
Filomena R. Manor, USAF Retired, Papers MS-0157

Michael William Lapins

Special Collections & University Archives

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5500 Campanile Dr. MC 8050

San Diego, CA 92182-8050

askscua@sdsu.edu

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Contributing Institution: Special Collections & University Archives

Title: Filomena R. Manor, USAF Retired, Papers

Creator: Manor, Filomena R.

Identifier/Call Number: MS-0157

Physical Description: 11.25 Linear Feet

Date (inclusive): 1930-2003

Language of Material: English .

Scope and Contents

The *Colonel Filomena R. Manor, USAF Retired, Papers* consist of nine boxes. The collection's content focuses in part on the evolution of the United States Air Force (USAF), Biomedical and Dietary Science Corp food and diet programs developed from 1947 through 1983, and the related activities of Filomena Manor, who as an active-duty air force officer from 1950 until 1983, played a chief role in USAF dietetics. Manor, who retired from the USAF in 1983, began her military career in 1950. The [USAF Biomedical and Dietetics Files](#) from 1947 through 1983 reflect the development of the USAF food programs, while the [Filomena Manor Files](#) address the individual military career of Filomena Manor and her contributions to the USAF dietetics programs. While the collection contains general documents of the Biomedical Sciences Corps, two programs, the Cooked Therapeutic In-Flight Meals (CTIM) program implemented in 1968, and the establishment of the USAF Dietetic Internship program beginning in 1972, were ones with which Colonel Manor was involved.

Subsequent to the establishment of the USAF in 1947, its Medical Service came into being in 1949. In this service dietitians were commissioned in the Women's Medical Specialist Corps (WMSC) which in 1955 became the Medical Specialist Corps (MSPC) when males entered. In 1965, it was incorporated in the newly established Biomedical Sciences Corps (BSC) which addressed the specific nutritional needs of air force diets and meal planning. The Biomedical and Dietetics Corp Series consists of records, documents, correspondence, orders, reports, photos, and manuals that document the history of the USAF food programs. A result of the USAF Biomedical and Dietetics food programs was the formulation and publication of military-designed diet plans. The series also includes an extensive number of individual recipes formalized by the USAF during the development of its meal plans, materials documenting the Cooked Therapeutic In-Flight meal program CTIM, introduced in 1968, along with the USAF Dietetic Internship, created in 1972. In addition Colonel Manor acquired a number of magazines and articles, grouped in the [Biomedical and Dietetics files](#) as Publications. These items are relevant to dietary studies, and are from different agencies, such as government, military and private groups.

Colonel Manor generated her own internal history separate, but related to the evolution of the USAF food, education, and internship programs. The [Filomena Manor Papers](#) series allows for a more detailed picture of her military career from 1950 to 1983, and her post-military activities after her 1983 retirement through 2002. The collection begins with some Personal Artifacts from Manor's pre-military life, but the bulk of the [Filomena Manor Papers](#) deal with her military career. These items consist of military records, orders, correspondence, awards, trip reports, scripts and photographs from 1930 through 1983. There are also records documenting her retirement, her work on USAF dietetics history, and her continued association with specific military organizations. Books in the collection mention Colonel Manor's life accomplishments and personal history.

The collection also documents one of Colonel Manor's most active post-military projects including her work in the research, documentation and eventual 2001 publication of *50 Years of Air Force Dietetics 1949 - 1999* by the Retired Air Force Dietitians Association (RAFDA). As an active member of RAFDA Colonel Manor created numerous notes and research papers during her work on the project. Resulting in both the book history and a videotape, *Celebrating 50 Years of Air Force Dietetics*, these two projects appear to have been much of the focus of Colonel Manor's post-retirement.

Arrangement

The collection consists of three series. The first is the [USAF Biomedical and Dietetics Files](#), the second is the [Filomena Manor Files](#), and the third is [Books](#). Each of the first two series are arranged in chronological order. The [Books](#) series contains annuals and biographical directories related to the public accomplishments and life of Manor. Although the papers were donated by Manor, the series arrangement places the USAF papers first, since Colonel Manor operated within the greater USAF.

Series I consists of materials of the USAF Biomedical Sciences Corps and Dietetics Section. It contains seven subseries that begins with the general Biomedical files which includes folders and military documents sorted in chronological order. Biomedical Jobs, follows and includes dietitian job descriptions, dietary responsibilities, and educational course and lessons plans. USAF-created diet plans and manuals follow, along with an extensive number of individual recipes. Two specific programs, which Colonel Manor took an active role in developing, the CTIM meal program and USAF Internship program for dietetics, are also documented by records in this series. The last subseries contains publications and consists of articles and magazines acquired by Colonel Manor.

Series II consists of papers directly related to Filomena Manor's life as an active USAF officer, and her post-military activities. The few items concerning Colonel Manor's pre-military career, Personal artifacts, is the first of eight subseries. The majority of the papers address the period 1950 through 1983, and Manor's involvement with the USAF dietetics. Colonel Manor's Records consist of her personnel file, correspondence, orders, and awards. Trip reports document hospital studies in which Colonel Manor participated. Scripts, written by Manor as event guides, laid out in conjunction with any visual aids, are arranged in their own subseries, while the final one contains photographs of Manor and others. Her post-military career is documented by materials in three subseries entitled, Materials, Activities, and History. Records relating to the publication of 50 Years of Air Force Dietetics 1949 - 1999 can be found in the History files.

Series III consists of additional books in such as annuals and biographical directories in which Manor is mentioned, along with one flat box of miscellaneous items. Three items of note in Manor papers are the two "journals" in the Post military Materials, and the Norton Air Force Base "notebook". Each of these items was arranged by Manor and their order has been left intact. The journals were created by Manor in remembrance of her retirement, and her contributions to the USAF Dietetic Internship Program. The copied pages indicating the original journal layout are in the folder unit preceding the journal reconstructions. The reconstructed pages seek to mimic Manor's original arrangement as to page layout. The Norton notebook has also been left untouched and put in a folder in its original condition as obtained from the donor.

Conditions Governing Access

This collection is open for research.

Conditions Governing Use

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Source of Acquisition

Colonel Filomena Manor, USAF Retired

Accruals and Additions

2004-015, 2010-051

Preferred Citation

Identification of item, folder title, box number, Filomena R. Manor, USAF Retired, Papers, Special Collections and University Archives, San Diego State University Library.

Biographical Note

Filomena Manor was born Filomena R. Fusco, in Troy, New York, on July 6, 1926. She graduated from Lansingburg High School in 1944 and delivered the salutatorian address "Women in the Post-War World" to her classmates. Awarded a scholarship with full tuition to Russell Sage College, she received a B.S. in foods and nutrition in 1948, before moving on to Peter Bent Brigham Hospital and Simmons College in Boston for a dietetic internship. In 1960, while serving as an officer in the United States Air Force (USAF), she obtained her M.S. from the Ohio State University. Her master's thesis became the basis for the Air Force's diet supervisor job training standard and course at the Air University located at Maxwell Air Force Base.

On January 17, 1950, Filomena Fusco became the first woman commissioned directly into the newly created Air Force Women's Medical Specialist Corps as a Second Lieutenant. She married Melvin Manor, of Oak Park, Illinois, in the chapel at Hamilton Air Force Base on September 3, 1955. The couple resided in San Rafael, California. As the first dietitian sworn in directly from civilian life, she rose in the ranks of the USAF to Lieutenant Colonel in 1967. In 1971, she was promoted to full Colonel, the grade at which she retired in 1983. In November 1962, Manor became not only the first female recipient of the McLester Award for dietetics but also the first U.S. dietitian to be presented with the honor.

During the Korean conflict, from 1951 through 1953, she served as the Food Service Officer and Dietitian at Clark Air Force Base in the Philippines. Moving to Hamilton Air Force Base in California, where she remained until 1957, Manor was the Consultant Dietitian for Air Defense Command. While later assigned to March Air Force Base from 1960 until 1963, she was the Fifteenth Air Force Consultant Dietitian and Preceptor of the Dietetic Residency program. She then went to Headquarters, Strategic Air Command, Offutt Air Force Base in Nebraska, before moving on to Scott Air Force Base in 1965.

At Scott Air Force Base as the Assistant for Dietetic Services, she was instrumental in the creation of the Cooked Therapeutic Inflight Meals System (CTIM), initiated in October of 1968 for use in aeromedical evacuations during the Vietnam era. She was transferred to Andrews Air Force Base in 1970. In 1972 her work at the on-base Malcolm Grow USAF Medical Center led to the establishment of the Air Force Dietetic Internship, a program for which she served as director for twelve classes. Between 1972 and 1982, Manor served as the Associate Chief for Dietetics and Nutrition with the Biomedical Sciences Corps, and published numerous manuals and pamphlets on dietetics and food preparation. Manor retired on October 31, 1983 after 33 years, 7 months, and 18 days of service in the United States Air Force. Currently a resident of Coronado, California, Manor continues to be involved in military associations and organizations. In her post-military career, Manor has been a member of the Military Order of the World Wars and serves as an officer in the San Diego Chapter of the Retired Officers Association. She became a founder of the Retired Air Force Dietitian's Association (RAFDA), of which she also serves as a chief officer. She conducted considerable research for the 2001 publication, 50 Years of Air Force Dietetics 1949 - 1999 by the RAFDA.

Subjects and Indexing Terms

Retired Air Force Dietitians Association--History--Sources
United States. Air Force--Medical personnel--Biography
United States. Air Force--Officers--Biography
United States. Air Force. Biomedical and Dietary Corp.--History--Sources
Dietetics--History--20th century--Sources
Diet therapy
Nutritionists--United States--Biography
Cookery, Military
Personal Papers
Manor, Filomena R., 1926--Archives

United States Air Force Biomedical and Dietetics Series 1 1947-2000

box 1

Biomedical Sub-Series 1

box 1, folder 1	General File Folder 1 1952-1982
box 1, folder 2	Procedures Folder 2 1957-1983
box 1, folder 3	Personnel Folder 3 1965-1981
box 1, folder 4	Special Orders Folder 4 1950-1978
box 1, folder 5	General Orders, Office and Letter Folder 5 1952-1979
box 1, folder 6	USAF Register Folder 6 1963
box 1, folder 7	AFMSM-3 Files Folder 7 1964-1965
box 1, folder 8	Food Service Reports Folder 8 1964-1965
box 1, folder 9	Scott, USAF, Hospital Activities Folder 9 1965-1966
box 1, folder 10	Food Service Management Manual Folder 10 1966
box 1, folder 11	Status Report and Five Year Plan Folder 11 1966
box 1, folder 12	Selection and Standardization of Food Service Folder 12
box 1, folder 13	Medical Food Division, booklet Folder 13 1971
box 1, folder 14	Food Service Design Folder 14
box 1, folder 15	Defense Committee on Women in the Services, (DACOWITS) Folder 15 1973-1978
box 1, folder 16	SGF Operating Instructions Folder 16 1979-1982
box 1, folder 17	Contingency Medical Food Service Folder 17 1981
box 1, folder 18	Food Service Supplement Folder 18 1982
box 1, folder 19	Medical/Dental Care Folder 19 1985
box 1, folder 20	Photos, dietary, equipment, etc. Folder 20
box 1, folder 21	Hospital Studies Folder 21 1959-1982
box 1, folder 22	Little Rissington, U.K. Folder 22 1982
box 1, folder 23	Management Forms Folder 23
box 1, folder 24	Blank Forms Folder 24

Dietetics Sub-Series 2

box 2	Dietetics Sub-Series 2
box 2, folder 1	Job Descriptions Folder 1 1963-1982
box 2, folder 2	Residency Program Folder 2 1947-1965
box 2, folder 3	USAF Hospital Training Guide Folder 3
box 2, folder 4	Lesson Plans for USAF Diet Supervisor Folder 4 1961
box 2, folder 5	Supervisor Course Folder 5 1962
box 2, folder 6	Courses and Symposiums Folder 6 1964-1974
box 2, folder 7	Dietitian Rosters Folder 7 1963-2000
box 2, folder 8	Code Keys for Management Assessment Folder 8

box 2	Diets Sub-Series 3
box 2, folder 9	Diet Manual Folder 9 1967
box 2, folder 10	Workshop Manual Folder 10 1968
box 2, folder 11	Diet Guides Folder 11 1965-1982
box 2, folder 12	Diet Guides Folder 12 1974-1987
box 2, folder 13	Diet Guides Folder 13 1987-1991
box 2, folder 14	Diet Manual, folder 1 of 4 Folder 14 1979
box 2, folder 15	Diet Manual, folder 2 of 4 Folder 15 1979
box 2, folder 16	Diet Manual, folder 3 of 4 Folder 16 1979
box 2, folder 17	Diet Manual, folder 4 of 4 Folder 17 1979
box 2, folder 18	Diet Manual, changes Folder 18 1984
box 2, folder 19	Diabetics Diet, manual Folder 19 1991

box 3	Recipes Sub-Series 4
box 3, folder 1	Philippine Scouts Recipes Folder 1 1947
box 3, folder 2	Army-Air Force Recipes Folder 2 1950
box 3, folder 3	Recipes, folder 1 of 7 Folder 3
box 3, folder 4	Recipes, folder 2 of 7 Folder 4
box 3, folder 5	Recipes, folder 3 of 7 Folder 5
box 3, folder 6	Recipes, folder 4 of 7 Folder 6
box 3, folder 7	Recipes, folder 5 of 7 Folder 7
box 3, folder 8	Recipes, folder 6 of 7 Folder 8
box 3, folder 9	Recipes, folder 7 of 7 Folder 9

box 3	Cooked Therapeutic In-Flight Meals Program (CTIM) Sub-Series 5
box 3, folder 10	Program File Folder 10 1970-1971
box 3, folder 11	Correspondence Folder 11 1968-1975
box 3, folder 12	Manual Folder 12 1971
box 3, folder 13	Korea Folder 13
box 3, folder 14	Vietnam Folder 14
box 3, folder 15	Iran Folder 15

box 3	USAF Internship Sub-Series 6 1971-1992
box 3, folder 16	Program File Folder 16 1971-1992
box 3, folder 17	Instruction Plan Folder 17 1972-1973
box 3, folder 18	Instruction Plan Folder 18 1978
box 3, folder 19	Booklets Folder 19
box 3, folder 20	Self-study report Folder 20

box 4	Publications Sub-Series 7 1967-1996
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box 4, folder 1	Articles Folder 1 1952-1996
box 4, folder 2	Military Folder 2 1962-1978
box 4, folder 3	USAF Event Programs Folder 3 1967-1981
box 4, folder 4	Department of Health Folder 4 1971-1981
box 4, folder 5	National Academy of Science Folder 5 1976-1983
box 4, folder 6	American Dietetic Association Folder 6 1977-1993
box 4, folder 7	Miscellaneous Folder 7 1970-1991
	Filomena Manor Papers Series 2 1930-2003

box 4	Personal Artifacts Sub-Series 1 1930-1950
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box 4, folder 8	Pre-College, clippings and report cards Folder 8 1930-1944
box 4, folder 9	College: clippings and transcripts Folder 9 1944-1948
box 4, folder 10	Photos Folder 10 1930-1950

Records, United States Air Force Sub-Series 2 **1950-1983**

box 4, folder 11	Biography Folder 11 1950-1983
box 4, folder 12	Military Records Folder 12 1950-1983
box 4, folder 13	Correspondence from Manor Folder 13 1958-1983
box 4, folder 14	Correspondence to Manor Folder 14 1950-1983
box 4, folder 15	Documents mentioning F. Manor Folder 15 1950-1980
box 4, folder 16	Temporary Duty and Travel Orders Folder 16 1955-1982
box 4, folder 17	Travel Vouchers Folder 17 1961-1981
box 4, folder 18	Travel Voucher and Miscellaneous Receipts Folder 18 1982-1983
box 4, folder 19	Awards File Folder 19 1952-2003
box 4, folder 20	Ohio State University OSU, files Folder 20 1959-1960
box 4, folder 21	Ohio State University OSU, Graduate Thesis Folder 21 1960
box 5, folder 1	McLester Award, correspondence Folder 1 1962
box 5, folder 2	McLester Award, programs, clippings Folder 2 1962
box 5, folder 3	Activities Summary Folder 3 1963-1965
box 5, folder 4	Newspaper clippings, Manor Folder 4 1950-1959
box 5, folder 5	Newspaper clippings, Manor Folder 5 1960-1973
box 5, folder 6	Newspaper clippings, miscellaneous Folder 6

box 5	Trip Reports Sub-Series 3 1958-1980
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box 5, folder 7	Europe Folder 7 1958-1959
box 5, folder 8	Pacific Folder 8 1970
box 5, folder 9	Hanover Folder 9 1973
box 5, folder 10	USAF bases Folder 10 1976-1977
box 5, folder 11	China Folder 11 1980
box 5, folder 12	China, 1 slide carousel, 130+ slides, 1980 (stored in box 8) Folder 12

box 5	Scripts Sub-Series 4 1974-1999
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box 5, folder 13	Dietetics Anniversaries Folder 13 1974-1999
box 5, folder 14	USAF Events Folder 14 1974-1986
box 5, folder 15	Notes Folder 15

box 5	Photos Sub-Series 5 1950-1983
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box 5, folder 16	Induction and Head Shots Folder 16 1950s
box 5, folder 17	Informal Shots Folder 17

box 5, folder 18	Formal Shots Folder 18
box 5, folder 19	Photographic Negatives Folder 19

box 5 **Post-military materials** Sub-Series 6 **1983-2002**

box 5, folder 20	Accomplishments Folder 20 1983-2002
box 5, folder 21	Retirement Ceremony, documents, photos, cards Folder 21 1983
box 5, folder 22	Retirement Ceremony, guest book Folder 22 1983
box 5, folder 23	Correspondence Folder 23 1983-2002
box 5, folder 24	Cards and Invitations Folder 24 1983-2002
box 5, folder 25	Photos, personal, F. Manor Folder 25 1955-2003
box 5, folder 26	Journal #1, page copies, retirement ceremony Folder 26 1983
box 5, folder 27	Journal #1, page items, retirement ceremony Folder 27 1983
box 5, folder 28	Journal #2, page copies, USAF dietary internship Folder 28 1972-1983
box 5, folder 29	Journal #2, USAF dietary internship Folder 29 1972-1983

box 6 **Post-military activities** Sub-Series 7 **1983-2002**

box 6, folder 1	The Retired Officers Association (TROA), organization Folder 1 1992-2003
box 6, folder 2	The Retired Officers Association (TROA), newsletters Folder 2 1997-2003
box 6, folder 3	The Retires Officers Association (TROA) documents Folder 3 1992-1998
box 6, folder 4	Military Order of the World Wars (MOWW), by-laws Folder 4 1999-2002
box 6, folder 5	Military Order of the World Wars (MOWW), documents Folder 5 1999-2003
box 6, folder 6	The Retired Air Force Dietician's Association (RAFDA) Folder 6 1987-1991
box 6, folder 7	The Retired Air Force Dietician's Association (RAFDA) Folder 7 1993-2003
box 6, folder 8	"A Women's War Too" Folder 8 1995
box 6, folder 9	National Archives Folder 9
box 6, folder 10	Internship Graduations Folder 10 1957-1998
box 6, folder 11	USAF event programs Folder 11 1973-2000
box 6, folder 12	Miscellaneous Folder 12
box 6, folder 13	History Papers Folder 13
box 6, folder 14	History Drafts and Notes Folder 14
box 6, folder 15	History Research Folder 15 1950-1964
box 6, folder 16	Women in USAF Folder 16
box 6, folder 17	Clark AFB, Manila Folder 17 1987
box 6, folder 18	Norton Air Force Base, notebook Folder 18
box 6, folder 19	Oral History, transcripts and procedures Folder 19 1988-1991
box 6, folder 20	"50 Years of Air Force Dietetics 1949-1999" Folder 20 2001
box 6, folder 21	"Celebrating 50 Years of Air Force Dietetics", video Folder 21 1999

Books Series 3 **1943-1997**

box 7 **Annals** Sub-Series 1

box 7, folder 5	Who's Who Among Students in American Universities Folder 5 1946-1947
box 7, folder 6	Book of Honor, American Biographical Institute Folder 6 1981
box 7, folder 7	The International Register of Profiles Folder 7 1981
box 7, folder 8	The International Who's Who of Intellectuals Folder 8 1981

box 8 **Biographical Directories** Sub-Series 2

box 8, folder 1	Men and Women of Distinction Folder 1 1981
box 8, folder 2	Notable Americans Folder 2 1981
box 8, folder 3	Personalities of America Folder 3 1981
box 8, folder 4	Two Thousand Notable Americans Folder 4 1983
box 8, folder 5	Retired USAF Association Members Folder 5 1993

box 8, folder 6 **The Military Order of World Wars** Folder 6 **1995**
box 8, folder 7 **International Biographical Association Directory** Folder 7 **1996-1997**
box 8, folder 8 **Slide Carousel, (listed as item 5-6, in F. Manor papers, Trip reports)** Folder 8

box 9 **Items-Awards, oversized, albums. etc...** Sub-Series 3

box 9, item 1 **13 oversize newspaper clippings** Item 1 **1967-1999**
box 9, item 2 **2 issues "US Medicine", oversize, 19168, 1973** Item 2
box 9, item 3 **"Woman of the Year," oversize award** Item 3 **1994**
box 9, item 4 **3 USAF military patches** Item 4
box 9, item 5 **3 miniature Special Orders, laminated** Item 5 **1962, 1963, and 1964**
box 9, item 6 **2 Filomena Manor Badges** Item 6
box 9, item 7 **1 ID card, Filomena Manor, University of Philippines** Item 7
box 9, item 8 **69th Annual Meeting, Military Surgeons, rolled photo** Item 8 **1962**
box 9, item 9 **1 USAF plaque (in its own box in box 8) Dieticians** Item 9 **1974**
box 9, item 10 **2 newspaper clipping, MErcury astronauts in San Diego** Item 10 **1986**
box 9, item 11 **1 Program card signed by 5 Mercury astronauts** Item 11 **1986**
box 9, item 12 **4 ribbons** Item 12
box 9, item 13 **1 napkin** Item 13
box 9, item 14 **1 Photo album, empty** Item 14
box 9, item 15 **1 USAF presentation folder, empty** Item 15