

Almanac

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NEWS IN BRIEF

DEAN ALLAM MOVES UP

Dr. Mark W. Allam will become Assistant Vice President for Health Affairs, the President's Office announced today. Dr. Allam, who has been Dean of the School of Veterinary Medicine since 1952, will assume his new post as soon as his successor as dean has been named.

"Under Dr. Allam's leadership, the nation's second oldest veterinary school has become second to none in academic excellence," President Meyerson said. "Not only has Dr. Allam attracted and maintained a distinguished faculty, he has successfully expanded the school's physical facilities so that enrollment could be doubled over the years. This has enabled the school to educate more and more veterinarians to serve the ever-growing demand for veterinary services. Dean Allam has made a reality of the vision first voiced by Dr. Benjamin Rush in the early 1800's when he advocated the teaching of veterinary medicine in close association with human medicine." During Dean Allam's tenure the school has become a national center for developing specialties in veterinary medicine, paralleling specialties in human medicine. Prominent among these are orthopedic surgery, dermatology, ophthalmology and anesthesiology. Major interdisciplinary research projects instituted in the last two decades include the Comparative Cardiovascular Studies Unit, the Interdisciplinary Cancer Research Unit and laboratories on reproduction and nutrition.

JOEL CONARROE RETURNS TO ENGLISH

Dr. Joel Conarro, Associate Professor of English, will begin a five-year term as chairman of that department on July 1. He has been a member of the English faculty since 1964 and was undergraduate chairman from 1970 until this year. For the past two years he has been best known to the community as University Ombudsman.

Though he expressed regret at losing an Ombudsman, President Meyerson said that the nomination "not only reflects the wishes of your colleagues and the search committee, but also my own strong support."

Winner of a Lindback Award in 1968, Dr. Conarro was one of the planners of the College of Thematic Studies and made major revisions of the undergraduate curriculum of the English department. Earlier, as special assistant to then Vice-Provost Leo Levin, he was active in involving faculty in undergraduate life.

Dr. Conarro was graduated with honors from Davidson College and received the M.A. from Cornell in 1957 and the Ph.D. from New York University in 1966. He is the author of *William Carlos Williams' Paterson: Language and Landscape*, published in 1970.

RESTORATIVE DENTISTRY: DANIEL ISAACSON

Dr. Daniel Isaacson has been named Professor and Chairman of the new Department of Restorative Dentistry at the School of Dental Medicine. His appointment marks the

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The Ivies Agree on Admissions

Pennsylvania and the seven other Ivy Group institutions, concerned with widespread pressures and confusions surrounding current college admissions procedures, have unanimously adopted and made public a joint policy on admissions.

The common policy was approved by the presidents of the Ivy League institutions at their December meeting in New York. They were joined in their action by the Massachusetts Institute of Technology.

One of the major changes in policy (see full text page 2) is in Section 3 of the new joint plan, dealing with "Early Evaluation Procedure."

In the past, widespread criticism by applicants and secondary school counselors has been directed at colleges and universities because of the lateness of the notification date. While the institutions actively deal with candidates for admission as early as September and encourage them to apply as early as possible, most applicants receive no official response until mid-April of each year.

An exception is Pennsylvania's special notification procedure for Commonwealth residents, who are informed between November 1 and December 15 of formal admissions decisions and "range estimates" of need. The Penn procedure is protected under the agreement, but the document notes that "No such candidates . . . will be requested to make any commitment to the University of Pennsylvania before the May 1 Common Reply Date" set for those other than early decision candidates.

Under the new common policy, candidates will be notified between late fall and February 15 by all of the Ivy institutions and MIT (Cornell excepted) of preliminary evaluations of their chances of admission—with terms such as "Likely," "Possible," "Unlikely," or "Insufficient Evidence for an Evaluation."

The real service is provided for the applicants at either end of the scale, but even the candidate with a "Possible"

evaluation is thereby warned that his chance for admission is only fair and he is advised to submit applications elsewhere. In addition, the secondary school counselor is alerted to send additional information which may help the college reach its decision.

Another change is in Section 2, which deals with the "Early Decision Plan." All members of the Ivy Group (MIT excepted) will now have a common policy of announcing "early decisions" no later than December 15 of each year. "Early Decision" candidates are those prospective students who list a particular college as their first choice and who have filed their applications by November 1.

Although each member institution of the Ivy Group will continue to make its own independent admissions decisions according to its own particular admissions policy, it nevertheless "has become clear that the transition between secondary school and institutions of higher education has become increasingly complex and that greater efforts should be made to simplify the admissions process through more uniform procedures," the statement says.

The new common policy takes effect with the 1973-74 academic year beginning next September. Copies of the joint statement will be sent next month to 26,000 high schools and preparatory schools across the country.

JOINT STATEMENT ON COMMON ADMISSION PROCEDURES

The Ivy Group is a loosely-formed organization of colleges and universities. It was established in 1954 primarily for the purpose of fostering amateurism in athletics. Relations between the member institutions have grown over the years to the point where we now meet regularly (along with Massachusetts Institute of Technology) at a variety of levels to discuss topics which range from the purely academic to the purely athletic and from fundamental educational philosophy to procedures in admissions.

Each member institution has its own identity and character and protects its right to pursue its own educational objectives. Thus, although the Ivy Group institutions are similar in many respects, each member institution will continue to make its own independent admission decisions according to its own particular admission policy.

In recent years, however, it has become clear that the transition between secondary school and institutions of higher education has become increasingly complex and that greater efforts should be made to simplify the admission process through more uniform procedures. During the academic year 1971-1972 an intensive review of all admission procedures was conducted by the Ivy Group and Massachusetts Institute of Technology, and this joint statement on common admission procedures is an outgrowth of these deliberations. It is our hope that by outlining carefully the procedures under which we are operating and by clearly specifying not only what an applicant's obligations are to us but also what our obligations are to him or her, we can help students pursue their college interests free of unnecessary confusion and pressure.

I. GENERAL PROCEDURES

All contacts with students by representatives of Ivy institutions¹ are intended to provide assistance and information and should be free of any activity which could be construed as applying undue pressure on the candidate. No information referring to the admission or financial-aid status of a candidate may be considered official or reliable unless it is received directly from a member institution's admission or financial aid office.

II. EARLY DECISION PLAN

Some, but not all, of the participating institutions offer admission through an early decision plan.² Candidates applying under this plan must submit a formal application by November 1. Early decisions will be announced by the participating institutions no later than December 15. Financial awards for those qualifying for financial assistance will normally be announced in full detail at the same time as the admission decisions.³ An applicant receiving admission and an adequate financial award under the Early

Decision Plan will be required to accept that offer of admission and withdraw all applications to other colleges or universities.⁴ All the Ivy institutions will honor commitments made to other colleges under this plan.

III. EARLY EVALUATION PROCEDURE

Beginning in the late fall and continuing until February 15, each of the participating institutions⁵ will send out to all of its applicants⁶ preliminary evaluations of their chances of admission (i.e. "Likely," "Possible," "Unlikely," or "Insufficient Evidence for an Evaluation.") As these are merely tentative assessments, it should be clearly understood that no commitments are involved on the part of either the institution or the applicant. Any Ivy institution may also send out copies of its early evaluation notices to guidance counselors and to others involved in admission-related activities, such as faculty, alumni and coaches, but no other information about the admission or financial-aid status of an applicant may be released to anyone until the common notification date in mid-April. One major exception to this rule is that any Ivy institution may announce formal denials of admission to applicants at any time during the admission season.

IV. COMMON NOTIFICATION DATE

On a common date in mid-April, all applicants to the participating institutions (except for those already admitted under the Early Decision Plan) will be notified of all admission decisions and financial aid awards.⁷

V. FINANCIAL AID

All the Ivy institutions follow the common policy that any financial aid will be awarded solely on the basis of demonstrated need. Moreover, in order to insure that financial awards to commonly admitted candidates are reasonably comparable, all of the participating institutions will continue to share financial aid information concerning admitted candidates in an annual "Ivy overlap" meeting just prior to the mid-April common notification date.

VI. COMMON REPLY DATE

Except for applicants admitted under the Early Decision Plan, no candidate admitted to any of the participating institutions will be required to announce his or her decision to accept or decline an offer of admission until the Common Reply Date of May 1. All such candidates may delay their acceptance until May 1 without prejudice.

Participating Institutions

Brown University	Massachusetts Institute
Columbia College	of Technology
Cornell University	Princeton University
Dartmouth College	University of Pennsylvania
Harvard College	Yale University

¹ Wherever the term "Ivy institution" is used in this joint statement, one should assume that Massachusetts Institute of Technology is meant to be included unless there are specific indications to the contrary.

² Currently, Brown University, Columbia College, Cornell University (College of Arts and Sciences and some other units of the University), Dartmouth College, Massachusetts Institute of Technology and the University of Pennsylvania offer admission through this plan.

³ Delays in the filing and processing of such forms as the Parents' Confidential Statement may necessitate a later, separate announcement of financial awards in some cases.

⁴ An exception to this rule is the early decision plan of Massachusetts Institute of Technology, which does not require a commitment to matriculate.

⁵ At the present time Cornell University is unable to participate in the early evaluation procedure.

⁶ Early evaluations will not be sent to foreign students from countries other than Canada because of the problem of interpreting their meaning to students who often are not very familiar with admission policies and procedures in the United States.

⁷ There is one exception to this fundamental procedure. The University of Pennsylvania will announce formal admission decisions and "range-estimates" of financial need in the case of applicants from the State of Pennsylvania between November 1 and December 15. No such candidates, however, will be requested to make any commitment to the University of Pennsylvania before the May 1 Common Reply Date.

UNIVERSITY LIFE

Open Classroom: One Alternative

In response to the January 16 University Life section on Education in University City, ALMANAC has received the following description of one neighborhood school project in which several faculty members' wives and others connected with the University participate. With the cooperation of the University, the parents of children in the Henry C. Lea School open classroom project are preparing a brochure to inform new University personnel about the program.

The Henry C. Lea School open classroom program is based on the open classroom system used in British primary schools. The program has seven classrooms with approximately thirty children in each classroom and it now includes all grades between kindergarten and the sixth grade.

The open classroom program emphasizes basic learning skills. It is organized around the principle that people usually do their best work when they are doing something that really interests them. The classrooms are divided into activity areas, such as reading or science areas; the children are encouraged to explore the materials in different areas and satisfy their natural healthy interest in the world around them. A child may learn basic arithmetic, for example, as he works on a cooking project and has to weigh and measure the ingredients. He may improve his reading (and learn some basic science) as he burrows through several books and articles on the history of airplanes. The open classroom gives children a great deal of freedom, but it is supported by people who are very concerned about fundamental education. If the open classroom suits a child's personality, he will often learn more than he would learn in an ordinary classroom.

Children in an open classroom may work by themselves, in small groups or in large groups. Each child can move ahead at the pace that suits his own abilities. The teacher can give each child personal attention and work with each child's personal strengths and weaknesses.

Each classroom includes children in two or three grade levels and the children are encouraged to help and learn from each other. A third grader can help a first grader with his reading and improve his own reading while he's at it. A younger child may ask a question that will make an older one think about something he's never thought about before.

The Lea School open classroom program is a racially integrated public school program which is open to every child in the Lea neighborhood. There is no tuition or any other requirement for admission. The program brings together children from all the economic and educational backgrounds found in West Philadelphia. It gives them a chance to work together and learn together in the best tradition of the American public school system.

The program is an alternative to the traditional classroom. The parents, teachers, and administrators who have supported it all realize that different types of classrooms suit different types of children. Some children do better in a more structured environment. Many others, however, do better in a freer environment. The open classroom program gives parents a choice. Children who have been having problems in traditional classrooms often do better when they are given the freedom of the open classroom.

The Lea School program began on February 2, 1970. It became a reality through the efforts of parents and teachers, the principal of Lea School, the District Superintendent, and a representative from the University of Pennsylvania. A parent group, the Committee for Alternatives, did much of the initial planning, and parents still play a key role in the program.

An open classroom requires special furniture, for example, and parents and teachers have spent many hours making furniture from tri-wall, a heavy corrugated cardboard. Many parents work with the teachers in the classroom. Parents associated with the local universities sometimes give talks on special subjects. A committee headed by a parent who is a landscape architect is currently attempting to design a new playground for Lea.

The open classroom parents group is a special section of the Lea Home School Association which meets once a month at the Calvary Methodist Church, 48th and Baltimore. It is a very active group and includes most of the parents who have children in the open classroom program. The group is now working on problems such as the physical condition of the Lea building, the need for more crossing guards, the pressing need for more classroom space, the expansion of the open classroom program to the Lea junior high, and the relationship between Lea School and the West Philadelphia Community.

The Henry C. Lea School is located at 47th and Spruce. If you are interested in the open classroom program, the principal's office can put you in touch with parents who have children in the program. For more information telephone Mrs. Sylvia Hempe, SA 7-1055; Mrs. Gayle Viale, EV 6-9748; Tom Purdom, SA 4-3480.

An Unlittered Lifestyle

I was glad to see the Mendelson Committee touch upon "environment problems" as a factor in the quality of student life.

Too obvious perhaps to merit note in so sophisticated a study is the environmental influence of everyday housekeeping. The offices I represent—development, alumni relations, public relations, Commonwealth relations, and placement—may be hypersensitive to the untidiness of the campus, because it makes such an impression on the people whose good will we are responsible for cultivating. Yet littered walks and lawns are an even worse offense against the students who have to live with them.

Some kinds of pollution are beyond our control; an ill wind can bring aromas that would make even the Monell Chemical Senses Center gag. Similarly, the tracking of dirt from construction sites may be the price of future beauty. But discarded paper and other refuse are a kind of pollution we should be able to get a handle on.

The Buildings and Grounds Department can't follow 20,000 people around with brooms and dust pans, but it won't have to if we all refrain from jettisoning our cigaret wrappers and old lecture notes; and if we all agree further that there is nothing demeaning about picking up someone else's litter when we see it.

More trash receptacles, within field-goal range of every litter thrower, would probably help, so long as they were not eyesores in themselves. Even better would be a lifestyle in which litter is a no-no.

—E. Craig Sweeten, Vice President for Development and Public Relations

Department of Amplification

From a letter to Vice President Paul Gaddis from Trustees Chairman William L. Day, written after the fall Trustees meeting:

Thank you for the efforts of the Maintenance Department in cleaning up the campus. Not only was it noticed by a number of Trustees, but students mentioned it. A number of people complimented me on the general appearance of the campus . . .

NEWS IN BRIEF Continued

merger of the departments of Operative Dentistry, Fixed Prosthodontics and Removable Prosthodontics. The new department, aimed at producing a less fragmented and more generalized approach to dental education, will teach treatment of patients with teeth damaged or lost due to dental caries or periodontal disease. The program will include tooth repair and replacement of missing teeth by fixed or removable restorations.

Dr. Isaacson, most recently professor and chairman of the department of occlusion at the College of Medicine and Dentistry of New Jersey, was director of occlusion here from 1955 to 1969. He attended the University of Iowa and received his D.D.S. from Temple in 1943. He holds a certificate in Prosthetic Dentistry from Penn's Graduate School of Medicine. Dr. Isaacson is a Diplomate of the American Board of Prosthodontics and a Fellow of both the American College of Prosthodontists and the American College of Dentists. He has held appointments to the staffs of the New Jersey State Hospital, Mercer Hospital in Trenton, and the Albert Einstein Medical Center, Northern Division.

FIVE-YEAR TERMS FOR NEW YORK PRESIDENTS

New York State college presidents will serve five-year terms with no limit on the number of terms, according to a story by Gene I. Maeroff in *The New York Times*, January 24. Under a new policy to be effective immediately, presidents of the 29 colleges of the SUNY network will undergo evaluation of their records if they wish to be reappointed after five years. University officials hope that the clearly-defined term will strengthen presidential authority and reduce faculty and student discontent with university administration. College presidents will also be members of the faculty in their fields of interest; thus the policy provides that presidents who do not continue in office may be appointed to teaching posts.

The policy is attributed to an 'accountability movement' strongly supported by New York Governor Rockefeller, who called for "constructive, creative tensions" between State and local school administrations at all levels.

WASHINGTON

The Office of Federal Relations, 103 Logan Hall, subscribes to several services and maintains certain reference volumes which may be helpful to faculty and staff members seeking information concerning the Washington scene. These include the following:

Catalog of Federal Domestic Assistance issued by the Office of Management and Budget. It is a comprehensive listing and description of Federal programs and activities which provide assistance or benefits to the American public. It includes over 1000 programs administered by 61 different Federal agencies. *College and University Reporter* (Commerce Clearing House). This service, which is updated weekly, contains information concerning all aspects of Federal government programs of interest to colleges and universities. House and Senate bills as well as committee reports of interest to educational institutions are furnished by CCH.

Congressional Directory provides a listing of members of the Congress as well as persons holding posts of importance in government agencies. (A new volume for the 93rd Congress will not appear until the spring of 1973.)

Congressional Staff Directory gives information concerning the staffs of the various committees of Congress and the staffs of the members of Congress. The volume for the 93rd Congress will be published in July 1973.

Federal Register—The most recent issues are kept on file for

about two months or until the Library has bound its copies of the Register. Issues published more than two months ago are available at the Law Library.

Higher Education and National Affairs, published by the American Council on Education approximately 45 times a year, is an excellent source of information on current actions and activities in the Congress and the agencies.

Congressional Record, which covers the happenings in Congress, is available while Congress is in session.

Faculty members should feel free to examine any of these publications in Room 103 Logan Hall. It is not possible, however, to make any of the material available on a loan basis. The Office of Federal Relations can secure copies of House and Senate Bills and Committee Reports upon request.

—Donald S. Murray

To: the Faculty, Students, and Members of the Administration

Dear Colleagues:

The Guidelines on Open Expression, approved by University Council in 1969, have since that date been the sole instrument for defining the rights and responsibilities of the members of our society in terms of the expression of ideas, dissent, protest, and demonstrations. Drawn up largely upon the basis of this society's experience between 1966 and 1968 and much modified from the original proposals that first attempted to define them, the Guidelines have survived for three years, and their interpretation has been the responsibility of the Committee on Open Expression. Except on particular occasions, however, the Guidelines have generally been regarded with indifference or ignorance and criticized for their content as well as their omissions. Some of the problems of the Guidelines are reflected in the Committee's report published in the *Daily Pennsylvanian* on Monday, 11 December, 1972.

The Committee on Open Expression will hold open hearings for the purpose of revising the Guidelines on Open Expression on the following dates and times:

Tuesday, Wednesday, Thursday January 23, 24, 25
Thursday February 1

Tuesday, Wednesday, Thursday February 6, 7, 8

These meetings will be held in the Benjamin Franklin Room of Houston Hall and will last from 3:30 to 5:30 p.m. each day.

The Committee invites all members of the University community to submit their views on the Guidelines, in writing, orally, or in both forms to it during this period. These hearings, consisting of prepared statements and spontaneous response, will be completely open to the public, and all members of the community are strongly urged to communicate to the Committee their views of the Guidelines. The Committee hopes that the ensuing revision of the Guidelines will thus become a more effective bill of rights for the entire community. The Committee expects that a revised version of the Guidelines will be on the agenda of the University Council March meeting. In order for that deadline to be met, the Committee has set a final date of February 9, 1973 for all communications to receive consideration.

Although the Committee has invited testimony from a number of individuals, it sincerely hopes that all persons concerned with civil liberties on this campus will take this occasion to express that concern and provide the Committee with material sufficient to make the Guidelines a true constitution for civil conduct on this campus.

Edward Peters, Chairman
Committee on Open Expression

*Takhat at Thebes . . .
The rest of her
was 450 miles away.*



TOMB CLEANING

Archaeologists from the University Museum have brought to light a hodgepodge of artifacts found deep in the underground chambers of an Egyptian priest's tomb at ancient Thebes. The finds turned up this last season during a massive research and restoration project headed by Lanny Bell of the Museum's Egyptian section.

Discoveries from the tomb of Nebwenenef, a high priest of the god Amun during the reign of Ramses II (1304-1237 B.C.) include the head of a black granite statue of Nebwenenef's wife that belongs to a decapitated sculpture now in a Cairo monastery; a papyrus roll, completely intact and the tomb of a man who was buried a thousand years after Nebwenenef.

While Mr. Bell and his associates were excavating the underground tunnels in the tomb of Nebwenenef, a near life-sized head and torso representing Nebwenenef's wife, Takhat, appeared in a layer of sand. The head belongs to a statue of the priest and his wife that Mr. Bell located 450 miles away in St. George's monastery in Cairo. The pieces were apparently separated by plunderers who made off with the bottom but left the top behind.

The 3200-year-old statue provides another clue to the life of Nebwenenef, an unusually important priest who was chosen by an oracle from the god Amun himself. Since he was Amun's choice, he was honored by having his own funerary temple, the only such temple built for a priest in Egypt. Nebwenenef's power was augmented further because the wealth and, therefore, the power of the priests of Amun rivaled that of the King during this period of the Egyptian New Kingdom.

Mr. Bell says that the papyrus roll he turned up this summer is one of a very small number of rolls found still intact in the last 50 years. The 2000-year-old roll is a Book of the Dead, which contains descriptions of what the dead person must do to get to heaven and what he must say to the various demons he meets along the way.

Almost a thousand years after Nebwenenef's death, the third prophet of Amun Ankhefenkhonsu had his tomb carved into the side of Nebwenenef's burial tunnel. It first caught the eye of archaeologists as a small crack amid layers of dirt. Although the tomb had been plundered, the thieves left behind fragments of the three layers of coffins: a wooden outer coffin painted black and inscribed in yellow paint with the

priest's name, an inner coffin of brightly painted wood, and the cartonnage, or cardboard-like wrapping placed next to the linen that wrapped the body. They also found strips of the decorated linen wrapping itself.

Restoring Nebwenenef's tomb and the nearby tomb of Bekenkhons, a high priest of Amun during the last 27 years of Ramses II's reign, became a major housecleaning job. Over the 32 centuries since the tombs were built, people have made the underground chambers their homes and treasure hunters and grave robbers have plundered the monuments.

The tomb of Nebwenenef, buried under six feet of debris, had been a Coptic monastery during the 8th century A.D.; the home and workshop of the makers of fake antiquities in the 19th century; and a kitchen for baking bread, which left black smoke stains on the limestone walls.

The group also directed the rebuilding of the huge columns that had cracked or fallen down in the entrance chamber of Nebwenenef's tomb. Columns still standing were faced with larger-than-life-size figures raised in relief on the face of the column. These columns, the only such to be found in private tombs in Egypt, were in danger of cracking unless deteriorated ones were replaced. Both tombs are part of the Theban necropolis where royal families, nobles and priests from the Egyptian New Kingdom were buried. Like most of the tombs in the area, they consist of an enclosed forecourt cut back into the face of the rock, underground chambers where funeral rites took place and an underground chambered tunnel that led to the burial chamber where the body was laid to rest. In the mountain behind and above the forecourt stood a pyramid.

Nebwenenef and Bekenkhons are the only two priests from the reign of Ramses II whose decorated tombs are still standing. From the study of these tombs and their inscriptions, Lanny Bell hopes to find out more about these powerful priests of Amun and the reign of Ramses, who ruled for an unprecedented 67 years and gave his name to about half the known monuments from the Egyptian New Kingdom. Their work is funded through a grant of United States Government counterpart funds administered through the American Interests Section of the Spanish Embassy in Cairo under the office of international activities of the Smithsonian Institution.

—Michele Steege

AMONG OTHER THINGS

BOWLING GREEN'S NEW PROVOST

Dr. Kenneth W. Rothe has accepted the appointment to the provostship of Bowling Green State University in Ohio. He and his family will move to Bowling Green in late spring.

Presently Associate Dean of the College, Dr. Rothe came to Penn as a research associate in physics in 1966 and was appointed Adjunct Associate Professor in the Physics Department earlier this year. He holds joint appointments in the Wharton School and SAMP. During his four years in the College administration, Dr. Rothe has been a prime mover in the reform of undergraduate programs. The projects he helped develop—the College of Thematic Studies, the Freshman Seminar and Environmental Studies program—and his experience as a teacher and administrator led Dr. Hollis Moore, President of Bowling Green, to call Dr. Rothe "a man ideally suited to head [our] academic programs."

Paul Bender's article "The Techniques of Subtle Erosion," published in the December issue of *Harper's Magazine*, discusses the weakening of civil rights under the Nixon appointees to the Supreme Court . . . Dr. William S. Blakemore has taped a television program for the Heart Association which will be aired on WPVI-TV on February 3 at 8 p.m.; other participants are Dr. Peter Kuo, until recently Professor of Medicine, and Dr. Harry Pote, Associate in Medicine.

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Dr. Hennig Cohen, who is Secretary of the Melville Society, attended the Society's annual meeting during the Modern Language Association's convention in New York City. The program, held in the South Street Museum, included dinner and addresses on Melville's New York . . . Dr. Bruce Cooper has recently published "Free and Freedom Schools: A National Survey of Alternative Programs," a study sponsored by the President's Commission of School Finance which indicates that the public free school offers both students and communities the best prospects for future development . . . Dr. Nabil Farhat spoke on longwave holography and its applications during a lecture tour sponsored by the Outstanding Lecturers program of the Institute of Electrical and Electronics Engineers . . . Dr. Henry Faul was appointed by the Buffalo Society of Natural Sciences to make a study of the relationship of the Buffalo Museum of Science and the academic community in Buffalo . . . Herbert Flack, Director of Pharmacy Services at HUP, was one of four authors of "The Current Status of Parenteral Hyperalimentation," an article which won an Achievement Award of the American Society of Hospital Pharmacists for significant contribution to professional literature. Of the other authors, John A. Gans is Clinical Liaison in the pharmacy service at HUP; Stanley E. Serlick was a member of the pharmacy service when the paper was written; and Dr. Stanley J. Dudrick was associate professor of surgery at the School of Medicine.

James O. Freedman has been elected president of the Mental Health Association of Southeastern Pennsylvania; he is also a member of the board of directors of the Pennsylvania Mental Health Association . . . Dr. Allan A. Glatthorn has been appointed to the commission on the English curriculum of the National Council of Teachers of English . . . Dr. William Gomberg was a panelist in a closed-circuit TV program on "How to Restore the Will to Work" sponsored by *Industry Week* magazine and shown in 13 cities . . . Dr. Werner L. Gundersheimer, who recently began a term as president and chairman of the board of directors of the Rosenbach Foundation, was elected to the Council of the Renaissance Society of America. In December he chaired a joint meeting of the American Historical Association and the Society for Italian Historical Studies in New Orleans . . . Dr. Daniel Hoffman lectured on contemporary American literature to the senior seminar in foreign policy of the Foreign Service Institute of the Department of State . . .

Jo Ann Jamann has been re-elected third vice president of the Pennsylvania Nurses' Association . . . Clifford Jordan is serving a second term as president of the P.N.A.; he is one of two nurses from this state to be nominated a charter Fellow of the National Academy of Nursing . . . Dr. Samuel Z. Klausner has published a two-volume report on "The Work Incentive Program: Making Adults Economically Independent," sponsored by the Office of Research and Development of the Department of Labor's Manpower Administration. Jessie Bernard, Sar Levitan and others contributed chapters. Dr. William H. Melody has completed a study for Action for Children's Television which suggests funding other than commercials for children's TV programs. The study will become part of ACT's petition to ban commercials; hearings on the subject are now being held in Washington . . . Dr. Kendall Pye and Drs. Michael Weibel, Arthur Humphrey, and David Graves of the Enzyme Engineering Group were in Guatemala as advisors to the Instituto Centroamericano de Investigacion y Tecnologia Industrial on the application of enzymes in food and agricultural processes: for example, the enzymic clarification of fruit juices . . . George Rochberg's work *Elektrikaleidoscope* was given its premiere performance by the Aeolian Chamber Players on December 19 in New York City.

Louis B. Schwartz addressed the sixth New England Antitrust Conference on "Antitrust and Regulated Industries" . . . Dr. Walter B. Shelley was elected president of the Association of Professors of Dermatology; he is also corresponding member of the French Dermatological Society . . . Dr. Norman L. Thompson and Dr. James M. Larkin attended the meeting of the National Association for the Education of Young Children in Atlanta . . . Dr. Vincent H. Whitney was a participant in the second Asian Population Conference in Tokyo, sponsored by the Economic Commission for Asia and the Far East in preparation for the UN World Population Year in 1974 . . . Dr. Jo-

anna P. Williams, currently a visiting professor at Teacher's College at Columbia, is an associate editor of the third edition of *The Causes of Behavior: Readings in Child Development and Educational Psychology*, published by Allyn and Bacon . . . Dean Bernard Wolfman was group discussion leader of "the Future of Foundations" at the forty-first American Assembly at Arden House; he also attended a conference on "Tax Consequences of American Investments in Israel" at Bar-Ilan University Law School in Ramat Gan . . . Dr. Irving J. Wolman is serving as a part-time consultant to the maternal and child health program of the New Jersey Department of Health, helping to develop and realize a benefit program for hemophiliacs in that State.

A-3 ASSEMBLY

RESPONSE ON GRIEVANCE MECHANISM

The A-3 Assembly Coordinating Committee submits the following comments regarding the Grievance Mechanism for Nonacademic Staff published in ALMANAC December 12:

We feel that the Grievance Mechanism in its present form is:

1. too complicated,
2. too heavily weighted on the side of the administration's viewpoint with no provision for support of the employee viewpoint,
3. lacking of provision for all employees.

The spirit of solution seems lost in the mechanics of procedure.

We would like to see a simple practical mechanism which would provide fair and just treatment for all University employees; which would be administered by individuals who are knowledgeable about personnel policies and acquainted with federal and local legislation and who have a sincere interest in participating in the solution of personnel problems. We consider the last requirement to be of utmost importance.

Before publication of the grievance mechanism in *Almanac* we sent to President Meyerson the following letter, which we feel is more suited to serve both the employee and the University because of its simple structure. A spirit of mutual respect and fairness should also allow it to satisfy legal requirements.

Dear President Meyerson:

The A-3 Assembly, along with other University segments, recognizes the need for a grievance procedure on campus. Discussions within the Coordinating Committee have recently centered around two major points: 1) any grievance mechanism established should be extended to the *entire University community*; 2) the University community should agree that the group charged with hearing a particular grievance should be empowered with *final decision making*.

These two points would be adequately covered, we feel, if the guidelines for such a grievance structure provided for the two parties involved to select two representatives each who would mutually agree on the selection of one other person to sit on the "Board." At the end of the hearing, the decision of the five would be final.

Since a "Board" of this nature would never have the same members, these suggested guidelines would insure immediate individual attention to a grievance and would alleviate the problem of delayed decisions. We also see that no one group or person (by nature of position) would be held responsible to pronounce all final decisions. These guidelines would expedite the institution of such a group at the request of the individuals involved.

In closing, it is hoped that the above points serve to express the overall interest of the A-3 Assembly in the institution of a grievance procedure applicable to all members of the University community.

Mary C. Moffatt
Margaret T. Weyand
Joseph F. Kane

CLARIFICATION ON A-3/A-4 TUITION BENEFIT

The Personnel Benefits Committee text which appeared on page 15 of the December 5 *Almanac* failed to distinguish between tuition for undergraduate courses taken through the University's two part-time schools, and tuition for graduate courses in the various graduate and professional schools.

The action of the Committee covered remission of tuition only in the College of General Studies and the Evening School of Accounts and Finance (and budget was assigned to cover courses only at those schools' rates), but this was not stated in the announcement. Thus A-3 and A-4 staff

who registered for more than one graduate course found that they would be charged for one-half course unit.

As a temporary measure, the University has now arranged to refund the half-course tuition paid by the A-3 and A-4 staff involved this semester. Those affected should contact the Office of Financial Aid for vouchers.

For the future, the Personnel Benefits Committee must take additional action if there is to be a formal policy of tuition remission for two graduate courses. The question will be taken up shortly, and a public announcement made as soon as possible for the sake of those planning to take courses in the fall.

OF RECORD



I. Purpose

This statement is for the guidance of department heads and supervisors. It sets forth currently existing policy and procedure for the orderly processing of requests for classification of positions.

II. Policy

The University seeks to assure equitable salary administration. Such administration is based upon the establishment of appropriate position classifications. Such classifications must be equitable in relation to classifications of other positions in the department and also in other departments of the University, based upon the relative difficulty of the duties and responsibilities of the positions.

III. Administration

Department heads and supervisors share responsibility with the Personnel Office for the establishment of appropriate position classifications. Salary Classification Committees are responsible for making final decisions when there is disagreement on classification between the department head and the Personnel Office.

IV. Procedure

A. New Position

1. The department submits a written position description to the Salary Administration Section of the Personnel Office, normally accompanying the "Request for Employee Services". The position description should summarize the functions of the position and specify the duties and responsibilities in sufficient detail to provide a basis for evaluation.

2. The Salary Administration Section studies the position description and makes comparison with other positions in the University, contacting the department if additional information is needed.

3. The Salary Administration Section notifies the department of the classification for the position. If the department agrees, recruiting to fill the position begins; if not, the Salary Administration Section refers the case to the Salary Classification Committee for final decision in accordance with the procedure outlined in paragraph V below.

4. The classification must be established and the salary to be offered must be agreed upon by the department and the Personnel Office before any offer may be made to a prospective candidate from inside or outside the University.

B. Existing Position

a. Position Vacant

1. Before recruiting to fill the position begins, the same procedure as for a new position should be followed (see IV, A

CLASSIFICATION OF A-1/A-3 POSITIONS

Following is the text of the new Salary Administration Policy and Procedure Governing the Classification of Positions, issued January 22, 1973, by the Personnel Office.

above) if the content of the job has changed or is about to change.

b. Position Occupied by an Employee

1. The department asks the incumbent to complete the appropriate portion of a "Position Classification Questionnaire" if the duties and responsibilities appear to have changed. A supplemental form is also needed if the department believes the position should be reclassified to Administrative Assistant or Business Administrator. The employee's immediate supervisor and the department head or dean complete the indicated portions of the Questionnaire. A cover letter by the department head or supervisor may be used, if desired, to emphasize major responsibilities. The department forwards this material to the Salary Administration Section. (Classification Questionnaire and supplemental material should describe the duties and responsibilities of the position and the qualifications necessary to perform them. Comments on the incumbent's performance and qualifications do not aid in evaluation of relative difficulties of positions.)

2. The Salary Administration Section studies the material submitted by the department and makes comparison with other positions in the University. If necessary, a representative of the Personnel Office interviews the supervisor and/or the employee to secure additional information.

3. The Salary Administration Section notifies the department of the classification for the position. If the department agrees, the classification is established; if not, the Salary Administration Section refers the case to the Salary Classification Committee for final decision in accordance with the procedure outlined in paragraph V below.

V. Resolution of Disagreements

The Salary Classification Committee reviews the material submitted to it. If necessary in the Committee's opinion, it may assign an audit team to review the case. The audit team may meet with the supervisor and/or employee if desirable in order to clarify the material submitted to it. The audit team makes its recommendation to the Committee. If the Committee deems it necessary, it may ask the supervisor and/or the employee and a member of the Salary Administration Section to meet individually with the Committee to present their respective positions personally. The Committee, acting as "the court of last appeal", makes its decision and communicates it to the Salary Administration Section of the Personnel Office which notifies the department.

VI. Forms

A supply of the form referred to in this statement is available in the Personnel Office.

—James J. Keller, Director of Personnel Services

IT IS BETTER TO BLOW OUT ONE LITTLE CANDLE . . .

Following is the text of a letter received by the Office of the President from Governor Milton Shapp on January 22. The Office of Facilities Management and Construction requests the full cooperation of the faculty and staff in responding to the Governor's request.

I am sure you are aware that in Pennsylvania we face a potential shortage of heating and industrial energy. The problem has not reached crisis proportions and will not if we voluntarily take all necessary precautions to reduce the demand on energy sources, particularly in the use of fuel oil.

To this end I have issued an Executive Directive for all State departments and agencies ordering cutbacks in energy usage in all State facilities.

Along these lines, I am also asking voluntary cooperation from State and private colleges and public schools. Enclosed is a list of the steps I have directed the State Government to take. By reviewing these, you should be able to determine where they may be applicable to your school or college and decide how you might cooperate in this venture.

If we act promptly we can forestall a possible energy shortage. I would urge you take all possible steps to prevent this becoming a serious problem in the remaining winter months.

Sincerely,
Milton J. Shapp, Governor

Among the steps on the Governor's list that apply to the University:

Wherever practical, temperatures in buildings should be reduced to 68 degrees.

At the close of work, temperature settings should be reduced by an additional 5 degrees. (One hour before the start of work the setting should be raised to the former daylight setting.)

Consumption of electricity and lighting in all buildings should be reduced as appropriate. For example, as you leave the room, turn off the lights.

The use of all office coffee pots and hot plates should be immediately curtailed.

Electric typewriters and similar equipment should be turned off when not in use.

Desk lamps and overhead lights should be turned off if at all possible.

BULLETINS

FOR PENN-CENTRAL COMMUTERS

In the event of a railroad strike, free parking will be available to University employees at garage #26, 32nd and Walnut streets and River Field. Please show University ID cards to the attendant to gain admittance.

JOB COUNSELING FOR WOMEN

Resources for Women, the Faculty Tea Club project established last semester, will begin counseling programs for women in early February. The program will be a series of five two-hour group sessions concerning personal, vocational, and educational goals. Individual counseling and vocational testing will also be available.

Ona Werner, a doctoral student in psychological services, will direct the program under the supervision of Dr. Arthur A. Dole of the Graduate School of Education and Dr. John E. Free, Director of the University Counseling Service. For more information, telephone the Resources for Women office, Ext. 5537. Hours: Monday, noon-3 p.m.; Wednesday and Thursday, 9 a.m.-noon.

DAILY SPECIAL: 89¢

The Houston Hall snack bar is open again from 8 a.m. to 3 p.m., Monday through Friday. The daily special is an 89¢ hot

sandwich (thanks to infra-red light). More common fare includes Danishes, coffee and other snack items.

CARDIOVASCULAR RESEARCH GRANTS

The Delaware Heart Association is seeking applications for grant-in-aid support for projects designed to furnish new knowledge in the field of cardiovascular disease. Priority will be given to young investigators and to projects dealing with hypertension and atherosclerosis. Application forms may be obtained from the Delaware Heart Association, Suite 60, Independence Mall, 1601 Concord Pike, Wilmington, Delaware; or telephone (302) 654-5269. Deadline is February 28.

PENN-DREXEL LIBRARY PRIVILEGES

University faculty and graduate students may now use Drexel libraries under a reciprocal borrowing agreement made between the two schools this month. University faculty members will have to present Penn identification in order to use the Drexel library; graduate students must obtain a letter of introduction, available at the Van Pelt circulation desk.

A RUSSIAN IS COMING, A RUSSIAN IS COMING

Dr. Igor A. Latyshev, Director of the Japan Sector of the Institute of Oriental Studies of the Academy of Sciences of the U.S.S.R., will be visiting here from March 21-28. The International Research and Exchanges Board of the American Council of Learned Societies and the Social Research Council are sponsoring Dr. Latyshev's tour, which will take him to universities across the continent.

Thomas Winant, Associate Director of Residence and a graduate student in the Department of Oriental Studies, is planning a schedule for Dr. Latyshev which will include both lectures and more informal talks. Faculty and students who would like to meet with the Russian scholar should call Mr. Winant at Ext. 8271.

AT THE CATACOMBS

Alexandra Grilikhes and Cynthia Sadler will give the first of eight poetry readings in the "Woman Poet" series which begins on February 5 at 8:30 p.m. Fourteen poets will participate in the series and there will be open readings on February 26 and April 16. Poetry evenings will be on alternate Mondays through April 30.

Members of the Gray Panthers will present a documentary film and discussion at the Catacombs on February 7 at 8:30 p.m. The Gray Panthers is a national organization for people over 65, though younger members are also welcome. The group has initiated projects in health care, banking services, and other areas where the elderly are often disregarded or discriminated against.

CANCER COMMISSION: RESEARCH GRANTS

The University's Cancer Commission is offering research grants up to \$3000 for a one-year period. The primary purpose of these grants is to serve as "seed money" for the initiation of promising new projects or novel ideas, especially by junior investigators. Relevance to the cancer problem enters significantly into priority considerations. Applications may be made in the form of a two-to-five page letter to:

The Cancer Commission
c/o Miss Rosemary Acinapura
Room 511 Gates E.
Hospital of the University of Pennsylvania

The application should contain a brief review of the background of the problem, a title and plan of research and a list of the proposed expenditures. A short curriculum vitae and a pertinent bibliography, if any, should be included also.

ALMANAC: 515 Franklin Building, Ext. 5274
Editor Karen C. Gaines
Assistant Editor Margaret M. McIlmoyl