

CORNELL Chronicle

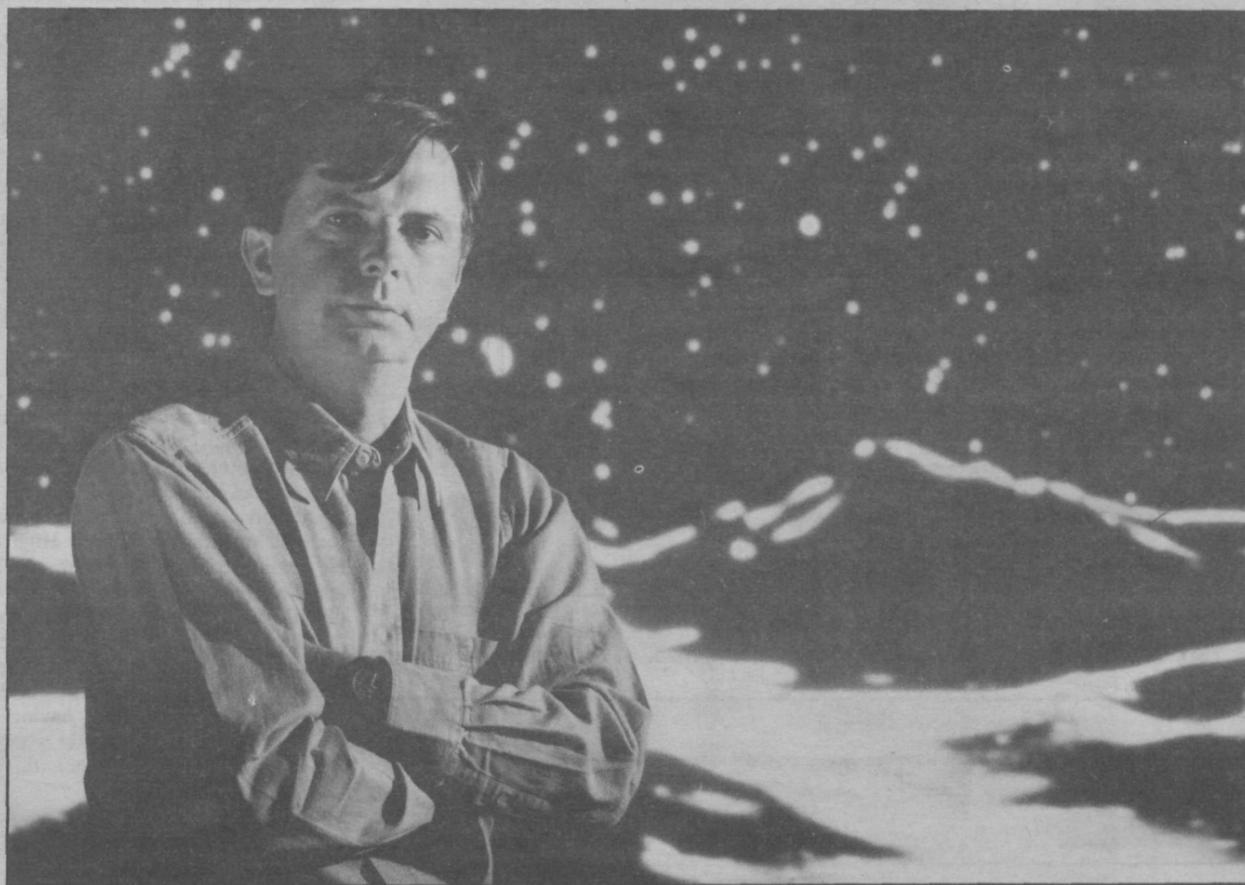
Volume 23 Number 17 January 16, 1992

Rising from the ashes 3

"It hits me like a time-release capsule," said one of at least seven Cornell students or employees left homeless by the Cayuga Street fire. "I'll think of something I want and remember it doesn't exist anymore."

Auction benefits needy 7

With entertainer Merv Griffin as the lead auctioneer, graduate students in the School of Hotel Administration raised \$9,200 in their 11th annual charity auction to benefit Ithaca organizations this holiday season.



Chris Hildreth

Astronomer Alexander Wolszczan stands in front of a computer-generated artist's rendition of the skyline on one of the planets that orbit a neutron star called PSR1257+12.

Astronomer discovers planets around pulsar

By Roger Segelken

By timing the arrival of radio signals from a rapidly spinning pulsar to the Arecibo Observatory's radio/radar telescope, a Cornell astronomer at the National Astronomy and Ionosphere Center has found the strongest evidence so far of a planetary system outside our own: two or possibly three planets that orbit the neutron star called PSR1257+12.

This discovery, which required a massive data analysis by the Cornell National Supercomputer Facility, comes only a few months after announcement of a possible detection by British astronomers of a single, planet-sized body orbiting the pulsar, PSR1829-10. That

claim was withdrawn just this week.

The finding by Alexander Wolszczan was published in the Jan. 9 issue of the journal *Nature* and discussed in further detail Jan. 13 and 15 at the Atlanta meeting of the American Astronomical Society. It shows that planet-formation may be a more common process than previously anticipated, the astronomer said.

"It appears that the formation of disks of gas and dust that are sufficiently massive to condense into Earth-sized planets orbiting their central bodies can take place under surprisingly diverse conditions," said Wolszczan, a senior research associate with the National Astronomy and Ionosphere Center (NAIC) and resident astronomer at the Arecibo Observa-

tory in Puerto Rico.

NAIC and the Arecibo Observatory, whose 305-meter-diameter dish is the world's largest and most sensitive single telescope for collecting radio signals from space, are operated for the National Science Foundation by Cornell. Collaborating with the Arecibo astronomer was Dale A. Frail, a postdoctoral fellow at the National Radio Astronomy Observatory, who provided a precise measurement of the pulsar's position with the Very Large Array (VLA), the New Mexico facility that also is supported by the National Science Foundation.

The pulsar under study is a rapidly spinning neutron star; it is made of mat-

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Panel seeks greater role for teaching in tenure

By Sam Segal

A committee of senior faculty has recommended specific measures to enhance the importance of teaching as a criterion for winning tenure.

The committee rejected the argument that it is more difficult to evaluate teaching than research and in fact focused its recommendations on how to ensure a methodical evaluation of a candidate's teaching.

The recommendations address one of the most basic and enduring criticisms of the modern university — that undergraduates suffer because faculty are rewarded more for research accomplishment than for good teaching.

The committee, headed by Dean of the Faculty Walter Lynn, said that, despite some notable exceptions, teaching at Cornell "has not been given the same degree of respect, recognition or reward as a faculty member's contributions to research."

It recommended, therefore, that Cornell should establish as university policy "that its colleges and departments treat and reward teaching and research on an equivalent basis."

Lynn, who is responsible for faculty appeals when they are denied tenure, said a common point in such disputes is the quality of teaching. One reason he organized the committee, he said, was his realization that such disputes are hard to adjudicate because the methods for evaluating teaching are so inadequate.

While a decision to grant a professor indefinite tenure must be endorsed by the Board of Trustees as well as the president, provost and dean, it is rare that any of them overrides a recommendation of the candidate's departmental colleagues. Yet many departments, individually, lack rigor and method in evaluating teaching, and, as a whole, they lack consistency, the committee said.

Without trying to supplant departmental authority, Lynn said, the committee is nevertheless urging deans and the provost to assert their prerogatives in behalf of en-

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Art historian named Johnson Museum director

By Carole Stone

Art historian Franklin W. Robinson, director of the Museum of Art at the Rhode Island School of Design, will become the next director of the Herbert F. Johnson Museum of Art on July 1.

Robinson, 52, is known for making the Rhode Island museum more accessible to the people of that state. He now plans to make Cornell's museum an even more integral part of the curricular and intellectual life of the university and a more prominent arts center for upstate New York.

"I think of museum directorship as an extension of teaching and a part of education. And education is about helping people think and grow and love what you love," said Robinson, a Harvard-educated scholar of 17th-century Dutch painting.

Robinson succeeds Thomas W. Leavitt, director of the Johnson Museum since its opening in 1973. Leavitt retired on June 30 to devote more time to writing and to his family.

"I am delighted that such a highly respected and well-qualified museum director and scholar has agreed to carry on the work of the museum," Leavitt said. "He is a man of tremendous energy and enthusiasm and will bring alive the art in the museum."

Under Robinson's 12 years of leadership, the museum at the Rhode Island School of Design added more than 7,000 works of art to its collection, raised \$1.86 million for a new wing, quadrupled its budget and expanded its curatorial staff from four to 10.

Most important, Robinson said, the museum raised its attendance from 67,000 to 125,000 visitors annually.

"Probably the most important thing I did was to open up the museum to people from every part of the Providence and Rhode Island communities, getting people to come into the museum and to love and understand the museum," Robinson said.

He often introduced people to the museum personally. He rode city buses, chatting with passengers on his way to work

and distributing museum exhibition schedules and printed bookmarks. He visited some of the city's hundreds of churches on Sunday mornings, leaving museum literature with the ministers and talking with members of the congregations.

Last year he also started broadcasting weekly radio commentaries on the arts in Providence.

Meanwhile, he expanded the museum's education program to include a summer institute for schoolteachers, a "Museum on Rounds" in the Providence children's hospital, programs in senior citizen centers and other new ventures.

"He has a vision of the way a museum can serve as an educational force in a university and in the community," said Larry I. Palmer, Cornell's vice president for academic programs and campus affairs and a member of the search committee that selected Robinson from among 46 candidates.

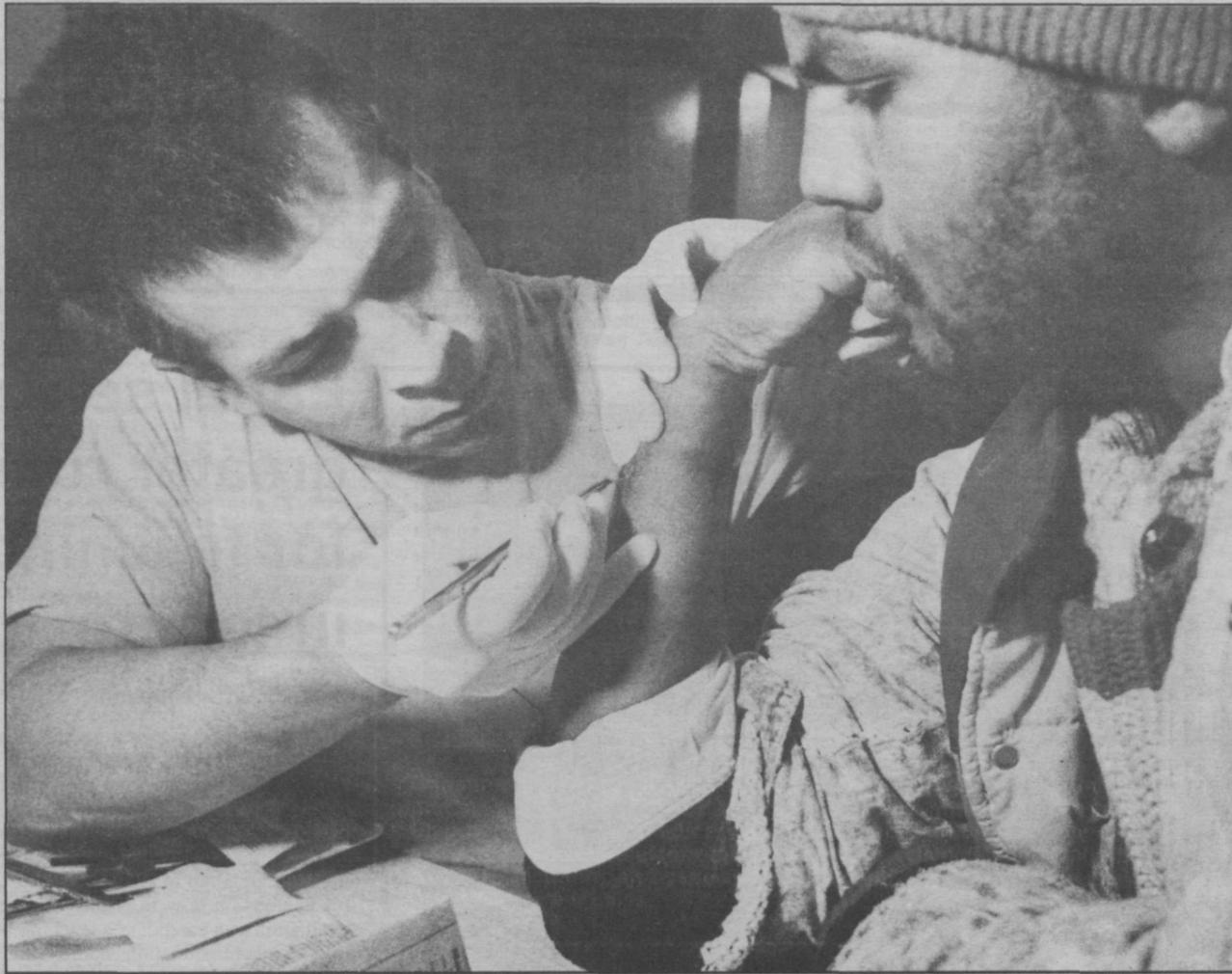
Members of the arts community at Cornell and the search committee say they

Continued on page 4



Franklin W. Robinson

Helping hand



Chris Hildreth

Steve Diaz (left), a fourth-year student at the Medical College, removes stitches from the arm of a homeless man at a shelter near Grand Central Station in New York City. The treatment was part of an ongoing Medical College project.

BRIEFS

■ **Employee Night:** The annual Employee/Family Night at the Court will be held Saturday, Jan. 25, when the Big Red basketball teams take on Columbia. The women's team will play at 5 p.m.; the men, at 7:30 p.m. in Alberding Field House. A barbecue will be held from 4:30 to 7 p.m. in Alberding. Basketball tickets are \$2, and combination barbecue and basketball tickets are \$4 and can be purchased at the field house, Cornell Recreation Club in 165 Day Hall

Rape charge filed

Ithaca Police have charged a Ph.D. candidate at Cornell with three counts of rape in the first degree, four counts of sodomy in the first degree and one count of third-degree assault in connection with a late-December incident in his home.

The defendant is James S. Pasto, 33, of 410 S. Geneva St. Pasto was charged Jan. 3 after an Ithaca Police investigation, which continues.

and the Campus Store Service Center. Combination tickets are available until Jan. 21; basketball-only tickets, until Jan. 24. Those willing to volunteer to help serve should call Janet Beebe at 255-7565.

■ **Breakfast with Rhodes:** There are a limited number of openings available for students to have breakfast with President Frank H.T. Rhodes. Those interested are invited to call his office at 255-5201 to make a reservation. The breakfasts are held from 7:30 to 8:30 a.m. in Willard Straight Hall. Reservations are made on a first-come, first-served basis. Those with reservations will be reminded by mail a few days in advance.

■ **ESL:** Registration for Cornell Campus Club English as a Second Language classes will take place Jan. 23 from 7:30 to 9 p.m., One World Room, Anabel Taylor Hall.

■ **Recreation:** Registration for Experimental College spring recreation courses will be

held until Feb. 7. For more information, call 255-2346.

■ **Extramural:** University staff and area residents can continue their education by applying for admission to virtually any course the university offers, through Extramural Study. Registration will be held Jan. 20 and 21 in the Biotechnology Building Conference Room. With department approval, non-academic staff can enroll in courses and have tuition waived for up to four credits. An application form must be completed before registration; forms are available in B12 Ives Hall and 107 Day Hall. For information, call 255-4987.

■ **Red Cross:** The American Red Cross is offering classes in standard first aid and in cardiopulmonary resuscitation to faculty and staff. Classes will be held in Robert Purcell Union, beginning Jan. 22 for first aid and Jan. 23 for CPR. Course fees (\$45 each) can be billed to departments. Call 273-7146 for more information.

OBITUARIES

Dick (Richard P.) LaFrance, athletic trainer at Cornell from 1946 until his retirement in 1980, died Jan. 6 at Tompkins Community Hospital of a heart condition. He was 72.

Blinded by shrapnel in World War II, LaFrance went on to achieve national renown among athletic trainers and coaches for an uncanny ability to diagnose and treat muscle injuries where others had given up hope.

"He saw with his fingers and felt with his heart," one colleague said, referring not only to LaFrance's special talent for treating the body but also reaching the spirit of all those he touched with his relentless sense of humor and exemplary zest for life.

"It's stupid to be sensitive about this blindness," he once told an interviewer, adding: "I try to put the kids at ease by joking about it."

One of his favorite lines for a newcomer to his corner of the track room in Schoellkopf Hall who seemed a bit ill at ease was: "Geez I'm thirsty. I think I'll take a belt of this alcohol. It might make you blind, but it won't hurt me a bit."

When he bumped into someone, he would often say: "Oops! I guess you caught me on my blind side."

It is said he never forgot a voice and the name that went with it. Untold numbers of Cornell alumni recount stories of how he recognized them immediately after a hiatus of years and even decades.

A native of Ithaca, LaFrance starred in football and track at Ithaca High School. He continued his athletic career at Tennessee Wesleyan College and then the College of William and Mary until World War II.

He was wounded April 9, 1945, while leading a tank battalion outside Nuremberg, Germany, after having participated in the Normandy invasion and having fought through France and the Battle of the Bulge. He received the Bronze Star, three battle stars and the Purple Heart.

He was interred with full military honors in Groton Rural Cemetery on Jan. 8.

Survivors include his wife, the former Bette Lou Foster, of Groton; a son, Rick, also an athletic trainer at Cornell, of Groton; two daughters, Holly Youngs, of Ithaca, and Bonnie Anthos, of Liverpool; and nine grandchildren. He was preceded in death by a grandson, Eric LaFrance, Jan. 17, 1982, and a son, Matthew P. LaFrance, April 5, 1984.

—Martin B. Stiles

■ ■ ■
Brian McMahon, a junior in the College of Human Ecology, died Jan. 10 in his hometown, North Massapequa, N.Y., after being struck by an automobile, officials there reported. McMahon was a member of the varsity football team.

■ ■ ■
The body of **Lori Z. Figelman** of 616 N. Cayuga St., a 1991 graduate of the College of Arts and Sciences, was found Jan. 12 in Fall Creek, below Ithaca Falls. Her death has been ruled a suicide.

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

Tax withholding: Student employees who claimed exemption from income tax withholding in 1991 will have that exemption revoked unless they renew it. Deadline is Feb. 15. Check with your payroll clerk or the Payroll Office, B-7 Day Hall, 255-5194.

Registration: Spring registration will be held Jan. 16 and 17 from 8:30 a.m. to 4 p.m. in The Henry. After Jan. 17, go to the Office of the Registrar, 222 Day Hall.

Enrollment: Course enrollment is being held through Feb. 7. Bring completed forms to Sage Graduate Center. Students who completed precourse enrollment forms do not need to complete a course enrollment form; if there is a change in their schedule, they complete a course drop-and-add form.

Dissertations: A weekly workshop on overcoming writer's block starts Feb. 18 and continues through April 28 on Tuesday's from 3 to 4:30 p.m. Registration starts Jan. 24 at the Dean of Students Office, 103 Barnes Hall, 255-3608.

Active fee: To avoid the \$200 Active

File fee for spring 1992, Ph.D. candidates who are not registered for the spring must complete all degree requirements by Feb. 7.

Faculty: A Graduate Faculty Meeting will be held Jan. 31 at 4 p.m., Sage Graduate Center, to vote on January degrees.

Travel: Conference travel grant applications are due at the Graduate Fellowship and Financial Aid Office by Feb. 1 for March conferences.

TA's: Teaching Assistant workshops will be held on Feb. 1 from 9 a.m. to 4 p.m. Inquire at B-41 Day Hall, 255-8427.

Elections: Information and candidate petitions for student trustee and assembly elections are available from Office of Assemblies, 165 Day Hall.

Residence staff: Residence Life has openings for 1992-93 for graduate students as live-in staff in graduate residences. Candidates must attend one of the following sessions at The Henry: Jan. 21, noon; Jan. 22, 7:30 p.m.; or Jan. 27, 5 p.m. For information, phone 255-9758.

Students, faculty and staff will receive new identification cards during 1992

By Martin B. Stiles

By the end of 1992, all Cornell students, faculty and staff will be carrying newly designed, standardized, multi-use university I.D. cards created with state-of-the-art equipment.

A digitized color portrait and all other I.D. information, including the holder's Social Security number, will be available via computer within minutes for identification checks or to replace a lost or stolen card.

The new program emphasizes the use of one card for multiple functions. The cards will include magnetized strips to carry information for charging at the Campus Store, buying food through Cornell Dining and using vending machines and copiers on campus. Other uses are being developed based on the ease of encoding and re-encoding the magnetized strips with data, Registrar Gloria A. Howell said.

The first step in a multiphase program to switch to the new card system started Jan. 13, with the issuance of the new cards during the registration of new students.

Most faculty, staff and students will not be concerned

with the new cards until late April or May, when a program for replacing all old cards will be in place, according to Howell. Details will be announced at that time.

Under the new system, the cards — including picture, signature, lamination and all — will be produced on site at the registrar's office in as little as two minutes with portable equipment.

The new cards are the result of a study by a 14-member committee formed last spring and led by Steven L. Stein, system manager for the Campus Store, and Cathy Dove, associate director of Cornell Dining. It included representatives from Public Safety, the Bursar's Office, Dining, Residence Life, Transportation, Summer Session, Athletics and Libraries.

With the new equipment, it will be possible to produce I.D. cards without the person being present. All that is needed is a copy of the holder's signature, a passport-type photograph and information that can be mailed to the registrar's office.

Howell said that the system will enhance delivery of services and administrative transactions. The payoff in convenience and versatility will be immediate, she added.



Registrar Gloria A. Howell holds an example of the new identification cards that will be issued to students, faculty and staff this year.

Service will mark Martin Luther King Day

Cornell will observe Martin Luther King Day with a lecture on his civil rights work, readings from his writings and a musical interlude.

A service of remembrance and celebration for the Rev. Martin Luther King Jr. will be held in Sage Chapel on Jan. 20 from noon to 1 p.m. The main speaker will be the Rev. Derrick Span, interim pastor at Ithaca's Calvary Baptist Church who has taught and conducted research on King's career.

The topic of his address will be "An Imaginary Letter from Martin Luther King to America."

The Rev. Gurdon Brewster, Episcopal chaplain at Cornell who worked in King's movement, will read from some of King's collected writings, including his "Letter from Bir-

mingham Jail."

Brewster lived with King's parents in 1961 and 1966 and served as an assistant to both father and son in Ebenezer Baptist Church in Atlanta.

During the Sage Chapel service, Debbie Williams, Episcopal secretary in Cornell United Religious Work, will sing "Amazing Grace," and Pauline Small, a nurse in Gannett Health Center, will sing "How Great Thou Art."

Locksley Edmondson, director of the Africana Studies and Research Center, said the center will suspend classes on Martin Luther King Day, as it has done annually in recent years, to hold educational and cultural programs on King's work at the center and at Ujamaa Residential College.

Dullea responds to Cuomo address

The following statement was issued on Jan. 8 by Henrik N. Dullea, vice president for university relations, in response to the Governor's State of the State Message:

"The Governor's State of the State Message delivered

'We are encouraged by the Governor's commitment to economic revitalization and his appreciation for the contribution made by Cornell to that effort.'

— Henrik N. Dullea

today to the State Legislature repeatedly draws attention to the important land grant mission played by Cornell University in the state's economy.

"We are encouraged by the Governor's commitment to economic revitalization and his appreciation for the contri-

bution made by Cornell to that effort.

"Among the many proposals set forth by the Governor, he specifically referred to the state's desire 'to broaden industry/university cooperation through programs that expand access to such worldclass research facilities as Cornell University's Theory Center.' A strong endorsement was also given to the importance of critical basic research and development in biotechnology.

"Cornell Cooperative Extension has been asked to work with the Department of Agriculture and Markets and the Department of Labor to 'increase the pool of qualified farmworkers by providing training demonstration projects and improving labor recruitment and management skills.'

"The dean of the College of Agriculture and Life Sciences, David Call, and the commissioner of Agriculture and Markets, Richard McGuire, have been asked to 'establish working groups of producers and processors to explore ways that the state can assist this industry within the scope of limited resources.'

"We look forward to working with the state in the year ahead."

CORNELL *Life*

Rising from the ashes

Standing behind the counter at Papparazzi, a vintage clothing store in the DeWitt Mall, Gemma Park pointed to five bags of used clothes and said, "That's all I have now. That and the security deposit check in my back pocket. I could relocate anywhere. I could leave tomorrow and carry everything I own with me on the bus."

Park, a 25-year-old December graduate of the College of Human Ecology, is one of 22 people left homeless by the Jan. 6 fire that destroyed three buildings on North Cayuga and Farm streets. At least seven of the people were Cornell students or employees.

"It hits me like a time-release capsule," Park said a few days after the fire. "I'll go for a while without any feeling of loss, and then I'll think of something I want and remember it doesn't exist anymore."

Park lost diaries she's kept since childhood. She lost photographs from Korea, where she was born, and writings and oil paintings she has created in recent years.

She lost antiques. "It was silly of me to collect things, but I did: a silver candelabra, a carved wooden night stand, a mirror and an antique Asian jewelry chest from my mother," she said.

She lost a 10-year collection of music, all her clothes, shoes and jewelry, a stereo, television and sewing machine, a bicycle that was her one source of transportation, books and several small household appliances. She estimates her material loss at more than \$30,000.

Her passport, certificate of citizenship and license were all reduced to ashes. "My signature is the only thing I have left" for identification, she said.

Of all this, she wishes she could have saved the computer disk that held her resume and list of job contacts. More than that, she said, if she had it to do all over again she would have tried to save her roommate Frank's work.

Frank Rullio is a fifth-year architecture student. In the fall, he brought all of his work of the last five years back to his Cayuga Street apartment from his parents' home in Youngstown, Ohio.

He brought his models, his drawings, his photographs, negatives and slides, his model city hall, Finger Lakes visitors center and South American housing project — everything of significance he had done.

In December, he presented his thesis — it's ironic, he said, that his thesis, titled "Dreamscapes," was about how memories and dreams can be made tangible — and he had planned to spend the spring term documenting his work for a thesis book and preparing a portfolio.

Now, he said, "I have nothing to show for my five years at Cornell."

Job hunting for an architect in recessionary times is difficult enough. Without a portfolio, it's a daunting challenge. The portfolio is the one indicator prospective employers care to see; they don't even bother looking at grades, Rullio said.

"But there's no point in dwelling on what happened," he said, after staying up all night at his parents' home in Youngstown, reading short stories by Philip Roth and waiting for the shock to pass.

"It's odd that I had never thought about the possibility of loss," Rullio said. "But there's nothing I can do about it and nothing I could have done to prevent it. The important thing now is to start working again."

Another student in the building, a fourth-year graduate student in German studies, lost her entire doctoral dissertation — disk and hard copy.

Several Cornell units have organized emergency relief for the victims of the fire, similar to the effort made for Robert Mosher Jr. of Cornell Information Technologies last December after a fire destroyed his home in Etna and killed two of his children.

"My advice to everyone is to get renter's insurance," said Park, who did not carry it, despite the value of her belongings. "As a college student, who thinks of insurance? Yet the cost is not much more than the annual fee for an American Express card."

As for the loss of her creative work, Park said she feels some consolation from the words of a friend: "These things, paintings or writings, are just the artifacts of your talent."

The important thing, she said, "is to think the talent is in you to go on."

— Carole Stone

Musical chairs



Peter Morenus

U.S. Rep. Sherwood L. Boehlert plays musical chairs with students at Westmoreland Elementary School earlier this month. Boehlert visited the school along with Cornell officials to observe the Cooperative Extension of Oneida County's Rural Families Cooperative/After School Program. The program involves parents, youth instructors and several agencies in providing child care services.

Johnson Museum director *continued from page 1*

hope that Robinson will increase the popularity of the Johnson Museum.

"Many people do visit the museum," said Andrew Ramage, chairman of the History of Art Department. "But others do not see the museum as a part of the university. They see it as just a preserve of art history or art makers."

Robinson's appointment coincides with the release of a report by a university task force on the arts that recommends greater integration of the arts in the academic life of the university.

"I think he will work very effectively with the other members of Cornell's Council for the Creative and Performing Arts," which supported the recommendations of the task force report, said Palmer. The council is an umbrella organization that supports the arts on campus.

"I would like to make the museum become even more a part of the curricular sequence of the college and university itself," Robinson said.

"Cornell also has many loyal alumni who are great collectors, and I know they will be wonderful allies in making this an even greater museum," he added.

The Johnson Museum is similar in size to the museum at the Rhode Island School of Design, although its permanent collection is smaller. The Johnson operates on a budget of just under \$2 million, presents 20 to 25 exhibits a year and has 28,000 works of art. The Rhode Island museum's budget and exhibition schedule is similar, but it has 75,000 works of art. It was founded in 1877.

As director at the Rhode Island museum, Robinson was active in local and national affairs. He led four trips to Europe for museum donors; twice testified on behalf of National Endowment for the Arts reauthorization before the Senate Subcommittee on Art and Education; spoke at hearings by the Rhode Island General Assembly; and served on the boards of numerous Provi-

dence community organizations — including two years as president of a non-alcoholic New Year's celebration and as a board member of the Langston Hughes Center for the Arts, the Rhode Island Black Heritage Society, and an arts program for mentally retarded adults.

In recognition of his service to the community, the governor of Rhode Island and the mayor of Providence declared April 18, 1991, Franklin W. Robinson Day.

Robinson grew up surrounded by art, museums and universities. His father, C.A. Robinson Jr., was a professor of classics at Brown University, and his maternal grandfather, Paul Sachs, an art collector and well-known Harvard University benefactor, was a professor of fine arts at Harvard and director of Harvard's Fogg Art Museum.

Robinson earned bachelor's, master's and doctorate degrees at Harvard. His dissertation, "Gabriel Metsu (1629-1667): A Study of his Place in Dutch Genre Painting of the Golden Age," was published in 1974. His second book, "Dutch and Flemish Paintings in the John and Mable Ringling Museum of Art," was published in 1980.

He regularly publishes articles, catalogs and catalog entries and is the editor of more than 60 catalogs at the Rhode Island School of Design Museum of Art, including catalogs of the museum's permanent collection. He has also given more than two dozen lectures at the nation's museums, including the National Gallery of Art and Metropolitan Museum of Art.

Robinson taught six years at Dartmouth College and four years at Williams College, where he was director of the graduate program in the history of art. Here, Robinson will be an adjunct professor in the History of Art Department, teaching museum studies and possibly Baroque painting.

Robinson's wife, Margaret, is also an art historian and head of the Providence College art gallery. They have a 23-year-old son, John.

Winners, all

10 athletes named Academic All-Ivy

By Dave Wohlhueter

Ten Cornell athletes are on the inaugural Academic All-Ivy list for fall sports teams. Each school nominated five men and five women who were starters or key reserves on varsity teams and who had a cumulative grade-point-average of 3.0 or better.

Cornell's representatives are:

- All-America distance runner Jennifer Cobb, a senior from Kimberton, Pa., who has a 3.91 GPA in neurobiology.
- All-Ivy first-team soccer player Susan Miller, a senior from Midland, Mich., with a 3.65 in biology.
- Volleyball senior Michelle Neal from Irwin, Pa., with a 3.47 in design and environmental analysis.
- All-Ivy honorable mention field hockey player Jackie Hymans, a junior from Pennington, N.J., with a 3.22 in biology.

- Cross country sensation Pam Hunt, a sophomore from Bloomsburg, Pa., who has a 3.14 GPA in general studies. Hunt won the 1991 Heps cross country championship and was sixth at the NCAA championships, earning All-America recognition.

- Cross country runner Matt Daniels, a sophomore from West Chester, Pa., who has a 3.67 GPA in industrial and labor relations.

- Football defensive end Jeff Diehl, a senior from Wisconsin Dells, Wisc., with a 3.60 in finance.

- Lightweight football player Chris Austin, a senior from Pittsburgh, Pa., with a 3.48 in civil engineering.

- All-Ivy first team football cornerback Ramon Watkins, a senior from Tulsa, Okla., with a 3.40 in hotel administration.

- All-Ivy honorable mention soccer player Ken Tometsko, a senior from Rochester, N.Y., with a 3.07 in biology.

Four women's teams capture Ivy titles

By Scott Stapin

Women's athletic teams won four Ivy League championships last fall.

The field hockey squad was crowned Ivy co-champion for the first time since it entered league play in 1976; women's cross country took home its first-ever Heps title; women's soccer made its 10th anniversary a memorable one with its second Ivy co-championship; and women's volleyball went undefeated in regular season Ivy League play and then took first place at the Ivy tournament.

When's the last time Cornell carried home this much hardware during the fall season? Never. Cornell has developed one of the strongest women's programs in the Ancient Eight and is arguably one of the most competitive programs in the nation, as evidenced by the soccer and cross country teams thriving in the Top 20 of the national polls all season long.

The women's cross country team, ranked 12th in the nation after its first-place victory at Heps, finished fourth in the NCAA cross country championships. Pam

Hunt broke the Cornell record at the Heps with a clocking of 17:30.31; she finished in sixth place at the NCAA championships.

The women's volleyball team won the Ivy tournament by beating Harvard, Penn, Princeton and Brown. The Big Red completed the season with an 18-8 mark overall. Shelley Zierhut was ranked eighth nationally in hitting percentage.

The 18th-ranked women's soccer team earned a share of the Ivy title after a 2-0 victory at Penn. The Red finished the year (10-4-2 overall, 5-1-1 Ivy) under 10th-year head coach Randy May and made it as far as the semifinals of the ECAC tournament before being downed by eventual-champion Rutgers (1-0).

The field hockey team (6-8-1 overall, 4-2 Ivy) needed a victory at Brown to get a piece of the championship and got it in the clutch (1-0). Senior co-captain Anne Tevebaugh knocked home the game-winner. The Red posted the most league victories out of the four teams that shared the title. Sophomore goalkeeper Amy Wright recorded 11 saves vs. Brown for 247 on the season. Wright also notched six shutouts.

Teaching in tenure *continued from page 1*

hancing the importance of teaching in tenure decisions. "Prerogatives" include not endorsing tenure votes in cases where teaching is not carefully evaluated.

"It is commonly assumed," said Lynn, "that it's harder to evaluate teaching than research or scholarship. That's simply not so. Either evaluation is subjective, but if there is a thoughtful method for evaluation, and if it is followed, the results should be equally valid. Actually, the biggest problem this will cause in the tenure process is the added time it will require of faculty."

The recommendations, besides that there be a universitywide policy of equivalence for teaching and research, were:

- That university units act to ensure that such equivalence is sought.

- That "rewards should be developed" — both money and help, such as teaching assistants — in support of teaching.

- That every department form a "standing committee on teaching" to oversee how teaching is evaluated in tenure cases.

- That each college have and enforce guidelines as to what should be covered about a tenure candidate's teaching.

- That each dean be in charge of procedures for incorporating student evaluations into the review.

- That a teaching-evaluation handbook be made available to all colleges and departments "to encourage consistency" in the evaluation of teaching.

- That the provost "take appropriate steps to set in motion the recommendations" of the report.

Provost Malden C. Nesheim called the recommendations "concrete and extremely helpful."

"I will work with the deans to further define realistic and fair ways to apply the recommendations," Nesheim said. "In the meantime, I fully support their spirit and will urge deans and faculty to seek improvements in how we weigh teaching."

Cornell President Frank H.T. Rhodes

has long exhorted the faculty to honor their teaching and seek ways to encourage good teaching. For more than five years, he has distributed \$1 million annually to faculty and administrators nurturing projects that could benefit teaching. The work of the committee, activated by Lynn, was supported by the president's fund.

Besides reviewing the literature on the evaluation of teaching, the committee scrutinized tenure files from seven of Cornell's 10 colleges on the Ithaca campus.

They found that the Chemistry Department and the Law School were particularly methodical in teacher evaluation, particularly in sending faculty members to sit in on classes and then to put reports into the tenure candidate's file.

In general, however, they found little method in the evaluation of teaching by faculty colleagues and found that there was no consistency or rigor to the way student evaluations were made or incorporated into the tenure decision.

Only three of 19 tenure files included teaching materials — such as syllabi, reading lists, handouts, problem sets and examples of the candidate's written comments on student papers — all of which, the report said, "ought to be included in a tenure file."

While the tenure process was the committee's main concern, the committee said improving and systematizing the evaluation of teaching would have benefits beyond that process.

The report notes that deans and department heads may feel that "once an individual is tenured, there is little that can be done to deter poor or deteriorating teaching or to reward good or improved teaching."

Such a situation "must be altered," it said, adding that "rewards for both excellence in teaching and instructional improvement/development must be established to provide faculty with incentives to invest in teaching on an equivalent level with research."

Persis Drell: Once bored, now fascinated, by physics

By Susan Lang

In high school, Persis Drell swore she'd never become a physicist like her father. She loved math and chose it as her major at Wellesley College.

"Physics seemed too boring, with its rolling balls, inclined planes, circuits and so on," she said. Yet her father encouraged her to take at least one physics course in college, because, he told her, "Every educated person should do so."

CORNELL
People

She did, and she was hooked. Drell was fascinated by the wonders of the new physics that explored the universe of subatomic matter. She added physics to her major and then pursued it in graduate school at Berkeley, where she was the only female student in physics in her class.

Now an assistant professor of physics at Cornell, 35-year-old Drell already has made a mark in her field. Her early research accomplishments earned her the distinction of being named a National Science Foundation Presidential Young Investigator in 1988. The award is intended to help finance promising research in science and engineering near the beginning of a recipient's career.

Drell came to Cornell three-and-one-half years ago because of that "wonderful machine" that hums under Alumni Field, the Wilson Synchrotron, one of only three such facilities in its class in the country.

"Electrons and anti-electrons run around this one-half-mile loop at almost the speed of light and collide millions of times a second. Then a detector records the fragments from those collisions, and we study the data, trying to figure out what happened and why," she explained.

Drell attempts to find a "chink in the armor" of modern-day particle physics — testing whether the "standard model" of how matter is put together will continue to hold up under experiment after experiment.

"Here at the Cornell machine, we make lots of different particles whose properties are predicted by our current model of how the world is put together," Drell said. "One way we can test the model is to check everything it predicts."

For example, Drell has been working recently to try to resolve the apparent discrepancy in the way an exotic particle called the tau lepton decays. The tau can decay many ways, and one way is to turn into an electron.

"For years, people have found too few electrons when

the tau decayed, in violation of the standard model, and there has been a lot of speculation — and hope — that maybe the model was breaking down and something new might be going on," Drell explained. "Our measurement indicates that the model is OK, but we have to wait and see if our result is confirmed."

Drell also works in the area of B meson physics. The B meson is also a particle produced at Wilson in the positron-electron collisions. "The B meson has particular interest because its decay properties may shed light on something that happened at the Big Bang, and is the reason we are here. At the time of the Big Bang, there was an equal amount of matter and anti-matter," Drell said.

"Now, if we look around, we see mostly matter in the universe. Where did all the anti-matter go? A property we hope to observe in the decay of the B meson someday, CP violation, may be related to the deficit of anti-matter. Right now we are just laying the groundwork, but CP violation is what I like to think of as the Holy Grail of B physics."

Drell is one of only two women physicists on Cornell's 48-person physics faculty, a ratio that doesn't daunt her — at least not anymore.

"At the beginning of graduate school, I felt very conspicuous as the only female," she said. "I knew that if

someone else asked a stupid question, it would be quickly forgotten. But if I asked a stupid question, as the only female I'd be easily remembered.

"But that soon passed and now I don't think of myself as a woman physicist — just a physicist, and I am treated as such. The fact that I'm a woman is not an issue."

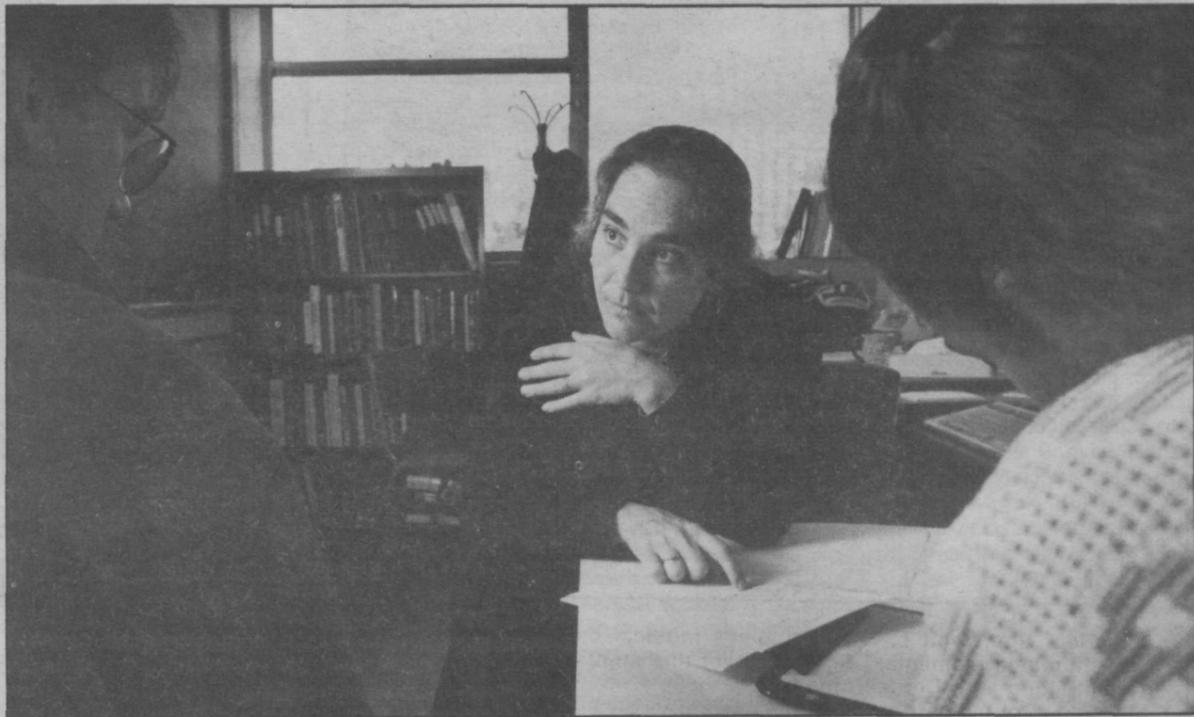
Except when, as most women professionals find, she's trying to balance her work with her family. Drell and her husband, Cornell accelerator physicist Jim Welch, have two preschool children, Cornelia and Joseph. Her department has a progressive policy, however, and has allowed her to periodically work part time to spend more time with her young children.

Drell enjoys teaching waves, electricity and magnetism to sophomores and high-energy particle physics to seniors. "I love lecturing: it's a performance."

While the rewards of research aren't as accessible as those of teaching, they are profoundly satisfying to Drell:

"It's such a great feeling to squeeze one of nature's secrets out and, you know, she doesn't give any of them up easily," said Drell.

And although Drell still thinks that inclined planes and circuits are boring, she believes her father was right: Every educated person should take at least one physics course.



Peter Morenus

Assistant Professor Persis Drell reviews some concepts with students in her Newman Laboratory office.

Extension honors Matilda Cuomo, Gordon Conklin

Two prominent state leaders were honored as "Friends of Cornell Cooperative Extension" at a recognition banquet on Jan. 8 during this year's Cornell Conference at the Nevele Conference Center in Ellenville.

First lady Matilda R. Cuomo was recognized for her commitment to New York families and for promoting lifelong health among school-aged youth, and Gordon L. Conklin of Ithaca was cited for his contributions as an influential voice on behalf of agriculture and rural communities in New York and throughout the Northeast. The awards were presented by Cooperative Extension Director Lucinda A. Noble.

Cuomo initiated the "Nutrition for Life" classroom nutrition education program in 1984. The teaching materials in the K-12 curriculum have already helped more than 2 million students in more than 4,000 schools develop positive attitudes toward nutrition and healthier food choices.

"Nutrition for Life has served as a model for nutrition education programs," Noble said. Similar programs have been launched in 45 states and in Japan, Mexico and Hungary.

Conklin's active career as a rural banker, extension agent and editor of the *American Agriculturist* for 30 years until his retirement this summer complemented an extensive commitment to public service.

"The insight and wit of Conklin's essays and editorials tirelessly promoted the importance of Cornell Cooperative Extension's educational programming to all aspects of rural life," Noble said.

Conklin was the first chairman of the New York State Agricultural Resources Commission and served as a director of the New York State Dairy Farm Beautification Project. In 1988, he received the outstanding alumni award from the College of Agriculture and Life Sciences.

Initiative works to help rural areas recover a better standard of living

By William Holder

A new Rural Alliances Initiative developed at Cornell seeks to reverse the trend of lost jobs and diminished standards of living that has been the plight of many rural areas in New York.

Representatives of the Community and Rural Development Institute and the Local Government Program at Cornell say the intent of the new program is to bring together the educational expertise of Cornell Cooperative Extension with the technical and planning expertise of regional planning boards for the benefit of rural communities.

The three-year pilot project will target two regions within the state, to be selected by competitive proposals. It is funded by a grant of \$842,000 from the W.K. Kellogg Foundation of Battle Creek, Mich.

"The worldwide economic and political changes of recent years have resulted in significant deterioration of rural economies and the capacity of rural government and other community leaders to stem and reverse that deterioration," said David Brown, director of the Community and Rural Development Institute.

The loss of manufacturing jobs, in particular, has led to unemployment, people working one or more jobs for less money and diminished benefits.

"But we believe that a carefully structured program of educational and technical assistance can help many rural areas turn that situation around," Brown said.

To achieve that goal, the new program will develop regional alliances intended to bring a coordinated effort to bear on an entire area. The program also seeks to strike a new relationship between Cornell, through its Extension service, and regional planning agencies. County-level local government associations also will be key members of the regional alliances.

David Allee, director of the Local Government Program in the College of Agriculture and Life Sciences, said, "We will work with these alliances to provide educational and technical assistance to local government officials and other community leaders from 'clusters' of rural communities.

"The objective will be to help the clusters assess their economic situation and develop and implement improvement plans," he said.

Another major focus of the project will be to help the alliances conduct surveys of rural governments' needs for

educational and technical assistance.

These surveys will be used by the alliances to negotiate for assistance from state agencies, Cornell and other universities, and other organizations.

The Community and Rural Development Institute was formed in 1989 to stimulate research on community and rural development and promote extension of research-based assistance. It works closely with Cornell Cooperative Extension.

The Local Government Program traces its roots to the 1920s when rural communities turned to Cornell for help with the rural crises of that decade.

The W.K. Kellogg Foundation was established in 1930 to "help people help themselves." As a private grant-making foundation, it provides seed money to organizations and institutions that have identified problems and have designed constructive action programs aimed at solutions.

The foundation supports programs in the broad areas of agriculture, education, health, leadership and youth. Programming priorities concentrate grants in the United States, Latin America, the Caribbean and southern Africa.

Cornell officials await state budget proposal

The governor is expected to introduce his budget proposal for the 1992-93 fiscal year next week. University officials have said that the state's support of the State University of New York could be cut as much as 15 percent as the state tries to fill a projected revenue gap of \$3 billion.

In the meantime, Cornell's state-assisted colleges continue to examine how they will meet a state-mandated cut of \$2.62 million in the current fiscal year. Also, President Frank H.T. Rhodes joined the chancellors of SUNY and the City University of New York in an unprecedented statement issued in mid-December opposing funding cuts.

"Proposals now being considered . . . would cause permanent and irreparable damage to the quality of education, research and service. . . ." they said in part. "It is counterproductive for the state to sacrifice higher education opportunity when access to college is so essential to New York's economic recovery and societal stability."

Planet discovery becomes international news story

By Roger Segelken

ATLANTA — The news story about the planets around the pulsar called PSR1257+12 had almost as many lives as the matter that keeps re-forming into stars.

Alexander Wolszczan, an Arecibo astronomer, had barely completed analyzing his data when a garbled version of the "new solar system" story appeared in the British tabloids, possibly due to an electronic-mail leak.

Some students at DeWitt Middle School knew about the discovery before almost anyone else in this country when Wolszczan's understandably proud daughter failed to keep a secret.

Once the scientific paper by Wolszczan and Very Long Array astronomer Dale Frail was accepted for publication in the journal *Nature*, the race was on: would the story be reported in connection with the journal publication, or would the announcement await a Jan. 13 report by the astronomers at the American Astronomical Society meeting?

When publication in *Nature* was set for Jan. 9, organizers of the meeting in Atlanta hoped that the astronomer would refrain from comment until his press conference. Wolszczan would happily have done that — he was going to a meeting in Colorado during the interval and "gone skiing" would have been a good excuse for his inaccessibility.

However, knowing that the news media would run with the story with or without the source, public relations advisers at Cornell and the Astronomical Society counseled the astronomer to cooperate with reporters who wanted a Jan. 9 story, then tried to revive interest at the society meeting.

CNN World News was the first with this story, waiting less than an hour after the *Nature* embargo was lifted to broadcast the findings the evening of Jan. 8. The cable news program illustrated the discovery with videotape of a computer visualization that was made by Wayne Lytle, an award-winning graphics specialist at the Cornell Theory Center, in collaboration with Wolszczan.

Images from that visualization also illustrated stories for the *New York Times* and the *Washington Post*, the first newspapers to break the story Jan. 9. By then National Public Radio was broadcasting the news, Associated Press had filed a story, and telephones in Boulder, Colo., were ringing with frantic requests for interviews with Wolszczan.

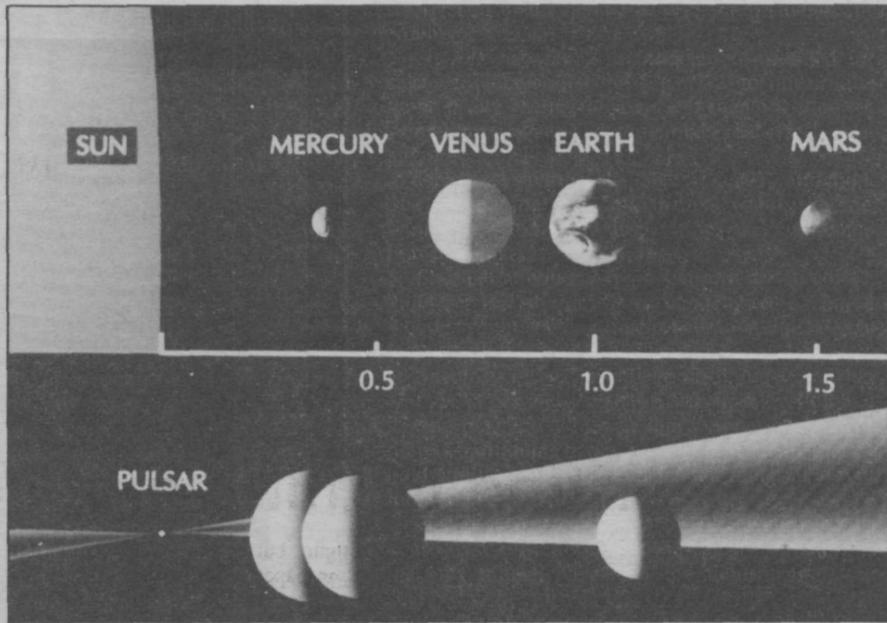
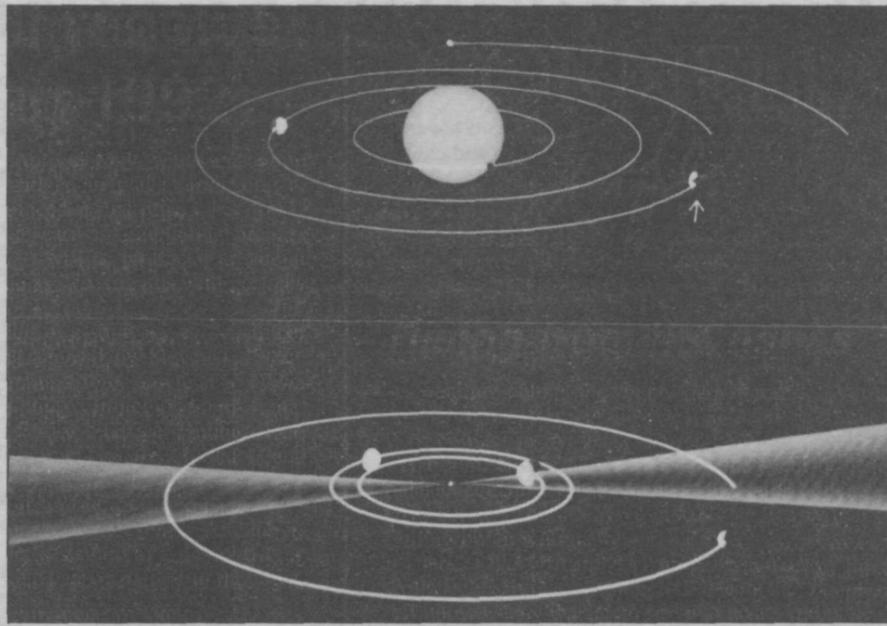
The astronomer reappeared Jan. 13 in Atlanta for a 9 a.m. news conference, where he recounted the story of a pulsar that was discovered almost by chance. In 1990, the Arecibo Observatory's tracking mechanism was broken and resident astronomers "could only see objects that drifted into view," Wolszczan said.

To give an added dimension to the pulsar-planet story, press conference organizers at the last minute added other experts who could comment on the findings: Frederic A. Rasio, a Cornell astrophysicist; Marco Tavani of the University of California at Berkeley; and Stanford E. Woosley of the University of California at Santa Cruz.

Rasio said that he and three other Cornell scientists, Philip Nicholson, Stuart Shapiro and Saul Teukolsky, are "trying to devise a test" to make certain that such a planetary system is possible, and that they are considering other explanations for the findings. (See related story, below.)

"We do this because this is such an important question — to science and to us as human beings," Rasio told the reporters. "It would be nice if we could have confirmation that there are planets outside our system."

Among the two dozen reporters who attended the Atlanta news briefing were representatives of *Time* and *U.S. News* and *World Report* magazines, the *New York Times*, *Boston Globe*, *Washington Post* and *Dallas Morning News*, Associated Press and United Press International, BBC World Service Radio, the magazines *Physics Today*, *Nature*, *Science News*, *Science*, *Scientific American* and *The Sciences*, and one publication for which news of the planetary system 7 quadrillion miles away was a local story, the *Atlanta Journal and Constitution*.



Wayne Lytle/Theory Center

Computer visualizations produced at the Cornell Theory Center illustrate (at top) orbits of four inner planets of our solar system, compared with three planets of PSR1257+12, and (at bottom) the planets' sizes.



Frank Sesno begins the Cable News Network's report on the discovery of new planets orbiting a pulsar, which the network broadcast within an hour after the discovery was announced.

Scientists here propose verification test

Four Cornell astronomers proposed on Jan. 13 a crucial observational test that should soon confirm that several planets are orbiting the nearby pulsar known as PSR1257+12. The proposal was presented by Frederic A. Rasio, Philip D. Nicholson, Stuart L. Shapiro and Saul A. Teukolsky to the American Astronomical Society meeting in Atlanta and will appear in the British journal *Nature* on Jan. 23.

The astronomers point out that, if the interpretation of the observations in terms of orbiting planets is correct, then additional perturbations corresponding to the mutual gravitational interactions between the planets themselves should be present in the data. Since the masses of the planets are very small compared to the mass of the central pulsar (about 100,000 times smaller),

these mutual gravitational perturbations are also very small, and their effects may not yet have been noticed by the observers.

Using computer techniques to integrate the dynamical equations of the planetary system, Rasio and his colleagues calculated the gravitational perturbations of the planets and found that some of them have surprisingly large amplitudes. For example, they find that some of the orbital eccentricities (the eccentricity is a measure of the departure of a planet's orbit from a perfect circle) should change by several percent in just a few years.

These results are significant because these predictable changes in the orbital parameters of the planets must be present if the interpretation of the radio observations in terms of orbiting planets is correct.

Pulsar *continued from page 1*

ter that is squeezed to extreme densities as the result of the collapse of a parent star during a supernova explosion. It is called a pulsar because the continuous beam of radio energy rotating together with the star appears, to a stationary observer, to be a pulse as it sweeps through space.

Wolszczan discovered PSR1257+12 in February 1990 with the Arecibo telescope during a search designed to detect short period pulsars; the existence of PSR1257+12 was unraveled in the process of a massive data analysis, using highly optimized software, at the Cornell National Supercomputer Facility. A long series of observations that Wolszczan made between July 1990 and November 1991 revealed the following information about the pulsar and its planetary system:

- PSR1257+12 is an old pulsar, with more than 1 billion years having elapsed since it and a binary companion were formed as ordinary stars, out of a gravitationally contracting interstellar cloud. Some 10 million years after the binary formation, the more massive of the pair underwent a supernova explosion, and its collapsed core became a neutron star.

- Further evolution of the remaining stellar companion caused accretion of some of its expanding envelope onto the neutron star. This process helped to spin the pulsar up to a 6.2 millisecond rotation period observed today. The companion itself probably had been vaporized by the pulsar's high energy radiation and supplied material for a formation of planets that are now seen orbiting PSR1257+12.

- PSR1257+12 is a millisecond pulsar sweeping Earth with its radio beam once every 6.2 milliseconds, or 162 times a second. An extraordinary stability of its rotation means that for many practical purposes it can be used as an ultraprecise clock. Astrophysically, PSR1257+12 is "immortal" in the sense that it is expected to be observable at least as long as the present age of the universe (about 10 billion years). So, probably, will its planets.

- PSR1257+12 and its planetary system are far from Earth — 1,300 light years or 7,500,000,000,000 miles — and too

faint to be easily observed by optical or infrared telescopes. PSR1257+12, like other neutron stars, has a mass about 1.4 times that of the sun, but it is only 0.000014 its size, with a radius of about 10 kilometers.

- Two planets are orbiting PSR1257+12 about 33.5 million and 43.7 million miles (or 0.36 and 0.47 Astronomical Units) away from the pulsar, about the same distance that Mercury is from the sun.

- Both are moving in nearly circular orbits, taking 66.6 and 98.2 Earth days to complete each revolution.

- A detailed analysis of the observations made to date suggests the existence of one more planet circling the pulsar about 1.1 Astronomical Units away and with an orbital period close to one Earth year, a possibility that may be confirmed by additional measurements.

- The newly discovered planets' masses are greater than that of Earth, at about 2.8 and 3.4 Earth masses. "In principle, they are massive enough to retain atmospheres. But it is likely that any atmosphere would be blown away by the pulsar wind composed of relativistic particles and hard radiation," Wolszczan said, referring to the high-energy particles from the pulsar that are similar to — but much more powerful than — our solar wind.

- The pulsar's planets may have densities similar to those of our inner solar system planets, because they probably condensed from the dust particles in the disk made of the evolved matter of PSR1257+12's former binary companion. "In density, composition and size, these planets may be not unlike Earth or Venus," Wolszczan commented.

- PSR1257+12 is wobbling in space. Responding to the gravitational pull of its planets, the pulsar exhibits a reflex motion and wanders around the center of mass of the pulsar-planets system. This makes it periodically approach the Earth and recede from it, covering a distance of about 900 kilometers either way. One planet would cause a perfectly circular wobble; because of the effects of two or more planets, the wobbling motion is a more complicated, quasi-periodic oscillation.

Hotel Students donate \$9,200 to area charities

With entertainer and hotel entrepreneur Merv Griffin as the lead auctioneer, graduate students in the School of Hotel Administration raised \$9,200 in their 11th annual charity auction to benefit Ithaca organizations during the recent holiday season.

Proceeds from the auction were donated to Galvin House Health Care Clinic that serves homeless and other needy, Ithaca Rape Crisis, and Suicide Prevention and Crisis Service of Tompkins County.

Griffin lectured at the Hotel School on Nov. 8. The students' annual auction followed his address, and he started the action by auctioning off a weekend at his Resorts International in Atlantic City, N.J., complete with dinners and show tickets.

Hotel School alumni, students, staff and faculty, and members of the local community donated other auction items, including lodging at several North American hotels, dinners at some nationally known restaurants, tickets to Broadway plays, goods from local merchants and student- and faculty-provided services.

John Herman, chairman of the auction committee in the Hotel School Graduate Student Organization, presented the proceeds to the three charities.

Other student members of his committee were Baron Ahmoo, Chuck King, Michelle Krazmien, MacKenzie Malcolm, Carolyn Miller, Edward Roekart and Alexandra Seidman.

All are first-year students in the school's two-year program for the master of professional studies degree. After Griffin opened the sale, the remainder of the auction was conducted by Richard H. Penner, a professor of property management in the Hotel School, assisted by A. Neal Geller, graduate faculty representative.

Field research



Peter Morenus

Christine Lee (right), a junior in the College of Human Ecology, interviews John Lee at the Green Gourmet on York Avenue in New York City as part of a class project to determine why Korean grocers left their homeland and whether they brought their culture with them. Fifteen students conducted interviews during the semester break for a course called "Modernization and the Korean Family," taught by David R. McCann, an associate professor of Korean literature, and Jeanne Mueller, a professor of human service studies.

Using writing to think more clearly in any subject

By Susan Lang

Rather than solving problem sets at the end of a textbook chapter, students in Professor Martha Haynes' astrophysics course work as if they were professional astrophysicists, writing and revising scientific papers on the possible discovery of brown dwarf stars, proposals that argue for more telescope time and reviews assessing the work of fellow student-scientists.

Students don't merely solve chemistry equations in Professor Jerrold Meinwald's course on "Molecular Messengers in Nature," either. In one typical assignment, students read a French naturalist's essay about his discovery that male and female moths communicate through chemical messengers. The students analyze his essay, examine his hypotheses and the experiments he designed to test his theories, and assess the validity of his conclusions.

"It's one thing to have vague thoughts

about a topic, but to actually express your thoughts on paper requires that you understand it very well," said Meinwald, the Goldwin Smith Professor of Chemistry. "I'm convinced that students learn a lot more when they are forced — or have the opportunity, however you look at it — to read material, digest it and then to write about it in a coherent way. It makes a much deeper impression."

As more professors agree with Meinwald, they are quietly enriching and thereby transforming a host of upper-level undergraduate courses ranging from anthropology, astronomy and economics to evolutionary biology, genetics, organic chemistry and physics.

"Typically, students use language as mere spectators — by reading, listening and writing to record information. Our goal has been to help professors improve their upper-division courses with assignments that require students to use language actively

and interactively, as participants in their fields of inquiry," said Keith Hjortshoj, coordinator of Writing in the Majors, an effort sponsored by the John S. Knight Writing Program in the College of Arts and Sciences.

And rather than inventing interdisciplinary writing courses or simply adding separate writing components to existing courses, Hjortshoj and Harry Shaw, director of the Knight Writing Program, have helped professors integrate writing and revision, oral presentation, discussion and collaborative research projects into 22 courses not traditionally associated with writing instruction.

The program's objective has been more than to improve students' writing skills. It has been to improve learning through writing and to give students practice in using language in the rhetoric of their majors.

Yet this program — which Shaw believes to be unprecedented nationwide — is extremely time-consuming. To train graduate students of economics, mathematics, chemistry and physics and support them as language teaching assistants in science courses, Cornell's President's Fund for Educational Initiatives has provided a three-year, \$250,000 internal grant. Graduate students are chosen by professors to take six-week training courses in language instruction and then become teaching assistants for the courses in Writing in the Majors.

"When professors become consciously aware of how writing promotes thinking in their fields, they can help undergraduates learn to become more accomplished writers and thinkers in their particular subjects," said Shaw.

Each professor who participates restyles his or her course as an independent experiment. In a senior-level course on high-en-

ergy particle physics, for example, students had to prepare research papers that drew on the professional literature and were written on the level of professional scientists. In a physical chemistry laboratory course, students were required to write carefully constructed experiment abstracts. Other assignments have included informal writing, critical analyses of texts, empirical illustrations of theory and oral presentations. And in most cases, students receive detailed feedback and the opportunity to submit revised versions of their work.

Writing in the Majors was designed to build upon the Freshman Writing Seminars, a John S. Knight Writing Program effort that requires the typical freshman to take one course each semester from a sampling of 170 classes in subjects across the curriculum.

The program complements many other writing opportunities throughout the university, including business writing courses in the School of Hotel Administration; a major and courses in the Department of Communication in the College of Agriculture and Life Sciences; creative and expository writing in the English Department; the English Communications Program in the College of Engineering, which includes specialized writing courses for engineers as well as writing-intensive engineering courses; the Writing Workshop that offers specialized help for students needing to improve their writing; and a walk-in service offered at locations around campus for students seeking advice on a piece of writing in progress.

Scientists "write proposals, abstracts and journal articles," Haynes said. "Students must practice their skills, but they also need to know how to put problems together and communicate their results to others."

Students win writing awards

Students and instructors recently have won cash awards for excellence in writing and teaching in the John S. Knight Writing Program. Students received awards for essays written in freshman writing seminars.

Funding for the program comes from the College of Arts and Sciences, the John S. Knight Endowment and private contributions.

The student winners are: Henry Chen-Cheng of Florham Park, N.J.; Abrar Husain, of Delhi, N.Y.; Toni J. Querry, of Mentor, Ohio; Ursula McClelland, of San Francisco; Sharon Remmer, of Oakdale, N.Y.; Lashawn Richburg, of Bronx, N.Y.;

Manette Ansay, of Ithaca; Micah Boyer, of Latham, N.Y.; Bogomil Balkansky, of Ithaca; and Nikki Anderman, of West Hempstead, N.Y.

Instructors who won awards for their collaboration with students or an excellent series of assignments for their students are Nicole Clifton, David Takacs and Lori Peters.

Students receiving honorable mention included Jeffrey Aaron Engel, of Omaha, Neb.; Joy M. Twersky, of Randolph, N.J.; John Landretti, of Ithaca; Jessica Geyer, of Cary, N.C.; and Daniel Greenwood, of Teneck, N.J.

Survey finds many consumers lack food safety knowledge

By Susan Lang

Many of those bellyaches and gastrointestinal symptoms that people attribute to "the flu" may actually be caused by consumers themselves, using faulty food preparation, storage and handling knowledge and techniques, says food scientist Robert Gravani.

A national survey of 869 consumers shows that a large number of Americans, especially those younger than 35 years of age, are misinformed about how to prepare, store and keep their food safe at home. Their bad habits can allow pathogenic microorganisms in food to multiply to lev-

els that can cause illness.

The U.S. Department of Agriculture says that at least one-quarter of the reported foodborne illnesses that occur each year in the United States could have been prevented by safe food practices such as those assessed in the survey, said Gravani, a professor of food science in the College of Agriculture and Life Sciences. Estimates of foodborne illness in this country range from 6.5 to 81 million cases a year.

According to the survey, which will be published in the February 1992 issue of Food Technology magazine:

- Two out of three consumers do not know the proper way to cool a large quan-

tity of hot food. Storing a large quantity of hot food in a large container is dangerous because it takes too long to cool, thereby allowing bacteria that can cause foodborne illness to multiply.

- Almost one-third do not know that letting cooked chicken sit on the counter at room temperature is potentially hazardous; 65 percent know to immediately refrigerate it. Cooked food should be refrigerated quickly and should not be kept at room temperature for more than two hours.

- About one-half cross-contaminate their foods. Only 54 percent know the correct procedure for using the same knife and cutting board when cutting raw meat and vege-

tables: After being used for meat, knives and cutting boards must be thoroughly washed with hot, soapy water to remove bacteria (which are killed during cooking) before being used for vegetables (which often are eaten raw or undercooked).

- Almost half — 47 percent — pack stuffing tightly inside a turkey, which can prevent heat from adequately cooking and destroying bacteria in the interior of the bird.

As more teen-agers and men purchase and prepare food for their households, educational programs on food safety must be specifically designed and targeted to wider audiences than in the past, Gravani said.

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.

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.

FILMS

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

Thursday, 1/16

"Some Like it Hot" (1959), directed by Billy Wilder, with Jack Lemmon, Tony Curtis and Marilyn Monroe, 7:20 p.m.

"The Fisher King" (1991), directed by Terry Gilliam, with Robin Williams, Jeff Bridges and Mercedes Ruehl, 10 p.m.

Friday, 1/17

"The Fisher King," 6:45 p.m., Uris.

"Ju Dou" (1990), directed by Zhang Yimou, with Gong Li, Li Bao-Tain and Li Wei, 7:40 p.m.

"The Big Easy" (1987), directed by Jim McBride, with Dennis Quaid, Ellen Barkin and Ned Beatty, 9:40 p.m., Uris.

"Koyaanisqatsi" (1985), directed by Godfrey Reggio, 10 p.m.

"M 3D! The Movie" directed by Norm Deplume, midnight, Uris.

Saturday, 1/18

"Ju Dou," 7:40 p.m.

"Some Like it Hot," 6:20 p.m., Uris.

"The Fisher King," 9 p.m., Uris.

"Koyaanisqatsi," 10 p.m.

"M 3D! The Movie," midnight, Uris.

Sunday, 1/19

"The Fisher King," 4:30 p.m.

"M 3D! The Movie," 8 p.m.

Monday, 1/20

"Ju Dou," 7:45 p.m.

"The Fisher King," 10 p.m.

Tuesday, 1/21

"Dona Flor and Her Two Husbands" (1977), directed by Bruno Barreto, with Sonia Braga, Jose Wilker and Mauro Mendonca, 7:40 p.m.

"The Fisher King," 10 p.m.

Wednesday, 1/22

"Dona Flor and Her Two Husbands," 7:40 p.m.

"The Commitments" (1991), directed by Alan Parker, with Robert Arkins and Michael Aherne, 10 p.m.

Thursday, 1/23

"Dark Obsession" (1991), directed by Nicholas Broomfield, with Gabriel Byrne and Amanda Donohoe, 8 p.m.

"The Commitments," 10 p.m.

MUSIC

Department of Music

Malcolm Bilson, fortepianist, and Anner

Bylsma, Dutch cellist, will present a free concert featuring works by J.S. Bach, Beethoven, Wolf and Mendelssohn on Jan. 22 at 8:15 p.m. in the Statler Auditorium. Bylsma has received The Royal Conservatory's Prix d'Excellence and established an international reputation by winning the 1959 Pablo Casal's Competition. He has toured widely in Europe, Russia, Japan, Australia and the United States. Bylsma has been filmed in Vienna for the television production "Man and Music," as well as in Toronto for the video production of "All that Bach." For six years Bylsma was principal cellist of the Concertgebouw Orchestra, has held the Erasmus Scholarship at Harvard, and has been on the faculties in The Royal Conservatory in The Hague and the Amsterdam Sweelinck Conservatory.

Bound for Glory

Chuck Pyle, songwriter and guitarist from Colorado, will perform in three live sets on Jan. 19 at 8:30, 9:30 and 10:30 p.m. in the Commons Coffeehouse in Anabel Taylor Hall. Bound for Glory can be heard Sundays from 8 to 11 p.m. on WVBR-FM, 93.5.



Anner Bylsma will perform with Malcolm Bilson on Jan. 22 at 8:15 p.m. in Statler Auditorium.

RELIGION

Sage Chapel

Services will resume Jan. 26.

Catholic

Masses: Saturdays, 5 p.m.; Sundays, 9:30 a.m., 11 a.m., 5 p.m., Anabel Taylor Auditorium. Daily masses, Monday through Friday, 12:20 p.m., Anabel Taylor Hall. Sacrament of Reconciliation by appointment, G-22 Anabel Taylor Hall.

Christian Science

Testimony meeting on 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 at 9:45 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: Reform, 5:30 p.m., Chapel, Anabel Taylor Hall; Conservative/Egalitarian, 5:30 p.m., Founders Room, Anabel Taylor Hall; Saturday: Orthodox, 9:15 a.m., Edwards Room, Anabel Taylor Hall; Conservative/Egalitarian, 9:30 a.m., Founders Room, Anabel Taylor Hall.

Young Israel (call 272-5810 for time).

Korean Church

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

Muslim

Friday prayers, 1 p.m., Founders and Edwards Rooms, Anabel Taylor Hall. Zuhur prayer, 1 p.m., 218 Anabel Taylor Hall. Weekly group discussion/classes, 11:30 a.m. and 12:30 p.m., 218 Anabel Taylor Hall.

Protestant Cooperative Ministry

Sundays, worship at 11 a.m., Anabel Taylor Chapel, Rev. Barbara Heck. Tuesdays, Taize

Soprano Kathleen Battle to perform Jan. 31

World renowned soprano Kathleen Battle, an artist who has been acclaimed one of the greatest singers of our time, will make her second appearance on the Bailey Hall stage on Friday, Jan. 31, at 8:15 p.m. Her program will include works by Mozart, Handel, Liszt, Rachmaninoff and Strauss.

Tickets go on sale today, Jan. 16. They are \$20 to \$32.50 for students and \$24 to \$38 for the general public.

Battle, who appears regularly at the Metropolitan Opera in New York City as well as the opera houses of Vienna, Paris and San Francisco and the music festivals of Salzburg, Ravinia and Tanglewood, has toured extensively in North America, Europe and Asia.

Her 1991-92 concert season included a return engagement at the Metropolitan Opera as Adine in a new production of "L'Elisir d'Amore" with Luciano Pavarotti. She also opened the Philadelphia Orchestra's season with a gala concert conducted by Riccardo Muti; she opened the San Francisco Symphony's season; and she appeared with the London Symphony and the Concertgebouw Orchestra of Amsterdam.

Battle was seen recently in a Christmas special broadcast on the Public Broadcasting Service from the stage of Carnegie Hall with Frederica von Stade and Winton Marsalis. She is also scheduled to sing the world premiere of "Honey and Rue," a song cycle with music by Andre Previn and lyrics by Toni Morrison that was commissioned



Kathleen Battle

Ken Nahoum

for her by Carnegie Hall as part of its centennial celebration.

Battle will be heard in recital this year in Chicago, Toronto and Ithaca, as well as on tour in Switzerland, Austria and Japan.

Tickets for the Jan. 31 concert may be purchased at the Lincoln Hall ticket office, open Monday to Friday from 9 a.m. to 1 p.m. The telephone number is 255-5144.

Prayer, 5:30 p.m., Anabel Taylor Chapel. Thursdays, Bible study, 4:30 p.m., G7 Anabel Taylor Hall. Fridays, celebration, 5:30 to 8 p.m., 401 Thurston Ave.

Satya Sai Baba

Group meets Sundays. For information on time and place, call 273-4261 or 533-7172.

Seventh-Day Adventist

Worship, Saturday, 9:30 a.m., Seventh Day Adventist Church, 1219 Trumansburg Road.

Southern Baptist

Richard Foster's "Celebration of Discipline: A Path to Spiritual Growth," Thursday evenings at 8:30 p.m., 316 Anabel Taylor Hall.

Zen Buddhism

Zazen meditation every Thursday at 5 p.m. in Anabel Taylor Chapel.

SEMINARS

Electrical Engineering

"Heroes Horrors or Humdrum? The Image of Engineers in the Mass Media," Bruce Lewenstein, communication and science and technology, Jan. 21, 4:30 p.m., 219 Phillips Hall.

Entomology

"Potato leafhopper: Another 'pied piper' becomes a true migrant," Elson Shields, entomology, Jan. 23, 4 p.m., Morison Room, Corson/Mudd Hall.

Food Science & Technology

"What is Statistical Process Control?" George Houghton, Jan. 21, 4:30 p.m., 204 Stocking Hall.

Mechanical and Aerospace Engineering

"Boiling Heat Transfer of Micro-Configured Surfaces," Benjamin Gebhart, University of Pennsylvania, Jan. 21, 4:30 p.m., 111 Upson Hall.

Olin Library

A general, two hour seminar on using Olin Library for research in the humanities or the social sciences. Information on the online catalog, finding journal articles, computerized data bases, reference materials, search strategies and interlibrary services will be provided. Sign up at the Olin Reference Desk or call 5-4985 for one of the following seminars: Wednesday, Jan. 22, 2:30 p.m. (social sciences); Saturday, Jan. 25, at 1 p.m. (humanities); or Tuesday, Jan. 28, at 7 p.m. (social sciences).

Plant Breeding and Biometry

"Germplasm Enhancement with Wild Potato Genetic Resources," Kazuo Watanabe, visiting fellow, CIP, Lima, Peru, Jan. 21, 12:20 p.m., 135 Emerson Hall.

Plant Science Center/ Boyce Thompson Institute

"Immunological Analysis of Pea Chloroplast RNA Polymerase," V.K. Rajasekhar, University of California, Irvine, Jan. 20, 10:30 a.m., Seminar Room, Biotechnology Building.

SPORTS

(Home games only)

Friday-Saturday, 1/17-1/18

Wrestling, New York State Championship

Saturday, 1/18

Men's track, Cornell Open

Women's track, Cornell Open

Men's squash, Pennsylvania, noon

Men's swimming, Syracuse, noon

Men's gymnastics, Southern Connecticut, 1 p.m.

Men's squash, Hobart, 2 p.m.

Sunday, 1/19

Women's gymnastics, West Chester, 1 p.m.

Women's swimming, Buffalo, 2 p.m.

Monday, 1/20

Men's basketball, Colgate, 7:30 p.m.

MISC.

Cooperative Extension

"Educating the Educator." Those who instruct/teach adults, either occasionally or often, will sharpen their tools through this three-part workshop. Wednesdays, Jan. 22 and 29.

"Small Landlord Educational Seminar." A three-part educational seminar addresses the needs of owners who rent small (1-10 units) residential properties. Thursdays, Jan. 16 and 23 and Feb.-6.

Cornell Plantations

A Winter Tree Identification course is being offered by Cornell Plantations. Call 255-3020 for description and registration information. Class begins evening of Jan. 16.

Martin Luther King Jr. Day

A service of remembrance and celebration for the Rev. Martin Luther King Jr., Monday, Jan. 20, noon to 1 p.m., Sage Chapel. Speaker: The Rev. Derrick Span, Pastor, Calvary Baptist Church. Sponsored by Cornell United Religious Work (CURW).

Olin Library

Brief tours highlighting the resources and services of Olin Library will be conducted daily beginning Friday, Jan. 17, 3 p.m.; Monday, Jan. 20, 2:30 p.m.; Tuesday, Jan. 21, 1:30 p.m.; and Wednesday, Jan. 22, 10:30 a.m. Meet in the Olin Library lobby.

CORNELL Employment News

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Employee/Family Night at the Court Chicken Barbecue Changed to Alberding Field House Multipurpose Room

Barbecue/Basketball Tickets on Sale through Tuesday, January 21

- Event:** 6th Annual Employee/Family Night at the Court - Big Red vs. Columbia
- Date:** Saturday, January 25, 1992
- Place:** Note: All events will be held in Alberding Field House
- Time:** Women's Game: 5 p.m.
Men's Game: 7:30 p.m.
Chicken Barbecue: 4:30-7 p.m.
- Tickets:** Basketball tickets: \$2.00, on sale January 9-24; combination basketball/barbecue tickets: \$4.00, on sale January 9-21. (Barbecue only tickets can be purchased by season basketball ticket holders only at the Alberding Field House)
Tickets can be purchased weekdays in person from the Alberding Field House Ticket Office (10 a.m.-2 p.m.); Cornell Recreation Club, 165 Day Hall (8 a.m.-4 p.m.); and the Campus Store Service Center (8:30 a.m.-5:30 p.m.).
- Sponsors:** Employee Elected Trustee, Employee Assembly, Department of Athletics & Physical Education, Human Resources
- Parking:** Parking in the Garage is encouraged.

Staying Current in Electrical Technology: Workshops Offered through TC3



Jeffrey Tuttle, teaching laboratory coordinator, Emerson Manufacturing Teaching Laboratory, recommends electrical technology training series workshops to "anyone interested in upgrading their knowledge in electronics."

Cornell's technicians will soon have the opportunity to participate in a training series in electrical technology at Tompkins Cortland Community College in Dryden.

The first two-part workshop, "Basic Electronic Principles and Theory," will be held from 1:00 to 5:00 p.m. on Tuesday, January 28 and Thursday, January 30. Topics covered will include voltage, current and resistance, Ohm's Law, series and parallel circuits, capacitors, inductors and magnets, AC quantities and circuits, transformers, motors and generators.

Subsequent workshops are:

<i>Electronic Devices and Circuits</i>	2/18 and 2/20
<i>Introduction to Digital Integrated Circuits</i>	3/3 and 3/5
<i>Advanced Digital Electronics</i>	3/17 and 3/19
<i>Microprocessor Fundamentals</i>	4/7 and 4/9
<i>The 8051 Microcontroller</i>	4/14 and 4/16
<i>Linear Integrated Circuits</i>	4/28 and 4/30
<i>Automated Data Acquisition and Control</i>	5/12 and 5/14

This program has been offered and well received in past years. "Anyone interested in upgrading their knowledge in electronics will find these courses particularly relevant," says Jeffrey Tuttle, teaching laboratory coordinator of the Emerson Manufacturing Teaching Laboratory and former participant. "The courses in this series covered state-of-the-art topics and followed a logical sequence from simple to more complex subjects. The material was well presented, with clear examples, and reinforced with hands-on laboratory activities. Also, considerable material was covered with a minimal time commitment and the course notes provided were a valuable resource upon my returning to the lab," Tuttle explains.

Registration is required for all workshops. You are encouraged to register as soon as possible because seating is limited. Complete the registration form below and mail to the address shown, or register by telephone with either a Visa or MasterCard. Payment or purchase order must accompany all registrations. Refunds will be issued if requested at least three (3) working days before the program. Department substitutions are acceptable.

Please note: All classes are held from 1:00 to 5:00 p.m.; the lecture portion of each workshop will be held in room 283B at TC3.

Call now to reserve your place, (607) 844-8211, extension 4315.

1991 W-2 Forms - Wage and Tax Statement

The 1991 W-2 form has a new look. Boxes have been relocated and new ones have been added to provide additional reporting information. To assist you in understanding the information contained on your W-2 Form, we have prepared the following questions and answers:

What address was used?

First of all, the address that resides in the Human Resource-Payroll database (same address printed on pay check) was used to mail your W-2 Form. For students, however, the address used for mailing your W-2 was drawn from other sources which may be the parents (home) address.

What is the "Pension Plan" box 6?

The Pension Plan box will be checked if you are **eligible** to participate in one of the retirement plans offered by the university.

What is "Deferred Compensation" box 6?

The Deferred Compensation box will be checked if contributions were made to a deferred retirement plan covered under IRS section 403 (b) or 401 (k). The 403 (b) plans include Tax Deferred Retirement plans under TIAA/CREF, Equitable, Fidelity, Unum, and Dreyfus. The 401 (k) plan is the Tax Deferred Savings Plan for extension employees.

How is "Wages, Tips and Other Compensation" box 10 determined?

Wages, Tips and Other Compensation reflects the following:

Year-to-date wages from the last 1991 paycheck

LESS . . . Tax deferred retirement deductions

LESS . . . Select benefit deductions (i.e. before-tax health, dependent care reimbursement and medical reimbursement)

LESS . . . NY State tax deferred retirement

PLUS . . . Other taxable payments (i.e.) personal use of university autos, auto allowances, Cornell Children's Tuition Scholarships for graduate education, and other miscellaneous compensation).

Social Security and Medicare must now be separated for payroll deduction and reporting.

What is "Dependent Care Benefits" box 22?

Dependent Care Benefits is a before-tax deduction under the select benefits program.

What is "Fringe Benefits" box 16?

Fringe Benefits is the sum of two items:

1. Declared personal usage of university vehicles, and
2. Cornell Children's Tuition Scholarships for graduate students

What are the items shown in box 17?

The Internal Revenue Service developed a coding system to report a variety of information in box 17. These codes are explained below and also listed on the back of the W-2 Form.

Code D = Retirement plan reductions (see box 6)
Code E - Retirement plan reductions (see box 6)

What is "OTHER" box 18?

Tier 3 and 4 New York State Retirement deductions under IRS Section 414 (h).

The remaining boxes should be self-explanatory, but if you have other questions regarding your W-2 form direct them to the Payroll Office, 255-5194.

As a reminder, a new tax card (W-4 card) should be submitted to Payroll if your status has changed during the year (i.e.: marital status, different number of dependents, etc.) or if for any other reason you wish to increase or decrease your withholdings.

What is "Medicare Wages and Tips" box 14 and "Medicare Tax Withheld" box 15?

The Medicare Wages and the corresponding tax is the hospital care portion of Social Security. Before this year Medicare was included with Social Security.

Employer's name, address, and ZIP code		6 Deceased Pension plan <input type="checkbox"/>		Deferred compensation <input type="checkbox"/>	
		7 Allocated tips		8 Advance EIC payment	
		9 Federal income tax withheld		10 Wages, tips, other compensation	
3 Employer's identification number	4 Employer's state ID number	11 Social security tax withheld		12 Social security wages	
5 Employee's social security number		13 Social security tips		14 Medicare wages and tips	
Employee's name, address, and ZIP code		15 Medicare tax withheld		16 Nonqualified plans	
		17 Code description on back of Employee copy C		18 Other	
20		21		22 Dependent care benefits	
				23 Benefits included in Box 10	
24 State income tax	25 State wages, tips, etc.	26 Name of state	27 Local income tax	28 Local wages, tips, etc.	29 Name of locality

Select Benefits Claims Schedule 1992

Reminder: The deadline for remitting claims for reimbursement of expenses incurred during 1991 is March 31, 1992.

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

1/17	3/27	6/5	8/14	11/06
1/31	4/10	6/26	*8/27	*11/19
2/14	4/24	7/3	9/11	12/04
2/28	5/08	7/17	9/25	*12/17
3/13	*5/28	7/31	10/23	

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

English as a Second Language

Intermediate-to-beginning level English as a Second Language courses will again be offered free of charge for employees at Cornell. The courses offer employees an opportunity to practice English speaking, reading and writing skills in an informal setting on campus. Discussions on similarities and differences among cultures and other topics of interest to the participants will also be included. Classes begin January 6 at 4:45 p.m. in 163 Day Hall (please use main entrance). Registration will be during your first visit to class (on-going enrollment). Questions regarding registration can be directed to Julie Coulombe at 273-4095.

1992-93 Holiday Schedule

Memorial Day	Monday, May 25
Independence Day	Friday, July 3
Labor Day	Monday, September 7
Thanksgiving	Thursday, November 26 Friday, November 27
Winter Holiday	Friday, December 25 through Friday, January 1, 1993 (six working days)

JOB OPPORTUNITIES

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 resumé and cover letter, specifying the job title, department and job number, are 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 and job number. Employees should include an Employee Transfer Application.

Director, Leadership Gifts (PA0202) HR11 University Development-Endowed Posting Date: 1/16/92

Responsible for the identification, solicitation and cultivation of gifts from alumni and friends of Cornell who have the capacity to make gifts in the \$25k-\$100k range. Develop new programs working closely with the Cornell fund, Cornell's college and unit Public Affairs Officers and the Regional Offices to facilitate such gifts. Responsible for determining the volunteer and staff structure as well as goals and objectives for the Leadership Gifts program.

Requirements: Bachelor's degree or equivalent. 5-7 yrs. development experience and experience in working with volunteer group organizations. Annual fund or individual giving experience is required. Ability to communicate effectively and persuasively. Excellent writing and communications skills. Send cover letter and resume to Cynthia Smithbower.

Director (PA0105) HR11 Maintenance and Service-Endowed Posting Date: 1/9/92

Serve as Director of MSO department in providing maintenance repairs and alterations of campus structures. Provide management for a department of approximately 250 employees, which includes skilled trades, managers and support staff.

Requirements: BS in engineering, architecture, or construction management. Advanced degree preferred. 7-10 yrs. experience in facility or construction management position. Extensive experience in human relations and labor relations. Strong communication and interpersonal skills. Cover letter, resume and application materials will be accepted until 2/28/92.

Director of Development (PA7401) HR11 School of Hotel Administration-Endowed Posting Date: 1/9/92 Repost

Manages the day to day operation of the Hotel School Development office and is the principal liaison between the school, and the Central Development staff.

Requirements: Bachelors required, advanced degree preferred. 5 yrs. of broad-based fund-raising and marketing activities. Experience in working with and developing volunteer committees. An exceptionally high level of maturity and judgment. Excellent communication skills. Intimate knowledge of school, hotel and hospitality industry. Send cover letter and resume to Cynthia Smithbower.

Senior Technical Advisor/Security Officer (PT0101) Level 40

Cornell Information Technologies-Endowed Posting Date: 1/9/92

Assess and monitor the security of Cornell's computers, networks, and data, and advise, train, and coordinate department liaisons on procedures for ensuring the continued security of these systems and data. Work with CIT management, Cornell's Audit office, the University Computers and Networks Security Committee, and other university representatives to establish and promulgate security policies. Serve departments as a key resource, especially in regard to local, state, and federal regulatory conditions and changes affecting the university.

Requirements: BS degree or equivalent and 10 yrs. relevant experience with knowledge of audit procedures. In-depth knowledge of security policies and procedures and network systems appropriate to university environments is essential. Familiarity with local, state, and federal regulations is a plus. Send cover letter and 2 resumes to Sam Weeks.

Senior Network Engineer (PT9506) Level 36 CIT/Network Resources-Endowed Posting Date: 12/19/91

Provide technical support for the development of video services across the campus communication system. Participate in the selection and planning of the appropriate technologies to deliver video services. Provide staff planning assistance to Network resources director and assistant directors in the de-

velopment of a comprehensive campus video communication plan.

Requirements: Bachelor's degree or equivalent experience. 5-7 yrs. related experience. Ability to perform a variety of tasks requiring in-depth knowledge/skills within a broad functional area and in related areas. Requires advanced communication skills and the ability to influence and persuade. Send cover letter and resume to Sam Weeks.

Project Leader II (PT9503) Level 36 CIT/IR-Endowed Posting Date: 12/19/91

Perform activities that support the applications environment of computer technologies, including data, programs, and support tools. Design, develop, or maintain administrative applications software written in natural, Cobol, PL1, or Mark IV. Recommend modifications in support of organizational goals. Analyze functional and performance requirements and design procedures for evaluation. Identify and monitor problems. Propose and implement solutions.

Requirements: Bachelor's degree or equivalent. Master's in Business or Computer Science preferred. 5-7 yrs. of related experience. Responsible for performing a variety of tasks requiring in-depth knowledge and skills within a broad functional area and related areas. Interaction requires advanced communications skills and the ability to influence and persuade. Send cover letter and 2 resumes to Sam Weeks.

Technical Consultant III (PT0202) Level 34 Theory Center-Endowed Posting Date: 1/16/92

Provide technical support to the scientific community by analyzing and evaluating their distributed computing needs. Define and develop training modules and provide training for researchers, educators and support staff on the effective use of high performance computing tools and resources. Provide primary training support for the Latin American Program. Will require travel to Latin America.

Requirements: BS degree in scientific discipline or equivalent combination of education and experience. MS degree preferred. 3-5 yrs. FORTRAN or C experience in a scientific computing environment. Extensive UNIX training a plus. Demonstrated ability to work with complex scientific programs. Experience in support services preferred. Previous teaching or training experience a plus. Send cover letter and 2 resumes to Sam Weeks.

LAN Consultant/Advisor (PT9515) Level 34 CIT/Network-Endowed Posting Date: 12/19/91

Analyze requirements and perform technology evaluations. Assist in defining service and technology products. Advise departmental clients on implementation of Local Area Networks (LANs). Perform analysis and design for standard and custom implementations. Coordinate a variety of projects.

Requirements: BS or equivalent with some computer science courses. 2-5 yrs. of experience in computing and computer networking, with some experience in LAN administration and implementation. Advanced oral and written communication skills. Send cover letter and 2 resumes to Sam Weeks.

Applications Programmer/Analyst II (PT0208) Level 33 Financial Systems Development-Endowed Posting Date: 1/16/92

Design, develop, modify and document straight forward applications software in support of a major administrative system. Analyze functional and performance requirements and develop software alternatives to increase usability and efficiency. Diagnose problems in production system software and make repairs. Write production procedure, JCL, and user manuals. Assist and advise users. Maintain a working knowledge of two major commercial programming languages. Attend appropriate seminars and classes.

Requirements: BS degree or equivalent with computer courses. Knowledge of at least 2 languages (PL/I, Natural, COBOL). Knowledge of applications for interactive and batch administrative systems, database management systems, machine architecture and system utility programs. Send cover letter and 2 resumes to Sam Weeks.

Assistant Director, Corporate Relations (PA0205) HR11 University Development-Endowed Posting Date: 1/16/92

Assist the Director in the development and stewardship of the university's relationship with corporations. Coordinate initiatives with staff, faculty, alumni and corporate officers designed to increase support for the university. Assist in the overall coordination of a broad range of non-individual fund raising programs.

Requirements: Bachelor's degree or equivalent required. 3 yrs. related experience. Knowledge of corporations or other

fundraising experience. Excellent communication skills. Knowledge of Cornell or a comparable major research university. Travel required. A demonstrated commitment to institutional advancement in higher education. Some knowledge of computerized record keeping and word processing. Send cover letter and resume to Cynthia Smithbower.

Mechanical Engineer (PA0206) HR11 Facilities Engineering-Endowed Posting Date: 1/16/92

Design or manage mechanical engineering projects that relate to campus utility systems; prepare cost estimates and drawings, specifications and construction documents for maintenance, repair, and alteration projects.

Requirements: BS in Mechanical Engineering or equivalent, professional engineering license desirable, valid driver's license. 2 yrs. as mechanical engineer or utilities construction. Proven track record of problem solving innovations, ability to access physically restrictive areas for inspections, field checks, etc., strong communication skills. Send cover letter and resume to Cynthia Smithbower.

Administrative Manager II (PA0204) HR11 CIIFAD/International Agriculture Program-Statutory Posting Date: 1/16/92

Serve as the administrative officer for the Cornell International Institute for Food, Agriculture and Development (CIIFAD) and the International Agriculture Program (IAP), responsible for financial management and control, contracts, personnel and facilities. The Institute and Program are responsible for a broad range of educational, research, extension and training activities on-campus and abroad.

Requirements: Bachelors degree. 5 yrs. accounting/contracts/personnel management. Excellent communication skills. Experience with international programs highly desirable, within an academic environment preferred. Experience with computerized accounting required. Send cover letter and resume to Cynthia Smithbower.

Senior Auditor (PA0102) HR11 Finance and Business Office-Statutory Posting Date: 1/9/92

Plan, supervise, and execute financial and compliance audits. Recruits professional auditors, provides on the job training, selects appropriate continuing professional education seminars, and evaluates staff performance and future potential.

Requirements: Bachelors degree in accounting, business administration or related area, and a minimum of four years of significant and responsible experience in public, industrial, government, or higher education accounting or auditing. CPA certification or active pursuit of certification is required. Excellent oral and written communications skills with a demonstrated ability to work effectively within a highly complex and challenging environment is needed. Knowledge of personal computer system applications is desirable. Overnight travel approximately 25% of all travel within New York State. Send cover letter and resume to Cynthia Smithbower.

Director of Development (PA9501) HR11 Vet. Public Affairs-Statutory Posting Date: 12/19/91

Responsible for overall management, implementation, and supervision of all fund raising programs to secure private support for the College of Veterinary Medicine. Coordinate Cornell Campaign for the College of Veterinary Medicine.

Requirements: Bachelors degree required. 3-5 yrs. professional experience in fund raising and working with volunteers. Capital Campaign and/or annual giving experience preferred. Excellent organizational, writing and oral communication skills. Send cover letter and resume to Cynthia Smithbower.

Associate Regional Director (PA7316) HR11 Public Affairs-Metro NY Regional Office-Endowed Posting Date: 12/19/91 Repost

Under the direction of the Director, Metro New York Regional Office, implement a comprehensive public affairs program for Cornell University in the Metro New York City region. Special emphasis on the development and implementation of development activities.

Requirements: Bachelor's degree from Cornell is desirable. At least 3-5 yrs. experience in public affairs related activities such as recruitment and training of volunteers is desirable. Communication and planning skills necessary. Macintosh experience preferred. Send cover letter and resume to Cynthia Smithbower.

Director, Career Counseling (PA0208) HR11 Law-Endowed Posting Date: 1/16/92

Counsel J.D. and LL.M. students and alumni in various aspects of career planning including interview skills, job search

strategies, and lifetime career development. Develop and implement creative and innovative programming related to career choices.

Requirements: Masters in career counseling. 2-5 yrs. legal practice experience preferred. Minimum of 2-5 yrs. professional career counseling experience may be considered. Send cover letter and resume to Cynthia Smithbower.

Research Support Specialist (PT0205) HR11 Food Science-Statutory Posting Date: 1/16/92

Perform chemical analyses of milk, including fatty acid analysis and electrophoresis. Supervise other routine milk testing done by another technician. Summarize project data using Lotus 1-2-3, perform statistical analyses and prepare progress reports. Conduct literature review.

Requirements: BS degree or equivalent in dairy or food science or related field. Course work in food chemistry, dairy chemistry, instrumental analysis methods and/or statistics. 2-3 yrs. related lab experience including electrophoresis, gas chromatography and spectrophotometry. Ability to work cooperatively as a member of a large research group. Send cover letter and resumes to Sam Weeks.

Administrative Manager (PA0201) HR11 Textiles and Apparel-Statutory Posting Date: 1/16/92

Responsible for financial planning/management, personnel including supervision of support staff. Coordination of course scheduling/planning and facilities/equipment maintenance. Serve as key resource person in department.

Requirements: BS/BA or equivalent. 3-5 yrs. administrative/supervisory responsibility in academic setting, with demonstrated interpersonal and communication skill. Knowledge of computers essential especially Lotus 123 and DBase III plus. Send cover letter and resume to Cynthia Smithbower.

Art/Engineering Department Buyer (PA0104) HR11 Campus Store-Endowed Posting Date: 1/9/92

Controls all aspects of the Art/Engineering section (\$1.5m) within the supplies Department of the Campus Store. Responsible for purchasing, merchandising, and inventory control of all art/engineering products. Assists in supervising full-time, student, and temporary employees.

Requirements: Bachelors degree or equivalent level of education and experience. 5-7 yrs. experience with Art/Engineering products in a retail setting. Strong communication, organizational, and interpersonal skills. Previous supervisory experience. Send cover letter and resume to Cynthia Smithbower.

Coordinator, Pilot Program (PA8101) HR11 Residence Life-Endowed Posting Date: 1/9/92-Repost

Responsible for providing direction and leadership in establishment of computer networking services in the residence halls. During this academic year support 300+ students during the course of a pilot project.

Requirements: Minimum of BS in Computer Sciences or Engineering. Strong background in network design and support. Ethernet/Novell experience preferable. Experience with IP based services highly desirable. Send cover letter and resume to Cynthia Smithbower.

Extension Support Aide (PT9511,2,3,4) HR11 ABEN-Endowed Posting Date: 12/19/91

Assist in field testing and modification of an agricultural, hazard assessment instrument. Conduct on-farm surveys of hazards over a 3 year period in random samples of farms in 1 of 4 regions of the state. Region assignments will be determined by the location of the incumbent's residence. Incumbent's office may be located in his/her home.

Requirements: AAS degree or equivalent experience in any of the following areas: engineering technology, general agriculture, communications, or education. Skills in oral communication are needed. Computer literacy and willingness to learn simple routines preferred. A general understanding of agriculture is desirable. Ability to work on a professional team is helpful. Must have a valid NYS driver's license. A personal vehicle available for work (mileage reimbursed) is highly desirable. Willingness to travel extensively and to work evenings and some weekends is necessary. Send 2 resumes and cover letter identifying agriculture experience/background and names of 3 references to Sam Weeks.

Computer Aided Engineering Specialist (PT9301) HR11 Lab of Nuclear Studies-Endowed Posting Date: 12/5/91

Provide technical leadership in introduction and application of

modern computer aided engineering (CAE) methods to the Laboratory of Nuclear Studies development effort. Provide other engineering and computing support as required. Assist users with CAE problems. Provide mechanical engineering expertise for staff. Assist in system administration and management for distributed computer facility.

Requirements: B.S. in engineering or equivalent, plus at least 2 yrs. experience in computing and/or engineering at a high energy physics or related research facility. Thorough knowledge of modern computer aided engineering methods is required, with programming experience in UNIX, VMX, FORTRAN and C. Send 2 resumes and cover letter to Sam Weeks.

Professional Part-time

Public Information Coordinator (PC0216)
Veterinary Administration-Statutory
Posting Date: 1/16/92

To promote the interests of the College of Veterinary Medicine with the media through news releases, articles in local, regional and national press, Cornell publications and other sources. Also, to focus on development communications eg: donor recognition articles, funding needs of the college, etc. Monday-Friday 8:30-12:30 (flexible).

Requirements: Bachelors degree or equivalent. Journalism or media skills helpful. Knowledge of interface between the academic environment and the public would be useful. Good interpersonal and communication (written and oral) skills. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Assistant Curator (PA0207)
Anthropology-Endowed
Posting Date: 1/16/92

Act as curator of Anthropology collections; write and submit grant applications to improve support of the collections; catalog the collections; supervise work study student(s); produce teaching materials for faculty. Monday-Friday, 20 hrs/week. **Requirements:** Masters degree in museum related field and familiarity with ethnographic and archaeological artifacts. 2-3 yrs. related experience. Knowledge of computer software relevant to record keeping of complex collections. Send cover letter and resume to Cynthia Smithbower.

Professional Part-time Temporary

Technical Consultant I (PT9103)
CIT-Endowed
Posting Date: 11/14/91

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 Informations Technologies and facilitate back line consulting services. Provide support via service on the Help Desk, group and individual contacts, etc. Irregular Hours, Monday-Friday 12:30am-4:30pm, occasional Saturday.

Requirements: BS degree or equivalent. Course work in computer science, business, education preferred. 1-3 yrs. 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.

Technical

As a prominent research institution, Cornell has a diverse need for laboratory, electro/mechanical and computer support. Individuals with backgrounds in computer science, biology, microbiology, chemistry, animal husbandry, plant science and medical laboratory techniques are encouraged to apply: applicants with ASCP or AHT licenses are in particular demand. All external candidates must have a completed signed employment application on file with Staffing before they can be interviewed for a position. Send cover letter and resume 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 (T0211)
Chemistry-Endowed
Minimum Biweekly Salary: \$542.89
Posting Date: 1/16/92

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:** AAS in chemical technology required or equivalent. Strong chemistry background with at least 1 yr. of general and organic chemistry with lab experience preferred. Ability to follow directions, keep records and meet deadlines. Send cover letter and 2 resumes to Sam Weeks.

Technician GR18 (T0209)
Food Science-Statutory
Minimum Biweekly Salary: \$542.89
Posting Date: 1/16/92

Conduct routine chemical analyses of milk and dairy products. Use Lotus 1-2-3 for data summarization. **Requirements:** Associates degree in dairy technology or food science. Minimum 1 yr. related experience. Course and laboratory class training in routine dairy product analyses (i.e. Kjeldahl, Mojonnier, Babcock). Send cover letter and 2 resumes to Sam Weeks.

Animal Technician GR18 (T0103)
Laboratory Animal Services-Statutory
Minimum Biweekly Salary: \$542.89
Posting Date: 1/9/92

Monitor and provide routine care (feed, water and clean) for research animals. Follow protocols for sterile or disease control environments. Follow animal welfare regulations. Maintain records. Assist vets in treating animals when required. Take animal care courses. Weekends and holiday coverage required.

Requirements: High School diploma or equivalent. AAS degree in animal science desired. Assistant Animal Technician Certificate helpful. 1 yr. animal experience. Knowledge of a variety of lab animals and animal breeding required. Ability to lift 50 pounds. NYS driver's license. Must pass pre-employment physical and take all necessary immunizations required. Send cover letter and 2 resumes to Sam Week.

Animal Technician GR18 (T9507.8)
Laboratory Animal Services-Statutory
Minimum Biweekly Salary: \$542.89
Posting Date: 12/19/91

Monitor and provide routine care (feed, water and clean) for research animals. Follow protocols for sterile or disease control environments. Follow animal welfare regulations. Maintain records. Assist vets in treating animals when required. Take animal care courses. Weekends and holiday coverage required.

Requirements: High School diploma or equivalent. AAS degree in animal science desired. Assistant Animal Technician Certificate helpful. 1 yr. animal experience. Knowledge of a variety of lab animals and animal breeding required. Ability to lift 50 pounds. NYS driver's license. Must pass pre-employment physical and take all necessary immunizations required. Send cover letter and 2 resumes to Sam Week.

Animal Health Technician GR20 (T9003)
Veterinary Medical Teaching Hospital-Statutory
Minimum Biweekly Salary: \$590.45
Posting Date: 11/7/91

Provide technical support for the Community Practice Service within the Small Animal Clinic. Provide emergency care and routine care including medications, grooming, bathing, and cage cleaning when necessary. Maintain supplies and equipment. Educate clients while admitting patients, taking histories, discharging patients, and explaining techniques for out-

patient treatment. Supervise animal health technician externs. Assist in paper work. Assist and train veterinary students. **Requirements:** AAS degree in Veterinary Technology with AHT NYS licensure (or eligible). 1-2 yrs. experience in clinical environment. Work with small animals preferred.

Technician GR21 (T0206.7)
Food Science-Statutory
Minimum Biweekly Salary: \$615.42
Posting Date: 1/16/92

Provide technical support for a food science research program. Perform chemical and instrumental analysis (fat, protein, moisture and salt) of milk and dairy products. Prepare reagents and clean glassware. Use Lotus 1-2-3 and word processing for data summarization reports.

Requirements: BS degree or equivalent with a minimum of 2 yrs. relevant experience in chemical analysis. Experience with may of the following food analysis methods: Kjeldahl, nonprotein nitrogen, casein, Mojonnier, Babcock, total solids, silver nitrate titration, gas chromatography (for fatty acids and cholesterol), SDS-PAGE electrophoresis, infrared analysis and differential scanning calorimetry. Experience in cheese making desirable. Send cover letter and 2 resumes to Sam Weeks.

Technician GR21 (T9510)
Food Science-Statutory
Minimum Biweekly Salary: \$615.42
Posting Date: 12/19/91

Assist food industry users with the coordination and execution of contract pilot runs. Assist with the teaching and research programs utilizing the Food Processing Laboratory. Assist with experimental design. Train teaching assistants and researchers in equipment operation. Schedule the use of facilities within the Food Processing Laboratory.

Requirements: B.S. in Food Science or equivalent, 2-4 yrs. work in a food processing environment desired. Good interpersonal skills. Teaching experience helpful. Send cover letter and 2 resumes to Sam Weeks.

Electronics Technician GR22 (T0210)
Administrative Operations/CUL-Endowed
Minimum Biweekly Salary: \$641.92
Posting Date: 1/16/92

Provide technical computer support for a library system. Diagnose computer problems and repair, exchange or refer equipment. Make decisions regarding when to repair or replace equipment. Monitor repaired equipment. Maintain computer inventory. Provide administrative supervision for student assistants.

Requirements: BS degree or equivalent in a technical field preferred. 2-4 yrs. of experience in trouble shooting micro-computer hardware and software problems an providing hardware support. Good verbal communication, interpersonal and organization skills. Send cover letter and 2 resumes to Sam Weeks.

Technician GR22 (T0102)
Pharmacology-Endowed
Minimum Biweekly Salary: \$641.92
Posting Date: 1/9/92

Perform experiments employing established molecular cloning protocols such as restriction enzyme digests, ligations, transformations, DNA mini-preps, agarose gel electrophoresis, etc. Perform DNA sequencing. Maintain supplies, equipment, bacterial cultures and radioactivity use records. Assist in planning and execution of experiments and discussions of results.

Requirements: BS degree in the biological sciences or equivalent. 2-4 years related experience, including molecular cloning. Working knowledge of standard lab procedures and use of general lab equipment: Centrifuges, balances, pH meters, etc. Send cover letter and 2 resumes to Sam Weeks.

Technical Temporary

Temporary Technician (T0212)
Fruit and Vegetable Science-Statutory
Posting Date: 1/16/92

Conduct chemical analyses of fruit products. Will be responsible for maintaining laboratory facilities in a safe manner. Must be capable of keeping research results, and searching for new information in the library.

Requirements: BS or BA with Organic Chemistry courses or equivalent lab experience. Send cover letter and resume to Sam Weeks.

Technician GR21 (T9403)
Division of Nutritional Sciences-Statutory
Minimum Full-time Equivalent: \$615.42
Posting Date: 12/12/91

Provide technical assistance in research on the effect of nutritional status on reproductive performance. Manage general research lab operations. Assist with animal experiments including feeding, surgery and sample collection. Perform lab analysis including work with radioisotopes. Develop new methods of analysis. Schedule work to run individual projects and to help with grad student projects.

Requirements: BS or equivalent in nutrition, animal science or physiology; MS preferred. At least 3 yrs. relevant lab experience including small animal research. Ability to network with people. Knowledge of computers and Lotus 1-2-3, WordPerfect, and SAS. Ability to work alone and develop lab method as needed. Send cover letter and 2 resumes 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.

Cashier GR15 (C0207)
Stattler Hotel Terrace Restaurant-Endowed
Minimum Biweekly Salary: \$499.20
Posting Date: 1/16/92

Performs cashiering duties in food and beverage outlets. Accurately records the sales and settles the checks for food and beverage outlets. Assists outlet food service personnel as needed. Flexible nights and weekends.

Requirements: High School diploma or equivalent. Must be able to read and write English and possess good basic math skills. Cashiering experience in high-volume setting. Ability to work well with the public. Regular Cornell employees only. Send cover letter and resume and employee transfer application to Esther Smith, Staffing Services, East Hill Plaza #2.

Office Assistant GR16 (C0103)
Biotechnology Program-Endowed
Minimum Biweekly Salary: \$511.68
Posting Date: 1/9/92

Serve as receptionist for Biotechnology Program staff. Secretarial and general office duties including scheduling and overseeing conference facilities.

Requirements: High School diploma or equivalent required. Experience dealing with public preferred. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Preservation Assistant/ Project Coordinator GR18 (C0211)
Preservation/Library-Endowed
Minimum Biweekly Salary: \$542.89
Posting Date: 1/16/92

Coordinate the Brittle Book Replacement Program under the direction of the Preservation Reformatting Librarian; evaluate the physical condition of books, search online databases for catalog copy and replacements, prepare materials for micro-filming. Term: until 1/1/93.

Requirements: High School diploma or equivalent. Some college coursework preferred. 1-2 yrs. related experience. Excellent organizational and work-flow management skills, ability to work independently, previous library experience, knowledge of microfilming techniques and equipment highly desired. Familiarity with WordPerfect and PC file. Strong interpersonal and communication skills. Light typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Preservation Assistant GR18 (C0212)
Preservation/Conservation-Endowed
Minimum Biweekly Salary: \$542.89
Posting Date: 1/16/92

Assist the Preservation Formatting Librarian of the Great Collections Microfilming Project III in pre-and post filming procedures. Until 12/93.

Requirements: High School diploma or equivalent required. 1-2 yrs. related experience. Excellent organizational and work-flow skills. Attention to detail. Ability to work independently. Previous library experience especially in searching and acquisitions procedure. Knowledge of microfilming techniques and equipment. Computer skills especially with IBM-PC and WordPerfect. Strong interpersonal and communication skills. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Searcher GR18 (C0208.9)
Acquisitions/Olin Library-Endowed
Minimum Biweekly Salary: \$542.89
Posting Date: 1/16/92

Search monograph orders and books for the library system using local/national databases. Create preliminary original machine-readable bibliographic records for orders and books in the NOTIS database using RLIN and other bibliographic sources following established standards and guidelines.

Requirements: High School diploma or equivalent. Previous library technical services experience. Some college coursework preferred. Knowledge of one or more western european languages required. Ability to use several micro-computer systems for creating bibliographic records, searching, and updating. Strong interpersonal and communications skills. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees include employee transfer application.

Secretary GR18 (C0205)
Consumer Economics and Housing-Statutory
Minimum Biweekly Salary: \$542.89
Posting Date: 1/16/92

Perform secretarial duties for 4-5 faculty. Type classwork, grant proposals, reports, manuscripts, correspondence, using WordPerfect; set priorities to meet deadlines; maintain files of department research papers and mail out as requested.

Requirements: High School diploma or equivalent, secretarial school training desirable. 1-2 yrs. related experience. Working knowledge of WordPerfect and/or Macintosh computer systems. Heavy typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Secretary GR18 (C0109)
University Development-Endowed
Minimum Biweekly Salary: \$542.89
Posting Date: 1/9/92

Assist Administrative Aide and Secretary in coordination of daily work flow in the Director's office; assist Business Manager in administrative functions. Xerox and distribute materials, assist with large mailings, maintain files, act as switch-board backup, organize and maintain records on Macintosh PC, log in commitment forms, update and maintain computer mailing lists/labels, type purchase orders.

Requirements: High School diploma or equivalent. Good interpersonal skills and telephone techniques. Prior office experience helpful. Familiarity with office equipment, including Dictaphone. Knowledge of Macintosh PC helpful. Ability to work under pressure. Must respect privilege of confidential materials and pay attention to detail. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Secretary GR19 (C0215)
Cooperative Extension Administration 4-H-Statutory
Minimum Biweekly Salary: \$566.28
Posting Date: 1/16/92

Coordinate and expedite the statewide work of the New York State 4-H Foundation executive director/program coordinator and the executive staff assistant by providing secretarial services, receiving and processing all monetary contributions, ensuring confidentiality at all times. Function as a team member in the 4-H unit to facilitate the Cornell Cooperative Extension 4-H Youth Development Program.

Requirements: High School diploma or equivalent with 1-2 yrs. experience. Some college coursework preferred. Computer knowledge of spreadsheets, databases, communications packages. Strong on office procedures. Able to work independently. Some travel involved. Must be able to relate to and communicate with others effectively. Heavy typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Secretary GR19 (C0202)
Graduate School, Fellowships and Financial Aid-Endowed
Minimum Biweekly Salary: \$566.28
Posting Date: 1/16/92

Provide receptionist support; coordinate outside fellowship information; type correspondence; general office duties. Disburse graduate student checks and maintain check records.

Requirements: High School diploma or equivalent. Some college coursework preferred. 1-2 yrs. related experience. Excellent typing skills. Thoroughness and attention to detail essential. Strong organizational interpersonal and communication skills. Ability to work under pressure and independently. Knowledge of Macintosh computers, Microsoft Word and Excel required. Pagemaker knowledge desirable. Heavy typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Student Account Representative GR19 (C0201)
Bursar's Office-Endowed
Minimum Biweekly Salary: \$566.28
Posting Date: 1/16/92

Maintain student finance and cornellcard billing systems; direct contact with students, parents and other C.U. 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: High School diploma or equivalent. College coursework preferred. 1-2 yrs. related experience. Knowledge of general accounting. Strong interpersonal skills. Ability to work in an active, complex environment. Light typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Accounts Assistant GR19 (C0105)
CIT/Network Resources-Endowed
Minimum Biweekly Salary: \$566.28
Posting Date: 1/9/92

Provide business and departmental accounting support for Network Services including the enterprise, the organization and special project accounts. Responsible for reconciliation and tracking of several large university accounts. Verify and prepare payment vouchers, purchase orders, blanket orders, customer billing, petty cash fund, assist manager of business operations in budget formulation.

Requirements: High School diploma or equivalent, some college coursework in accounting and business administration preferred and 1-2 yrs. related experience. Familiarity with

Cornell Endowed Accounting and purchasing procedures. Able to use personal computers, spreadsheets and database programs desirable. Light typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Administrative Aide GR20 (C0214)
Public Affairs, Law School-Endowed
Minimum Biweekly Salary: 1/16/92
Posting Date: 1/16/92

Provide secretarial and administrative support to the Associate Dean for Development and Public Affairs. Research and prepare complex special reports on budget matters and gift accounts; process bills and monitor all accounts for the Law School's Office of Development and Public Affairs; extensive contact with alumni and volunteers; handle Major Gift, Special Gift, Law School Fund, and University Campaign correspondence.

Requirements: Associates Degree or equivalent combination of education and experience. 2-3 yrs. related experience. Excellent typing, word processing, editing and interpersonal skills necessary. Experience with WordPerfect essential and experience with spread-sheet software preferred. Make travel arrangements. Ability to be self-directed and set priorities essential. Heavy typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Administrative Aide GR20 (C0218)
University Development/Public Affairs-Endowed
Minimum Biweekly Salary: \$590.45
Posting Date: 1/16/92

Provide administrative and secretarial support to the director of corporate relations. As requested by the director, some secretarial support is provided to the development assistant as well.

Requirements: Associates degree or equivalent. 2-3 yrs. related experience. Excellent typing skills and ability to operate (or learn to operate) and be comfortable with advanced office machinery such as the Apple Macintosh. Strong organizational skills. Good communication skills-oral and written. Telephone skills. Ability to work independently and without supervision. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer Application.

Administrative Aide GR20 (C0206)
Human Ecology Administration-Statutory
Minimum Biweekly Salary: \$590.45
Posting Date: 1/16/92

Responsible for accessing the Public Affairs database and generating reports using IRIS. Responsible for inputting alumni membership information into Public Affairs database. Receive, record, and deposit incoming gifts to the college. Prepare gift acknowledgement correspondence, drafting personalized responses when needed. Provide support for Sloan Alumni Program fund raising activities. Maintain internal donor database.

Requirements: Associates degree or equivalent combination of education and experience. 2-3 yrs. related work experience. Ability to work independently. Good organizational skills are essential. Computer experience a must: Microsoft Word, Excel, FileMaker Pro, as well as mainframe experience. Communications (written and oral) skills. . Diplomacy and confidentiality essential. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Secretary GR20 (C0213)
Lab of Nuclear Studies-Endowed
Minimum Biweekly Salary: \$590.45
Posting Date: 1/16/92

Provide secretarial support for a large research facility. Prepare technical manuscripts for publication; act as receptionist; arrange travel and meetings for faculty and staff; assist with workshops.

Requirements: Associates degree or equivalent. 2-3 yrs. related experience. Extensive experience with technical typing; experience with TEX, MicroSoft Word, Filemaker preferred. Good knowledge of Scientific Equations. Heavy typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Personnel Assistant GR20 (C0204)
Office of Human Resources-Endowed
Minimum Biweekly Salary: \$590.45
Posting Date: 1/16/92

Under general supervision, maintain and update the academic and nonacademic personnel database; provide support in the implementation, maintenance, and interpretation of academic and nonacademic personnel policies and procedures.

Requirements: Associates degree or equivalent in business or human resources. 1-2 yrs. related experience. Computer input experience required. Ability to organize, set priorities and work under pressure essential. Strong oral and written skills. Knowledge of academic and non-academic appointment procedures preferred. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Administrative Aide GR20 (C0217)
Communications Strategies/University Relations-Endowed
Minimum Biweekly Salary: \$590.45
Posting Date: 1/16/92

Manage department calendar, answer telephones, and receive visitors into office; handle accreditation procedures and maintain filing systems; coordinate luncheons and special events; draft correspondence and provide support to director and staff as needed.

Requirements: Associates degree or equivalent. 3 yrs. of secretarial experience. Knowledge of Cornell University highly desirable. Excellent telephone, interpersonal, organizational and communication skills essential. Must have cooperative and team-oriented approach to projects, and ability to meet deadlines, prioritize projects, and maintain confidentiality. Must have proficient proofreading and editing skills. Must be professional and willing to act on initiative within this position. Knowledge of Macintosh. Heavy typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Accounts Assistant GR20 (C0203)
CIT-Management and Budget Office-Endowed
Minimum Biweekly Salary: \$590.45
Posting Date: 1/16/92

Provide primary assistance in basic accounting/bookkeeping functions to Budget Manager. Also provide administrative support to CIT Business Manager and other professionals within management and budget office.

Requirements: AAS or equivalent; Concentration in book-keeping/accounting. 1-2 yrs. bookkeeping experience; familiar with use of electronic spreadsheets; experience in use of Macintosh-based computer applications. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Administrative Aide GR20 (C0104)
JGSM-Endowed
Minimum Biweekly Salary: \$590.45
Posting Date: 1/9/92

Schedule corporate recruiting and related student activities. Responsible for administrative duties associated with student activities. Responsible for bidding and sign-up programs for on-campus interviewing. Key responsibility for start to finish handling of block of recruiting/presentation events.

Requirements: Associates degree in relevant field or equivalent work experience. 2-3 yrs. related experience. Strong interpersonal and organizational skills. Ability to deal with sensitive situations and confidential material. Familiarity with computers and programing beneficial. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Administrative Aide GR20 (C0106)
Cornell Cooperative Extension Administration-Statutory
Minimum Biweekly Salary: \$590.45
Posting Date: 1/9/92

Provide front-line consulting, support, training and maintenance of the Cornell Cooperative Extension reporting system. Assume responsibility for overall coordination of the program

development and evaluation unit. Provide secretarial support of the Associate Director and a program specialist.

Requirements: Associates degree or equivalent with business background. 2-3 yrs. office experience, knowledge and expertise in use of IBM PC and familiarity with the University mainframe; knowledge of Cornell Cooperative Extension. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Administrative Aide GR20 (C9512)
Human Ecology Administration-Statutory
Minimum Biweekly Salary: \$590.45
Posting Date: 12/19/91

Provide broad administrative support to college administrative unit. Includes accounting, payroll, personnel operational support, and records management. The full range of duties involves processing and monitoring accounts payable, preparing unit payroll, and conducting Central Employee Registration.

Requirements: Associates degree in business desired, and 2-3 yrs. increasingly responsible experience in providing administrative support. Ability to be self-directed and set priorities essential. Also requires good judgment, confidentiality, ability to disseminate information effectively. Medium typing. Cornell employees send cover letter, resume and employee transfer application to Esther Smith, Staffing Services, East Hill Plaza #2.

Research Aide GR21 (C0210)
University Development-Endowed
Minimum Biweekly Salary: \$615.42
Posting Date: 1/16/92

Meet the information needs of those persons engaged in development work. Locate, compile, organize and evaluate public and confidential information about Cornell alumni/ae and friends, foundations and corporations which are current or potential supporters of the University. Generally, the finished written product is used by the president, trustees, administrators, public affairs and development staff and alumni/ae of Cornell for fundraising activities.

Requirements: Associates or equivalent. Bachelors degree is preferred. Minimum of 1-2 yrs. related experience. Knowledge of research materials, library methods, and computer. Excellent communication and writing skills. Ability to work with confidential materials with high degree of discretion. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Administrative Aide GR21 (C9402)
Chemical Engineering-Endowed
Minimum Biweekly Salary: \$615.42
Posting Date: 12/12/91

Provide broad-based accounting, purchasing, personnel and administrative services for the School of Chemical Engineering. Manage faculty grant monies which includes reconciling monthly statements, processing purchase orders and vouchers, requesting quotations and distributing charges among accounts. Assist faculty with research budgets and projecting future budget needs. Assist Accounts Coordinator with various departmental accounting reports. Handle travel arrangements for faculty, students and visitors and prepare academic visitor appointment material.

Requirements: Associate's degree or equivalent. At least 2 yrs. related experience. Knowledge of Cornell accounting and spreadsheet analysis required. Experience with Macintosh and Microsoft Excel necessary. Knowledge of Cornell personnel policies and procedures desirable. Excellent organizational, interpersonal and communication skills essential. Must be able to work under pressure and with limited supervision. Medium typing. Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2.

Accounts Coordinator GR21 (C9324)
Administrative Operations/CUL-Endowed
Minimum Biweekly Salary: \$615.42
Posting Date: 12/5/91

Provide reconciliations and projections for grants and contracts. Prepare monthly, quarterly and yearly fiscal reports to assist with the monitoring of account balances. Reconcile in-house library system with university records. Research vendor inquiries and statements and resolve problems. Review all transactions and maintain financial records for 170 library general purpose, designated, grant-funded and other restricted accounts. Coordinate accounting transactions for 32 endowed library units.

Requirements: Associates degree in Accounting or Business. Advanced knowledge of accounting and bookkeeping procedures and experience with grants Contract Accounting. 2-3 yrs. related experience, high degree of accuracy and strong attention to detail; demonstrated skill in problem solving. Experience with PC's and applications (preferably IBM). Strong organizational, communication and interpersonal skills. Thorough knowledge of Cornell accounting system preferred. Light typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Administrative Aide GR22 (C9505)
Theory Center-Endowed
Minimum Biweekly Salary: \$641.92
Posting Date: 1/9/92

Provide high-level administrative support to the Director of the Theory Center and the Theory Center Director of Research Programs. Requires considerable initiative, independent judgement, and decision making. Confidentiality is essential. Maintain calendar, coordinate complex travel arrangements, review mail for content and respond as appropriate, manage flow of confidential materials, interact with corporate officials, scientists, and government officials. Demonstrated ability to initiate tasks and see them through to completion.

Requirements: AAS degree or equivalent combination of education, experience, and training required. 3-4 yrs. related administrative/executive secretarial experience. Experience with Microsoft Word or other word processing software. Familiarity with UNIX, Macintosh, and electronic mail desirable. Technical typing (LaTeX) and knowledge of technical terminology highly desirable. Excellent interpersonal and communication skills necessary. Ability to set priorities and handle interruptions. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Office Professional Part-Time

Office Assistant GR17 (C9508)
Ombudsman's Office-Endowed
Minimum Full-time Equivalent: \$530.38
Posting Date: 12/19/91

Provide clerical assistance in support of office function. Du-

ties include receptionist; typing reports and correspondence; record keeping. Monday-Friday, 20hrs, to be arranged.

Requirements: High School diploma or equivalent. Minimum 1 yr. related office experience. Computer word processing (IBM PC, WordPerfect 5.1) skills. Strict confidentiality. Ability to work with a variety of people in a conflict resolution setting. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Secretary GR17 (C9407)
School of Hotel Administration-Endowed
Minimum Full-time Equivalent: \$530.38
Posting Date: 12/12/91

Under general supervision, provide clerical/secretarial support to Properties Management faculty and staff. Moderate level of confidentiality. Monday-Friday, 9:00-3:00, 30 hrs/week flexible, 10-month position. Time off is not flexible. Time off will be: 2 weeks in May, 2 weeks in January, 1 month in June.

Requirements: High School education. Prior office experience preferred. Must have good secretarial skills and knowledge of WP 5.1, DBase, and Lotus. Ability to respect and maintain confidentiality. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Cornell employees should include an employee transfer application.

Secretary GR18 (C8706)
Physics-Endowed
Minimum Full-time Equivalent: \$542.89
Posting Date: 12/12/91

Provide administrative and secretarial assistance to academic administrator and staff of autotutorial physics course with enrollment of approximately 400 students a semester and 50 students during summer. Monday-Friday, 4hrs/day, 12pm-4pm.

Requirements: High School diploma or equivalent. Some college coursework preferred. Minimum 1 yr. related office/secretarial experience. Strong interpersonal and organizational skills. Familiarity with academic environment helpful. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Secretary GR18 (C9308)
Anthropology-Endowed
Minimum Full-time Equivalent: \$542.89
Posting Date: 12/5/91

Provide reception, answer department phone, assist undergraduate director of department, assist in recording grades, initiate and compose departmental correspondence for faculty and other department members. Assist in checking and compiling course copy materials; other duties as assigned. Monday-Friday 6hrs/day, Academic year: Mid-August to Mid-May up to 30 hours/week.

Requirements: High School diploma or equivalent required. Some college coursework preferred. 1-2 yrs. related experience. Knowledge of WordPerfect 5.1; Lotus 1-2-3 helpful; Excellent grammar skills and phone abilities. Some knowledge of IBM and Macintosh computers. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Secretary GR18 (C9315)
Agricultural Economics-Endowed
Minimum Full-time Equivalent: \$542.89
Posting Date: 12/5/91

Provide secretarial support for one faculty member. Heavy typing for research and teaching activities; computer knowledge essential. Monday-Friday, 20 hrs/week.

Requirements: High School diploma or equivalent. Some college coursework preferred. 1-2 yrs. related experience with computer/word processor preferred. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Reference/Information Assistant GR22 (C9510)
School of Hotel Administration-Endowed
Minimum Full-time Equivalent: \$641.92
Posting Date: 12/19/91

Coordinates professional fee-based hospitality industry information service, HOSTLINE; provides information and reference services for SHA students, faculty, administrators, and staff (such as the Development Office; coordinates reference collection maintenance; trains three student assistants (loose-leaf filing and shelving) and supervises one student; suggests topics for bibliographies and handouts, and compiles information on same; and participates in collection development decisions.

Requirements: Bachelors degree or equivalent required. Graduate work in hospitality or information/library desirable. 3-4 yrs. related work experience. specific subject knowledge of business/hospitality industry, or previous equivalent library experience (2 yrs.). Strong interpersonal, organizational, and communications skills; ability to explain complex research procedures and teach the use of complicated resources to clientele with varying degrees of comprehension including those who lack research experience or English language competency. Ability to use simple communications software for data input or wordprocessing software for the creation of simple documents and reports. Ability to perform searches in three or more computer systems, knowledge of several additional databases, and the ability to instruct users in searching one or more CD-ROM systems. Creativity, attention to detail, and ability to meet deadlines and work independently. Fluent English language skills. Send cover letter, resume to Esther Smith, Staffing Services, East Hill Plaza #2. Employees should include employee transfer application.

Office Professionals Temporary

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

Secretary (S8305)
Human Ecology Administration-Statutory
Posting Date: 12/5/91

Provide clerical and office support to the Executive Staff Assistant for the Dean of the College of Human Ecology in a very busy office with a high volume of confidential and sensitive materials. 15hrs. per week; mornings preferred.

Requirements: High School diploma or equivalent experience. 1-2 yrs. of related office experience. Experience with IBM compatible computers and familiarity with WordPerfect

desired. Confidentiality, attention to detail, good communication skills required. Medium typing. Send cover letter and resume to Karen Raponi, Staffing Services, East Hill Plaza #2.

Extension Support Specialist (S9003)
Cooperative Extension-Human Ecology

Posting Date: 11/7/91
Assist with the development and organization of a program evaluation handbook and with the assessment of the statewide program committee structure. Responsibilities include: Reviewing materials, writing drafts, developing case studies, gathering and compiling information. Researching and analyzing format. Arrange meetings, draft interview guides, arranging and conducting interviews, summarize findings, and draft summary report of results and recommendations.

Qualifications required: Knowledge and understanding of and practical experience with program evaluation and evaluative research processes, basic word processing skills, strong interpersonal skills. Direct experience in conducting individual and group interviews is desirable. Experience with informal education processes and programs is very helpful. Send cover letter and resume to Karen Raponi, Staffing Services, East Hill Plaza #2.

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.

Custodian SO02 (G0201)
Statler Hotel Housekeeping-Endowed
Hiring Rate: 6.55
Posting Date: 1/16/92

Clean the public guest areas of the hotel. Stock the guestroom floor closets for the room attendants and does other tasks as they relate to these main objectives. 10 month appointment. Flexible nights and weekends.

Requirements: Basic reading and writing skills. Hotel housekeeping experience preferred. Regular CU employees only. Send employee transfer application to Esther Smith, Staffing Services, East Hill Plaza #2.

General Service

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

Gardener SO08 (B0205)
Plantations-Statutory
Hiring Rate: \$8.73
Posting Date: 1/16/92

Under general supervision, responsible for the development, management, and interpretation of (3) botanical collections: the Pounder Heritage crops garden, and the Clement Bowers Rhododendron collection, and the Meunischer Poisonous Plants Garden.

Requirements: B.S. preferred in Plant Science, Horticulture or related field, or equivalent experience. Good writing, communication and interpersonal skills required; 2-3 yrs. work experience required. Send cover letter and resume to Cynthia Smithbower.

Outdoor Equipment Manager GR21 (B0204)
Athletics-Endowed
Minimum Biweekly Salary: \$615.42
Posting Date: 1/16/92

Coordinate Outdoor Education Outfitting. Coordinate and/or manage equipment repair and purchase, system design, budget, accounting, course outfitting, rentals, staffing.

Requirements: Associates degree or equivalent required. 1-2 yrs. or equivalent experience teaching and supervising outdoor education programs. Send cover letter and resume to Cynthia Smithbower.

Climbing Wall Manager GR21 (B0201)
Athletics-Endowed
Minimum Biweekly Salary: \$615.42
Posting Date: 1/16/92

Manage the Lindseth Climbing Wall (30-50 climbers daily), coordinate climbing courses, arrange climbing seminars, instruct advanced courses, supervise student outfitters. 11 month position.

Requirements: Associates degree or equivalent required. First Aid and CPR, Drivers license, 1 yr teaching or equivalent. Extensive knowledge of climbing. Send cover letter and resume to Cynthia Smithbower.

Transportation Manager GR21 (B0202)
Athletics-Endowed
Minimum Biweekly Salary: \$615.42
Posting Date: 1/16/92

Manage Athletic and P E Department vehicles, maintain complex van scheduling (4 vehicles); train instructors in van use, order equipment, instruct advanced classes. 10 month position.

Requirements: Associates degree or equivalent required. 1-2 yrs. or equivalent experience with outdoor education. Basic knowledge in vehicle maintenance and repair; current drivers license; excellent organizational skills. Send cover letter and resume to Cynthia Smithbower.

Land Based Outdoor Program Coordinator GR21 (B0203)
Athletics-Endowed
Minimum Biweekly Salary: \$615.42
Posting Date: 1/16/92

Coordinate all aspects of land based courses; schedule all courses; coordinate equipment and logistics support for land based courses, support the equipment rental program. 10 month position.

Requirements: Associates degree or equivalent required. 1-2 yrs. or equivalent experience teaching and supervising outdoor education courses. Send cover letter and resume to Cynthia Smithbower.

Academic

Extension Associate II
PA#44 Area Field Crops Specialist
Location: Cortland County, Cortland, NY
Posting Date: 1/9/92

Responsible for planning, implementing and evaluating a comprehensive agronomy and field crops program for farm and agribusiness clientele in Chemung, Cortland, Tioga, Tompkins and Schuyler counties. Utilize written materials, media, tours, demonstration, applied research, and individual consultations as appropriate to inform clientele of agronomic production practices, soil band water practices and the principles of production economics as they impact field crops in the five county area. Will participate in a cohesive team effort with other specialists in five counties with special emphasis on the "whole farm" approach. This program will include, but not be limited to cultural practices including variety selection, insect/disease/weed control (with major emphasis on the demonstration and adoption of Integrated Pest Management principles and practices), soil management, post harvest handling/storage as well as marketing of field crops.

Minimum Qualifications: Masters degree with subject matter in agronomy and/or field crops production. 2 yrs. experience in agricultural extension or related field. Desirable: Coursework or experience in marketing and adult education. Dairy farm background/coursework.

Salary: \$28,000, commensurate with qualifications. Apply by January 16, 1992.

To Apply: Send cover letter, resume, and copies of transcripts to Barb Eshelman, 365 Roberts Hall Cornell University, Ithaca, NY 14853.

Division of Nutritional Sciences
Posting Date: 1/9/92

Faculty Position
Tenure Track Position: Extension/Research in nutrition intervention and policy. Provide leadership for prominent nutrition programs in NYS; develop a research program in the area of nutrition intervention/policy, and attract external funding in support of this research.

Qualifications: Ph.D. in relevant field and strong background in food and nutrition. Demonstrated expertise in design/evaluation of nutrition interventions or policy analysis, including nutrition education at community level. Expertise in at least one of the following subject matter areas highly desirable: maternal and infant nutrition, youth/adolescent nutrition, food safety/toxicology, nutrition monitoring and surveillance. Experience in extension/outreach work, ability to work as part of a team, flexibility, and ability to address issues of culturally diverse populations desirable.

Senior Extension Associate

Develop/provide leadership for one or more highly visible food/nutrition programs, evaluate the effects of interventions or policies involved. Formulate proposals to provide funding for food/nutrition programs, recruit/train professional staff.

Qualifications: Ph.D. in relevant field. Strong background in food/nutrition. Demonstrated expertise in nutrition intervention or policy. Expertise in at least one of following highly desirable: maternal/infant nutrition, youth/adolescent nutrition, food safety/toxicology, nutrition monitoring/surveillance. Experience in extension/outreach work, ability to work as part of a team, flexibility, and ability to address issues of culturally diverse populations desirable.

Extension Associate

Assist in development/execution of one or more highly visible nutrition programs, contribute to evaluation of effects of interventions/policies involved.

Qualifications: Masters degree in foods and/or nutrition. Knowledge of at least one of following highly desirable: maternal/infant nutrition, youth/adolescent nutrition, food safety/toxicology, and diet/chronic disease prevention. Experience in extension/outreach work, ability to work as part of a team, flexibility, and ability to address issues of culturally diverse populations desirable.

To Apply: Send cover letter, list of publications, statement of extension and research interests, and names/addresses of three references to: Dr. Robert S. Parker, Search Committee Chair, Division of Nutritional Sciences, Cornell University, 113 Savage Hall, Ithaca, NY 14853-6301. Application deadline: March 15, 1992

Assistant Professor

Physiology
Posting Date: 12/19/91

Develop a research program in reproductive physiology with relevance to domestic animals, especially the molecular biology of the neuroendocrine events that control various aspects of reproduction. Participate in teaching physiology to veterinary students and participate in graduate education through the Graduate Field of Physiology. Applicants should have a Ph.D. in an appropriate discipline with post doctoral experience, or a DVM or MD degree with post doctoral training in reproductive physiology. Send letter of interest, curriculum vitae, and the names of three references to Dr. D. Robertshaw, Department of Physiology, 725 VRT, Cornell University, Ithaca, NY 14853-6401, closing date February 1, 1992, or until filled.

CORNELL Employment News

EDITOR: Nancy Doolittle

PAGE LAYOUT: Cheryl Seland
PHOTOGRAPHY: University Photography, Susan Boedicker

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Mail subscriptions available US delivery first class mail at: \$12.00 for 3 months; \$18.00 for 6 months; or \$26.00 for 12 months. Make checks payable to: Staffing Services Subscription, 160 Day Hall, Cornell University, Ithaca, NY 14853.

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

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

Networking

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

EMPLOYEE SPOTLIGHT

University Ombudsman's Office - Tom Scott, Ron Bricker and Danilee Poppensiek

by Susan E. H. Hollern



Left to Right, Ron Bricker, Danilee Poppensiek and Tom Scott. Photo by: Doug Hicks

When you hear the word 'Ombudsman,' what comes to your mind first? Are these the people that take care of problems on campus? Do they educate employees on friendly negotiation? Will they be impartial and understanding? Will they keep somebody's problems confidential? If you answered yes to any of these questions, then you have a pretty good idea what the Ombudsman does for us at the University. Enter Professor Tom Scott, Dr. Ron Bricker and Danilee Poppensiek, this week's Employee Spotlights and our University Ombudsmen.

Tom Scott, the University Ombudsman, has only been in this position since July of this year. He is a full-time professor in the department of soil crop and atmospheric sciences. Ron Bricker is an associate Ombudsman who works full-time at this position and Danilee

Poppensiek is the Assistant Ombudsman.

What does the Ombudsman do for employees at the University? Ron offered to answer this question by saying "basically, we start out handling a problem often to help the person deal with it him/herself, if he/she can. We spend quite a bit of time advising people about how to go ahead and deal with the problem him/herself. We explain what rules apply that the supervisor may not be aware of and just try to make sure he/she knows what the appropriate channels are that exist on campus. If a person feels that he or she has gone through all the various channels, then we step in, with the person's permission, and see if we can be of help in taking care of the problem."

Tom added that "we serve all members of the community which include

faculty, grad students, undergrads and staff. A lot of people are not aware of this aspect of the Ombudsman's office and it's important to relay this to everyone in the Cornell community."

Generally problems have been resolved by realizing that there was miscommunication with one another, that they have missed out on vital information or just were unaware that procedures of actions were done incorrectly. "The closer one can solve a problem to where it began, it's usually easier and less of a hassle for everybody involved" states Ron.

"One of the areas we emphasize is to deal with the problem as soon as it surfaces. If a person lets it ride, they miss points, in their procrastination, where they can solve it very easily. We advise an employee to try and deal with it personally or receive some advice on how to deal with the problem."

In carrying out the Ombudsman mission, the department adheres to principles of confidentiality, independence and impartiality. The person bringing in the problem has to give the Ombudsman permission before they (the Ombudsman) will talk to anyone else in solving the problem.

Professor Scott emphasizes the fact on confidentiality. "We are impartial. We keep all matters strictly confidential. We are not under the Day Hall Administration. We do not get approval in anything that this office does. We act independently in the interests of trying to resolve any kind of conflict that comes up. Sometimes, it is premature for us to become actively involved. If that is the case, we can direct people to the proper procedures and information regarding University Policy."

"In 1969, President Dale Corson established a committee under the direction of Alfred Kahn, then Dean of the College of Arts and Sciences, to study the feasibility of establishing the position of University Ombudsman. Setting up the Ombudsman's Office was the culmination of the many disruptions on campus during the late 1960's. The guidelines that are mentioned here are used with every problem that comes to the office. One of the strengths of the office has been its ability to operate independently from the Administration," said Danilee Poppensiek, who has been in this office since its establishment.

Professor Scott adds: "we try to stay within the guidelines. For example, if a student is dissatisfied with a grade or wants to break a dorm contract, there are certain rules and regulations that need to be followed. If there is an exception to the existing rules, we will contact the person responsible for negotiating these rules as well as these areas of conflict."

Spending time with these dedicated individuals was extremely educational for me. I hope that you have gleaned information about the University Ombudsman's office as well as joining

the *Networking* Board in recognizing these three outstanding individuals who are this week's Employee Spotlight. Congratulations Tom, Ron & Danilee!

The Ombudsman's office is open every week day from 8:00-4:30. Please feel free to speak with Professor Scott, Dr. Ron Bricker or Danilee Poppensiek if you have questions or concerns that you would like help in resolving. Their telephone number is 255-4321.

Cleaning, With Tears

by Kathee Shaff

The holidays are over
Company has come and gone.
The house is in a turmoil
And a new weekend has dawned.

It's time to do the cleaning
And put all the gifts away,
And all the decorations
Which were never meant to stay.

Down comes the tree
Tinsel and all,
Out the front door
To tumble and fall.

Into the boxes
Go the ornaments,
The garland and lights,
And the sentiments.

The tree-top angel
Is put in her place,
Being so careful
Of her dress of lace.

Up to the attic
The boxes do go,
Stacked in the corner
And piled just so.

They'll be there until
It's time once again,
To drag them all out
Another year, then.

Straight to the closets
I always go first,
To see what I find
Expecting the worst.

It's time to look
For extra space,
To put the toys
In a new place.

Out with the old
In with the new,
Sort through the clothes
Throw out a few.

Clear off the dressers
To make a new spot,
For the teddy bears
The children just got.

When the house is back
To normal once more,
I sit down to rest
And wonder, "What for?"

As soon as I stop
The dust reappears,
So back to the task
Of cleaning, with tears.

LEADERSHIP LEADS

Education Makes the Difference

by George Peter

"Education makes a people easy to lead, but difficult to drive, easy to govern, but impossible to enslave." — Lord Brougham

We may criticize the school systems of today, but even so, the American worker is an educated person. Why mention the obvious? Because the message is to supervisors at all levels. Take heed. You are stuck with educated men and women to supervise. Take advantage of this blessing.

In the old days, workers were told

what to do and how to do it. The worker could be driven to work and to be enslaved by the boss. Not so with an educated worker. You can lead, but you can't drive. You can govern, but you can't enslave.

Govern well. Lead your co-workers to want to produce as a team of dedicated people. The 19th century era, when workers were driven by fear is over. Step up and grab the new challenges by the strong grip of leadership—21st century style.

UNCLASSIFIED ADS

1. Please send all unclassified ads through Campus Mail **ONLY** to *Networking Unclassifieds*, Susan Hollern, 440 Day Hall. Hand delivered ads will be omitted. **NO PHONE CALLS PLEASE!**
2. For our information your name and campus phone number **MUST** be submitted with ads, otherwise your ad will be omitted.
3. All unclassified ads are free of charge to Cornell faculty, staff and students and will be printed in the order received as space permits.
4. Please limit your ad to 30 words or less. Any ad longer than 30 words may be shortened by the *Networking* staff—depending on space available.
5. The deadline for the January 30 issue is January 21, 1992 at noon.
6. Please submit an ad for each issue that the ad should appear in. Thank you.

For Sale:

1984 Ford Escort. Red. 5-speed. am/fm radio. Good condition. \$800. Must sell. Please call 5-6339 or 257-6577.

Sheet set plus matching comforter (double/queen size), ski jacket and bib overalls, size 12 (medium blue/navy blue), free 150 K2 skis and poles (need reconditioning). Please call Connie at 5-6053.

Kenmore Power-Miser 30 gallon electric water heater. Used 9 months. \$100 OBO. Great for mobile home. Please call Susan at 838-8279 after 6:00 pm.

Channellmaster Antennae System, complete with rotor and booster, excellent condition, \$300. Please call Robin at 5-1899 or 533-7136 evenings.

All in good condition, best offer: Exercise bicycle, electric typewriter, sewing machine, rug shampooer/floor buffer, Vivitar slide maker, Panasonic radio/cassette player, headphones, women's skis, boots and salomon bindings, two suitcases, briefcase and Footjoy dry golf shoes size 10. Please call 272-7210 after 6:00pm.

Bedroom set. Broyhill brazilia, walnut. Triple dresser with mirror, queen size headboard, two night stands. Attractive modern design, solid, well made and in very good condition. \$400 OBO. Please call Dave at 273-1892 evenings.

Cage for cockateils or parakeets. Has side door for nest box. Includes cups, perches, and stand. \$60 firm. Please call 256-1020 after 5pm.

Beautifully upholstered Softsider 5 queen waterbed with heater (not required with Softsider 5). Seven tube mattress and pedestal. \$675 new. Four months old. Asking \$550 OBO. Please call 539-7556 evenings.

Great winter car for sale: 1984 four-wheel drive Subaru station wagon with roof rack, sunroof, am/fm cassette, luggage cover, 70,000 miles, light blue exterior and interior, rear wiper/defroster. \$2,000 OBO. Please leave message at 277-2228.

Car top ski rack. For compact car. Almost new. Excellent shape. Original price, \$100—asking \$60. Please call 257-6675 after 6:00pm.

1988 Dodge Colt. Original owner. 34,000 miles. Radials. Price negotiable. Please call 257-6675 after 6:00pm.

Make offer and pick these items up. 6' x 5' window with drapes, large sliding door drapes, window drapes, ceiling light fixtures, folding gate, storm door, drape rods, electric stove with hood. Ideal for cottage. Please call 539-6110 evenings.

12 x 60 mobile home for sale. Re-insulated and sheetrocked. Monthly expenses less than \$300. In small park 7 miles from Cornell. Asking \$6,000. Please call 347-6770.

14 x 70 mobile home, own 1 acre lot, 3 bedroom, 1 bath, oversized one car garage, close to Cornell, shopping. \$28,500. Please call Mary Lou 3-3047

3 bedroom house in Tburg village. Sunporch, pantry, attached garage, 15 x 24 attached storage barn. All remodeled and insulated; new Andersen windows and siding. Spacious private yard with stream and flowering trees on quiet street, walking distance to stores and bus. \$64,900. Pat 564-7927 '88 Honda Accord LX, dk blue, 4 dr. pwr windows, locks, mirrors, brakes, steering and antenna. AM/FM stereo cassette, leather steering wheel, Ziebart rust proofing, 4 snow tires mounted on separate rims, plus other extras. Excellent condition. 255-6638 (day), 257-4606 (eve.).

Wanted:

Sewing machine in good working condition. Nothing fancy needed. Only zig zag and button holer. Carrying case helpful if available. Please call Beth at 3-3744 or 844-9234.

Subaru four-wheel drive wagon with low mileage. Please leave message 277-2228.

Information on local breeder of African Grey or Amazon baby parrots. Please call 256-1020 after 5:00pm.

Pony harness and/or cart. Please call Mary at 5-5244 or leave a message at 273-5452

For Rent:

One bedroom cottage suitable for 1 person. Small, clean, cozy, quiet with lovely lake view. Taughannock Blvd. 5 1/2 miles from Octopus. \$350 plus utilities. Non-smoker. Please call 272-2039.

Ideal for new or visiting members of the Cornell community. Fully furnished sabbatic house, 3-bedroom, antiques, wood stove. Attractive 1870's house in a residential neighborhood of Trumansburg with a large porch and gardens. Convenient to services and bus. Available late January through June. Please call 387-6884.

Apartment for rent. 3 bedrooms, living room, kitchen, two full baths. Four miles from downtown. Fenced in pastures. \$900 month includes utilities. Please call 272-2801.

Miscellaneous:

Staff members interested in ride sharing can place a free advertisement in *Networking* by mailing in advertisements. There are no services for commuting students. Please send your ad to: Ride Sharing, Humphries Service Building, Cornell University, Ithaca, NY 14853. No phone calls.

"Who Says an Employee Can't Make A Difference"

by Coleen Fabrizi

As an employee of Cornell University, I feel like climbing to the top of the tower clock and shouting, "who says an EMPLOYEE can't make a difference!" Whether you're an employee, student or faculty member, everyone is affected differently by the policies and procedures on this campus. Just listening when I ride the bus or wait in line at the credit union, I hear concern out there for the policies that affect all of us at Cornell. We all have definite opinions on the problems that exist.

The problem with an "opinion" is that most people don't voice it in the most effective means. It's great to have the right here in the United States to disagree, however, we are suffering from a lack of involvement.

There is a governance system at Cornell designed to allow the voices of the entire University's community to be heard. Unfortunately, there are not enough people taking advantage of this opportunity. The Employee Assembly, Student Assembly and University Assembly are **YOUR CHANCE TO MAKE A DIFFERENCE**. If you feel

strong enough about a policy to work to change it, or even to establish it, then get involved. Anyone can be a part of the groups of people that represent the community's concerns to the Administration.

The Assemblies are holding their elections this Spring. Be sure to exercise your right and **VOTE!!** While other countries of this world are struggling for the right to vote, many of us that have the right don't use it! Talk to your co-workers and other students. Encourage everyone to make a difference by voting. That's what this University is all about. Through education we are all growing and making a difference. Let's make a difference here at Cornell during the spring elections and again in the fall for the United States' presidential elections.

The spring elections schedule is included. Please call the Assemblies Office at 255-3715 (165 Day Hall) for more information. You are encouraged to attend Assemblies' meetings which are open to the campus community. The Assemblies Office can give you the times and locations. Please keep watch here, in the Communication Committee Corner, for continued election information. Thank you for taking the time to read this article; by doing so, you've already proven that you are ready to make a difference.

CORNELL
UNIVERSITY

Office of the Provost

300 Day Hall
Ithaca, NY 14853-2801
Telephone: 607 255-2364

January 1992

To: Fellow Employees
From: Malden Nesheim, Provost
James E. Morley, Senior Vice President
Re: Participation in Campus Governance

Many factors contribute to the quality of life on campus. Among them are our system of self-governance and the committed members of the community who serve on the Employee Assembly, on the Board of Trustees, and on their committees.

The Employee Assembly and its committees provide an opportunity for employees to identify and help resolve a wide variety of issues of concern to the campus community in general and employees in particular. Employees' views and ideas are communicated to the administration via the Employee Assembly. This input is valued and considered an important part of the decision-making process.

An employee also serves on Cornell's 42-member Board of Trustees for a four-year term. Trustees play a central and important role in the governance of the institution and in determining its mission, goals, plans and programs. Trustees are responsible for the overall welfare of the institution.

Please consider being a candidate for one of the Assembly seats or the employee seat on the Board of Trustees. Petitions are now available in the Office of the Assemblies, 165 Day Hall, 255-3715. We invite you to volunteer to serve on one of the many Assembly committees. Applications will be mailed with the ballot in March. We encourage you to vote in the spring election. Get involved. The success of campus government depends on the active participation, interest, and support of all members of the Cornell community.

We are deeply indebted to those of you who do participate. Those who do play a special role in helping to make Cornell the unique institution that it is.

EMPLOYEE ASSEMBLY COMMUNICATIONS COMMITTEE

Clip & Return

Question(s): _____

(If additional space is needed, please attach extra sheet and return.)

Name and Address: _____

Phone: _____

Return to: Office of the Assemblies, Communications Committee, 165 Day Hall



Employee Assembly Elections

Spring 1992

Petitions Available	Thursday, January 16
Petitions Due	Friday, February 14
Ballots Mailed	Week of March 2
Ballots Due	Monday, March 16
Results Announced	Employee Assembly Meeting Wednesday, April 1

Meals with Morley

by Harry Dutton

A baker's dozen employees met for breakfast with Senior Vice President James Morley on Wednesday, November 20th. In his opening remarks, Morley said that the 300 or so resumes the University received for Lee Snyder's replacement have been narrowed down to about 30 candidates. Those applicants will receive a questionnaire related to their continuing interest, and Morley thought a new Associate Vice President for Human Resources would be in place, "hopefully by the end of January."

A replacement for Walter Relihan, the University Counsel recently elected to a judgeship is also being sought.

Morley spoke briefly on Ken Blanchard and the quality of service improvement project, calling it an "important and exciting concept."

Questions followed Morley's remarks. He was asked about Release Time—specifically about its inconsistent application by various University departments. Some programs—like extramural study—merit time off that need not be made up, while others including the "Wellness" program depend on the policies of each department. One employee offered a suggestion for employee cooperation in having a pool for Release Time. Morley, stating that he "firmly believes in the importance of Release Time," felt that this issue should be addressed by the as-yet-unhired Associate Vice President for Human

Resources.

Another staffer felt that communication between University Administration and employees could be improved. Morley replied that with such a diverse and spread-out campus community, both University Administration and department management needed to work through the Employee Assembly for better communication.

Graduate students on fellowships are not compensated through the University Payroll Office, and are thus not eligible for insurance coverage. Morley admitted that this issue "should undergo further study" and felt that work with the Provost, Deans and faculty would be needed to resolve the issue.

The final question dealt with the ongoing Classification Review. Morley admitted that the study has taken longer than originally expected but, with some 8,000 job descriptions to review, the work is proceeding and he looks forward to having it completed by the end of the Spring Term in 1992. While only a small percentage of employees can reasonably expect an increase in pay, Morley stated that the total number of job descriptions could be reduced, and that one quarter of them would become broader and more "generic."

After the breakfast meeting ended, and most of the guests had left, Morley gathered up the plates and cups, and carried trays to the dishwasher.

Tickets on Sale Now

for the

January 25

Employee Day at the Court to be held at the Alberding Field House

For further details on this exciting event, look at this week's Cornell Employment News



Extramural Study

by Susan Ulrich

Cornell University employees and area residents may register to take a Cornell course during the 1992 Spring term through the Office of Extramural Study. Registration will take place on Monday, January 20 and Tuesday, January 21 in the Biotechnology Building Conference Room from 8:30 am to 4:00pm.

The Office of Extramural Study makes available the extensive course offerings of the university to people who are interested in taking a course for their own interest and advancement and who are not enrolled in a Cornell degree program.

With department approval, regular full-time and part-time nonacademic employees of Cornell may enroll in on-

campus courses and have tuition waived for up to four credits. Application forms are available in the Office of Extramural Study, B12 Ives Hall, and in the Training and Development Office, 107 Day Hall.

Application forms must be completed prior to registration. The course instructor and the employee's supervisor and department head must sign the form. Some colleges have additional requirements for registering in their courses. Employees are encouraged to pick up the application form as early as possible to allow time to complete these steps.

For more information, come to B12 Ives Hall or call 255-4987.

EMPLOYEE ELECTIONS Spring 1992



Petitions are Available in 165 Day Hall
for the following elected positions:

Employee Assembly (2-year term)

Information session Friday, January 24, 12:00 noon, Day Hall Board Room

Employee-Elected Trustee (4-year term)

Information sessions: Tuesday, January 21, 12:00 noon, Day Hall Board Room
Wednesday, January 22, 4:00 p.m., Day Hall Board Room
Monday, January 27, 4:30 p.m. 124 Day Hall

Office of the Assemblies, 255-3715

An Attitude of Gratitude

by Charlene Temple - Employee Assistance Program (EAP)

Over the holiday season, many of us become keenly aware of the things we are lacking in our life—money for luxurious presents, the loss of employment, the loss of a loved one, and perhaps loss of the good health we have been used to. Naturally, when we think along these lines, our gloom only increases when the media showers us with what the holidays should look like. The images are usually quite intimidating in their perfection: upper middle class families sitting by a fireplace, joined by children coming home from college. Everyone looks young, happy, healthy, wealthy. Is this your expectation for this year? It's been said that an expectation is a resentment waiting to happen. Let's avoid getting set up this year by the media.

Let's give ourselves a break, and really admit these images present an unrealistic picture for the majority of us. And yet, in letting go of that expectation, what do we do with our life as it is now, with all its imperfections? I'd like to suggest some ideas that are all within our mind's reach, as we choose a new way of responding to the holidays (and really to any day).

One author writes that "everything can be taken from a man but one thing: the last of the human freedoms—to choose one's attitude in any given set of circumstances, to choose one's own way." He talks about having the opportunity every day, every hour, to make decisions which retain our dignity, our humanity, enriching the meaning and purpose of our own lives. The author wrote his philosophy during his enforced stay in a

concentration camp. Ultimately, his wife and family were killed.

His example shows that even in nightmarish circumstances, we have choices in how we act and view our situation. I am suggesting today that we might try on an attitude of gratitude. One author has written that in cultivating gratefulness, we share in a sense of belonging. "Thank you" really means we belong together; there is a mutual obligation. By increasing our sense of belonging, we introduce pockets of joy in our lives. So, instead of looking at all our "lacks" this year, most of which we cannot change, consider instead looking at the gifts already in our hands. For instance, as battles wage across the dinner table, we can cultivate gratefulness for being alive and having a family; after a difficult work day, gratefulness for having the power to choose to nurture ourselves in stressful times; in times of loneliness, gratefulness for having the eyes and sensitivity to notice a smile on a stranger's face or notice a rose in bloom; in a traffic jam, gratefulness that you own a car! This list is just a beginning. As you create your own, it may seem awkward and corny at first. New habits always feel that way.

We can expand this view of gratitude to each other, to our families, to our community, to the United States, to the planet, perhaps to some ultimate reality. Out of this attitude can well up moments of a tender joy, of feelings of generosity to others, of our own worthiness. This would seem to me to be what the holidays and the New Year truly signify.

Tompkins County Health Department

Cornell University

Open Blood Pressure Clinics

January

January 16	Savage, Room 232	9:00a-12:00n
January 16	MVR, Room 142	1:00p-4:00p
January 22	Research Park Library	9:30a-11:30a
January 28	Theory Center	9:00a-12:00n 1:00p-3:30p
January 29	727 University Ave	9:30a-11:00a

The CIT Service HelpDesk is Cornell's "Computing Emergency Room"

by Nancy Flynn and Sharon Marcus

So many of us use computers these days. Our office budgets, staff records, and student grades spend their lives on floppy and hard disks until we print them out to file or share with someone else. Some of us teach classes using micro-computers; others have everyone in an office workgroup tied together in a network that makes file transfer and printing easy as pie. We're steadily learning to rely on computers almost as much as we rely on more established wonders of technology like telephones and cars. But with this increased dependency comes certain vulnerabilities. We count on our computers every day and when they fail us—a program won't boot, a disk containing the only copy of a spreadsheet becomes unreadable, a printer starts smudging just when the department renovation floor plans are due to the boss—we find ourselves in an "emergency situation."

CIT's Service HelpDesk is but a phone call away—ready to perform "triage" in a computer crisis. Quickly and reliably, the HelpDesk will help you get an answer to your question or a solution to your problem. Like your family doctor, HelpDesk staff are trained to handle emergency situations and provide a general diagnosis, referring you to the appropriate manual, consultant or repair service that will help you out of your present jam. In addition, HelpDesk staff specialize in "preventive medicine" and

make referrals to specialists when the problem exceeds their scope of expertise. The HelpDesk's ultimate goal is to help you help yourself. Recommendations for safe and smart computing—from tips for taking advantage of technical hotlines to disk backup strategies and virus protection techniques—are but a few of the ways Cornell's "computing emergency room" will work with you to become a self-sufficient and confident computer user. (When used as a verb, "backing up" is making an extra copy of a computer file or disk. Used as a noun, a "back up" is the actual copy of the file or disk you made while backing up.)

Bring your questions, confusions, and problems to the CIT Service HelpDesk by calling 255-8990 or visiting 121 CCC between 8:00 am and 6:00 pm Monday through Friday. Whether you need a quick "Band-Aid" or "intensive surgery," the HelpDesk will enable you to stay healthy despite those computer ills.

Here are some "self-help" steps you can take before contacting the HelpDesk:

- Check all connections and power plugs. Many problems can be traced to a loose cable connection.
- Use preventive software to check your computer for viruses and—if infected—to remove them. This software is available at no charge from CIT's Software Lending Library, 124 CCC, 255-8991, open Monday through Friday,

9:30 am to 4:30 pm.

- Check the manual for information about your particular problem. Most manuals have an excellent index for fast and easy reference.
- Always, always back up your files. Floppy disks are fairly inexpensive these days and you can always recycle old ones, too. Don't forget to save your work regularly.
- Use CIT's extensive publications offerings. Most are available at no charge. Call the HelpDesk to have a copy of the current CIT publications list sent to your campus address.
- Don't panic. And don't feel dumb. If computers make you anxious, let the HelpDesk staff know. Nearly everyone—even an expert—occasionally runs into a problem and has to ask for help. That's why the HelpDesk exists. Most problems can be solved in a fairly short period of time. And even if YOUR problem isn't one of those, the HelpDesk staff will work with you to get the right "expert" to help you out.
- Try to enjoy yourself. A computer can be a wonderful, time-saving tool. But it is *just that*—a tool. The human sitting at the keyboard is still the "smarts" behind everything written in that word processor, entered in that database, or computed by that spreadsheet.

Beat the Rush!

Register for CIT's Spring Computer Workshops Now!

If you haven't seen it yet, be sure to pick up a copy of the *CIT Spring 1992 Workshop Schedule!* Each semester, CIT's Training and Education Services program offers courses on a wide variety of information technology topics at Cornell. In the program, CIT instructors teach courses on popular applications in three main computing environments:

- Apple Macintoshes,
 - IBM PCs
 - PS/2s,
- and host computing systems (mainframe computers).

Application areas covered include:

- word processing,
- introduction to the operating system,
- database programs,
- spreadsheet programs,
- electronic mail,
- desktop publishing,
- statistical analysis,
- to name a few.

Schedules are available at no charge from CIT's Service HelpDesk, room 121 CCC.

To register, please call 255-8000

or send your workshop registration form to CIT Workshops, 220 CCC.

THE CORNELL LEGAL AID CLINIC

by Harry Dutton

For most of us, community service is as easy—and as impersonal—as doing virtually nothing: it can be a payroll deduction to the United Way, a place marked on a form, a deduction on a tax return. For some, the clink of spare-change coins in a Salvation Army bucket sounds the extent of a year's charity.

For the attorneys and staff of the Cornell Legal Aid Clinic, community service is not limited to holidays or donations to charity. Service to the

community is a year-long, full time activity: providing legal representation to low-income people throughout Tompkins County at virtually no cost to the client.

Five staff attorney/lecturers provide supervision to Cornell law students enrolled in either the one-semester Legal Aid I or the two-semester Legal Aid II course. In addition to handling rigorous classwork, the student interns work directly with clients and appear with them in court. All work is done under the

close supervision of the staff attorneys/lecturers.

Local helping agencies often refer clients to the Clinic, which accepts new cases at the beginning of each term. Existing cases are dealt with year-round. At any given time, over 100 cases may be handled by the Clinic's staff and students.

Only civil (non-criminal) matters can be treated by the Clinic. Within that broad framework, however, a considerable variety of cases are managed. Family (divorce, custody, support, protection), housing (evictions, security deposits), consumer, and public benefits (social security, public assistance) cases are handled by the Clinic.

Some of the most challenging and stressful work of the Clinic staff is that task given to its secretaries. They are

the initial contact the non-client public has with the Clinic. The secretaries must interact with the public while operating under elaborate guidelines designed to prevent any breach of confidentiality. At the same time, they must make referrals to appropriate agencies without giving advice or becoming emotionally involved in the caller's concern. Maintaining a calm composure while handling a sensitive or emotional call is the hardest task of all!

"It's a fully functioning law office," says Theresa Vander Horn, the Clinic's office manager, "and the largest in Tompkins County." Indeed, among the reasons the staff so much enjoy working for the Legal Aid Clinic is that it offers a distinct opportunity within Cornell to work directly with the community.



Front (left to right): Karen Peterson, Linda Pachai, JoAnne Miner, Theresa Vander Horn, Jerry McIntyre

Back (left to right): Judy Wood, Glenn Galbreath, (Director), Bob Seibel

Photo by: Doug Hicks



RIDESHARE CLASSIFIEDS

The Commuter Connection

Cornell University Office of Transportation Services 255-4600

Look for RideShare Classifieds in "The Commuter Connection" in Upcoming Issues of *Networking*.

To place a RideShare Classified, fill out this form and mail it to the Traffic Bureau.

I would like to: drive only
 ride only
 share driving.

City or town: _____

Work days: _____

Work hours: _____

Phone (either work or home): _____

Ask for: _____

Prefer nonsmoker: yes
 no

Campus mail to: Traffic Bureau
 116 Maple Avenue