

CORNELL CHRONICLE



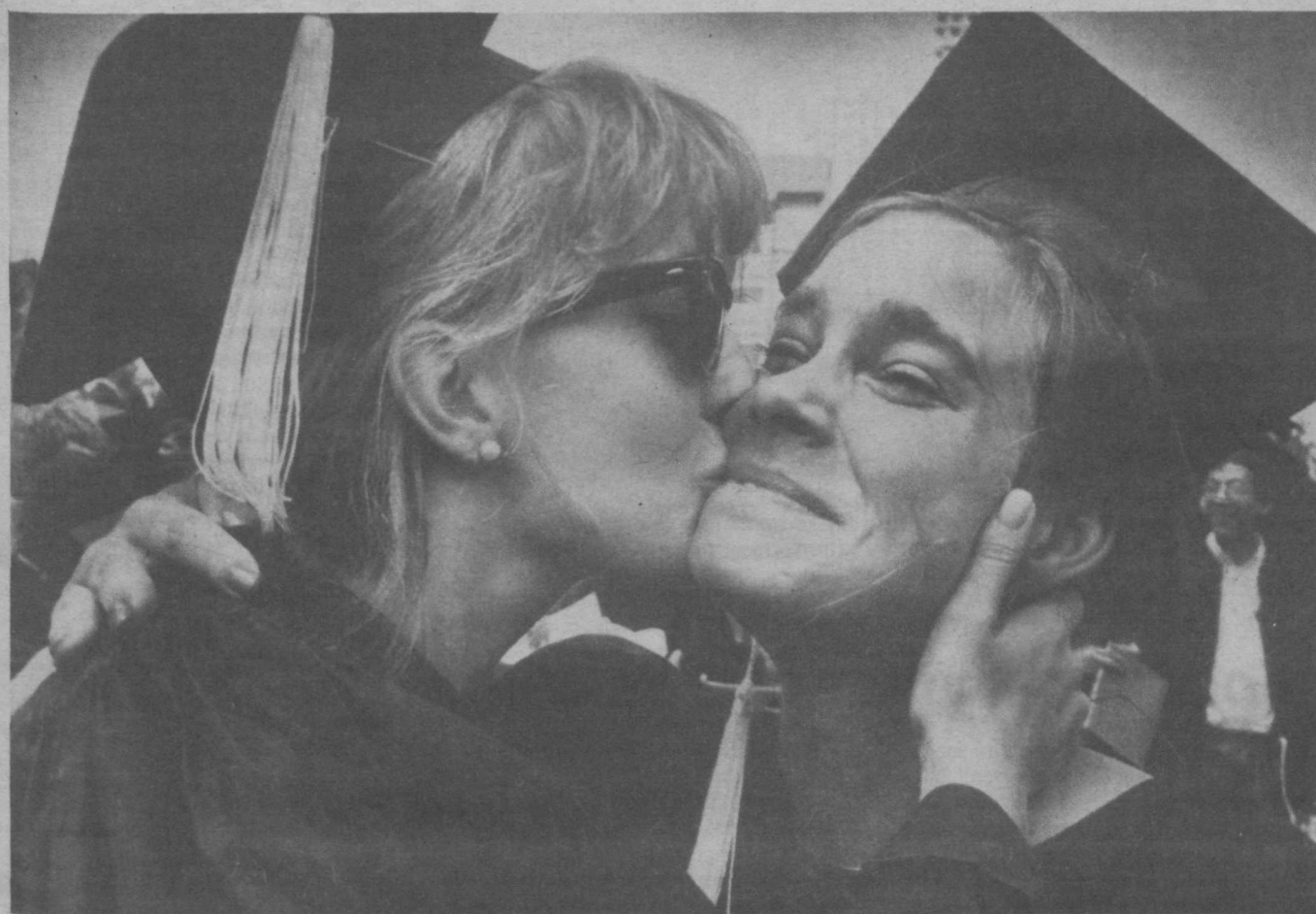
3
Birthday concert

Summer Session
insert

8
Calendar
of events

Volume 21 Number 35 May 31, 1990

Kiss me, you graduate



Melissa Kanaga (left) and Tina Rosenthal celebrate on Schoellkopf Field after graduating on May 27. For more

photographs from the 1990 commencement, the university's 122nd graduation, turn to Pages 4 and 5.

Tim Moersh

Talks, sports, music part of reunion fete June 7 to 10

Columnist George Will, U.S. Rep. Thomas Downey and Nobel Prize winner Roald Hoffmann will be among the speakers at the university's 125th anniversary celebration and annual Reunion Weekend from Thursday, June 7, through Sunday, June 10.

More than 5,000 alumni and guests are expected to visit Ithaca for the weekend of events.

They include a musical soiree, an alumni lacrosse game, two- and five-mile runs, sanctuary walks and the showing of seven "Best Picture" Academy Award winners since 1935. Special receptions will be held for Vietnam veterans and for singles, along with "teas" for the classes of the 1920s and 1930s to meet and share stories with Cornell professors of the 1990s.

In short, the weekend will demonstrate that reunions are no longer times for bragging or dreading, said Margaret Gallo, reunion coordinator and assistant director of the Office of Alumni Affairs. The Cornell reunion has become both a family vacation and an intellectual outing — a gathering that reflects the breadth and dynamics of Cornell and society at large, she said.

The reunion of 14 classes in five-year intervals from 1920 to 1985 will bring together alumni who graduated during the years that American women were given the right to vote, World War II ended, John F. Kennedy was elected president, Malcolm X was assassinated, four students were killed at Kent State University, three Nixon administration officials were convicted for their roles in Watergate, Ronald Reagan was elected to his first term as president and the Live Aid concert was held for Africa.

It also will mark the first time Cornell has organized a reception for alumni who served in Vietnam. It will be held on June 9, from 4:30 to 6 p.m. in Room 701 of Clark Hall.

"Vietnam vets are speaking more freely about their association with the war," said retired Lt. Col. William Huling Jr., of the U.S. Army who served in Vietnam from June 1970 to June 1971 and now is director of club programs for Cornell Alumni Affairs. "This reception is not meant to be heavy, to get into any discussions on the pros or cons of the war. It's meant to be a time for vets to get together and meet with other Cornellians who shared the Vietnam experience. It's just so we know we're not alone."

In a similar effort to design events to reflect social changes — "the reality that half of all marriages now go defunct at some point," Gallo said — a first-ever singles' reception will be held on June 9 from 4:30 to 6 p.m. on the south lawn outside the Johnson Museum of Art.

—Lisa Bennett

For a listing of reunion and
125th anniversary activities,
please turn to Page 6.

Endowment: It's not a panacea or a placebo

Endowment may be the least understood element in Cornell's financial picture, mainly because \$823 million — Cornell's endowment — has the ring of great wealth.

To the local critic demanding greater Cornell contributions to worthy causes, to students burdened by rising tuition, or to faculty and staff exhorted continually to control their costs, that endowment — especially if it can be enlarged through fundraising — holds infinite promise.

Even many alumni, whose generosity gives Cornell the third-highest annual financial support among American universities, don't understand what endowment is, according to recent research. They don't realize that, by law, the endowment's principal — the \$823 million — is untouchable. What's available to the university is only interest — and only some of that.

But while endowment is not a panacea, neither is it a placebo. It can't solve all of Cornell's problems, but, if substantially enlarged, it can ease the pressure now pushing up tuition.

Endowment is simply capital whose interest — never principal — is available, in perpetuity, to support charitable or philanthropic purposes. Endowments have supported English education since the 14th century and American education for 350 years.

Most of Cornell's endowment funds are in the university's long-term investment pool, a diversified mutual fund intended to yield annual income and long-term growth. That yield tends to be about 10 percent a year.

If someone gives \$1 million to endow library purchases, that endowment will have its own account, represented as a proportional number of shares in the long-term fund. A million-dollar endowment gift without a designated use would also get an account, with spendable income assigned according to university priorities.

'We have to do some redirecting of giving and thinking, so that our supporters appreciate how endowment builds stability and long-range financial growth. If we do that, the university will be able to move into the future less buffeted by the uncertainties of government funding and economic changes. And our destiny will be more ours to create.'

—Malden C. Nesheim

The university also chooses to temporarily add some additional funds to the endowment and spending interest only, even though not required to do so. Of the \$823 million endowment, \$553 million is true endowment and about \$270 million functions as endowment.

From all its 2,300 endowment accounts — within and outside of the long-term pool, restricted or not restricted, true or quasi endowment — the annual payout that goes to current university operations of about \$1 billion is a mere \$40 million, about 4 percent. And that percentage has been declining over time, as the percentage covered by tuition revenues has been rising, with Cornell's general-purpose budget now deriving more than 70 percent of its funds from tuition.

This declining ratio is one reason that universities whose endowments sound magnificent are considering major fund-raising efforts to build endowment and thus have to rely less on tuition as a source of funds.

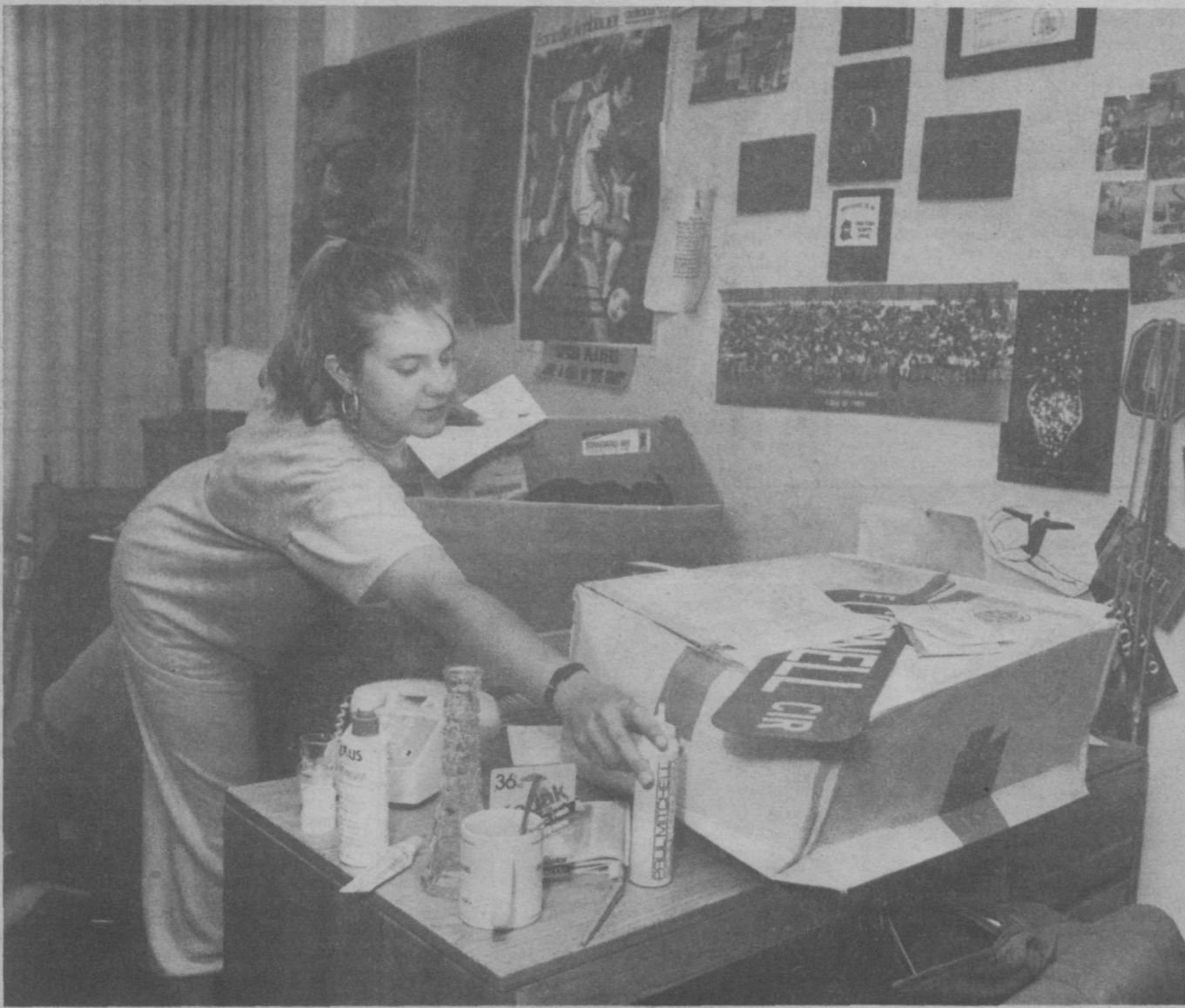
Harvard University, for instance, says the role of its endowment "in covering expenses" dropped from 60 percent in the late 19th century to about 17 percent today.

The reason endowment's value may be exaggerated is not only because its principal is untouchable (even the spendable interest is much smaller than many people would assume), but also because endowment managers — ultimately, Cornell's Board of Trustees — must think of the future as well as the present. They must build in a cushion against inflation. If all the interest from a million-dollar gift to endow a faculty chair were spent each year, for instance, the holder of that chair could not manage on the income available 10 or 20 years from now.

That is why Cornell decided last year to limit the annual payout of endowment inter-

Continued on page 6

Big pack attack



Carrie Danelski, an animal science major who just completed her freshman year, packs her bags in her University Hall No. 4 dormitory room before leaving campus to begin her summer vacation.

Tim Moersh

Conference to explore improving food safety

How biotechnology can enhance food safety and nutritional quality for American consumers will be examined at a national conference on Monday, June 11, through Wednesday, June 13, at Cornell.

The conference's chief aim will be to develop recommendations for government policies to effectively use biotechnology to improve food safety and nutritional quality, said Ralph W.F. Hardy, the spokesman for the National Agricultural Biotechnology Council (NABC). The NABC is sponsoring the meeting jointly with the Agricultural Research Institute in Washington, D.C.

"Consumer concern about food safety and quality is escalating," Hardy noted, adding, "This timely conference seeks to communicate the importance of real food risks and quality, and how biotechnology may minimize these risks and improve quality for the benefit of the consumer."

About 300 participants from academia, government, industry and consumer groups throughout the country are expected at the conference. "Agricultural Biotechnology:

Food Safety and Nutritional Quality for the Consumer," according to the program chairperson, June Fessenden MacDonald, deputy director of the NABC and an associate professor of biochemistry, biology and society here.

The NABC is a consortium of the Boyce Thompson Institute for Plant Research, Cornell, Iowa State University, the University of California at Davis and Texas A&M University. The council was established in 1988 to examine the potential impact of biotechnology on the nation's food and agriculture system and to develop policy recommendations on key national issues related to biotechnology as it affects the nation's agriculture and food system.

The program consists of more than a dozen lectures in the College of Agriculture and Life Sciences' Alumni Auditorium and six workshops in other locations.

All lectures are free and open to the general public, but workshop participants are required to pay a \$100 registration fee.

Conference lectures will examine:

- The safety of the U.S. food supply.
 - Consumer concerns over food safety.
 - Perceptions of risk.
 - The role of the media.
 - The impact of biotechnology on food safety and quality.
 - Examples of how biotechnology can improve food safety and nutritional quality involving diagnostics, genetically engineered crop plants and food products.
 - The potential health impact of biotechnologically derived foods and food products.
 - The roles of government, industry and consumers in ensuring a safe food supply.
 - The economic impact of agricultural biotechnology.
- Workshops will cover ways to improve food safety and nutritional quality, focusing on microbial contamination, synthetic and natural toxins, and safe use of biotechnology.
- For more information about the program, telephone MacDonald at (607) 254-4859.
- Yong H. Kim

NOTABLES

Assistant Professor of Chemistry **Roger F. Loring** has been named an Alfred P. Sloan Foundation Research Fellow for 1990-91 and 1991-92, which includes \$25,000 in support for his research in theoretical physical chemistry. Loring, who joined the Cornell faculty in 1987, works in the areas of equilibrium and non-equilibrium statistical mechanics.

Stacy Burton, of the Department of Comparative Literature, has been awarded the 1990 Luana L. Messenger-Henry Chalmers Prize, worth \$750, for her doctoral dissertation titled "Bakhtin and the Experience of Temporality in Faulkner and Butor." The prize, established in 1902, honors the doctoral dissertation "giving evidence of the best research and most fruitful thought in the field of human progress and the evolution of civilization during some period in human history or during human history as a whole."

BRIEFS

■ **Parking options:** Several alternatives are being offered to parking in A Lot for A permit holders, in order to avoid the inconvenience of construction detours. Holders of A permits may purchase a K Lot or West Campus parking permit or receive in place of their current parking permit a free transit pass for use on any county or city bus route within Tompkins County. For more details, call the Traffic Bureau at 255-4600.

■ **Straight parking:** Because of renovation work at Willard Straight Hall, all but the first 10 spaces along the drive to the Willard Straight parking lot will be closed from June 11 through Aug. 20.

CHRONICLE SCHEDULE

The Cornell Chronicle will publish bi-weekly during the summer. This issue is the last weekly edition of the academic year. During the summer, issues will be published on June 14 and 28, July 12 and 26, and Aug. 9. The first issue of the 1990-91 academic year will be published on Aug. 30. Notices for the Calendar must be received 10 days prior to publication.

NOTE OF THANKS

Ruth K. Stanton, registrar of the College of Agriculture and Life Sciences for 12 years, has sent a letter. She is terminally ill with lung cancer: "To all my Cornell friends, it would be impossible to write to each of you individually. But I wanted to tell you all how much your thoughtfulness has meant to Bill [her husband] and me. . . . Our sincerest thanks to you."

CORNELL CHRONICLE

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

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

GRADUATE BULLETIN

Registration: Forms for summer registration are available at the Graduate School information desk, Sage Graduate Center. Students must register if they are receiving financial aid during the summer (including summer assistantships or fellowships); wish to use campus facilities during the summer; or are off campus but require credit for summer study. Students must register in person at the Graduate School; student identification 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.

Degree deadline: Aug. 24 is the deadline for completing all requirements for an August degree, including submitting dissertations and theses to the Graduate School.

Travel: Conference Travel Grant Applications are due at the Graduate Fellowship and Financial Aid Office, Sage Graduate Center, by July 1 for August conferences. Application forms are available at graduate field offices.

BARTON BLOTTER

Sixteen bad checks totaling \$3,213 were passed on campus, according to the reports of the Department of Public Safety for May 21 through 27. A rash of bad checks often occurs at the end of a school term, according to Public Safety officials.

Ten of the checks were passed at the Campus Store in exchange for \$437 in goods. Bad checks in the amount of \$145 and \$572 were given in payment for stays at the Statler Inn.

Also, a stolen check was forged and cashed for \$480 at the Cornell Federal Credit Union office on campus.

CORRECTION

A story about the Clark Distinguished Teaching Awards in the May 24 issue incorrectly identified Biddy (Carolyn A.) Martin. She is an assistant professor of German studies and women's studies.

Concert to celebrate composer Palmer's 75th birthday

The 75th birthday of composer Robert M. Palmer, the Given Foundation Professor Emeritus of Music Composition, will be celebrated with a retrospective concert on Saturday, June 2, beginning at 8:15 p.m. in Barnes Hall. One thousand of Palmer's friends, former students and colleagues have been invited to the concert.

The program will feature four pieces in different musical mediums from distinct periods in Palmer's career: Quintet for Woodwinds, 1951; Second String Quartet, 1943; Second Sonata for Cello & Piano, 1983; and Concerto for Piano & String Orchestra, 1969.

The composer chose these compositions, which he considers among his strongest, to display the range and variety of his work and because they are among his personal favorites.

"Robert Palmer is one of the most respected American composers of the midcentury," said Thomas Sokol, chairman of the Music Department. More than one critic has called him a 20th-century Brahms.

At the same time, Palmer has had considerable influence as a teacher. More than two dozen of his students have made successful careers in music or musicology, including Cornell's Steven Stucky.

Throughout his career, Palmer kept his early commitment to tonal music, except for a brief period of experimentation with serial music, a system not based on traditional harmony. He wrote chamber music, sonatas and works for solo piano, song cycles and a large choral work.

"He carved out a style of his own relatively early in his career and has maintained it," said Edward Murray, associate professor of music and director of the university orchestra, who will direct the orchestra piece on the program. "That style was distinctive for its rhythmic flexibility, irregularity and excitement, owing to his interest in Renaissance composers."

A former student, Richard Monaco, has noted that "Renaissance polyphony and



This charcoal portrait of Robert M. Palmer was drawn in 1958 by art history Professor Emeritus H. Peter Kahn.

American jazz have influenced his preferred textures and rhythms."

Gregorian chant, the overlapping mixed rhythms of 16th-century polyphony and the rhythms of Aaron Copland and Bela Bartok influenced Palmer's use of rhythm, with its asymmetries and off-numbered formation.

His compositions are characterized by "flowing melodic lines, contrapuntal mastery and a distinctive sense of form — a rare musical virtue in our fragmented age," Elie Siegmeister wrote in "The New Music Lovers Handbook." Entries about Palmer are included in "The New Grove Dictionary of Music and Musicians," "The Oscar Thomson Encyclopedia," "The Riemann Musiklexikon" and "Who's Who in America."

Born in Syracuse in 1915, Palmer earned a bachelor and master's degree at the Eastman School of Music, studied with Roy Harris and Aaron Copland and, from 1940 to 1943, taught composition, theory and piano at the University of Kansas at Lawrence before coming to Cornell. Here, he taught composition and advanced courses in music theory for more than 35 years.

Palmer has won numerous awards and fellowships, composed more than 15 commissioned pieces and has been a visiting composer at 19 colleges and universities. He currently is continuing work on a large project of two extended movements for four soloists and orchestra that he began 10 years ago.

In an article in a New York Times magazine in March 1948, in which he described Palmer as "one of my own particular enthusiasms" among a group of young "American school" composers, Copland wrote: "In recent years too much of his energy has gone into his teaching at Cornell University — but teaching is a familiar disease of the American composer."

Palmer's answer to that: "I was always very involved in teaching, and I enjoyed it, especially bringing out the individual talents of composers. I feel, too, that the teaching strengthened my writing."

— Carole Stone

Former dean of Arts and Sciences Harry Levin is retiring (more or less)

"I'm not really retiring," said Harry A. Levin, the William R. Kenan Jr. Professor of Psychology. He will become an emeritus professor in July. The new status "means very little," Levin said, except that it'll give him more to say about how and where he spends his time.

The 65-year-old psychologist plans to teach one course a year. He has been preparing an undergraduate course for the fall on a subject that has long interested him: psychology and medicine, especially the ways doctors and patients communicate. He also plans to continue doing pre-med interviews and advising undergraduates. But he plans to travel more, too.

On May 10, the Psychology Department honored Levin for 35 years' work at Cornell — including seven years as department chairman (1966 to 1973) and four years as dean of the College of Arts and Sciences (1974 to 1978) — with a lecture by Professor Roger Brown of Harvard University, a fellow psychologist and a friend since the two were graduate students at the University of Michigan and then junior faculty at Harvard. Brown, the John Lindsley Professor of Psychology in Memory of William James, lectured about social status and formality in language, an interest the two men share.

Levin's colleagues also named the student lounge and seminar room on the second floor of Uris Hall after him: It will be called the Harry Levin Reading Room in the History of Psychology.

Reflecting on his career after the festivities were over, Levin observed that "we weren't as competitive as students are today. In graduate school and as young faculty members, there was more cooperation. There were not many people; there were plenty of jobs. Nowadays students are more careerist."

"Also, we had a wider conception then of what psychology was about. We didn't want to break it up into social psychology, experimental psychology, whatever. Psychology was wide open."

"And we were optimists. The problems seemed tractable. We thought learning theory would tell us all we needed to know about educating kids. Now I see it's too abstract, too much of it's about stimulus and response and drives, and it's all too far removed from the practicalities of learning."

Levin came to Cornell in 1955 as an associate professor of child development and family relations. Over the years, he developed expertise in learning, language and reading, and wrote the book he is best known for, "The Psychology of Reading," with colleague Eleanor Gibson.

Finding a natural link between psychology and linguistics, education and human development, Levin has always taken an interdisciplinary approach to his field. He supports the movement within psychology to recognize the interdisciplinary area of cognitive studies, which brings together the departments of psychology, linguistics, computer



Tim Moersh

Harry A. Levin

science, philosophy and child development.

"Interdisciplinary studies must be problem-oriented, not just interdisciplinary for its own sake," he said. "If you just say, 'Let's be interdisciplinary,' you're doomed to failure. It makes sense when you want to understand a common problem."

— Carole Stone

30 retiring faculty gave a combined 862 years

The following professors are retiring this year. They have given a combined 862 years of service to the university.

William W. Austin, Given Foundation Professor of Musicology; **Joe P. Bail**, education; **Heinz B. Biesdorf**, consumer economics and housing; **Isadore Blumen**, industrial and labor relations; **Ralph Bolgiano Jr.**, electrical engineering; **John B. Bourke**, food science and technology, Geneva; **Robert K. Finn**, chemical engineering; and **Gordon P. Fisher**, civil and environmental engineering.

Also, **Ephim G. Fogel**, English; **William W. Holdheim**, Frederick J. Whiton Professor of Liberal Studies; **John P. Kramer**, entomology; **James A. Krumhansl**, Horace White Professor of Physics; **Harry Levin**, William R. Kenan Jr. Professor of Psychology; **Leo**

Meltzer, sociology; **Dorothy W. Nelkin**, sociology; **Gene H. Oberly**, pomology; and **Robert A. Plane**, food science and technology and director of the New York State Agricultural Experiment Station, Geneva.

Also, **Mary Ann Radzinowicz**, Jacob Gould Schurman Professor of English; **Jean R. Robinson**, consumer economics and housing; **Robert R. Seaney**, agronomy; **Albert Silverman**, physics; **John C. Thompson Jr.**, clinical sciences; and **Harrison M. Trice**, industrial and labor relations.

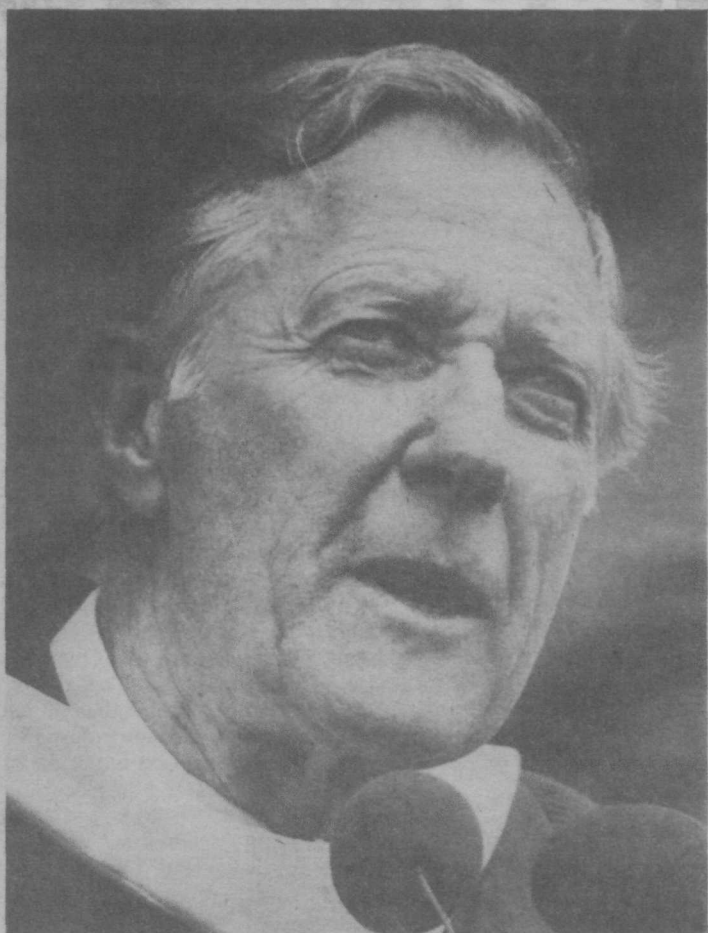
Also, **Norman M. Vrana**, electrical engineering; **Helen L. Wardeberg**, education; **Richard G. Warner**, animal science; **William J. Wasmuth**, industrial and labor relations; **Robert L. Wehe**, mechanical and aerospace engineering; **Antoinette M. Wilkinson**, communication; and **Donald B. Zilversmit**, nutritional sciences.

Robert Plane retires as Geneva Station director

Robert A. Plane will retire on June 30 as director of the New York State Agricultural Experiment Station at Geneva, a post he has held since November 1986. Before joining the station, he served as president of Clarkson University and was provost of Cornell from 1970 to 1974. At Cornell, Plane also served as a professor, Chemistry Department chairman and as a member of the Board of Trustees.

He will be succeeded by James E. Hunter, associate director of the Geneva station and a professor of plant pathology. On the Cornell faculty since 1972, Hunter served as chairman of the station's Department of Plant Pathology for 10 years. He is a specialist in diseases affecting vegetable crops.

Dean David L. Call of the College of Agriculture and Life Sciences said, "Cornell was very fortunate that someone with Bob Plane's experience was willing to lead the station through a period of restaffing and revitalization. He did a terrific job."



President Frank H.T. Rhodes addresses the graduates.

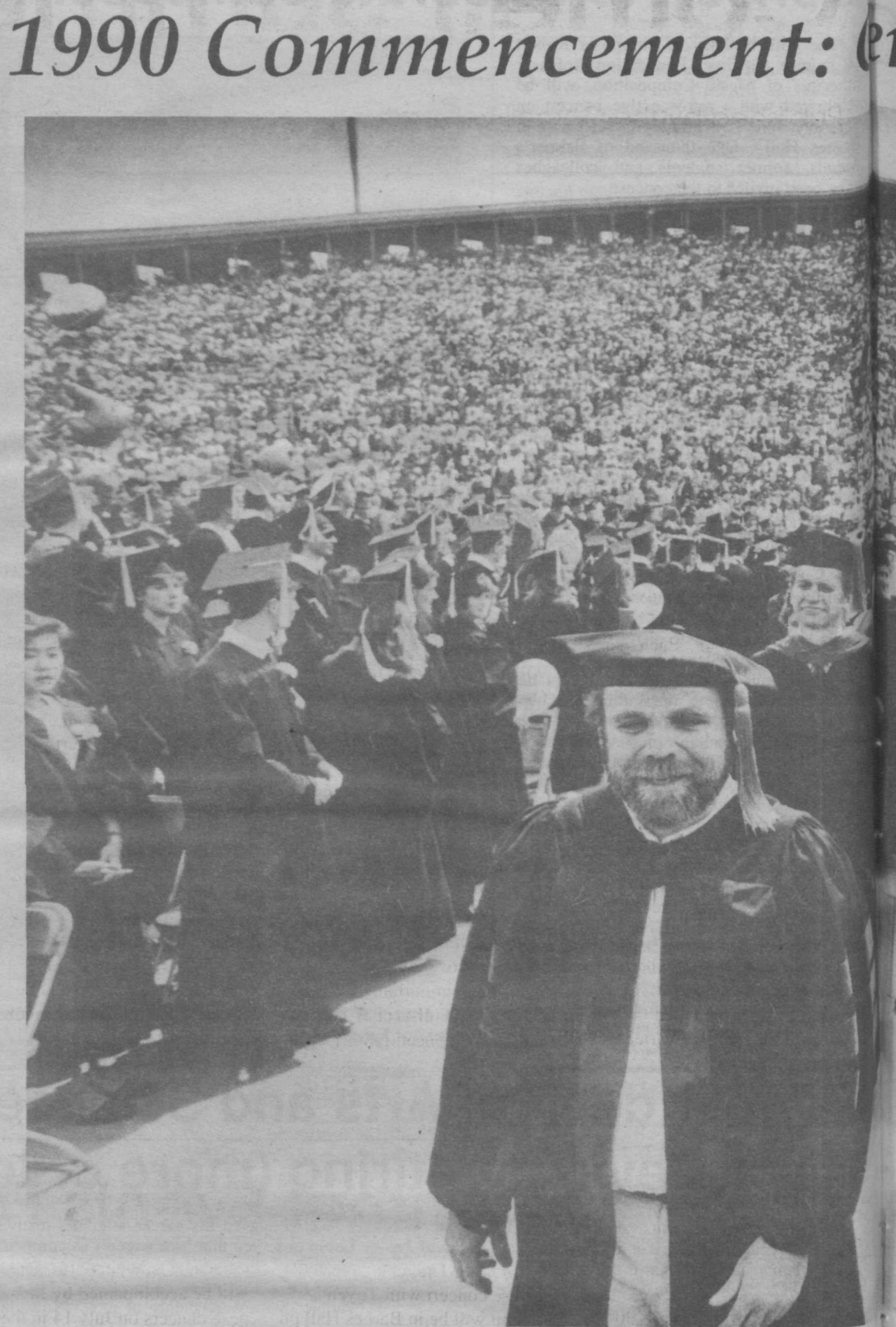
More than 5,600 students from Cornell's 11 schools and colleges received degrees at the university's 122nd commencement on May 27 at Schoellkopf Field.

"Can you really get all A's and still flunk life?" President Frank H.T. Rhodes asked the graduates.

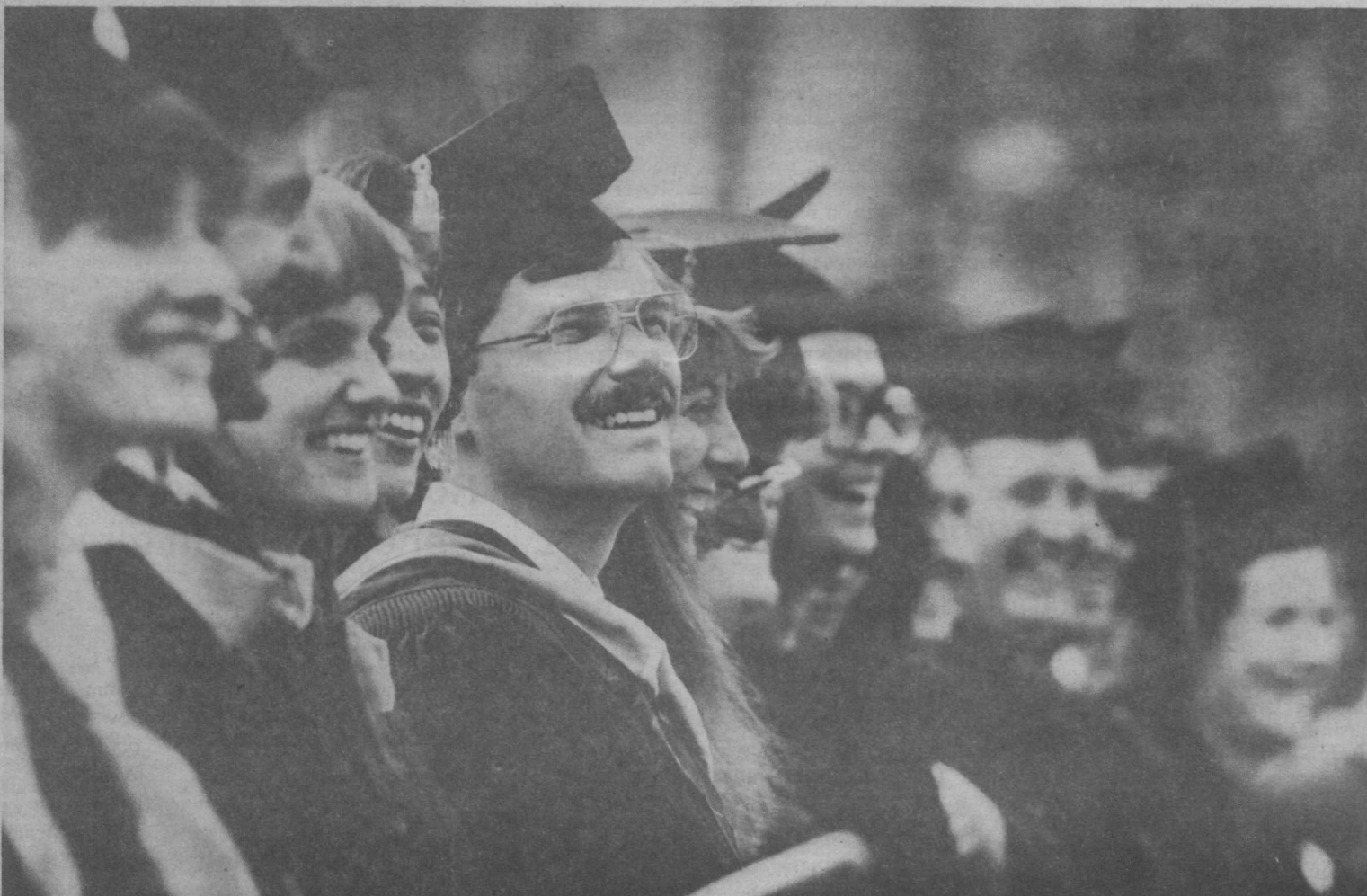
"Flunking life is to deny that your diploma gives you not only an obligation to lead, but also to serve. . . . It is by losing ourselves in larger causes that we find ourselves; by giving, we receive; by squandering our lives for some great purpose, we free ourselves; by committing ourselves to others, we find fulfillment; by serving, we lead," Rhodes said.

"Guided by those truths, all things are yours."

Photographs by Tim Moersh



Department of Textiles and Apparel faculty Peter Schwartz (left) and Chairwoman Kay Obendorf



Bruce Bates and other M.B.A. graduates listen to President Rhodes' speech.



Kenan Pekoz takes his no

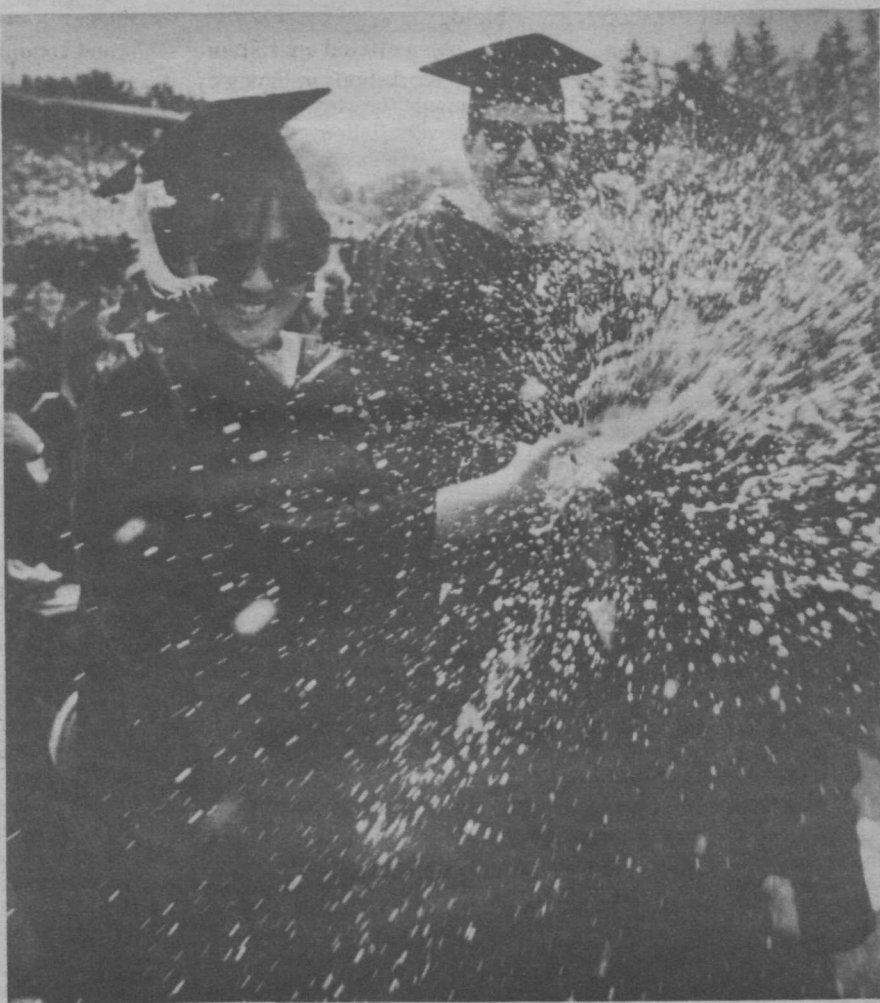
eremony and Celebration



Among the faculty approaching the commencement stage.



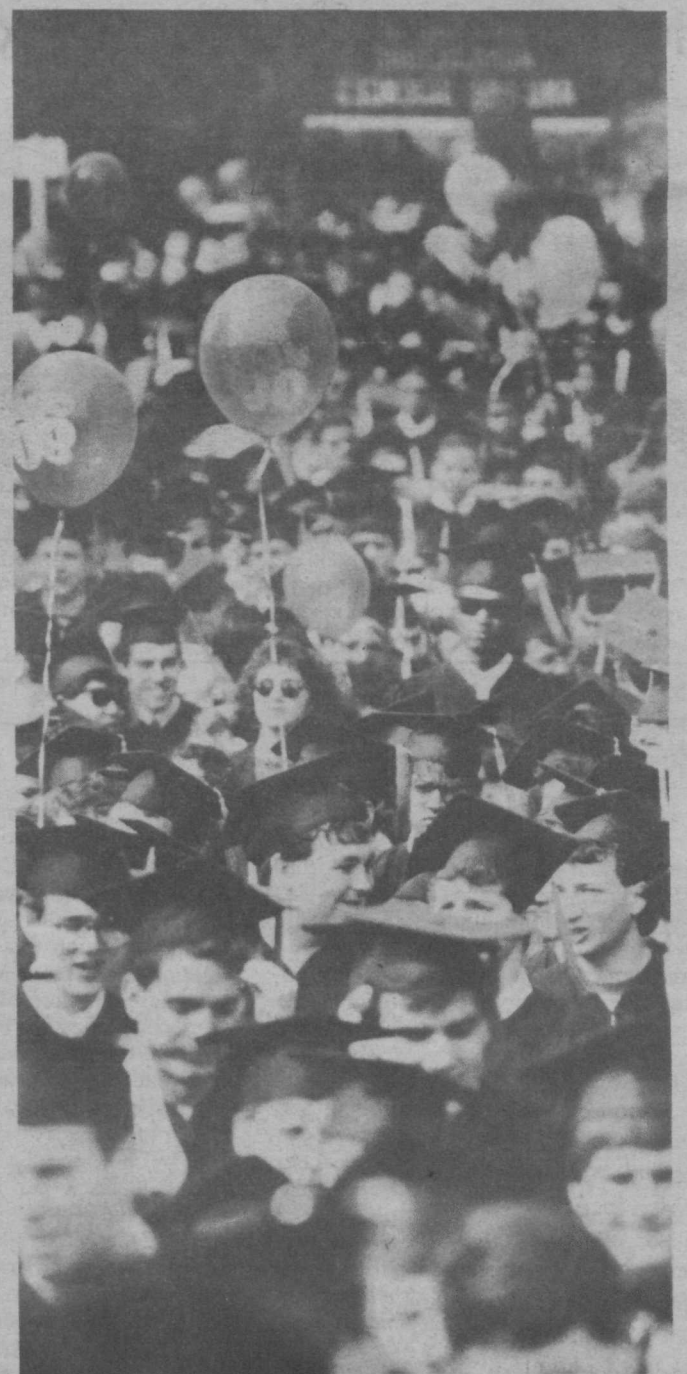
of his books.



Graduate Margie Sung celebrates her newly minted M.B.A.



B.F.A. candidate Petra Hanson rolls toward graduation.



The parade of graduates makes its way to Schoellkopf.

Reunion Weekend includes lecture by George Will

Among the special lectures, athletic events and entertainment planned are these:

Annual Olin Address

Columnist George Will will deliver the Spencer T. and Ann W. Olin Address on "Public Policy and American Society" on June 8 at 3 p.m. in Bailey Hall. Admission is by ticket only. Alumni may obtain tickets at reunion class headquarters. A limited number will be available to the public during Reunion Weekend at the Information and Referral Center in the Day Hall Lobby and the Information Desk in Barton Hall.

125th anniversary celebration

These events will take place on June 9, from 10:30 a.m. to 12:30 p.m. in Bailey Hall. Admission is by ticket only (available at class headquarters) until 10:20 a.m. After 10:20 a.m., people not holding tickets will be admitted to unclaimed seats. Overflow will be seated in Alumni Auditorium in Kennedy Hall, where the event will be telecast live.

• Walter LaFeber, the Marie Underhill

Noll Professor of American History, and Alfred Kahn, the Robert Julius Thorne Professor of Political Economy, will present "Problems and Prospects in the New Post-Cold War Era" at 10:30 a.m. It will be the first of seven symposia to be held around the country in honor of Cornell's 125th anniversary.

• The premiere of a multimedia presentation marking Cornell's anniversary will be shown beginning at 11:35 a.m. James B. Maas, professor and chairman of psychology at Cornell, is the executive producer.

• President Frank H.T. Rhodes will then deliver his State of the University address beginning at 11:45 a.m.

Other lectures

• Nobel Prize winner Roald Hoffmann, the John A. Newman Professor of Physical Science at Cornell, will lecture on "One Culture: The Close Ties between the Arts and the Sciences," on June 8 at 10:30 a.m. in the Richard J. and Sheila W. Schwartz Auditorium of Rockefeller Hall.

• U.S. Rep. Thomas Downey (D-N.Y.),

Class of 1970 and a leading advocate of child care legislation in Congress, will speak on "Child Care Legislation and Other Challenges of the 1990s," on June 8 at 2 p.m. in Room 213 of Ives Hall.

• "What is Creativity. Can It Be Taught, and How Important is It?" will be the topic for the Class of 1965 panel discussion. Participants will include David Feldshuh, artistic director of the Center for Theatre Arts, and associate professors from the Departments of Art and of Music. It will be held on June 8 at 10:30 a.m. in the Center for Theatre Arts.

Athletic and outdoor events

• The Cornell Reunion Run, two- and five-mile courses, begins June 9 at 7 a.m. on Garden Avenue near Barton Hall. Registration is on June 8 from 10 a.m. to 2 p.m. in Barton Hall, and from 3 to 6 p.m. at the Alumni House. No June 9 registrations will be permitted.

• The Lacrosse Alumni Classic, a non-contact game among alumni players, managers and fans, will begin on June 9 at 2

p.m. at Schoellkopf Field.

• Other events include morning bird walks through the Sapsucker Woods Sanctuary, Cornell Plantations garden party, Furtess Observatory stargazing, a golf tournament, tennis tournament and campus tours.

Entertainment

• A Musical Soiree, featuring Cornell faculty Malcolm Bilson, David Borden, Martin Hatch and Thomas Sokol, and students, alumni and friends, with a repertoire ranging from Bach to Borden. It begins on June 8 at 9 p.m. in Bailey Hall. For information, call 255-4297.

• Cornell Cinema will present seven Academy Award-winning "Best Pictures" from 1935 to 1985 in the Willard Straight Theater. June 7: "Mutiny on the Bounty" (1935), 6:45 p.m.; "Rebecca" (1940), 9:45 p.m. June 8: "The Apartment" (1960), 6:45 p.m.; "All About Eve" (1950), 9:30 p.m. June 9: "The Sound of Music" (1965), 2 p.m.; "Out of Africa" (1985), 6:45 p.m.; and "One Flew Over the Cuckoo's Nest" (1975), 10:15 p.m.

Let the work begin



Tim Moersh

Don Quick (left) and Howard Hulslander clear dirt from a storm drain pipe between Stimson and Goldwin Smith halls as work begins on the Olin Library addition. A segment of East Avenue in the middle of the campus is closed to all non-construction vehicles. On June 11, after Reunion Weekend, the city of Ithaca will close the Triphammer bridge that spans Fall Creek from Thurston Avenue to the intersection of East and University avenues. The city expects the bridge repairs to be completed in October.

Trustees OK financial plan; state units face cutbacks

The Board of Trustees on May 26 approved a financial plan for 1990-91 that includes tuition increases of 8 percent in the privately supported colleges and 5.9 percent for New York residents in the university's state-supported colleges.

In presenting the financial plan for 1990-91, Provost Malden C. Nesheim said that, as "a direct result of the state's fiscal crisis," Cornell's total state appropriations are projected to grow by only 2.6 percent for the year starting July 1 — from \$125.3 million to \$128.6 million. That means that the state would provide less than 45 percent of the \$268.2 million in projected operating revenues of the state-supported colleges and support services.

Nesheim said the below-inflation increase "will substantially underfund" programs, amounting to a shortfall that he expects to exceed \$3 million.

Cornell's share of the State University of New York budget alone will require cutbacks expected to total at least \$2.7 million from the Executive Budget that Gov. Mario Cuomo proposed in January. The deans of the College of Agriculture and Life Sciences, College of Human Ecology, College of Veterinary Medicine and School of Industrial and Labor Relations have until mid-June to suggest how they will manage those cuts.

But Nesheim emphasized that financial restraint would be required of the entire university. Among the planning objectives that he said would guide the university were keeping tuition growth "as low as possible," tying any above-inflation growth in salaries to "overall growth in productivity," achieving some changes through "substitution rather than addition" and trying to keep increased financial-aid expenses close to tuition increases.

The consolidated operating plan for the state-supported and privately supported colleges as well as for the Medical College projects total expenditures of \$1.05 billion, up 6.9 percent from this year's forecast of \$978.1 million.

Universitywide, revenue from tuition and fees will increase by 7.6 percent; from investment-income distributions, 4.5 percent; from grants and contracts, 6.4 percent; from the recovery of indirect costs of research, 1.6 percent; from the practices of Medical College faculty, 8.9 percent.

On the expenditure side, salary and benefit increases will command the largest share of growth; 60 percent of all current fund expenditures go for faculty and staff compensation.

In other action, the board:

• Voted to name after Leslie Severinghaus, Class of 1921, a research room in the Asian-collections area of the Olin Library addition. Work on the addition began Tuesday, May 29. Severinghaus, headmaster emeritus of the Haverford School, taught in China in the 1920s and subsequently visited there three times. He has served as a Cornell trustee and council member. He is the widower of Emmavil Luce Severinghaus, the sister of the late Henry R. Luce. The Luce Foundation pledged \$1 million toward the cost of the research room.

• Added the phrase "sexual preference" to Cornell's 1978 statement of policy on equal educational and employment opportunity. That policy now says that educational and employment opportunities will not be denied "on the basis of any legally prohibited discrimination involving, but not limited to, such factors as race, color, creed, religion, national or ethnic origin, sex, sexual preference, age, or handicap."

— Sam Segal

Endowment *continued from page 1*

est to between 4 and 4.5 percent of the endowment's market value. The rest is reinvested in the endowment account from which it comes in hopes of at least matching inflation in the area to which the funds apply.

Another cause of misunderstanding regarding the university's endowment is the difference between Cornell's absolute and relative endowment.

Of some 1,600 independent institutions, only 125 have endowments exceeding \$50 million; Cornell's is one of only nine above \$750 million. But the ultimate value of endowment — supporting and stabilizing academic programs — is more properly measured by the dollars it provides on a per-student basis. And, according to a Cambridge Associates study, Cornell ranked 79th on that basis among independent institutions for 1988-89.

After subtracting all students enrolled in the state-supported colleges — where New York state allocations act as a kind of endowment — Cornell's per-student endowment came to \$63,464 for 1988-89, according to the University's Financial Plan for

1990-91. By comparison, Princeton's \$398,369 per-student endowment is thus more than six times Cornell's; Harvard's is almost four times as great.

If Cornell undertakes the major fundraising campaign that it is contemplating, building endowment will be a high priority — not only for professorships and department chairmanships but for undergraduate financial aid and other expenses that pull each year on the operating budget.

Moving funding from the operating budget to new endowment funds provides a stability in which the university's other financial planning can be more dependable. Financial aid provides an example.

Since 1980, federal financial aid funding has declined in inflation-adjusted terms by more than 3 percent, while financial aid supplied by institutions has risen by 65 percent, according to figures of the Consortium on Financing Higher Education.

Grants have declined steadily and have been replaced by loans, discouraging some students from attending college.

Independent colleges and universities seeking to keep their doors open to all able

students are paying well over \$3 billion a year out of their own funds to fill the aid gap.

At Cornell, \$21 million from the 1990-91 general-purpose budget of about \$250 million is earmarked for undergraduate financial aid — up 18 percent from the figure budgeted this year.

If much of the aid burden could be paid out of endowment, with earnings above the 4.4 percent being reinvested against future inflation of financial-aid costs, Cornell would find real relief from a major and soaring expense that now must be funded from revenue streams that have proved flat — except for tuition.

But endowment can provide more than stability. When sufficiently robust, it also can make a difference in the quality of programs.

A Princeton official recently was asked by a Newsweek editor why Princeton's and another leading university's tuitions are so similar even though Princeton's endowment is many times larger. He responded that the larger endowment allows Princeton to compete for faculty who are out of the reach of

the other university, to maintain a library beyond the other's scope, to pay for faculty time needed to supervise senior theses required of all undergraduates and, unlike the other, to meet the "full demonstrated financial need of all admitted undergraduates."

Cornell can't soon build an endowment of the same magnitude as its older peers. (Cornell is marking its 125th anniversary; Princeton is almost 250 years old; Harvard, more than 350.) Yet a strong, steady push to enlarge the endowment could be a boon, said Provost Malden C. Nesheim.

"We have to do some redirecting of giving and thinking, so that our supporters appreciate how endowment builds stability and long-range financial growth," Nesheim said. "And we have to do this while continuing the recent cost-containment efforts spearheaded by the president and senior provost and supported by faculty."

"If we do that, the university will be able to move into the future less buffeted by the uncertainties of government funding and economic changes. And our destiny will be more ours to create."

— Sam Segal

18th-century literature; 20th-century dance

M.H. Abrams

A scholar and critic ahead of his time

M.H. Abrams' reputation as a leading scholar on the Romantic period in literature is long established. Now, there is growing recognition that his method of criticism — often overlooked and even discounted at times over the past five decades — has been ahead of its time.

Earlier this month, Abrams received an American Institute of Arts and Letters' 1990 Award for Literature, which includes a \$5,000 cash award. During ceremonies at the institute's headquarters on West 155th Street in New York City, Abrams was described as "one of those rare figures in whom the historical scholar and the literary figure blend perfectly, to the point where it becomes impossible and needless to make any distinction."

Abrams is the Class of 1916 Professor Emeritus of English Literature. At age 77, he still rides a bike to campus from his Cayuga Heights home and works almost daily in his cramped office in Goldwin Smith Hall.

In addition to citing Abrams' classic work in literary history, "The Mirror and the Lamp," which was first published in 1954, and "Natural Supernaturalism," published in 1971, the institute lauded his contributions to literary theory, which are gathered together for the first time in "Doing Things with Texts," a collection of essays by Abrams on criticism and critical theory published last fall by W.W. Norton & Co.

Philosopher Richard Eldridge, writing for the Journal of Aesthetics and Art Criticism, said that Abrams' "Doing Things with Texts" is "the most important and successful book in English on aesthetic theory, particularly in relation to literature, since Coleridge."

Michael Fischer, the editor of the book, wrote in the foreword that, while Abrams appreciates and incorporates the contributions of often-conflicting literary theories such as deconstruction and the new criticism, he insists that literary criticism "cannot limit itself to formal or structural considerations."

Fischer states that Abrams' approach is a comprehensive view that conceives of "literature as a human product, addressed to human readers and dealing with matters of human concerns." Fischer argues that this approach to a literary work has been a constant in Abrams' work for nearly five decades.

Fischer, a professor of English at the University of New Mexico, writes: "If contemporary literary theorists have any one aim, it is the desire to advance beyond new critical formalism by contesting the independence of the isolated literary work and questioning the disinterested-

ness of the supposedly objective reader."

He suggests that Abrams "ought to be valued as a pioneer in this effort, even as a critic ahead of his time."

In the concluding essay in the book, Abrams states that "the cardinal critical question is: 'What's in it for us readers now?'"

That question epitomizes a surprisingly pragmatic role Abrams sees for the humanist scholar. In his essay, "On Political Readings of Lyrical Ballads," Abrams writes that "an open reader of 'Tintern Abbey' finds that it speaks now, as it has spoken for almost two centuries, and will continue to speak in the future. Not because of transcendent and universal features (metaphysical essences of which I am no less wary than McGann), but for entirely empirical reasons. That is, the poem articulates and orders — although in time-and-place-specific ways that enhance its historical interest and invite imaginative participation beyond our parochial limits — modes of experience that we share with the poet, and that people will continue to share in any predictable future."

Abrams goes on to say that, "should the political and social conditions prophesied by Marx come to pass, it is beyond peradventure that even in a classless society men and women will continue to live a mortal life in time; will suffer, as Wordsworth put it, 'solitude, or fear, or pain, or grief'; will as a result surely become sadder, but may also, provided they are both strong and fortunate, become more comprehensively and sensitively human; and will find support in the awareness that they are not alone, but share their lot with those they love."

He concludes that, "from such readers, 'Tintern Abbey' will continue to evoke a deep response because it speaks, in its innovative, ordered and compelling way, to enduring constants amid the ever-changing conditions of what it is to be human."

Of Abrams' own writing, literary critic Wayne Booth said in the 1983 special edition of Contemporary Literary Criticism devoted to "the most significant critics of the past 50 years" that "the proof of Abrams' pudding is in the eating . . . in the experience of Abrams in detail — including the detail of at least a major part of his extensive quotation from other authors. . . . And it is this experience that many sincere and competent readers will for various reasons not discover."

In agreement with Booth's final point, Abrams wrote in the same issue of Contemporary Literary Criticism: "A humanistic demonstration, unlike a scientific demonstra-



Charles Harrington

M.H. Abrams

tion, is rarely such as to enforce the consent of all qualified observers. For it to carry the reader through its exposition to its conclusions requires some ground for imaginative consent, some comparative ordering of values, some readiness for emotional response to the matters shown forth, which the reader must share with the author even before he begins to read; and these common grounds are no doubt in part temperamental, hence variable from reader to reader."

Alluding to a major criticism of his own work through the years, Abrams said, "If this assertion constitutes relativism, then we simply have to live with the relativism it asserts, for it is an aspect of the human predicament which the languages and complex strategies of proof in humanistic inquiries are designed to cope with, but can never entirely overcome."

— Martin B. Stiles

Sally Banes

A historian looking ahead of her time

Associate Professor Sally Banes plans to teach a course next year on dance of the '80s and '90s. Not the 1890s: the 1990s.

She doesn't care that the decade hasn't happened yet. As a writer, historian and critic, her job is to analyze new trends.

"I assume she'll teach what she thinks is going to happen. And what's wrong with that?" Bruce Levitt, chairman of the Theatre Arts Department, said when asked if there might not perhaps be a small problem in trying to discuss dance of the '90s in 1991.

"We do it in the sciences all the time, trying to prove whether this or that reaction will occur or not. What Sally brings to the department is a real knowledge of what's going on out there."

Associate Professor Joyce Morgenroth, who heads Cornell's dance program, agreed that when it comes to contemporary dance Banes is on the mark.

"Very few people in the country do what she does, and she's invited everywhere," Morgenroth said.

In mid-April, the Judson Memorial Church in New York City — a place that was to modern dancers in the 1960s what Los Alamos was to nuclear physicists in the '40s — began celebrating its centennial and invited historian Banes and critics Jill Johnston and David Vaughan to a panel discussion about the church's involvement with dance. Banes is the author of a book, "Democracy's Body: Judson Dance Theater, 1962-1964," that covers a time when everyone who was anyone in dance was there: Lucinda Childs, Robert and Judith Dunn, David Gordon, Deborah Hay, Steve Paxton, Yvonne Rainer and others.

"Democracy's Body" was Banes' doctoral dissertation at New York University in 1980 and the start of a second career of full-time teaching positions at Florida State University, SUNY-Purchase and Wesleyan University in Connecticut, a year at Cornell as a postdoctoral fellow in 1985 and a move to Ithaca in 1988 to join the faculty. She is also currently in a six-year term as editor of Dance Research Journal.

Banes' first career was as a writer, editor and critic, first for The Reader, an alternative weekly in Chicago, then for the Soho Weekly News, The Village Voice, Dance magazine and the Hartford Courant. Based in New York City, she covered dance and performance art and also served two terms as president of the Dance Crit-

ics Association.

Her resume lists more than 321 articles and reviews. Among the titles: "Godzilla's Eleven," "Bucking Broncos in the Bronx," and "Dancing [with/to/before/on/in/over/after/against/away/from/without] Music: Vicissitudes of American Postmodern Choreography." A preview of a traditional ballet, "The Nutcracker," follows a review of Peter Brook's avant-garde "Mahabharata." An article that ran in The Village Voice on April 22, 1981, "To the Beat, Y'All," was the first in the country on break dancing. Banes later wrote a chapter about breaking for a book, "Fresh: Hip Hop Don't Stop," about inner-city street culture.

"She can pull together a lot of disparate activities: classical theater and dance, modern dance and performance art, popular culture and the theater, dance and film of the 1960s. She has a broad and rich knowledge of all these areas," Levitt said.

"I don't know how not to be interdisciplinary," is the way Banes put it. She developed that perspective as an undergraduate at the University of Chicago in the late 1960s where she was drawn to alternative, political theater. As a member of The Collective and later MoMing, another theater collective, she did some of everything — writing, directing, acting, singing, dancing, lighting and set design, costume making and publicity. From making performances and studying dance to writing about them was a natural step.

Banes spent the 1970s researching "Terpsichore in Sneakers," a book that portrays 10 of the most innovative postmodern dancers of that decade, many of whom had worked at the Judson Dance Theater. Its title refers to the ancient Greek muse of dance. "A lot of that might have disappeared if I hadn't documented it," Banes said. "I wish someone had written about 19th-century ballet the way we write now — with description."

Banes now has finished another book, "Amazing Grace: Avant-Garde Performance and the Effervescent Body in Greenwich Village 1963," about the art scene in New York City.

Here, she was chairman of the steering committee for The American Festival at the Center for Theatre Arts last fall; she has taught theater, film and performance art of the 1960s and the history of 20th-century directing; she teaches a dance history course from the Renaissance to



David Lynch-Benjamin

Sally Banes

the present; and this semester she gave a senior seminar in postmodern dance and a freshman writing seminar on dance.

Meanwhile, she is busy co-writing a book about Soviet film maker Sergei Eisenstein with her husband, Noel Carroll, a philosopher of art and fellow faculty member. (Banes previously edited two books on the history of Soviet dance.)

And she's giving a lot of thought to "the next wave of postmodernism," because, as she said, her involvement with the arts has always been with contemporary art, with "what's on the cutting edge, with art that's being made. To be there and call it as you see it is difficult. But this is what I have always done."

— Carole Stone

CALENDAR

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

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

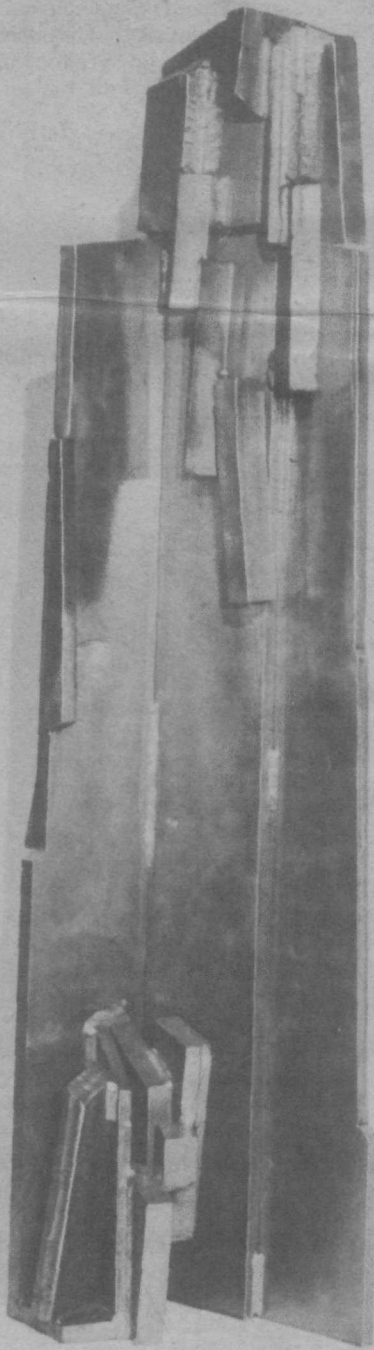
Notices should also include the subheading of the calendar in which the item should appear.

EXHIBITS

Johnson Art Museum

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

"Joel Perlman: A Decade of Sculpture, 1980-90," featuring 22 pieces by this contemporary sculptor, will open June 7. The exhibition marks the 25th anniversary of Perlman's graduation from Cornell. Among the works on exhibit will be "Warlock," "Diamonds Together" and "First Diamond." "This exhibition focuses on a decade of Perlman's sculpture and illustrates a time in the artist's career when his explorations of



Grant Barker for the Andrew Emmerich Gallery "Clayworks," one of the 22 pieces displayed in the exhibition "Joel Perlman: A Decade of Sculpture, 1980-90" at the Herbert F. Johnson Museum of Art, opening June 7. The exhibition marks the 25th anniversary of Perlman's graduation from Cornell.

new ideas and stylistic motifs have led to the creation of an elegantly austere and powerful body of work," according to Leslie Schwartz, exhibition curator.

"Paintings and Drawings by J.O. Mahoney," a retrospective exhibition of 56 paintings and drawings by the late Ithaca painter J.O. Mahoney, on view through June 24. The exhibit includes work from the museum's collection, Mahoney's colleagues and friends, and the artist's estate.

Olin Library

"The Book in Southeast Asia," early Southeast Asian manuscripts and books, fabricated from palm leaves or the bark of mulberry trees and written in exotic scripts, along with colonial and modern books, Monday through Friday, 8 a.m. to 5 p.m., through June 12.

University Library

"Human Sexuality: A Selection of Library Resources," an exhibit in Uris and Olin libraries, manuscripts and archives, through June. The exhibition covers topics such as witchcraft, AIDS, heterosexual relationships, the evolution of lesbian and gay writing, lesbian and gay liberation, reproductive rights and directions of current research.

FILMS

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

Thursday, 5/31

"Night of the Hunter" (1955), directed by Charles Laughton, with Robert Mitchum, Shelley Winters, Lillian Gish, 8 p.m., Willard Straight.*

Friday, 6/1

"Mr. Universe" (1988), directed by Gyorgy Szomjas, with Laszlo Szabo, George Printer and Mickey Hargitay, 7:15 p.m., Willard Straight.*

"The Last Emperor" (1987), directed by Bernardo Bertolucci, with John Lone, Joan Chen and Peter O'Toole, 9:30 p.m., Willard Straight.*

Saturday, 6/2

"The Last Emperor," 6:45 p.m., Willard Straight.*

"Women on the Verge of a Nervous Breakdown" (1988), directed by Pedro Almodovar, with Carmen Maura and Antonio Banderas, 10:15 p.m., Willard Straight.*

Sunday, 6/3

"Women on the Verge of a Nervous Breakdown," 8 p.m., Willard Straight.*

Monday, 6/4

"Mr. Universe," 7:15 p.m., Willard Straight.*

"A Room with a View" (1986), directed by James Ivory, with Maggie Smith, Helen Bon Ham Center and Denholm Elliot, 9:30 p.m., Willard Straight.*

Tuesday, 6/5

"The Lady Eve" (1941), directed by Preston Sturges, with Barbara Stanwyck, Henry Fonda and Charles Coburn, co-sponsored by English Department, 7:15 p.m., Willard Straight.*

"Sex, Lies and Videotape" (1989), directed by Steven Soderbergh, with James Spader and Andie MacDowell, 9:30 p.m., Willard Straight.*

Wednesday, 6/6

"Sex, Lies and Videotape," 7:10 p.m., Willard Straight.*

"A Room with a View," 9:30 p.m., Willard Straight.*

Thursday, 6/7

"Mutiny on the Bounty" (1935), directed by Frank Lloyd, with Charles Laughton, Clark Gable and Franchot Tone, 6:45 p.m., Willard Straight.*

"Rebecca" (1940), directed by Alfred Hitchcock, with Lawrence Olivier and Joan Fontaine, 9:45 p.m., Willard Straight.*

Friday, 6/8

"All About Eve" (1950), directed by Joseph L. Mankiewicz, with Bette Davis, Anne Baxter and Marilyn Monroe, 6:45 p.m., Willard Straight.*

"The Apartment" (1960), directed by Billy Wilder, with Jack Lemmon, Shirley MacLaine and Fred MacMurry, 9:45 p.m., Willard Straight.*

Saturday, 6/9

"The Sound of Music" (1965), directed by Robert Wise, with Julie Andrews and Christopher Plummer, 2 p.m., Willard Straight.*

"One Flew Over the Cuckoo's Nest" (1975), directed by Milos Forman, with Jack Nicholson and Louise Fletcher, 6:45 p.m., Willard Straight.*

"Out of Africa" (1985), directed by Sydney Pollack, with Meryl Streep, Robert Redford and Klaus Brandauer, 9:45 p.m., Willard Straight.*

Sunday, 6/10

"One Flew Over the Cuckoo's Nest," 8 p.m., Willard Straight.*

Monday, 6/11

"Wings of Desire" (1987), directed by Wim Wenders, with Bruno Ganz, Otto Sander and Peter Falk, 7 p.m., Uris.*

"The River's Edge" (1987), directed by Tim Hunter, with Crispin Glover, Dennis Hopper and Keanu Reeves, 9:30 p.m., Uris.*

Tuesday, 6/12

"The River's Edge," 10 p.m., Uris.*

"The Bridge on the River Quai" (1957), directed by David Lean with Alec Guinness, William Holden and Sessue Hayakawa, 6:30 p.m., Uris.*

Wednesday, 6/13

"Wings of Desire," 7 p.m., Uris.*

"The Bridge on the River Quai," 9:30 p.m., Uris.*

Thursday, 6/14

"Bull Durham" (1988), directed by Ron Shelton, with Kevin Costner, Susan Sarandon and Tim Robbins, 7:10 p.m., Uris.*

"Weekend" (1967), directed by Jean-Luc Godard, with Mireille Darc, Jean Yanne and Jean-Pier Leaud, 9:30 p.m., Uris.*

MUSIC

Bound for Glory

Records from the studio. Bound for Glory can be heard Sundays from 8 to 11 p.m. on WVBR-FM, 93.5.

Center for Theatre Arts

Bowling Green John Cephas and Harmonica Phil Wiggins, masters of the Piedmont Blues, along with The Whitstein Brothers of Louisiana, will perform on June 14 at 8 p.m., in the Center for Theatre Arts. The concert is sponsored by the New York State Council on the Arts in cooperation with the New York Folklore Society and Cornell's Center for Theatre Arts. Tickets at \$5, \$3 for students and seniors, are available by calling the box office at 254-ARTS.

RELIGION

Baha'i

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

Catholic

Summer Mass Schedule: Saturdays, 5 p.m., Anabel Taylor Auditorium; Sundays, 10 a.m., Anabel Taylor Auditorium. Pentecost, 10 a.m., June 3.

Christian Science

Testimony Meeting: Thursdays, 7:30 p.m., Anabel Taylor Founders Room.

Episcopal (Anglican)

Sundays, worship and Eucharist, 9:30 a.m., Rev. Gurdon Brewster, chaplain, Anabel Taylor Chapel.

Friends (Quakers)

Sundays, 10:30 a.m., meeting for worship, Hector Meeting House, Perry City Road. (Rides from Anabel Taylor hall at 10 a.m.) Call 255-4214 for information.

Jewish

Shavuot Services: May 31, 9:15 a.m., Edwards Room, Anabel Taylor Hall.

Service schedule through Aug. 18: Friday nights, 7:30 p.m., Anabel Taylor; Saturday mornings, 9:15 a.m., Orthodox, Edwards Room, Anabel Taylor.

Korean Church

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

Muslim

Fridays, 1 p.m., Anabel Taylor Edwards Room; daily, 218 Anabel Taylor Hall.

Zen Buddhism

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

SEMINARS

Ecology & Systematics

"The MacArthur Levins Approach to Species Diversity — A reexamination," Egbert Leigh, Smithsonian Tropical Research Institute, Panama, June 4, 3 p.m., Morison Seminar Room, Corson/Mudd Hall.

Food Science/Microbiology

"Gene Organization and Expression in Lactic Acid Bacteria," Willem deVos, Netherlands Institute of Dairy Research, Netherlands, June 4, 12:20 p.m., Large Conference Room, Biotechnology Room.

Genetics & Development

"Killer of Prune: a Drosophila Gene Required for Normal Mitosis," Allen Shearn, Johns Hopkins University, June 4, 4 p.m., Conference Room, Biotechnology Building.

Microbiology

"Functional Duality of Immunoglobulin Variable Region Domains: Strategies to Develop Idiotypic Based Vaccines," Ronald Kennedy, Southwest Foundation for Biomedical Research and the University of Texas Health Science Center, San Antonio, June 12, 12:15 p.m., G-3 Vet Research Tower.

Nanofabrication

"Development of Reducing Image Projection Systems," Hans W.P. Koops, DBP-Tekom Research, June 5, 10 a.m., 243 Clark Hall.

MISC.

Biotechnology

"Lab Expo '90" with hosts Fisher Scientific Co., will be held on June 8, 9 a.m. to 3 p.m., in the small conference room, ground floor, Biotechnology Building. The Expo will feature technical seminars and product exhibits. The seminars and participants: Biotechnology: "Thermal Cycler Technology for DNA Amplification," Mike Manchester, Precision Scientific Co., 9 a.m.; "Advances in Plant Tissue Culture," Bob Schwartz, Falcon Division of Becton Dickinson, 10 a.m.; and "DNA Sequencing: Theory and Commonly Used Methods," Beverly W. Miller, Fisher Scientific Co., 11 a.m. Chemistry: "Eliminate 90 Percent of PH Electrode Failure," Dom Frollini, Fisher Scientific Co., 1 p.m.; "Analysis of Pesticides in Water," Mike McClung, SSI, 2 p.m. Safety: "Eye Protection for Today's Laboratory," David Rool, UVEX, noon; and "Respiratory Concerns in the Laboratory," Debbie Hollister, Wilson Safety, 12:30 p.m.

Sigma Delta Epsilon

The Alpha Chapter of SDE/Graduate Women in Science will hold a dish to pass summer picnic on June 13 at 4:30 p.m., at 126 Honness Lane. Share your ideas for the 1990-91 program. For more information call 533-4893.

CORNELL EMPLOYMENT NEWS

Including Job Opportunities

Volume 2, Number 23

May 31, 1990

Employees Receive Degrees This Year

As part of Cornell's commitment to staff development, the university offers a variety of programs and services to help employees achieve professional growth and greater job satisfaction.

There are four separate educational assistance programs available designed for employees which can be useful in career development:

Workshops and seminars - offered through Training and Development

Extramural Program - Cornell academic courses

Tuition Aid Program - tuition aid available for employees enrolled in approved courses and programs at other institutions

Employee Degree Program - Cornell degree programs for staff.

This article will feature comments from several of the Cornell employees who were enrolled in the Employee Degree Program and who graduated this year.



Terry Bunn

How did your interest in the program develop?

Each employee degree candidate's reason for pursuing a degree is unique but all seem to agree that their programs are proving to be beneficial to both the university and to their personal satisfaction on the job.

Research Technician Terry Bunn of Poultry and Avian Sciences is receiving a B.S. in animal science this spring and notes that she read about the program and wanted to further her education.

Technician Chris Hoffman of Entomology in Geneva will be awarded a Ph.D. from the College of Agricul-

ture and Life Sciences. His motives for pursuing a degree through this program were financial. "I heard about the program through another employee from Plant Pathology."

Associate Director of the ILR Office of Student Services Schelley Michell-Nunn received an MILR this past January and became aware of this opportunity through employee communication.

Supervisory Support Encouraged

The employees who graduated this year unanimously praised their supervisors and coworkers for support and encouragement while pursuing their degrees.

University policy - as stated in the Personnel Manual - encourages supervisors to work with employees on utilizing opportunities provided by the university.

Terry Bunn: "My supervisor was very supportive in arranging my work and class schedules."

Chris Hoffman: "You have to have support from your supervisor. Also, Judy Atcheson from Training and Development was especially helpful to me during my first few years figuring in things out and smoothing over the rough edges. Director of Graduate Records Jack Hamilton and Dean of the Graduate School Alison Casarett were also helpful."

Schelley Michell-Nunn: "My supervisors have always been very supportive and accommodating."

Difficulties Encountered Along the Way

The graduates seemed to agree that completion of the degree - which usually takes several years - was not always a course of smooth sailing.

Hoffman: "There is no real structured avenue for Employee Degree candidates and you don't fit into the regular graduate procedures. There isn't an EDP registration or procedure, so it takes lots of legwork to get things worked out."

Michell-Nunn: "Balancing work, family, and community involvement."

Bunn: "You basically have to give up a social life in order to work all day and study all night."

The graduates were asked how their degrees will help them with their careers and/or current Cornell positions:



Chris Hoffman

Michell-Nunn: "I work directly with ILR undergrads as an advisor. My advice is now first-hand information."

Bunn: "I am able to contribute more to the functioning of the laboratory through the knowledge I have gained."

Hoffman: "Actually it has helped my career. I've accepted a position as director of entomological research at Driscoll

Strawberry, Inc. in Watsonville, California."

A Sense of Accomplishment: Achieving One's Goals

Hoffman: "It's a great program that worked out very well for me. My situation was unusual and the Employee Degree Program was the only way to get a degree at this point."

Michell-Nunn: "I would not have been able to afford this opportunity if it were not for the Employee Degree Program."

Who is eligible for the Employee Degree Program?

Full-time employees with one year of service are eligible. Degree programs must be job-related and shown to hold significant potential benefit to both the employee and the university.

If I'm interested in the Employee Degree Program, how do I begin?

Begin by contacting the Training and Development section of the Office of Human Resources at 5-7170.

Military Training Leave

The Office of Human Resources occasionally receives questions concerning employees who are requesting leave for military training or leave purposes. Requests for military service can present difficulties for both employers and also to employees because their employment is interrupted. A number of federal laws were passed in the 1940's and have been revised since that time to ensure that such situations both minimize workplace disruptions and also ensure a measure of job security for employees. These laws provide certain employment rights to both private sector and public sector employees who, voluntarily or involuntarily, leave their jobs to fulfill military obligations.

Cornell has developed personnel policies in order to comply with the federal statutes. The personnel manual addresses two types of leave for military purposes: Policy #409 speaks to Military Training Leave, and Policy #410 speaks to Military Service Leave.

Military Training Leave applies to individuals who are members of the National Guard, Coast Guard, or U.S. Military Reserve Units. In keeping with the intent and mandate of the legislation, this policy grants employees leave with pay for train-

Continued on page 4e

Cornell Employment News: How Are We Doing?

Cornell Employment News has been publishing for 18 months now - since January 1989 - and the Office of Human Resources and the Office of Equal Opportunity would appreciate hearing your thoughts about Cornell Employment News.

In a recent survey published by the Employee Assembly, 86% of those who responded said that they found Cornell Employment News to be "Generally informative and interesting." We like to

know what you think. Is the paper helpful? What do you like about it? What can be improved? Do you have suggestions for information which should be covered? We have received several good suggestions for articles from readers which we have written or will be preparing during the summer.

Please complete form and return to Employee Communication, 130 Day Hall. Thank you.

Cornell Employee News Summer Schedule

Job Opportunities will continue to be published and delivered each Thursday during the summer months to drop-off points around campus.

The articles and information that appears in Cornell Employment News will not be published on a regular basis during July and August but will resume in the fall.

Cornell Employment News: How are we doing?

Name (optional)

Campus Address (optional)

Do you read the articles in Cornell Employment News or just look at Job Ops?

What kind of articles do you find most helpful?

What information do you as a Cornell employee need to know?

What topics would you like to see covered in future issues?

Is Cornell Employment News easily available to you each week?

Other comments:

May 31, 1990

Job Opportunities

Volume 2, Number 23

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.

Professional

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

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

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

Director of Executive Education (PA2103) HRIII

Johnson Graduate School of Management-Endowed

Market existing executive education programs. Assist in the design of new open enrollment and single-organization programs. Manage the delivery of programs and interact with clients and faculty in the design, marketing and delivery of outstanding programs aimed at upper-middle and senior managers worldwide.

Requirements: Master's in a relevant area or equivalent combination of education and experience, and demonstrated successful management experience in relevant area is required. Ph.D. preferred. 8-10 years of experience in the design, delivery and marketing of executive programs in either a corporate or university setting. Send cover letter and resume to Cynthia Smithbower.

Assistant Dean for Student Affairs (PA2001) HRIII

Veterinary Administration-Statutory

The Assistant Dean for Student Affairs will provide leadership, direction and management of student-oriented programs including admissions, financial aid, registrar, student affairs and student academic support services. He/she will be a senior administrative officer of the College, reporting to the Dean, and participating in the formulation of general College administrative policies.

Requirements: An advanced degree in a field appropriate to student affairs. Minimum of 7-10 year's experience desired. Effective communication/interpersonal skills; demonstrated skills in planning, organizing and managing programs; a commitment to student development, and needs of minority and non-traditional students. Send cover letter and resume to Cynthia Smithbower.

Director of Development for Plantations (PA2108) HRIII

Plantations/Public Affairs-Statutory

With the Director of the Plantations and the offices of the University's Vice President for Public Affairs, plan and implement a public affairs program to increase support for the Plantations which complements and strengthens support areas for the total University. Manage the Plantations portion of capital campaign in conjunction with the development, regional, and college/unit Public Affairs office staff. Some evening and weekend hours required.

Requirements: Bachelor's required. At least 3 years experience in development, fundraising at a university. Strong interpersonal as well as written and oral communication skills required. Ability to plan and follow through on long term projects. Experience in Cornell public affairs and fundraising highly desirable. Send cover letter and resume to Cynthia Smithbower.

Director/Communications Strategies (PA2106) HRIII

University Relations/Communications Strategies-Endowed

Direct and supervise the operations of a unit dedicated to the planning and implementation of effective communications strategies, whether of individual units, colleges, or central administration; recommend communications, programs, and policies to achieve a strong and positive image for Cornell University.

Requirements: Bachelor's required. At least five years of marketing/agency/corporate communications experience, preferably in a non-profit environment. Knowledge of research in a university climate highly desirable. Superlative writing skills and demonstrable creativity in communications. Knowledge and familiarity with electronic ("desktop") publishing applications. Requires strong verbal communications and leadership for promoting unit's work, since unit is a partially enterprise-based operation. Send cover letter and resume to Cynthia Smithbower.

Senior Editor (PC2106) HRIII

Laboratory of Ornithology-Endowed

Primary responsibility for editing and producing the Lab's magazine, The Living Bird Quarterly. Solicit, write and edit copy; supervise editorial and design staff. Also provide editorial direction and writing assistance for other Lab publications such as brochures and fundraising materials.

Requirements: Master's in journalism or ornithology/biology or equivalent experience. At least three years experience editing a regular, ongoing publication for a general audience, preferably in the biological sciences. Send cover letter, resume, and 3 writing samples to Esther Smith, Staffing Services, 160 Day Hall.

Communications Specialist (PA2104) HRIII

Office of Human Resources-Endowed

Provide technical support and oversight of the comprehensive OHR communications program. Assist OHR management in planning, recommending and initiating communication strategies for dissemination and promotion of OHR objectives.

Requirements: Bachelor's or equivalent. 3-5 years experience in writing, editing and publishing. Excellent oral and written communication skills. Knowledge of standard and production oriented computer design, marketing, and production. Send cover letter and resume to Cynthia Smithbower.

Dining Manager II (PA2101) HRIII

Dining Services-Endowed

Plan and manage all service, production, personnel and financial aspects of dining room operation(s) with sales in excess of \$2 million. **Requirements:** Bachelor's or equivalent. 3-5 years related experience. 4 years of supervisor experience preferred. Knowledge of food and health codes required. Send cover letter and resume to Cynthia Smithbower.

Business Manager (PA2010) HRIII

Materials Science Center-Endowed

Responsible for the administration of the MSC accounting operations, the MSC report facility and business office. Oversee accounting procedures for research and administrative accounts (\$5 million), set-up new systems as needed. Prepare budget and reports. Some special projects.

Requirements: Bachelor's in Business, Accounting, or related field, or equivalent combination of education and experience. 3-5 years of accounting or business management experience in an academic setting; prefer Cornell experience. Send cover letter and resume to Cynthia Smithbower.

Computer Systems and Network Manager (PT1509) HRIII

Mann Library-Statutory

Manage multi-user computer systems and telecommunications networks for a large science library. Install and maintain software; configure and monitor networks; maintain data files; work with programmers and systems analysts in the development of electronic information systems. Provide guidance and consultation to staff and patrons.

Requirements: Bachelor's required, with course work in computer science or information science. At least 2-3 years experience in a technical capacity. Knowledge of minicomputers and telecommunications required. Knowledge of Unix and microcomputer software desirable. Send cover letter and resume to Sam Weeks.

Research Support Specialist III (PT1501) HRIII

Division of Nutritional Sciences-Statutory

Oversee day-to-day operations of gas stable isotope ratio mass spectrometry laboratory. Operate and maintain two Finnigan mass spectrometers; construct and maintain preparatory lines; educate and oversee lab personnel and demonstrate equipment to visitors.

Requirements: Bachelor's or equivalent in Physics, Chemistry, Engineering, or related discipline; Master's or equivalent preferred. Mechanical aptitude is essential. Some electrical skills required and willingness to learn. Literacy in at least one common programming language, including BASIC and FORTRAN. Willingness to learn Pascal is a must. Send cover letter and resume to Sam Weeks.

Director of Graduate Records (PC1304) HRIII

The Graduate School-Endowed

Responsible for all aspects of management of the Graduate Records Office. Interpret Graduate and University legislation regarding student status, degree requirements; oversee maintenance, accuracy and security of the permanent records of all students enrolled in the Graduate School; monitor and verify graduate students' status and progress toward the satisfaction of requirements of the specific advanced degree programs; the distribution of information regarding fields of study and programs available in the Graduate School to faculty and students and coordinate policies with other offices; the development of the Graduate School Information System; and supervision of a permanent staff of four (the Degree Coordinator, the Information Secretary, and two Records Assistants).

Requirements: Bachelor's minimum. Graduate degree preferred. Be knowledgeable on all aspects of graduate programs and able to interact with sensitivity to students and faculty. Must be flexible and innovative in developing solutions for particular problems, and be capable of designing procedures to improve effectiveness within the office. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Senior Research Support Specialist (PT0315) HRIII

Materials Science Center-Endowed

Manage and extend a state-of-the-art Electron Microscopy Facility for the support of the research program of the Materials Science Center.

Requirements: Master's in material science or physics or equivalent required. PhD preferred. Minimum 2 years experience as a postdoc in relevant electron microscopy user field. Send cover letter and resume to Sam Weeks.

Assistant Manager Financial Systems (PT1911) Level 36 HRIII

Finance and Business Services-Statutory

Assist the Manager in the planning, management, and supervision of operations, programming and technical staff. Assume responsibility for day-to-day management of financial systems. Must be able to lead and guide the development, maintenance, installation, documentation and upgrade/modification of administrative systems software. Serve as user consultant.

Requirements: Bachelor's in computer science, business administration, or equivalent combination of experience is required. 5 years of responsible experience in governmental, higher education or business computing and systems is required. Knowledge of Cornell mainframes, IBM System 36, PC's, DOS, JCL, CMS, MVS, ADABAS and Natural. Send cover letter and resume to Sam Weeks.

Area Manager II (PT1706) Level 36

Plasma Studies-Endowed

Responsible for all aspects of the Laboratory of Plasma Studies computer system (purchase and install hardware, manage operations, assist users, etc.). Supervise undergraduate or part time employee assistants who carry out computer system jobs. Function as "senior" technician in Ion Beam Lab.

Requirements: Bachelor's in EE or computer science or equivalent. Formal training in operating computer systems, networking, programming, etc. 3-5 years related experience with DEC computer systems and with the UNIX operating system, or an equivalent combination is necessary. Strong interpersonal skills are necessary. Send cover letter and resume to Sam Weeks.

Technical Specialist I (PT1703) Level 36

CIT/Systems-Endowed

Design, implement, install, document and maintain systems software and significant subsystems for the AIX/370 Operating Systems (IBM's version of UNIX for 370 architecture machines). Provide technical leadership in designing and adapting functional enhancements to AIX/370 and its subsystems. Some night, weekend and "on call" duties.

Requirements: Bachelor's in computer science or equivalent experience with computer courses in operating system fundamentals. 3-5 years experience with UNIX Operating Systems and significant subsystems preferred. Knowledge of "C" programming language, UNIX utilities and system calls is essential. Work with IBM 370 assembler language, the VM operating system and large systems is a plus. Send cover letter and resume to Sam Weeks.

Senior Systems Programmer/Analyst (PT1903) Level 35

Computer Services-Endowed

Provide technical support for CUINFO, electronic mail, and other related projects. Design, develop, maintain, and program software related to these communication systems. Prepare documentation, assist and train users. Process database changes. Research, investigate and evaluate other similar systems.

Requirements: Bachelor's with 3-5 years experience. Extensive knowledge of VM/CMS including XEDIT and IBM assembly language. The following are highly desirable: experience with Pascal and C, familiarity with IBM PC and Macintosh, familiarity with TCP/IP network concepts and protocols, and verbal skills including grammar and spelling. Send cover letter and resume to Sam Weeks.

Senior Technical Consultant (PT1701) Level 35

Financial Systems-Endowed

Provide technical support. Serve as liaison to Financial Systems administrative technical consultant and Information Technologies staff. Write, maintain, and analyze system programs where normally used programming languages are unsuitable. Supervision of programmer analyst team as assigned.

Requirements: Bachelor's or equivalent. 5-10 years experience in application and system programming with ADABAS and BATCH, and VM/CMS interaction. Knowledge of commonly used programming languages such as Basic and assembler for mainframe to micro systems. Strong communication skills required. Send cover letter and resume to Sam Weeks.

Applications Programmer II (PT2005) Level 34

NYS College of Veterinary Medicine-Administration-Statutory

Participate with faculty in the development of instructional software for teaching biomedical and clinical sciences. Oversee the maintenance of a network of Macintosh computers. Perform regular backups. Provide guidance to faculty on the design of instructional software.

Requirements: Bachelor's or equivalent. 2-3 years related programming experience. Familiarity with Macintosh systems and programming and programming including integration of high level languages such as C and Pascal with a Hypercard environment. Send cover letter and resume to Sam Weeks.

Systems Software Engineer (PT1716) Level 34

Computer Science-Endowed

Assist in the development of research software by providing system support (software installation and maintenance, and benchmarking) and C and Lisp programming (graphics, networking, and Lisp development). Some research work possible, depending on interest and qualifications.

Requirements: Bachelor's in computer science or mathematics or equivalent combination of education and experience. Work with UNIX required. Knowledge of Lisp and/or experience with complex Lisp systems advantageous. Send cover letter and resume to Sam Weeks.

Applications Programmer/Analyst III (PT1715) Level 34

Computer Science-Endowed

Working with staff and graduate students, develop and implement the Synthesizer Generator, a system that generates language based software environments from formal specifications. Maintain the system and provide documentation.

Requirements: Bachelor's in computer science (Master's preferred) or equivalent combination of education and experience. Familiarity with C and UNIX, window systems, formal languages, and compilers. Send cover letter and resume to Sam Weeks.

Software Engineer (PT1704) Level 34

Computer Science-Endowed

Specify, design, implement, document and maintain reliable distributed systems software and applications for a large research project. Work closely with staff and students and serve as liaison with external users of the software in academia and industry.

Requirements: Bachelor's in computer science, math, or equivalent combination of education and experience. 3 years programming work including large systems with emphasis on distributed systems

and/or communications. Programming in C preferred. Send cover letter and resume to Sam Weeks.

Applications Programmer/Analyst II (PT1708) Level 33

V.P. for Campus Affairs-Endowed

Design, develop, install, modify, maintain and document approved applications as needed for the Division of Campus Life departments. Set up hardware; diagnose problems; repair or arrange for repair of equipment; and apply fixes and upgrades.

Requirements: Bachelor's or equivalent with computer-related courses. 1-3 years of related experience. Working knowledge of applications for batch and/or interactive systems; VM/CMS; system utility programs; operating systems and software packages for PC and Macintosh computers (i.e., Wordperfect, Lotus, Filemaker, Excel, DOS, Dbase); and networks (Novell and/or AppleTalk). Hardware experience on IBM mainframes and micros required. 2 programming languages-PL/1, Natural, Cobol, Pascal, Basic. Send cover letter and resume to Sam Weeks.

Systems Programmer/Analyst II (PT1406) Level 33

Electrical Engineering-Endowed

Assist computer manager in day-to-day operation of a general purpose system including VAX, Sun, HP, and AT&T computers. Design, maintain, and document application software for administrative computer systems, including Macintosh and IBM PCs. Maintain operating systems, make backups, and provide training and consulting for users.

Requirements: Bachelor's in computer science or related fields. 2-3 years experience with UNIX systems. Send cover letter and resume to Sam Weeks.

Systems Programmer/Analyst II (PT9608) Level 33

Engineering College Educ. Computing-Endowed

Provide system management for a network of UNIX-based graphics workstations; install and maintain system software and utilities, keep hardware operational and assist and consult with staff and users.

Requirements: Bachelor's in computer science or equivalent. 2-3 years programming; 2 years system management, familiarity with UNIX (prefer several versions), C, HOOPS and interactive graphics; excellent communication and interpersonal skills. Send cover letter and resume to Sam Weeks.

Technical Consultant I (PT1506) Level 32

Johnson Graduate School of Management-Endowed

Provide end user computing support and applications consulting to the faculty, staff and students of the Johnson School community. Do one-on-one training and consulting; and workshops, presentations, user satisfaction surveys, management of student consultants and user documentation.

Requirements: Bachelor's or equivalent experience. Completed work in the application of computing technology preferred. Minimum of two years experience with significant client contact and exposure to office automation systems. Demonstrated knowledge in at least one area of JGSM supported hardware and software (Vax/VMS, DOS, Mac), and a proven ability to develop consulting expertise in the full spectrum of supported systems. Send cover letter and resume to Sam Weeks.

Executive Staff Assistant (PC2114) HRI

School of Hotel Administration-Endowed

Provide administrative support to and coordinate activities of the Dean of the School of Hotel Administration.

Requirements: Bachelor's in Hospitality or Business or equivalent. 4-5 years administrative, front office experience. Excellent verbal, written and interpersonal skills required. Supervisor skills important. Confidentiality essential. Knowledge and experience with wordprocessing or computers. Cornell employees send employee transfer application, cover letter, and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Conference Coordinator (PA2111) HRI

Statler Hotel-Endowed

Responsible for the sale, planning and follow-thru of all conferences, meetings, seminars, banquets and private parties at the hotel. Coordinates those clients needs with hotel staff. Flexible; nights and weekend hours required.

Requirements: Associate's in hotel administration/hospitality field. Bachelor's preferred. 2-3 years of hospitality industry background essential, specifically meeting planning, food and beverage and sales. Good written skills. Excellent oral communication skills. Leadership abilities essential. Send cover letter and resume to Cynthia Smithbower.

Purchasing Agent I (PA2110) HRI

Purchasing-Endowed

Entry level position to be responsible for the procurement of equipment, supplies and services for Cornell Maintenance and Service operations, seeking the best total value package of quality, price and service. 2 year position.

Requirements: Bachelor's in business or related field. No previous purchasing experience required. Knowledge of construction materials preferred. Familiarity with computers desired. Send cover letter and resume to Cynthia Smithbower.

Exercise Technician/Program Instructor (PA2109) 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.

Requirements: Bachelor's in exercise physiology or related field. ACSM Health Fitness Instructor certification preferred. At least one year experience in adult fitness or wellness setting. Send cover letter and resume to Cynthia Smithbower.

Assistant Director Corporate and Foundation Relations (PA2107)

University Development/Public Affairs-Endowed

Provides general support by coordinating and executing projects necessary to the development, marketing and stewardship of Cornell's relationships with corporations and private foundations. Works with executive staff, faculty, public affairs and development officers, and with corporate and foundation executives.

Requirements: Bachelor's required. Minimum 1-2 years related experience. Demonstrated commitment to the goals of higher education. Some knowledge of private corporations and foundations as well as University Development activities. Excellent communication, both oral and written skills. Analytic ability. Ability to work independently to set and keep priorities, to meet deadlines. Send cover letter and resume to Cynthia Smithbower.

Graphic Designer II (PA2102) HRI

University Relations/Publications Services-Endowed

Conceptualize design and supervise the production of printed material. Meet with clients to determine visual requirements of publications. Consult with clients on subsequent proof stages.

Requirements: Bachelor's in related visual arts area and three years experience as a graphic designer. Proficiency in PageMaker required. Send cover letter and resume to Cynthia Smithbower.

Dining Supervisor I (PA2002) HRI

Dining Services-Endowed

Supervise daily operations of dining unit including purchasing and storage of food supplies, maintenance of equipment, planning menus, preparation and dispensing food.

Requirements: Associate's or equivalent. 1 year food service supervisory experience desired. Knowledge of food and health codes desirable. Send cover letter and resume to Cynthia Smithbower.

Research Support Specialist I (PT2001) HRI

Clinical Sciences-Statutory

Provide laboratory support of the woodchuck hepatitis project. Develop immunoassays for markers of hepatitis infection. Analyze routine blood samples for evidence of liver injury. Develop woodchuck specific RIA's for reproductive hormones. Collect and analyze woodchuck semen and develop methods for cryopreservation of sperm. Create, maintain and analyze computer records of test results using statistical software.

Requirements: Bachelor's or equivalent in biology required. Master's desired. 2-3 years independent laboratory experience necessary,

including maintenance of data files and analysis of data. Ability to meet deadlines. Computer experience essential. Ability to restrain small animals and obtain blood samples. Pre-exposure vaccines required subsequent to hire. Send cover letter and resume to Sam Weeks.

Research Support Specialist I (PT2007) HRI

Pharmacology-Statutory

Provide department with technical equipment support for its programs. Working with staff to determine specific needs, fabricate specialized lab equipment by designing, drafting scale drawings, and machine parts. Modify existing equipment to meet current needs. Keep equipment inventory. Provide equipment maintenance and repair. Be responsible for planning, setting up, and reorganizing labs. Oversee facility renovations and work with staff, designers, and trades people to meet specifications and deadlines.

Requirements: Bachelor's or equivalent. Minimum of 2-3 years experience with scientific equipment fabrication and equipment maintenance. Must have working knowledge of machine shop tools, spectrophotometers, gamma counters, centrifuges, LS counters, and other specialized laboratory equipment. Send cover letter and resume to Sam Weeks.

Assistant Director of Advising (PA2008) HRI

Office of Engineering Advising-Endowed

Coordinate a range of programs relating to faculty advising, academic enhancement, and support services. Advise and counsel engineering freshmen and sophomores in academic, personal, and career development areas.

Requirements: Bachelor's required in counseling, student personnel or a related area. 2 or more years of experience in student development and related activities. Excellent communication and interpersonal skills are essential. Must be able to interact effectively with a diverse student body in a dynamic environment of university and public constituencies. Send cover letter and resume to Cynthia Smithbower.

Administrative Supervisor II (PA2006) HRI

Industry-Endowed

Coordinate and supervise the personnel and business aspects of the department. Provide staff assistance to the Chairperson of the department.

Requirements: Associate's or equivalent. Bachelor's or equivalent desirable. 3-5 years related experience. Cornell administrative and accounting experience preferred. Computer skills on PC desirable. Send cover letter and resume to Cynthia Smithbower.

Assistant Director for Minority Programs and Career Services

Programs (PA2007) HRI

Career Center-Endowed

Responsibility for coordinating career planning and placement activities for minority students including workshops, programs, counseling and advising campus student organizations. Develop and coordinate job search programs for students from all undergraduate colleges, including majority students. Support Career Center on-campus recruiting program: work with Associate Director for Career Programs and Placement as liaison to employers for recruiting visits and information sessions. Handle Career Center publicity and monthly program calendars.

Requirements: Master's or equivalent preferred. 2-3 years experience in higher education, counseling, or career planning and placement. Understanding of nontraditional students' needs; African American, Asian American, Hispanic and Native American. Requires excellent interpersonal, organizational, and communication skills. Send cover letter and resume to Cynthia Smithbower.

Executive Steward (PA2011) HRI

Statler Hotel-Endowed

Oversees all stewarding functions for the hotel. Oversees cleanliness of all kitchen areas, and maintains china, glassware, and silver inventory.

Requirements: High School diploma; proven supervisory skills; strong interpersonal skills; a minimum of 1 year experience in stewarding or in another F&B department with similar type of operation. Send cover letter and resume to Cynthia Smithbower.

Graphics Artist/Animator (PA2004) HRI

NYS College of Veterinary Medicine-Administration-Statutory Work with the faculty and a medical illustrator to produce animations and interactive graphics for several departments.

Requirements: Bachelor's degree. Proficient with graphics and animation programs available for Macintosh (e.g., Director, Illustrator, and Studio 8). Minimum 2-3 years experience in design and production of computer animations. Background in biomedical services environment desired. Send cover letter and resume to Cynthia Smithbower.

Assistant Vending Manager (PA2003) HRI

Dining Services-Endowed

Supervise the daily operation of Vending and satellite operations. Plan and manage all aspects of food production and service. Hire, train, schedule and evaluate employees. Forecast customer counts and preferences; plan menus accordingly. Implement and maintain high standards of sanitation in compliance with Health Department regulations.

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

Clinical Volunteer Coordinator/Trainer (PA1802) HRI

University Health Services-Endowed

Responsible to the Director of Health Education for planning, implementing, coordinating and evaluating the clinical volunteer program and assisting in the overall development and administration of Health Education programs for students.

(IBM's 4th generation 'Cross System Product' programming language) application programming procedures. Send cover letter and resume to Sam Weeks.

Teaching Support Specialist II (PT1714) HRI Biochemistry, Molecular and Cell Biology-Statutory
NOTE: this is a change from the previous, incorrect posting. Manage lab organization, supervise the preparation of reagents and order supplies. Set up and arrange lab and supplies for student use. Working with teaching staff, help in developing and updating protocols, designing and prernuning new experiments.
Requirements: Bachelor's in biochemistry (or closely related field) or equivalent. 2-3 years experience in a teaching lab with various types of electrophoresis, chromatography, ultracentrifugation, protein purification, bacterial cell culture, and liquid scintillation counting. Need good skills in organization and communication. Some knowledge of Macintosh computers and programs is desirable. Send cover letter and resume to Sam Weeks.

Fiscal Officer (PC9204) HRI Computer Science-Endowed
Under general direction from the Director of Administration manage fiscal operation in a 150 member computer science department with an academic budget of \$3M and an annual research volume of \$5M. Respond to faculty, staff and students by assisting in implementing new or revised policies to improve the environment for teaching and research within the department. Develop and prepare annual operating budget and research budgets. Develop and implement policies and procedures for all accounting functions as required. Supervise accounts assistant. Design and implement financial management systems.
Requirements: Bachelor's or equivalent combination of education and experience. 4 years financial analysis/management experience preferably in academic setting. Experience and aptitude with microcomputers and software for institutional analysis and database management systems. Excellent communication, interpersonal, analytical and problem solving skills. Ability to prioritize and work effectively with diverse groups. Demonstrated experience in planning, organizing and implementing new initiatives. Cornell employees send employee transfer application to Esther Smith, Staffing Services, East Hill Plaza.

Research Support Specialist II (PT1308) HRI Soil, Crop and Atmospheric Sciences-Statutory
Support a research program aimed at isolating and identifying natural plant compounds which are physiologically active on other species. Maintain and operate complex analytical equipment, independently conduct aspects of the research program; develop and evaluate methodology; statistically analyze results and survey literature. Until 9/30/90 with possible extension contingent upon funding.
Requirements: Bachelor's or Master's in biology, plant physiology, or biochemistry preferred. Work related experience including pesticide residue analysis and biochemical techniques preferred. Valid NYS driver's license helpful. Send cover letter and resume to Sam Weeks.

Applications Programmer II (PT5801) HRI Hotel Administration-Endowed
Utilizing a microcomputer and university mainframe (SAS/SPSSx), provide programming and consulting support for research and instructional computing.
Requirements: Bachelor's or equivalent, coursework in computing or related fields. 2-3 years experience. Substantial knowledge and experience of SAS or SPSSx. Knowledge of hospitality software desirable. Familiarity with microcomputer hardware and software. Light typing. Send cover letter and resume to Sam Weeks.

Financial Director Student Management Corporation
An independent cooperative, seeks individual to manage corporate and client financial operations. Responsibilities include production of financial statements, tax reports; client consultation, asset management and maintenance of computer systems.
Requirements: Bachelor's in Business Administration or equivalent. 3 years experience which includes general ledger accounting, knowledge of computers (Macintosh preferred), supervisory and financial investment experience. Send cover letter and resume to Susan Cail, Box 3, Willard Straight Hall, CU, Ithaca, NY 14853.

Professional Temporary

Applications Programmer (PT1602) Division of Nutritional Sciences
Design, develop and document state-wide reporting system in consultation with program staff. 4 months, Monday - Friday, 20 hours per week.
Requirements: Associate's or equivalent with computer experience. 2-3 years programming experience preferred. Experience with database design & programming, preferably with dBASE. Excellent oral and written communications skills. Send cover letter and resume to Sam Weeks.

Technical

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

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

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

Technician, GR18 (T2104) Genetics and Development-Statutory Minimum Biweekly Salary: \$529.35
Carry out and record experiments in yeast genetics and molecular biology using standard microbiological procedures and some specialized techniques such as micro manipulation. Perform analysis of nucleic acids and proteins. Responsible for the general running of the lab, ordering supplies and maintaining records and reports on radioisotope usage. Provide some assistance in training others. Experiments will frequently require work at odd hours and on weekends.
Requirements: Associate's or equivalent. 1-2 years previous experience in a Genetics lab. Send cover letter and resume to Sam Weeks.

Technician, GR19 (T2105) SCAS-Statutory Minimum Biweekly Salary: \$551.86
Manage greenhouse and field experiments and provide data analysis. Assist with water sampling, sample preparation, routine chemical analyses. Assist in setting up and operation of a landfill leachate treatment system. Maintain study pond facilities.
Requirements: Associate's in Biology or related field. Minimum 2 years experience in operating farm equipment such as tractors, PTO pumps, etc. Minimum 2 years experience with aquatic field experimentation using standard instrumentation such as light meters, oxygen/pH meters, etc. Send cover letter and resume to Sam Weeks.

Technician, GR19 (T1806) Genetics and Development-Statutory Minimum Biweekly Salary: \$551.86
Provide technical and administrative support for the efficient operation of a genetics lab. Duties include participation in research; maintenance and ordering of laboratory supplies; and maintenance of a collection of genetic strains of C. elegans (nematode).
Requirements: Associate's (Bachelor's preferred) with course work in genetics. Minimum of 1 year laboratory experience. Must be willing to learn new skills and procedures. Send cover letter and resume to Sam Weeks.

Technician, GR19 (T1807) Genetics and Development-Statutory Minimum Biweekly Salary: \$551.86
Assist principal investigator and postdoctoral associate with experiments. Perform gel electrophoresis, blot transfers, radioactive labelling, autoradiography, and nucleic acid isolations, cell culture and plant stock. Prepare cell culture media and solutions. Prepare sterile glassware and apparatus for experiments.
Requirements: Associate's in biological science or chemistry or equivalent. Bachelor's preferred. Minimum 1 year laboratory experience desirable. Send cover letter and resume to Sam Weeks.

Technician, GR19 (T1507) Plant Pathology-Statutory Minimum Biweekly Salary: \$551.86
Conduct pathogen testing in potato plants, screen populations for disease resistance and maintain potato tissue and pathogen culture collections. Prepare clones for shipment. Work in the lab, greenhouse and field. Train graduate students.
Requirements: Associate's in biological science or chemistry or

training in biology, biochemistry or chemistry. 1 year lab experience with knowledge of tissue culture and testing procedures. Drivers license essential. Send cover letter and resume to Sam Weeks.

Facilities Inventory Drafter, GR19 (T1409) Facilities Engineering-Endowed Minimum Biweekly Salary: \$551.86
Responsible for maintaining and updating the drawings and floor plans of all Cornell buildings for the Facilities Inventory section. Create or revise plans from field sketches or construction drawings. Calculate and verify field data on space usage and gross and net square footage. Do field inspections. Maintain work log. Assist in training and supervision of student drafters.
Requirements: High School diploma or equivalent. Associate's preferred. 2 years drafting experience, strong communication and interpersonal skills. Experience with microcomputers and CADD desirable. Send cover letter to Sam Weeks.

Electronics Technician, GR20 (T2008) Theory Center-Endowed Minimum Biweekly Salary: \$575.30
Install and maintain computer related equipment and other Theory Center equipment. Assemble, wire and maintain workstations and terminals, associated data communications equipment, cables and electronic equipment. Troubleshoot network wiring problems. Perform system tape drive backups. Assist in shipping and receiving. Operate and maintain A-V equipment.
Requirements: Associate's or equivalent in electronics. Experience wiring various networks helpful; computer experience helpful; ability to work independently essential; good communication skills; ability to lift/move 50 pounds. Send cover letter and resume to Sam Weeks.

Technician, GR20 (T1904) Plant Breeding and Biometry-Statutory Minimum Biweekly Salary: \$575.30
Assist in genetic mapping of RFLP markers in tomatoes. Extract DNA, run and blot gels, isolate and screen plasmoid clones, radiolabel probes, manage computer data file and analyze genetic data on computer. Assist in overall maintenance of lab including preparing solutions, ordering supplies and monitoring safety. May involve some supervision of graduate students.
Requirements: Bachelor's in biology, genetics, biochemistry or related discipline. Minimum 2 years experience, lab work preferred. Send cover letter and resume to Sam Weeks.

Animal Health Technician, GR20 (T1908) Veterinary Medical Teaching Hospital-Statutory Minimum Biweekly Salary: \$575.30
Provide support therapy for Intensive Care Unit patients and assist with emergency procedures. Teach intensive care and emergency protocol to students assigned to ICU duty. Operate and maintain the systems providing oxygen therapy, intravenous and subcutaneous fluid therapy, central venous pressure, electrocardiograms, etc. Maintain records and inventory of supplies. Some weekends and holidays scheduled rotation through shifts. First, second and third shift.
Requirements: Associate's in animal health technology, NYS licensure or eligible. Experience working with small animals preferred and an interest in teaching clinical care techniques. Send cover letter and resume to Sam Weeks.

Animal Health Technician, GR20 (T1910) Veterinary Medical Teaching Hospital-Statutory Minimum Biweekly Salary: \$575.30
Assist the faculty in teaching and supervising staff, senior students and externs. Give them instruction in the proper procedures of animal health care for clinical patients on the Community Practice Service. Provide emergency animal care. Work with clients. Maintain stock of supplies. Assist with paper work and records.
Requirements: Associate's in animal health technology (NYS licensure or eligible). Experience working with small animals preferred. Send cover letter and resume to Sam Weeks.

Animal Health Technician, GR20 (T1909) Veterinary Medical Teaching Hospital-Statutory Minimum Biweekly Salary: \$575.30
Assist the faculty in teaching and supervising staff, senior students and externs. Give them instruction in the proper procedures of animal health care for clinical patients. Provide emergency animal care. Work with clients. Maintain stock of supplies. Assist with paper work and records.
Requirements: Associate's in animal health technology (NYS licensure or eligible). Experience working with small animals preferred. Send cover letter and resume to Sam Weeks.

Anesthesia Technician, GR20 (T1907) Veterinary Medical Teaching Hospital-Statutory Minimum Biweekly Salary: \$575.30
Assist with induction, monitoring and recovery of animals under anesthesia. Prepare and maintain anesthetic equipment. Assist with the education of the senior students assigned to anesthesia. Maintain records and inventory of supplies. Schedule will include some on-call and overtime when needed.
Requirements: Associate's in animal health technology, NYS licensure or eligible. Experience working with small animals preferred. Send cover letter and resume to Sam Weeks.

Electronics Technician, GR20 (T1804) Microcomputers and Office Systems-Endowed Minimum Biweekly Salary: \$575.30
Deliver and pickup microcomputers, peripherals, typewriters, and leased equipment from campus locations. Remove and install leased equipment and install and set-up microcomputers. Assist distribution staff with sales as needed. Assist in assembling and testing of microcomputers and office equipment.
Requirements: High School diploma or equivalent. Associate's in electronic field preferred. Minimum 2 years experience with micro-computer technology. Familiarity with hardware and software. Mechanical aptitude necessary. Able to lift 75 pounds. Valid NYS driver's license. Send cover letter and resume to Sam Weeks.

Animal Health Technician, GR20 (T1405) Veterinary Medical Teaching Hospital-Statutory Minimum Biweekly Salary: \$575.30
Responsible for maintenance of aseptic conditions and coordination of surgery team in the operating room during a surgical procedure. Cleaning and sterilization of surgical and hospital equipment. Must be available when on-call for emergency duty. Some weekends and holidays required.
Requirements: Associate's in animal health technology. Licensed or eligible for licensure in NYS. 2 years operating room experience preferred. Send cover letter and resume to Sam Weeks.

Technician, GR20 (T0706) Floriculture and Ornamental Horticulture-Statutory Minimum Biweekly Salary: \$575.30
Conduct field, greenhouse and lab experiments designed to evaluate the effects of weeds and weed control agents (including herbicides and biological control agents) on plant growth. Apply and evaluate herbicides and biological control responses to herbicides and weeds, data analysis and summary. Supervise 2 student employees, interact with Graduate students, other faculty, and department support staff. Some travel within New York State will be required.
Requirements: Bachelor's in horticulture, agronomy, plant science or related field or equivalent. 1 or more years of the following experience: weed identification and control, micro-computers, macro-computers, pesticide application, physiology laboratory skills, culture and maintenance of turfgrass and ornamentals. NYS driver's license is required. Must have (or be capable of obtaining) an NY Commercial Pesticide Applicator's certification in categories 3A and 10. Send cover letter and resume to Sam Weeks.

Technician, GR21 (T2002) Chemistry-Endowed Minimum Biweekly Salary: \$599.73
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 and enter data into IBM computer. Supervise and assist in the waste chemical and toxic materials disposal program.
Requirements: Bachelor's or equivalent in chemistry required. 2 years lab experience with knowledge of chemistry laboratory techniques and procedures. Good interpersonal communication skills. Supervisory experience preferred. Data entry experience helpful. Send cover letter and resume to Sam Weeks.

Technician, GR21 (T1802) Psychology-Endowed Minimum Biweekly Salary: \$599.73
Assume operation and supervision of human newborn research lab. Participate in planning and evaluation of experiments and collecting and analyzing data. Supervise and train undergraduate researchers. Work with parents and schedule infants and researchers. Maintain computer database; statistical analysis.
Requirements: Bachelor's or equivalent. Minimum 1-2 years experience in related field. Good supervisory, interpersonal, organizational skills essential. Must like working with infants. Computer skills required. Must be able to work independently, meeting with parents in hospital setting, handle newborns, videotape experimental procedures, etc. Send cover letter and resume to Sam Weeks.

Laboratory Technician, GR21 (T1606)

Equine Drug Testing-Statutory Minimum Biweekly Salary: \$599.73
Perform advanced analysis under the direction of a senior chemist. Operate, maintain, and trouble shoot HPLC apparatus. Analyze samples for drugs and drug metabolites using TLC and associated extraction techniques.
Requirements: BS in chemistry with 2-3 years experience in HPLC. Send cover letter and resume to Sam Weeks.

Assistant Computer Support Technician, GR22 (T1803) Human Ecology Administration-Statutory Minimum Biweekly Salary: \$625.24
Provide faculty, staff, student support for IBM and compatible software including DOS, Wordperfect, Lotus 123, dBase III Plus, C19, and AutoCAD. provide data recovery services using utilities such as Norton and Mace. Install and troubleshoot IBM and compatible hardware and related peripherals. provide end user assistance with a large local area network.
Requirements: Bachelor's or equivalent. 2-4 years related experience. Knowledge of IBM and compatible microcomputer hardware and a wide variety of related peripherals as needed. Knowledge of DOS, Wordperfect, Lotus 123, communication, database, and utility software necessary. Network experience helpful. Send cover letter and resume to Sam Weeks.

Electronics Technician II, GR22 (T1401) CIT/Network Resources-Endowed Minimum Biweekly Salary: \$625.24
Provide support for the Network Management Center, its campus clients and Cornell's connections to external networks. Monitor network, diagnose problems, coordinate and document service requests, and provide network access preventative maintenance.
Requirements: Associate's or equivalent. 1-3 years data communications experience. Understanding of data communications networks and hardware highly desirable. Experience diagnosing network problems (especially TCP/IP) helpful. Strong interpersonal skills. Send cover letter and resume to Sam Weeks.

Research Equipment Technician, GR22 (T0406) Nuclear Science and Engineering-Endowed Minimum Biweekly Salary: \$625.24
Build research laboratory apparatus using standard machine shop equipment; use and maintain research laboratory equipment; operate low power nuclear reactors; operate gamma irradiation facility; use radiation safety equipment.
Requirements: Associate's in mechanical and/or electrical technology or equivalent experience. 3 years related experience. Nuclear reactor operator license or certification highly desirable. Knowledge of use of machine shop tools and research laboratory test equipment. Willingness and ability to learn procedures and methods of radiation safety and reactor operations and to pass US operator license examination (after training). Send cover letter and resume to Sam Weeks.

Mac-CHESS Operator, GR24 (T1609) Biochemistry Molecular and Cell Biology/CHESS-Statutory Minimum Biweekly Salary: \$682.77
Give user groups supervision and instruction in the operations, safety procedures, and equipment usage for their biological diffraction experiments. Assist in some experiments. Repair diffraction apparatus and assist in design, modification, and development of beamlines. Do some computer programming when necessary. Help with data reduction using the storage phosphor detector system. some evenings and weekend hours are required.
Requirements: Bachelor's or equivalent in engineering, physics, chemistry or biology. Good mechanical and lab skills. Several years related experience preferred. Computer programming skills desirable. Send cover letter and resume to Sam Weeks.

High Voltage Electrician (T2010) M & SO/Electric Shop-Endowed
Install and maintain medium and high voltage cables. Install and maintain primary distribution switches, street lights, security lighting systems, and transformers. Maintain substations. Perform other duties as assigned. Some emergency service hours required.
Requirements: High School diploma or equivalent. A minimum of 5 years experience installing and maintaining medium and high voltage distribution systems. Must have and maintain a valid NYS driver's license. Send cover letter and resume to Sam Weeks.

Technical Off-Campus

Technician, GR18 (T2103) Poultry and Avian Sciences/Cortland-Statutory Minimum Biweekly Salary: \$529.35
Assist with and conduct feeding and nutritional studies on fish. Duties include fish feeding, care, and maintenance; data compilation and computer analysis; and literature review. Must be willing to learn new procedures and concepts of fish nutrition and physiology. One year position.
Requirements: High School diploma required. Some college coursework in chemistry, biology and animal science and work experience in a chemistry, biology, or nutrition-type laboratory. 1-2 years experience and familiarity with and interested in learning the use of computers and commonly used computer software. Send cover letter and resume to Sam Weeks.

Technical Part-Time

Laboratory Assistant, GR16 (T2101) Biotechnology Program-Statutory Minimum full-time equivalent: \$498.93
Provide assistance to researchers of Plant Science Center including maintenance of sterile supplies and watering, pruning, and repotting plants. Deliver glassware for washing and put away when clean. Prepare media and reagents. 20 hours per week.
Requirements: Minimum High School with some additional training or experience in microbiology/sterile techniques desirable. Send cover letter and resume to Sam Weeks.

Technician, GR18 (T1201) Plant Pathology-Statutory Minimum full-time equivalent: \$529.35
Provide technical support in a cytology lab. Acquire, manipulate and plot data from videotapes using IBMXT. Update reference database, maintain fungal cultures, prepare solutions, also photographic printing and general lab maintenance. Possible full time after 6 months contingent on additional funding.
Requirements: Associate's or equivalent in biology or related field. Knowledge of IBM-compatible computers. Minimum 1 year research experience desirable. Send cover letter and resume to Sam Weeks.

Technician, GR21 (T1702) Biotechnology Program-Endowed Minimum full-time equivalent: \$599.73
Assist in the operation of scientific instruments, including a computer and perform general lab activities in a service facility. Operate a flow cytometer and spectrofluorometer; maintain lab apparatus and supplies. Monday-Friday, 20 hours per week.
Requirements: Bachelor's or equivalent in physical or biological sciences preferred. Minimum 2 years lab experience involving the use of some instrumentation. Some programming experience is desirable. Send cover letter and resume to Sam Weeks.

Technical Temporary

Animal Technician (T1505) Laboratory Animal Services
Feed, water, clean and monitor research animals following strict protocols for sterile or disease control environments and regulations for animal welfare. Maintain animal records including health observations. May include assisting Vets in treating and vaccinating animals. 6 months.
Requirements: High School diploma or equivalent. Associate's in animal science desired. Assistant animal certificate helpful. Knowledge of a variety of lab animals and animal breeding required. 1 year animal experience. Pre-employment physical and all necessary immunizations required. Able to lift 50 pounds. Must have a valid NYS driver's license. Some weekend work required. Send cover letter and resume to Sam Weeks.

Office Professionals

Approximately half of all University openings are for Office Professionals. Individuals with secretarial, word processing (IBM PC, Macintosh, Wang, Microm), data entry, technical typing, or medium to heavy typing (45-60+ wpm) are encouraged to apply.
All external candidates must have a completed signed employment application on file with Staffing before they can be interviewed for a position. Employee candidates should submit an employee transfer application and cover letter, if requested, for each position in which they are interested.
Submit a signed employment application and resume which will remain active for a period of four months. During this time, you will be considered for any appropriate openings for which you are competitively qualified. Requests for referral and/or cover letters are not accepted from external candidates unless specified in the ad. Qualified applicants will be invited for a preliminary interview at our East Hill Plaza office. If you are currently available for employment, you may want to consider temporary opportunities at the University. Please contact Karen Raponi at 255-2192 for details.

Office Assistant, GR16 (C2105) University Development-Endowed Minimum Biweekly Salary: \$498.93
Assist Business Manager in daily operation of Office of University Development. Process all incoming and outgoing mail (campus, first class, UPS); order general office supplies; monitor copy machine maintenance.
Requirements: High School diploma or equivalent. Some office experience. Familiar with copy machines and postage machines. Good interpersonal skills. Familiar with Macintosh computers.

Office Assistant, GR17 (C2111) Agricultural Economics-Statutory Minimum Biweekly Salary: \$517.65
Responsible for mailroom activities including: receiving, opening, distributing incoming mail, stuffing of major mailing pieces. Package and mail large amounts of Program informational pieces on a weekly basis. Process about 350 pieces of incoming mail daily.
Requirements: High School diploma or equivalent required. Some experience working in a fast paced, highly scheduled environment helpful. Some lifting up to 50 pounds. Light typing.

Data Entry Operator, GR17 (C2110) Acquisitions/CTS/CUL-Endowed Minimum Biweekly Salary: \$517.65
Enter book and order records; search, create and update records in the NOTIS database; sort and distribute cards from the Library of Congress Card Distribution Service; sort and distribute departmental mail.
Requirements: High School diploma or equivalent. Some related experience preferred. Familiar with computer terminals. Attention to detail. Heavy typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Editorial Assistant, GR18 (C2104) C.U. Press-Endowed Minimum Biweekly Salary: \$529.35
Act as assistant to editor responsible for acquiring scholarly books in life sciences. Type, file, follow-up. Some contact with authors and Press advisers.
Requirements: Associate's or equivalent. Strong communication (written and verbal) skills. Prior experience in publishing helpful. Knowledge of computers preferred. Heavy typing.

Accounts Assistant, GR18 (C2101) ILR/Extension and Public Service-Statutory Minimum Biweekly Salary: \$529.35
Prepare, code, monitor and process requisitions, vouchers, travel requests, miscellaneous forms and monthly bills (fleet, telephone, CU stores). Provide back up to other office staff; general bookkeeping and data entry of accounts payable; reconcile monthly operating expenses; prepare expense summaries as needed; reviews payable checks, answer incoming inquiries regarding accounts payable and refer inquiries to the proper channels.
Requirements: High School diploma or equivalent. Additional education and/or experience in accounting and bookkeeping preferred. 1-2 years related accounting experience. Excellent organizational, interpersonal and communication skills. Experience with microcomputers and LOTUS 1-2-3 desirable. Experience with statutory accounting system helpful. Medium typing.

Receptionist/Accounts Assistant, GR18 (C2103) Travel Office-Endowed Minimum Biweekly Salary: \$529.35
Provide receptionist support for office. Answer telephones and distribute messages; prepare airline tickets for distribution; prepare ARC report on daily or weekly basis, including refunds, commission checks, and Debit Memos. Reconcile Diners Club Statement and make appropriate copies for accounting; process routine bills and statements.
Requirements: High School diploma or equivalent. Travel and tourism Course preferred. 1 year related airline or travel agency experience preferred. Working ability on Mac or IBM computer. Knowledge of CU accounting system preferred. Light typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Night Auditor, GR18 (C2102) Statler Hotel-Endowed
Responsible for reviewing, verifying and recording revenue for the entire hotel; utilize the property management systems to generate all necessary reports. Perform duties of a front desk clerk. Hours flexible; nights and weekends.
Requirements: High School diploma or equivalent. Some college coursework in bookkeeping or accounting preferred. 1-2 years related work experience. Knowledge of computers required. Regular Cornell employees only. Send employee transfer application, cover letter, and resume to Esther Smith, Staffing Services, East Hill Plaza.

Front Office Receptionist, GR18 (C2012) Statler Hotel-Endowed Minimum Biweekly Salary: \$529.35
Perform daily duties of the Front Office in a manner which conveys hospitality, efficiency and genuine interest in the hotel's guests. Duties include operating the computer and switchboard; checking guests in and out of the hotel; posting guest and club account charges and payments; helping with reservations for guest rooms; serving as an accurate information source for all guests. Hours flexible; nights and weekends.
Requirements: High School diploma or equivalent; some accounting, switchboard and computer experience required. Six months front office experience preferred. Ability to deal with public easily and cordially.

Preservation Assistant, GR18 (C1909) Conservation/Olin/CUL-Endowed Minimum Biweekly Salary: \$529.35
Under the direction of the Project Coordinator of a Digital Preservation Project, be responsible for pre- and post-scanning procedures concerning the creation of paper facsimiles including: searching, collating, disbinding and trimming; complete worksheets; perform quality control tests; prepare volumes for binding; initiate withdrawal and cataloging procedures. Until 6/30/91, term appointment.
Requirements: Associate's or equivalent. Excellent organizational and work-flow management skills. Attention to detail. Ability to work independently; previous library work experience, especially knowledge of searching and acquisitions procedures; knowledge of micro filming techniques and equipment desired; computer skills, in particular experience with the IBM-PC, Wordperfect and PC-file desired. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Preservation Assistant, GR18 (C1910) Conservation/Olin/CUL-Endowed Minimum Biweekly Salary: \$529.35
Under the direction of the Project Coordinator of a Digital Preservation Project, set up and scan volumes according to project specifications; enter printing and document structure information; perform visual inspection via monitor and through printouts; rescan documents and insert corrected digital images in the digital store; transfer digitized information to more permanent medium; initial print order and permanent storage. Until 6/30/91, term appointment.
Requirements: Associate's or equivalent. Excellent organizational and work-flow management skills. Attention to detail. Ability to work independently. Previous printing and/or photocopying experience. Familiarity with photocopying and printing equipment. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Administrative Aide, GR19 (C2115) Chemistry-Endowed Minimum Biweekly Salary: \$551.86
Act as secretary to Executive Director. Responsible for supporting operational and academic matters; do wordprocessing and arrange meetings for Executive Director and Chairman; help prepare all reports produced by department office; assist in clerical work pertaining to faculty, undergraduate, and graduate matters as directed; maintain departmental calendar and statistical lists.
Requirements: High School diploma or equivalent. Some college coursework preferred. Experience using Macintosh computer and software for word processing and data processing. Minimum one year previous experience as secretary in an administrative office. Excellent phone skills. Demonstrated ability to meet deadlines and work under pressure. Medium typing. Cornell employees send employee transfer application to Esther Smith, Staffing Services, East Hill Plaza.

Personnel Assistant, GR19 (C2109) Office of Human Resources-Endowed Minimum Biweekly Salary: \$551.86
Establish and maintain all systems (computerized and manual) needed for the periodic billing of benefits premiums. Handle all employee inquiries related to payroll deductions for benefits payments; calculate and prepare the premium payments submitted to insurance carriers; prepare benefit conversion and COBRA notifications to terminating employees; input all benefits changes into an on-line computer system.
Requirements: High School diploma or equivalent required. Some college coursework preferred. Accounting courses would be beneficial. 1-2 years related experience. Computer data input experience desired. Good organizational and communication (oral) skills are a must. Familiarity with the university's payroll system and employees benefits programs would be helpful. Ability to work with software computer programs helpful. Medium typing. Cornell employees

Jobs Continued from page 3e

send employee transfer application to Esther Smith, Staffing Services, East Hill Plaza.

Secretary, GR19 (C2006)
School of Hotel Administration-Endowed
Minimum Biweekly Salary: \$551.86
Provide administrative secretarial support for the Assistant Dean for Executive Education, and for other staff needs. Use IBM personal computer for DEC equipment to prepare draft memoranda, letters, working documents and other materials for ADEE review, Lotus 1-2-3 and other software to prepare reports regarding program utilization, program costs, schedules, and similar items; assist in preparation of departmental budgets and spending reports.
Requirements: High School diploma or equivalent. Some college coursework preferred. 2 years related experience. Good knowledge of office practice essential. Excellent interpersonal and organization skills. Able to use computer and wordprocessing equipment. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Accounts Assistant, GR19 (C2003)
Campus Store-Endowed
Minimum Biweekly Salary: \$551.86
Perform office functions including: A/R, A/P, Inventory, file maintenance, and account reconciliation. Monday-Friday, 8:30-5:30, some evenings and weekends.
Requirements: High School diploma or equivalent. Associate's in accounting preferred. 2 years related experience. Familiar with computerized accounting systems. Knowledge of retail or wholesale operation preferred. Must have excellent communication, organizational and interpersonal skills. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Service Coordinator, GR19 (C2002)
Information Technologies/Workstation Support Services-Endowed
Minimum Biweekly Salary: \$551.86
Receive and prioritize all service requests presented to the service department, insuring that all calls and carry-in transactions are handled in a timely fashion. Enter and maintain all maintenance records. Provide clerical support for service unit.
Requirements: High School diploma or equivalent. Associate's preferred. 1-2 years related experience. Familiarity with office systems technologies including microcomputers helpful. Excellent interpersonal and communications skills required. Ability to work in a fast-paced service environment and understanding technical information. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Secretary, GR19 (C2004)
School of Hotel Administration-Endowed
Minimum Biweekly Salary: \$551.86
Provide administrative and secretarial support for two faculty members. Type and proofread moderately complex class materials i.e.: charts, exams, correspondence, etc.; arrange meetings and travel; file; other duties as assigned.
Requirements: High School diploma or equivalent. Some college coursework preferred. 2 years related experience. Computer experience necessary. Ability to organize work priorities to meet busy typing deadlines under supervision. Strong communication (written) skills including knowledge of editing and excellent spelling and grammar skills. Must be adaptable and willing to take on responsibility. High level of confidentiality essential, requiring independent judgment and decision making. Heavy typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Administrative Aide, GR19 (C2013)
University Development-Endowed
Minimum Biweekly Salary: \$551.86
Perform administrative and secretarial duties for Office of Special Gifts. Schedule appointments; answer phone; distribute mail, etc.; assist in preparing and coordinating all correspondence for presidential letters; help in coordinating arrangements for Campus Visits Program; maintain reference materials.
Requirements: High School diploma or equivalent. Some college coursework preferred. Good typing skills. Knowledge of word processing (Olivetti) and dictation equipment. Ability to work with computer inquiry programs. Pleasant telephone manner. Knowledge of University Travel Office. Excellent organizational and interpersonal skills. Experience with PC's (Apple Macintosh). Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Secretary, GR19 (C2011)
School of Chemical Engineering-Endowed
Minimum Biweekly Salary: \$551.86
Act as the School's receptionist and provide academic and research related secretarial and administrative support. Type highly technical (equations) material; oversee completion and submission of proposals; schedule appointments; coordinate meetings; handle travel arrangements/reimbursements; maintain files; answer phones; supervise student employees and manage business office operations.
Requirements: High School diploma or equivalent. Some college coursework preferred. Minimum 2 years related experience. Excellent typing skills required. Must be able to organize work, set priorities and work with frequent interruptions. Strong interpersonal and communication (oral and written) skills essential. Knowledge of IBM-PC/Macintosh and LaTeX desirable. Heavy typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Administrative Aide, GR19 (C1905)
Engineering Cooperative Program-Endowed
Minimum Biweekly Salary: \$551.86
Serve as administrative assistant to coordinator and assistant coordinator. Extensive contact with company representatives and students in organizing recruiting activities; maintain computer database; make travel arrangements; work with accounts (accounts receivable and payable); maintain reference library. Other duties as assigned.
Requirements: High School diploma. Some college course work preferred. 2 years related experience. Knowledge of Cornell's accounting, financial aid, and registration procedures helpful. Excellent communication skills. Organizational ability, attention to detail, and confidentiality extremely important. Macintosh experience very helpful. Some programming experience desirable. Medium typing. Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Collections Representative, GR19 (C1908)
Bursar-Endowed
Minimum Biweekly Salary: \$551.86
Perform duties involved in collection of delinquent student accounts receivable and student loans including telephone contact and written communication with former students to arrange for debt repayment. Monday, 12:30 p.m.-9 p.m.; Tuesday-Friday, 8 a.m.-4:30 p.m.
Requirements: High School diploma or equivalent. Some college coursework preferred. 2 years related office experience. Excellent communication (written and oral) skills. Ability to deal with sensitive issues in a professional manner. Light typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Secretary, GR20 (C2001)
City and Regional Planning-Endowed
Minimum Biweekly Salary: \$575.30
Provide the Administrative Manager with advanced secretarial support and assist in various administrative areas. Prepare appointment forms, prepare payroll, distribute checks, maintain time records, prepare accounts payable vouchers and maintain accounting files, including telephone and duplicating billings.
Requirements: Associate's or equivalent. 2-3 years related office experience. Some bookkeeping or accounting experience preferred, Cornell experience helpful. Must have an excellent command of the English language. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Staff Assistant for Recruiting, GR20 (C2007)
Career Center-Endowed
Minimum Biweekly Salary: \$575.30
Handle administrative and secretarial work for the Career Center recruiting programs as well as for the Nonprofit Careers area. The recruiting programs involve over 500 students and 100 employers. Handle arrangements for employer visits and programs; prepare campus interview schedules and materials for students; prepare program publicity.

Requirements: Associate's or equivalent. 2-3 years related office experience. Excellent organizational and communication skills. Computer/word processing skills. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Accounts Assistant, GR20 (C2010)
Mechanical and Aerospace Engineering-Endowed
Minimum Biweekly Salary: \$575.30
Serve as accounting clerk. Monitor research accounts (upwards of 1.5 million) with special emphasis on reconciliations, predictions, planning, termination dates, and renewal procedures. Information to be reported regular to Principle Investigator with recommendations and suggestions. Work closely with department administrative office. Also perform diversified secretarial duties as needed.
Requirements: Associate's or equivalent. 2-3 years accounting experience, Cornell preferred. Mac experience helpful (Excel). Light typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Research Aide, GR21 (C2113)
University Development/Public Affairs-Endowed
Minimum Biweekly Salary: \$599.73
Locate, compile, organize, and evaluate public and confidential information about Cornell alumni, friends, corporations, and foundations. Produce written reports and documents used by Fundraisers, Faculty, Executive Staff.
Requirements: Associate's required. Bachelor's preferred. 1-2 years related experience. Knowledge of research materials, library methods, and computer. Excellent communication and writing skills. Ability to work with confidential materials with high degree of discretion. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Transportation Service Representative, GR21 (C2008)
Transportation Services-Endowed
Minimum Biweekly Salary: \$599.73
Act as university representative in disseminating information concerning parking and traffic to the university community and visitors. Provide services and conduct transactions that insure the effective and efficient implementation of university policies related to parking, traffic and circulation on the Ithaca campus.
Requirements: High School diploma or equivalent. Valid driver's license. Associate's or equivalent preferred. 2-3 years related experience. Excellent interpersonal and communication skills. Knowledge of data entry, ability to work with mainframe and micro computer applications and programs. Light typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall. Women and minorities encouraged to apply.

Marketing Assistant, GR22 (C1704)
University Press-Endowed
Minimum Biweekly Salary: \$625.24
Assist 4 members of the Promotion Department in executing seasonal advertising, publicity, direct mail, and exhibit plans for Cornell University Press books. Marketing Assistant is also responsible for preparing copy for new paperbacks.
Requirements: Bachelor's or equivalent. Strong writing and proof-reading skills essential. Prior experience in publishing helpful. Familiarity with Macintosh and basic knowledge of wordprocessing and page maker programs are desirable. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Office Systems Specialist, GR23 (C1702)
ILR Resident Division-Statutory
Minimum Biweekly Salary: \$651.82
Trouble shoot questions about hardware and software. Be the first person called when computer problems arise; provide word processing support for staff, faculty and grad students. Consult with secretarial staff about special features of word processing such as mass mailings, envelope addressing, etc.; encourage communications among users by activities such as user group, newsletter. Set up machines and install security devices; assist users preparing graphs, etc.; send out memos for Computer Support Offices.
Requirements: Associate's or equivalent. Minimum 3-5 years word processing experience. Ability to work well with people. Good follow through on questions and commitments. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Office Professionals Part-Time

Office Assistant, GR16 (C2014)
Athletics-Endowed
Minimum full-time equivalent: \$498.93
Under direct supervision, provide secretarial and clerical assistance in the operation of the Football Office. Hours to be determined.
Requirements: High School diploma or equivalent. 1-2 years of successful office experience. Excellent typing and telephone skills. Knowledge of Macintosh computer and wordprocessing software important. Experience with university mainframe helpful. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Senior Department Assistant, GR18 (C2108)
Reference/Olin/CUL-Endowed
Minimum full-time equivalent: \$529.35
Under the general supervision of the department head and individual reference librarians, provide a wide range of office management and secretarial services in support of the department's reference and instructional functions. Monday-Friday, 20 hours per week.
Requirements: High School diploma required. Some college course work preferred. 1-2 years related experience. Intermediate wordprocessing and typing skills. Strong interpersonal skills. Ability to work under pressure. Good organizational skills. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Secretary, GR18 (C1608)
Community and Rural Development Institute-Statutory
Minimum full-time equivalent: \$529.35
Provide secretarial support for Associate Director of Institute. Heavy typing for research and extension activities. Process expense reports; conference organization; newsletter preparation. Other duties as assigned. Flexible, half days preferred.
Requirements: High School diploma or equivalent. Some college coursework in Secretarial Science desirable. 1-2 years professional secretarial experience required. Experience with computer, word processing essential. Excellent communication and organizational skills. Heavy typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Administrative Aide, GR19 (C2112)
Agricultural Economics-Statutory
Minimum full-time equivalent: \$551.86
Support/maintain FamNet office mechanics. Provide support to individuals using the 800# information, referral, consulting system for NYS farm families dealing with financial, legal, emotional and family issues. Negotiable days, 8:00 a.m.-5:00 p.m.
Requirements: High School diploma or equivalent required. Some college coursework preferred. 1-2 years related experience. Knowledge of office operation. Strong listening and interpersonal skills. Familiar with farming and farm families desirable. Familiar with Cornell Cooperative Extension a plus. Light typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Cornell Employment News

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Page Layout: Cheryl Seland, Cindy Fitzgerald
Photography: Susan Boedicker, Media Services, Photo Services, Publications

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



Administrative Aide, GR20 (C2107)
A.R. Mann Library-Statutory
Minimum full-time equivalent: \$575.30
Provide project support using computer programs for database management, spreadsheet development and wordprocessing applications; handle project inquiries as point of contact; type and expedite proposals, reports, and other correspondence as needed; arrange meetings and travel, has frequent interaction with Cornell faculty, visiting scholars and project participants from other universities and international agencies. Monday-Friday, 30 hours per week.
Requirements: Associate's or equivalent required. Background in computing preferred. 2-3 years experience searching bibliographic databases including RLIN and NOTIS highly desirable. 2-3 years experience working in an academic/research environment providing report writing and statistical support is desirable. Strong interpersonal skills, and ability to be self-directed, meet deadlines, and pay attention to detail essential. Experience using a computer for database management and wordprocessing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

transportation Service Representative, GR21 (C1602)
Office of Transportation Services-Endowed.
Minimum full-time equivalent: \$599.73
To act as university representative in disseminating information concerning parking and traffic to the university community and visitors. Provide services and conduct transactions that insure the effective and efficient implementation of university policies related to parking, traffic and circulation on the Ithaca campus. Monday - Friday, Hours variable.
Requirements: High School diploma or equivalent. Valid NYS driver's license. Excellent interpersonal and communication skills. Knowledge of data entry, ability to work with mainframe and micro-computer applications and programs. Light typing. Cornell employees send transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Office Professionals Temporary

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

Secretary (S1809)
Environmental Research
Provide secretarial support. Must have well developed Macintosh skills, (Pagemaker). Answer phones, mail, and schedule meetings. Other duties as assigned. Please send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

Distribution Assistant (S2001)
Agricultural and Biological Engineering
Assist in distribution of publications. Enter orders in computer, print invoices, pack boxes, prepare for mailing. Assist in marketing and other office duties. Answer phones. Monday-Friday, 8-12. Start date: 6/4/90 until 9/28/90.
Requirements: Familiarity with Macintosh computer. Able to lift 40 pound boxes. Send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

Secretary (S1802)
Nutritional Sciences
Typing correspondence, forms, reports and educational materials. Requires use of IBM compatible PC and laser printer using Wordperfect 5.1, including mail merge. Phones, requisition supplies, keep calendars, respond to requests for resources and information. Transcribe audio-tapes. Monday-Friday, 39 hours per week for 4-6 weeks.
Requirements: High School diploma plus secretarial training or 2-3 years equivalent experience. Should be familiar with Cornell procedures. Knowledge of dBase III helpful. Heavy typing. Send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

Secretary (S1803)
Nutritional Sciences
Responsibilities include wordprocessing for manuscripts, correspondence, charts and tables. Monday-Friday, 5 hours per day (hours flexible between 8 and 5). 3 months.
Requirements: High School diploma or equivalent. Must have well developed Wordperfect 5.0 skills. Good interpersonal and organizational skills. Heavy typing. Send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

Service Clerk (S1301)
Laboratory of Ornithology
Assist with sales of the Crow's Nest Birding Shop on weekends and holidays. Cashiering, answer phones, respond to basic bird questions, feed birds. Open and close Laboratory. Hours negotiable. 12 hours every other weekend.
Requirements: High School diploma or equivalent. Cash register experience helpful. Contact Karen Raponi, Staffing Services, East Hill Plaza, 255-2192.

Office Assistant (S1107)
Physiology
Provide support in the areas of data entry and word processing utilizing IBM Wordperfect. Answer phones, copy, file. Attention to detail and accuracy is a must. Library searches for journal articles. Part-time flexible hours, 15-20 hours per week. Send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

General Service

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

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

Custodian, SO02 (G2101, G2102)
Residence Life-Endowed
Hiring Rate: \$6.00
Provide general custodial care of building and grounds in assigned area. Monday-Thursday 7:30 a.m.-4:00 p.m., Friday 7:30 a.m.-3:00 p.m.
Requirements: Basic reading and writing skills. Able to operate a variety of heavy power equipment, lift 50 pounds and climb a 8 foot ladder. Daily contact with students. Regular Cornell employees send employee transfer application to Esther Smith, Staffing Services, East Hill Plaza.

Dispatcher, SO05 (G2001)
Maintenance and Service Operations-Endowed
Hiring Rate: \$6.88
Receive trouble calls, relay messages, and coordinate and dispatch appropriate tradespeople and material delivery personnel, or courier/

cab service as requested. 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.
Requirements: High School diploma or equivalent. Must possess and maintain a valid NYS driver's license. Experience with mainframe and personal computers desirable. Training and/or experience in public relations, sales or service preferred. Must have excellent interpersonal skills. Ability to work under pressure and strong decision making. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

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.

Custodian
Building Care-Endowed/Statutory
Temporary Rate: \$5.00
Continuous recruitment will be done in the department of Building Care for temporary custodians. Provide general custodial care of buildings and grounds in immediate vicinity of assigned area. Monday-Thursday 6:00am-2:30pm, Friday 6:00am-1:30pm. Periodically 2nd and 3rd shift hours are available.
Requirements: Basic reading and writing skills. Able to operate a variety of heavy power equipment, lift 50 pounds and climb a 6 foot ladder. Contact Karen Raponi, Staffing Services, East Hill Plaza, 255-2192 for an interview.

Please submit materials for the following positions to 160 Day Hall.

Temporary Field Assistant (B1701)
Soil Crop and Atmosphere Sciences
Hiring Rate: \$6.00
Perform general farm labor at Mr. Pleasant Farm. Drive tractor and perform routine maintenance. Monday-Friday, 8 a.m.-4:30 p.m. 6 months.
Requirements: Some related experience working on a farm. Some mechanical skills. Ability to lift 80 pounds (fertilizer bags). Send application materials to Cynthia Smithbower, Staffing Services, 160 Day Hall.

Temporary Groundsworker (B0902)
Cornell Golf Course
Hiring Rate: \$6.00
Knowledge of tools, methods, and materials used in golf maintenance and construction. Ability to operate motorized equipment. Valid NYS driver's license required. Pesticide applicators license preferred or willing to obtain upon employment. 6 months; possible extension. Send cover letter, resume and copy of pesticide license to Cynthia Smithbower, 160 Day Hall.

Academic

Labor Program Coordinator
ILR/Cornell, Albany
Develop curricula and materials, administer, teach, maintain liaison with and advise students, in the labor studies programs. Recruit, hire, and evaluate the performance of adjunct faculty. Develop, conduct and/or administer client specific programs and public conferences for various labor and other client groups. Develop and offer technical, organizational and public relations assistance to various labor, community, and professional organizations. Administrative duties including budget preparation, serving on committees, working on internal projects, regularly advising the district director of project status and progress, and supervising appropriate administrative staff. Publicize and promote labor credit and noncredit programs, maintain working relationships with local unions, councils and committees and with other ILR Extension labor credit programs, and sponsoring organizations for noncredit programs, throughout the state.
Requirements: Advanced degree in labor studies, industrial and labor relations or related field, with practical experience working with organized labor and adult education. Salary—Commensurate with qualifications. Send resumes to Search Committee, Cornell/ NYSSILR, 146 State Street, Albany, NY 12207 by June 30, 1990.

Military Leave

Continued from page 3e

ing periods of more than 7 days, but less than 30 days within each year.

Military Service Leave applies to any employees who enlist or are drafted into military service. The main protection under this policy is to ensure that employees who return to work within 90 days of honorable military service discharge will have the length of the leave added to credited years of service with the University.

Both policies were clearly developed to address the dual concern of the legislation; by minimizing disruption of the work environment, and ensuring a measure of job security for employees. If you have any questions concerning either policy, please contact Employee Relations at #255-7206.

Cornell Summer Preview

Published by the Cornell University Division of Summer Session, Extramural Study, and Related Programs

About the Summer Theme

by Charles W. Jermy Jr.,
Acting Dean

A warm welcome to the 99th Cornell University Summer Session! I hope you have an adventurous and satisfying academic program planned. I also hope you will be able to join us for many of our special events, which are free of charge.

The campuswide theme of the 1990 Cornell University Summer Session is "Asia: An Appreciation." Each year we choose a theme that can be explored in lectures, exhibits, performances, and films, providing a vantage point from which to consider our present, our past, and our possible futures. This year we will look at those aspects of the Asian cultures that hold a special meaning for the peoples of those lands.

As America approaches the five-hundredth anniversary of Columbus's voyage, it is appropriate to consider the contributions of the varied

cultures that form our heritage. In our own time immigrants from Asian countries are experiencing upward mobility while facing tensions between acculturation and the preservation of traditional values.

As a nation we are learning to develop a more global perspective. For practical reasons businesses and students preparing for the business world are taking an interest in the "Pacific rim." At Cornell this summer we will add to this practical focus an attention to aspects of the cultures of Asia that are important within the cultures themselves.

Cornell has a long and distinguished history of scholarship in Asian studies. Within the Cornell library system the Echols Collection on Southeast Asia and the Wason Collection on East Asia form resources of worldwide importance. The FALCON (Full-year Asian Language Concentration)

program was established at Cornell in 1972 as an innovative opportunity for intensive language study, and it still is the only program of its kind in the country. The Herbert F. Johnson Museum of Art houses an Asian art collection of great beauty and scope. At the Laboratory of Ornithology the Library of Natural Sounds has an extensive holding of Southeast Asian bird vocalizations. For those with a personal, a scholarly, or an aesthetic interest in Asia, the university has a great diversity of resources.

This 1990 Cornell Summer Preview describes not only the theme-related special events but a number of summer courses and conferences that deal with Asian languages, cultures, and economics.

We hope that our exploration will enrich all members of the Cornell community, those of us with roots in one of the Asian cultures as much as those of other heritages.



CORNELL
SUMMER
1990

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CORNELL
UNIVERSITY

The Summer Session catalog reflects the summer theme, "Asia: An Appreciation." The artwork on the cover is a hanging scroll by Huang Chun-pi (courtesy of the Johnson Museum of Art).



Many of the free special events sponsored by the Division of Summer Session, Extramural Study, and Related Programs from June 25 to August 3 focus on the summer theme. Other free events are described on page 3. To receive a free calendar of events, call 255-4987.

Summer Events Focus on Asia

by Martha Garrison

Summer at Cornell '90 highlights the cultures of Asia with the theme "Asia: An Appreciation." The Great Books series, the Midday seminars, and the Wednesday evening lectures open a few windows onto the vast expanse of Asian literature, art, and religion. Three theme-related concerts, one of traditional Vietnamese music and two by the Cornell Gamelan Ensemble, will also be presented.

Phong Thuyet Nguyen, whose concert with Tuyen Tonnu will be in Barnes Hall on June 25 at 8:15 p.m., is considered one of two recognized international authorities on Vietnamese music. The *New York Times* described Phong Nguyen's music as "different, neither dry nor academic, with a fresh, sunny lyricism that made listening a pleasure even when the melodic material emphasized intervals far removed from Western tuning practices." (May 31, 1987)

The Gamelan performances will be accompanied by Javanese dancers on July 14 in the Martha Van Rensselaer Auditorium from 7:00 p.m. to 10:00 p.m., and by Javanese shadow puppets on August 2 at 8:15 p.m. in the Memorial Room of Willard Straight Hall. The Gamelan is a Javanese twenty-piece orchestra of mostly percussion instruments.

Etsuko Terasaki, associate in research with the East Asia program, will lead the Great Books series on Tuesdays, 11:45 a.m. to 1:00 p.m., in 105 Rockefeller Hall. She will explore "Femininity in Japanese Literature," as revealed in *The Tale of Genji*, *Eguchi* and *The Ink-Smeared Lady* (Nô and Kyôgen plays), Bashô's love haiku and haikai, Kawabata Yasunari's *Snow Country*, and *The Woman in the Dunes* by Abe Kôbô.

The Thursday Midday Seminars, which will also take place from 11:45 a.m. to 1:00 p.m. in 105 Rockefeller Hall, offer fascinating glimpses of Asian cultures. These informal, lecture/discussions allow time for questions and comments from participants.

John Badgley, curator of the Olin Library Echols Collection on Southeast Asia, will talk about "Cornell and Cambodia: Recapturing the Culture" on

June 28. Badgley has been helping Cambodians with preserving books and transferring them to microfilm for Cornell's library collection.

James Holland will describe some of the intricacies of the

"The tea ceremony is a performing art...a culmination of Japanese artistic tradition."

James Holland

Japanese tea ceremony on July 5. According to Holland, who lived in Japan for four years and taught Japanese at Cornell for six years, "the tea ceremony is a performing art. As a culmination of Japanese artistic tradition, it integrates dozens of other arts, for example, ceramic art, calligraphy, and architecture."

Another expression of the Japanese artistic sensibility is Ikebana, or flower arrangement. This will be demonstrated by Kazuyo Otani, an internationally known floral designer who also teaches classes at the Cornell Plantations. Ms. Otani describes Ikebana as "based on conceptions of space and asymmetry which are quite distinct from those found in Western or even other Oriental cultures."

Daniel Gold, assistant professor in Asian studies, will address "Where Are the Fundamentals in Hindu Fundamentalism?" on July 19. Gold elaborates: "Organized movements of Hindu revival, which first emerged in British colonial times, are increasingly evident in India today. They are sometimes referred to as 'fundamentalist,' even though the Hindu context gives meanings to the term that differ from the familiar Western one. Seeing the points at which Hindu and Christian fundamentalism do converge, however, may help us understand them both."

The July 26 seminar will be led by Banoo Parpia, a research support specialist working on the Cornell/China/Oxford Project on Nutrition, Health, and Environment with Dr. Colin Campbell in the Division of Nutritional Sciences. She will speak on "Diet, Lifestyle, and Mortality in the People's Republic of China," and include remarks on how this vast study was carried out plus the implications it has for the Western diet.

In the final seminar on August 2, John McRae, assistant professor of Asian Studies, will talk about "Demythologizing Zen (Ch'an) Buddhism." Zen

(continued on page 2)



Charles Harrington

John Badgley holding a palm leaf manuscript.

Focus on Asia (cont.)

(Japanese) or Ch'an (Chinese) Buddhism is known primarily through the popular writings of D.T. Suzuki and Alan Watts, according to McRae.

Zen is a "demythologizing tradition," says McRae, "in that it tries to break down the standard formulations of Chinese Buddhism. The energy of that dislocation pushes the student of Zen on to enlightenment." McRae will "bounce these ideas off" works by Suzuki and Watts.

The Wednesday night lecture series, taking place this year in the Alumni Auditorium of Kennedy Hall (Academic I) at 7:30 p.m., also focuses on the Asian theme. The five lectures address a wide array of topics.

Two concern aspects of Asian culture seen from within those cultures themselves. These are Professor Bonnie G. MacDougall's lecture on "Indian Architecture and the Mythological Imagination," and James Affolter's examination of "Lotus Seeds and Centipedes:

Plants and Animals in Traditional Chinese Medicine." Bonnie MacDougall is an associate professor in the Department of Architecture, and James Affolter is the new director of the Cornell Plantations.

Two other lectures look at Asia in relation to the Western world, in particular the United States: Professor Lee C. Lee, director of the Asian American Studies Program, will compare Chinese children's upbringing and lifestyle in "Chinese Children's Lives: Portraits from the United States and the People's Republic of China."

Dean Alan G. Merten of the Johnson Graduate School of Management will look at a different sort of American-Asian relationship when he talks about "Getting Ready to Do Business in Asia."

The remaining lecture will be presented by Kenneth H. Blanchard, author of *The One Minute Manager* and Cornell University trustee, and is entitled "Leadership in a Changing World."

The Southeast Asian Studies Summer Institute is a Special Program sponsored by the Division of Summer Session, Extramural Study, and Related Programs; the Southeast Asia Program; and the Department of Modern Languages and Linguistics.

Southeast Asian Languages at Cornell

by Martha Garrison

More than one hundred graduate students and others from all over the world will come to Cornell this summer to immerse themselves in a Southeast Asian language, including Burmese, Lao, Thai, Indonesian, Javanese, Tagalog, and Vietnamese.

These students will be attending the Southeast Asian Studies Summer Institute, (SEASSI), a ten-week intensive language training program, where they will study at levels from beginner to advanced. From June 4 to August 10, they will accomplish the equivalent of two semesters of coursework. SEASSI is a cooperative program of the Southeast Asian studies centers of fourteen major United States universities. It will be hosted by Cornell this year and next through the Southeast Asia Program; the Department of Modern Languages and Linguistics; and the Division of Summer Session, Extramural Study, and Related Programs.

According to Maria Theresa Centeno, teaching associate in the Department of Modern Languages and Linguistics and assistant to SEASSI's director, Professor John Wolff, "most of the participants are graduate and undergraduate students who come here for a variety of reasons: SEASSI is a good, fast way to get language skills up to speed; they want to work in Southeast Asia or they need this language training to accelerate their research."

"I need to use Burmese for my next research project—analyzing early Burmese newspapers and printing during the British colonial period," said Sarah Maxim, a graduate student in Southeast Asian history, who will be studying Burmese this summer.

Maxim said that students

from other universities are attracted to SEASSI because their own schools do not offer this intensive language training. "They can get fairly fluent quickly and meet other people with similar interests. Some take SEASSI courses for the fun of it; they just enjoy learning languages! Many students also want to use Cornell's Echols

Some take SEASSI courses for the fun of it; they just enjoy learning languages!

collection of Southeast Asian works in Olin Library." This collection, of international repute, is an exceptional compilation of scholarly resources and popular reference works relevant to Southeast Asian studies. SEASSI participants are encouraged to use the holdings of almost two hundred thousand volumes, periodicals, newspapers, microfilms, maps and manuscripts.

Professionals form another smaller group of SEASSI participants. Maxim, who assists Centeno in the SEASSI office and has attended three SEASSI programs, has gathered some informal data on the professionals who attend. "The United States Army usually sends several career army people who want to be posted in

Southeast Asia. Other professionals include health and social workers who are going to work in refugee camps in Thailand. Some of these people have already worked in Southeast Asia but need to switch languages," she said.

According to Centeno, the SEASSI teaching staff this year includes nine Fulbright scholars from Southeast Asian countries, plus a coordinator for Burmese study from England. Other linguists who will teach SEASSI courses are from American universities.

Students in the intensive language courses can also enroll in Southeast Asia area studies seminars, offered the same dates as SEASSI. Each section, covering a variety of political, economic, and social issues in Southeast Asian countries, lasts three weeks and carries one credit.

They are taught by Cornell faculty and guest faculty from the University of Hamburg and Northern Illinois University. Section II, for example, taught by Professor Keith Taylor of Cornell, explains the theories of interpretation about modern Vietnam.

SEASSI participants may also attend a July 13-15 conference on "The Role of the Indonesian Chinese in Shaping Modern Indonesian Life." Scholars from Indonesia, Singapore, and England have been invited to speak.



Phong Nguyen will perform traditional Vietnamese music with Tuyen Tonnu on June 25 at 8:15 p.m. in Barnes Hall.

Cornell University Conference Services is coordinating arrangements for the Taiwanese American Conference.

Taiwanese American Conference

by Phyllis Fung

The island of Taiwan lies about 100 miles off the coast of China's Fukien province. Starting in the 1960's, many Taiwanese came to the United States to study and to start new lives halfway around the world. While most of these people now call the U.S. home—their children, their careers, their businesses, even their citizenships are American—they still gather annually at several Taiwanese American Conferences across the States.

The twenty-first Taiwanese American Conference/East Coast (TAC/EC) takes place at Cornell University from June 30 to July 3. About 2000 participants and their families are expected to attend, mostly from

the Northeast, but also from all over the country.

This year's keynote speakers will be Professor Milton Chiu of Ithaca College and Legislator D. N. Chen, who holds a position in Taiwan equivalent to a senatorial seat in the U.S. The theme will be "Our Ideals, Our Dreams."

Because many people who attend the conference have few opportunities to come in contact with other Taiwanese Americans on a regular basis, TAC/EC provides a chance to learn about Taiwanese culture and history. Participants also discuss issues that face the Taiwanese community both in Taiwan and in the U.S. In 1990, discussion and lecture topics include interracial marriages, Asian images in the media, the importance of

Taiwanese independence, and "Who is the Taiwanese-American Woman?" A presentation of Taiwan's history in pictures is also scheduled. "20 Something: Is there Life after College?" is a special topic for young adults.

TAC/EC is a family-oriented conference. The children, mostly American-born, are encouraged to come. They too come to meet new friends and to see old ones, some whom they only get to see during the summer because of the distances between their homes. Even grandparents come to TAC/EC.

Some things are annual events at TAC/EC. Field Day is for the whole family and it usually pits state against state in events like dodgeball, relay races, and tug-of-war. The tug-

of-war can get very intense. The yelling is usually in Taiwanese: "Jia yo!" (translated as "Add gas!") or "Sa!" (meaning "Kill!") are cries that are often heard.

Another yearly favorite is Taiwan Night. It is a live four-hour variety show complete with an MC who tells jokes in Taiwanese. Taiwan Night is by far the most popular event of the weekend; in fact, one of the reasons Cornell was chosen for this year's conference sight was because it had an auditorium big enough to accommodate the Taiwan Night audience.

TAC/EC had more modest beginnings. The first one was held in 1970 in Downingtown, Pennsylvania as a church retreat for a small group of Taiwanese families. Over the years it has

grown so large that universities are the only places that have the facilities needed to accommodate the conference comfortably. Cornell as a conference site has the additional advantages of having an outstanding meal service and a beautiful campus.

We hope that, with the help of Cornell's Conference Services, TAC/EC 90 will be a great success.

Phyllis Fung is this year's coordinator for the 21+ group of participants. Her past experience with TAC/EC has included work as co-coordinator for TAC/EC 1989's youth program and various positions over the years. She received a bachelors degree in economics from the University of Pennsylvania in 1989 and now works in Washington.

Division of Summer Session, Extramural Study, and Related Programs

Cornell Summer Preview

B12 Ives Hall, 255-4987

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Programs in Professional Education

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Cornell University Conference Services

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Cornell's Adult University

626 Thurston Avenue, 255-6260

Cornell University Summer College

B12 Ives Hall, 255-6203

Winter Session

B12 Ives Hall, 255-4987

Continuing Education Information Service

B12 Ives Hall, 255-4987

Free Concerts and Theater

by Martha Garrison

Music-lovers and performing arts enthusiasts will have a wide selection of diverse concerts, dance performances, and even puppet shows to choose from this summer at Cornell. Summer Session's special events will highlight a rich array of imported and local talent to bring area residents and visitors a sampling of what Ithaca has to offer. All events are free of charge, and the public is cordially invited to attend.

Many of the artists will be familiar to residents, but two of the locations will be new. Instead of the Arts Quad, affected by Olin Library construction, the Ag Quad and the lawn of Fuertes Observatory will be the sites of outdoor concerts, all of which start at 7:00 p.m.

The Outdoor Concert Series starts off on June 26 with an Ag Quad performance by Martin and Jessica Simpson, guitar and vocals, with Eric Aceto, violin. Their music is based on English, Irish, and African-American traditions and has been described as "complex and intense." Rising Sign, appearing July 5 on the Fuertes Observatory lawn, play what the *Ithaca Times* calls a "spicy island menu of salsa, merengue, samba, and African rhythms."

Also performing on the Fuertes Observatory lawn will be local jazz man Joe Salzano and guest performers from around the country. The July 12 concert presents "The Four Winds," a New-World synthesis of American jazz and Native American imagery. Native American percussion, wind instruments, flutes, and rattles join piano, bass, and drums for a unique concert.

Two bands from Ithaca, Southern Tears, playing country-rock, and Neon Baptist, presenting "Rock and Roll from the Dust Bowl," will entertain

their fans on the Ag Quad on July 10 and 17, respectively.

Bernie Milton and the Soul Patrol, Ithaca's own "soul men extraordinaire," will not leave anyone standing still when they play on July 24, and in the final concert on July 31, the Burns Sisters will present an a capella and acoustical concert called "Songs from the Heart." Both are Ag Quad concerts.

Barnes Hall will once again host the popular classical concert series on Monday evenings at 8:15 p.m. with two exceptions in organ recitals by George Edward Damp and Donald R. M. Paterson.

Mr. Damp, who is associate professor of music and University organist at Lawrence University in Wisconsin and a '64 Cornell alumnus, will present an "All-Bach" organ recital in Anabel Taylor Hall chapel on Thursday, June 28 at 8:15 p.m. In Sage Chapel, University organist Paterson will play works by Bohm, Hindemith, Karg-Elert, and other composers on July 9 at 8:15 p.m.

Phong Nguyen and Tuyen Tonnu will play traditional Vietnamese music in the first concert of the Barnes Hall series on June 25. Other concerts include Elizabeth Field, violin, and Daniel Seidenburg, viola, playing pieces by Mozart and Martinu on July 2; and Joyce Lindorff, visiting assistant professor of music and director of the Cornell Summer Harpsichord Workshop, presenting a harpsichord concert of music by Johann Sebastian Bach on July 16. Andrea Folan, soprano, and Bart van Oort, fortepiano, will perform July 23; and in the final concert, Mark Scatterday, Cornell's director of Symphonic Bands, will play the trombone, accompanied by Scott Jeneary, director of the Big Red Band, playing percussion and piano. A special performance by



Martin and Jessica Simpson, guitar and vocals, will perform with Eric Aceto, violin, at 7 p.m., Tuesday, June 26 on the Ag Quad.

the touring Moscow String Quartet and pianist Jonathan Shames will be held on Wednesday, July 4. The concert will give area residents a rare opportunity to see this internationally acclaimed group.

The Performing Arts Series is lively and diverse, featuring dancers, musicians, puppeteers, and storytellers. Performances will be in Barnes Hall, beginning at 8:15 p.m.

The opening event is Jazzmatazz, accompanied by a rhythm section. The group will perform on Friday, June 29, singing jazz arrangements of American favorites from the 20s 30s and 40s.

Two familiar and popular local groups, the Ithaca Ballet and the Ithaca Opera, will also perform in Barnes Hall—the Ballet in two recitals, on July 19 and 20, and the Opera on July

27, singing favorites from American musical theater. In a different musical vein, the Genesee Baroque Chamber Players will present "A German Miscellany" on July 6.

The Barnes Hall stage will be transformed on three occasions by storytellers. The Magic Garden Puppets will present the Haydn marionette opera *Philemon and Baucis* on July 13. Mary Carey, of the Odyssey Storytellers, will create a fantasy world during "An Evening for Children" on July 26 at 7 p.m. with West of the Moon singers Amy Davis and Jody Kessler. Beauty and the Beast, actors and storytellers, will present a special evening of "Stories to Touch Your Heart, Make You Laugh, and Fill You with Wonder," for adults and young people age thirteen and up, on July 3.

The final performance, on August 3, will be by the Blue Blazers Swing Band with swing dance demonstrations.

Two new campus tours are scheduled this year; one, complementing the Asian theme, is at the Johnson Museum of Art's Asian galleries, led by museum staff on June 28, July 12, and July 26 at 2:00 p.m. The other, to be held Wednesdays at noon, will be more an informal presentation than a tour, and will explain the activity surrounding the new Olin Library underground addition. The tour leader will show architectural renderings and drawings and will answer questions about why the work is being done and what it will look like five years from now. A highlight of this presentation will be a bird's-eye view of the construction from a seventh floor Olin window.

Cornell economics professor Henry Y. Wan, Jr. will teach Economics of Export-Led Growth: The Cases of Korea, Taiwan, Hong Kong, and Singapore (*Economics 473*) during the three-week Summer Session, May 30 to June 25.

Economics of Export-Led Growth

by Henry Y. Wan, Jr.

In the last thirty years, the fastest economic growth has occurred in the less-developed world. For two decades now, the growth rates of South Korea, Taiwan, Hong Kong, and Singapore (the newly industrialized economies, or NIEs) have outpaced the growth rate of Japan by roughly a 2:1 ratio. The total income of these four economies, with a population of 70 million, is more than 300 billion U.S. dollars. That is more than India, with its 900 million people, and approaching that of China, with a population of 1.1 billion.

From their meager base, the Per Capita Annual Gross National Products of the NIEs have now reached the \$5,000 to \$10,000 range. These four NIEs have demonstrated a sometimes replicable path to development. Following a similar strategy, Thailand, with its 55 million people, has achieved an average growth of 6% per year for eighteen years.

The similarities among the

four NIEs are striking. All these four are poor in natural resources, but endowed with a healthy, literate, and abundant labor force. Their industrialization started with the export of labor-intensive, manufactured goods, under a public policy that facilitated such trade. With success in their initial industrialization, all four countries upgraded their output mix and employment mix towards industries requiring a more highly skilled labor force and higher and higher value added per capita.

The diversity among the four NIEs is every bit as informative. They differ in population size, cultural background, monetary policy, industrial concentration, and, above all, political institutions. Korea once had a very heavy foreign debt, Taiwan has amassed a mammoth foreign exchange reserve, and Hong Kong and Singapore have largely a balanced capital account.

The processes of development can have undesirable side

effects, such as income inequality, domination by foreign capitalists, environmental pollution, and vulnerability to world-wide economic disturbances. Some of the NIEs suffer one set of adverse side effects, others another set. The surprising fact about the NIEs is that *such troubles are not inevitable* in the period of rapid growth.

Economics of Export-Led Growth examines both the similarities and the diversity among these economies. A comparison is made with other developing economies where developmental policy has not met equal success. A tentative theory is offered to explain what we can easily observe. Their close relationship to the U.S. and Japan will also be explored.

Professor Henry Y. Wan, Jr., economics, was born in Wuhan, China and received his doctorate from MIT in economics. He has been a visiting professor at National Taiwan University in Taipei, and is author of a widely-used textbook on economic growth and articles on international trade.



Randi Anglin

Kundry Willwerth's Magic Garden Puppets will perform a marionette opera on July 13.

Cornell's Adult University offers "education vacations" to alumni and friends of the University—and their children or grandchildren.

Cornell's Adult University: The Peripatetic Classroom by Ralph Janis

One of the less well-known places at Cornell where teaching reigns supreme is Cornell's Adult University. CAU's "education vacations"—non-credit on-campus seminars and workshops, weekend seminars, and domestic and foreign study tours—are designed for the pleasure and edification of nearly 2,000 Cornell alumni, friends, and families each year. Each program brings together faculty and students whose primary concern is, simply, learning. No grades, finals, or pressures can be found in this Cornell program. Rather, topics from astronomy to veterinary science—and pretty much everything in between—are explored in classrooms from the Arts Quad to Antarctica.

The largest and one of the oldest programs of its type in the U.S., Summer CAU in Ithaca brings more than 1,000 individuals and families to campus each summer for a week-long immersion in university life. Sessions this year begin on July 8, 15, 22, and 29. As always, the roster of courses and faculty is a varied one. Chemists Jerrold Meinwald and Frank DiSalvo will be teaching "The Chemistry of Nature and the Nature of Chemistry" while African politics specialist

Locksley Edmondson will offer "Africa: Yesterday, Today, and Tomorrow." Classicists Fred Ahl and Gregson Davis will preside over "Decadence and Creativity in Nero's Rome"; Don Randel and Alain Seznec will lead "Figaro and Don Juan in Theater and Opera"; Harold Hintz and colleagues will explore "What Noah Didn't Know: Modern Veterinary Science." Botany, geology, paleobiology, farming in the Finger Lakes, acting, poetry, nutrition, studio drawing, Tolstoy's *War and Peace*, and choral singing will be on tap as well.

Later this year and in 1991, CAU's classrooms will be located on five continents and in many parts of the U.S. Week-long programs in Maine, the Louisiana Bayous, New Mexico, Hollywood, the Florida Everglades, and the Salmon River of Idaho are planned. Upcoming study tours are in the works to Spain and the coast of Africa; Indonesia, Guatemala; Belize; the British Virgin Islands; London, Eastern Europe, including Warsaw, Prague, and Berlin; and Turkey and the Aegean.

Of special note are two upcoming study tours and cruises aboard one of the newest small



David Reuther

"Natural Life of the Finger Lakes" is one of the popular field ecology seminars offered at CAU.

cruise ships, the M. V. Renaissance. Islamic historian David Powers and African government scholar Locksley Edmondson will be leading "CAU in Spain and Africa" from October 25 to November 10, 1990. African, Islamic, and Iberian culture and history will be the focus in visits to Seville, Granada, and Barcelona in Spain; Algiers, Casablanca, and

Marrakesh in northern Africa; and Mauretania, Senegal, and the Gambia in western Africa.

In January, 1991, Cornell president and geologist Frank Rhodes will be joined by anthropologist Milton Barnett and historian David Wyatt for a voyage among the islands of Indonesia, including Bali, Java, Komodo, Sulawesi, and Krakatau.

CAU programs are open to all who are interested. Full program information and registration materials can be obtained by writing Cornell's Adult University, 626 Thurston Avenue, Ithaca, New York 14850 or by calling 607-255-6260.

Ralph Janis '66 is the director of CAU.



Cornell University Summer College gives high school juniors and seniors the chance to experience university life, earn college credit, and explore career options.

High School Students Explore College and Careers by Alicia Dowd



Chip Tilden

High school juniors and seniors at Summer College

Engineering, architecture, communication, classics, and business are just several of fourteen career and academic fields that high school juniors and seniors will explore during six weeks on campus this summer.

Over 700 Cornell University Summer College students will balance coursework—up to eight credits—and non-credit seminars to learn about the career or academic field they intend to pursue.

What they discover may help them choose a college and major and guide their preparation for the world beyond their degree. Practitioners from the students' field of interest will give advice about what courses to take and what work experience is valuable. In general, all the series focus on the range of

opportunities that stem from a certain course of study.

This summer, fifty students have been accepted to participate in Explorations in Law and the Legal Profession. They enroll in two regular Cornell Summer Session courses—choosing from over 120—and attend classes in the morning. They select one course according to their own interests and the other from a list including *The Art of Argument: An Introduction to Rhetoric* (Classics 109), *Race, Education, and Politics* (Government 100.2), and *Contemporary Moral Issues* (Philosophy 145).

Afternoons are devoted to meeting practitioners in a variety of legal fields. To examine the criminal justice system, the group will meet with lawyers, tour the Tompkins

County jail, and visit a criminal trial in progress. The workshop series includes discussion of law school, how to prepare for admittance, and what to expect once there. The guest speakers, students are warned, may use the Socratic method of teaching.

The largest workshop series, Explorations in the Humanities and Sciences, enrolls about 300 students. History professor Glenn Altschuler, who is directing the series, will give the first of fifteen lectures that will introduce the students to some of Cornell's most distinguished

teachers and give them a sense of the academic fields that these professors pursue with such fervor. Among others, Professor Isaac Kramnick will discuss government; Alain Seznec, French literature; Joan Brumberg, women's studies; Daryl Bem, psychology; and Thomas Eisner, biology.

Also offered are Explorations Workshops in biology and the health professions, cinema and video arts, fashion and apparel design, psychology, and veterinary medicine.

Students in Explorations in the Visual Arts will experience "much more than an art class,"

according to program director Laurel Hecht, a painter and performance artist whose work has been shown nationally and internationally.

Activities will include visits to art galleries, museums, and an outdoor artists' market; informal talks with artists both in the classroom and in their studios; and creating the group's own "art performance." Students will have a private critique of their work, and meet curators, art therapists, sculptors, painters, printmakers, and illustrators. "The class will be packed with new insights into ourselves and the art world," Hecht says.

Summer Theme 1991: A Look Ahead

The summer of 1991 will be the one hundredth Cornell University Summer Session. The first Cornell Summer Session, six weeks long, began on July 7, 1892, twenty-four years after the University's founding. We have continued the tradition without interruption ever since, growing in scope and innovativeness, maintaining the Cornell standard, to become recognized as one of the premier university summer sessions anywhere.

We cordially invite the entire Cornell community—students, faculty and staff members, alumni, parents, friends—to participate together in a year of celebration. Cornell's Summer Session has played a central role in fulfilling Ezra Cornell's revolutionary dream of extending the broadest possible set of educational opportunities to every segment of our population. Thus, our 1991 summer theme will focus on creative and innovative developments in learning and in teaching.

We invite you to help us plan our celebration. During the summer of 1990, we hope you will think about creativity in learning and teaching. We want to know the issues you would like us to consider, the experiments you think we should examine, the people we ought to invite, the accomplishments and honorable failures we need to recognize together. Join us, plan with us, as we look with pride and hope toward our centennial. Then, celebrate with us throughout 1991!

CORNELL EMPLOYMENT NEWS

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JOB OPPORTUNITIES

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

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

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

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

Cornell University is an Affirmative Action/Equal Opportunity Employer.

Job Opportunities can be found on CUINFO

Professional

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

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

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

Director of Executive Education (PA2103) HRIII Johnson Graduate School of Management-Endowed

Market existing executive education programs. Assist in the design of new open enrollment and single-organization programs. Manage the delivery of programs and interact with clients and faculty in the design, marketing and delivery of outstanding programs aimed at upper-middle and senior managers worldwide.

Requirements: Master's in a relevant area or equivalent combination of education and experience, and demonstrated successful management experience in relevant area is required. Ph.D. preferred. 8-10 years of experience in the design, delivery and marketing of executive programs in either a corporate or university setting. Send cover letter and resume to Cynthia Smithbower.

Purchasing Agent III (PA2204) HRII Purchasing-Endowed

Provide business skills required for the procurement of equipment, supplies and services in assigned commodity areas seeking the best total value package of quality, price and service.

Requirements: Bachelor's in business or related field. C.P.M. certification preferred. Minimum 5 years purchasing experience required. Send cover letter and resume to Cynthia Smithbower.

Director of Development for Plantations (PA2108) HRII Plantations/Public Affairs-Statutory

With the Director of the Plantations and the offices of the University's Vice President for Public Affairs, plan and implement a public affairs program to increase support for the Plantations which complements and strengthens support areas for the total University. Manage the Plantations portion of capital campaign in conjunction with the development, regional, and college unit Public Affairs office staff. Some evening and weekend hours required.

Requirements: Bachelor's required. At least 3 years experience in development, fundraising at a university. Strong interpersonal as well as written and oral communication skills required. Ability to plan and follow through on long term projects. Experience in Cornell public affairs and fundraising highly desirable. Send cover letter and resume to Cynthia Smithbower.

Director/Communications Strategies (PA2106) HRII University Relations/Communications Strategies-Endowed

Direct and supervise the operations of a unit dedicated to the planning and implementation of effective communications strategies, whether of individual units, colleges, or central administration; recommend communications, programs, and policies to achieve a strong and positive image for Cornell University.

Requirements: Bachelor's required. At least five years of marketing/agency/corporate communications experience, preferably in a non-profit environment. Knowledge of research in a university climate highly desirable. Superlative writing skills and demonstrable creativity in communications. Knowledge and familiarity with electronic ("desktop") publishing applications. Requires strong verbal communications and leadership for promoting unit's work, since unit is a partially enterprise-based operation. Send cover letter and resume to Cynthia Smithbower.

Senior Editor (PC2106) HRII Laboratory of Ornithology-Endowed

Primary responsibility for editing and producing the Lab's magazine, The Living Bird Quarterly. Solicit, write and edit copy; supervise editorial and design staff. Also provide editorial direction and writing assistance for other Lab publications such as brochures and fundraising materials.

Requirements: Master's in journalism or ornithology/biology or equivalent experience. At least three years experience editing a regular, ongoing publication for a general audience, preferably in the biological sciences. Send cover letter, resume, and 3 writing samples to Esther Smith, Staffing Services, 160 Day Hall.

Communications Specialist (PA2104) HRII Office of Human Resources-Endowed

Provide technical support and oversight of the comprehensive OHR communications program. Assist OHR

management in planning, recommending and initiating communication strategies for dissemination and promotion of OHR objectives.

Requirements: Bachelor's or equivalent. 3-5 years experience in writing, editing and publishing. Excellent oral and written communication skills. Knowledge of standard and production oriented computer design, marketing, and production. Send cover letter and resume to Cynthia Smithbower.

Dining Manager II (PA2101) HRII Dining Services-Endowed

Plan and manage all service, production, personnel and financial aspects of dining room operation(s) with sales in excess of \$2 million.

Requirements: Bachelor's or equivalent. 3-5 years related experience. 4 years of supervisory experience preferred. Knowledge of food and health codes required. Send cover letter and resume to Cynthia Smithbower.

Computer Systems and Network Manager (PT1509) HRII

Mann Library-Statutory

Manage multi-user computer systems and telecommunications networks for a large science library. Install and maintain software; configure and monitor networks; maintain data files; work with programmers and systems analysts in the development of electronic information systems. Provide guidance and consultation to staff and patrons.

Requirements: Bachelor's required, with course work in computer science or information science. At least 2-3 years experience in a technical capacity. Knowledge of minicomputers and telecommunications required. Knowledge of Unix and microcomputer software desirable. Send cover letter and resume to Sam Weeks.

Research Support Specialist III (PT1501) HRII Division of Nutritional Sciences-Statutory

Oversee day-to-day operations of gas stable isotope ratio mass spectrometry laboratory. Operate and maintain two Finnigan mass spectrometers; construct and maintain preparatory lines; educate and oversee lab personnel and demonstrate equipment to visitors.

Requirements: Bachelor's or equivalent in Physics, Chemistry, Engineering, or related discipline; Master's or equivalent preferred. Mechanical aptitude is essential. Some electrical skills required and willingness to learn. Literacy in at least one common programming language, including BASIC and FORTRAN. Willingness to learn Pascal is a must. Send cover letter and resume to Sam Weeks.

Director of Graduate Records (PC1304) HRII The Graduate School-Endowed

Responsible for all aspects of management of the Graduate Records Office. Interpret Graduate and University legislation regarding student status, degree requirements; oversee maintenance, accuracy and security of the permanent records of all students enrolled in the Graduate School; monitor and verify graduate students' status and progress toward the satisfaction of requirements of the specific advanced degree programs; the distribution of information regarding fields of study and programs available in the Graduate School to faculty and students and coordinate policies with other offices; the development of the Graduate School Information System; and supervision of a permanent staff of four (the Degree Coordinator, the Information Secretary, and two Records Assistants).

Requirements: Bachelor's minimum. Graduate degree preferred. Be knowledgeable on all aspects of graduate programs and able to interact with sensitivity to students and faculty. Must be flexible and innovative in developing solutions for particular problems, and be capable of designing procedures to improve effectiveness within the office. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Assistant Manager Financial Systems (PT1911) Level 36 HRII

Finance and Business Services-Statutory

Assist the Manager in the planning, management, and supervision of operations, programming and technical staff. Assume responsibility for day-to-day management of financial systems. Must be able to lead and guide the development, maintenance, installation, documentation and upgrade/modification of administrative systems software. Serve as user consultant.

Requirements: Bachelor's in computer science, business administration, or equivalent combination of experience is required. 5 years of responsible experience in governmental, higher education or business computing and systems is required. Knowledge of Cornell mainframes, IBM System 36, PC's, DOS, JCL, CMS, MVS, ADABAS and Natural. Send cover letter and resume to Sam Weeks.

Area Manager II (PT1706) Level 36 Plasma Studies-Endowed

Responsible for all aspects of the Laboratory of Plasma Studies computer system (purchase and install hardware, manage operations, assist users, etc.). Supervise undergraduate or part time employee assistants who carry out computer system jobs. Function as "senior" technician in Ion Beam Lab.

Requirements: Bachelor's in EE or computer science

or equivalent. Formal training in operating computer systems, networking, programming, etc. 3-5 years related experience with DEC computer systems and with the UNIX operating system, or an equivalent combination is necessary. Strong interpersonal skills are necessary. Send cover letter and resume to Sam Weeks.

Technical Specialist I (PT1703) Level 36 CIT/Systems-Endowed

Design, implement, install, document and maintain systems software and significant subsystems for the AIX/370 Operating Systems (IBM's version of UNIX for 370 architecture machines). Provide technical leadership in designing and adapting functional enhancements to AIX/370 and its subsystems. Some night, weekend and "on call" duties.

Requirements: Bachelor's in computer science or equivalent experience with computer courses in operating system fundamentals. 3-5 years experience with UNIX Operating Systems and significant subsystems preferred. Knowledge of "C" programming language, UNIX utilities and system calls is essential. Work with IBM 370 assembler language, the VM operating system and large systems is a plus. Send cover letter and resume to Sam Weeks.

Senior Systems Programmer/Analyst (PT1903) Level 35

Computer Services-Endowed

Provide technical support for CUINFO, electronic mail, and other related projects. Design, develop, maintain, and program software related to these communication systems. Prepare documentation, assist and train users. Process database changes. Research, investigate and evaluate other similar systems.

Requirements: Bachelor's with 3-5 years experience. Extensive knowledge of VM/CMS including XEDIT and IBM assembly language. The following are highly desirable: experience with Pascal and C, familiarity with IBM PC and Macintosh, familiarity with TCP/IP network concepts and protocols, and verbal skills including grammar and spelling. Send cover letter and resume to Sam Weeks.

Senior Technical Consultant (PT1701) Level 35 Financial Systems-Endowed

Provide technical support. Serve as liaison to Financial Systems administrative technical consultant and Information Technologies staff. Write, maintain, and analyze system programs where normally used programming languages are unsuitable. Supervision of programmer analyst team as assigned.

Requirements: Bachelor's or equivalent. 5-10 years experience in application and system programming with ADABAS and BATCH, and VM/CMS interaction. Knowledge of commonly used programming languages such as Basic and assembler for mainframe to micro systems. Strong communication skills required. Send cover letter and resume to Sam Weeks.

Applications Programmer II (PT2005) Level 34 NYS College of Veterinary Medicine/Administration-Statutory

Participate with faculty in the development of instructional software for teaching biomedical and clinical sciences. Oversee the maintenance of a network of Macintosh computers. Perform regular back-ups. Provide guidance to faculty on the design of instructional software.

Requirements: Bachelor's or equivalent. 2-3 years related programming experience. Familiarity with Macintosh systems and programming and programming including integration of high level languages such as C and Pascal with a Hypercard environment. Send cover letter and resume to Sam Weeks.

Systems Software Engineer (PT1716) Level 34 Computer Science-Endowed

Assist in the development of research software by providing system support (software installation and maintenance, and benchmarking) and C and Lisp programming (graphics, networking, and Lisp development). Some research work possible, depending on interest and qualifications.

Requirements: Bachelor's in computer science or mathematics or equivalent combination of education and experience. Work with UNIX required. Knowledge of Lisp and/or experience with complex Lisp systems advantageous. Send cover letter and resume to Sam Weeks.

Applications Programmer/Analyst III (PT1715) Level 34

Computer Science-Endowed

Working with staff and graduate students, develop and implement the Synthesizer Generator, a system that generates language based software environments from formal specifications. Maintain the system and provide documentation.

Requirements: Bachelor's in computer science (Master's preferred) or equivalent combination of education and experience. Familiarity with C and UNIX, window systems, formal languages, and compilers. Send cover letter and resume to Sam Weeks.

Software Engineer (PT1704) Level 34 Computer Science-Endowed

Specify, design, implement, document and maintain

reliable distributed systems software and applications for a large research project. Work closely with staff and students and serve as liaison with external users of the software in academia and industry.

Requirements: Bachelor's in computer science, math, or equivalent combination of education and experience. 3 years programming work including large systems with emphasis on distributed systems and/or communications. Programming in C preferred. Send cover letter and resume to Sam Weeks.

Systems Programmer/Analyst II (PT2206) Level 33 Office of Human Resources-Endowed

Develop computer applications, databases, and interfaces to meet the human resource information and office automation needs of OHR. Assist in the daily operational maintenance of departmental computer systems. Assist and support users, providing training as needed.

Requirements: Bachelor's or equivalent with some computer related coursework; 2-3 years experience in administrative programming and operations; familiarity with VAX/VMS, IBM mainframe and microcomputer environments preferred; ability to program independently in at least 2 high-level languages (Natural, SAS, Basic). Strong interpersonal, communication and organizational skills. Send cover letter and resume to Sam Weeks.

Applications Programmer/Analyst II (PT1708) Level 33

V.P. for Campus Affairs-Endowed

Design, develop, install, modify, maintain and document approved applications as needed for the Division of Campus Life departments. Set up hardware; diagnose problems; repair or arrange for repair of equipment; and apply fixes and upgrades.

Requirements: Bachelor's or equivalent with computer-related courses. 1-3 years of related experience. Working knowledge of applications for batch and/or interactive systems; VM/CMS; system utility programs; operating systems and software packages for PC and Macintosh computers (i.e., Wordperfect, Lotus, Filemaker, Excel, DOS, Dbase); and networks (Novell and/or Appletalk). Hardware experience on IBM mainframes and micros required. 2 programming languages-PL/1, Natural, Cobol, Pascal, Basic. Send cover letter and resume to Sam Weeks.

Systems Programmer/Analyst II (PT1406) Level 33 Electrical Engineering-Endowed

Assist computer manager in day-to-day operation of a general purpose system including VAX, Sun, HP, and AT&T computers. Design, maintain, and document application software for administrative computer systems, including Macintosh and IBM PCs. Maintain operating systems, make backups, and provide training and consulting for users.

Requirements: Bachelor's in computer science or related fields. 2-3 years experience with UNIX systems. Send cover letter and resume to Sam Weeks.

Systems Programmer/Analyst II (PT9608) Level 33 Engineering College Educ. Computing-Endowed

Provide system management for a network of UNIX based graphics workstations; install and maintain system software and utilities, keep hardware operational and assist and consult with staff and users.

Requirements: Bachelor's in computer science or equivalent. 2-3 years programming; 2 years system management, familiarity with UNIX (prefer several versions), C, HOOPS and interactive graphics; excellent communication and interpersonal skills. Send cover letter and resume to Sam Weeks.

Technical Consultant I (PT1506) Level 32 Johnson Graduate School of Management-Endowed

Provide end user computing support and applications consulting to the faculty, staff and students of the Johnson School community. Do one-on-one training and consulting; and workshops, presentations, user satisfaction surveys, management of student consultants and user documentation.

Requirements: Bachelor's or equivalent experience. Completed work in the application of computing technology preferred. Minimum of two years experience with significant client contact and exposure to office automation systems. Demonstrated knowledge in at least one area of JGSM supported hardware and software (Vax/VMS, DOS, Mac), and a proven ability to develop consulting expertise in the full spectrum of supported systems. Send cover letter and resume to Sam Weeks.

Executive Staff Assistant I (PC2205) HRII Public Affairs-Endowed

Provide administrative support to the Directors of Business Operations and College and Unit Public Affairs in the areas of accounting; budget monitoring and control; personnel; general office administration.

Requirements: Associate's or equivalent; Bachelor's or equivalent preferred. Knowledge of Cornell accounting and personnel policies and procedures. 2-3 years related experience. Ability to edit and proofread. Excellent organizational, communications and interpersonal skills required. Able to handle confidential information. Knowledge of Apple Macintosh computer using MS Word and Excel. Regular Cornell employees

only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Warehouse Manager (PA2202) HRI Campus Store-Endowed

Responsible for operation of all shipping and receiving functions for the Cornell Campus Stores including supervision of all warehouse functions, inventory control, record keeping, carrier and vendor relations, and scheduling of people and shipments. Monday-Friday, 8:30-5:30, Saturday, 10-2.

Requirements: Bachelor's and 1-3 years successful experience in warehousing/shipping/receiving or equivalent education and experience. Must be familiar with retail operations. Successful experience in warehousing/shipping/receiving. Proven supervisory skills, good organizational and interpersonal skills and written and oral communication ability. Send cover letter and resume to Cynthia Smithbower.

Development Assistant, Cornell Fund (PA2203) HRI

University Development-Endowed

Assist the Associate Director of the Cornell Fund in the planning and implementation of the University's annual campaign and provide assistance with major reunion campaigns. Design and implement fund raising programs within the Cornell Fund. Enlist and work with alumni and student volunteer leaders. Coordinate Cornell Fund special events and meetings.

Requirements: Bachelor's or equivalent. 1 year related experience preferred. Excellent communication and interpersonal skills. Some prior knowledge of fund raising through professional or volunteer experience. Ability to communicate with a diverse alumni and student body. Knowledge of Cornell desirable. Send cover letter and resume to Cynthia Smithbower.

Executive Staff Assistant (PC2114) HRI

School of Hotel Administration-Endowed

Provide administrative support to and coordinate activities of the Dean of the School of Hotel Administration.

Requirements: Bachelor's in Hospitality or Business or equivalent. 4-5 years administrative, front office experience. Excellent verbal, written and interpersonal skills required. Supervisor skills important. Confidentiality essential. Knowledge and experience with wordprocessing or computers. Cornell employees send employee transfer application, cover letter, and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Conference Coordinator (PA2111) HRI Statler Hotel-Endowed

Responsible for the sale, planning and follow-thru of all conferences, meetings, seminars, banquets and private parties at the hotel. Coordinates those clients needs with hotel staff. Flexible; nights and weekend hours required.

Requirements: Associate's in hotel administration/hospitality field. Bachelor's preferred. 2-3 years of hospitality industry background essential, specifically meeting planning, food and beverage and sales. Good written skills. Excellent oral communication skills. Leadership abilities essential. Send cover letter and resume to Cynthia Smithbower.

Purchasing Agent I (PA2110) HRI Purchasing-Endowed

Entry level position to be responsible for the procurement of equipment, supplies and services for Cornell Maintenance and Service operations, seeking the best total value package of quality, price and service. 2 year position.

Requirements: Bachelor's in business or related field. No previous purchasing experience required. Knowledge of construction materials preferred. Familiarity with computers desired. Send cover letter and resume to Cynthia Smithbower.

Assistant Director/Exercise Specialist (PA2109) 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.

Requirements: Bachelor's in exercise physiology or related field. ACSM Health Fitness Instructor certification preferred. At least one year experience in adult fitness or wellness setting. Send cover letter and resume to Cynthia Smithbower.

Assistant Director Corporate and Foundation Relations (PA2107)

University Development/Public Affairs-Endowed

Provides general support by coordinating and executing projects necessary to the development, marketing and stewardship of Cornell's relationships with corporations and private foundations. Works with executive staff, faculty, public affairs and development officers, and with corporate and foundation executives.

Requirements: Bachelor's required. Minimum 1-2 years related experience. Demonstrated commitment to the goals of higher education. Some knowledge of private corporations and foundations as well as University Development activities. Excellent communication, both oral and written skills. Analytic ability. Ability to work independently to set and keep priorities, to meet deadlines. Send cover letter and resume to Cynthia Smithbower.

Graphic Designer II (PA2102) HRI

University Relations/Publications Services-Endowed

Conceptualize design and supervise the production of printed material. Meet with clients to determine visual requirements of publications. Consult with clients on subsequent proof stages.

Requirements: Bachelor's in related visual arts area and three years experience as a graphic designer. Proficiency in PageMaker required. Send cover letter and resume to Cynthia Smithbower.

Research Support Specialist I (PT2007) HRI

Pharmacology-Statutory

Provide department with technical equipment support for its programs. Working with staff to determine specific needs, fabricate specialized lab equipment by designing, drafting scale drawings, and machine parts. Modify existing equipment to meet current needs. Keep equipment inventory. Provide equipment maintenance and repair. Be responsible for planning, setting up, and reorganizing labs. Oversee facility

renovations and work with staff, designers, and trades people to meet specifications and deadlines.

Requirements: Bachelor's or equivalent. Minimum of 2-3 years experience with scientific equipment fabrication and equipment maintenance. Must have working knowledge of machine shop tools, spectrophotometers, gamma counters, centrifuges, LS counters, and other specialized laboratory equipment. Send cover letter and resume to Sam Weeks.

Staff Writer I (PC1808) HRI

Theory Center-Endowed

Develop and prepare written information for dissemination to the Theory Center's public.

Requirements: Bachelor's in English, journalism or closely related field, or equivalent combination of education and experience. 3 years solid writing experience; scientific and/or computing writing preferred. Experience working with print shops, the media and desktop publishing software. Must be able to work independently with high degree of accuracy and be able to meet deadlines in a fast-paced environment. Strong organizational and interpersonal skills necessary. Send cover letter, resume and 3 writing samples to Esther Smith, Staffing Services, 160 Day Hall.

Applications Programmer II (PT1801) HRI

Animal Science-Statutory

Develop, install, service, maintain, modify, and document complex personal computer applications programs for the Cornell Dairy Records Processing Lab. Assist with planning of complex systems/applications programming projects involving mainframe and personal computer interaction.

Requirements: Bachelor's or equivalent in computer science or animal science. 2-3 years experience providing knowledge of CSP (IBM's 4th generation 'Cross System Product' programming language) application programming procedures. Send cover letter and resume to Sam Weeks.

Teaching Support Specialist II (PT1714) HRI

Biochemistry, Molecular and Cell Biology-Statutory

NOTE: this is a change from the previous, incorrect posting. Manage lab organization, supervise the preparation of reagents and order supplies. Set up and arrange lab and supplies for student use. Working with teaching staff, help in developing and updating protocols, designing and pre-running new experiments.

Requirements: Bachelor's in biochemistry (or closely related field) or equivalent. 2-3 years experience in a teaching lab with various types of electrophoresis, chromatography, ultracentrifugation, protein purification, bacterial cell culture, and liquid scintillation counting. Need good skills in organization and communication. Some knowledge of Macintosh computers and programs is desirable. Send cover letter and resume to Sam Weeks.

Fiscal Officer (PC9204) HRI

Computer Science-Endowed

Under general direction from the Director of Administration manage fiscal operation in a 150 member computer science department with an academic budget of \$3M and an annual research volume of \$5M. Respond to faculty, staff and students by assisting in implementing new or revised policies to improve the environment for teaching and research within the department. Develop and prepare annual operating budget and research budgets. Develop and implement policies and procedures for all accounting functions as required. Supervise accounts assistant. Design and implement financial management systems.

Requirements: Bachelor's or equivalent combination of education and experience. 4 years financial analysis/management experience preferably in academic setting. Experience and aptitude with microcomputers and software for institutional analysis and database management systems. Excellent communication, interpersonal, analytical and problem solving skills. Ability to prioritize and work effectively with diverse groups. Demonstrated experience in planning, organizing and implementing new initiatives. Cornell employees send employee transfer application to Esther Smith, Staffing Services, East Hill Plaza.

Research Support Specialist II (PT1308) HRI

Soil, Crop and Atmospheric Sciences-Statutory

Support a research program aimed at isolating and identifying natural plant compounds which are physiologically active on other species. Maintain and operate complex analytical equipment, independently conduct aspects of the research program; develop and evaluate methodology; statistically analyze results and survey literature. Until 9/30/90 with possible extension contingent upon funding.

Requirements: Bachelor's or Master's in biology, plant physiology, or biochemistry preferred. Work related experience including pesticide residue analysis and biochemical techniques preferred. Valid NYS driver's license helpful. Send cover letter and resume to Sam Weeks.

Applications Programmer II (PT5801) HRI

Hotel Administration-Endowed

Utilizing a microcomputer and university mainframe (SAS/SPSSx), provide programming and consulting support for research and instructional computing.

Requirements: Bachelor's or equivalent, coursework in computing or related fields. 2-3 years experience. Substantial knowledge and experience of SAS or SPSSx. Knowledge of hospitality software desirable. Familiarity with microcomputer hardware and software. Light typing. Send cover letter and resume to Sam Weeks.

Financial Director

Student Management Corporation

An independent cooperative, seeks individual to manage corporate and client financial operations. Responsibilities include production of financial statements, tax reports, client consultation, asset management and maintenance of computer systems.

Requirements: Bachelor's in Business Administration or equivalent. 3 years experience which includes general ledger accounting, knowledge of computers (Mac preferred), supervisory and financial investment experience. Send cover letter and resume to Susan Call, Box 3, WSH, CU, Ithaca, NY 14853.

Technical

As a prominent research institution, Cornell University has a diverse need for laboratory, electro/mechanical and computer support. Individuals with backgrounds in computer science, biology, microbiology, chemistry,

animal husbandry, plant science and medical laboratory techniques are encouraged to apply; applicants with ASCP or AHT licenses are in particular demand.

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

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

Technician, GR18 (T2208)

Genetics and Development-Statutory

Minimum Biweekly Salary: \$529.35

Provide general lab assistance. Perform experiments in molecular genetics. Oversee preparation of culture media and solutions for lab use. Care for bacterial stock culture collection. Order supplies, maintain inventories, oversee equipment maintenance, and arrange for equipment repairs. Train new lab personnel. Supervise undergrad assistants.

Requirements: Associate's (Bachelor's desirable) or equivalent preferably in natural sciences. Minimum 1 year previous lab experience preferred, especially in molecular genetic techniques. Send cover letter and resume to Sam Weeks.

Technician, GR19 (T2203)

Biochemistry, Molecular and Cell Biology-Statutory

Minimum Biweekly Salary: \$551.86

Provide assistance in research, management, and administration in a basic cancer research lab. Duties include assisting in experiments, ordering supplies, managing budget, maintaining databases, supervising lab operations, and maintaining equipment. Experiments involve recombinant DNA, protein biochemistry, and cell culture techniques. Some evening and weekend hours required.

Requirements: Associate's or equivalent required; Bachelor's in biochemistry, molecular biology, chemistry, or related field preferred. Minimum of 1 year research experience in molecular biology and cell culture. Computer skills helpful. Must pass OEH radiation safety course (on-job training). Send cover letter and resume to Sam Weeks.

Technician, GR19 (T2204)

Diagnostic Laboratory-Statutory

Minimum Biweekly Salary: \$551.86

Perform indirect fluorescent antibody tests on monkey serum specimens. Prepare conjugates, buffers, and other reagents. Prepare, fix, and label antigen slides. Assist in accessioning specimens. Sort, dilute, store, and maintain inventory of specimens. General lab duties as assigned. Some evening and weekend hours required.

Requirements: Associate's in biology, microbiology, or related field; Bachelor's preferred. Minimum 1 year related experience. Sterile technique skills, microscopy experience, and basic microbiological techniques required. Send cover letter and resume to Sam Weeks.

Technician, GR19 (T2105)

SCAS-Statutory

Minimum Biweekly Salary: \$551.86

Manage greenhouse and field experiments and provide data analysis. Assist with water sampling, sample preparation, routine chemical analyses. Assist in setting up and operation of a landfill leachate treatment system. Maintain study pond facilities.

Requirements: Associate's in Biology or related field. Minimum 2 years experience in operating farm equipment such as tractors, PTO pumps, etc. Minimum 2 years experience with aquatic field experimentation using standard instrumentation such as light meters, oxygen/pH meters, etc. Send cover letter and resume to Sam Weeks.

Technician, GR19 (T1807)

Genetics and Development-Statutory

Minimum Biweekly Salary: \$551.86

Assist principal investigator and postdoctoral associate with experiments. Perform gel electrophoresis, blot transfers, radioactive labelling, autoradiography, and nucleic acid isolations, cell culture and plant stock. Prepare cell culture media and solutions. Prepare sterile glassware and apparatus for experiments.

Requirements: Associate's in biological science or chemistry or equivalent. Bachelor's preferred. Minimum 1 year laboratory experience desirable. Send cover letter and resume to Sam Weeks.

Technician, GR19 (T1507)

Plant Pathology-Statutory

Minimum Biweekly Salary: \$551.86

Conduct pathogen testing in potato plants; screen populations for disease resistance and maintain potato tissue and pathogen culture collections. Prepare clones for shipment. Work in the lab, greenhouse and field. Train graduate students.

Requirements: Associate's in biological science or chemistry or training in biology, biochemistry or chemistry. 1 year lab experience with knowledge of tissue culture and testing procedures. Drivers license essential. Send cover letter and resume to Sam Weeks.

Facilities Inventory Drafter, GR19 (T1409)

Facilities Engineering-Endowed

Minimum Biweekly Salary: \$551.86

Responsible for maintaining and updating the drawings and floor plans of all Cornell buildings for the Facilities Inventory section. Create or revise plans from field sketches or construction drawings. Calculate and verify field data on space usage and gross and net square footage. Do field inspections. Maintain work log. Assist in training and supervision of student drafters.

Requirements: High School diploma or equivalent. Associate's preferred. 2 years drafting experience, strong communication and interpersonal skills. Experience with microcomputers and CADD desirable. Send cover letter to Sam Weeks.

Electronics Technician, GR20 (T2207)

Theory Center-Endowed

Minimum Biweekly Salary: \$575.30

Install and maintain computer related equipment and other Theory Center equipment. Assemble, wire and maintain workstations and terminals, associated data communications equipment, cables and electronic equipment. Troubleshoot network wiring problems. Perform system tape drive backups. Assist in shipping and receiving. Operate and maintain A-V equipment. **Requirements:** Associate's or equivalent in electron-

ics. 1-2 years experience wiring various networks helpful; computer experience helpful; ability to work independently essential; good communication skills; ability to lift/move 50 pounds. Send cover letter and resume to Sam Weeks.

Electronics Technician, GR20 (T2008)

Theory Center-Endowed

Minimum Biweekly Salary: \$575.30

Install and maintain computer related equipment and other Theory Center equipment. Assemble, wire and maintain workstations and terminals, associated data communications equipment, cables and electronic equipment. Troubleshoot network wiring problems. Perform system tape drive backups. Assist in shipping and receiving. Operate and maintain A-V equipment.

Requirements: Associate's or equivalent in electronics. Experience wiring various networks helpful; computer experience helpful; ability to work independently essential; good communication skills; ability to lift/move 50 pounds. Send cover letter and resume to Sam Weeks.

Technician, GR20 (T1904)

Plant Breeding and Biometry-Statutory

Minimum Biweekly Salary: \$575.30

Assist in genetic mapping of RFLP markers in tomatoes. Extract DNA, run and blot gels, isolate and screen plasmoid clones, radiolabel probes, manage computer data file and analyze genetic data on computer. Assist in overall maintenance of lab including preparing solutions, ordering supplies and monitoring safety. May involve some supervision of graduate students.

Requirements: Bachelor's in biology, genetics, biochemistry or related discipline. Minimum 2 years experience, lab work preferred. Send cover letter and resume to Sam Weeks.

Animal Health Technician, GR20 (T1908)

Veterinary Medical Teaching Hospital-Statutory

Minimum Biweekly Salary: \$575.30

Provide support therapy for Intensive Care Unit patients and assist with emergency procedures. Teach intensive care and emergency protocol to students assigned to ICU duty. Operate and maintain the systems providing oxygen therapy, intravenous and subcutaneous fluid therapy, central venous pressure, electrocardiograms, etc. Maintain records and inventory of supplies. Some weekends and holidays scheduled rotation through shifts. First, second and third shift.

Requirements: Associate's in animal health technology, NYS licensure or eligible. Experience working with small animals preferred and an interest in teaching critical care techniques. Send cover letter and resume to Sam Weeks.

Animal Health Technician, GR20 (T1910)

Veterinary Medical Teaching Hospital-Statutory

Minimum Biweekly Salary: \$575.30

Assist the faculty in teaching and supervising staff, senior students and externs. Give them instruction in the proper procedures of animal health care for clinical patients on the Community Practice Service. Provide emergency animal care. Work with clients. Maintain stock of supplies. Assist with paper work and records. **Requirements:** Associate's in animal health technology (NYS licensure or eligible). Experience working with small animals preferred. Send cover letter and resume to Sam Weeks.

Animal Health Technician, GR20 (T1909)

Veterinary Medical Teaching Hospital-Statutory

Minimum Biweekly Salary: \$575.30

Assist the faculty in teaching and supervising staff, senior students and externs. Give them instruction in the proper procedures of animal health care for clinical patients. Provide emergency animal care. Work with clients. Maintain stock of supplies. Assist with paper work and records.

Requirements: Associate's in animal health technology (NYS licensure or eligible). Experience working with small animals preferred. Send cover letter and resume to Sam Weeks.

Anesthesia Technician, GR20 (T1907)

Veterinary Medical Teaching Hospital-Statutory

Minimum Biweekly Salary: \$575.30

Assist with induction, monitoring and recovery of animals under anesthesia. Prepare and maintain anesthetic equipment. Assist with the education of the senior students assigned to anesthesia. Maintain records and inventory of supplies. Schedule will include some on-call and overtime when needed.

Requirements: Associate's in animal health technology, NYS licensure or eligible. Experience working with small animals preferred. Send cover letter and resume to Sam Weeks.

Electronics Technician, GR20 (T1804)

Microcomputers and Office Systems-Endowed

Minimum Biweekly Salary: \$575.30

Deliver and pickup microcomputers, peripherals, typewriters, and leased equipment from campus locations. Remove and install leased equipment and install and set-up microcomputers. Assist distribution staff with sales as needed. Assist in assembling and testing of microcomputers and office equipment.

Requirements: High School diploma or equivalent. Associate's in electronic field preferred. Minimum 2 years experience with microcomputer technology. Familiarity with hardware and software. Mechanical aptitude necessary. Able to lift 75 pounds. Valid NYS driver's license. Send cover letter and resume to Sam Weeks.

Animal Health Technician, GR20 (T1405)

Veterinary Medical Teaching Hospital-Statutory

Minimum Biweekly Salary: \$575.30

Responsible for maintenance of aseptic conditions and coordination of surgery team in the operating room during a surgical procedure. Cleaning and sterilization of surgical and hospital equipment. Must be available when on-call for emergency duty. Some weekends and holidays required.

Requirements: Associate's in animal health technology. Licensed or eligible for licensure in NYS. 2 years operating room experience preferred. Send cover letter and resume to Sam Weeks.

Technician, GR20 (T0706)

Floriculture and Ornamental Horticulture-Statutory

Minimum Biweekly Salary: \$575.30

Conduct field, greenhouse and lab experiments designed to evaluate the effects of weeds and weed control agents (including herbicides and biological control agents) on plant growth. Apply and evaluate herbicides and biological control responses to herbi-

cides and weeds, data analysis and summary. Supervise 2 student employees, interact with Graduate students, other faculty, and department support staff. Some travel within New York State will be required. **Requirements:** Bachelor's in horticulture, agronomy, plant science or related field or equivalent. 1 or more years of the following experience: weed identification and control, micro-computers, macro-computers, pesticide application, physiology laboratory skills, culture and maintenance of turfgrass and ornamentals. NYS driver's license is required. Must have (or be capable of obtaining) an NY Commercial Pesticide Applicator's certification in categories 3A and 10. Send cover letter and resume to Sam Weeks.

Technician, GR21 (T1711)
Veterinary Pathology-Statutory
Minimum Biweekly Salary: \$599.73
Prepare high quality microscope slides for interpretation by the pathologies. Maintain equipment, keep records, and maintain order and cleanliness of lab. **Requirements:** Associate's or equivalent in medical laboratory technology (Histology) or related field, with coursework in histological techniques HT(ASCP) certified or eligible. 2-4 years experience as a histology technician in a hospital or research laboratory desired. Or Bachelor's or equivalent with 1-2 years experience. Pre-exposure rabies vaccine required subsequent to hire. Must be able to work independently without constant supervision. Send cover letter and resume to Sam Weeks.

Computer Operator, GR21-24 (T2201)
Information Technologies-Endowed
Minimum Biweekly Salary: \$599.73
Operate large scale computer systems and associated peripheral equipment. Monitor data communications networks. Consult with vendor customer engineers and department support staff. Setup, submit, and verify jobs through the central computer system. Maintain various control logs and tape and disk files. Perform security backup procedures. Shift work/weekends. **Requirements:** Associate's or equivalent combination of education and experience in large data processing facilities. Knowledge of computer hardware, software (MVS/JCL), operating systems, and programming languages. Computer operating experience and a minimum of 3 years related data communications experience helpful. Send cover letter and resume to Sam Weeks.

Technician, GR21 (T2002)
Chemistry-Endowed
Minimum Biweekly Salary: \$599.73
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 and enter data into IBM computer. Supervise and assist in the waste chemical and toxic materials disposal program. **Requirements:** Bachelor's or equivalent in chemistry required. 2 years lab experience with knowledge of chemistry laboratory techniques and procedures. Good interpersonal communication skills. Supervisory experience preferred. Data entry experience helpful. Send cover letter and resume to Sam Weeks.

Technician, GR21 (T1802)
Psychology-Endowed
Minimum Biweekly Salary: \$599.73
Assume operation and supervision of human newborn research lab. Participate in planning and evaluation of experiments and collecting and analyzing data. Supervise and train undergraduate researchers. Work with parents and schedule infants and researchers. Maintain computer database; statistical analysis. **Requirements:** Bachelor's or equivalent. Minimum 1-2 years experience in related field. Good supervisory, interpersonal, organizational skills essential. Must like working with infants. Computer skills required. Must be able to work independently, meeting with parents in hospital setting; handle newborns, videotape experimental procedures, etc. Send cover letter and resume to Sam Weeks.

Laboratory Technician, GR21 (T1606)
Equine Drug Testing-Statutory
Minimum Biweekly Salary: \$599.73
Perform advanced analysis under the direction of a senior chemist. Operate, maintain, and trouble shoot HPLC apparatus. Analyze samples for drugs and drug metabolites using TLC and associated extraction techniques. **Requirements:** BS in chemistry with 2-3 years experience in HPLC. Send cover letter and resume to Sam Weeks.

Assistant Computer Support Technician, GR22 (T1803)
Human Ecology Administration-Statutory
Minimum Biweekly Salary: \$625.24
Provide faculty, staff, student support for IBM and compatible software including DOS, Wordperfect, Lotus 123, dBase III Plus, C19, and AutoCAD. provide data recovery services using utilities such as Norton and Mace. Install and troubleshoot IBM and compatible hardware and related peripherals. provide end user assistance with a large local area network. **Requirements:** Bachelor's or equivalent. 2-4 years related experience. Knowledge of IBM and compatible microcomputer hardware and a wide variety of related peripherals as needed. Knowledge of DOS, Wordperfect, Lotus 123, communication, database, and utility software necessary. Network experience helpful. Send cover letter and resume to Sam Weeks.

Research Equipment Technician, GR22 (T0406)
Nuclear Science and Engineering-Endowed
Minimum Biweekly Salary: \$625.24
Build research laboratory apparatus using standard machine shop equipment; use and maintain research laboratory equipment; operate low power nuclear reactors; operate gamma irradiation facility; use radiation safety equipment. **Requirements:** Associate's in mechanical and/or electrical technology or equivalent experience. 3 years related experience. Nuclear reactor operator license or certification highly desirable. Knowledge of use of machine shop tools and research laboratory test equipment. Willingness and ability to learn procedures and methods of radiation safety and reactor operations and to pass US operator license examination (after training). Send cover letter and resume to Sam Weeks.

Mac-CHESS Operator, GR24 (T1609)
Biochemistry Molecular and Cell Biology/CHESS-Statutory

Minimum Biweekly Salary: \$682.77
Give user groups supervision and instruction in the operations, safety procedures, and equipment usage for their biological diffraction experiments. Assist in some experiments. Repair diffraction apparatus and assist in design, modification, and development of beam lines. Do some computer programming when necessary. Help with data reduction using the storage phosphor detector system. some evenings and weekend hours are required.

Requirements: Bachelor's or equivalent in engineering, physics, chemistry or biology. Good mechanical and lab skills. Several years related experience preferred. Computer programming skills desirable. Send cover letter and resume to Sam Weeks.

Technical Off-Campus

Technician, GR18 (T2103)
Poultry and Avian Sciences/Cortland-Statutory
Minimum Biweekly Salary: \$529.35
Assist with and conduct feeding and nutritional studies on fish. Duties include fish feeding, care, and maintenance; data compilation and computer analysis; and literature review. Must be willing to learn new procedures and concepts of fish nutrition and physiology. One year position.

Requirements: High School diploma required. Some college coursework in chemistry, biology and animal science and work experience in a chemistry, biology, or nutrition-type laboratory. 1-2 years experience and familiarity with and interested in learning the use of computers and commonly used computer software. Send cover letter and resume to Sam Weeks.

Technician, GR24 (T2202)
Plant Pathology/Geneva-Statutory
Minimum Biweekly Salary: \$682.77
Coordinate a multidisciplinary USDA-LISA project on organic viticulture. Supervise and assist in collecting, entering, and analyzing data, and summarizing results. Supervise technicians; conduct field and laboratory studies on effects of pesticides on biological control agents and other nontarget organisms. One year term.

Requirements: Bachelor's with work experience in biological sciences. Coursework in plant pathology, entomology, horticulture, chemistry, statistics and computing. Driver's license and able to obtain pesticide applicators license. 3-5 years training or experience in progressively complex laboratory techniques and use of laboratory and office and equipment. Experience in supervising employees and coordinating work schedules. Send cover letter and resume to Sam Weeks.

Technical Part-time

Laboratory Assistant, GR16 (T2101)
Biotechnology Program-Statutory
Minimum full-time equivalent: \$498.93
Provide assistance to researchers of Plant Science Center including maintenance of sterile supplies and watering, pruning, and repotting plants. Deliver glassware for washing and put away when clean. Prepare media and reagents. 20 hours per week. **Requirements:** Minimum High School with some additional training or experience in microbiology/sterile techniques desirable. Send cover letter and resume to Sam Weeks.

Technician, GR18 (T1201)
Plant Pathology-Statutory
Minimum full-time equivalent: \$529.35
Provide technical support in a cytology lab. Acquire, manipulate and plot data from videotapes using IBMXT. Update reference database, maintain fungal cultures, prepare solutions, also photographic printing and general lab maintenance. Possible full time after 6 months contingent on additional funding. **Requirements:** Associate's or equivalent in biology or related field. Knowledge of IBM-compatible computers. Minimum 1 year research experience desirable. Send cover letter and resume to Sam Weeks.

Technician, GR21 (T1702)
Biotechnology Program-Endowed
Minimum full-time equivalent: \$599.73
Assist in the operation of scientific instruments, including a computer and perform general lab activities in a service facility. Operate a flow cytometer and spectrofluorometer; maintain lab apparatus and supplies. Monday-Friday, 20 hours per week. **Requirements:** Bachelor's or equivalent in physical or biological sciences preferred. Minimum 2 years lab experience involving the use of some instrumentation. Some programming experience is desirable. Send cover letter and resume to Sam Weeks.

Technical Temporary

Animal Technician (T1505)
Laboratory Animal Services
Feed, water, clean and monitor research animals following strict protocols for sterile or disease control environments and regulations for animal welfare. Maintain animal records including health observations. May include assisting Vets in treating and vaccinating animals. 6 months. **Requirements:** High School diploma or equivalent. Associate's in animal science desired. Assistant animal certificate helpful. Knowledge of a variety of lab animals and animal breeding required. 1 year animal experience. Pre-employment physical and all necessary immunizations required. Able to lift 50 pounds. Must have a valid NYS driver's license. Some weekend work required. Send cover letter and resume to Sam Weeks.

Boyce Thompson Institute

Research Specialist (Biotechnology)
Boyce Thompson Institute
Salary: Commensurate with experience
Conduct research on insect baculoviruses. Studies include construction and evaluation of recombinant viruses used in field release programs; the regulation of virus gene expression, and collaborations using the baculovirus expression vector system. Research requires DNA cloning; sequencing and mutagenesis and the use of insect cell culture technology. Duties include supervision of undergraduate students and general lab operations. **Requirements:** Bachelor's and 4 years experience or a Master's degree. Laboratory experience in recombinant DNA techniques required. Background in virology or entomology desired but not essential. Send resume and names of 3 references to Dr. H. Alan Wood, Boyce Thompson Institute, Tower Road, Cornell University, Ithaca, NY 14853.

Research Assistant
Boyce Thompson Institute
Salary: Based on applicant's experience
Will conduct and support research in molecular entomology lab. General laboratory duties will include insect rearing and insect cell culture. Research projects in biological control of insects will require experience in isolation and analysis of proteins and/or nucleic acids and routine recombinant DNA techniques. Additional training will be provided.

Requirements: Master's or Bachelor's in biology with 3-5 years experience in biochemistry/molecular biology or related fields. Contact Dr. Robert R. Granados, Boyce Thompson Institute, Cornell University, Ithaca, NY 14853. 607-254-1265.

Research Assistant
Boyce Thompson Institute
Salary: Commensurate with experience
In a molecular biology laboratory, assist in studying gene expression in insect cells, including routine cloning and sequencing, media and reagent preparation and general laboratory maintenance. Experience with recombinant DNA techniques desirable. **Requirements:** Bachelor's in microbiology, biochemistry or related field. Laboratory experience preferred. Contact Dr. Gary Blissard, Boyce Thompson Institute, Cornell University, Tower Road, Ithaca, NY 14853. 607-254-1366 or 254-1369.

Office Professionals

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

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

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

Personnel Assistant, GR17 (C2214)
Office of Human Resources/Staffing Services-Endowed
Minimum Biweekly Salary: \$517.65
Under close supervision, provide staff support in the areas of recruitment, referral and data input. Provide receptionist/telephone operator duties for the clerical, general service and temporary areas of Staffing Services. Maintain accurate computerized records. **Requirements:** High School diploma or equivalent. 1 year office experience desirable. Excellent communication, interpersonal and organizational skills required. Computer data entry skills necessary. Attention to detail essential. Must be able to interact with diverse publics and deal with many interruptions. Medium typing.

Office Assistant, GR17 (C2111)
Agricultural Economics-Statutory
Minimum Biweekly Salary: \$517.65
Responsible for mailroom activities including: receiving, opening, distributing incoming mail, stuffing of major mailing pieces. Package and mail large amounts of Program informational pieces on a weekly basis. Process about 350 pieces of incoming mail daily. **Requirements:** High School diploma or equivalent required. Some experience working in a fast paced, highly scheduled environment helpful. Some lifting up to 50 pounds. Light typing.

Data Entry Operator, GR17 (C2110)
Acquisitions/CTS/CUL-Endowed
Minimum Biweekly Salary: \$517.65
Enter book and order records; search, create and update records in the NOTIS database; sort and distribute cards from the Library of Congress Card Distribution Service; sort and distribute departmental mail. **Requirements:** High School diploma or equivalent. Some related experience preferred. Familiar with computer terminals. Attention to detail. Heavy typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Searcher, GR18 (C2210)
Access Services/Olin/CUL-Endowed
Minimum Biweekly Salary: \$529.35
Under the direction of the Administrative Supervisor for Lending, search Interlibrary Loan requests and decide which materials are to be sent on Interlibrary loan. Responsible for assigning loan restrictions for materials sent on Interlibrary Loan. Provide back up as needed for other ILS functions. **Requirements:** High School diploma or equivalent. Minimum 1 year related experience. Ability to work under pressure while maintaining accuracy and work with foreign languages. Ability to work independently. Experience with RLIN and OCLC desirable. Experience in an academic library desirable. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Secretary, GR18 (C1703)
ILR-Personnel and Human Resource Studies-Statutory
Minimum Biweekly Salary: \$529.35
Provide secretarial support for department faculty. Use computerized hardware and software to prepare correspondence, training materials, administrative memoranda, budget, vouchers, etc.; make travel arrangements; process correspondence; handle mail; telephone contacts; appointments. Other duties as assigned. **Requirements:** High School diploma or equivalent. Some college coursework preferred. 1-2 years office experience. PC experience, familiar with word processing software, graphics software and spreadsheets. Medium typing.

Accounts Assistant, GR18 (C2101)
ILR/Extension and Public Service-Statutory
Minimum Biweekly Salary: \$529.35
Prepare, code, monitor and process requisitions, vouchers, travel requests, miscellaneous forms and monthly bills (fleet, telephone, CU stores). Provide back up to other office staff; general bookkeeping and data entry of accounts payable; reconcile monthly operating expenses; prepare expense summaries as needed; reviews payable checks, answer incoming inquiries regarding accounts payable and refer inquiries to the proper channels. **Requirements:** High School diploma or equivalent. Additional education and/or experience in accounting and bookkeeping preferred. 1-2 years related accounting experience. Excellent organizational, interpersonal and communication skills. Experience with microcomputers and LOTUS 1-2-3 desirable. Experience with statutory accounting system helpful. Medium typing.

Receptionist/Accounts Assistant, GR18 (C2103)
Travel Office-Endowed
Minimum Biweekly Salary: \$529.35
Provide receptionist support for office. Answer telephones and distribute messages; prepare airline tickets for distribution; prepare ARC report on daily or weekly basis, including refunds, commission checks, and Debit Memos. Reconcile Diners Club Statement and make appropriate copies for accounting; process routine bills and statements. **Requirements:** High School diploma or equivalent. Travel and tourism Course preferred. 1 year related airline or travel agency experience preferred. Working ability on Mac or IBM computer. Knowledge of CU accounting system preferred. Light typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Secretary, GR19 (C2202)
JGSM-Endowed
Minimum Biweekly Salary: \$551.86
Provide word processing (emphasis on technical typing) for faculty members using DOS. This responsibility includes supporting them totally in their research, teaching and other programs. **Requirements:** High School diploma or equivalent. Some college coursework preferred. 2-3 years secretarial/office experience. Knowledge of DOS computer and technical typing. Excellent organizational, interpersonal and communication skills. Able to handle confidential information. Heavy typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Secretary, GR19 (C0707)
Arts and Sciences Public Affairs-Endowed
Minimum Biweekly Salary: \$551.86
Provide administrative and secretarial support for the Director of Public Affairs and the Director of Alumni Affairs as well as 2 Assistant Directors. Arrange meetings, events, staff travel; assist with gift processing and tracking. **Requirements:** High School diploma or equivalent. Some college coursework preferred. 2 years secretarial experience required. Excellent typing, and telephone skills essential. Ability to work on projects independently and under deadlines. Word processing required, microcomputers preferred. Medium typing. Offering a stimulating environment and the opportunity to become a member of a dynamic team. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Administrative Aide, GR19 (C2115)
Chemistry-Endowed
Minimum Biweekly Salary: \$551.86
Act as secretary to Executive Director. Responsible for supporting operational and academic matters; do word processing and arrange meetings for Executive Director and Chairman; help prepare all reports produced by department office; assist in clerical work pertaining to faculty, undergraduate, and graduate matters as directed; maintain departmental calendar and statistical lists. **Requirements:** High School diploma or equivalent. Some college coursework preferred. Experience using Macintosh computer and software for word processing and data processing. Minimum one year previous experience as secretary in an administrative office. Excellent phone skills. Demonstrated ability to meet deadlines and work under pressure. Medium typing. Cornell employees send employee transfer application to Esther Smith, Staffing Services, East Hill Plaza.

Personnel Assistant, GR19 (C2109)
Office of Human Resources-Endowed
Minimum Biweekly Salary: \$551.86
Establish and maintain all systems (computerized and manual) needed for the periodic billing of benefits premiums. Handle all employee inquiries related to payroll deductions for benefits payments; calculate and prepare the premium payments submitted to insurance carriers; prepare benefit conversion and COBRA notifications to terminating employees; input all benefits changes into an on-line computer system. **Requirements:** High School diploma or equivalent required. Some college coursework preferred. Accounting courses would be beneficial. 1-2 years related experience. Computer data input experience desired. Good organizational and communication (oral) skills are a must. Familiarity with the university's payroll system and employees benefits programs would be helpful. Ability to work with software computer programs helpful. Medium typing. Cornell employees send employee transfer application to Esther Smith, Staffing Services, East Hill Plaza.

Service Coordinator, GR19 (C2002)
Information Technologies/Workstation Support Services-Endowed
Minimum Biweekly Salary: \$551.86
Receive and prioritize all service requests presented to the service department, insuring that all calls and carry-in transactions are handled in a timely fashion. Enter and maintain all maintenance records. Provide clerical support for service unit. **Requirements:** High School diploma or equivalent. Associate's preferred. 1-2 years related experience. Familiarity with office systems technologies including microcomputers helpful. Excellent interpersonal and communications skills required. Ability to work in a fast-paced service environment and understanding technical information. Medium typing. Cornell employees send employee transfer application, cover

letter and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Administrative Aide, GR20 (C2212)
University Development-Endowed
Minimum Biweekly Salary: \$575.30

Provide secretarial and administrative assistance to the Office of Major Gifts. Coordinate flow and oversee completion of work within office; manage gift recording and reporting system; coordinate and track acknowledgment of gifts; assist in making arrangements for visitors to campus; conduct research for special projects; type, edit and proofread correspondence, reports, etc.; make appointments and coordinate travel arrangements.

Requirements: Associate's or equivalent. 2-3 years office experience. Excellent organizational, communication, and interpersonal skills. Discretion in handling confidential information. Able to prioritize assignments and work under pressure. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Staff Assistant for Recruiting, GR20 (C2007)
Career Center-Endowed
Minimum Biweekly Salary: \$575.30

Handle administrative and secretarial work for the Career Center recruiting programs as well as for the Nonprofit Careers area. The recruiting programs involve over 500 students and 100 employers. Handle arrangements for employer visits and programs; prepare campus interview schedules and materials for students; prepare program publicity.

Requirements: Associate's or equivalent. 2-3 years related office experience. Excellent organizational and communication skills. Computer/word processing skills. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Secretary, GR21 (C2206)
CRSR-Endowed
Minimum Biweekly Salary: \$599.73

Provide secretarial support to 4 professors and several research associates and graduate students. Duties principally include technical typing with the use of the Wordperfect and the TEX program. Answer telephone; file; travel arrangements; vouchers and reimbursements; set up computer accounts; type various documents.

Requirements: Associate's or equivalent. 2-3 years related experience. Technical and scientific typing using a word processor. Knowledge of the Wordperfect program is a must, TEX is highly desirable. Good secretarial, organizational and communication skills. Medium typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Personnel Assistant, GR21 (C1706)
JGSM-Endowed
Minimum Biweekly Salary: \$599.73

Serve as a Personnel Assistant in the School and act as a liaison with the University's Budget, Payroll, Academic Personnel, Human Resources and Student Employment Offices on behalf of the School's Business Manager and Human Resources Officer.

Requirements: Associate's or equivalent. 3-4 years related experience preferred. Excellent organizational, interpersonal and communication skills essential. Ability to handle confidential information. Heavy typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Research Aide, GR21 (C2113)
University Development/Public Affairs-Endowed
Minimum Biweekly Salary: \$599.73

Locate, compile, organize, and evaluate public and confidential information about Cornell alumni, friends, corporations, and foundations. Produce written reports and documents used by Fundraisers, Faculty, Executive Staff.

Requirements: Associate's required. Bachelor's preferred. 1-2 years related experience. Knowledge of research materials, library methods, and computer. Excellent communication and writing skills. Ability to work with confidential materials with high degree of discretion. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza. External applicants send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Administrative Aide, GR23 (C2207)
Admissions and Financial Aid-Endowed
Minimum Biweekly Salary: \$651.82

As administrative aide to the Dean of Admissions and Financial Aid, will be required to frequently work without supervision while maintaining total confidentiality and efficiency. In the absence of the Dean, must identify and solve problems and handle or direct concerns, questions and correspondence to appropriate persons.

Requirements: Associate's or equivalent. 3-4 years related experience. Excellent typing skills and telephone technique. Use of dictating equipment. Familiarity with personal computers, Macintosh and/or IBM preferred. Knowledge of spreadsheet analysis. Heavy typing. Cornell employees send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Office Professionals Part-Time

Office Assistant, GR16 (C2014)
Athletics-Endowed

Minimum full-time equivalent: \$498.93

Under direct supervision, provide secretarial and clerical assistance in the operation of the Football Office. Hours to be determined.

Requirements: High School diploma or equivalent. 1-2 years of successful office experience. Excellent typing and telephone skills. Knowledge of Macintosh computer and wordprocessing software important. Experience with university mainframe helpful. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Accounts Assistant, GR18 (C2213)
University Health Services-Endowed
Minimum full-time equivalent: \$529.35

Provide billing services for UHS to include: receive

payments from patients for services rendered, daily deposits and balancing, complete insurance forms and compensation reports, Bursar charges and communications. Prepare patient and insurance correspondence relating to specific accounts and billing procedures. Monday-Friday, 20 hours per week.

Requirements: High School diploma or equivalent required. Some college coursework in accounting and business with coursework in computers desirable. One year experience (at least) in health care facility. Must be able to work independently and have strong interpersonal skills. Some medical background desirable. Ability to work independently, be self directed and have strong interpersonal skills. Must be able to work flexible hours. Medium typing. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

Senior Department Assistant, GR18 (C2108)
Reference/Olin/CUL-Endowed

Minimum full-time equivalent: \$529.35

Under the general supervision of the department head and individual reference librarians, provide a wide range of office management and secretarial services in support of the department's reference and instructional functions. Monday-Friday, 20 hours per week. **Requirements:** High School diploma required. Some college course work preferred. 1-2 years related experience. Intermediate wordprocessing and typing skills. Strong interpersonal skills. Ability to work under pressure. Good organizational skills. Medium typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Secretary, GR18 (C1608)
Community and Rural Development Institute-Statutory

Minimum full-time equivalent: \$529.35

Provide secretarial support for Associate Director of Institute. Heavy typing for research and extension activities. Process expense reports; conference organization; newsletter preparation. Other duties as assigned. Flexible, half days preferred.

Requirements: High School diploma or equivalent. Some college coursework in Secretarial Science desirable. 1-2 years professional secretarial experience required. Experience with computer, word processor essential. Excellent communication and organizational skills. Heavy typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Administrative Aide, GR19 (C2112)
Agricultural Economics-Statutory

Minimum full-time equivalent: \$551.86

Support/maintain FarmNet office mechanics. Provide support to individuals using the 800# information, referral, consulting system for NYS farm families dealing with financial, legal, emotional and family issues. Negotiable days, 8:00 a.m.-5:00 p.m.

Requirements: High School diploma or equivalent required. Some college coursework preferred. 1-2 years related experience. Knowledge of office operation. Strong listening and interpersonal skills. Familiar with farming and farm families desirable. Familiar with Cornell Cooperative Extension a plus. Light typing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Administrative Aide, GR20 (C2107)
A.R. Mann Library-Statutory

Minimum full-time equivalent: \$575.30

Provide project support using computer programs for database management, spreadsheet development and wordprocessing applications; handle project inquiries as point of contact; type and expedite proposals, reports, and other correspondence as needed; arrange meetings and travel, has frequent interaction with Cornell faculty, visiting scholars and project participants from other universities and international agencies. Monday-Friday, 30 hours per week.

Requirements: Associate's or equivalent required. Background in computing preferred. 2-3 years experience searching bibliographic databases including RLIN and NOTIS highly desirable. 2-3 years experience working in an academic/research environment providing report writing and statistical support is desirable. Strong interpersonal skills, and ability to be self-directed, meet deadlines, and pay attention to detail essential. Experience using a computer for database management and wordprocessing. Send cover letter and resume to Esther Smith, Staffing Services, 160 Day Hall.

Accounts Coordinator, GR21 (C2204)

DL-Quality Milk-Statutory

Minimum full-time equivalent: \$599.73

Monitor, reconcile and oversee account balances including field staff accounts, income and expenditures for College, Departmental, and various grant accounts; coordinate, clarify and update policies with business, payroll and personnel offices; assist Administrative Supervisor in financial, accounting, and personnel functions including supervision of accounting support personnel; prepare grant and departmental budgets, gathering and preparing data for annual budgets and reports; handle purchasing, personnel and payroll responsibilities.

Requirements: Associate's in accounting or equivalent experience and training. 2-3 years related accounting experience. Supervisory experience also required. Familiarity with spreadsheets and various software packages. Medium typing. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing

Services, East Hill Plaza.

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.

Conference Coordinator (S2204)

Development and Alumni Affairs, Human Ecology
 Under direction of Assistant Director of Alumni Affairs, coordinate all aspects of a Conference for approximately 200 attendees. Responsible for conference arrangements, correspondence, publicity, registration, collection of fees, financial recording and reporting at the end of conference. Handle projects in other areas as assigned.

Requirements: Associate's or equivalent required, Bachelor's or equivalent desired. Previous office experience; familiarity with IBM computers and WordPerfect software. Excellent organizational, interpersonal, and communication (written and oral) skills. Attention to detail. Prior conference experience desirable. Casual; 12-15 hours per week. Starting immediately through the end of October, 1990. Potential for continued work on second conference through fall, 1991. Send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

Secretary (S2202)
Summer Session

Basic secretarial skills. Type letters, annual reports, etc. File and answer phones. Monday-Friday, 8-12 until 8/15/90.

Requirements: High School diploma or equivalent. Must be able to get along with students, good typing abilities, some accounting experience helpful, Macintosh experience a must. Send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

Distribution Assistant (S2001)

Agricultural and Biological Engineering

Assist in distribution of publications. Enter orders in computer, print invoices, pack boxes, prepare for mailing. Assist in marketing and other office duties. Answer phones. Monday-Friday, 8-12. Start date: 6/4/90 until 9/28/90.

Requirements: Familiarity with Macintosh computer. Able to lift 40 pound boxes. Send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

Secretary (S1802)
Nutritional Sciences

Typing correspondence, forms, reports and educational materials. Requires use of IBM compatible PC and laser printer using Wordperfect 5.1, including mail merge. Phones, requisition supplies, keep calendars, respond to requests for resources and information. Transcribe audio-tapes. Monday-Friday, 39 hours per week for 4-6 weeks.

Requirements: High School diploma plus secretarial training or 2-3 years equivalent experience. Should be familiar with Cornell procedures. Knowledge of dBase III helpful. Heavy typing. Send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

Secretary (S1803)
Nutritional Sciences

Responsibilities include wordprocessing for manuscripts, correspondence, charts and tables. Monday-Friday, 5 hours per day (hours flexible between 8 and 5). 3 months.

Requirements: High School diploma or equivalent. Must have well developed Wordperfect 5.0 skills. Good interpersonal and organizational skills. Heavy typing. Send cover letter and resume to Karen Raponi, Staffing Services, 160 Day Hall.

Service Clerk (S1301)

Laboratory of Ornithology

Assist with sales of the Crow's Nest Birding Shop on weekends and holidays. Cashiering, answer phones, respond to basic bird questions, feed birds. Open and close Laboratory. Hours negotiable. 12 hours every other weekend.

Requirements: High School diploma or equivalent. Cash register experience helpful. Contact Karen Raponi, Staffing Services, East Hill Plaza, 255-2192.

General Service

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

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

Custodian, SO02 (G2201)
Unions and Activities/Willard Straight Hall-Endowed

Hiring Rate: \$6.00

Perform custodial care of assigned areas to include mopping, dusting and vacuuming. Tuesday-Saturday 11 p.m.-7:30 a.m.

Requirements: High School diploma or equivalent. Some experience in custodial work with commercial cleaning equipment. Must be able to lift 50 pounds, climb an 8 foot ladder and be in good physical condition. Must be able to follow instructions and work efficiently for extended periods without supervision. Regular Cornell employees only. Send employee transfer application, cover letter and resume to Esther Smith, Staffing Services, East Hill Plaza.

General Service Part-time

Custodian, SO02 (G2202)
Laboratory of Ornithology-Endowed

Hiring Rate: \$6.00

Perform custodial duties including cleaning restroom mopping, vacuuming building, washing windows and display cases, removing trash, setting up tables and chairs for meetings and seminars, shoveling snow and running errands. Monday-Friday, 25 hours per week.

Requirements: Basic reading and writing skills. Able to lift 50 pounds, climb an 8 foot ladder. Previous janitorial experience preferred. Valid NYS driver's license.

General Service Temporary

In addition to posted positions, temporary opportunities frequently occur in custodial, food service, 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.

Custodian
Building Care-Endowed/Statutory

Temporary Rate: \$5.00

Continuous recruitment will be done in the department of Building Care for temporary custodians. Provide general custodial care of buildings and grounds in immediate vicinity of assigned area. Monday-Thursday 6:00am-2:30pm, Friday 6:00am-1:30pm. Periodically 2nd and 3rd shift hours are available. **Requirements:** Basic reading and writing skills. Able to operate a variety of heavy power equipment, lift 50 pounds and climb a 6 foot ladder.

Please submit materials for the following positions to 160 Day Hall.

Temporary Field Assistant (B1701)
Soil Crop and Atmosphere Sciences

Hiring Rate: \$6.00

Perform general farm labor at Mr. Pleasant Farm. Drive tractor and perform routine maintenance. Monday-Friday, 8 a.m.-4:30 p.m. 6 months.

Requirements: Some related experience working on a farm. Some mechanical skills. Ability to lift 80 pounds (fertilizer bags). Send application materials to Cynthia Smithbower, Staffing Services, 160 Day Hall.

Temporary Groundsworker (B0902)

Cornell Golf Course

Hiring Rate: \$6.00

Knowledge of tools, methods, and materials used in golf maintenance and construction. Ability to operate motorized equipment. Valid NYS driver's license required. Pesticide applicators license preferred or willing to obtain upon employment. 6 months; possible extension. Send cover letter, resume and copy of pesticide license to Cynthia Smithbower, 160 Day Hall.

Academic

Senior Research Associate
Soil, Crop and Atmos. Sciences

Minimum salary of \$35,000

Position with primary responsibility for directing a research program in applied soil physics, with emphasis on computer modelling of water movement, pesticides and fertilizer transport and transformation, movement of inorganic salts and quantitative description of crop response to such processes.

Requirements: PhD in soil science with 3 years experience with research techniques and procedures in soil physics as well as demonstrated proficiency with mathematical modelling of soil processes is needed. Additional experience in the wider field of soil science and agrometerology, and appreciation of plant-soil water relations would be preferred. Job is in Ithaca, NY. Mail resume to: NYS Job Service, 40 Main Street, Binghamton, NY 13905. Reference Job Order #0503911.

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