



Major grant to aid study of biology

A \$2 million grant from the Howard Hughes Medical Institute will help Cornell launch a two-part program to stimulate interest in the study of biology.

Through the grant, Cornell's Division of Biological Sciences will establish the Cornell Institute for Biology Teachers to update secondary school teachers on developments in contemporary biology and provide resources to bring information, equipment and supplies to area high school classrooms.

The biology division also will initiate the Research Scholars Program to offer concentrated research experience to undergraduates. Laboratory work will be combined with a seminar series focusing on design of research projects and the social consequences of biological research.

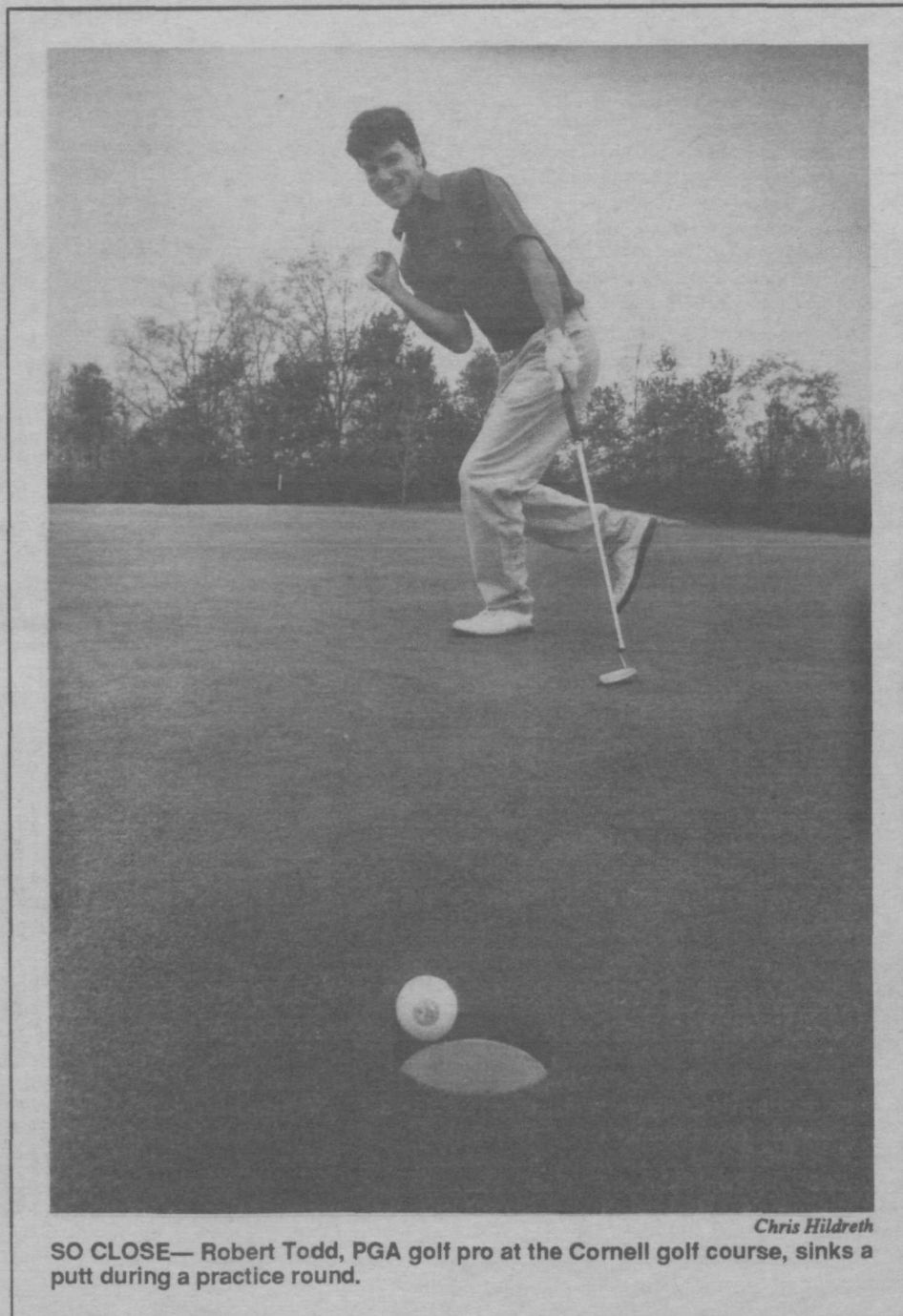
Components of the program are designed to increase the involvement of students traditionally underrepresented in the sciences.

Officials at Cornell and the Hughes Institute in Bethesda, Md., announced the five-year program on May 24. The Hughes Institute had invited 100 research universities to apply for a total of \$61 million in grants, and 51 programs were funded. A \$30,000 grant from the Cornell President's Fund for Educational Initiatives will support planning of the program.

"With fewer young people pursuing science careers, it becomes increasingly vital to attract greater numbers of capable students to biomedical science and to provide them with exciting classroom and laboratory programs," said Purnell W. Choppin, president of Howard Hughes Medical Institute.

"Many secondary school teachers don't have a strong 'comfort level' teaching molecular biology and the other sciences involved in biotechnology," said Nancy Ride-

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SO CLOSE— Robert Todd, PGA golf pro at the Cornell golf course, sinks a putt during a practice round.

Chris Hildreth

Cornell leads in alumni who earn Ph.D.s

More Cornell graduates go on to earn Ph.D. degrees than do graduates of any other private institution among the 79 leading universities ranked in the latest National Research Council data.

Cornell recently surpassed Harvard University in the grand total while also holding on to high rankings or gaining ground in virtually all of the 23 Ph.D.-granting fields, including the sciences, social sciences and humanities.

The data were released in a recent Georgetown University report titled "Baccalaureate Origins of Doctorate Recipients — 1920 to 1986." The report, which also used research from Franklin & Marshall College, ranked private colleges and universities for the entire period and, separately, for the period of 1977 to 1986.

"This is a very strong validation of the quality of Cornell's undergraduate education and of the teaching that drives it," Cornell Provost Robert Barker said.

"It shows that, in virtually every field, Cornell undergraduates receive the preparation and develop the discipline needed for the rigors of advanced study. With America facing serious shortages of professors, scientists and professionals with advanced training, it's very encouraging to know that Cornell is producing men and women to meet pressing national needs."

For 1977 to 1986, Cornell ranked in the top five for all but two of the fields, according to the Georgetown report. (In the other two, it ranked sixth and seventh.) Cornell ranked first or second in agricultural sciences, biochemistry, other bio-sciences, earth sciences, engineering, health sciences, politics and international relations, other social sciences, psychology and total sciences.

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Commencement to begin at 11 a.m. at Schoellkopf Field

The university's 121st commencement will take place on Sunday, May 28, at 11 a.m. at Schoellkopf Field. President Frank H.T. Rhodes, confer degrees.

If there is heavy rain, two ceremonies will be held in Barton Hall — for candidates from Agriculture and Life Sciences and Arts and Sciences at 1 p.m., and for all other candidates at 11 a.m.

Former U.S. Ambassador Sol M. Linowitz, a 1938 graduate of Cornell Law School, a Cornell trustee and a former chairman of Xerox Corp., will deliver the pre-commencement convocation speech on Saturday, May 27, at 1 p.m. in Bailey Hall.

Episcopal Bishop Frederick H. Borsch of the Diocese of Los Angeles will lead the baccalaureate service on May 28 at 8:30 a.m. in Bailey Hall.

Chinese students at Cornell join protest in Washington, D.C.

China's pro-democracy demonstrations have created concerns among university faculty and students in the United States over the future of scholarly and research cooperation between the two nations, and the demonstrations already are affecting students and faculty here.

At least 59 Chinese students went to Washington from Cornell last weekend to participate in demonstrations in the nation's capital, said Wang Hsiao-guang, a Ph.D. candidate in government and former president of the China Student Association at Cornell. The group included 50 students from mainland China, seven from Hong Kong and two from Taiwan, he said.

Several Chinese students at Cornell telephoned their families in Beijing and Shanghai this past weekend, and "our families in China were more optimistic than we students are," Wang added.

One Cornell faculty member, Mei Tsulin, a professor of Chinese literature and philosophy, flew to Beijing in mid-May to conduct research at the Academie Sinica.

"I telephoned Academie Sinica and told them to tell my husband not to go to Tian-

anmen Square," site of some of the largest demonstrations, his wife said.

The student demonstrations in Beijing and other Chinese cities came as Yang Xi-angzhong, a Ph.D. candidate in the Department of Animal Science, was in the midst of organizing the first international meeting of the Chinese Association of Agricultural Students and Visiting Scholars, scheduled to be held at Cornell on June 24 and 25.

"China requires future collaboration with American researchers in agriculture, and we are planning to set up a committee for research exchange," said Yang, a graduate of Beijing Agricultural University. "We want to establish a network of American and Chinese students of my generation to facilitate the flow of research work between the United States and China. Events in China can have a significant impact on our plans."

Yang spoke of what he called the need for "democracy in academics" in China.

Several Chinese scholars were planning to attend the Cornell meeting, including Liu Dajun, president of Nanjing Agricultural University, and Liu Jinxue, a 1952 graduate

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SOURCES OF Ph.D. CANDIDATES — ALL DISCIPLINES

Rank	
1	Cornell University
2	M.I.T.
3	Harvard University
4	Stanford University
5	Brigham Young University
6	Pennsylvania
7	Yale University
8	New York University
8	Columbia University
10	Princeton University
11	Boston University
12	Brown University
13	Northwestern University
14	Rochester, University of
15	Chicago, University of
15	Duke University
17	Syracuse University
18	Case Western University
19	Notre Dame, University of
20	Washington University

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Notables

Henry Louis Gates Jr., the W.E.B. DuBois Professor of Literature, is one of four winners this year of Anisfield-Wolf Book Awards, presented annually since 1934 to "recognize recent books that shed light on racism or contribute to a greater appreciation for the diversity of humankind." Each award carries a \$6,000 prize. Gates was cited for his 30-volume work, "The Schomburg Library of Nineteenth-Century Black Women Writers," published by Oxford University Press. The other winners this year are Peter Sutton for "Dreamings: The Art of Aboriginal Australia," Taylor Branch for "Parting the Waters: America in the King Years, 1954-63," and George Lipsitz for "A Life in the Struggle: Ivory Perry and the Culture of Opposition." Past winners include Gunnar Myrdal, Langston Hughes, John Hersey and Alex Haley.

Jack E. Oliver, the Irving Porter Church Professor of Engineering, was elected an Honorary Fellow of the Geological Society of London at a meeting of the society on April 18.

Carleton College in Northfield, Minn., will award an honorary doctor of science degree to **Roald Hoffmann**, the John A. Newman Professor of Physical Science and co-recipient of the 1981 Nobel Prize for Chemistry, at the college's 115th commencement on Saturday, June 10.

Kuo K. Wang, the Sibley College Professor of Mechanical Engineering, has been elected a Fellow of the Society of Manufacturing Engineers, one of 14 persons elected as a fellow in 1989 by the 80,000-member international professional organization.

The 1989 Beecham Award for Research Excellence at the College of Veterinary Medicine was won this year by Senior Research Associate **Patrick Concannon** for his studies of fertility in dogs. The award, which includes a \$500 cash prize, is funded by Beecham Laboratories, a pharmaceutical firm located in Bristol, Tenn.

Dr. John T. Ellis, professor and chairman of the Department of Pathology and Pathologist-in-Chief at The New York Hospital-Cornell Medical Center, is one of three 1989 recipients of the Milton Helpern Memorial Award presented annually since 1980 by the Milton Helpern Library for forensic medicine in New York City. The other recipients this year were former New York City Mayor Robert F. Wagner and Manhattan District Attorney Robert M. Morgenthau. The award is presented for outstanding scientific contributions to forensic medicine or for contributing to increased public awareness of the field. The library located at 520 First Avenue in Manhattan was named in memory of Helpern, a pioneer in forensic medicine.

State makes Cornell Heights an historic district; local designation depends on outcome of talks

The Cornell Heights neighborhood, which includes more than 50 properties owned by Cornell or university-affiliated organizations, has been designated a state historic district by the New York state commissioner of parks, recreation and historic preservation, Orin Lehman.

Also, Lehman nominated the neighborhood for listing on the National Register of Historic Places.

Designation as a state historic area does not restrict the actions of private property owners, but a local historic designation could include such restrictions, according to David I. Stewart, Cornell's director of community relations. The city of Ithaca has the authority to designate local historic districts.

A national and state designation makes funds available to eligible property owners through federal tax incentives for rehabilitation and through the state's Environmental Quality Bond Act, according to Ithaca Mayor John C. Gutenberger.

Cornell officials and members of the Cornell Heights neighborhood association have been discussing for more than a year possible plans for preserving and strengthening the character of the neighborhood, Stewart said.

"We are confident that by continuing to work together, Cornell and the neighbor-

hood association can develop a comprehensive plan that will strengthen Cornell Heights as a residential neighborhood consistent with the needs of the community and the educational mission of the university," Stewart said. "We want to find ways to preserve the essential character of this important campus neighborhood."

Cornell Heights is an area north of the campus, bordered by Fall Creek, Stewart Avenue and Triphammer Road. At least 50 percent of the land area is owned by Cornell or by Cornell-affiliated organizations such as fraternities and sororities, Stewart said.

Based on a report by the historic preservation consulting firm Clarke & Rapuano, the university opposed the state historic designation, which was sought by the city of Ithaca. Despite the different positions on designation, university officials and members of the neighborhood association have been discussing the future of the neighborhood during the past year and are continuing those talks, Stewart said.

In a comprehensive campus plan being developed by the land-use consulting firm Sasaki Associates, the Cornell Heights neighborhood is identified as an area that should be maintained and improved.

Mayor Gutenberger has said that if the university and the neighborhood can agree

on guidelines regarding future uses of properties in the neighborhood, he will ask the city's Landmarks Preservation Commission to postpone deliberations on making Cornell Heights a local historic district. The commission's next meeting is June 12.

In the letter to Cornell President Frank H.T. Rhodes and to Gutenberger in which he announced his decision, Lehman wrote: "I realize that both the city of Ithaca and the university are concerned over the consequences of this decision. However, I am confident that you can work together to develop a mutually acceptable plan for the future of this important resource."

"By combining the commitment to preservation displayed by the city with the resources of a great university like Cornell, I feel certain you will be able to form a partnership which will benefit 'town and gown' alike."

In a statement responding to Lehman's decision, Gutenberger said: "I am very pleased that Commissioner Lehman has agreed with the neighborhood and the city that Cornell Heights merits national designation. I remain convinced that the preservation and retention of Cornell Heights as a true residential neighborhood is in the long-range best interests of the city and university."

Forensics team goes for 2nd national victory

The Cornell Forensics Society was the only team in the country to place among the top 10 in individual speech and in team debate competition for the 1988-89 season, making it the first team in forensics history to place in the top 20 in both speech and debate for four consecutive years.

The team's strong performance this year opens the possibility that it will capture its second straight National Championship in Debate and Speech. The final word on the national championship will come in August with the publication of the Interstate Tournament Results Book, which is based on some 500 tournaments involving more than 4,500 competitors nationwide during the 1988-89 academic year.

The book, edited by Professor Seth Hawkins of Southern Connecticut State University, uses a complex and time-consuming weighted point system to rank the nearly 500 colleges and universities that compete in tournaments throughout the year.

The Cornell squad — which is one of the few non-scholarship teams among the top competitors — won the national

championship for 1987-88 by amassing a total of 397 points compared to its closest rival, Southern Illinois University, which garnered 389 points.

During the 1988-89 season, which began in late September and did not end until early May, Cornell's 80-member forensics team competed in 38 tournaments. In addition to local and regional events, these included national tournaments conducted under the auspices of the National Forensics Association (NFA), the American Forensics Association (AFA) and the Cross Examination Debate Association (CEDA).

The Cornell team is unusual for having individuals competing in debate and speech with a degree of success. Larry Rosenberg, a senior from Philadelphia, achieved the rare distinction of ranking among the top 10 nationally in both.

Rosenberg was named the NFA's 15th best speaker, finishing third in impromptu speaking and seventh in extemporaneous speaking. He was the AFA national champion in extemporaneous speaking.

Cameron Jones of Rushville, Neb., also a senior, dominated the field at the

National Forensics Association's Individual Events Tournament held April 20 through 24 at Upsala College in New Jersey. More than 250 schools with 3,000 competitors participated.

Jones was crowned the NFA's best overall speaker, placing in the top six nationally in five of the nine events and beating the second-place finisher in a landslide.

For the second consecutive year, Jones earned the NFA's title as the country's top impromptu speaker, and he was the AFA national champion in informative speaking.

Paul Gutrecht, a senior from Tustin, Calif., placed third in prose, one of the most competitive events at the NFA tournament with more than 350 students qualifying to participate.

In just his second year of collegiate competition, Kenneth Rosen, a sophomore from Hewlett, N.Y., placed fourth in extemporaneous speaking and 13th in impromptu speaking.

Junior Nicho Lowry, of New York City, finished 13th in after-dinner-speaking (speech to entertain).

—Martin B. Stiles

Cornell Chronicle

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It is the policy of Cornell University to support actively 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, age, or handicap. The university is committed to the maintenance of affirmative action programs that will assure the continuation of such equality of opportunity.

Rhodes elected to academy

President Frank H.T. Rhodes was elected to the American Academy of Arts and Sciences at its 209th annual meeting in Cambridge, Mass., on May 10.

He joins 32 Cornell faculty members and 20 Cornell emeritus faculty members of the academy, which was founded in 1780 by John Adams and other intellectual leaders prominent in laying the philosophical foundations of the new American nation.

Rhodes, who became Cornell's ninth president in 1977, has become a leading spokesman for American higher education as a proponent of liberal arts education, greater industry and government support of education and scientific research, and the restoration of United States economic competitiveness.

A geologist, Rhodes is an authority on

evolution and the author of five books and more than 70 scientific articles and monographs.

He is also the author of 50 articles on education and has been author, consultant and participant in several educational radio and television programs, including the BBC television series "The Planet Earth" and the BBC radio series "Science, Philosophy and Religion."

Rhodes came to Cornell from the University of Michigan where he had served as dean of the College of Arts and Sciences and then as vice president for academic affairs.

Born in Warwickshire, England, in 1926, Rhodes holds the bachelor's, doctor of philosophy, and doctor of science degrees from the University of Birmingham.

Historic Ithaca honors 2 Cornell projects

Two Cornell projects have been honored by Historic Ithaca Inc.

The Law School received one of four Awards of Merit, the preservation organization's highest prize, for the addition to Myron Taylor Hall. The six-level addition was cited for adhering to the building's collegiate gothic exterior.

Also, one of nine Certificates of Recognition was awarded to the College of Archi-

ecture, Art and Planning for the continued rehabilitation of the Miller-Heller House at 122 Eddy St.

Students in historic preservation started the initial restoration work in the 1970s.

The college maintains the home as a temporary residence for visiting faculty and uses and rents several public rooms on the first floor for receptions, dinners and conferences.

Medical College, graduate school award 109 degrees

Cornell Medical College conferred 95 medical degrees and the Graduate School of Medical Sciences awarded 14 doctor of philosophy degrees in the medical college's 92nd commencement ceremony on May 23 at Lincoln Center's Avery Fisher Hall.

Dr. Samuel O. Thier, president of the Institute of Medicine of the National Academy of Sciences, addressed the graduating class on "The Responsibilities of a Learned Profession." Presiding at the ceremony were Cornell President Frank H.T. Rhodes and Dr. G. Tom Shires, dean of the medical college. Dr. John A. Evans, professor emeritus of radiology, administered the traditional Hippocratic Oath.

Of the 95 Medical College graduates, 60 are men, 35 are women and 16 are members of underrepresented minorities in the medical field. The graduates obtained residencies at 57 hospitals in 18 states, with 86 percent of the class succeeding in "matching" at one of their three top choices.

At the commencement ceremony, the Cornell University Medical College Alumni Award of Distinction was presented to Dr. Joseph F. Artusio Jr., a graduate of the Class of 1943 and chairman of the Department of Anesthesiology until January 1989.

Presidential scholars honor high school teachers

Cornell is honoring the teachers who inspired outstanding graduating seniors by bringing to campus this week high school teachers from the Island of Cyprus, all corners of the United States and the university's own back yard.

The 31 visiting teachers and a similar number of Cornell professors were chosen by the students for the inspiration they provided in high school and at Cornell.

In a booklet of student tributes to the high school teachers, Bethany S. Davis of Ilion, N.Y., wrote of Grace Osborne: "And what I remember best is books! . . . It was you who made me discover for myself the wonders of the written word, the treasure houses of thought."

And Socrates K. Stratis, an architecture student, said of the mathematics he learned from Tilemahos Ioannou, a teacher during his last three years at the Pancyprion Gymnasium in Cyprus, "Although mathematics, as a course, is not directly related to architecture, it enriched me with the discipline to help me face any problem I would encounter in my later studies."

The scholars themselves, about 1 percent of the graduating seniors, are chosen from each of the seven undergraduate colleges for "intellectual drive, energetic leadership abilities, and a propensity to contribute to the betterment of society," as well as for sheer scholastic achievement.

According to President Frank H.T. Rhodes, who initiated the program and who officiates at the annual ceremonies, the purpose is "to emphasize the continuity of teaching not just in the conveyance of knowledge but in the inspiration of students. We feel it is important to recognize the unique contributions these excellent teachers have made to the lives of our best students."

In saluting the students and teachers at a luncheon on May 24, Rhodes reported that new financial support from Cornell alumni provides the university even greater ability to "highlight the integral relationship between high school and college education."

Philip Merrill, a 1955 Cornell graduate, has agreed to provide \$25,000 a year to enable the university to underwrite the program, which recognizes the undergraduates and their faculty and brings the high school teachers to the Ithaca campus for the annual pre-commencement tribute to teaching.

Rhodes announced that the Cornell Presidential Scholars now will be called the Merrill Presidential Scholars and that the university will be establishing scholarships in the name of the high school teachers designated by Merrill scholars.

This program has received initial funding from Donald P. Berens and his wife, Margi, both 1947 Cornell graduates.

Under the plan, which begins in August, a Cornell freshman from each designated teacher's high school or community will be awarded a \$1,000 annual scholarship for four years, starting in the fall after the teacher's designation by



Chris Hildreth

Presidential scholar Socrates K. Stratis, left, his mathematics teacher from the Pancyprion Gymnasium in Nicosia, Cyprus, Tilemahos Ioannou, and Richard Fusco, right, of William H. Hall High School in West Hartford, Ct., also a math teacher, at a reception for the scholars and their favorite teachers on Tuesday evening.

Merrill scholars. Because there are usually 35 Merrill scholars, Cornell's goal is to build an endowment to provide 140 \$1,000 scholarships each year, Rhodes explained.

He said that Berens not only will underwrite the scholarships for the coming year, but will take the lead in raising the endowment funds.

"The establishment of this scholarship program will help commemorate the excellent teaching of secondary school teachers in school districts around the country," Berens said.

Berens, a former trustee and now a Cornell presidential councillor, owns D.P. Berens Inc., a retail consulting firm in Pittsford, N.Y., and is engaged in various retail businesses. His wife, the former Margaret Schiavone, is a member of

the Advisory Council of the College of Human Ecology.

Merrill, chairman of Capital-Gazette Communications in the Washington, D.C., and Maryland area, read an article in his Annapolis, Md., newspaper last year about an Annapolis student in the Cornell program. He then offered his support to the university.

At this year's luncheon, he said that, "As a nation, we need to identify and reward excellence at every opportunity. This unique Cornell program re-emphasizes the importance of excellent teaching by reinforcing the teacher-student contract. I am honored to be associated with these outstanding young people and the teachers who inspired them."

—Sam Segal

Williams reflects on campus' changing racial climate

Dennis Williams had a law career in mind when he came to Cornell 20 years ago. But his very first freshman course, a humanities seminar called "Uses of the Past," began to change his plans.

The course started him thinking that he could make a career of the activity he had always loved: writing. And his first paper sounded what was to become a theme of his writing and of his relationship with Cornell.

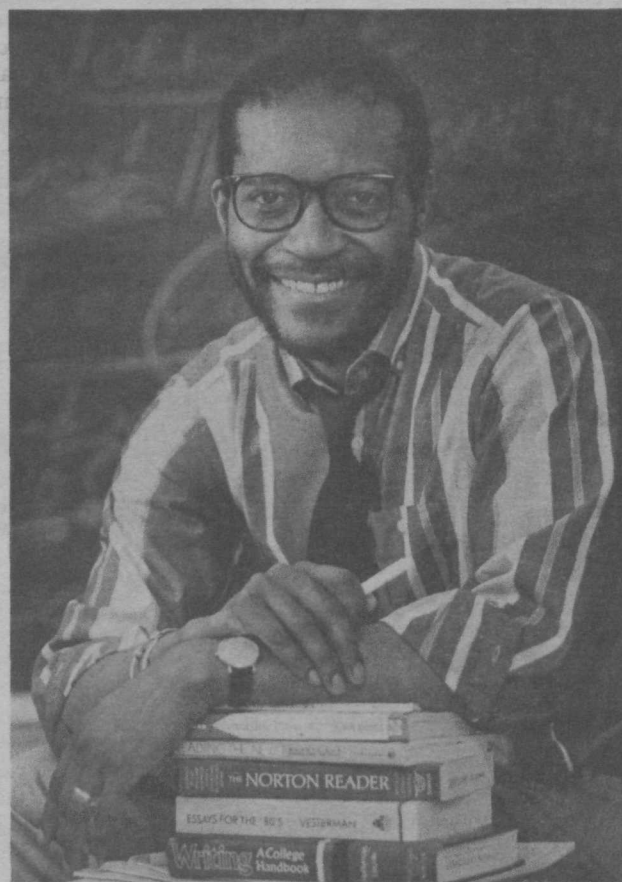
When Williams recently dug up that first paper — a recollection of himself, at three, with his mother — he was amazed to see that the piece is an embryonic version of the opening of his just-completed first novel, "Crossover." He said the term "crossover" refers to music recorded by blacks that crosses over into the white market — a metaphor, more or less, for racial integration.

Williams came to Cornell a few years after the university committed itself to much wider racial diversity and a few months after black students occupied Willard Straight Hall. After receiving a B.A. from the College of Arts and Sciences in 1973 and after receiving a master's degree in creative writing at the University of Massachusetts, Williams had a 10-year career as a writer and editor for Newsweek. He returned to Cornell in 1985 to teach freshman writing seminars and to write fiction and magazine articles.

Williams, 37, came back to Cornell to teach and write, but he is also intimately involved with race relations at Cornell. This winter he assumed the job of acting associate dean of admissions, with responsibility for minority programs.

Enrollment of minority undergraduates, particularly at highly selective schools such as Cornell, has leveled off in the past few years, partly because the number of black and Hispanic youth going to college has leveled off. Williams thinks Cornell can still pick up the pace.

"Increasing the numbers of under-represented minorities



Chris Hildreth

Dennis Williams

is clearly an institutional priority, and that's good," he said. "The advance from 20 years ago has sort of seeped into the institution. Most people really act as if it's a priority, and an awful lot of resources are devoted to it."

"But with the numbers stabilized and progress now being frustratingly slow, almost extraordinary measures are necessary today."

While Cornell should keep recruiting that small group of outstanding minority students who are recruited by many leading colleges, Williams sees an opportunity in increased efforts at "advising, training, inspiring those borderline students" who have the capacity to do well at Cornell but may lack confidence, motivation and knowledge about such crucial things as the availability of financial aid.

Williams said that success in minority recruiting also depends on the "comfort level," or welcome feeling, that prospective students get. This is one benefit ascribed to Cornell's unmatched success this year in recruiting 27 minority-group faculty members, including 14 blacks. The "comfort level" also would be increased if minority students encountered mixed groups of recruiters at the earliest stages, he said.

If minority-student numbers do start increasing substantially again, it will dispel the impression that blacks want to isolate themselves, Williams said. Even now, "There are a lot more groups of three or more whites walking around campus than blacks," he asserted. "The white groups go unnoticed. The blacks, of course, are noticed, but they are not necessarily together because they're racist or militant."

As for those who do choose to live in predominantly black Ujamaa and to immerse themselves in black culture, Williams said: "Increasingly, black students are not from predominantly black environments. What looks like a closing, I'm convinced, is for many a broadening experience."

—Sam Segal

WTKO to broadcast Cornell football, basketball, hockey, lacrosse starting this fall

Cornell is starting a sports network in the fall that will be broadcast on 1470 WTKO-AM/Q-104-FM.

The network will feature Big Red football, and men's basketball, hockey and lacrosse games, both home and away.

The network will be coordinated and produced by Michael Veley, assistant director of television, radio and film in Media Services.

"We will have the advantage of head-to-head games

such as men's basketball and men's hockey done live simultaneously over 1470 WTKO and Q-104," said Laing Kennedy, director of athletics.

"The network will have the opportunity to hire the talent featured on these broadcasts."

"It also will give us newly expanded options for audio and video transmission to alumni groups around the country," Kennedy added.

Cooney Communications Corp., the licensee of

WTKO-AM 1470 and Q-104 (WQNY-FM), was chosen over other interested bidders for the contract of being the flagship station.

Matt Cooney, who is selling the two stations to Gilmore Communications, owned by James Gilmore III, said, "We have kept Jim Gilmore informed of the progress of these negotiations, and he is delighted that Cornell is going to use us as its flagship station."

—Cornell Sports Information

Colleen M. Kaplin

Senior writes a book on Ithaca's movie-making past

When Colleen M. Kaplin was 6 years old, she and her family spent a year in Ithaca while her father was a visiting professor at Cornell Law School. Her strongest memory of that year: running and splashing in the water sprinklers at Stewart Park.

Now, as she graduates from the College of Agriculture and Life Sciences with a degree in communication, Kaplin is the author of a book about a more famous part of Stewart Park's charm: its brief role as a movie studio.

In the seven years from 1913 to 1920, more than 70 movies were filmed amid Ithaca's stunning scenery, starring the likes of Lionel Barrymore, Pearl White, Warner Oland (best known as Charlie Chan and Fu Manchu) and Irene Castle.

Local folklore about the city's movie-making past has become so exaggerated that Kaplin devotes one chapter of her 80-page book to discounting some of the plentiful rumors: Mary Pickford was never in Ithaca; Tarzan never swung across the city's gorges; the "Addams Family" house is not here.

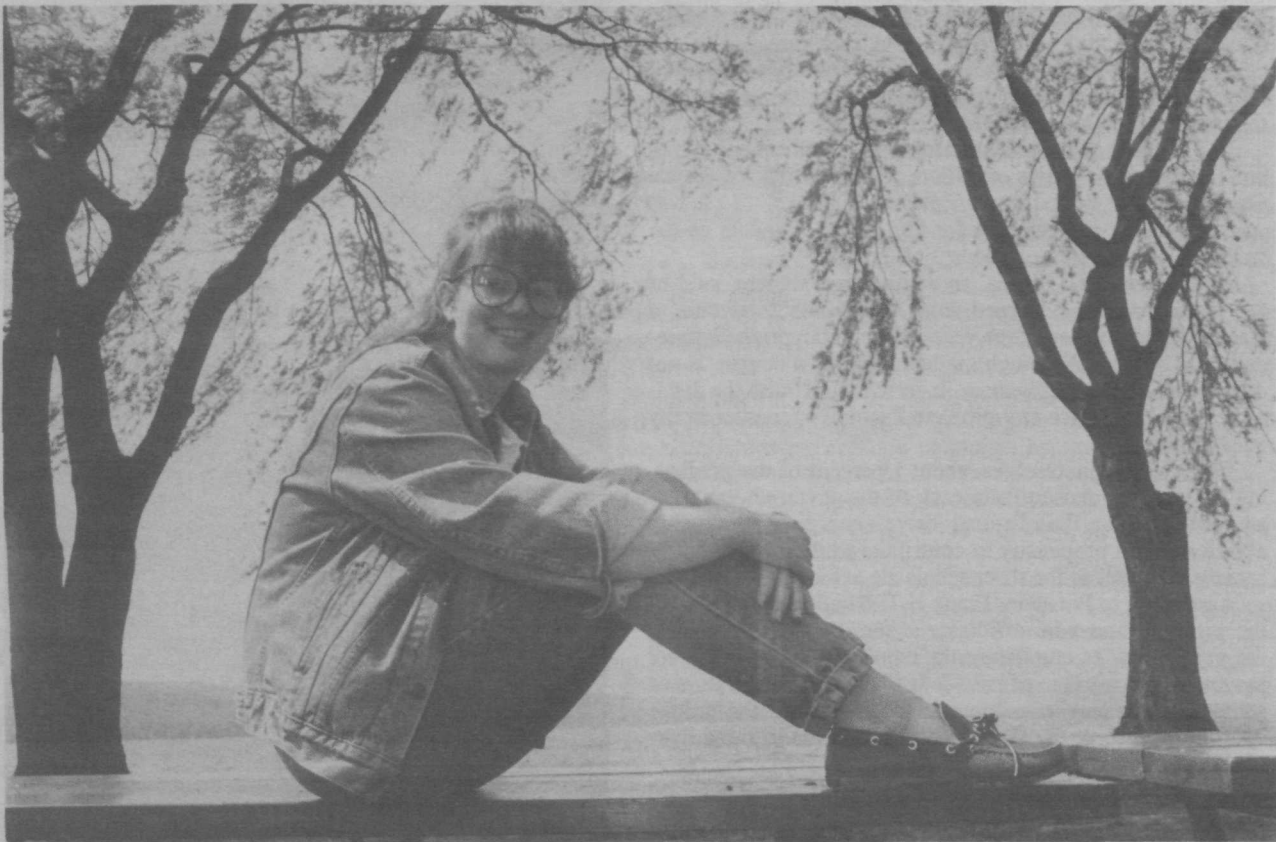
And "The Little Rascals never rode go-carts down Buffalo Street. Nobody is that stupid," Kaplin writes.

The book began as an assignment for The Cornell Daily Sun, where Kaplin was a feature writer and reviewer and later became a senior editor. When former Ithacan James McGrath Morris, president of Seven Locks Press in Cabin John, Md., read her Daily Sun story, he suggested she expand her effort into a book. "Take Two: The True Story of Ithaca's Movie-Making Era" arrived in book stores this month.

Kaplin's research took her to Ithaca's DeWitt Historical Society, New York's Museum of Modern Art and the Library of Congress in Washington, D.C.

Waiting for the book to reach the stores was nerve-racking for her. "Ithaca is full of local historians. I wonder what they'll think of it. I keep reminding myself that I did the best I could," she said.

Ithaca's role in movie-making ended as abruptly as it began. In 1913, Leopold D. and Theodore W. Wharton arrived to film a Cornell football game for a college romance movie, were attracted by the scenery, and eventually



Jill Peltzman

Colleen M. Kaplin

established a studio at the south end of Cayuga Lake. Seven years later, they left town tired of the cloudy weather, and bankrupt, Kaplin writes.

Kaplin begins her book by quoting a 1915 prediction by a New York Evening Mail columnist: "In the future, Ithaca is goin' to be known to more folks as the place where they

make those Wharton films than any university location. Those picture people just simply own the town."

"Calling Ithaca 'the Hollywood of the East' is catchy, but it's just not true," Kaplin said. "There was no centralized movie-production location at the time."

—Mark Eyerly

Marty Wolter

'Too average' Midwesterner turns the world upside down

Marty Wolter — raised in eastern Wisconsin and upstate New York, the daughter of a clergyman and an occupational therapist — has a problem that she put this way: "I'm too average."

"My height, weight, hair color, eye color — all average. I'm a straight, white woman. My brothers and sisters all go to good colleges. My parents are still together. I live a sheltered life; I want to change that."

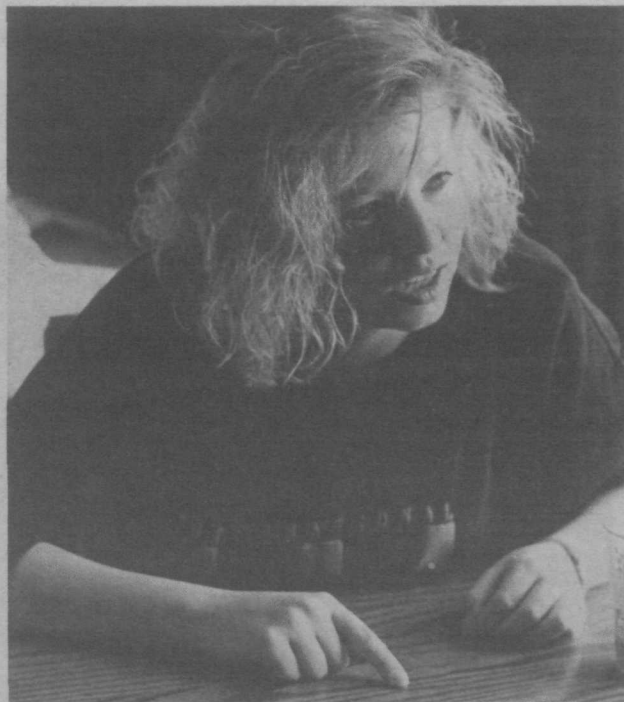
Which may be why the 21-year-old senior turned her four years in the College of Human Ecology into a get-her-hands-dirty, take-a-walk-on-the-less-fortunate-side education.

She worked as a counselor with Ithaca Rape Crisis. She is an intern with Neighborhood Legal Services. She helped write a sex-education curriculum for Ithaca's elementary schools. She spent a semester in Jamaica, not on the beaches but in the poverty-stricken capital city of Kingston, where she was the only white student living on the Mona campus of the University of the West Indies.

"I wanted to see what it's like to be a minority, and now I know that I'll never really know," Wolter said. "Everywhere, the whites have the power, the money, the resources, even when they're in the minority."

Wolter hopes to help change that by working in the civil rights arena as a lobbyist, activist or policy planner, or all three.

"I'm frustrated that the world is like it is," she said. "It's irrational that educated people exploit others for no reason



Jill Peltzman

Marty Wolter

except economic gain."

Wolter first was attracted to Cornell by her brother, a 1984 engineering graduate, and by the social-work program in the Department of Human Service Studies. She said that she became a feminist in high school. At her first seminar as a Cornell freshman, given at the Africana Studies and Research Center, she became more sensitive to issues of racism. And a course on human sexuality, for which she later served as a teaching assistant, enhanced her awareness of sexism and homophobia.

In Jamaica, Wolter experienced a subtle discrimination, sometimes based on race, sometimes on nationality.

It was after she enthusiastically played sports for her dormitory's team during orientation that many students accepted her as "more down-to-earth, less white and less elitist," she said.

"Many people thought I had much more money than I have," Wolter said. "I've worked every semester I've been at Cornell about 15 hours per week."

"The reaction to me in Jamaica was funny in a way, because my only prejudice might be against rich people with an attitude."

Now, as she prepares to graduate, Wolter credits the College of Human Ecology's emphasis on experiential learning with making her an aggressive progressive: someone who is "action-oriented, rather than philosophizing about things day and night."

—Mark Eyerly

Buser wins \$15,000 Hotel School prize from Joseph Drown Foundation

Arthur L. Buser Jr. started his career at the age of 16 by washing dishes in the Smith Brothers Restaurant in his hometown of Port Washington, Wisc.

Twelve years later, the "independence and self-reliance" he demonstrated by working eight years in motels and restaurants and then going on to study at the School of Hotel Administration will pay off: At commencement, not only will he graduate with a "B" average, he also will receive the \$15,000 Joseph Drown Foundation prize, the major award made to a Hotel School graduating student.

"Art has demonstrated his entrepreneurial talents and his energy by his involvement in a host of activities at the Hotel School and in responsible, time-consuming outside jobs," Dora G. Flash, a senior lecturer in the school, wrote in recommending Buser for the award.

"He is completely undaunted by roadblocks of any kind. If the project requires him to do something he has not tackled before, Art goes right ahead and does it. He finds out what the requirements are and persists in working them through until he gets what he wants."

The cash award comes just when Buser needs it. "I've already committed about half the money to help pay off my student loans, a car loan and other debts," he said after taking his last final examination before graduation. "I'll use

the remainder to start my M.B.A. education."

He has been accepted by the graduate business school at the University of California at Los Angeles, and he sees the M.B.A. degree as "a necessary tool for the general managers and industry leaders of the future."

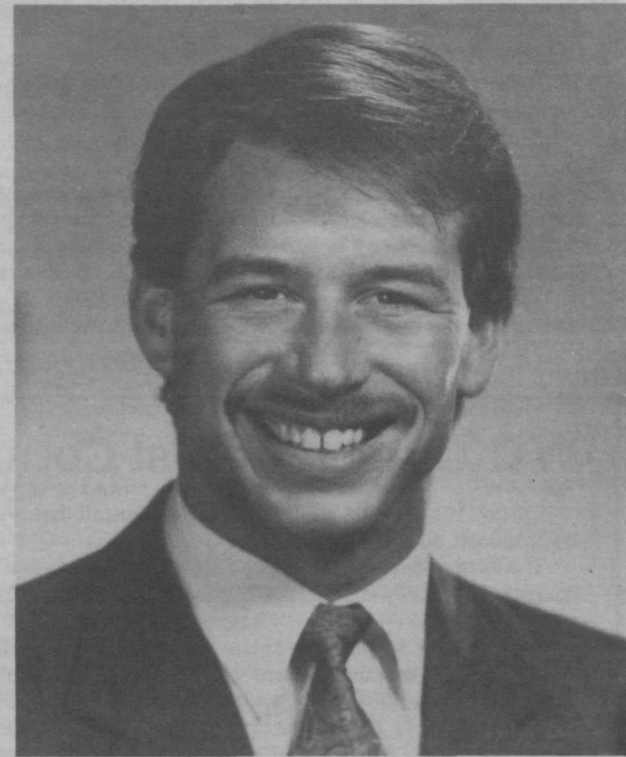
Buser's long-range goal is to own a hotel. He predicts that "within five years from now, I will be a comptroller of a large, upscale hotel," although he admits that "finance is not presently my strongest area." Most of his hotel experience has been in the food and beverage department and rooms management.

During eight years of hotel and motel work between high school and college, Buser worked his way up from dishwasher to desk clerk to purchasing agent to assistant manager to executive steward, and he operated a motorcycle repair shop on a part-time basis.

Five other Hotel School graduating students won \$1,000 prizes from the Drown Foundation in the same judging:

- Daniel F. Canning, Princeton, N.J.;
- Christine M. Harbaugh, Port Washington, N.Y.;
- Shaun J. Kirby, Ithaca, N.Y.;
- Michelle Langas, Riverwoods, Ill.;
- Cathy E. Moss, Weston, Conn.

—Albert E. Kaff



Arthur L. Buser Jr.

Robert Balder

Student brought 6 years' work experience to his studies

Because Robert Balder thinks architects should know how to build buildings and not just design them, he dropped out of Brooklyn's Pratt Institute in 1980 and spent six years as a carpenter, mechanic and welder in the Pacific Northwest.

Then, with an abundance of practical experience but an income straining to meet his family's needs, he decided to resume his academic studies. At the urging of a friend who had graduated from Cornell, he looked at the school.

"My wife went to the library to check out Cornell," Balder recalled. "She said, 'Do you know how much it costs to go there! We could never afford that.'"

He applied anyway, and the university put together what Balder called "probably one of the most unusual financial packages ever," enabling him to enroll for the 1986 fall semester.

Much of Balder's aid came from the Cornell Tradition program, launched in 1982 with a \$7 million gift from anonymous alumni to help students work their way through college, as well as from government programs.

While "we've just been able to make ends meet financially, there's never been a thought about giving up," said the 30-year-old senior, who is planning to enter Cornell's Graduate School after receiving his degree in city and regional planning on Sunday. After that, he's keeping his options open.

"We came here to do something, and we're not leaving without doing it. Two more years; then we can regroup and get back to normal."

The "we" includes Balder's wife, Resa, 31, Matthew, 6, and Lindsey, 2, who was born in Olympia, Wash., while Balder was in Ithaca registering for classes and trying to



Robert Balder

Jill Peltzman

find a place to live.

In addition to his classes, Balder spent a combined 20 to 30 hours a week as a teaching assistant for a course on urban aesthetics (usually a position reserved for graduate students) and as a designer of housing renovations for Ithaca Neighborhood Housing Services. He also was a peer counselor for fellow students in the College of Architecture, Art and Planning and served on the Student Advisory Council for the Cornell Tradition.

And on top of all that, Balder spent an occasional weekend helping professors move their books and files to new offices because "it was a way to work with every professor in the department and find out what their academic interests are," he explained.

Balder is in the Urban and Regional Studies Program in Cornell's Department of City and Regional Planning. He said this enabled him to add to his architectural and construction background by studying the social, political and economic factors that influence city planning. As a graduate student, he hopes to combine studies of architecture and planning.

Balder said his work with Ithaca Neighborhood Housing Services "is one of the most rewarding things I do at Cornell."

"It's an opportunity to work with community groups, business and government to create low- and moderate-income housing for the people of Ithaca."

How does Balder keep up with his work? "Not all of the work comes crashing in at once," he explained. "The only thing that has absolute deadlines is the academics, and I give that first priority."

—Mark Eyerly

A few of the members of the Class of 1989

Two seniors awarded Mellon Foundation fellowships to study Chinese history, English, American literature

Sarah M. Coles of Wappinger Falls, N.Y., and Timothy R. Libretti of Mount Prospect, Ill., seniors in the College of Arts and Sciences, have been awarded Andrew W. Mellon Foundation fellowships.

They are among the 126 recipients nationwide to receive the annual fellowships, which provide stipends of \$11,000 a year and pay full tuition and fees for two years of graduate study in the humanities.

Coles plans to pursue modern Chinese history studies at Yale University. While at Cornell, she has studied Chinese for three years and concentrated in history. Last semester, she studied with the Council on International Educational Exchange in Beijing.

Libretti will study English and American literature at the University of Michigan. Last summer, he received a re-

search grant from the National Endowment for the Humanities to study American realism in literature. He pursued that subject in his honors thesis, focusing on chance and the realistic aesthetic in the novels of William Dean Howells and Henry James.

The fellowships are considered among the most generous and prestigious national awards for graduate students seeking doctoral degrees in the humanities.

The Mellon competition is aimed at developing humanist teachers of outstanding promise for America's colleges and universities.

These students will be preparing to help meet the severe shortage of college and university faculty anticipated in the 1990s, according to the foundation.

—Jackie Warren

Antoinette LaVecchia

English major begins her career in the theater

Antoinette LaVecchia might have had an easier time becoming an actor if she'd majored in theater, not English. But if she's suffered for her four years at Cornell, she's not complaining.

"I'm an English major because my parents are against my being a theater major," said LaVecchia, who starred in "Bette and Boo" in the fall and "Vanities" this spring, both at the Performing Arts Center.

"Actually, I came here to be a psychology major. But I love English. Anyway, I found it doesn't really matter; you can do everything you want as long as you organize your time."

"It's difficult to have a social life and an English major and be heavily into theater," LaVecchia said with a huge, dimpled smile. "But most people aren't as crazy as I am. I pile the work on, because I love it! Freshman year, I did one show that ended at 6:30 p.m. and I had another one that started at seven."

This year, the Department of Theatre Arts selected the 21-year-old actor, along with three other seniors who have been involved in theater, for its newest program, the Advanced Undergraduate Training Program, which gives the students a more intense exposure to professional performing.

The program dovetails with another started last year, the Resident Professional Theater Associates Program, which brings professionals to Cornell for brief stints.

"Working with the RPTAs is great. You pick up a lot just from watching them," LaVecchia said. "Kenton [Benedict], for instance, I played opposite him in 'Bette and Boo.' He's almost 40, so he's been out there working for almost 20 years. This is his career. And if I want it to be my career I have to work like he does."

Another one of the advanced undergraduates, Allen Zadoff, had the chance to direct a professional cast in Chekhov's "Uncle Vanya" in February.

This year was an eventful one for the entire Theatre Arts Department. In the fall, the department moved into its new 96,000-square-foot Center for the Performing Arts, with its two flexible-size theaters, dance studios, 456-seat proscen-



Patricia Reynolds

Antoinette LaVecchia as Joanne, Beverley MacKeen as Kathy and Annie Gwathmey as Mary in "Vanities," produced by the Department of Theatre Arts in April.

nium theater, film editing rooms, production rooms, workshops, classrooms and office space.

LaVecchia began her career as a high school sophomore in Darien, Conn. When she came to Cornell, she set herself a goal: "I said, 'Antoinette, if you don't get cast in your first audition, give up acting,'" she recalled.

Within the first week, she saw a poster for an audition, tried out and didn't get a part.

That might have been the end. But she broke the vow and auditioned again, this time for the Theatre Department.

"As I was going out, the audition director turned to me

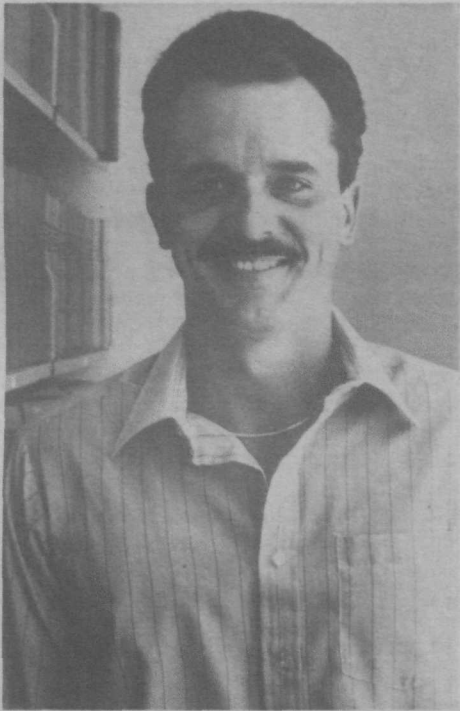
and called, 'Hey, you!' He gave me a thumbs-up."

"That thumbs-up changed my life."

LaVecchia will be going to New York University in the fall for the start of a three-year master of fine arts program in acting, with a scholarship.

Earlier this spring, before she knew she had been accepted at N.Y.U., she said of her plans, "If I don't get in, I'll go home and learn to cook Italian food from my mother. I still don't know how to cook yet. And I'll go to auditions and get used to rejections. I know how competitive it is."

—Carole Stone



Brad Anton



Tony Ingraffea



Kate Mink



Wolfgang Sachse

Arts and Sciences

Assistant Professor of English Debra Fried, Ecology and Systematics and History of Science Professor William B. Provine, and Juris Hartmanis, the Walter R. Read Professor of Engineering in the Department of Computer Science, have been named the 1989 John M. and Emily B. Clark Award recipients as distinguished teachers of undergraduates in the College of Arts and Sciences.

In nominating Fried, English Professor and Chairwoman Dorothy Mermin wrote that "undergraduates find her knowledgeable, stimulating, well prepared, well organized, clear, conscientious, accessible, witty, stern and dedicated. Graduate students speak of dedication, rigor, intensity, commitment, inspiration, energy and meticulous preparation, and are notable for their insistence on Debra Fried's effectiveness as a model for their own teaching."

In nominating Provine for the annual award, Professor Paul P. Feeny, chairman of Ecology and Systematics, wrote that "there is little question that Will Provine is one of the finest teachers in the Division of Biological Sciences, both inside the classroom and out." Professor Peter J. Bruns, director of the Division of Biological Sciences, added that "Will is a remarkable scholar and teacher who has the rare ability to bring the highest standards of intellectual activity and scholarship to students at any level and engage them in an exciting exchange."

In nominating Hartmanis, Computer Science Professor and Chairman John E. Hopcroft wrote that "many undergraduates have said that his teaching of the junior-senior level theory courses has changed their lives. Material that has often been dull and feared (when taught by others) has come alive in his hands. His excitement for the material, his caring attitude and his genuine interest in the students have influenced undergraduates at Cornell for 24 years."

Also, two lecturers and 10 teaching assistants in the College of Arts and Sciences won 1989 Clark Awards for Distinguished Teaching. They are: Suzanne Sweet, associate lecturer of Italian, and James Blankenship, a teaching support specialist in biochemistry; and teaching assistants Sabrina Barton and Hugh Jenkins, English; Mary "Polly" Gannon, Russian literature; Jules Goldspiel, astronomy; Angela Johnson, Katrina Lane and Christopher Moore, physics; Brad Pendley, chemistry; David Silva, linguistics; and Robert Speel, government.

Human Ecology

Constance H. Shapiro, an associate professor of human service studies, has been named recipient of the 1989 Distinguished Teaching Award in the College of Human Ecology.

The recipient is selected based on a vote by juniors and seniors in the college, and the award is presented by the Alumni Association and the honor society, Omicron Nu.

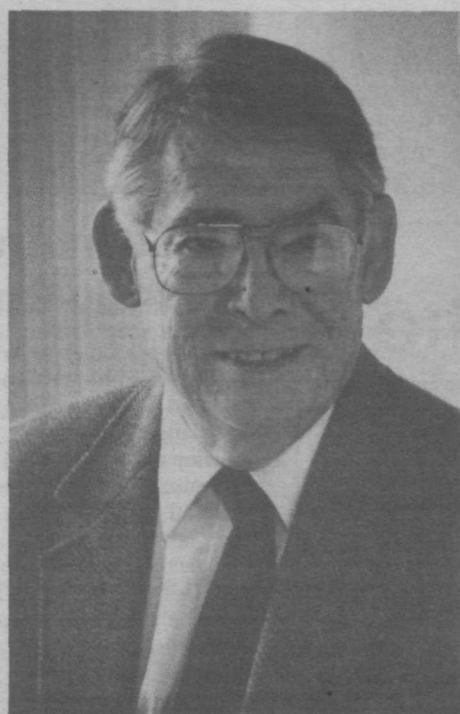
Shapiro was cited for serving as a strong role model and mentor, for always making time for students, being energetic and invigorating and always being open to comments, challenges and differing points of view.

Agriculture and Life Sciences

Edgar M. Raffensperger, professor of entomology in the College of Agriculture and Life Sciences, is a recipient of the 1989 Chancellor's Award for Excellence in Teaching, an annual recognition established in 1972 by the State University of New York.

Raffensperger is one of 73 faculty members throughout the 64-campus SUNY system cited this year by Chancellor D. Bruce Johnstone. In addition to a citation, winners receive a medallion suitable to be worn at academic ceremonies.

Two other faculty teaching awards —



Edgar M. Raffensperger



William B. Provine

Teachers honored for excellence

the Professor of Merit Award, selected by seniors, and the Edgerton Career Teaching Award — will be presented on May 26 and June 10, respectively. Those awards are kept secret until those dates.

Also in the College of Agriculture and Life Sciences, 26 teaching assistants were honored as Outstanding Graduate Teaching Assistants at a luncheon on May 8.

"Teaching assistants make an important contribution to our instructional program and the college is pleased to honor these young teachers," said George J. Conneman,

director of the Office of Academic Programs.

The honored teaching assistants and their departments are: Jeffrey Inferrera, agricultural engineering; Timothy McClive and Louise Shaxson, agricultural economics; Christine DeRoller, agronomy; Mark McGuire and Herbert Strobel, animal science; Francesca Grifo, L.H. Bailey Hortorium; Ziding Feng, biometrics; Jenny Bramhall, communication; Curtis Bohlen, ecology and systematics; and Patrick Galvin, education.

A sampling of the dozens of awards and prizes presented

Each year at this time, various Cornell units honor student achievements with prizes that sometimes include cash awards. Some categories are open only to seniors; others to all undergraduates. Some of the prizes described here are given to graduate students. The list below is only a partial report on the many prizes awarded.

College of Arts and Sciences

Lane Cooper Prize to an upperclassman who demonstrates the greatest promise in the application of classical learning to the problems of modern life, to Matthew Munich. The award carries a \$150 prize.

Department of Psychology

Thomas Arthur Ryan Undergraduate Research Prize for the best undergraduate honors dissertation, to senior Laurie Bechhofer for "Divergent Perceptions of Men and Women and the Risk of Date Rape." The prize carries a cash award of \$50.

Department of English

Dorothy Sugarman Poetry Prize to Daniel Duane; Chris Napierala and Jason

Bernbach received honorable mention.

Arthur Lynn Andrews Award was shared by undergraduates Josh Gibson for a collection of stories and Christopher Ryan for his story "Heat Lightning." They each won \$150. Honorable mention went to Russel B. Dow and Jonathan Ivry for their collection of stories. For graduate students, the \$150 award went to Kerry Dolan for her story "A Perfect Day at Riis Park." Second prize of \$75 each went to Debby Waldman for her novel in progress and Donald Anderson for his story "Something."

George Harmon Coxe Award of \$300 went to Laura Summa; second prize co-winners of \$150 are Jonathan Ivry and Kenneth Sprague.

Robert Chasen Memorial Poetry Prize of \$500 went to graduate student Vernon L. Jackman for his poetic sequence "Storm in the Shell."

Corson-Bishop Poetry Prize of \$625 was shared by junior Megan Elias and graduate student Elizabeth Davey.

Department of History

David C. Chrystall Memorial Prize of \$250 for the best essay by a senior dealing with diplomacy, international relations or the preservation of peace, to Lane H. Blumenfeld for "The Great Turn in American-Russian Diplomatic Relations."

Department of German Studies

Goethe Prize of \$150 went to graduate students Margrit Frolich and Hans-Peter Soeder for their essays, "Drachenblut: Severeing to Survive. Narrative Modes in Christoph Hein's Novella Der Fremde Freund" and 'Heidegger and National Socialism: "Gibt es auf Erden ein Mass?" respectively.

Department of City and Regional Planning

Junior Fellowship from the Nelson A. Rockefeller Institute of Government to Jim Cohen.

Peter B. Andrews Memorial Thesis Prize to Pamela Bush.

Student Project Award of the Upstate New York Chapter of the American Planning Association to Claire Petersky.

Student Award from the American Institute of Certified Planners to Henry Kay.

John W. Reys Award to Martha Victoria Demas.

Thomas W. Mackesey Prize to Mary Jo Dudley.

Department of Art

Faculty Medal in Art to Margaret Egan.

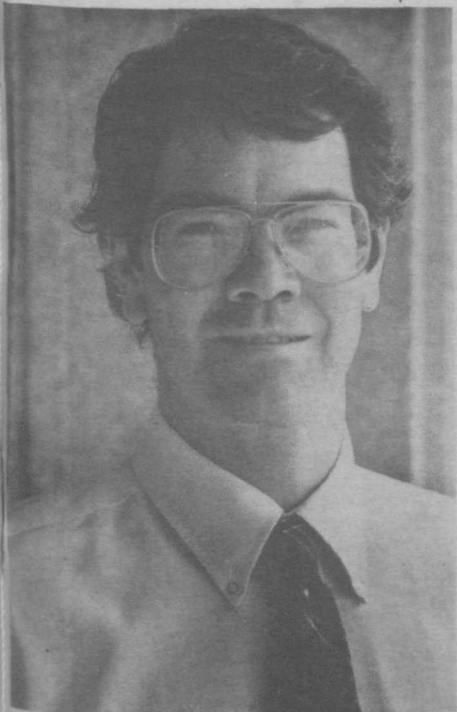
Charles Goodwin Sands Medal to Ann Rosen.

Skowhegan Summer Fellowship to Kevin Clarke.

Western Societies Program

Luigi Einaudi Graduate Fellowship to David Telman, history.

Mario Einaudi Essay Prize to Lynne Sacks for "The Character of Imperialism: Ideals of Boyhood in the 'Boy's Own Pa-

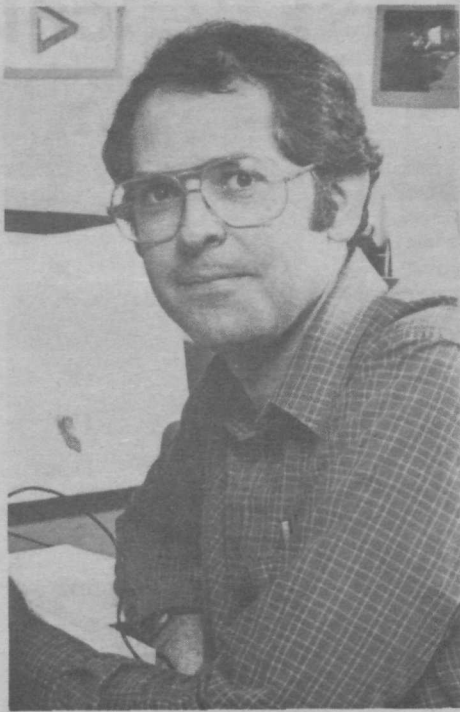


Charles Harrington

Clifford Pollock



Mary J. Sansalone



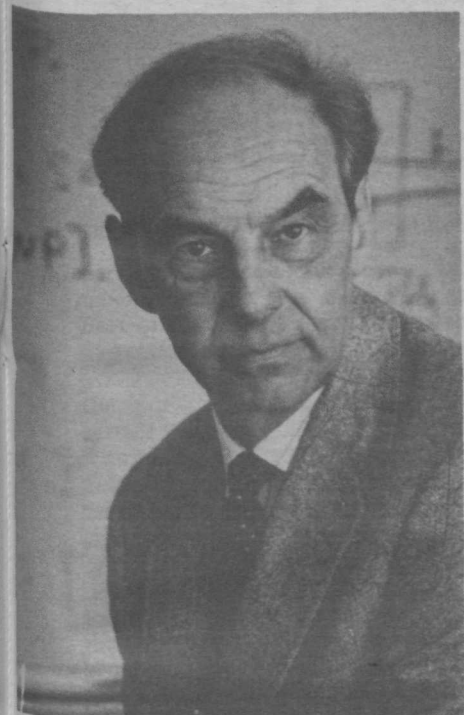
Jon Reis

Dean Taylor



Jill Peltzman

Wayne S. Schwark



Jill Peltzman

Constance H. Shapiro



Jill Peltzman

Juris Hartmanis

Excellence by students, peers

Also, Janet Reeve, entomology; Richard Jaenson, landscape architecture; Chris Maragos, food sciences; Anja Crickmore, genetics and development; Lois Schneider, microbiology; David Korn, natural resources; Michael Webster, neurobiology and behavior; William Wischusen, neurobiology and behavior; Adele Turzillo, physiology; Andrew Burns, plant biology; Thomas Walters, plant breeding; Peter Mullin, plant pathology; Geoffrey May, pomology; Jo Ann Hickey, rural sociology; and Claire Ting, vegetable crops.

College of Engineering

Seven faculty members of the College of Engineering won awards this spring for outstanding contributions as teachers.

Mary J. Sansalone, an assistant professor of civil and environmental engineering, was awarded the 1989 Excellence in Teaching Award. The award, which carries a \$2,000 prize, is sponsored by the Cornell Society of Engineers, an alumni group, and by the Cornell chapter of Tau Beta Pi, the national student honorary society in engineering. Selection is based on an annual polling of stu-

dents.

Sansalone also was one of eight assistant professors in the Engineering College to be named a winner of a 1989 Presidential Young Investigator Award by the National Science Foundation.

Also honored with Dean's Prizes for Excellence in Teaching were Cliff Pollock, associate professor of electrical engineering; Brad Anton, assistant professor of chemical engineering; Wolfgang Sachse, professor of theoretical and applied mechanics; Dean Taylor, professor of mechanical and aerospace engineering; Tony Ingrassia, professor of civil and environmental engineering; and Kate Mink, manager of the Engineering Computer-Aided Design Instructional Facility.

Architecture, Art and Planning

Zevi Blum, an associate professor of art, was selected by students as the recipient the 1989 John Hartell Award for Distinguished Teaching. Among the student comments about Professor Blum: "one of the most accessible and open-minded people in the Art Department"; "a fine professor who is very understanding and patient with his students" and "one of the best that I have ever had."

Art Chairman Victor Kord said: "He is an innovative teacher who is genuinely interested in his students and we are very lucky to have him as part of the program." Blum also was commissioned to complete the crystal design for the new Hotel School lobby.

Veterinary Medicine

The Norden Distinguished Teacher Award has been presented to Dr. Wayne S. Schwark, professor of pharmacology. Schwark has taught pharmacology at Cornell since 1972 and also works with clinicians in the teaching hospital on a number of field projects as well as continuing with

his own study of epilepsy. The award's recipient is selected by students at the college.

Medical College

Teaching awards at the Cornell Medical College have been presented as follows: The senior class presented the Elliot Hochstein Award for Excellence in teaching to Dr. Rudolph L. Leibel, associate professor of clinical pediatrics.

The second-year class gave its annual award for teaching to Dr. Roberto Levi, professor of pharmacology.

The first-year class presented its annual award for teaching to Dr. Domenick Falcone, assistant professor of pathology and cell biology and anatomy.

Gamma Sigma Delta, International Honor Society of Agriculture

Awards of Merit for innovative teaching to Richard G. Warner, professor of animal science, and Marjorie M. Devine, professor of nutrition; for innovative research, to Douglas D. McGregor, director of the James A. Baker Institute for Animal Health in the College of Veterinary Medicine; for innovative extension program, to Carole A. Bisogni, an associate professor of nutrition; and for innovative administration, to Jan Olsen, administrative director of Mann Library.

Order of Omega Greek Honorary Society

Professor of the Year award to psychology Professor and Chairman James B. Maas. Maas was selected through recommendations from Cornell fraternities and sororities. Also, the Order of Omega named two alumni as recipients of Distinguished Service Awards. They are Robert W. Purcell '32 and Viollia-Miller Mullane '42.

Gifted to seniors and other students at this time of year

per."

Sicca Summer Travel Grants for graduate students to Amerlia Terhune, German Studies; Michael Marks, government; Claire Ernst, government; Christine Ingebritsen, government; Cecelia Burke-Taylor, government; Karsten Geier, government; Hans-Peter Soeder, German Studies.

Einaui Junior Fellows for undergraduates to Kimberly Niles, Colleen O'Neal, Hadley Obodiac and Anne Peracca.

German Marshall Fund Junior Fellows for undergraduates to Brigetta Abel and Penelope Smith.

Law School

Stanley E. Gould Public Interest Prize to a third-year student who, in the judgment of the dean, has shown an outstanding dedication to serving public interest law and public interest groups, was awarded to Gina Snyder.

Seymour Herzog Memorial Prize en-

dowed in honor of the late Seymour Herzog, LL.B. '36, is awarded to a student who demonstrates excellence in the law and commitment to public interest law, combined with a love of sports. This year's winner is Roland Goff.

School of Industrial and Labor Relations

Daniel Alpern Memorial Prize, chosen by the faculty for leadership and academic excellence, to Patrick Pakel and Nicole Pin-gus.

James Campbell Memorial Prize for service to the school, respect of faculty and academic excellence to Linda Popejoy.

Irving M. Ives Senior Award for good faith, integrity, responsibility, cooperativeness and good will to Mark Nelson.

Kaufman-Seidenberg Memorial Award in American Ideals to Mark Nelson, who receives \$100 worth of coupons from the Campus Store.

National Science Foundation

Incentives for Excellence Scholarship Prize to Carlos Maymi, a junior in the Department of Mathematics.

Gamma Sigma Delta, International Honor Society of Agriculture

Awards of Merit for outstanding scholarship to Andrea J. Ritchie, Agriculture and Life Sciences; Ian S. Reisner, Human Ecology; and Pamela J. Hutchinson, College of Veterinary Medicine.

Woodrow Wilson National Fellowship Foundation

Rural Policy Fellowship to Kris Wernstedt, Department of City and Regional Planning.

Charlotte W. Newcombe Doctoral Dissertation Fellowships to Steven G. Daniel, philosophy, and Stacy Leigh Pigg, anthropology.

American Marketing Assoc.

George Hay Brown Marketing Scholar to graduate student John M. Rees, who will receive a master's degree in business administration. He was selected in the national competition for his academic accomplishment, leadership and interest in marketing.

Military Science

American Defense Preparedness Association Award to Cadet Andrew R. Young, Midshipman Mark W. Lacy and Cadet Mindy S. Schretter for leadership qualities and participation in campus activities.

Veterinary Medicine

Horace K. White Prize for the highest academic record in the entire veterinary course to Alison R. Gaynor. Established in 1873 and originally called the President's Prize, this is believed to be the longest-standing prize at Cornell.

Gentle Doctor Award for enthusiasm, motivation and dedication to the delivery of excellent veterinary patient care to Linda A. Isaman.

L. Pearce Williams: 'Teaching is a calling, not a job'

L. Pearce Williams found his religion of rationalism 40 years ago and has been preaching the search for truth ever since.

For this professor, who describes himself as a "reluctant atheist," the Word consists not of the Bible but of the thousands of Great Books that cover the walls of his office. His moral values are grounded not in God's law, but in the history of Western civilization and its emphasis on courage, integrity, honesty, tolerance and reason.

Unlike most zealots, he is loathe to impose his values on others. Like most fanatics, though, he is eager to teach by preaching the Word whenever and however possible — dynamic lectures to classes of 250 students, sarcastic letters to the editor, scathing critiques of colleagues' work, stormy public debates and quiet one-on-one discussions with a student.

These activities have earned the 61-year-old history professor the respect of some (including a 1971 award for distinguished teaching), the resentment of others and the attention of all. On one thing everyone at Cornell can agree: L. Pearce Williams cannot be ignored.

He found his scholarly vitality when, as a first-year graduate student, he was asked by history Professor Henry E. Guerlac, an eminent Cornell scholar, to assess one of Guerlac's lectures. Williams' assessment: "Boy, that one really stank."

"Henry knew it, too," Williams recalled. "He looked up at me, smiled and said, 'Oh, go to hell.' And I thought to myself, 'I'm in the right profession; we really are looking for truth!' It was like Paul on the road to Damascus."

Six years later, he told a senior professor at Yale University that his lecture on the French revolution, the subject of Williams' thesis, was 50 years out of date. The next week, Williams was informed that he would not be rehired as an instructor at Yale.

After 36 years as a teacher — the last 29 at Cornell and the last 18 as the John Stambaugh Professor of History — Williams describes his graduate students as his best friends who are "grossly underpaid" by Cornell. He finds freshmen in the College of Arts and Sciences to be quite intelligent but woefully unprepared to do Cornell-level work in history and geography.

His Western Civilization course requires a good deal of writing and analytical thinking that is developed both through reading of historical texts and the presentation of coherent arguments. Williams spends about 40 hours a week grading papers and correcting students' "cold-blooded murder of the English tongue," and he is available every Thursday from 4:30 to 6 p.m. for students who want to discuss history or current events or other matters of interest to them. As many as 50 students avail themselves of that opportunity each week.

Why does he do what he does?

"Because I am a missionary," Williams said. "I teach my guts out to help students. Teaching is a calling, not a job, and history is the most important thing you can study because it is the only academic discipline dealing with real, once-living people as individuals."

"Individuals count," he said, sounding the central tenet of his faith.

He believes that education should make one a better human being with a grander vision of what it means to be human and with a deeper, broader and stronger moral consciousness. He believes that a liberal education should place before students the broad spectrum of human aspirations and not let them take the easy way out.



L. Pearce Williams

"When faced with pressure, it helps to call up Martin Luther who, when asked to recant his writings, would not. 'Here I stand. I can do no other,' Luther said," the professor noted during an interview. "If Luther can do it, we can do it."

Williams also focuses on the individual in his research of 19th century science by asking, "Where do new scientific ideas come from? How did Michael Faraday, a mathematical illiterate, invent field theory? Why was it Andre Marie Ampere who created a science of electrodynamics?"

Among Williams' seven books, his biography of Faraday, a British physicist, won the History of Science Society's highest award, the Pfizer Prize. Now he is at work on a book about French physicist Ampere's philosophy of science.

As a historian of science and director of Cornell's Program in the History and Philosophy of Science and Technology, Williams constantly attempts to bridge the gap between the sciences and the humanities. "Most students are desperately afraid of science," he complained. "But in the last quarter of the 20th century, science and technology drive the world."

As scholars debate whether some of the creations of Western writers should be replaced or supplanted by the works of other cultures, Williams maintains that the dawning of Western civilization in Mesopotamia and Egypt gave the world its most dominant civilization through today, and he makes no apologies for that view.

"What moral values are dominant worldwide?" he asked.

"Human rights. And that's a Western phenomenon from the 17th and 18th centuries. We need to teach people about their own tradition, and to do that it's irrelevant to read Confucius. Confucius is important, but it's got nothing to do with what I want to do."

Outside of his teaching and research, Williams has earned his reputation as a gadfly for calling the 1969 student occupation of Cornell's Willard Straight Hall a "terrorist attack"; comparing the tactics of pro-divestment protesters who erected a Shantytown on campus to those of the Hitler Youth; by writing that Cornell needs student members on its board of trustees "as much as it needs poison oak climbing up its stately buildings"; and writing that the last paragraph of a local newspaper's editorial endorsing having student trustees "compresses more foolishness into less space than seems possible."

Williams looks at today's popular culture with a touch of disdain. "We live in an awful lot of noise," he said. "I will always argue that Geoffrey Chaucer is better than Jeffrey Archer, that Mozart is better than Madonna and that the Constitutional Convention is better than Woodstock."

He acknowledges that his freely shared views are filled with strongly held value judgments, but he wonders what's wrong with that.

"This will come across as, 'You pompous ass,' " he said, "but I am a moral human being. I have high standards of behavior. Students are desperate for this, by the way, for somebody who will fight for values."

—Mark Eyerly

Innovative teaching topic for conference

About 20 teachers in the College of Agriculture and Life Sciences — ranging from lecturers to full professors — will gather for the third annual Innovative Teaching Workshop from Monday, June 5 through Friday, June 9 at the Thornfield Conference Center in Cazenovia.

The group will discuss how students learn and ways of improving their teaching techniques, including the use of video, field trips and laboratories, said George J. Conneman, director of academic programs in the Agriculture College.

The participants will come from various departments in the college and will include those who teach large and small classes and those who teach laboratory-oriented and discussion-oriented courses, he said.

"It's essential to raise the sights of people on the significance of teaching at a research university," Conneman said. "Teaching is crucial, and these workshops give teachers the courage to try things in the classroom that they otherwise might not."

"We keep the workshops small to encourage lots of discussion. The discussions that occur probably are more important than the formal presentations we put together."

This year's presenters will include Provost Robert Barker, Professor and Education Department Chairman Richard Ripple, Agriculture and Life Sciences Associate Dean Kenneth Wing, education Professor Joseph Novak, communication Professor J. Paul Yarbrough, Learning Skills Center Director William Collins, staff from Mann Library and others.

The annual workshops are complemented by fall programs in which participants have a chance to focus on some of the topics raised during the week, and by a spring series of lectures on undergraduate teaching.

"This is not just a once-a-year thing," Conneman said. "We think it's critical to provide a series of ongoing resources for improving teaching."



SUMMER CINEMA — A scene from "The Seven Samurai," by Akira Kurosawa, with Toshiro Mifune, Takashi Shimura and Seiji Miyaguchi. Cornell Cinema will show the film on Monday, June 5 at 8 p.m.

CALENDAR

All items for the calendar should be submitted (typewritten, double spaced) by campus mail, U.S. mail or in person to Chronicle Calendar, Cornell News Service, Village Green, 840 Hanshaw Road, Ithaca, NY 14850.

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

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

DANCE

Cornell International Folkdancers

Instruction and requests, May 28 and June 4, 7:30 to 10:30 p.m., Martha Van Rensselaer Auditorium. For information, Wies van Leuken: 257-3156.

EXHIBITS

Johnson Art Museum

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

"Reexamining 19th-Century Architectural Photography," an exhibition of 19th-century architectural photography from the archives of the College of Architecture, Art and Planning, organized by architecture students in a seminar about historical photographs, to June 25.

"Variations on a Theme: Music in Art," an exhibition of artwork that deals either directly or indirectly with music, co-ordinated by the 1988-1989 student intern staff, through June 4.

"Professional Visions: Photographs from the Archives of the American Society of Magazine Photographers," an exhibition of about 100 photographs that explores photography's development in the commercial art world, through July 9.

"Gordon Matta-Clark: A Retrospective," an exhibition examining the work of the late multimedia artist Gordon Matta-Clark, a 1968 graduate of Cornell best known for projects in which he cut through existing buildings to create sculptural works of art, through June 4.

"A Pastoral Legacy: Paintings and Drawings by the American Artists Ridgway Knight and Aston Knight," the first exhibition in modern times of the Knights, an American expatriate and his son, featuring about 50 paintings and drawings, through June 18.

"American Art to 1945," an exhibition of 19th-century landscapes and cityscapes and 20th-century paintings and sculpture, most of them from the museum's collection, through the end of May.

"Alison Bishop," an exhibition featuring the work of a well-known Ithaca artist, Alison Mason Kingsbury Bishop, who died last year at the age of 90 and was a landscape and mural painter, from May 26 through July 23. The widow of Professor Morris Bishop '14, she helped to paint the murals in the lobby of Willard Straight Hall.

Center for Jewish Living Art Gallery

"Jewish Roots in Spain," photographs mounted by Iberia Airlines, through May 31, 106 West Ave.

Olin Library

"The Many Faceted Dr. Fiske: A Belated Recognition," an exhibition of books, docu-

ments, letters and photographs showing the many interests and activities of Willard Fiske, Cornell's first librarian, as a student, traveller, journalist, librarian, reformer, teacher, scholar, chess player and book collector, through July 15, Monday through Friday, 9 a.m. to 5 p.m.

Hartell Gallery

B.F.A. students' work through June 5. The gallery is situated in Sibley Dome, open Monday to Friday, 8 a.m. to 5 p.m.

Tjaden Gallery

B.F.A. Exhibition of work by Heather McElroy, Margaret Egan, Kim Silvia, Kate Devane and Laird Etting through May 27. CCPA Individual Grant Exhibit by Duane Bohuslav, June 2 through 15. The gallery is in Tjaden Hall.

FILMS

Films listed below are sponsored by Cornell Cinema unless otherwise noted. Most Cinema films cost \$3 and are open to the public unless otherwise stated, except for weekend films in Uris and Statler, which are \$4. An (*) means admission is charged.

Thursday, 5/25

"The Secret of My Success" (1987), directed by Herbert Ross, with Michael J. Fox, Helen Slater and Richard Jordan, 8 p.m., Uris.*

Friday, 5/26

"My Life As A Dog" (1985), directed by Lasse Hallstrom, with Anton Glanzelius and Tomas Von Bromsse, 7:15 p.m., Uris.*

"The Graduate" (1967), directed by Mike Nichols, with Dustin Hoffman, Anne Bancroft and Katherine Ross, 9:45 p.m., Uris.*

Saturday, 5/27

"My Life As A Dog," 7:15 p.m., Uris.*

"The Graduate," 9:45 p.m., Uris.*

Sunday, 5/28

"Five Easy Pieces" (1970), directed by Bob Rafelson, with Jack Nicholson, Karen Black and Sally Struthers, 8 p.m., Uris.*

Monday, 5/29

"Raging Bull" (1980), directed by Martin Scorsese, with Robert DeNiro, 8 p.m., Uris.*

Tuesday, 5/30

"Oedipus Rex" (1967), directed by Pier Paolo Pasolini, 8 p.m., Uris.*

Wednesday, 5/31

"Eating Raoul" (1982), directed by Paul Bartel, with Paul Bartel and Mary Woronov, 8 p.m., Uris.*

Thursday, 6/1

"Scarlet Street" (1945), directed by Fritz Lang, with Edward G. Robinson, Joan Bennett and Dane Duryea, 8 p.m., Uris.*

Friday, 6/2

"Without A Clue" (1988), directed by Thom Eberhardt, with Michael Caine, Ben Kingsley and Jeffrey Jones, 7:15 p.m., Uris.*

"Last Tango In Paris" ((1973), directed by Bernardo Bertolucci, with Marlon Brando, Maria Schneider and Jean-Pier Leaud, 9:45 p.m., Uris.*

Saturday, 6/3

"Without A Clue," 7:15 p.m., Uris.*

"Last Tango In Paris," 9:45 p.m., Uris.*

Sunday, 6/4

"Rebecca" (1940), directed by Alfred Hitchcock, with Lawrence Olivier and Joan Fontaine, 8 p.m., Uris.*

Monday, 6/5

"The Seven Samurai" (1954), directed by Akira Kurosawa, with Toshiro Mifune, Takashi Shimura and Seiji Miyaguchi, 8 p.m., Uris.*

Tuesday, 6/6

"Cousin Cousine" (1976), directed by Jean Taccella, with Marie Barrault and Hector Lannoux, 8 p.m., Uris.*

Wednesday, 6/7

"Home of the Brave" (1986), directed by Laurie Anderson, with Laurie Anderson, Joy Askew and Adrian Belew, 8 p.m., Uris.*

Thursday, 6/8

"Jagged Edge" (1985), directed by Richard Marquand, with Glenn Close and Jeff Bridges, 8 p.m., Uris.*

MUSIC

Department of Music

The Cornell Chorus, under the direction of Susan Davenny Wyner and the Glee Club, under the direction of Thomas A. Sokol, will perform in concert May 27 at 8:15 p.m. in Bailey Hall. Featured will be works by Maximilian Albrecht, Leonard Bernstein, Robert Schumann and Elliot Carter. The Chorus will premiere pieces by Yehudi Wyner. Tickets are available at the Lincoln Hall Ticket Office and the Sage Chapel Basement for \$4, or at the door for \$5. For information, call 255-3396 or 255-2324.

Bound for Glory

Records from the studio, May 28 and June 4. Bound for Glory can be heard from 8 to 11 p.m. on WVBR-FM93.

RELIGION

Sage Chapel

Episcopal Bishop Frederick H. Borsch of the Diocese of Los Angeles will lead the Baccalaureate Service, May 28 at 8:30 a.m. in Bailey Hall. There will be no service in Sage Chapel.

Catholic

Mass: Saturday, May 27, 5 p.m., Anabel Taylor Auditorium. Sunday, May 28, 8:30 a.m., Baccalaureate Service, Bailey Hall.

Mass: June 3-4 through August 19-20, Saturdays at 5 p.m., Sunday 10 a.m. only.

Daily Masses to be announced on a weekly basis.

Christian Science

Testimony Meeting: Every Thursday, 7 p.m., Anabel Taylor Founders Room.

Episcopal (Anglican)

Every Sunday, 10 a.m., Anabel Taylor Chapel.

Friends (Quakers)

Sunday, 10:30 a.m., Hector Friends Meeting House (about one mile west of Rt. 96, on the Perry City Rd. Rides leave Anabel Taylor parking lot at 10 a.m.

Jewish

Morning Minyan: Young Israel House, 106 West Avenue. Call 272-5810.

Reform Services: Friday evenings 6 p.m., Anabel Taylor Chapel (until May 26).

Conservative/Egalitarian Services: Friday 6 p.m. (Starting June 2, services on Friday will be at 7:30 p.m.); Saturday 9:45 a.m., Anabel Taylor Hall Founders Room (May 27 will be the last Saturday service).

Orthodox Shabbat Services: Saturday 9:15 a.m., Edwards Room, Anabel Taylor Hall.

Korean Church

Every Sunday, 1 p.m. Anabel Taylor Chapel.

Muslim

Every Friday, 1 p.m. Anabel Taylor Edwards Room.

Protestant

Protestant Cooperative Ministry: Bible Study will begin 10 a.m., G-7, Anabel Taylor Hall. Worship every Sunday, 11:00 a.m., Anabel Taylor Chapel.

Baptist Campus Ministry (SBC): Every Saturday, 7 p.m., in the Forum, Anabel Taylor Hall.

Zen Buddhism

Zazen meditation: Thursdays at 5 p.m. in the chapel or the Edwards Room, Anabel Taylor Hall. For more information, telephone Ian Dobson: 347-4303.

SEMINARS

Animal Science

"Genetic Aspects of Mammalian Growth in Relation to Body Size," St C.S. Taylor, Institute of Animal Physiology and Genetic Research, Edinburgh, co-sponsored by the Bovine Research Center, May 26, noon, 148 Morrison Hall.

Cornell Information Technologies Lunchtime Bytes Series

"Music Soothes the Savage Computer," Larry Chace and Tom Dimock, Cornell Information Technologies, May 25, 12:20 p.m., 100 Caldwell Hall.

Microbiology

"Crown Gall Tumor Formation: Early Steps in the Interaction of *Agrobacterium* with the Host Plant," Eugene Nester, microbiology, University of Washington, Seattle, 4:30 p.m., May 25, 124 Stocking Hall.

Neurobiology & Behavior

"Damage-Induced Alkaloid Production in Wild Tobacco," Ian Baldwin, neurobiology and behavior, May 30, 12:30 p.m., Morison Seminar Room, Corson/Mudd Hall.

Physiology

"Getting Loaded: Problems of Rapid Rehydration in Desert Livestock," Amiram Shkolnik, zoology, Tel Aviv University, May 30, 4:30 p.m., Hagan Room, Schurman Hall.

Veterinary Pathology

"Uracil-DNA Excision Repair in E. coli and Mammalian Cells," Dale W. Mosbaugh, chemistry, College of Natural Science, University of Texas, Austin, June 6, 12:30 p.m., D105 Schurman Hall.

SPORTS

Saturday, 5/27

Men's Hvy. Crew, Pennsylvania, at home, 10:30 a.m.

Thursday, 6/1 - Saturday, 6/3

Men's Hvy. Crew, IRA at Syracuse

Saturday, 6/3 - Sunday, 6/4

Women's Crew, Collegiate National Championships at Madison, Wis.

MISC.

Weight Watchers

Register for Weight Watchers on June 2 or June 9 at noon, 217 Ives Hall. Eight-week session begins June 2. For more information call Judy Knight at 257-6892.

Graduate Advocacy Organization

The Graduate Advocacy Organization will meet today at 7:30 pm. in the Henry Graduate Lounge in Sage Hall. Child care is provided.

4-H Golf Outing

The New York State 4-H Foundation will hold a golf outing June 19 beginning at 7:30 a.m. There will be prizes, awards, food and fun. Registration is \$85, \$45 of which is tax deductible. Send to 109 East Roberts Hall, att: golf registrar.

Fuertes Observatory

Fuertes Observatory, situated on the hill behind Helen Newman Hall, will be open to the public every clear Friday night from 8 p.m. or dark until midnight. Call 255-3557 for information.

Macintosh Users' Group

MUGWUMP, the Macintosh Users' Group for Writers and Users of Mac Programs, meet on the first Thursday and second Wednesday of each month. Meetings are free and beginners are welcome. For more information, call Andrew Merkle, 277-2239.

Institute teaches the fine art of politics to farm leaders

Robert Gravani is now recruiting future New York state food and agriculture leaders willing to travel to a strange land and learn an exotic language: the land is Washington, D.C., and the language is politics.

Gravani's objective is to give New York's \$24-billion-per-year food and agriculture industry — including transportation, credit, food processing, distribution and marketing — a stronger voice in the laws that regulate them.

He is director of the Empire State Food and Agricultural Leadership Institute based at Cornell. This spring he is gathering a new brigade of farmers, educators, food industry business people and government officials to teach them how to become advocates for New York's largest industry.

"We have an enormous problem communicating about New York agriculture with policy makers," Gravani said.

"The legislators, administrators and lobbyists who shape legislation are almost invariably from urban and suburban backgrounds. Only about 2 percent of the population is now on the farm, so we need to make sure we have leaders who know their way around [legislatures]."

On June 16, Gravani will graduate his latest class of Leadership Institute students — 30 people who are now far more savvy

about the ways of politics. They have completed a two-year training program that took them from Washington, D.C., to Washington state to learn about their industry, the policy issues affecting it and how to work with policy-makers.

The group is the second to graduate from the institute, which was established in 1985 by the New York State Agriculture Society. Funding comes from private industry, individual donors, the College of Agriculture and Life Sciences and the students.

Class members spend about 55 days over two years to participate in seminars throughout New York state and study tours to Washington, D.C., and other parts of the nation. During the first year, they focus on the basic characteristics and problems of the food and agriculture industry. In the second year, they learn to anticipate trends, investigate policy making and consider strategies for change and development.

Two highlights of the program were the group's field trips to Washington, D.C., and Washington state to study the intricacies of politics and policy.

Last March, they arrived in the capital just after reports about the use of the growth regulator Alar on apples and the discovery of cyanide in two Chilean grapes focused public attention on food safety issues.

Against this background, they held a week of meetings with government officials, lobbyists and the special assistant to the president for agriculture, Cooper Evans.

To class member Janice A. Barrett of Avon, regional manager of Holstein-Friesian World, the power of lobbying was dramatically evident during the visits. "We've simply not been aggressive enough in educating legislators" about agriculture's positions on issues, she said.

The group also met with foreign lobbyists and staff from the World Bank and the United Nations Food and Agricultural Organization about U.S. agriculture's role in generating revenues and in feeding the world's hungry. Listening to a Japanese farm representative taught Chautauqua County dairyman James P. Barney about the "delicate balance" between trade issues and cultural values that the United States faces when it sells agricultural products abroad.

In their Washington state trip in April, the institute members learned how that state successfully sells its apples in New York's home market: Washington state government, growers and industry cooperate to create a powerful marketing force. "We thought transportation costs would protect our market, but Washington used its climatic advantage, quality control and aggres-

sive marketing to compete on a toe-to-toe basis," said Monroe County farmer cooperative manager Kevin M. Murphy.

Institute members also learned how Washington state markets its farm products and works to create markets by researching foreign consumer tastes and providing technical assistance to firms in Japan and other Pacific Rim nations to meet their import needs. And they discovered how cooperation also marks the state's regulatory approach to forest land management by bringing together native Americans, state officials, environmentalists, and commercial forestry and fishery interests to review development plans.

"We think these experiences were real eye-openers for the institute members," Gravani said. "These graduates will now know how to use the policy-making apparatus of government to build a more profitable food and agriculture industry for New York."

New Yorkers in any aspect of the food and agriculture industry may apply for the next two-year institute cycle, which begins in September, by writing to Gravani at the Empire State Food and Agricultural Leadership Institute, 8 Stocking Hall, or by phoning him at 255-7907.

—Matthew Shulman

Study of 'empowerment' wins Ford grant

The interaction of government-funded social service agencies and the consumers of their services will be studied in a six-point Cornell research and program development project being supported by a \$300,000 grant from the Ford Foundation.

The allocation of power among the agencies and their clients, the strengths and coping strategies of female-headed households, and the need to build better communication between parents and day care providers will be among the research and demonstration topics.

The two-year grant was made to five educators in the College of Human Ecology: Professors Josephine Allen, Donald Barr, Moncrieff Cochran and Jennifer Greene, and Cooperative Extension Associate Christann Dean.

The five, who call themselves the "Cornell Empowerment Group," maintain that most government-funded social service programs are flawed because they require people to prove inadequacy to be eligible for aid.

Day care subsidies, for example, often require that a child be abused or neglected before a family can receive help.

"It is counterproductive to make people prove their dependence on the government, to prove that they can't make it, as a way of trying to help them become independent through government aid," said Barr, a professor of human service studies.

They also criticize many government assistance programs for focusing their aid on individuals rather than on families and, in

some cases, for policies that provide decreased aid if a family stays together. Too often, agency workers decide what is best for consumers without giving them any influence over their own lives, according to the researchers.

The empowerment program will involve six basic initiatives:

- Families headed by women, which are typically viewed as weak and ineffective, will be studied to identify their strengths and the strategies and social resources that they use to survive.

- In 1986, families headed by black females had a poverty rate of 50.2 percent, while for families headed by white females, the rate was 28.2 percent, according to Allen, an associate professor of human service studies.

This study will ask whether female-headed families in Baltimore and Atlanta get help from relatives, neighbors, community groups and/or government agencies.

- In three communities, parents and child-care givers will be encouraged to share more information with each other about the parents' expectations, the children's needs and the child-care workers' limitations, as well as to form partnerships to influence public policies.

Of the 8.2 million children whose mothers worked in 1985, some 6.2 million were cared for at least part of the day by someone other than their parents, said Dean, whose expertise is in human development and family studies.

"The parents and day care workers feel

harried, unappreciated and unsure of the other's child-rearing methods," she said.

- Workers and clients at a social service agency, a day care center and a family support program will be asked who makes decisions about what services to provide to clients.

Barr, who will lead the study, wants to determine how much influence clients have over the services that they receive. Too many agencies give lip service to participatory management but actually believe that the agency knows what is best for the client, he said.

- Within a rural school system, human service studies Assistant Professor Greene will investigate participation strategies for conducting program evaluation. The aim of this research is to enhance client ownership and control of the evaluation process.

- A periodic bulletin titled "Family Support and the Empowerment Process" will be published to provide information to scholars, agency workers and others interested in either helping families or the empowerment of disenfranchised families.

Coordinated by Cochran, an associate professor of human development and family studies, the publication will introduce the empowerment process to family-serving organizations and assist people interested in empowerment and family support to share resources with each other.

- Funds will be used to support two minority graduate students who will study these issues and assist in the research.

—Mark Eyerly

Information unit names Koehler new director

David Koehler, assistant director of business and financial systems, has been promoted to director of information resources, effective July 1.

Koehler will succeed Russ Vaught, who has accepted a position as director of academic computing at Pennsylvania State University.

In his new position, Koehler will direct the design and development of most of the computer-based administrative information systems of the university.

Koehler holds three degrees from Cornell: bachelor's (1972) and master's (1973) degrees in engineering and an M.B.A. degree (1977).

Meals with Morley

The final lunch this semester for employees to meet with Senior Vice President James E. Morley Jr. will be at noon on Friday, June 30, at the Statler Hotel. Call 255-3621 for a reservation.

Hughes continued from page 1

nour, the president-elect of the National Association of Biology Teachers.

Ridenour, an Ithaca High School teacher, helped to plan the Cornell-Hughes program. She noted that most high school biology teachers have been away from college for 15 to 25 years and that few schools have up-to-date teaching equipment.

"Biology and biotechnology is a cutting-edge science today," she said. "We are certified to teach biology for life but we rarely get an opportunity to learn and keep current in the field. We're bound to be more successful in turning the students on to science if we have the knowledge and the equipment."

Beginning in 1990, the Cornell Institute will bring 20 secondary school biology teachers each summer to the Ithaca campus for an intensive, three-week program including a course in molecular biology worth three college credits. Molecular biology is the branch of the science dealing with the complex molecules that make up all living organisms and is the basis for such biotechnological work as genetic engineering. Among the topics to be covered in lectures and laboratory sessions during the summer institute are the structure and synthesis of macromolecules, creation of recombinant DNA molecules and the isolation of cloned

genes, screening for genetic diseases, and the applications of recombinant DNA technology to medicine, agriculture and industry.

In addition to the molecular biology course, teachers will actually perform a series of new laboratory exercises developed by the institute for use in high school courses. The institute will supply each teacher with up to \$4,000 worth of equipment and supplies to facilitate the teaching of laboratory exercises in their high schools.

Planners of the program hope the high school teachers will become part of a growing network of instructors in secondary school and college-level science. "We want to know the problems that schools have teaching biology — evolution, for example, or animal rights issues — and they should know what is expected of incoming college students," said Rita Calvo, coordinator of the Hughes-Cornell initiative and a senior lecturer in the Section of Genetics and Development. "University biologists want to develop a dialog and be a resource for secondary school teachers."

The Research Scholars Program in Biology will support students as they learn the techniques and ethics of biological experimentation and then prepare for admission to graduate school. Each year, 20 Hughes Re-

search Scholars will be selected from among 75 Cornell juniors in a special winter session course on laboratory procedures for research in molecular biology and genetics, neurobiology and physiology. During the summer before their senior year and their last two semesters as undergraduates, the Hughes Scholars will work with university faculty members writing research proposals, conducting experiments and discussing the social issues of biological research.

In addition, a minority outreach program will provide stipends for several minority college students to spend the summer between their sophomore and junior years working in biology laboratories.

"The only way to find out if you want to do research is to try it," said Peter J. Bruns, director of the Hughes-Cornell initiative as well as of the Division of Biological Sciences.

"In fact, students with the greatest potential for successful research careers sometimes may not excel in classroom science courses," said Calvo.

"Working in a research environment can help assess their appetite and aptitude for careers in scientific research."

"We hope these programs will become models for other research universities," Bruns said. "This is our chance to change

the incoming pool of students, to equip them to explore an exciting and rewarding career choice."

The Hughes Institute awards for enhancing science education included \$22 million for student development and access programs such as the Cornell Research Scholar Program, \$8 million for faculty development, \$20 million for curriculum and laboratory development, and \$11 million for outreach programs such as the Cornell Institute for Biology Teachers.

One Hughes Institute reviewer called the Cornell program "excellent and well-planned, providing participants with lots of close supervision." Another reviewer characterized the undergraduate research and seminar program as having the potential for a special impact on minority students because of the commitment to provide students with summer research stipends.

—Roger Segelken

Please recycle this paper... along with other newsprint, colored and white paper and computer print-out.

Cooperative nursery school has international accent

While most nursery schools serve milk and cookies at snack time, University Cooperative Nursery School in Robert Purcell Union has at times offered Korean vegetable pancakes, sushi and a Mexican vegetable egg dish.

"The most salient aspect of our school is its international character; we have 17 students from 14 different countries among our 41 students," said Sally Reimer, one of the two teachers at the nursery school. "The children all learn that different people come from different places and that that's good. Many come with no knowledge of English, and they understand that it's fine to be learning."

Kate Devoogd, a parent volunteer in the co-op, said, "Both of my children have become fascinated by languages. My three-year-old sings gibberish and claims it's Japanese!"

While playing at the nursery school, the children can choose from a wide range of activities, including drawing, playing in the indoor sandbox, building with sets of wooden or plastic blocks, or watching the sparrows build nests in the light fixtures outside the school's windows.

"I like to color houses and people having picnics under rainbows and pumpkins," said Elizabeth Sholtys, who is 5 years old. "I like to color my fingernails, too," she added as she did just that with a bright red marker.

Pierre Fay, 4, enjoyed drawing a purple dinosaur wearing a tie and equipped with sharp teeth "to chew the wood off hard plants so it can eat them. The dinosaur can't go out to hunt because he doesn't have any feet," he explained.

Graduate students started the nursery school for their children 18 years ago. Now, more than half of the students are children of graduate students, and the rest are children of staff and faculty members.

Because the nursery school is a co-op, parent volunteers help the two full-time teachers by preparing snacks, supervising play and helping to prepare the curriculum, said Mahbud Burton, the other teacher at the facility. And many of the parent volunteers who are from different countries have introduced the children to their cultures in other ways.

For example, they have brought in Sri Lankan costumes, dolls and pictures of animals and have arranged a celebration at the nursery school of Children's Day, a traditional Japanese holiday.

As a cooperative, all the parents share in the work to keep the costs down. "Having the parents working in the classroom is an integral part of the co-op. Parents learn a lot about what children are like, and they learn what behaviors are OK and what are not," Burton said.

Because of the facility's rent and the teachers' salaries and benefits, the cost of sending a child to the nursery school is "on the high end of the scale but still competitive" at between \$275 and \$785 a semester, depending on family income and the number of days per week that the child attends, Burton said. Despite the money from tuition fees and donations from the community, the school is run on a tight budget. The parents' assistance keeps the cost from going still higher. In addition to acting as assistant teachers once or twice a month, parents must serve on a committee to help run the school and assist in fund raising.



Jill Peltzman

University Cooperative Nursery School in Robert Purcell Union currently has youngsters from 14 countries.

"Parents are always welcome to stop in whenever they want; it's their school, after all," Burton said. "Often parents bring younger siblings to play. The fact that we're able to operate informally is one of the most pleasant aspects of the nursery school. It's like a large family in which everyone has a say and is respected."

"Raising children can be isolating and lonely. The nursery school co-op offers a wonderful support network for parents and it's fun," Devoogd added.

Burton and Reimer strongly encourage parents to contribute their skills to the nursery school. A faculty architect designed a stairway to get safely down to the playground. Another parent studying the neuroanatomy of Madagascar cockroaches donated two of the insects for the school's science table. A faculty member from Cornell's Laboratory of Ornithology set up an incubator in the nursery school with three Peking duck eggs, and still another faculty member from the Psychology Department came to candle the eggs by holding them up to a focused light source to show the

children how the ducklings were developing.

Brion Weseman, 4, explained that they started out with four eggs, but "one was rotten because the little chick wasn't growing inside. I know they're going to hatch pretty soon, in five or four days," he added.

The nursery school also draws on the talents of Cornell undergraduate students. Each year, about 10 students in human development and family studies receive academic credit for working at the nursery school for three to six hours a week to develop their ability to understand and relate effectively to young children.

"We put a lot of effort into working with Cornell students to teach them how to interact with the children," Reimer said. In effect, "Our students range in age from 3 to 23," she said.

The nursery school is essentially full for next fall, but Burton and Reimer strongly suggest that interested parents put their child on the waiting list.

—Jackie Warren

Barton Blotter: Series of bad checks passed

Seven students cashed checks in the Ithaca area with insufficient funds in their accounts to cover the checks, according to the morning reports of the Department of Public Safety for May 15 through 22.

Four other students were referred to the judicial administrator on charges stemming from separate incidents, one for misrepresentation and three for forging parking permits.

Four area youths ages 17 to 20 were charged with trespassing on a campus construction site and referred to Ithaca City Court.

Nineteen thefts were reported on campus, with losses in cash and valuables set at \$2,194. The thefts included \$185 in cash taken from a cash register in Hughes Dining Hall, \$448 in unauthorized phone calls made from university telephones in Willard Straight Hall, a \$303 computer component stolen from the Africana Studies and Research Center and a \$200 compact disc player taken from 14 South Ave.

struction site and referred to Ithaca City Court.

China continued from page 2

of Cornell who now works with China's Institute of Animal Sciences. "At this point, we do not know if they will be able to attend," Yang said.

Alison Casarett, dean of Cornell's Graduate School, said that it is too early to determine future Beijing governments' views on overseas studies.

"It will depend on what happens to the students in China," she said. "The kids in China are trying to establish a model there of university life in the United States."

Casarett said that about 200 graduate and 100 post-doctoral students from China are studying at Cornell.

J. Mayone Stycos, director of International Population and Development said, "I hope that the current unrest doesn't lead to crackdowns that will further restrict Chinese students going to other nations."

Stycos, who conducts research with Chinese graduate students on population problems in that nation, noted that China imposed new restrictions last year on the number of its students that the government would support in the United States.

"Further restrictions could impair our research programs that involve China," added Stycos, who visited China last summer.

Chronicle summer schedule

The Cornell Chronicle's summer schedule with deadlines for submitting items to the Calendar and other sections is as follows:

Publication date	Deadline for submissions
June 8	May 29
June 22	June 12
July 13	July 3
July 27	July 17
Aug. 10	July 31
Aug. 31	Aug. 21

Networking will publish again on June 22 and then recess for the summer.

Graduate Bulletin



Summer registration: Graduate students may submit Summer Graduate Registration forms, in person, at the Graduate School information desk, Sage Graduate Center. Students must register if they are 1) receiving financial aid during the summer, such as summer assistantships, fellowships or travel grants; 2) wish to use campus facilities during the summer; or 3) are off campus but require credit for summer study. Student ID is required. Graduate students who have been registered for a regular semester during the preceding academic year do not pay tuition for non-credit summer registration. Tuition must be paid for summer courses.

Graduate Faculty Meeting, Friday, May 26, 4 p.m., General Committee Room, Sage Graduate Center, solely for the purpose of voting on May degrees.

Davydd Greenwood, who will return from the University of Maryland in July to resume his post as director of Cornell's Center for International Studies, said negotiations to ease U.S. visa requirements for Chinese students that were under way before the demonstrations could cause "a great surge in the number of Chinese students coming to the United States."

Under the changes, Chinese students would receive an F-1 visa that may permit a student to take a job in the United States after completing studies, according to Jerry Wilcox, director of international students and scholars at Cornell. Most Chinese students come to this country with a J-1 visa that requires them to return home for two years before accepting U.S. employment.

"We are concerned that, if force is employed against students in China, we may be faced with 30,000 applications for asylum from Chinese students now in this country," Wilcox said.

It is too early to determine the impact of Chinese protests on student exchanges, said Valerie Woolston, president of the National Association for Foreign Students Affairs.

"If a more liberal government results, it might increase the number of Chinese stu-

dents coming to this country, and the growth rate already has been incredible," added Woolston, who also is director of International Education Services at the University of Maryland in College Park.

"A more liberal government might increase student exchanges and be even more supportive of education, and America would be appealing to the Chinese," she continued. "On the other hand, I don't know how a more tightly-controlled government would affect exchanges. We are very concerned."

In Washington, Gaston J. Sigur, assistant secretary of state for East Asian affairs during the last two years of the Reagan administration, said that "there is a certain logical progression" from the early 1980s, when China started sending students abroad, to their current demands for more freedom. About 80,000 to 100,000 Chinese have studied in the United States since 1979, including 30,000 now in this country.

One Cornell source said that some Chinese students were faxing news reports gleaned from U.S. television and newspapers to their families in China, because the demonstrations were being reported more extensively in this country than in China.

—Albert E. Kaff

Expert offers tips for creating drought-resistant lawns

Although between four and 13 inches of rain have fallen over much of the Northeast during the first half of May, there is no guarantee that the region will avoid a drought this summer.

Cornell turfgrass experts are urging homeowners in the Northeast — as well as those in the West who already face severe drought — to begin preparing their lawns now to survive the rigors of a dry summer.

Contrary to popular belief, mowing lawns more frequently during summer will protect them from drought, the turfgrass specialists have found. They also say that lawns should be watered lightly and frequently, rather than heavily and infrequently as many homeowners do.

The latest research findings at Cornell and elsewhere show that many other long-standing lawn watering, mowing and fertilizing practices may have to be revamped to maintain the healthiest turf, said Norman W. Hummel Jr., an assistant professor of turfgrass science at the College of Agriculture and Life Sciences.

How a lawn is mowed can affect its drought tolerance, because the height of the grass is a decisive factor in development of the strong root system, Hummel said, adding, "The higher you mow the grass, the deeper and stronger the root system will be."

He explained that cool-season grasses that thrive in the northern half of the United States, from Maryland to northern California, develop roots throughout much of the spring, peaking out in mid-May. "Mowing the grass 2.5 to 3 inches high in the spring encourages greater root development," he said. "The mowing height in summer should be the same, but the lawn should be cut more frequently," he said.

The frequency of mowing is as important in minimizing water losses as setting the correct mowing heights, he said, adding, "Although uncertainties remain, research has indicated that water use of cool-season grasses can be reduced by mowing more frequently during dry periods. However, never mow the lawn when the grass wilts or stops growing."

As for fertilization and watering practices, Hummel offered these pointers:

- Feed the lawn only enough nitrogen in the spring to promote stronger root systems. Too much nitrogen reduces



the depth and size of the root system.

- Lawns that have not been fertilized for a year or more should receive nitrogen at the rate of one pound per 1,000 square feet of the lawn area. Lawns that were fertilized in early fall or late fall of the previous year should not be

fertilized until after root production has peaked in mid-May. When summer drought injures the turf, another shot of nitrogen in early September will aid recovery.

- Because soils in the northeastern region of the country tend to be low in potassium, applying one-half pound per 1,000 square feet is beneficial. Potassium has been shown to improve the drought tolerance of grasses; it also reduces the wilting tendency of cool-season grasses.

- Light, frequent waterings in dry periods will produce turf with higher quality than that receiving heavy, infrequent applications. A widely accepted practice has been to water deep and infrequently. Traditionally, homeowners have been taught that light, frequent waterings promoted unhealthy, shallow rooting. However, recent studies at Cornell and other universities have shown that light, frequent waterings help turfgrasses cope with drought better, Hummel said.

In addition to proper mowing, fertilization and watering practices, homeowners should use more-drought-tolerant grasses to establish and maintain their lawns, Hummel stressed. Kentucky bluegrass is still one of the most drought-tolerant grasses available. Among the best varieties being recommended by Hummel for the Northeast are Vantage, Adelphi, Monopoly, Merit, Baron and Cheri.

He said that the tall fescue species also do fairly well under drought conditions. Although tall fescues require more water than Kentucky bluegrass, they are able to compensate for that by having deep root systems that enable them to tap a much larger moisture reserve in the soil, Hummel said.

He is studying other types of lawn grasses with potential for good drought resistance. Among them is "buffalograss," which is a warm-season grass native to the western Great Plains.

"Buffalograss is a low-growing grass with a slow rate of growth, producing very attractive grayish-green foliage. More importantly, it has excellent drought tolerance and is much more tolerant of cold conditions than other warm-season grasses," Hummel said. Six promising varieties of this grass are under evaluation at Cornell.

—Yong H. Kim

AGRICULTURAL SCIENCES		TOTAL SCIENCES		ENGINEERING		ECONOMICS	
Rank		Rank		Rank		Rank	
1	Cornell University	1	Cornell University	1	M.I.T.	1	Harvard University
2	Brigham Young University	2	M.I.T.	2	Cornell University	2	Yale University
3	Stanford University	3	Harvard University	3	R.P.I.	3	Princeton University
4	Harvard University	4	Stanford University	4	Carnegie-Mellon University	4	Cornell University
5	Duke University	5	Pennsylvania, University of	5	Cal Tech	5	Pennsylvania, University of
6	Georgetown University	6	Yale University	6	Stanford University	6	M.I.T.
6	Dartmouth College	7	Princeton University	7	Case Western Reserve	7	Stanford University
8	Yale University	8	Brown University	8	Notre Dame, University of	8	Georgetown University
8	Notre Dame, University of	9	Columbia University	9	Columbia University	9	Chicago, University of
10	Loyola University	10	Rochester, University of	10	Princeton University	10	Brown University
10	Princeton University						
ANTHROPOLOGY & SOCIOLOGY		POLITICS & INTERNATIONAL RELATIONS		OTHER SOCIAL SCIENCES		HISTORY	
Rank		Rank		Rank		Rank	
1	Harvard University	1	Cornell University	1	Cornell University	1	Harvard University
2	Pennsylvania, University of	2	Harvard University	2	Brigham Young University	2	Yale University
3	Stanford University	3	Stanford University	3	Syracuse University	3	Stanford University
4	Cornell University	4	Yale University	4	Stanford University	4	Cornell University
5	Columbia University	5	Columbia University	4	Pennsylvania, University of	5	Columbia University
6	Chicago, University of	6	Chicago, University of	6	Harvard University	6	Princeton University
7	Yale University	7	Princeton University	7	Boston University	7	Chicago, University of
7	Northwestern University	7	American University	8	Chicago, University of	8	Duke University
9	Brown University	9	Dartmouth College	8	Princeton University	9	Pennsylvania, University of
10	Boston University	9	Georgetown University	8	M.I.T.	10	Northwestern University
ENGLISH & AMERICAN LANGUAGE & LITERATURE		FOREIGN LANGUAGE & LITERATURE		OTHER HUMANITIES		PROFESSIONAL FIELDS	
Rank		Rank		Rank		Rank	
1	Columbia University	1	Harvard University	1	Yale University	1	Baylor University
2	Yale University	2	Pennsylvania, University of	2	Harvard University	2	Brigham Young University
3	Harvard University	3	Columbia University	3	Rochester, University of	3	Cornell University
4	Stanford University	4	Princeton University	4	Stanford University	4	Pennsylvania, University of
5	Cornell University	5	Cornell University	5	Cornell University	5	Northwestern University
6	Fordham University	6	New York University	6	Columbia University	6	New York University
7	Northwestern University	7	Yale University	6	Princeton University	6	Syracuse University
8	Princeton University	8	Stanford University	8	Northwestern University	8	Stanford University
9	Duke University	8	Brigham Young University	9	Brown University	9	Harvard University
9	Brown University	10	Georgetown University	10	Baylor University	10	Columbia University

These listings show leaders, among 79 private institutions, in graduating alumni who went on to earn Ph.D. degrees between 1977-86. They are selected from tables in a Georgetown University report, "Baccalaureate Origins of Doctorate Recipients."

Ph.D.s continued from page 1

During those 10 years, Cornell alumni earned 2,550 Ph.D. degrees — top among the 79 institutions — with the Massachusetts Institute of Technology second, at 2,049, and Harvard third, at 1,802. For the full period of 1920 to 1986, Harvard was first, with 7,987, compared to Cornell's number-two total of 7,961. But after adding in 1987 data that were not included in the Georgetown report, Cornell's total reached 8,198 compared to Harvard's 8,161.

The data originate with the National Research Council, which asks graduate deans to survey their doctoral recipients each year. The "Baccalaureate Origins" report, issued by Georgetown's Office of Planning and Institutional Research, includes an appendix that relates Ph.D. numbers to the size of the recipients' undergraduate institution.

In several fields covered in the Georgetown report, Cornell's ranking improved markedly in the most recent period — 1977

to 1986 — compared to the rankings for 1920 to 1986. Cornell advanced from seventh to fourth in history, 10th to fifth in foreign languages and literatures, 10th to fifth in other humanities and eighth to fourth in total non-sciences. Among the 23 categories, the only declines in ranking in the latest figures were from fourth to seventh in mathematics and second to fourth in economics.

—Sam Segal

Campus road to be closed

Campus Road from Dryden Road to Garden Avenue will be closed to through traffic from May 30 through July 21 for the installation of utility lines. There will be one-lane access to the Parking Garage from Dryden Road. Egress from the Parking Garage will be via Schoellkopf Drive. The Phillips Hall parking lot also will be closed.

CORNELL EMPLOYMENT NEWS

May 25, 1989

Including Job Opportunities

Volume 1, Number 20



Disability Notebook Learning Disabilities in the Workplace

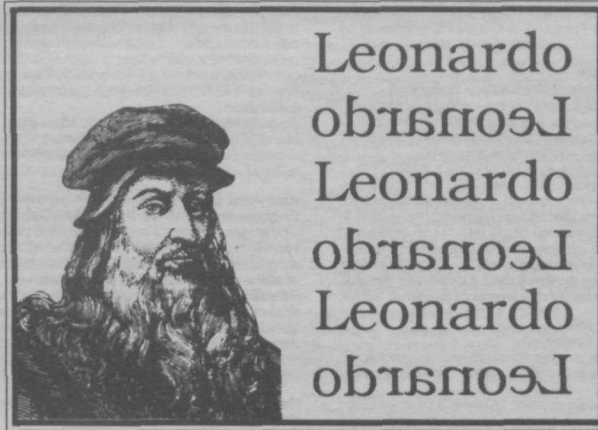
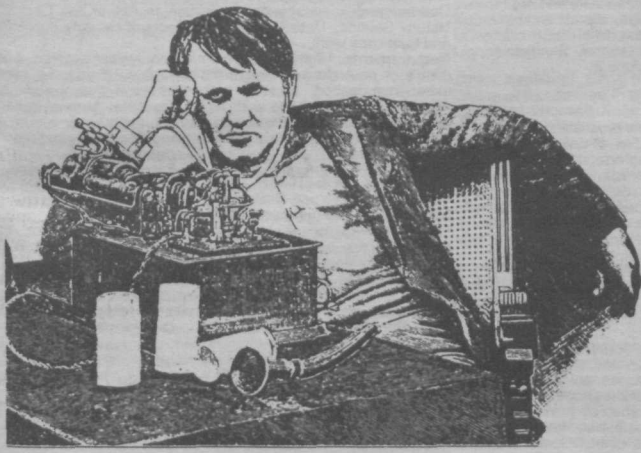
by Joan Fisher, coordinator of Disability Services

Albert Einstein couldn't talk until he was four, he couldn't read until he was nine. He failed the entrance examinations to college and finally passed them only after an additional year.

At the age of nine Woodrow Wilson didn't know the letters of the alphabet. He finally learned to read at eleven.

Hans Christian Anderson had difficulty reading but was able to write some of the world's best loved stories.

Successful movies stars Tom Cruise and Cher have dyslexia. Tom memorizes all of his lines by listening to tapes.



Persons with learning disabilities may be found in all walks of life. It has been estimated that between six and ten percent of the population has some form of learning disability.

Usually when we hear the term "learning disability," we think of resource rooms and special education programs in public schools. Less often do we think of what happens when that person makes the transition from school to work. People don't outgrow learning disabilities any more than they stop being left handed or wearing glasses.

Continued on page 4

What is a Job Description and How to Write One

A job description is an aid to be used during several processes - recruitment, performance appraisal, job career development discussion, and establishing and reviewing position classifications. It should be factual, organized and detail the work to be done.

The job description should contain a summary statement of purpose defining the main function of the job, followed by specific job duties and responsibilities in descending priority, with the approximate percentage of time required for each function. See below for the Office of Human Resources' job format.

To write a job description, use short, direct declarative sentences or phrases beginning with action verbs: "Repair and maintain university vehicles"; "Manage business affairs"; "Negotiate contracts"; "Prepare operating budget." Describe any supervision given to others and include their title and grade.

The Job Description Format

The purpose of using a standardized format for job descriptions is to ensure that the job information is complete. The standardized format divides the job description into seven sections:

- **Identification** (job title, reporting relationship, department or section name, budget information, etc.)
- **Main Function** (summary of job in one or two sentences).
- **Duties and Responsibilities** (description of all major duties and responsibilities)
- **Knowledge and Experience** (minimum requirement to accomplish this job)
- **Contacts** (level and frequency of contact with others such as students, faculty, outside agencies, Cornell departments, administrators, etc.)
- **Physical demands**
- **Working conditions**

Remember, a job description is primarily a departmental document which should be shared and discussed with the individual doing the work. It should be revised as necessary to keep it up-to-date. For additional assistance and Nonacademic Position Description forms, contact the Office of Human Resources, Compensation, 5-7400.

Please Note: Cornell Children's Tuition Applications Deadline

The June 1, 1989 deadline for Cornell Children's Tuition Applications (CCTS) to be submitted is fast approaching. If you have not received an application yet please call Training & Development at 5-7170 and we will be glad to send one to you or you can pick one up at 107 Day Hall.

Growing Old Gracefully: How Best to Help Aging Parents

by Sandra Gittelman, director Family Mental Health Program, Family and Children's Service of Ithaca

This article originally appeared in the Spring 1989 issue of *Highlights of Family and Children's Service of Ithaca*. It is used here with premission.

Parenting One's Patents

As the population ages and modern medicine prolongs life, parenting one's parents has become an increasingly common fact of life for adults in their 40's and 50's. It is the rare person over 45 who hasn't experienced the anxiety of worrying about an aging, perhaps ailing, parent.

A New Set of Responsibilities

They may have just finished emotionally and financially supporting a child through a law degree or difficult adolescence and are looking forward to some well-earned and longed for R&R - some time together, a chance to travel or pursue old/new interests. Or like many today who postponed becoming parents until later in life, they may have young children, careers, and the attendant responsibilities of both. Just as they are turning their faces in new directions, there, directly in their line of vision, is a new set of responsibilities: responsibilities often complicated by a sharp reversal of roles, a lack of resources, sometimes geographical distance, and a chaotic welter of emotions. Those caught in the middle of two generations may have a parent who lives alone or far away, may be physically frail, or increasingly forgetful; maybe the parent's judgment is not what it used to be.

Preview of Summer Training and Development Workshops and Seminars

It's time to think about the workshops and seminars you might like to take this summer. Previewed here are some highlights of the upcoming Contact calendar which should arrive at your campus address within a few weeks.

We are offering two new courses - *Interpersonal Skills and Communication* and *Managing Conflict in the Workplace*. *Interpersonal Skills and Communication* give participants an opportunity to explore the principles and techniques needed to build self-confidence and strengthen skills which enhance interaction with others. Some of the basic strategies presented in this four-session workshop will enable you to:

1. improve listening skills;
2. develop assertive self-expression;
3. enhance awareness, acceptance, and appreciation of yourself and others;
4. strengthen your ability to be positive and supportive with people; and
5. handle interpersonal problems more effectively.

The causes of workplace conflict and the methods for effectively handling conflict are explored in *Managing Conflict in the Workplace*. The program format allows participants to share experiences and solutions they have found useful when dealing with difficult situations. You will learn how management style, coping methods and the workplace environment

Continued on page 4

Payroll Cut Off for Personnel Action Forms: Seven Working Days Prior to Date of Paycheck

Personnel action forms (PAFs), appointment and payroll forms must be received in Human Resources Information (Operations), 147 Day Hall, seven working days prior to the date of the paycheck.

"Seven working days prior" means the Tuesday morning the week before the paycheck is to be issued. Keep in mind that holidays are not considered working days and that the deadline day must be adjusted. A detailed schedule of the cut-off dates for the winter holiday period will be published when the schedule is finalized.

If there are unusual circumstances regarding an appointment or if an exception to normal university policy is being requested without receiving prior approval, more time should be allowed for the processing procedures. Direct questions to Operations, 147 Day Hall, 5-2332.

Anxiety, Sadness, Resentment, Anger, Guilt

"What shall we do about Mom/Dad?" As adults struggle with this question, concern, anxiety and sadness may be followed by resentment, anger, and - inevitably - guilt. And over all is the compelling need is to do something, to take care, to keep the parent safe. The need to "fix" the problem - always difficult; often not wanted or appreciated, sometimes not necessary - becomes a major concern. The scenarios are many and familiar to most of us. The accompanying emotions can be like a foreign land.

The Emotional Roller Coaster

The emotional roller coaster starts innocently enough. Typically, we're a little worried about Mom. She lives alone in the old family house. Her hearing is going; she's not as peppy as she used to be; she doesn't drive anymore. Stairs and groceries are a problem. Maybe it would be less worrisome if Mom came here to live with us. Well, maybe not with us, but in a nice little place nearby - or maybe one of the elderly housing projects. She'll feel safer, we can help with the shopping, be near in case of emergency. A great solution, right? Wrong. Mom doesn't want to leave. It's her home, many happy memories are there, all her friends (those that are left) are nearby, all her possessions are around her.

Enter frustration. Daughter and son-in-law have wrestled with the problem and presented a workable solution, only to have it rejected. And further, this can be the prelude to

Continued on page 4

JOB OPPORTUNITIES

May 25, 1989

Volume 1, Number 20

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

Day Hall: (607) 255-5226

East Hill Plaza: (607) 255-7422

- Employees may apply for any posted position with an Employee Transfer Application. A resume and cover letter, specifying the job title, department and job number, is recommended. Career counseling interviews are available by appointment.

- Requests for referral and/or cover letters are not accepted from external candidates unless specified in the ad. Candidates should submit a completed and signed employment application which will remain active 4 months. Interviews are conducted by appointment only.

- Staffing Services will acknowledge receipt of all material by mail. Hiring supervisors will contact those individuals selected for interview by phone; please include two or more numbers if possible. When the position is filled, candidates should receive notification from the hiring supervisor.

- Cornell University is an Affirmative Action/Equal Opportunity Employer.

- Job Opportunities can be found on CUINFO

Professional

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

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

Associate Dean of Admissions and Financial Aid (PA6904) HRIII Admissions and Financial Aid-Endowed

Plan and direct minority student admissions, including the design, implementation and evaluation of minority recruitment programs and the development of appropriate financial aid policies. Coordinate operating budgets for admissions, financial aid and the Cornell Tradition. Reports to the Dean of Admissions and Financial Aid. **Requirements:** Master's or equivalent. 5-8 years progressively responsible admissions or aid experience preferred. Experience in education of minority and disadvantaged students essential. Knowledge of marketing strategies, budget planning and research desirable. Send cover letter & resume to Cynthia Smithbower by June 23.

Assistant Director (PA6804) Level 40 CIT/Information Resources-Endowed

Assist the Director in directing professional staff in the design and development of programs, the maintenance and enhancement of existing systems and the design, development, and implementation of major new systems. Assist in administration and operation of staff, budget and equipment.

Requirements: Bachelor's or equivalent with computer and/or business related courses. Master's or equivalent desirable. Considerable experience in computer operations and/or applications or operating system development. Considerable administrative and supervisory experience necessary. Send cover letter and resume to Cynthia Smithbower by June 2.

Technical Specialist I (PT6913) Level 36 CIT/Workstation Resources-Endowed

Develop, modify and install complex software programs (operating systems) and applications packages on small and large-scale computer systems. Provide top level internal technical guidance to technical personnel unit.

Requirements: Bachelor's or equivalent with computer related courses required. 3-5 years programming and experience with machine architecture. Knowledge of system utility programs and system control languages (e.g., JCL, DCL and shell scripts). Sound knowledge of several operating systems (e.g., UNIX, VMS) running on both IBM and Digital equipment mainframe and workstation systems. Assembler language and at least 2 major programming languages (e.g., FORTRAN, PASCAL and C) required. Knowledge or UNIX with other workstation operating systems required. Send cover letter and resume to Bill Webster.

Area Manager I (PT6809) Level 35

Cornell Institute for Social and Economic Research-Endowed Support computing activities of social scientists for research utilizing an IBM 4381 mainframe (fully integrated with university mainframes and Supercomputer Facility) and networked PC's (under DOS). Supervise the CISER computing team (staff of 3); provide leadership in developing new computing capabilities; work with faculty and staff of CIT to design and implement policies and procedures for allocating resources among users.

Requirements: Bachelor's or equivalent in social science, computer science or statistics; Master's or equivalent preferred. 2-3 years experience with social science research, use of IBM mainframe, IBM PC's (Mac's desirable) and LAN's. Excellent communication skills. Send cover letter and resume to Bill Webster.

Senior Systems Programmer/Analyst (PT6715) Level 35 CIT/Research and Analysis-Endowed

Provide leadership in migrating third party software from VM/XA to UNIX. Provide vendors technical direction and assistance for UNIX installations. Assess performance and scope of vendor supplied software in an AIX/UNIX environment.

Requirements: Bachelor's or equivalent with computer related courses required. 3-5 years programming and machine architecture. Sound knowledge of operating systems (e.g., VM/XA, UNIX, and IBM mainframes). Experience with ASSEMBLER, FORTRAN or similar languages. Send cover letter and resume to Bill Webster.

Information Systems Manager (PT6607) Level 35 Statler Hotel-Endowed

Supervise and administer all phases of computer operations including planning, installation, training applications analysis and maintenance. Coordinate all computer systems applications throughout the hotel. Work closely with other members of the management team so that full potential and benefits of each automated system is realized. May include some nights and weekends.

Requirements: Bachelor's or equivalent required; degree in Hotel Administration, Business Administration, Management Information Systems preferred. Minimum 3-5 years related experience. Specific interest in systems area with practical experience in at least 2 areas of hotel operations or comptronicship. Excellent oral and written communications skills. Send cover letter and resume to Bill Webster.

Physical Therapist Supervisor (PA6905) HRII University Health Services-Endowed

Supervise Physical Therapy Service. Plan and implement physical therapy programs for referred patients. Evaluate and treat orthopedic and sports related problems. Provide and participate in in-service programs. Develop and participate in research projects.

Requirements: Bachelor's or equivalent in physical therapy. Eligible for current NYS license. Certified by National Athletic Trainers' Association preferred. Experience in orthopedic and sports physical therapy. Participation in continuing education programs. Supervisory experience. Orthopedic and sports PT experience very desirable. Send cover letter & resume to Cynthia Smithbower by June 16.

Applications Programmer III (PT6803) Level 34 HRII Mann Library-Statutory

Undertake the design and development of computer systems for provision of access to scholarly information; process and maintain computer files on mainframe and microcomputer; provide consulting support to library staff and college researchers on computerized access to data files. Until 12/24/90, continuation contingent upon funding.

Requirements: Bachelor's or equivalent; formal course work in computer science or information science preferred. Background in agriculture or life sciences desired. 3-5 years programming experience in several general purpose languages (C, Pascal, and PL/1) particularly desirable. Programming experience on mainframe or minicomputer environment required; experience in microcomputer programming desirable. Experience with database management systems desired. Send cover letter and resume to Bill Webster.

Graphic Designer II (PA6906) HRI Campus Planning Office-Endowed

Provide computer graphics operations for the Campus Planning Office. Manage computer systems (equipment and programs) to provide computer support including graphics, reports, data analysis, and simulation. Undertake planning and landscape designs for the campus.

Requirements: Bachelor's in design field such as architecture, landscape architecture, or a related field. Pertinent experience in computer graphics applications, preferably Macintosh. Excellent organizational skills and ability to work with limited supervision required. Send cover letter and resume to Cynthia Smithbower by June 16.

Budget Analyst I (PC6904) HRI

Administrative Operations-University Library-Endowed

Provide analytical and technical support to the budgeting, planning, and fiscal operating processes under the administrative direction of the accounting manager. Total operating expenditures for University Library system are approximately \$20 million annually.

Requirements: Bachelor's or equivalent (Associate's and 4-5 years accounting or related experience). 1-2 years related experience preferred. Strong analytical skills required. Cost analysis experience preferred. Experience with IBM/PC and applications (Lotus 1-2-3, dBase III+, and word processing) preferred. High degree of accuracy with attention to detail. Strong organizational, communication (verbal and written), and interpersonal skills. Familiarity with Cornell accounting and budget systems and procedures helpful. Send cover letter, resume and salary requirements to Esther Smith.

Assistant Director (PA6903) HRI

Undergraduate Admissions-Endowed

Plan and implement (based on market research and demographic analyses) recruitment activities for students in the northeast United States.

Requirements: Bachelor's or equivalent. Master's or equivalent preferred. 2-3 years of admissions experience or related public relations educational experience, strong writing skills. Send cover letter and resume to Cynthia Smithbower by June 16.

Dining Manager I (PA6901, PA6902) HRI Dining-Endowed

Plan and manage all service, production, personnel and financial aspects of a dining operation.

Requirements: Bachelor's or equivalent. 2-3 years of related experience including 2 years of food service supervisory experience. Knowledge of food and health codes required. Send cover letter and resume to Cynthia Smithbower by June 2.

Teaching Support Specialist II (PA5109) HRI School of Hotel Administration-Endowed

Responsible for working with students to demonstrate, assist in teaching all elements of professional food preparation. Duties lie primarily within realm of food preparation laboratories.

Requirements: Associate's in related technical field such as food service/hospitality. Bachelor's strong desired. 3 years supervisory food service experience. High level of culinary knowledge skills. Intermediate knowledge of food/beverage management systems. Elementary knowledge of food chemicals. Must know and be able to explain differences in grade levels of products, meats, produce. Send cover letter and resume to Cynthia Smithbower.

Applications Programmer/Analyst II (PT5133) Level 33 HRI Finance and Business Office-Statutory

Develop, install, maintain, document, and modify administrative systems software. Under general supervision, provide administrative system's applications programming/analysis support for various areas. Assist in insuring efficient and effective use of computer resources.

Requirements: Bachelor's with computer-related courses or the equivalent combination of experience is required. Knowledge of Cornell mainframes, JCL, MVS, CMS, COBOL, Natural and ADABAS. Knowledge of IBM System 36 and its functions. 2-3 years experience with machine architecture, programming languages, production procedures and system utility programs desirable. Send cover letter and resume to Bill Webster.

Systems Programmer II (PT6902) Level 33 HRI Physiology-Statutory

Primary responsibility for 3 large nationally funded research projects, each with a major computing component. Advise and direct the computing activities of 1 full professor, graduate students and other established scientific investigators. Act as consultant and instructor to other veterinary college faculty, staff and students.

Requirements: Bachelor's or equivalent in biology or computer science required. Master's or equivalent preferred. 2-3 years experience desired; on the job training available. Experience with data base management and statistical programs useful. Send cover letter and resume to Bill Webster.

Applications Programmer/Analyst II (PT6909) Level 33 Engineering College Educational Computing-Endowed

Design, write, modify, document and maintain interactive graphics-based instructional computer programs in a variety of engineering fields, particularly finite-element analysis, using the C and FORTRAN languages and the HOOPS graphics library in VMS.

Requirements: Bachelor's or equivalent in an engineering field or computer science required. 2-3 years programming; knowledge of VAX/VMS, UNIX, C, FORTRAN and HOOPS graphics. Send cover letter and resume to Bill Webster by June 1.

Systems Programmer/Analyst II (PT6711) Level 33 CIT/Systems-Endowed

Design, implement, install, document and maintain systems and networking software or significant subsystems in IBM Unix and/or VM systems.

Requirements: Bachelor's or equivalent with related computer courses required. 2-3 years experience with Unix and/or VM operating systems, or networking software and significant subsystems. Knowledge of hardware concepts as they relate to software issues. Knowledge of C and/or IBM 370 assembler language essential. Send cover letter and resume to Bill Webster.

Applications Programmer/Analyst I (PT6905) Level 32 HRI NYSCVM, Vet Computing Services-Statutory

Responsible for a number of interactive on-line database applications; maintain, identify hardware and software problems; modify programs; provide user support; design, implement, document and test application programs written in the MUMPS language.

Requirements: Bachelor's or equivalent required. 1-2 years in systems analysis, designs and programming in a high level language. Experience in data base design preferred. Send cover letter and resume to Bill Webster by June 1.

Applications Programmer/Analyst I (PT6908) Level 32 School of Hotel Administration-Endowed

Provide computer, database and research support to faculty and students in developing and maintaining large databases and in the preparation and dissemination of research reports. Design and create files and programs to maintain the computerized database center. Provide on going support in areas of statistics and user system design.

Requirements: Bachelor's or equivalent with background in computers, statistics or related areas required. Minimum 1-2 years previous experience. Knowledge of Macintosh, IBM PC, Mainframe database manipulation, statistics and statistical packages. Must have excellent oral and written communication skills. Ability to work independently, generate ideas and professionally represent the school in the computer/database areas. Ability to handle pressure and meet deadlines. Good interpersonal skills. Send cover letter and resume to Bill Webster.

Research Support Specialist I (PT6806, PT6904) HRI Veterinary Pathology-Statutory

Provide investigative assistance and technological support to the Flow Cytometry Labs. Plan and execute research experiments related to the effects of oncogenes and chromosomal aberrations on cell differentiation. Supervise staff and/or participate in performing tasks related to cell culture, protein and nucleic acid analysis and flow cytometry; measure protein and RNA synthetic rates by radio labeled precursors. Assist in the analysis of data and in preparing results for publication.

Requirements: Bachelor's or equivalent in relevant biological or physical science; Master's preferred. 2-3 years related laboratory experience required (techniques related to flow cytometry and tissue culture). Send cover letter and resume to Bill Webster.

Assistant Director, Minority Programs (PA6801) HRI Engineering Minority Programs (Dean's Office)-Endowed

Under general direction, assist in the planning, development, and implementation of a wide range of advising, counseling, and support programs for engineering minority students. Assist with supervision of office support staff and student workers.

Requirements: Bachelor's or equivalent experience. 1-2 years of student counseling/academic advising plus supervisory and organizational experience preferred. Must be computer literate and have demonstrated written and verbal communication skills. Public presentation skills and strong interpersonal skills essential. Send cover letter and resume to Cynthia Smithbower by June 2.

Research Support Specialist I (PT0204) HRI Neurobiology and Behavior-Endowed

Assist in electrophysiological studies of sensory processing in auditory nervous system and in behavioral studies of animal sound communication. Duties include: surgical preparation of small vertebrates (frogs, toads, lizards), fabrication of microelectrodes, recording and analysis of neuroelectric data.

Requirements: Bachelor's or equivalent experience in neurobiology, physiology or bioengineering or related experience. Master's preferred. Familiarity with electronic instruments and computer analysis of electro physiological data plus histological equipment preferred. Send cover letter and resume to Bill Webster.

Staff Writer I (PC6812) HRI Athletics-Endowed

Under the direction of the Sports Information Director, prepare releases for media outlets; write features on Cornell athletes and coaches; compile and maintain statistical and historical data; report results of competition; write and edit press guides, brochures and programs; supervise the press box; set up photo sessions for teams and edit the Big Red Report newsletter; edit coaches newsletters; supervise student employees as assigned; assist with Hotline.

Requirements: Bachelor's or equivalent in communications or journalism, some business courses desirable. Minimum 2 years public relations experience desirable. Proven writing and editing skills necessary. Send cover letter, resume and writing sample to David Wohlhueter, P.O. Box 729, Ithaca, NY 14851.

Research Support Specialist I (PT6717) HRI Animal Science-Statutory

Supervise and coordinate laboratory operation in a nutritional biochemistry program. Duties include developing analytical methods, experimental designs, data analyses, and data presentation as well as maintaining records and monitoring radioisotopes, animal care and laboratory staff.

Requirements: Bachelor's or equivalent required, Master's or equivalent preferred. Training in related aspects of animal science, nutrition, biochemistry and physiology. 1-2 years previous experience. Analytical techniques including RIA, chemical analyses, enzyme analyses and use of radioisotopes. Experience with laboratory and farm animals. Good organizational and interpersonal skills essential. Send cover letter and resume to Bill Webster.

Research Support Aide (PC6516) HRI Chemistry-Endowed

Coordinate and monitor progress of manuscripts through editorial process for internationally-known technical journal; prepare annual author search survey for journal; submit production and financial reports to American Chemical Society; organize collection and supervise data entry of mass spectral data.

Requirements: Bachelor's or equivalent in chemistry; Master's or 2 years related experience desirable. Familiarity with modern chemistry and science library; editorial experience helpful. Ability to learn the mass spectrometry of organic compounds and understand the organic structural data. Familiarity with scientific computing and word processing. French/German helpful. Send cover letter and resume to Esther Smith.

Assistant Nursery School Teacher University Cooperative Nursery School

Responsible for planning, with head teacher, communicating with parents and student workers in classroom. Group of 18-3-5 year olds, from international community. Able to plan developmentally appropriate curriculum. Monday-Friday, 8:30-2:00.

Requirements: Child development courses preferred. Early childhood experience essential. Send cover letter and resume to Kate Halliday DeVoogd, Box 18, Robert Purcell Union.

Librarian, Alternatives Library

Center for Religion, Ethics and Social Policy

Full responsibility for diverse 5000+ volume collection; includes oversight of ordering, cataloging, circulation, networking and publicity, hiring and supervision of work-study students and volunteers, monitoring budget. Will work both independently and in collaboration with Director and other staff.

Requirements: Library science degree or library work experience required; IBM system computer facility essential; must be well organized with good communication, supervisory, and interpersonal skills. Interest in library subject areas desirable. Position begins August 16. Full description in Alternatives Library, 122 Anabel Taylor Hall (255-6486). Send cover letter, resume and 3 references c/o Search Committee, Alternatives Library.

Professional Part-time

Teaching Support Specialist I (PA6805) HRI HDFS-Statutory

A member of the teaching team which provides a daily three-hour program for approximately 20 pre-school children in the department's demonstration school. This is a 9 month position, until 6/30/90. 10:30 a.m.-5:00 p.m.; 30 hours per week.

Requirements: Bachelor's in child development, early childhood education or related field. 1-2 years related experience. Ability to relate with young children individually and in groups; to supervise a group of children independently; plan curriculum; observe and assess children's development. Send cover letter and resume to Cynthia Smithbower by June 2.

Technical Consultant I (PT6808) Level 32 CISER-Endowed

Handle walk-in computing consulting for CISER members and provide internal computing support for CISER staff; teach computing skills via preparation of printed documentation; organize special educational activities for users. 20 hours per week until 10/4/89.

Requirements: Bachelor's or equivalent in computer science or

social science. Experience with microcomputers, mainframe data tape and file management. Social science experience with Cornell's IBM mainframe, CMS, SAS/SPSS, JCL, MVS. Send cover letter and resume to Bill Webster.

Technical

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

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

Technical Assistant, GR17 (T6603) Ornithology-Endowed

Minimum Biweekly Salary: \$467.98

Operate real-time cassette duplication facility at the Library of Natural Sounds. Duties include all aspects of cassette duplication and tape copy work.

Requirements: High School diploma or equivalent required. Associate's or equivalent in electronics desirable. 1 year equivalent experience desired. Must have working knowledge of audio and related equipment; studio skills highly desirable. Mechanical aptitude helpful. Must be able to work independently yet communicate well with staff and outside suppliers. Send cover letter and resume to Bill Webster.

Technician, GR18 (T6604) Veterinary Pathology-Statutory

Minimum Biweekly Salary: \$487.50

Provide general technical support in areas of tissue culture, electron microscopy and biochemistry in the Connective Tissue Research Laboratory. Continuation contingent upon funding.

Requirements: Associate's or equivalent required; Bachelor's in biological sciences preferred. 1 year experience in tissue culture and general laboratory procedures in connective tissue research desirable. Send cover letter and resume to Bill Webster.

Technician, GR19 (T6903, T4113) Veterinary Pathology-Statutory

Minimum Biweekly Salary: \$510.90

Provide technical support for flow cytometry lab research activities. Perform experiments relative to the effects of oncogenes and chromosomal aberrations on cell differentiation; carry out lab protocols and relative to cell culture and analysis of proteins and nucleic acids (biochemistry/molecular biological techniques and flow cytometry). **Requirements:** Associate's or equivalent required. Bachelor's in relevant biological or physical science preferred. Minimum 1 year related experience.

Technician, GR19 (T6911) Entomology-Statutory

Minimum Biweekly Salary: \$510.90

Provide technical research support for studies of pesticide resistance management and biological control of Colorado potato beetle, including laboratory experiments and some field work. 1 year continuation contingent upon funding.

Requirements: Associate's or equivalent required. Bachelor's in entomology or related discipline preferred. NYS driver's license required. NYS commercial pesticide applicator's license preferred. 1 year experience in rearing insects and ecological field work preferred.

Technician, GR20 (T6906) Agronomy-Statutory

Minimum Biweekly Salary: \$534.30

Support an applied research program in low-input agriculture. Assist with design of farm experiments and independently establish and maintain field plots. Responsible for data collection and interpretation and preparation of reports and extension materials.

Requirements: Bachelor's or equivalent required, preferably in Agronomy with strong training in soil and crop management. 1-2 years related experience. Knowledge and/or experience with principles and practices of low-input agriculture. Writing skills essential. Experience with farm machinery necessary. Experience with lab analyses of soil and plant samples desirable. Supervisory experience preferred.

Technician, GR20 (T6915) Floriculture and Ornamental Horticulture-Statutory

Minimum Biweekly Salary: \$534.30

Design and conduct field research trails; supervise temporary employees; prepare the marketing and termination reports. 1 year continuation to 18 months contingent upon funding.

Requirements: Bachelor's or equivalent in 1 of the plant science fields (floriculture and ornamental horticulture, agronomy or pomology). Minimum 2 years related field research experience. Supervisory experience desired.

Technician, GR20 (T6910) Veterinary Medical Teaching Hospital-Statutory

Minimum Biweekly Salary: \$534.30

Take radiographs and process films of animal patients and research material as required. Other duties as assigned. 39 hours per week, rotating Saturday, 10 a.m.-7 p.m.

Requirements: Licensed radiologic technician and/or NYS licensed animal health technician required. Experience handling animals preferred.

Animal Health Technician, GR20 (T6705) Veterinary Medical Teaching Hospital-Statutory

Minimum Biweekly Salary: \$534.30

Assist with emergency and surgical procedures. Responsible for medical treatments; manufacture, compound, dispense and administer prescriptions. Evenings and weekends.

Requirements: Associate's in animal health technology required, NYS licensure (or eligibility) required. 2 years experience as A.H.T. and experience working with large animals preferred.

Technician, GR20 (T6716) Clinical Sciences-Statutory

Minimum Biweekly Salary: \$534.30

Provide technical support for researchers in immunological laboratory. Prepare tissue culture and bacteriological media, buffers and other precisely formulated reagents. Obtain milk and blood samples from cows and/or common laboratory animals.

Requirements: Bachelor's or equivalent in biology; experience in microbiological techniques preferred. 1-2 years experience handling laboratory animals and knowledge of laboratory procedures.

Technician, GR20 (T6702) Veterinary Microbiology-Statutory

Minimum Biweekly Salary: \$534.30

Perform a variety of tests and functions appropriate to the study of viruses and bacteria that infect dogs. Prepare and maintain cell cultures, viruses, monoclonal antibodies and bacterial reagents. Conduct a variety of virologic, immunologic (serologic) and bacteriological assays. Assist with necropsy.

Requirements: Bachelor's or equivalent in microbiology or biological science. 2 years experience in medical or veterinary microbiology/virology lab. Familiarity with cell culture, viral assays, animal care and breeding, serological assays and electrophoresis.

Technician, GR20 (T6701)
Veterinary Microbiology, Immunology and Parasitology-Statutory
Minimum Biweekly Salary: \$534.30
Technician for a parasitology research laboratory. Assist in the sample collection, processing, analysis and recording of data from laboratory studies of several animal parasitic diseases.
Requirements: Bachelor's or equivalent in biological related field. Minimum 2 years laboratory experience.

Computer Production Controller, GR21 (T6914)
Cornell Information Technologies-Endowed
Minimum Biweekly Salary: \$557.70
Insure a timely and efficient flow of assigned work through the main computer systems; maintain quality and accuracy in meeting Production Services' Data Processing schedules. Nights and weekends.
Requirements: Associate's or equivalent in data processing required. Basic knowledge of MVS/JCS, CMS.

Technical Coordinator, GR21 (T6907)
Chemistry-Endowed
Minimum Biweekly Salary: \$557.70
Supervise and assist in the preparation and distribution of reagents and supplies required by various laboratory courses; oversee the daily laboratory operations of the unit as directed by the Manager; supervise and assign work to the staff; maintain inventories and experiment files; enter data into IBM computer.
Requirements: Bachelor's or equivalent in chemistry required. 2 years laboratory experience with knowledge of chemistry laboratory techniques and procedures. Good interpersonal communication skills and data entry experience helpful. Supervisory experience preferred.

Technician, GR21 (T5612)
Nutritional Sciences-Statutory
Minimum Biweekly Salary: \$557.70
Perform procedures involving molecular biology; mRNA, DNA, DNA sequencing and use of computer to enter sequences. Protein purification. Use of chromatography columns and gel electrophoresis system. Perform experiments with cells in culture with isotopes.
Requirements: Bachelor's or equivalent in biochemistry or genetics or molecular biology. Minimum 2-3 years related lab experience. Biochemical analysis, DNA techniques.

Technician, GR22 (T6106)
Biochemistry, Molecular and Cell Biology-Statutory
Minimum Biweekly Salary: \$581.09
Conduct independent research studying the splicing of an intron found in the rDNA of Physarum. Design and execute experiments with minimal guidance. Maintain laboratory, order supplies, perform record and bookkeeping, and survey radioisotopes.
Requirements: Bachelor's or equivalent in chemistry, biochemistry, or related field required. 3-4 years experience, including 1-2 years working with molecular biological tools required. Experience working with RNA and a practical knowledge of modern acid biochemistry (recombinant DNA technology including in vitro mutagenesis, DNA sequencing, southern and northern hybridizations, etc.) required.

Research Technician, GR22 (T4416)
Agricultural and Biological Engineering-Statutory
Minimum Biweekly Salary: \$581.09
Set up and conduct experiments with Nutrient Film Technique and anaerobic digestion of biomass. Perform lab analyses, maintain time schedules, input data into computers and assist in writing technical programs.
Requirements: Bachelor's or equivalent in agricultural engineering or equivalent. 3-4 years experience in microbiology and wet chemistry analyses essential. Major physical exercise required, operate large tractors and lift equipment.

Accelerator Technician, GR22 (T5913)
Lab of Nuclear Studies-Endowed
Minimum Biweekly Salary: \$581.09
Using standard machine tools and measuring instruments, construct, assemble and maintain components and equipment of a large accelerator system. Fabricate or modify mechanical devices; trouble shoot difficulties in equipment operation. Work with accelerator vacuum systems, including detection and repair of leaks. Assume responsibility for specific projects; provide creative assistance to accelerator scientists.
Requirements: High School diploma plus completion of 2 years formal training in a mechanical field, or 3-5 years satisfactory performance as a GR20 Accelerator Technician. Able to set up and operate machine tools from mechanical and electrical drawings. Experience with vacuum systems preferred.

Lab Technician, GR24 (T6901)
Materials Science and Engineering-Endowed
Minimum Biweekly Salary: \$639.59
In collaboration with department faculty members, supervise, set-up, operate, maintain and up-grade department undergraduate teaching laboratories. Instruct students in the safe use and operation of equipment.
Requirements: Bachelor's or equivalent in materials science, physics or related field required. 3-4 years related work experience required. T.A. lab experience with undergraduate students preferred. Experience in basic electronics, high temperature furnace and vacuum techniques, set-up and operation of machine tools, design and fabrication of scientific equipment, chemical operations for specimen preparation, photographic processing, X-ray technology and lab safety preferred. Familiarity with computers desired.

Electronics Technician, GR24 (T6708)
Modern Languages and Linguistics-Endowed
Minimum Biweekly Salary: \$639.59
Install and maintain audio, video, computer and other electronic hardware in language and phonetics laboratories. Assist in audio recording/editing functions and do light maintenance on various departmental electro-mechanical hardware.
Requirements: Bachelor's or equivalent in electrical engineering, recording engineering or applicable field. Familiarity with SUN, IBM-PC, MAC II hardware; serial and parallel data transmission; networking; signal conditioning, including filtering, amplifying and A/D-D/A hardware and graphics hardware. Must have knowledge of computer programs to be able to interact with users and equipment. Thorough understanding of electronic circuitry.

CHESS Operator, GR24 (T6405)
CHESS-Endowed
Minimum Biweekly Salary: \$639.59
Interact with user groups on technical and scientific problems. Implement safety codes. Responsible for covering CHESS system malfunctions and software problems associated with instrument control. May assist in experimental programs. Some evening and weekend hours required.
Requirements: Bachelor's or equivalent in technical field such as engineering or physics. Experience not needed. Good mechanical and lab skills. Programming experience preferred.

Technical Part-time

Technical Assistant, GR16 (T6401)
Biochemistry, Molecular and Cell Biology-Statutory
Minimum full-time equivalent: \$448.50
Sort and store clean glassware; wash, dry and sort pipettes. Prepare media and sterile supplies; work with acids silicating solution and organic solvents. Perform general record keeping, photocopying and assorted errands. Mornings, Monday-Friday, 20 hours per week.
Requirements: High School diploma or equivalent required. Associate's or equivalent desired. Some laboratory experience essential. Willing to work near radioactive materials.

Technician, GR21 (T6403)
Diagnostic Laboratory-Statutory
Minimum full-time equivalent: \$557.70
Perform a variety of serological tests including serum neutralization, par gel immunodiffusion, complement fixation, and hemagglutination inhibition. Perform virus isolation and fluorescent antibody procedures on clinical specimens. Prepare buffers, media and other reagents. 20-30 hours per week. Schedule is flexible to meet employee's preference.

Requirements: Bachelor's or equivalent in microbiology, biology or related field required. 2-3 years work or course experience in virology and tissue culture desired.

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.

Submit a signed employment application and resume. 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 East Hill Plaza office.

Telephone Operator, GR17 (C6914)
Telecommunications-Endowed
Minimum Biweekly Salary: \$467.98
Provide caller-related assistance when university is open; operate Telex when required; answer approximately 500-600 calls per day. Fall, Winter, Spring, Monday-Friday, 9:30-6:00; Summer, Monday-Friday, 8:30-5:00.
Requirements: High School diploma or equivalent. CRT and keyboard skills required. Excellent organizational and interpersonal skills. Light typing.

Circulation/Reserve Assistant, GR17 (C6818)
Circulation-Endowed
Minimum Biweekly Salary: \$467.98
Responsible for shelving books, staffing the Security desks, paging for Interlibrary Loan request, and working the Circulation/Reserve desks.
Requirements: High School diploma or equivalent. Ability to work effectively with a variety of people in a public service setting. Able to list and shift books. Strong organizational, interpersonal and communication skills.

Office Assistant, GR18 (C6913)
Campus Services Day Hall Mail-Endowed
Minimum Biweekly Salary: \$487.50
Control the mail and communication systems in the Day Hall mail room. Advise customers of cost efficient alternatives when utilizing mail or express mail services.

Requirements: High School diploma or equivalent. Customer service experience and excellent communication skills are required. Knowledge of the rules and regulations of the U.S. Postal Service, United Parcel and other express mail. Familiarity with computers. Light typing.

Office Assistant, GR18 (C6907)
Office of Sponsored Programs-Endowed
Minimum Biweekly Salary: \$487.50
Provide receptionist and secretarial support; act as primary information source for the office; receive, screen and distribute office mail. Perform other clerical duties as assigned.
Requirements: High School diploma or equivalent. Secretarial school desirable. Strong communication, interpersonal and organizational skills. Minimum 1 year related experience. Ability to work under pressure and operate/learn to operate PC and word processor. Medium typing.

Secretary, GR18 (C6902)
Residence Life, Fall Creek Gorge Area-Endowed
Minimum Biweekly Salary: \$487.50
Coordinate administrative and secretarial tasks in an undergraduate residence hall. Handle accounting and bookkeeping functions for residence hall; maintain files; distribute mail; supervise student help. Act as resource person; prepare and type reports and correspondence; daily contact with students and public.
Requirements: High School diploma or equivalent. Business or secretarial school desirable. Minimum 1 year secretarial experience. Knowledge of accounting and bookkeeping helpful. Strong organizational, interpersonal and communication skills. Medium typing.

Accounts Assistant, GR18 (C6911)
Physiology-Statutory
Minimum Biweekly Salary: \$487.50
Assist in the accounting and purchasing functions of the department/section utilizing an annual budget of more than \$4 million. Assist in the management of funds from State, College, Endowed and sponsored program sources.
Requirements: High School diploma or equivalent. Additional education and/or experience in accounting and bookkeeping desirable. Minimum 1 year related accounting experience. Excellent organizational, interpersonal and communication skills. Knowledge of computers.

Secretary, GR18 (C6912)
Civil and Environmental Engineering-Endowed
Minimum Biweekly Salary: \$487.50
Provide varied secretarial and administrative support to an Endowed Chair faculty member; provide administrative support to the Master of Engineering (Civil) program. Assist in service-oriented main office duties as required.
Requirements: High School diploma or equivalent preferred. Minimum 1 year related office experience. Excellent organizational, interpersonal and communication (written/oral) skills essential. Independent judgment. Computer knowledge desirable. (IBM compatible and Macintosh). Heavy typing.

Senior Stacks Assistant, GR18 (C6819)
Access Services-Endowed
Minimum Biweekly Salary: \$487.50
Assists the Annex Library Supervisor in managing the book, periodical and archival collections at the Annex Library and in providing public services. Oversees the operation of the Annex Library in Supervisor's absence. 12 month term appointment.
Requirements: Associate's or some college background and/or experience with academic libraries. Minimum 1 year related experience. Ability to work well with a variety of people in a public service setting and to lift over 50 pounds. Organizational and interpersonal skills. Attention to detail.

Secretary, GR18 (C6813)
Education-Statutory
Minimum Biweekly Salary: \$487.50
Provide support for the N.Y. Agriculture in the classroom program including office management duties and secretarial support. Type and input letters, newsletters, lists, publications; procure published materials for notebooks, purchase materials; supervise assembling and shipment of materials for distribution; make arrangements for conferences, meetings, workshops, training sessions. Until 9/30/89 contingent on funding.
Requirements: High School diploma or equivalent. Associate's degree desirable. Minimum 1-2 years related office experience. Accurate typing skills. Proficient on microcomputer (Macintosh Plus and Apple IIe as well as other office equipment). Shorthand helpful. Medium typing.

Secretary, GR18 (C6808)
Agronomy-Statutory
Minimum Biweekly Salary: \$487.50
Provide secretarial support for 4 faculty and several other professional staff. Type on IBM Personal System 2; receptionist duties; handle mail; filing; schedule meeting. Other duties as assigned.
Requirements: High School diploma or equivalent. Secretarial school preferred. Must be excellent typist (word processor operator), be well organized and work with several people effectively. Must be willing to learn and accept new responsibilities as needed. Experience with IBM PC using WordPerfect desirable. Heavy typing.

Secretary, GR19 (C6908)
University Development-Endowed
Minimum Biweekly Salary: \$510.90
Provide secretarial and administrative assistance to the Office of Planned Giving. Prepare correspondence and mailings, perform research; set up appointments; make travel arrangements; maintain records and prepare gift reports.
Requirements: High School diploma or equivalent. Minimum 2 years related experience. Excellent secretarial skills. Knowledge of MacPlus or comparable equipment. Bookkeeping/accounting experience desirable. Good organizational and interpersonal skills. Medium typing.

Office Assistant, GR19 (C6903)
Statler Hotel-Endowed
Minimum Biweekly Salary: \$510.90

Handle all aspects of room reservations for the Statler Hotel. Provide all secretarial and clerical support for the sales department of the Hotel.

Requirements: High School diploma or equivalent. Business school degree preferred. Minimum 2 years related experience. Excellent knowledge of computers/word processors. Excellent communication (oral and written) skills. Medium typing.

Secretary, GR19 (C4107)
JGSM-Endowed
Minimum Biweekly Salary: \$510.90
Provide word processing and administrative support for faculty members using Mass 11 and Mac. Execute and complete all incoming work with emphasis on technical typing.
Requirements: Associate's or equivalent. Minimum 2 years secretarial/office experience. Familiar with word processing and Mac computers. Heavy typing.

Office Assistant, GR19 (C6806)
Hotel Administration-Endowed
Minimum Biweekly Salary: \$510.90
Under general supervision, provide secretarial, clerical and administrative support in the Registrar's Office. Assist in course pre-registration; handle counter work and telephones. Post practice credit on permanent records cards; coordinate distribution of petition minutes.
Requirements: Associate's or equivalent. Minimum 1-2 years office experience. Excellent interpersonal and communication skills. Data processing skills required. Word processing skills preferable. Heavy student contact. Light typing.

Administrative Aide, GR19 (C6109)
School of Hotel Administration-Endowed
Minimum Biweekly Salary: \$510.90
Working independently, under the general supervision of the Director of Career Planning and Placement, provide administrative and secretarial support to the Director of Career Planning and Placement Office. Responsible for overall production of the biweekly Hospitality Career Mart; assist students in securing summer jobs; assist in recruiting process; serve as circulation manager for the new "Cornell Hospitality News" publication.
Requirements: High School diploma or equivalent. Associate's preferred or equivalent with experience. Minimum 2 years office experience and an understanding of the hospitality industry very helpful. Strong organizational and interpersonal skills, communication (oral and written) skills. Word processing skills. Ability to work with frequent interruptions. Heavy typing.

Administrative Aide, GR20 (C6909)
University Development-Endowed
Minimum Biweekly Salary: \$534.30
Provide secretarial and administrative assistance to the Associate Director in the Office of Major Gifts. Coordinate flow and oversee completion of work within office; assist in making arrangements for visitors to the campus; conduct research for special projects; type, edit and proofread correspondence, reports, etc.; make appointments and coordinate travel arrangements.
Requirements: Associate's or equivalent. Minimum 2 years related experience. Significant experience working in a busy office with considerable public contact. Ability to work with a wide range of individuals. Excellent communication (written and oral) skills. Discretion in dealing with confidential matters. Medium typing.

Administrative Aide, GR20 (C6815)
Athletics-Endowed
Minimum Biweekly Salary: \$534.30
Under general direction provide administrative support for overall bowling establishment management and provide instruction to students. Explain and demonstrate principles, techniques and methods; prepare routine and custom reports; supervise and coordinate league activities; prepare bank deposits. Other duties as assigned.
Requirements: Associate's or equivalent. Knowledge of bowling skills. 2-3 years of successful work experience in public service business, preferably a bowling setting. Experience with cash handling, deposit, working with vendors, and supervision.

Accounts Assistant, GR20 (C6809)
Section of Physiology-Statutory
Minimum Biweekly Salary: \$534.30
Share responsibility for management and reconciliation of over 100 accounts (State, Endowed, College and Grant). Establish and maintain working relationship with 3 colleges (1 Endowed) Division of Biological Sciences; advise on University, State, and College financial policies; assist in back-up for personnel and payroll functions when necessary.
Requirements: Associate's or equivalent in accounting. Minimum 2-3 years Cornell State accounting preferred. Excellent organizational, interpersonal and communication skills.

Secretary, GR20 (C6006)
Law-Endowed
Minimum Biweekly Salary: \$534.30
Provide secretarial support to the Associate Dean/Dean of Students, Director of Administration and Finance and Building Coordinator. Responsible for inventory control. Serves as Telecommunications Coordinator for Law School.
Requirements: High School diploma or equivalent required. Associate's desirable. Minimum 2-3 years related office experience. Wordprocessing experience as well as experience with spreadsheet software. Strong communication (oral/written) skills. Able to work well under pressure and maintain a high level of confidentiality. Knowledge of WordPerfect and Lotus 123 helpful. Medium typing.

Personnel Assistant, GR20 (C6810)
Information Technologies-Endowed
Minimum Biweekly Salary: \$534.30
Under general supervision, provide clerical and administrative support to highly confidential employee data system including payroll, personnel, and accounting activities. Prepare and maintain computerized and personnel records; schedule and coordinate meetings and activities and provide other administrative support.
Requirements: Associate's or equivalent in business preferred. 2 years related Cornell experience in payroll/personnel and accounting functions preferred. Knowledge of microcomputers a plus. Good communication, interpersonal and organizational skills. Medium typing.

Media Assistant, GR21 (C6805)
Summer Session-Endowed
Minimum Biweekly Salary: \$557.70
Under general supervision of the Division media manager, implement publicity and marketing projects for the Division. Use Apple Macintosh Pagemaker and Microsoft Word to create fliers, brochures, ads, forms and other printer material from first drafts to mechanicals. Monitor and record distribution. Handle other projects as assigned.

Requirements: Associate's or equivalent. Bachelor's or equivalent preferred. Minimum 2-3 years experience in media-related field. Excellent organizational skills and ability to work independently. Proven writing and editorial skills. Knowledge of graphic design. Ability to work under pressure and meet deadlines. Experience with Apple Macintosh and especially with Pagemaker and Filemaker Plus software helpful. Ability to lift 40 pounds. Valid NYS driver's license. Send cover letter, resume, 2 short writing samples and 2 graphic design samples to Esther Smith.

Personnel Assistant, GR21 (C6820)
Dean's Office-College of Engineering-Endowed
Minimum Biweekly Salary: \$557.70
Coordinate and review the processing of personnel related work for the college. Maintain databases of college personnel and produce summaries and reports. Administer the central college payroll system. Provide key support in the development of Salary Improvement Program.
Requirements: Associate's or equivalent combination of education/experience. Bachelor's preferred. At least 2-3 years experience with university personnel systems. Working knowledge of spreadsheet software.

Accounts Coordinator, GR22 (C6505)
Summer Session-Endowed
Minimum Biweekly Salary: \$581.09
Provide extensive accounting and payroll support to the Division and to the director of finance. Supervise all Summer and Extramural Study accounts including processing deposits, reviewing and reconciling accounts; reviewing special program and professional program budgets; appoint and process payroll for approximately 700 faculty, TA's and staff; provide and maintain deposit databases; supervise accounts assistant.
Requirements: Associate's in accounting or equivalent. Minimum

3-4 years experience. Excellent organizational, interpersonal, and communication skills required. Knowledge of Cornell accounting preferred. Experience with Lotus 123 required.

Accounts Assistant, GR22 (C6807)
Mathematics-Endowed
Minimum Biweekly Salary: \$581.09
Provide administrative, fiscal, and personnel management services for the Math department. Monitor account transactions and approve expenditures. Candidates should be able to complete the research grant cycle from preparation through final reporting.
Requirements: Associate's in accounting or business or equivalent combination of education and experience. Working knowledge of personal computers and software (spreadsheets and word processing). Minimum 3-5 years financial work preferably at Cornell. Grant and contract experience desirable. Effective communication (oral and written) skills.

Accounts Coordinator, GR22 (C6705)
Restricted Fund Accounting-Statutory
Minimum Biweekly Salary: \$581.09
Monitor financial activity of restricted accounts; prepare and submit billings to sponsors; monitor receivables; correspond with sponsors and Cornell community; support accounting system to auditors.
Requirements: Associate's in accounting. Bachelor's in accounting or equivalent experience and education. Minimum 3 years related accounting experience required. Knowledge of Symphony or Lotus 123 spreadsheet package. Strong accounting background required. Familiarity with university accounting system preferred. Excellent time management skills essential. Strong communication (oral/written) skills.

Office Professionals Off-Campus

Secretary, GR20 (C6906)
New York City Extension-Statutory
Minimum Biweekly Salary: \$534.30
Serve as secretary/administrative aide for the Bronx Expanded Food and Nutrition Education Program.
Requirements: High School diploma or equivalent. Associate's or equivalent preferred. Prior related experience required. Word processing skills, type 60 wpm. Ability to work under pressure. Good organizational skills. Good command of written and spoken English. Medium typing.

Office Professionals Part-Time

Office Assistant, GR16 (C6905)
Johnson Museum-Endowed
Minimum full-time equivalent: \$448.50
Operate museum reception desk in lobby. Provide information to visitors; sell cards, catalogues, and posters; answer telephone switchboard; take accurate messages for staff members; relay accurate information to weekend supervisor; provide security for museum lobby; and available to work special events during evening hours. Saturday and Sunday 8:45 a.m.-5 p.m. plus some evening hours.
Requirements: High School diploma or equivalent. Previous receptionist experience desirable. Interests and involvement in art or related areas highly preferred, as well as familiarity with the Ithaca community. Send cover letter and resume to Esther Smith.

Office Assistant, GR18 (C6910)
Office of Academic Programs-Endowed
Minimum full-time equivalent: \$487.50
Provide supplemental secretarial, clerical and general assistance on a part-time basis to the staff of the office of academic programs.
Requirements: High school diploma or equivalent. Associate's desirable. Minimum 1 year of general office experience essential. Knowledge of the Macintosh computer system extremely helpful. Light typing.

LC Cataloger, GR20 (C6817)
Cataloging-CTS-CUL-Endowed
Minimum full-time equivalent: \$534.30
Creates bibliographic records for monographs, and authority records for headings, based on Library of Congress (LC) copy or other acceptable copy. 20 hours per week.
Requirements: Associate's required. Bachelor's preferred or equivalent experience. Minimum 1-2 years previous work experience in libraries, preferably in technical services. Strong organizational skills. Knowledge of at least 1 foreign language preferred. Light typing.

Senior Night Supervisor, GR20 (C6816)
Circulation-Engineering Library-CUL-Endowed
Minimum full-time equivalent: \$534.30
Under general direction of Administrative Supervisor, oversee evening circulation/reserve functions including responsibility for building security; supervisory responsibility for students; provide service to users at Circulation/Reserve desk; clerical, conservation and collection management duties. Other duties as assigned. Evening/weekend hours to be arranged.
Requirement: Minimum 2 years college coursework or some related experience preferably in a library or academic setting. Minimum 2 years related experience. Supervisory and public service experience. Excellent communications skills. Strong organizational and interpersonal skills. Ability to work under pressure and effectively handle stressful situations. Light typing.

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.

Project Leader (S6802)
Stouffer Hotels Library
Supervise others in the smart barcoding project of 25,000 books. Identify problems within the project.

Project Assistant (S6804)
Stouffer Hotels Library
Under the supervision of barcoding project leader. Barcode all bound periodicals and create information sheets for eventual creation of item records.

Circulation Assistant (S6810)
Mann Library
Assist the library staff with a project to barcode the Library collection. Duties include: shelf reading, applying barcodes to corresponding volumes, and problem solving. 19 hours per week.
Requirements: High School diploma or equivalent. Send cover letter and resume to Michele Draiss, 235 Olin Library, Cornell University, Ithaca, NY 14853.

Cornell Catering (S6507)
Cornell Catering needs temporary part-time help for June 8-11. Flexible hours. There are openings for bartenders, wait staff, and truck drivers. Experience not necessary, will train. If interested please contact Karen Raponi at 255-2192.

Cornell Catering (S6707)
Cornell Catering needs temporary part-time help beginning May 22-August 31. Flexible hours. There are openings for delivery drivers and closet stewards. NYS drivers license required. If interested please contact Karen Raponi at 255-2192.

Conservation Technician (S6709)
Mann Library
Performs a variety of tasks relating to the microfiche/filming of brittle materials as part of the Cornell/NYS Library Coordinated Preservation Grant to preserve the published of New York's agriculture, environmental conservation, and rural economy. Duties include preparation of materials for re-formatting, preparing target series on a microcomputer, and quality control. Approximately 4 hours per day, Monday-Friday between the hours of 8 a.m.-5 p.m.
Requirements: Associate's or equivalent. Microcomputer and previous library experience desirable. Send cover letter and resume to Michele Draiss, 235 Olin Library.

Jobs

Continued from page 3

Program Coordinator (\$6505)

Department of Natural Resources

Assist the Program Director in carrying out the Cornell Natural Sciences Interns Program. This program is designed to give minority and/or disabled high school students the opportunity to conduct natural sciences research projects and to explore career options in the natural sciences. The Program Coordinator will assume primary responsibility for the career exploration activities. Will work with the Program Director and staff in the College of Agriculture and Life Sciences Office of Instruction to design a 2 week natural sciences career exploration program for 12 youth. Assist in designing the research portion of the program. During the six weeks the students are on campus, the Program Coordinator will work alongside the students as they conduct their research and career explorations. Assist the students in developing written reports and oral presentations about their research and career explorations.

Requirements: Bachelor's or equivalent. Demonstrated ability to work with minority and disabled youth. Experience working with youth in career exploration activities. Familiarity with scientific research, word processing, and spread sheet computer software. Full-time, June 23-August 9, 1989. Will need to be available to work part-time during May and June designing the program. Send cover letter and resume to Dr. Marianne Kransy, Program Director, Dept. of Natural Resources, Fernow Hall, Cornell University, Ithaca, NY 14853.

Office Assistant (\$6301)

Natural Resources

Provide secretarial support for Natural Resources Extension staff. Answer phones, photocopy, run campus errands, process mail, handle public requests, wordprocessing, type forms, file, receive office visitors. Monday-Thursday 2-5 p.m. Friday 8-5 p.m.

Requirements: High School diploma or equivalent; coursework in secretarial science; proficient in IBM-PC and Wordperfect. Must have excellent telephone technique; ability to prioritize assignments; work in complex active environment. Must be able to work independently. Send cover letter and resume to Karen Raponi.

General Service

Submit a signed employment application and resume. 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 East Hill Plaza office.

Head Waitperson, SO02 (G6906, G6907)

Statler Hotel-Endowed

Hiring Rate: \$5.75

Under general supervision, serve meals to guests in the fine dining room according to established rules of etiquette and service. Help in the set up and cleaning of dining room. Assist the banquet staff as needed. Flexible, some nights and weekends.

Requirements: High School diploma or equivalent. Some waitstaff experience desirable.

Custodian, SO02 (G6901)

Statler Hotel-Endowed

Hiring Rate: \$5.75

Clean public areas, classroom and offices. Assist the guestroom custodians as needed. Flexible, some nights and weekends.

Requirements: High School diploma or equivalent. Some previous housekeeping experience desired.

Custodian, SO02 (G6904, G6905)

Buildings Care-Endowed

Hiring Rate: \$5.75

Provide general custodial care of buildings and grounds in immediate vicinity of assigned area. Monday-Thursday, 6 a.m.-2:30 p.m.; Friday 6 a.m.-1:30 p.m.

Requirements: Basic reading and writing skills. Able to operate a variety of heavy power equipment, lift 50 pounds and climb an 8 foot ladder.

Head Custodian, SO04 (G6902, G6903)

Building Care-Endowed

Hiring Rate: \$6.25

Participate in, direct, supervise and evaluate work of 7-10 custodians in assigned area (50% cleaning/50% supervision). Provide general custodial care of buildings and grounds in assigned area; ensure timely opening of assigned buildings; order and account for in-house supply inventories. Monday-Thursday, 6 a.m.-2:30 p.m.; Friday, 6 a.m.-1:30 p.m.

Requirements: High School diploma or equivalent. 2 years custodial experience required, supervisory experience preferred. Able to lift 50 pounds and climb 8 foot ladder.

Material Handler, SO05 (G6801)

General Stores-Endowed

Hiring Rate: \$6.55

Under general supervision, complete warehouse duties including: order picking; customer counter service; truck delivery, receiving; cycle counting and housekeeping. 39 hours per week.

Requirements: High School diploma or equivalent. Minimum 2-3 years warehouse/retail experience. Valid NYS driver's license. Familiarity with trade terminology (plumbing/electrical). Able to read and write. Complete basic math (addition, subtraction, division, multiplication).

Chief Dispatcher, SO06 (G6803)

M&SO-Endowed

Hiring Rate: \$6.85

Assist Operations Manager in coordinating the University's Customer Service Center. The Customer Service Center is the focal point of requests for repairs, maintenance and alterations, and information about the physical plant. Monday-Friday 7:30-4:00.

Requirements: High School diploma or equivalent. Excellent interpersonal skills, ability to work under pressure, strong decision-making, problem solving, priority setting, and time management skills. Must be detail-oriented. Experience with mainframe and personal computers desirable. Training and/or experience in public relations, sales, or service preferred. Medium typing.

University Service Officer, GR02 (G6802)

Public Safety-Endowed

Hiring Rate: \$7.11

Responsible for prevention and detection of criminal behavior; external and internal patrol of University property within assigned area for fire, safety and crime hazards; enforcement of parking regulations on campus.

Requirements: High School diploma or equivalent. Formal education, training or experience in law enforcement field preferred. Satisfactory completion of basic University Service Officer training. U.S. citizenship; eyesight 20-40 corrected to 20-20; no record of convictions other than minor traffic infractions. NYS driver's license; able to obtain NYS pistol permit within 90 days of employment. Must pass physical exam.

General Service Off-Campus

Field Assistant, GR19 (B6901)

Horticultural Sciences-Geneva-Statutory

Minimum Biweekly Salary: \$510.90

Conduct cultural operations on the various Station Farms as required of the Field Research Unit. Perform preventive maintenance and repairing farm equipment. Keep detailed records of field operations. Perform duties as required for the Field Research Unit.

Requirements: Minimum of a High School diploma or equivalent. Associate's in horticulture preferred; pesticide applicator's license. 1-2 years previous orchard, vineyard, field experience; must be able to operate farm machinery and be able to maintain and repair farm equipment. Apply at Geneva Personnel Office, Jordan Hall.

General Service Part-time

Clinic Aide, SO03 (G6908)

Veterinary Medical Teaching Hospital-Statutory

Growing Old continued from page 1

repeated variations on the same theme as solution after solution is presented and rejected, culminating in anger toward a parent who seemingly cannot be pleased or accommodated. Why is Mom being so difficult? Why can't I find a workable solution for her? How can I be so angry at someone I love so much? Guilt brings us up short and the cycle starts again.

Whose Problem is It?

Is it possible to rewrite this script, or must we live with it? Resolution or solution depends on a variety of factors: sorting out these factors in a productive way can help us to contain both the problems and the emotions. First and foremost, what is the extent of the problem, and whose problem is it?

- What does Mom want; what does she really need (as opposed to what we think she should have)?
- What would I prefer to do; what are my limitations?
- What is the worst that can happen in the present situation?
- What are Mom's present supports, and can they be enhanced?
- Who else shares these concerns with me?

What is the Extent of the Problem?

Answering these kinds of questions honestly can help tailor individual, workable solutions. For example if one's elderly parent is often disoriented and in possible danger, a medical assessment (for example, by a public health nurse) can set the adult child a direction to follow. On the other hand, if we are upset because the dishes aren't clean enough any more, or the house seems musty, or meals are a problem, it may be more constructive to "let the house be" (Mom's friends probably don't see the dirt either), or arrange meals differently.

Remember, We're All Going to Be Old One Day

The important thing to remember is that the situation is not easy on either side, and conflicting emotions are to be expected. Sometimes the "efficient" answer (for example, having your parent move in with you) is not the best answer for either the elderly parent or the adult child. It can be helpful to share ideas with friends in similar circumstances, or with siblings. It is also important to find out what resources (home health care, meals on wheels, etc.) are available in the community where your parents reside. Most importantly, keep a sense of humor - and remember that we're all going to be old one day!

For more information about the services available to the elderly and their caregivers in Tompkins County, contact Family and Children's Services at 273-7494.

Hiring Rate: \$6.00

Maintaining housekeeping areas within the Small Animal Clinic examination rooms, admissions area, kennels and patient care in the evenings and afternoons. 30-35 hours per week, afternoons and evenings.

Requirements: High School diploma or equivalent. Basic housekeeping skills. Must be willing to work around and possibly handle dogs, cats, rodents, small wild mammals, turtles, birds, snakes, etc. Knowledge of antiseptic/disinfectant usage and procedures.

General Service Temporary

In addition to posted positions, temporary opportunities frequently occur in custodial, food service, dish machine operation, material handling and other service areas. All individuals are encouraged to apply. Call Karen Raponi at (607) 255-2192 or 255-7422 for more information.

Academic

Nursery School Teacher/Lecturer

Human Development and Family Studies

Part-time (60%) Head Teacher, teaching preschool 1/2 day, supervising student participants and interns; occasional public service extension work.

Requirements: Master's in child development, developmental psychology, educational psychology; teaching, supervisory and/or consulting experience. 9 month renewable non tenure track position. 8/28/89-6/15/90. Send cover letter, resume and 3 reference letters to: Dr. George Suci, Chairperson, HDFS, NG14 Martha Van Rensselaer Hall by June 16, 1989.

Research Associate IV, CA06

National Nanofabrication Facility-Endowed

Perform integration. Work with students, faculty, staff and visiting scientists.

Requirements: PhD in electrical engineering or applied physics with experience in electron-beam lithography, microfabrication technology, and device design. Send vita, list of publications, research interests and names of 3 references by May 30 to Dr. Greg Galvin, Deputy Director, National Nanofabrication Facility, Ithaca, NY 14853-5403.

Disability

Continued from page 1

However, the persons who make a successful transition are those who have learned to compensate for their disabilities. Most of them want to do so without having to talk about their learning problems, and because the disability is invisible, they often succeed.

Many felt the pain of being different throughout their schooling. Often they were called lazy by their teachers and told that they would just have to try harder. Some reported abusive comments by other students, especially when the classroom teacher was also abusive to them. Individuals have shared accounts of teachers making them stand in front of a class and read orally when it was well known that they were reading at a first or second grade level while being mainstreamed in a sixth grade class. Nausea and feelings of uncontrolled panic and anxiety were described by many of these students as they attempted to survive in school.

One university staff member related that she often works seven or eight hours (even staying up all night if necessary) to complete a project on time. She relates that the same job may take other persons two or three hours. None of her colleagues know of her learning disability.

A man who is a successful salesman for a Fortune 500 company related his experiences. He stated that he was often called upon to conduct training sessions and seminars. Sometimes he would be required to write materials on a blackboard. Because he was aware of his spelling deficiencies, he worked out a strategy so that others would not know. He would jokingly make a comment such as "I'm sure none of you want to have to look at my terrible handwriting. Do I have a volunteer with good handwriting who would like to assist me?" According to him, this always worked. An alternative strategy might have been to use prepared overheads and have someone else proofread them.

Sometimes a problem may arise when a change in a person's job description requires him/her to perform a task which is difficult. At this point it's important to remember that adults with learning disabilities have the same legal entitlements as adults with physical disabilities. Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of handicap against persons or activities receiving federal funds (this includes the entire university). Section 504 mandates "reasonable accommodation" for employees with learning disabilities.

How do you identify an employee who may be learning disabled? Persons sometimes think of dyslexia, a condition in which the letters of words become scrambled, as being synonymous with learning disabilities. In truth, learning disabilities may appear in dozens of possible ways. However, generally deficits will appear in one or more of the following areas.

Spoken Language Skills

- Delays or repeated starts in speaking
- Difficulty in finding the right words to express ideas that the person seems to understand

- Word reversals such as "attack a heart" for a "heart attack"
- Written expression that is comparatively much better than oral expression

Written Language Skills

- Oral expression that is comparatively much better than written expression
- Frequent spelling errors, such as omissions, additions, reversals and misuse of homonyms
- Inability to copy correctly from a book or a blackboard
- Poor penmanship, including overly large or cramped handwriting, incorrectly formatted letters

Reading Skills Problems

- Slow reading speed
- Poor comprehension and retention
- Poor mastery of phonics, confusion of similar words and difficulty integrating new vocabulary

Mathematics Skills

- Reversal of numbers
- Confusion of operational symbols especially + and x.
- May comprehend calculus but are unable to do basic addition and subtraction
- Difficulty understanding word problems

In addition, deficits may be found in such diverse areas as reasoning skills, organizational and study skills, and social skills. Difficulties in grasping abstraction, in following instruction, particularly those in a specific sequence or in accurately interpreting nonverbal messages such as changes in facial expression or tone of voice may be indicative of a disability in one of these areas.

Many adults function successfully in jobs primarily because they select jobs where their deficits become less important. For example, if a person can't spell and carefully avoids jobs where spelling is important, the problem is greatly minimized. However, if he/she must spell, then having a good proofreader or using computer programs such as spellcheck prove to be valuable aids. Similarly, using a calculator may be all that is needed if the person's problem is doing simple math calculations.

If you know of someone who is having problems at work due to a specific learning disability, I will be glad to provide you with information and specific suggestions for modifying the environment or providing specific accommodations. Please call me at 5-3976.

Cornell Employment News

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Telephone: Human Resources (607) 255-3541
Office of Equal Opportunity (607) 255-3976

EQUAL
Opportunity at Cornell

CORNELL EMPLOYMENT NEWS

Including Job Opportunities

Volume 1, Number 21

Career Development for Office Professionals: How Does the Cornell System Work?



Judy Stewart
Manager, Staffing Services

Staffing Services' Manager Judith Stewart participated in a Secretaries' Day panel discussion on April 26, 1989 at the ILR Conference Center. Judy's contribution to the panel discussion - which is highlighted here - focuses on four areas of interest for office professionals:

1. What does the occupational structure at Cornell look like for office professionals?
2. What skills are important?
3. How and where can an office professional gain the important skills for mobility within the system? and
4. How does the Cornell system work? Is there any advantage for people already in the system?

The Office Professional Occupational Structure

The occupational structure for office professionals consists of two large strata. The first has 1540 employees

including 840 secretaries; 210 library assistants; 270 financial clericals; 50 personnel assistants and editorial assistants, 40 retail assistants, 20 stockkeepers, 55 office assistants, and 55 office equipment operators.

The second stratum, which is about half the size of the first - contains positions that bridge the gap between nonexempt & exempt administrative positions. This stratum is peopled by 510 administrative assistants, of whom 50 are exempt; 130 executive staff assistants and 175 administrative supervisors and managers, all of whom are exempt.

There is considerable movement within each stratum, but office professionals are often particularly interested in the criteria for movement from the first to the second stratum.

Important Career Development Skills

Skills vital for professional and career development for office professionals include such personal skills as dependability, reliability, good follow-through on assignments, discretion - the office professional often handles sensitive or confidential material - good organizational skills, assertiveness, and initiative.

Continued on page 4

Resources for Disabled and Vietnam-era Veterans

Finger Lakes Chapter 317, Vietnam Veterans of America, 607-898-3924/898-5080

State Division of Veterans Affairs, 1-800-635-6534

Veterans Administration, 1-800-462-1130

Veterans Administration Life Insurance Policies, 1-800-422-8079

Veterans Administration, Disabled American Veterans (Albany), 1-518-472-3638

Veterans Administration Regional Office (Buffalo), 1-716-846-5105

Veterans Administration Regional Office (Syracuse), 1-315-476-5544 (Assistance) or 1-315-423-5541 (Disabled Veteran Services)

Veterans Administration (Rochester), 1-716-232-5290

New York State Veterans Counselor

Broome County, 607-773-7815

Chemung County, 607-733-2178

Tompkins County, 607-272-1084

At Cornell University:

Veterans Education Benefits Information, Office of University Registrar, 607-255-4232

Mary DeSouza, Coordinator of Services for Minorities and Vietnam-era Veterans, 607-255-3976

Different Perceptions Between Sexes: Survey Results

The biggest hurdle to sexual equality in the workplace may be a perception barrier between men and women concludes a survey of 134 male and female middle managers and executives at Fortune 500 companies and small businesses.

Although women remain pessimistic about their chances for corporate success, men apparently do not have the foggiest notion of the women's resentment and anger, the survey, conducted by New York consultants Swain & Swain, shows. "Women look at the organization from the top down and conclude that they haven't advanced nearly fast enough, while men look bottom up and think, 'Look how far women have come,'" says Madeleine Swain, who devised the survey.

While both sexes agree that employers will not be able to attract and retain talented women without changes in attitude and behavior, they are deeply divided as to how companies will meet this challenge. Some 58 percent of men think firms will change voluntarily, but only 34 percent of women share that view. Similarly, men are far more optimistic than women about women's chances for climbing the corporate ladder. Over half (56 percent) of the men surveyed believe a woman can become chief executive on performance alone; just 23 percent of the women believe that is possible.

There is one hopeful point of agreement, the survey reports. Nearly two-thirds of both men and women believe gender bias can be changed through training and development.

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Please Note: Cornell Children's Tuition Applications Deadline

Today **June 1st** is the deadline for Cornell Children's Tuition Applications (CCTS). If you have not received an application, please call Training and Development at 5-7170 today!

New Endowed Health Care Cards Sent to Home Address

Two new identification cards for the Endowed Health Care Program have been sent to participants' home addresses. If you have not received your new cards or have questions, please call Employee Benefits, 5-3936.

Affirmative Action Unit Representatives



David Yeh, assistant vice president for academic programs, is the affirmative action unit representative for the 39 departments in the Provost's unit, including Shoals Marine Laboratory, Admissions, Financial Aid, Johnson Art Museum, COSEP, Military Science, Computer Services, Cornell Press, Registrar's Office and Ornithology. Photo by Jill Peltzman

Making progress in affirmative action at a large university like Cornell requires the involvement and commitment of people throughout the university.

To increase the effectiveness of Cornell's affirmative action efforts, deans, directors, and department heads have designated staff members to serve as affirmative action unit representatives.

The affirmative action unit representatives have the following responsibilities:

- Monitor the hiring of new employees in their units. They are responsible for reviewing and questioning employee requisitions and search plans. They review all waivers of posting and give approval or disapproval for nonexempt waivers.
- Check the progress of the unit in achieving affirmative action goals. They review quarterly reports and then assess whether or not the unit is making satisfactory progress.
- Work with dean, director or department head to plan strategies for addressing problem areas.
- Report on the affirmative action of the unit.
- Answer questions about affirmative action within the unit.
- Communicate changes in policies and procedures to the unit head and hiring supervisors.
- Advise employees about where they may get assistance in solving problems related to their work.
- Meet regularly with staff from the Office of Equal Opportunity.

Cornell Employees who have questions or concerns about affirmative action within their units should feel free to contact their representatives. If there is a question about which affirmative action unit your department is in, please call the Office of Equal Opportunity (5-3976).

Affirmative Action Unit

Agriculture & Life Sciences
Architecture, Art, & Planning
Arts & Sciences
Athletics, Physical Education
Biological Sciences (Academic Unit)
Cooperative Extension
Engineering
Geneva Experiment Station
Graduate School
Hotel Administration
Human Ecology
Human Resources
Industrial & Labor Relations
Johnson Graduate School of Management
Law School
Media Services
Nutritional Sciences
President
Provost
State Finance & Business
Statler Hotel
Summer Session
University Counsel
University Library
University Relations
Veterinary College
VP Campus Affairs
VP Facilities & Business Operations
VP Finance & Treasurer
VP Public Affairs
VP Research

Unit Representative

Rebecca Coles 5-3211
Cynthia Nordby (Nonacademic) 5-4377
Elizabeth Walker (Academic) 5-9110
Pam Sieradzki (Nonacademic) 5-9644
Jane Pederson (Academic) 5-4912
Roxana Bahar 5-5220
Harry Stinson 5-4101
Kenneth Hillary, Sandra Whitted 5-0791, 5-0795
William Kaminski 5-9678
Charene Hibbard 122-204
Angela Mesmer 5-5812
Frances Enders 5-8344
Elizabeth Hughes 5-3113
Judith Stewart 5-6874
Pamela Strausser 5-3154
Nancy Culligan 5-5037
Richard Robinson 5-4299
Betty MacCheyne 5-1861
Carol Pyhtila 5-5411
M. Joy Wagner 5-5201
David Yeh 5-8728
John Hartnett, Linda Budinger 5-4425, 5-5400
Carol Lang 4-2533
Valerie Sellers 5-4987
Thomas Santoro 5-5124
Ann Dyckman 5-5181
Linda Carr 5-4909
Rita Harris 3-3710
Wilson Small 5-3352
David Field 5-9031
Gerald Boothby 5-9331
To be appointed
Anna Moratz 5-8607

JOB OPPORTUNITIES

June 1, 1989

Volume 1, Number 21

Staffing Services, 160 Day Hall, Cornell University, Ithaca NY 14853-2801
Day Hall: (607) 255-5226 East Hill Plaza: (607) 255-7422

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

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

Professional

Nonacademic professional positions encompass a wide variety of fields including management, research support, computing, development, finance and accounting, dining services and health care. Submit a resume and cover letter for each position, specifying the job title, department & job number. Employees should include an Employee Transfer Application.

Staff Physician (PA7001)

University Health Services-Endowed

General medical care for a patient population comprised of student, faculty and staff.

Requirements: MD. Must be Board eligible or certified in Internal Medicine, Family Practice or Pediatrics (Adolescent Medicine). Good interpersonal skills and an interest in supporting a strong Health Education service preferred. Send cover letter and resume to Search Committee: Staff Physician.

Asso. Dean of Admiss. & Financial Aid (PA6904) HRIII Admissions and Financial Aid-Endowed

Plan and direct minority student admissions, including the design, implementation and evaluation of minority recruitment programs and the development of appropriate financial aid policies. Coordinate operating budgets for admissions, financial aid and the Cornell Tradition. Reports to the Dean of Admissions and Financial Aid. **Requirements:** Master's or equivalent. 5-8 years progressively responsible admissions or aid experience preferred. Experience in education of minority and disadvantaged students essential. Knowledge of marketing strategies, budget planning and research desirable. Send cover letter and resume to Cynthia Smithbower by June 23.

Technical Specialist I (PT6913) Level 36

CIT/Workstation Resources-Endowed

Develop, modify and install complex software programs (operating systems) and applications packages on small and large-scale computer systems. Provide top level internal technical guidance to technical personnel unit.

Requirements: Bachelor's or equivalent with computer related courses required. 3-5 years programming and experience with machine architecture. Knowledge of system utility programs and system control languages (e.g., JCL, DCL and shell scripts). Sound knowledge of several operating systems (e.g., UNIX, VMS) running on both IBM and Digital equipment mainframe and workstation systems. Assembler language and at least 2 major programming languages (e.g., FORTRAN, PASCAL and C) required. Knowledge of UNIX with other workstation operating systems required. Send cover letter and resume to Bill Webster.

Area Manager I (PT6809) Level 35

Cornell Institute for Social & Econ. Research-Endowed

Support computing activities of social scientists for research utilizing an IBM 4381 mainframe (fully integrated with university mainframes and Supercomputer Facility) and networked PC's (under DOS). Supervise the CISER computing team (staff of 3); provide leadership in developing new computing capabilities; work with faculty and staff of CIT to design and implement policies and procedures for allocating resources among users.

Requirements: Bachelor's or equivalent in social science, computer science or statistics; Master's or equivalent preferred. 2-3 years experience with social science research, use of IBM mainframe, IBM PC's (Mac's desirable) and LAN's. Excellent communication skills. Send cover letter and resume to Bill Webster.

Sr Systems Programmer/Analyst (PT6715) Level 35

CIT/Research and Analysis-Endowed

Provide leadership in migrating third party software from VM/XA to UNIX. Provide vendors technical direction and assistance for UNIX installations. Assess performance and scope of vendor supplied software in an AIX/UNIX environment.

Requirements: Bachelor's or equivalent with computer related courses required. 3-5 years programming and machine architecture. Sound knowledge of operating systems (e.g., VM/XA, UNIX, and IBM mainframes). Experience with ASSEMBLER, FORTRAN or similar languages. Send cover letter and resume to Bill Webster.

Information Systems Manager (PT6607) Level 35

Statler Hotel-Endowed

Supervise and administer all phases of computer operations including planning, installation, training applications, analysis and maintenance. Coordinate all computer systems applications throughout the hotel. Work closely with other members of the management team so that full potential and benefits of each automated system is realized. May include some nights and weekends.

Requirements: Bachelor's or equivalent required; degree in Hotel Admin., Business Admin., or Management Information Systems preferred. Minimum 3-5 years related experience. Specific interest in systems area with practical experience in at least 2 areas of hotel operations or comptrollership. Excellent oral and written communications skills. Send cover letter and resume to Bill Webster.

Research Support Specialist III (PT7006) HRII

Agronomy-Statutory

Assist in processing and analysis of research on extended range weather forecasts and application of satellite imagery; design and write specialized computer software required for research projects; assist in preparation of reports of research activities; participate in design, planning and development of project leader's research activities as they relate to research on extended range weather forecasts and application of satellite imagery. Instruct staff members, graduate and undergraduate students in use of computer hardware and software. Until 7/31/90.

Requirements: Master's in Atmospheric Science or related discipline or equivalent experience in atmospheric research. Minimum 2-3 years related experience. Expertise in computer programming & data processing. Ability to work independently. Send cover letter & resume to Bill Webster.

Assistant Director, General Merchandise (PA7005) HRII

Campus Store-Endowed

Supervise all branch operations, convenience merchandise including Concessions, Catalog, Gifts, Photography, and the Cornell Shop. Responsible for all aspects of these retail operations, staffing, buying, inventory control, merchandising, budget preparation and projections including financial maintenance and analysis.

Requirements: Bachelor's or equivalent in business or related retail discipline. Considerable successful experience in retail management or related discipline. Excellent analytical, communication

(written and verbal) skills. Previous supervisory experience essential. Send cover letter & resume to Cynthia Smithbower by June 14.

Physical Therapist Supervisor (PA6905) HRII

University Health Services-Endowed

Supervise Physical Therapy Service. Plan and implement physical therapy programs for referred patients. Evaluate and treat orthopedic and sports related problems. Provide and participate in in-service programs. Develop and participate in research projects.

Requirements: Bachelor's or equivalent in physical therapy. Eligible for current NYS license. Certified by National Athletic Trainers' Association preferred. Experience in orthopedic and sports physical therapy. Participation in continuing education programs. Supervisory experience. Orthopedic and sports PT experience very desirable. Send cover letter & resume to Cynthia Smithbower by June 16.

Applications Programmer III (PT6803) Level 34 HRII

Mann Library-Statutory

Undertake the design and development of computer systems for provision of access to scholarly information; process and maintain computer files on mainframe and microcomputer; provide consulting support to library staff and college researchers on computerized access to data files. Until 12/24/90, continuation contingent upon funding.

Requirements: Bachelor's or equivalent; formal course work in computer science or information science preferred. Background in agriculture or life sciences desired. 3-5 years programming experience in several general purpose languages (C, Pascal, and PL/1) particularly desirable. Programming experience on mainframe or minicomputer environment required; experience in microcomputer programming desirable. Experience with database management systems desired. Send cover letter and resume to Bill Webster.

Graphic Designer II (PA6906) HRI

Campus Planning Office-Endowed

Provide computer graphics operations for the Campus Planning Office. Manage computer systems (equipment and programs) to provide computer support including graphics, reports, data analysis, and simulation. Undertake planning and landscape designs for the campus.

Requirements: Bachelor's or equivalent in design field such as architecture, landscape architecture, or a related field. Pertinent experience in computer graphics applications, preferably Macintosh. Excellent organizational skills and ability to work with limited supervision required. Send cover letter and resume to Cynthia Smithbower by June 16.

Budget Analyst I (PC6904) HRI

Administrative Operations-University Library-Endowed

Provide analytical and technical support to the budgeting, planning, and fiscal operating processes under the administrative direction of the accounting manager. Total operating expenditures for University Library system are approximately \$20 million annually.

Requirements: Bachelor's or equivalent (Associate's and 4-5 years accounting or related experience). 1-2 years related experience preferred. Strong analytical skills required. Cost analysis experience preferred. Experience with IBM/PC and applications (Lotus 1-2-3, dBase III+, and word processing) preferred. High degree of accuracy with attention to detail. Strong organizational, communication (verbal and written), and interpersonal skills. Familiarity with Cornell accounting and budget systems and procedures helpful. Send cover letter, resume and salary requirements to Esther Smith.

Assistant Director (PA6903) HRI

Undergraduate Admissions-Endowed

Plan and implement (based on market research and demographic analyses) recruitment activities for students in the northeast United States.

Requirements: Bachelor's or equivalent. Master's or equivalent preferred. 2-3 years of admissions experience or related public relations educational experience, strong writing skills. Send cover letter and resume to Cynthia Smithbower by June 16.

Technical Consultant II (PT6802) Level 33

Biotechnology Program-Endowed

Under general supervision provide technical support to users and system maintenance of Hewlett Packard molecular graphics workstations and Microvax computers for ongoing research projects using the facilities. Consultant to faculty, staff and students.

Requirements: Bachelor's or equivalent in computing or biological sciences required. Minimum 2-3 years experience in science computing. Strong interpersonal, communication and organizational skills. Send cover letter and resume to Bill Webster.

Executive Staff Assistant II (PC7001) HRI

Office of Campus Planning-Endowed

Provide administrative support to the Vice President for Campus Affairs and the Business Manager for the division; develop and administer the budget for and manage the office of the vice president.

Requirements: Associate's or equivalent experience. Bachelor's strongly desired. Minimum 5-7 years executive secretarial/office management experience. Strong organizational and communication (verbal and written) skills. Budget/accounting experience required. Ability to work independently and handle sensitive and confidential material. Knowledge of word processing and computer equipment desired. Send cover letter and resume to Esther Smith.

Appl. Programmer/Analyst II (PT5133) Level 33 HRI

Finance and Business Office-Statutory

Develop, install, maintain, document, and modify administrative systems software. Under general supervision, provide administrative systems applications programming/analysis support for various areas. Assist in insuring efficient and effective use of computer resources.

Requirements: Bachelor's or equivalent with computer-related courses is required. Knowledge of Cornell mainframes, JCL, MVS, CMS, COBOL, Natural and ADABAS. Knowledge of IBM System 36 and its functions. 2-3 years experience with machine architecture, programming languages, production procedures and system utility programs desirable. Send cover letter and resume to Bill Webster.

Systems Programmer/Analyst II (PT6711) Level 33

CIT/Systems-Endowed

Design, implement, install, document and maintain systems and networking software or significant subsystems in IBM Unix and/or VM systems.

Requirements: Bachelor's or equivalent with related computer courses required. 2-3 years experience with Unix and/or VM operating systems, or networking software and significant subsystems. Knowledge of hardware concepts as they relate to software issues. Knowledge of C and/or IBM 370 assembler language essential. Send cover letter and resume to Bill Webster.

Applications Programmer/Analyst I (PT6908) Level 32

School of Hotel Administration-Endowed

Provide computer, database and research support to faculty and students in developing and maintaining large databases and in the preparation and dissemination of research reports. Design and create files and programs to maintain the computerized database center. Provide ongoing support in areas of statistics and user system design.

Requirements: Bachelor's or equivalent with background in computers, statistics or related areas required. Minimum 1-2 years previous experience. Knowledge of Macintosh, IBM PC, Mainframe database manipulation, statistics and statistical packages. Must have excellent oral and written communication skills. Ability to work independently, generate ideas and professionally represent the school in the computer/database areas. Ability to handle pressure and meet deadlines. Good interpersonal skills. Send cover letter and resume to Bill Webster.

Research Support Specialist II (PT7007) HRI

Agricultural Economics-Statutory

Conduct and report on research into the economic feasibility of fresh vegetable production in Western New York. Research includes surveys, review of relevant literature, and economic analysis.

Requirements: Master's or equivalent in agricultural economics, with a background in farm management and/or farm finance required. 2 years related experience desired. Experience in conducting surveys helpful. Send cover letter and resume to Bill Webster.

Asst. Dir. Intramural/Summer Day Camp (PA7002) HRI

Athletics-Endowed

Assist the Director in the overall supervision and management of the Cornell University Intramural Program. May include supervision of staff, budget preparation and management, preparation of schedules and organization of intramural contests, development and implementation of safety and risk management programs and summer camps.

Requirements: Bachelor's or equivalent in physical education, recreation or related field. Master's or equivalent is preferred. At least 2 years of professional experience in the organization, administration, and supervision of an intramural sports program at a comparable collegiate level. Must have knowledge of officiating rules and techniques. Current CPR and First Aid certificate. Must have computer knowledge and skills. Send cover letter and resume to Search Committee: Asst. Dir. of Intramurals.

Exercise Technician/Program Instructor (PA7004) HRI

Athletics-Endowed

Administer and implement all health-screening, physical fitness testing, exercise prescription and consultations to all wellness participants. Oversee all program activities, scheduling and participant supervision in the fitness room. 10 month position. August 14, 1989-June 15, 1990 (further employment contingent upon future funding).

Requirements: Bachelor's or equivalent in exercise physiology or related field. ACSM Health Fitness Instructor certification preferred. At least 1 year experience in adult fitness or wellness setting. Send cover letter and resume to Search Committee: Exercise Technician/Program Instructor.

Training Manager (PA7003) HRI

Campus Store-Endowed

Develop, advise and coordinate training programs for all Store staff. Develop and maintain a training resource library and a staff development tracking system. Develop and coordinate special programs for seasonal and student staff, as well as needs assessment and impact measurement system.

Requirements: Bachelor's or equivalent education and experience in human resource management or related field. Minimum 1-2 years of successful experience in human resource functions including training and development. Excellent communication (oral and written) and interpersonal skills. Prior retail experience preferred. Computer skills essential. Send cover letter and resume to Cynthia Smithbower by June 16.

Research Support Specialist I (PT6806, PT6904) HRI

Veterinary Pathology-Statutory

Provide investigative assistance and technological support to the Flow Cytometry Labs. Plan and execute research experiments related to the effects of oncogenes and chromosomal aberrations on cell differentiation. Supervise staff and/or participate in performing tasks related to cell culture, protein and nucleic acid analysis and flow cytometry; measure protein and RNA synthetic rates by radiolabeled precursors. Assist in the analysis of data and in preparing results for publication.

Requirements: Bachelor's or equivalent in relevant biological or physical science; Master's preferred. 2 years related laboratory experience required (techniques related to flow cytometry and tissue culture). Send cover letter and resume to Bill Webster.

Research Support Specialist I (PT0204) HRI

Neurobiology and Behavior-Endowed

Assist in electrophysiological studies of sensory processing in auditory nervous system and in behavioral studies of animal sound communication. Duties include: surgical preparation of small vertebrates (frogs, toads, lizards), fabrication of microelectrodes, recording and analysis of neuroelectric data.

Requirements: Bachelor's or equivalent experience in neurobiology, physiology or bioengineering or related experience. Master's preferred. Familiarity with electronic instruments and computer analysis of electro physiological data plus histological equipment preferred. Send cover letter and resume to Bill Webster.

Research Support Specialist I (PT6717) HRI

Animal Science-Statutory

Supervise and coordinate laboratory operation in a nutritional biochemistry program. Duties include developing analytical methods, experimental designs, data analyses, and data presentation as well as maintaining records and monitoring radioisotopes, animal care and laboratory staff.

Requirements: Bachelor's or equivalent required, Master's or equivalent preferred. Training in related aspects of animal science, nutrition, biochemistry and physiology. 1-2 years previous experience. Analytical techniques including RIA, chemical analyses, enzyme analyses and use of radioisotopes. Experience with laboratory and farm animals. Good organizational and interpersonal skills essential. Send cover letter and resume to Bill Webster.

Research Support Aide (PC6516) HRI

Chemistry-Endowed

Coordinate and monitor progress of manuscripts through editorial process for internationally-known technical journal; prepare annual author search survey for journal; submit production and financial reports to American Chemical Society; organize collection and supervise data entry of mass spectral data.

Requirements: Bachelor's or equivalent in chemistry; Master's or 2 years related experience desirable. Familiarity with modern chemistry and science library; editorial experience helpful. Ability to learn the mass spectrometry of organic compounds and understand the organic structural data. Familiarity with scientific computing and word processing. French/German helpful. Send cover letter and resume to Esther Smith.

Professional Part-time

Technical Consultant I (PT6808) Level 32

CISER-Endowed

Handle walk-in computing consulting for CISER members and provide internal computing support for CISER staff; teach computing skills via preparation of printed documentation; organize special educational activities for users. 20 hours per week until 10/4/89.

Requirements: Bachelor's or equivalent in computer science or social science. 1-2 years experience with microcomputers, mainframe data tape and file management. Social science experience with Cornell's IBM mainframe, CMS, SAS/SPSS, JCL, MVS. Send cover letter and resume to Bill Webster.

Technical

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

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

Technical Assistant, GR17 (T6603)

Ornithology-Endowed

Minimum Biweekly Salary: \$467.98

Operate real-time cassette duplication facility at the Library of Natural Sounds. Duties include all aspects of cassette duplication and tape copy work.

Requirements: High School diploma or equivalent required. Associate's or equivalent in electronics desirable. 1 year equivalent experience desired. Must have working knowledge of audio and related equipment; studio skills highly desirable. Mechanical aptitude helpful. Must be able to work independently yet communicate well with staff and outside suppliers. Send cover letter and resume to Bill Webster.

Technician, GR18 (T6604)

Veterinary Pathology-Statutory

Minimum Biweekly Salary: \$487.50

Provide general technical support in areas of tissue culture, electron microscopy and biochemistry in the Connective Tissue Research Laboratory. Continuation contingent upon funding.

Requirements: Associate's or equivalent required; Bachelor's or equivalent in biological sciences preferred. 1 year experience in tissue culture and general laboratory procedures in connective tissue research desirable. Send cover letter and resume to Bill Webster.

Technician, GR19 (T6903, T4113)

Veterinary Pathology-Statutory

Minimum Biweekly Salary: \$510.90

Provide technical support for flow cytometry lab research activities. Perform experiments relative to the effects of oncogenes and chromosomal aberrations on cell differentiation; carry out lab protocols relative to cell culture and analysis of proteins and nucleic acids (biochemistry/molecular biological techniques and flow cytometry). **Requirements:** Associate's or equivalent required. Bachelor's or equivalent in relevant biological or physical science preferred. Minimum 1 year related experience.

Technician, GR20 (T6910)

Veterinary Medical Teaching Hospital-Statutory

Minimum Biweekly Salary: \$534.30

Take radiographs and process films of animal patients and research material as required. Other duties as assigned. 39 hours per week, rotating Saturday, 10 a.m.-7 p.m.

Requirements: Licensed radiologic technician and/or NYS licensed animal health technician required. Experience handling animals preferred.

Animal Health Technician, GR20 (T6705)

Veterinary Medical Teaching Hospital-Statutory

Minimum Biweekly Salary: \$534.30

Assist with emergency and surgical procedures. Responsible for medical treatments; manufacture, compound, dispense and administer prescriptions. Evenings and weekends.

Requirements: Associate's or equivalent in animal health technology required, NYS licensure (or eligibility) required. 2 years experience as A.H.T. and experience working with large animals preferred.

Technician, GR20 (T6716)

Clinical Sciences-Statutory

Minimum Biweekly Salary: \$534.30

Provide technical support for researchers in immunological laboratory. Prepare tissue culture and bacteriological media, buffers and other precisely formulated reagents. Obtain milk and blood samples from cows and/or common laboratory animals.

Requirements: Bachelor's or equivalent in biology; experience in microbiological techniques preferred. 1-2 years experience handling laboratory animals and knowledge of laboratory procedures.

Technician, GR20 (T6702)

Veterinary Microbiology-Statutory

Minimum Biweekly Salary: \$534.30

Perform a variety of tests and functions appropriate to the study of viruses and bacteria that infect dogs. Prepare and maintain cell cultures, viruses, monoclonal antibodies and bacterial reagents. Conduct a variety of virologic, immunologic (serologic) and bacteriological assays. Assist with necropsy.

Requirements: Bachelor's or equivalent in microbiology or biological science. 2 years experience in medical or veterinary microbiology/virology lab. Familiarity with cell culture, viral assays, animal care and breeding, serological assays and electrophoresis.

Technician, GR20 (T6701)
Veterinary Microbiology, Immunology & Parasitology-Statutory
Minimum Biweekly Salary: \$534.30
Technician for a parasitology research laboratory. Assist in the sample collection, processing, analysis and recording of data from laboratory studies of several animal parasitic diseases.
Requirements: Bachelor's or equivalent in biological related field. Minimum 2 years laboratory experience.

Technician, GR20 (T7002)
Diagnostic Laboratory-Statutory
Minimum Biweekly Salary: \$534.30
Provide back-up for all specialized functions in the Receiving Section as well as provide primary interface for clients, faculty and staff in the Veterinary college on problem submissions. Monday-Friday, rotating Saturdays.
Requirements: Associate's or equivalent, Bachelor's or equivalent preferred in animal science or related animal health field. Licensed animal health technician preferred. 2 years experience in veterinary practice or in large animal health facility helpful. Pre-employment physical required.

Technician, GR20 (T7003)
Diagnostic Laboratory-Statutory
Minimum Biweekly Salary: \$534.30
Perform radioimmunoassays of hormones in tissue culture media and blood samples from various species (including monkeys and sheep) including samples submitted by veterinarians for diagnosis of endocrine disorders.
Requirements: Associate's or equivalent in biological or chemical sciences required. Bachelor's preferred. 1-2 years related experience. Basic skills and knowledge of chemical lab procedures and mathematics required. Oral and written communication skills essential. Training in immunology, endocrinology, biochemistry, and computers helpful. Enthusiasm essential.

Computer Production Controller, GR21 (T6914)
Cornell Information Technologies-Endowed
Minimum Biweekly Salary: \$557.70
Insure a timely and efficient flow of assigned work through the main computer systems; maintain quality and accuracy in meeting Production Services' Data Processing schedules. Nights and week-ends.
Requirements: Associate's or equivalent in data processing required. Basic knowledge of MVS/JCS, CMS. 2 years related experience.

Technician, GR21 (T5612)
Nutritional Sciences-Statutory
Minimum Biweekly Salary: \$557.70
Perform procedures involving molecular biology; mRNA, DNA, DNA sequencing and use of computer to enter sequences. Protein purification. Use of chromatography columns and gel electrophoresis system. Perform experiments with cells in culture with isotopes.
Requirements: Bachelor's or equivalent in biochemistry or genetics or molecular biology. Minimum 2 years related lab experience. Biochemical analysis, DNA techniques.

Technician, GR22 (T7004)
Diagnostic Laboratory-Statutory
Minimum Biweekly Salary: \$581.09
Implement biochemical and serological procedures for the speciation of Mycoplasma isolated from clinical samples. Perform micro-biological and immunological tests on specimens as requested by clinicians to aid in the diagnosis of infections in animals and humans. Monday-Friday, 8-5 with rotating Saturdays.
Requirements: Bachelor's or equivalent in clinical microbiology or medical technology. ASCP licensing preferred but not required. Minimum 2-3 years experience in veterinary clinical microbiology desirable. Supervisory experience a plus.

Technician, GR22 (T6106)
Biochemistry, Molecular and Cell Biology-Statutory
Minimum Biweekly Salary: \$581.09
Conduct independent research studying the splicing of an intron found in the rDNA of Physarum. Design and execute experiments with minimal guidance. Maintain laboratory, order supplies, perform record and bookkeeping, and survey radioisotopes.
Requirements: Bachelor's or equivalent in chemistry, biochemistry, or related field required. 3 years experience, including 1-2 years working with molecular biological tools required. Experience working with RNA and a practical knowledge of modern acid biochemistry (recombinant DNA technology including in vitro mutagenesis, DNA sequencing, southern and northern hybridizations, etc.) required.

Research Technician, GR22 (T4416)
Agricultural and Biological Engineering-Statutory
Minimum Biweekly Salary: \$581.09
Set up and conduct experiments with Nutrient Film Technique and anaerobic digestion of biomass. Perform lab analyses, maintain time schedules, input data into computers and assist in writing technical programs.
Requirements: Bachelor's or equivalent in agricultural engineering or equivalent. 3 years experience in microbiology & wet chemistry analyses essential. Major physical exercise required, operate large tractors & lift equipment.

Accelerator Technician, GR22 (T5913)
Lab of Nuclear Studies-Endowed
Minimum Biweekly Salary: \$581.09
Using standard machine tools and measuring instruments, construct, assemble and maintain components and equipment of a large accelerator system. Fabricate or modify mechanical devices; trouble shoot difficulties in equipment operation. Work with accelerator vacuum systems, including detection and repair of leaks. Assume responsibility for specific projects; provide creative assistance to accelerator scientists.
Requirements: High School diploma plus completion of 2 years formal training in a mechanical field, or 3-4 years satisfactory performance as a GR20 Accelerator Technician. Able to set up and operate machine tools from mechanical and electrical drawings. Experience with vacuum systems preferred.

Lab Technician, GR24 (T6901)
Materials Science and Engineering-Endowed
Minimum Biweekly Salary: \$639.59
In collaboration with department faculty members, supervise, set-up, operate, maintain and up-grade department undergraduate teaching laboratories. Instruct students in the safe use and operation of equipment.
Requirements: Bachelor's or equivalent in materials science, physics or related field required. 3-5 years related work experience required. T.A. lab experience with undergraduate students preferred. Experience in basic electronics, high temperature furnace and vacuum techniques, set-up and operation of machine tools, design and fabrication of scientific equipment, chemical operations for specimen preparation, photographic processing, X-ray technology & lab safety preferred. Familiarity with computers desired.

Electronics Technician, GR24 (T6708)
Modern Languages and Linguistics-Endowed
Minimum Biweekly Salary: \$639.59
Install and maintain audio, video, computer and other electronic hardware in language and phonetics laboratories. Assist in audio recording/editing functions and do light maintenance on various departmental electro-mechanical hardware.
Requirements: Bachelor's or equivalent in electrical engineering, recording engineering or applicable field. Familiarity with SUN, IBM-PC, MAC II hardware; serial and parallel data transmission; networking, signal conditioning, including filtering, amplifying and A/D-D/A hardware and graphics hardware. Must have knowledge of computer programs to be able to interact with users and equipment. Thorough understanding of electronic circuitry.

Technical Part-time

Technical Assistant, GR16 (T6401)
Biochemistry, Molecular and Cell Biology-Statutory
Minimum full-time equivalent: \$448.50
Sort and store clean glassware; wash, dry and sort pipettes. Prepare media and sterile supplies; work with acids silicating solution and organic solvents. Perform general record keeping, photocopying and assorted errands. Mornings, Monday-Friday, 20 hours per week.
Requirements: High School diploma or equivalent required. Associate's or equivalent desired. Some laboratory experience essential. Willing to work near radioactive materials.

Technician, GR21 (T6403)
Diagnostic Laboratory-Statutory
Minimum full-time equivalent: \$557.70
Perform a variety of serological tests including serum neutralization, agar gel immunodiffusion, complement fixation, and hemagglutination inhibition. Perform virus isolation and fluorescent antibody procedures on clinical specimens. Prepare buffers, media and other reagents. 20-30 hours per week. Schedule is flexible to meet employee's preference.
Requirements: Bachelor's or equivalent in microbiology, biology or related field required. 2-3 years work or course experience in virology and tissue culture desired.

Office Professionals

Approximately half of all University openings are for Office Professionals. Individuals with secretarial, word processing (IBM PC, Macintosh, Wang, Microm), data entry, technical typing, or medium to heavy typing (45-60+ wpm) are encouraged to apply. Submit a signed employment application and resume. 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 East Hill Plaza office.

Accounts Assistant, GR17 (C7011)
Division of Nutritional Sciences-Statutory
Minimum Biweekly Salary: \$467.98
Provide accounting support for the Business Office. Prepare, check and process vouchers, interdepartmental orders, requisitions and travel forms as well as maintain various log books; order supplies for office; schedule division vehicle use; act as backup for runners, key control and maintenance.
Requirements: High School diploma or equivalent. Minimum 1 year office work experience preferred. Attention to detail. Ability to work in a busy/active environment. Good interpersonal skills. Some accounting background desired.

Telephone Operator, GR17 (C6914)
Telecommunications-Endowed
Minimum Biweekly Salary: \$467.98
Provide caller-related assistance when university is open; operate Telex when required; answer approximately 500-600 calls per day. Fall, Winter, Spring, Monday-Friday, 9:30-6:00; Summer, Monday-Friday, 8:30-5:00.
Requirements: High School diploma or equivalent. CRT and keyboard skills required. Excellent organizational and interpersonal skills. Light typing.

Secretary, GR18 (C7006)
Residence Life-Endowed
Minimum Biweekly Salary: \$487.50
Provides administrative, secretarial/clerical support for staff in Student Family/Maplewood Park Apartments. Responsible for general clerical support functions. Maintaining numerous records and communicating with students and families as needed to fulfill responsibilities, answering telephones and inquiries. Other duties as assigned.
Requirements: High School diploma or equivalent. Business or secretarial school desirable. Minimum 1-2 years office experience. Excellent organizational, interpersonal and communication skills. Familiarity with IBM PC (Cornell mainframe, Lotus 1-2-3, Wordperfect). Ability to work in open office setting. Medium typing.

Secretary, GR18 (C6609)
Food Science-Statutory
Minimum Biweekly Salary: \$487.50
General support for several faculty. Extensive use of word processor to prepare manuscripts, grants, research proposals & related teaching & extension needs; handle travel arrangements; maintain files and general support duties.
Requirements: High School diploma or equivalent. Associate's desirable. Minimum 1 year office experience. Word processing experience preferred. Strong organizational, interpersonal and communication (written and oral) skills. Heavy typing with speed and accuracy.

Accounts Assistant, GR18 (C7010)
Controller's/Accounting-Endowed
Minimum Biweekly Salary: \$487.50
Provide assistance in maintaining accounting records and generating payments; responsible for financial data entry into the accounting system and for accurate inputting of large, continuous volume of data from a variety of input forms. Other duties as assigned.
Requirements: High School diploma or equivalent. Minimum 1-2 years of data entry experience. Experience with Cornell University accounting procedures preferred. Able to work well with diverse publics. Good attention to detail; maintain accuracy while meeting a variety of deadlines. Heavy typing.

Editorial Assistant, GR18 (C7003)
University Press-Endowed
Minimum Biweekly Salary: \$487.50
Act as assistant to acquisitions editors. Responsible for acquisition, development and maintenance of several lists of scholarly books; perform office duties of typing, filing, follow-up; extensive phone contact with authors, readers and other departments of the Press.
Requirements: High School diploma or equivalent. Associate's or equivalent preferred. Prior experience with book publishing helpful. Heavy typing. Send cover letter and resume to Esther Smith.

Office Assistant, GR18 (C6913)
Campus Services Day Hall Mail-Endowed
Minimum Biweekly Salary: \$487.50
Control the mail and communication systems in the Day Hall mail room. Advise customers of cost efficient alternatives when utilizing mail or express mail services.
Requirements: High School diploma or equivalent. Customer service experience & excellent communication skills are required. Knowledge of the rules and regulations of the U.S. Postal Service, United Parcel and other express mail. Familiarity with computers. Light typing.

Office Assistant, GR18 (C6907)
Office of Sponsored Programs-Endowed
Minimum Biweekly Salary: \$487.50
Provide receptionist and secretarial support; act as primary information source for the office; receive, screen & distribute office mail. Perform other clerical duties as assigned.
Requirements: High School diploma or equivalent. Secretarial school desirable. Strong communication, interpersonal and organizational skills. Minimum 1 year related experience. Ability to work under pressure and operate/learn to operate PC and word processor. Medium typing.

Secretary, GR18 (C6902)
Residence Life, Fall Creek Gorge Area-Endowed
Minimum Biweekly Salary: \$487.50
Coordinate administrative and secretarial tasks in an undergraduate residence hall. Handle accounting and bookkeeping functions for residence hall; maintain files; distribute mail; supervise student help. Act as resource person; prepare and type reports and correspondence; daily contact with students and public.
Requirements: High School diploma or equivalent. Business or secretarial school desirable. Minimum 1 year secretarial experience. Knowledge of accounting and bookkeeping helpful. Strong organizational, interpersonal and communication skills. Medium typing.

Accounts Assistant, GR18 (C6911)
Physiology-Statutory
Minimum Biweekly Salary: \$487.50
Assist in the accounting and purchasing functions of the department/section utilizing an annual budget of more than \$4 million. Assist in the management of funds from State, College, Endowed and sponsored program sources.
Requirements: High School diploma or equivalent. Additional education and/or experience in accounting and bookkeeping desirable. Minimum 1 year related accounting experience. Excellent organizational, interpersonal and communication skills. Knowledge of computers.

Secretary, GR18 (C6912)
Civil and Environmental Engineering-Endowed
Minimum Biweekly Salary: \$487.50
Provide varied secretarial and administrative support to an Endowed Chair faculty member, provide administrative support to the Master of Engineering (Civil) program. Assist in service-oriented main office duties as required.
Requirements: High School diploma or equivalent preferred. Minimum 1 year related office experience. Excellent organizational, interpersonal and communication (written/oral) skills essential. Independent judgment. Computer knowledge desirable. (IBM compatible and Macintosh). Heavy typing.

Administrative Aide, GR19 (C7008)
Civil and Environmental Engineering-Endowed
Minimum Biweekly Salary: \$510.90
Provide technical word processing, secretarial & administrative support to the administration & professional staff members & their teaching/research groups (including visitors).
Requirements: High School diploma or equivalent; Associate's or equivalent preferred. Minimum 2 years experience word processing/secretarial and computer experience. Possess excellent organizational, interpersonal and communication skills (both written and oral) must work well under pressure. Attention to detail a must. Heavy typing.

Administrative Aide, GR19 (C7002)
Hispanic American Studies Program-Endowed
Minimum Biweekly Salary: \$534.30
Under general supervision, provide administrative and secretarial support for the program director, associate director and affiliated faculty. Prepare a variety of correspondence; handle mail; coordinate appointments and meetings; answer telephones. Other duties as assigned.
Requirements: High School diploma or equivalent. Associate's desired. Minimum 1-2 years related experience. Knowledge of Mac computer and related software. Excellent communication skills. Bilingual in Spanish/English preferred. Knowledge of Cornell desired. Organized and able to work under general supervision. Medium typing.

Secretary, GR19 (C6908)
University Development-Endowed
Minimum Biweekly Salary: \$510.90
Provide secretarial and administrative assistance to the Office of Planned Giving. Prepare correspondence and mailings, perform research; set up appointments; make travel arrangements; maintain records and prepare gift reports.
Requirements: High School diploma or equivalent. Minimum 2 years related experience. Excellent secretarial skills. Knowledge of MacPlus or comparable equipment. Bookkeeping/accounting experience desirable. Good organizational and interpersonal skills. Medium typing.

Office Assistant, GR19 (C6903)
Statler Hotel-Endowed
Minimum Biweekly Salary: \$510.90
Handle all aspects of room reservations for the Statler Hotel. Provide all secretarial and clerical support for the sales department of the Hotel.
Requirements: High School diploma or equivalent. Business school degree preferred. Minimum 2 years related experience. Excellent knowledge of computers/word processors. Excellent communication (oral and written) skills. Medium typing.

Secretary, GR19 (C4107)
JGSM-Endowed
Minimum Biweekly Salary: \$510.90
Provide word processing and administrative support for faculty members using Mass 11 and Mac. Execute and complete all incoming work with emphasis on technical typing.
Requirements: Associate's or equivalent. Minimum 2 years secretarial/office experience. Familiar with word processing and Mac computers. Heavy typing.

Secretary, GR20 (C7012)
Real Estate-Endowed
Minimum Biweekly Salary: \$534.30
Provide administrative and accounting support to the Real Estate Department (6 professionals). Prepare correspondence using word processing equipment; serve as receptionist; coordinate appointments, meetings, and travel; monitor investment and non-investment real estate accounts; review and process all accounting documents; respond independently to routine requests.
Requirements: Associate's or equivalent. Minimum 2 years related secretarial experience. Word processing and computer experience preferred or willingness to learn. Legal experience helpful. Supervisory skills. Experience with Cornell University accounting system helpful. Strong interpersonal skills and attention to detail. Valid driver's license required. Medium typing.

Accounts Assistant, GR20 (C7004)
Physiology-Statutory
Minimum Biweekly Salary: \$534.30
Share responsibility for management and reconciliation of over 100 accounts (state, endowed, college and grants); establish and maintain working relationship with 3 colleges (1 endowed, 2 Statutory) and Division of Biological Sciences; advise on university, state and college financial policies; assist in back-up for personnel and payroll functions when necessary.
Requirements: High School diploma or equivalent. Some advance bookkeeping/accounting schooling desirable. Associate's preferred. Minimum 2 years Cornell accounting essential. Strong interpersonal and communication skills. Medium typing.

Administrative Aide, GR20 (C6909)
University Development-Endowed
Minimum Biweekly Salary: \$534.30
Provide secretarial and administrative assistance to the Associate Director in the Office of Major Gifts. Coordinate flow and oversee completion of work within office; assist in making arrangements for visitors to the campus; conduct research for special projects; type, edit and proofread correspondence, reports, etc.; make appointments and coordinate travel arrangements.
Requirements: Associate's or equivalent. Minimum 2 years related experience. Significant experience working in a busy office with considerable public contact. Ability to work with a wide range of individuals. Excellent communication (written and oral) skills. Discretion in dealing with confidential matters. Medium typing.

Secretary, GR20 (C6006)
Law-Endowed
Minimum Biweekly Salary: \$534.30
Provide secretarial support to the Associate Dean/Dean of Students, Director of Administration and Finance, and building coordinator. Responsible for inventory control. Serve as telecommunications coordinator for Law School.
Requirements: High School diploma or equivalent required. Associate's desirable. Minimum 2 years related office experience. Wordprocessing experience as well as experience with spreadsheet software. Strong communication (oral/written) skills. Able to work well under pressure and maintain a high level of confidentiality. Knowledge of WordPerfect and Lotus 123 helpful. Medium typing.

Administrative Aide, GR21 (C7007)
Maintenance & Service Operations-Admin-Endowed
Minimum Biweekly Salary: \$557.70
Serve as the secretary to the director of Maintenance and Service Operations, Superintendent of general construction, and superintendent of technical shops. Type correspondence; handle mail; telephones; travel and appointments; operate computer. Other duties as assigned.
Requirements: Associate's or equivalent. Minimum 3 years secretarial or office management experience. Computer knowledge. Excellent organizational, interpersonal and communication (written and oral) skills. Medium typing.

Senior Sales Assistant, GR21 (C7014)
Campus Store-Endowed
Minimum Biweekly Salary: \$557.70
Responsible for implementation of merchandise ordering using automated ordering and inventory systems; assist department manager in all aspects of department functioning including sales floor supervision; coordinate merchandise preparation with off-site warehouse facility.
Requirements: Associate's or equivalent required. Minimum 2-3 years experience in retail required. Familiarity with standard office equipment, Telex, and computerized systems is essential. Strong organizational, interpersonal, and communication skills. Ability to work under stress and meet continual deadlines. Send cover letter and resume to Esther Smith.

Administrative Aide, GR21 (C7016)
Finance and Business Services-Statutory
Minimum Biweekly Salary: \$557.70
Provide secretarial support to Director and Associate Director. Using IBM PC, System 36 do confidential correspondence, reports, charts and schedules; draft minutes from business officers and deans meeting; prepare reports from accounting and financial reports; answer telephone; schedule appointments; prepare travel vouchers.
Requirements: Associate's in secretarial science or equivalent. Minimum 2-3 years experience in an executive setting. Knowledge of word processing with proficiency in the use of IBM PC, System 36. Familiarity with Symphony desirable, knowledge of basic accounting and statistical trends analysis is required. Excellent communication skills. Medium typing.

Administrative Aide, GR21 (C7013)
Programs in Professional Education and Special Programs-Endowed
Minimum Biweekly Salary: \$557.70
To assist in the administration of all aspects of the department of Programs in Professional Education, as well as Summer Session Special Programs. Take responsibility for performing the more complex assigned functions and supervise and delegate the others. Maintain computerization processes.
Requirements: Associate's or equivalent experience. Minimum 2-3 years related administrative experience. Familiar with Wordperfect, IBM and Mac computers. Excellent organizational, interpersonal and secretarial skills essential. Medium typing.

Media Assistant, GR21 (C6805)
Summer Session-Endowed
Minimum Biweekly Salary: \$557.70
Under general supervision of the Division media manager, implement publicity and marketing projects for the Division. Use Apple Macintosh Pagemaker and Microsoft Word to create fliers, brochures, ads, forms and other printed material from first drafts to mechanicals. Monitor and record distribution. Handle other projects as assigned.
Requirements: Associate's or equivalent. Bachelor's or equivalent preferred. Minimum 2-3 years experience in media-related field. Excellent organizational skills and ability to work independently. Proven writing and editorial skills. Knowledge of graphic design. Ability to work under pressure and meet deadlines. Experience with Apple Macintosh and especially with Pagemaker and Filemaker Plus software helpful. Ability to lift 40 pounds. Valid NYS driver's license. Send cover letter, resume, 2 short writing samples and 2 graphic design samples to Esther Smith.

Theatre Assistant, GR22 (C7017)
Theatre Arts-Endowed
Minimum Biweekly Salary: \$581.09
Alter, cut, pattern, stitch costumes for theatre productions. Coordinate laundering and maintenance of costumes; assist with craftwork and dyeing. Maintenance of costume shop equipment. Seasonal position yearly to mid-May. Until May 1990.
Requirements: Bachelor's in theatre/costume construction preferred. Experience with costume construction required. Knowledge of multiple areas of costume including excellent stitching skills, patterning, cutting, alterations. Send cover letter and resume to Esther Smith.

Office Professionals Off-Campus

Secretary, GR20 (C7015)
Public Affairs Regional Offices-New York City-Statutory
Minimum Biweekly Salary: \$534.30
Type correspondence, forms, vouchers, and other materials; schedule appointments; maintain event calendar; assist in meeting arrangements and occasionally at public affairs events; interact by phone and in person with alumni.
Requirements: Associate's or equivalent. Minimum 2 years secretarial experience. Excellent communication skills. Experience with Wordperfect and Lotus. Able to work in a complex, active environment. Medium typing.

Office Professionals Part-Time

Office Assistant, GR16 (C6905)
Johnson Museum-Endowed
Minimum full-time equivalent: \$448.50
Operate museum reception desk in lobby. Provide information to visitors; sell cards, catalogues, and posters; answer telephone switchboard; take accurate messages for staff members; relay accurate information to weekend supervisor; provide security for museum lobby; and available to work special events during evening hours. Saturday and Sunday 8:45 a.m.-5 p.m. plus some evening hours.
Requirements: High School diploma or equivalent. Previous receptionist experience desirable. Interests and involvement in art or related areas highly preferred, as well as familiarity with the Ithaca community. Send cover letter and resume to Esther Smith.

Office Assistant, GR18 (C6910)
Office of Academic Programs-Endowed
Minimum full-time equivalent: \$487.50
Provide supplemental secretarial, clerical and general assistance on a part-time basis to the staff of the office of academic programs.
Requirements: High school diploma or equivalent. Associate's desirable. Minimum 1 year of general office experience essential. Knowledge of the Macintosh computer system extremely helpful. Light typing.

Senior Night Supervisor (C7009)

Africana Library-CUL-Endowed
Minimum full-time equivalent: \$534.30

Be in charge of library on evenings and weekends without supervision. Assist patrons in using reference sources; answer informational and bibliographic questions; charge library materials; may supervise student assistants; responsible for processing and shelving serials, and for development and maintenance of newspaper clipping file. 30 hours per week.

Requirements: Associate's or equivalent. Coursework in Black Studies highly desirable. Minimum 2 years related experience. Previous public service or customer service experience with an ability to work and interact with a wide variety of people. Attention to detail. Strong organizational, interpersonal, and communication skills. Experience with personal computers desirable. Light typing.

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.

Project Leader (S6802)

Stouffer Hotels Library

Supervise others in the smart barcoding project of 25,000 books. Identify problems within the project. Send cover letter and resume to Katie Laurence, Statler Hall.

Project Assistant (S6804)

Stouffer Hotels Library

Under the supervision of barcoding project leader, barcode all bound periodicals and create information sheets for eventual creation of item records. Send cover letter and resume to Katie Laurence, Statler Hall.

Circulation Assistant (S6810)

Mann Library

Assist the library staff with a project to barcode the Library collection. Duties include: shelf reading, applying barcodes to corresponding volumes, and problem solving. 19 hours per week.

Requirements: High School diploma or equivalent. Send cover letter and resume to Michele Draiss, 235 Olin Library, Cornell University, Ithaca, NY 14853.

Cornell Catering (S6507)

Cornell Catering needs temporary part-time help for June 8-11. Flexible hours. There are openings for bartenders, wait staff, and truck drivers. Experience not necessary, will train. If interested please contact Karen Raponi at 255-2192.

Career Development

Continued from page 1

Valuable interpersonal skills include the ability to work effectively with others, the ability to work with diverse publics, and the ability to supervise others.

Work content skills include good typing, word processing, computer skills, grammar and punctuation, and particularly knowledge of the Cornell "system," e.g., its personnel, payroll, purchasing, accounting and budgeting policies and practices.

How and where can you get the necessary skills?

Increasing on-the-job experience coupled with a high school education is an excellent way to acquire and hone many of these skills. That experience will permit considerable mobility within the first stratum of office professional positions and may also provide entry into lower level administrative assistant positions. However, because the technology of the office is changing so rapidly, work experience without the acquisition of new skills can result in falling behind.

There are additional steps you may take to add to the knowledge gained through direct work experience. For instance, Cornell provides Training and Development workshops and seminars through their quarterly Contact calendar. This calendar is mailed to each employee's campus address. Listed each quarter are programs relating to career development and interpersonal relations which you may find helpful in your career development.

Also listed in the Training calendar are programs sponsored by the Accounting Office and the Office of Sponsored Programs. These courses will introduce you to the Cornell accounting system including grants and contracts administration. Contact Training and Development at 5-7170.

In addition, Cornell Computer Services offers workshops during the year. Contact Computer Services Workshops and Computer Training at 5-4983 for information.

Office Professional Curriculum

Beginning this fall, there will be another avenue for office professionals to acquire job-related skills that will be particularly valuable for movement within the first tier of office professional positions. The Office Professional Curriculum, under the guidance of Rahat Idrees, a career consultant with Training and Development, is a pilot program leading to certification for office professionals.

The Office Professional Curriculum will require a two-year course of study, paid for by the participant's department. Costs are being kept to the minimum so that limited departmental budgets will not be a hindrance to participation in the program. Requirements for certification include completion of 27 workshops covering five areas - office workplace skills, computer skills, communication skills, career planning/development, and electives.

Cornell Catering (S6707)

Cornell Catering needs temporary part-time help beginning May 22-August 31. Flexible hours. There are openings for delivery drivers and closet stewards. NYS drivers license required. If interested please contact Karen Raponi at 255-2192.

Conservation Technician (S6709)

Mann Library

Performs a variety of tasks relating to the microfiche/filming of brittle materials as part of the Cornell/NYS Library Coordinated Preservation Grant to preserve the published of New York's agriculture, environmental conservation, and rural economy. Duties include preparation of materials for re-formatting, preparing target series on a microcomputer, and quality control. Approximately 4 hours per day, Monday-Friday between the hours of 8 a.m.-5 p.m.

Requirements: Associate's or equivalent. Microcomputer and previous library experience desirable. Send cover letter and resume to Michele Draiss, 235 Olin Library

General Service

Submit a signed employment application and resume. 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 East Hill Plaza office.

Custodian, SO02 (G7001)

Buildings Care-Endowed

Hiring Rate: \$5.75

Provide general custodial care of buildings and grounds in immediate vicinity of assigned area. Monday-Thursday, 6 a.m.-2:30 p.m.; Friday 6 a.m.-1:30 p.m.

Requirements: Basic reading and writing skills. Able to operate a variety of heavy power equipment, lift 50 pounds and climb an 8 foot ladder.

Head Waitperson, SO02 (G6906, G6907)

Statler Hotel-Endowed

Hiring Rate: \$5.75

Under general supervision, serve meals to guests in the fine dining room according to established rules of etiquette and service. Help in the set up and cleaning of dining room. Assist the banquet staff as needed. Flexible, some nights and weekends.

Requirements: High School diploma or equivalent. Some waitstaff experience desirable.

Head Custodian, SO04 (G6902, G6903)

Building Care-Endowed

Hiring Rate: \$6.25

Participate in, direct, supervise and evaluate work of 7-10 custodians in assigned area (50% cleaning/50% supervision). Provide general

custodial care of buildings and grounds in assigned area; ensure timely opening of assigned buildings; order and account for in-house supply inventories. Monday-Thursday, 6 a.m.-2:30 p.m.; Friday, 6 a.m.-1:30 p.m.

Requirements: High School diploma or equivalent. 2 years custodial experience required, supervisory experience preferred. Able to lift 50 pounds and climb 8 foot ladder. Send resume and employee transfer application to Esther Smith.

Life Safety Specialist, GR21 (T7001)

Life Safety Services-Endowed

Minimum Biweekly Salary: \$557.70

Repair and maintain fire extinguishers, maintain and test fire reporting/suppression systems; respond to emergency incidents; train University personnel in aspects of safety/fire prevention and various duties as assigned. Duty hours may encompass 24 hour shift coverage and include weekdays and weekends. 39 hour week including weekdays and weekends.

Requirements: AAS or equivalent with emphasis on building construction and blueprint reading. Minimum of 3-5 years related experience required. Knowledge of NFPA, NYS and Federal codes and standards. Experience and training in fire service, rescue, fire prevention and safety fields. Must possess mechanical abilities. Valid NYS driver's license. Excellent written and oral communication skills. Certified in First Aid and EMT desired.

General Service Off-Campus

Field Assistant, GR19 (B6901)

Horticultural Sciences-Geneva-Statutory

Minimum Biweekly Salary: \$510.90

Conduct cultural operations on the various Station farms as required of the Field Research Unit. Perform preventive maintenance and repairing farm equipment. Keep detailed records of field operations. Perform duties as required for the Field Research Unit.

Requirements: Minimum of a High School diploma or equivalent. Associate's in horticultural preferred; pesticide applicator's license. 1-2 years previous orchard, vineyard, field experience; must be able to operate farm machinery and be able to maintain and repair farm equipment. Apply at Geneva Personnel Office, Jordan Hall.

General Service Temporary

In addition to posted positions, temporary opportunities frequently occur in custodial, food service, dish machine operation, material handling and other service areas. All individuals are encouraged to apply. Call Karen Raponi at (607) 255-2192 or 255-7422 for more information.

First of all, it's important to recognize the nature of the labor pool here in Ithaca and at Cornell. The reality is that the office professional labor pool includes many individuals with B.A. degrees. Thus competition is keen for many jobs. On the other hand, there is also a scarcity of people with good word processing skills and secretarial experience.

Second, but to your advantage, the system is biased in favor of Cornell employees - internal applications are sent out for department review first - before applications from external candidates are referred. Cornell office professionals who are interested in moving may discuss their career interests with Esther Smith in Staffing (5-8081) and may choose to be listed in the resume bank at East Hill Plaza. They will then be referred for positions for which they are competitive without having to complete a transfer application.

In addition, employees may always complete a transfer application for a specific position: employees' transfer applications are always referred to the hiring department.

About 55% of the vacancies in stratum I of the office professional workgroup - the 1500 employees mentioned above in the secretary, library assistant, clerical, personnel assistant, retail assistant, stockkeeper, and office assistant group - are filled by Cornell employees. That percentage is even higher for upper level positions in that stratum.

In the second stratum (administrative assistants, executive staff assistants, administrative managers) about 70% of the positions are filled by internal Cornell applicants. There is a great deal of movement among these groups but more than likely you will have to have a degree to move into and among these positions.

Importance of Initiative

The importance of using initiative to advance at Cornell must be stressed. You move within the

Casual Animal Care Assistant (B7002)

Division of Nutritional Sciences-Statutory

Feed, clean and water research animals (rats and rabbits) on Saturday, Sunday and holidays, 3 hours per day for 1 year.

Requirements: Some knowledge of working with research animals preferred. Send application materials to Staffing Services, 160 Day Hall by June 9.

Academic

Research Associate II

Plant Pathology

Basic research with plant viruses. Studies involve analysis of host proteins associated with virus replication and/or pathogenesis. Oversight of both graduate and undergraduate students. In charge of isotopes in the laboratory.

Requirements: Doctorate in biological sciences discipline. Minimum of 3 years postdoctoral experience working with plant viruses and pathogenesis-related proteins in diseased plants.

Research Associate

Veterinary Virology

Conduct research on feline infectious peritonitis. Strong background in veterinary virology, immunology, and pathology, as well as specific experience in monoclonal antibody production and characterization. **Requirements:** D.V.M. or equivalent, a PhD in veterinary virology, experience in veterinary pathology, and experience in conducting independent research on viral diseases of domestic animals. Send curriculum vitae and names of 3 references to: Dr. Fred W. Scott, Cornell Feline Health Center, Department of Microbiology, Immunology and Parasitology, College of Veterinary Medicine, Cornell University, Ithaca, NY 14853-6401 by June 15.

Senior Research Associate

Agromony

Develop decision support systems for nitrogen management in agricultural systems in the tropics.

Requirements: PhD in agronomy, MSc in Computer Science or equivalent experience; experience in use of AI techniques to develop application programs required. Position is available ASAP for 2 years. Send vitae and names of 3 references to Dr. Susan J. Riha, Department of Agronomy, Cornell University, Ithaca, NY 14853.

university by watching for opportunities and acting on them. Job Opportunities - the weekly list of open positions at Cornell - is published every Thursday in this paper and listed on CUINFO - Cornell's computerized information system. If you are interested in moving, keep your resume current so that you can respond immediately to a posting that interests you. Many positions are filled very quickly.

Timecard Procedures:

To complete timecards accurately certain guidelines must be followed to comply with university policies and governmental regulations. These guidelines are listed below:

- Complete timecards in ink
- Complete the in/out section on the back of the timecard
- Summarize the hours and transfer them to the front, using tenths of an hour, i.e., 7.5, not 7 1/2
- Draw one line through any errors and make correction. All corrections must be initiated by the employee and the supervisor
- Do not use liquid correction fluid
- Total the hours on the front
- Distinguish between Personal and Health Care (P or H) for time recorded under Personal Leave
- Timecards must be signed by the employee and the supervisor