position located in Monticello, NY.

**Requirements:** Bachelor's in chemistry or equivalent required. 2-4 years experience with HPLC and drugs and metabolites. 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.

**Office Assistant, GR16 (C5801)  
University Development-Endowed****Minimum Biweekly Salary: \$511.68****Posting Date: 3/21/91**

Serve all departments (5) at 55 Brown Road as building lobby receptionist and assist business manager with secretarial support for University Development. Operate fax machines and oversee maintenance requests; maintain log books for conference rooms, parking permits and equipment; prepare and distribute weekly travel schedule.

**Requirements:** HS diploma or equivalent. Good interpersonal skills. Excellent telephone techniques. Some prior office experience. Knowledge of Macintosh PC. Medium typing. CU employees send employee transfer application, cover letter & resume to Esther Smith, Staffing Svcs, EHP.

**Accounts Assistant, GR18 (C5302)  
Section of Physiology-Statutory****Minimum Biweekly Salary: \$529.35****Posting Date: 2/14/91**

Assist in the accounting and purchasing functions of the department/section utilizing an annual budget of more than 4 million. Assist in the management of funds from state, college, endowed and sponsored programs sources.

**Requirements:** HS diploma or equivalent. Additional education and/or experience in accounting/bookkeeping. Minimum 1 year experience. Excellent organizational, interpersonal and communication skills. Knowledge of computers. Medium typing. Regular Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Word Processor Operator, GR18 (C3203)  
Facilities Engineering-Endowed****Minimum Biweekly Salary: \$529.35****Posting Date: 8/16/90**

Transcribe, type, edit and modify documents through the use of a word processor or typewriter in an efficient, effective and timely manner.

**Requirements:** HS diploma or equivalent. Some college coursework preferred. 1-2 years experience with word processing systems, experience with Macintosh computers and related applications (Microsoft Word or Excel) very desirable. Must be familiar with standard office and correspondence practices. Strong organizational and interpersonal skills necessary. Heavy typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**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 distributing 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.

**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 Macintosh computer and Microsoft Word, Pagemaker and Filemaker Plus soft-

ware helpful. Valid NYS driver's license. Able to lift up to 40 pounds. Medium typing. Cornell employees send employee transfer application, cover letter, resume, and 2 (short) writing samples to Esther Smith, Staffing Services, EHP. External applicants send cover letter, resume and short writing samples to Esther Smith, Staffing Services, 160 Day Hall.

**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 a.m. - 5:00 p.m.  
**Requirements:** HS diploma or equivalent. Associate's or equivalent preferred. 1-2 years prior experience with book publishing helpful. Familiarity with IBM PC's. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

**Word Processor Experience, GR19 (C5709)**  
**Division of Nutritional Sciences/CFNPP-Statutory**  
**Minimum Biweekly Salary: \$529.35**  
**Posting Date: 3/21/91**

Perform complex technical word processing tasks, often under tight and shifting deadlines, for Ithaca research and publications staff. 1 year term, continuation contingent upon funding.  
**Requirements:** HS diploma or equivalent preferred. Some college coursework preferred. Experience with lengthy manuscripts and technical documents required. Excellent grammatical and organizational skills required. Able to work independently with eye for detail essential. Knowledge of Wordperfect and spreadsheet and/or database packages preferred. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Secretary, GR19 (C5706)**  
**University Development-Endowed**  
**Minimum Biweekly Salary: \$566.28**  
**Posting Date: 3/14/91**

Provide secretarial and administrative assistance for the Office of Capital Projects. Type, edit and proofread materials; maintain accurate records of gifts and commitments; initiate requests for and track gift acknowledgements; prepare gift reports; make travel arrangements; schedule appointments; assist in preparation of mailings.  
**Requirements:** HS education or equivalent. Some college coursework preferred. 1-2 years work experience, bookkeeping/accounting experience desirable, good typing skills required, good organizational and interpersonal skills, good command of written and spoken English, and knowledge of Mac PC helpful. Medium typing. Regular CU employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Office Assistant, GR19 (C4109)**  
**Section of Plant Biology-Statutory**  
**Minimum Biweekly Salary: \$551.86**  
**Posting Date: 10/18/90**

In conjunction with other secretaries in the office, provide approximately 12 faculty members with accurate and speedy typing services using typewriter and JPC; provide duplicating services; provide telephone answering service and receptionist duties. Work as Graduate Field Secretary for the Field of Botany. Cover for the other secretary in mail handling UPS deliveries.  
**Requirements:** HS diploma or equivalent. 1-2 years office experience. Knowledge of Word Perfect highly desirable. Ability to work independently with attention to detail. Good organizational and communication skills essential. Regular Cornell employees send employee transfer application, cover letter & resume to Esther Smith, Staffing Svcs, EHP.

**Telecommunicator, GR21 (C5608)**  
**Public Safety-Endowed**  
**Minimum Biweekly Salary: \$615.42**  
**Posting Date: 3/7/91**

Responsible for operating centrally located communications center for department. Monitor incoming telephone lines, radio traffic and blue light emergency phones. Monitor and operate NYS Police Information Network Computer Terminal.  
**Requirements:** HS diploma or equivalent. College degree preferred. Radio communication skills preferred. 2-3 years related experience. Ability to qualify for certification in NYS Police Information Network System. Strong communication (written and oral) skills. Ability to pass background investigation with no record of convictions excluding minor traffic infractions. Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter, and resume to Esther Smith, Staffing Services, 160 Day Hall. Women and minorities are encouraged to apply.

**Administrative Aide, GR21 (C5704)**  
**CRSR-Endowed**  
**Minimum Biweekly Salary: \$615.42**  
**Posting Date: 3/14/91**

This position is for an experienced secretary who is able to give administrative support to a sizeable research group consisting of several professors, research associates and graduate students. Duties include scientific typing, correspondence, E-mail, travel arrangements, travel reimbursement, general office duties.  
**Requirements:** Associate's or equivalent required. 2-3 years of secretarial experience, preferable Cornell background. Solid word processing skills (IBM preferred, if possible, knowledge of Sun Microsystem word processing program). Scientific typing. Medium typing. 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: \$599.73**  
**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.

**Assistant Costume Shop Manager, GR23 (C5109)**  
**Theatre Arts-Endowed**  
**Minimum Biweekly Salary: \$669.23**  
**Posting Date: 2/14/91**

Assist Costume Shop Manager in all phases of shop operations in constructing costumes for theatre productions. Purchase supplies and materials; monitor budgets and inventory; draft and drape patterns, construct costumes; assist with supervision of student personnel. Monday-Friday 9:00-5:00; some evenings and weekends.  
**Requirements:** Associate's required. 3-4 years professional theatre experience. Theatrical costume construction, patterning skills, costume crafts-dyeing, millinery, tailoring, etc; experience operating costume shop equipment. Budgeting skills. Supervisory experience. Good interpersonal skills. Regular Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter & resume to Esther Smith, Staffing Svcs, 160 Day Hall.

## Office Professional Part-time

**Preservation Assistant, GR18 (C5806)**  
**Preservation-Endowed**  
**Minimum full-time equivalent: \$542.89**  
**Posting Date: 3/21/91**

Coordinate the brittle book replacement program under the direction of the Assistant Director for Preservation. Duties include: evaluating the physical condition of books, preparing materials for microfilming, and inspecting the film; perform on-line searches using RLIN, OCLC, and NOTIS. Monday-Friday, 20 hours per week. Position until 6/30/92.  
**Requirements:** HS diploma or equivalent. Some college coursework preferred. Excellent organizational and workflow management skills. Attention to detail. Ability to work independently. Strong interpersonal and communication skills. Previous library experience. Knowledge of microfilming technique and equipment. Word Perfect and PC file software is highly desirable. Send cover letter and resume to Esther Smith, Staffing Services, EHP.

**Information Assistant, GR18 (C5711)**  
**Mann Library-Statutory**  
**Minimum full-time equivalent: \$529.35**  
**Posting Date: 3/14/91**

Provides information and reference services at the reference desk, in person, and over the telephone, using online and card catalogs, RLIN database, reference books and other library resources; make computer search appointments and takes messages for public services librarians; assist with projects and maintenance of reference collection. 9 month continuing appointment. 20 hours per week; schedule to be arranged.  
**Requirements:** Candidate with 3 or more years college coursework will be given preference. Experience working in an academic/research library is desirable. Background in life sciences, agriculture, or human ecology preferred. Strong interpersonal and communication skills required. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

**Administrative Aide, GR19 (C5508)**  
**Architecture-Endowed**  
**Minimum full-time equivalent: \$566.28**  
**Posting Date: 2/28/91**

Act as administrative aide for the Preston Thomas Memorial lecture series as well as the Department of Architecture Lectures and Exhibitions assistant. Schedule and coordinate related events including room reservations, meeting and reception arrangements, travel and hotel accommodations etc.; coordinate materials for Thomas Lectures; transcribe former lectures, research permissions, etc. Hours to be arranged. (between 8-5, 25 hours per week).  
**Requirements:** HS diploma or equivalent. 1-2 years related experience. Some college coursework preferred. Able to use word processing programs on Macintosh SE/30 competently. Ability to work independently, should have some accounting skills, and be able to work with public. Medium typing. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter & resume to Esther Smith, Staffing Services, 160 Day Hall. Minorities are particularly encouraged to apply.

**Administrative Aide, GR19 (C5406)**  
**Placement-Endowed**  
**Minimum full-time equivalent: \$566.28**  
**Posting Date: 2/21/91**

Provide assistance and resume referral support services for experienced engineering alumni seeking new professional career opportunities. Extensive contact, both phone and written with alumni and hiring organizations. Maintain and update records for database and resume referral as needed. 1 year position with possible extension.  
**Requirements:** HS diploma or equivalent. Some college coursework preferred. 1-2 years related experience. Strong business, organizational and clerical skills. Keen mind for detail work and name recognition. Communication skills are essential. Must have ability to work with relational (Foxbase) databases and computerized word processing systems on Macintosh SE. Medium typing. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

## Office Professional Off-Campus

**Administrative Aide, GR21 (C5805)**  
**ILR Extension and Public Safety Service/NYC-Statutory**  
**Minimum Biweekly Salary: \$599.73**  
**Posting Date: 3/21/91**

Assist Director in all aspects of noncredit labor programs in NYC. Handle inquiries regarding workshops and forums. Work independently to design program announcements through use of desktop publishing and graphic design materials; handle all administration of programs including going to classes at clients locations; administer two certificate programs in NYC office, including processing vouchers, bills, etc.  
**Requirements:** Associate's or equivalent. 2-3 years administrative experience. Knowledge of PC Wordperfect, Lotus 123. Medium typing. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Administrative Aide, GR21 (C5701)**  
**Division of Nutritional Sciences/Washington D.C.-Statutory**  
**Minimum Biweekly Salary: \$599.73**  
**Posting Date: 3/14/91**

Provide administrative, marketing, and graphics assistance to the Publications Coordinator and to production staff; oversee the distribution of program publications. 1 year term appointment continuation contingent upon funding.  
**Requirements:** Associate's or equivalent. 3-4 years progressive office experience. Excellent Word Perfect skills (85+ wpm) and the interest in learning other computer programs required. Database experience a benefit. Experience assembling camera ready copy useful. Proven ability to interact with the public and to juggle multiple priorities a must. Familiarity with international work and marketing preferred. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Administrative Aide, GR22 (C5802)**  
**ILR Extension and Public Service/NYC-Statutory**  
**Minimum Biweekly Salary: \$625.24**  
**Posting Date: 3/21/91**

Act as registrar for workshops and conferences; process memoranda and reports on PC; prepare vouchers for travel and purchases of books, supplies, and services; maintain up-to-date student and instructor's records and mailing lists; compile manuals; assure materials needed for courses and conferences are ready and respond to telephone inquiries about workshops and conferences. Monday-Friday, 9:00-5:00, 35 hours per week.  
**Requirements:** Associate's degree or equivalent. 3 years administrative experience. Proficiency in WordPerfect 5.1 required. Ability to accurately perform work involving many details. Good interpersonal/customer relations and telephone skills. Medium typing. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

## 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.

**Weekend Custodian, S002 (G5802)**  
**Buildings Care-Endowed**  
**Hiring Rate: \$6.27**  
**Posting Date: 3/21/91**

Provide general custodial care of buildings and grounds in immediate vicinity of assigned area. Saturday-Tuesday, 6am-2:30pm. Wednesday, 6am-1:30p.m. Weekends.  
**Requirements:** Basic reading and writing skills. Able to operate a variety of heavy power equipment, lift 50 pounds and climb an 8 foot ladder. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Night Custodian, S002 (G5803)**  
**Buildings Care-Endowed**  
**Hiring Rate: \$6.27**  
**Posting Date: 3/21/91**

Provide general custodial care of buildings and grounds in immediate vicinity of assigned area. Saturday-Tuesday, 11:00p.m. - 7:30a.m. Wednesday, 11:00p.m. - 6:30a.m. Rotating weekends.  
**Requirements:** Basic reading and writing skills. Able to operate a variety of heavy power equipment, lift 50 pounds and climb an 8 foot ladder. Regular Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Night Custodian, S002 (G5804, G5805, G5806) 3 Positions**  
**Buildings Care-Statutory**  
**Hiring Rate: \$6.27**  
**Posting Date: 3/21/91**

Provide general custodial care of buildings and grounds in immediate vicinity of assigned area. Sunday-Wednesday, 11:00p.m. - 7:30a.m. Thursday, 11:00p.m. - 6:30a.m.  
**Requirements:** Basic reading and writing skills. Able to operate a variety of heavy power equipment, lift 50 pounds and climb an 8 foot ladder. Regular Cornell employees send employee transfer application, cover letter resume to Esther Smith, Staffing Services, EHP.

**Custodian, S002 (G5701)**  
**University Health Services-Endowed**  
**Hiring Rate: \$6.27**  
**Posting Date: 3/14/91**

Provide general maintenance and custodial care of building and grounds of assigned area.  
**Requirements:** Basic reading and writing skills. Operate a variety of heavy power equipment. Able to lift 50 pounds. Regular Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Food Service Worker, S003 (G4402)**  
**Division of Campus Life-Endowed**  
**Hiring Rate: \$6.56**  
**Posting Date: 11/8/90**

Under direct supervision, prepare, present, and serve items for line service. Receive, inspect, store all food products, equipment, and supplies for a dining unit. Wash dishes, pots and pans.  
**Requirements:** Basic reading and computation skills. 1 year related experience; working knowledge of food prep and kosher dietary law and strict adherence to same. Ability to operate food preparation and cooking equipment. Good customer relation skills. Basic understanding of purchasing and receiving food. Ability to lift up to 75 pounds. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Food Services Worker, S003 (G5601)**  
**ILR Extension and Public Service-Statutory**  
**Hiring Rate: \$6.56**  
**Posting Date: 3/7/91**

Prepare and serve refreshments to conferences faculty, staff, and students. Prepare and deliver to conference rooms coffee and/or refreshments, fill pitchers with ice water for morning and afternoon breaks. Order supplies; wash dishes with dishwasher; maintain kitchen equipment; assist with catered luncheons; collect quarterly coffee dues; assist with conference kits and mailings, room set up, etc.

**Requirements:** HS diploma or equivalent. Food preparation experience desired. Valid NYS driver's license required. Ability to lift up to 50 pounds. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, EHP.

**Senior Mechanic, T007 (G5201)**  
**Utilities-Endowed**  
**Posting Date: 2/14/91**

Responsible for the uninterrupted and efficient daily operation and maintenance of the chilled Water Plants and Hydro-electric Plant. To operate and maintain Central Plant equipment including electric driven chillers, pumps, cooling towers, vacuum and compressed air systems, water turbines and generators, water treatment equipment and instru-

mentation. Operation of the Central Utility Plants shall include use of the Campus microprocessor-based central control systems.  
**Requirements:** Associate's in Mechanical/Electrical Technology. 1-3 years experience in refrigeration, operation and maintenance of Central Utility Plants desirable. 1-3 years experience in electric and solid state electronic controls and their application in control and monitoring. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, EHP. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall. Women and minorities are particularly encouraged to apply.

## General Service

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

**Gardener, S004 (B5401, B5402, B5404, B5405, B5406) 5 positions**  
**Plantations-Statutory**  
**Hiring Rate: \$6.88**  
**Posting Date: 2/21/91**

Assist gardening staff in the installation of new gardens and in the maintenance of existing gardens. Duties include garden cleanup, planting, fertilizing, mulching, watering, raking, and related tasks as plant labels, plant records, greenhouse care, and nursery maintenance. Monday-Thursday, 7:00-3:30, Friday 7:00-2:30. Position until 10/31/91.  
**Requirements:** HS diploma or equivalent. Valid drivers license required. 1-2 years work experience in park, arboretum, or botanical garden desired. Strong interest in horticulture required. Must be able to lift 100lbs and willing to work outside during all weather conditions. Send application materials to Cynthia Smithbower, 160 Day Hall.

**Greenhouse Worker, S006 (B5602)**  
**Entomology-Statutory**  
**Hiring Rate: \$7.52**  
**Posting Date: 3/7/91**

Responsible for operation of an entomological greenhouse complex for use by faculty, staff, and graduate students. Anticipate and carry out necessary operations to maintain an optimum environment for plant growth and research needs. Monday-Friday, 39 hours per week.  
**Requirements:** Associate's or equivalent; Bachelor's preferred. Training in floriculture or related field where coursework included plant growth and greenhouse operations; DEC certified application license required. 2-3 years working experience in a well managed greenhouse operation; excellent knowledge of mechanical operations of a greenhouse. Send application materials to Cynthia Smithbower, 160 Day Hall.

## General Service Temporary

**Temporary Field Assistant, (B5801)**  
**Plant Breeding-Statutory**  
**Hiring Rate: \$6.00**  
**Posting Date: 3/21/91**

Work on potato breeding project; planting, cultivating, harvesting and grading potatoes. Involves both field and greenhouse work. Monday-Thursday, 7:30-4:00, Friday, 7:30-3:00. Position Until 11/15/91.  
**Requirements:** HS education, NYS Driver's License. Able to lift 60 pounds. Must be dependable, able to follow directions farming experience helpful. Send application materials to Cynthia Smithbower.

**Temporary Field Assistant, (B5802)**  
**Plant Breeding-Statutory**  
**Hiring Rate: \$6.00**  
**Posting Date: 3/21/91**

Work on Alfalfa Breeding Project. Involves both greenhouse and field work: planting, cultivating, transplanting, and harvesting. Position until 11/30/91.  
**Requirements:** HS diploma education, NYS Driver's License. Able to lift 60 pounds. Must be dependable. Able to follow directions. Farm experience helpful. Send application materials to Cynthia Smithbower.

**Temporary Field Assistant, (B5701)**  
**Entomology/Freeville Farm-Statutory**  
**Posting Date: 3/14/91**

Assist the farm manager in providing services necessary to operation of the departmental research farm. This includes tillage, planting, maintenance, and harvest of field plots for research on vegetables and field crops as well as assistance in maintenance of the grounds. Assist farm manager in repair/maintenance of farm machinery and facilities. Position until 10/15/91.  
**Requirements:** NYS Class 3 operators license and pesticide applicator certification (commercial category) desirable, but not essential. Experience in operation and maintenance of farming equipment including tractors and ground contact implements. Ability to operate hand and power tools. Send application materials to Cynthia Smithbower, 160 Day Hall.

## Select Benefits Participants

As a reminder, all medical and dependent claims for expenses incurred during 1990 must be received by **March 31, 1991**. Under federal law amounts remaining in a reimbursement account at the end of the plan year cannot be returned to the employee.

If you have any questions, please call Donna Bugliari or Pat Cooke at 255-3936 (Endowed); or Midge Kelsey at 255-4455 (Statutory).