

# Almanac

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## Sorbonne Signs Pact with Penn

Making its first pact with an American university, the University of Paris-Sorbonne signed an agreement of academic cooperation with Penn, February 22. [Full text appears on page 5.]

Representing the Sorbonne at the signing was Raymond Polin, the French philosopher and president of the university; Penn was represented by President Martin Meyerson and Vartan Gregorian, dean of the Faculty of Arts and Sciences.

"The agreement opens up many possibilities, including exchange agreements, collaborative research, joint conferences and degree programs between the oldest university in France and one of the oldest in the United States," Gregorian said. The agreement is to last indefinitely.

The Sorbonne has a formal exchange and cooperation agreement with only one other university in the world, Oxford University, England.



PHOTO BY GERALD C. BENNETT, PHILA. INQUIRER

Raymond Polin (left), Martin Meyerson and Vartan Gregorian at the Penn-Sorbonne signing.

## Budget Cuts Projected

Drastic budget cuts are foreseen in several University areas, according to Provost Eliot Stellar. Ice hockey and men's and women's gymnastics will be changed from varsity to club status, and University officials are concerned that they will have to eliminate the Annenberg professional theater series starting next year, when an annual grant of \$250,000 from Trustee Walter Annenberg expires. While the University would provide the Annenberg Center with \$250,000, an additional \$125,000 would be needed, according to estimates, in order to sponsor more than student productions alone. Announcement of further budgetary cuts are expected soon.

These and further budgetary measures are said to stem from a need to curtail spending within the limits of this year's budget shortfall, predicted to be between five and six million dollars. Earlier this year, Pennsylvania Governor Milton Shapp announced that his proposed budget for next year will include no increase in funding for higher education, stabilizing Penn's state appropriation at \$16,391,000. This figure in itself represents a cut of \$1.3 million from the 1976-77 state appropriation.

As we go to press, details of further budgetary measures are being determined. *Almanac* will provide information as it is released.

## Museum Funds Imperiled

Pennsylvania's Senate Appropriations Committee has recommended a 50 percent cut in state funds to the University Museum. The museum has been receiving \$100,000 yearly since 1966.

According to Ronald Goff, secretary of the University Museum, \$50,000 of the state funds had supported the institution's educational outreach programs, while the other half was received as a subvention from the University.

"It's unclear whether it would be the subvention or the educational funds that would be cut. But if they cut the money out of the education budget, we'll be out of the educational outreach business," Goff said. "Our entire education budget is based on those funds. It's the only way we get in touch with school children."

The museum has many times requested an increase in state funding, saying the \$100,000 amount has long been inadequate, particularly in view of inflation.

Cuts in state funding to the Philadelphia Museum of Art and the Academy of Natural Sciences were also recommended.

## Penn Refuses Inquirer Request

Penn has declined a request by *The Philadelphia Inquirer* that it disclose the names of students at the University who have received state senatorial scholarships.

"In my opinion, the University is prohibited by federal law from disclosing this information without the students' prior written consent," said University General Counsel Stephen B. Burbank.

"Although the question is not free from doubt, the Department of Health, Education and Welfare, the agency responsible for the enforcement of the Family Educational Rights and Privacy Act of 1974, has determined that similar scholarships in Illinois are not awards of the sort that the act permits an educational institution to disclose without a student's consent," Burbank said.

"Even if we were free to disclose this information under federal law, it does not appear that the University's published Guidelines on the Confidentiality of Students' Records would permit its release. Need is not a prerequisite for receipt of a senatorial scholarship. However, most of the recipients do have financial need, and the scholarships are for those individuals treated as part of the University's financial aid package. Although the *Inquirer* has assured us that it is sensitive to the privacy and reputational interests of our students necessary in this society, its primary duty is to the public. The University's primary duty in this situation, on the other hand, is to its students."

The University has provided the *Inquirer* with information concerning the history and administration of the program, the level of funding involved, the number of scholarships awarded and has offered to seek the consent of students who have received senatorial scholarships for the disclosure of their names.

Of the other schools—Temple, Penn State, the University of Pittsburgh and Lincoln—only Lincoln disclosed the student's names.

## Nominations for Ombudsman Requested

The president, provost and senior vice-president for management and finance are soliciting nominations for the position of University ombudsman for a term to begin July 1, 1978, when the current ombudsman, Jacob Abel, leaves office. (The Danish term "ombudsman" is neutral by definition, and the position can be held by either a man or a woman.) The office was created in 1970 following a recommendation of the Task Force on University Governance.

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The ombudsman's primary function is to help safeguard individual rights by increasing the responsiveness of the institution to the needs of its members. He or she acts as a sounding board for grievances and as an impartial arbiter of serious conflicts between the individual and the institution. The ombudsman is accessible to all members of the University community but is independent of any segment of that community. He or she supplements but does not replace any existing grievance mechanisms or modes of redress, although the office may recommend changes in existing rules and practices. In specific instances, after examining complaints from members of the University community, the ombudsman attempts to secure either a satisfactory explanation or expeditious redress. In addition, the ombudsman promotes better channels of communication within the University by acting as a clearing house for requests for information, referring them to the appropriate individual or agency.

Traditionally, the power of the ombudsman does not lie in the areas of prosecution or coercion. Rather, the prestige of the office lies in its efforts to solve problems after reasonable investigation, and in its accessibility to anyone with a complaint. In order to function effectively, the office must have access to all sources of information, must be furnished with means for publicizing its actions when necessary, and must expect that the community not only understand its independent function but also accept its role. In turn, the community can expect that the ombudsman will enjoy in advance a reputation for efficiency, integrity and impartiality with all segments of the University.

Certain qualities are of utmost significance to the success of the office. The ombudsman must:

- a. be familiar with the governance of the University;
- b. be skillful, tactful and discreet in all matters which come to the attention of the office;
- c. have the capacity to be impartial until a thorough investigation of the complaint has been made;
- d. possess independence.

During the past seven years, Dr. Abel, his predecessors—Professors Joel Connaroe and James O. Freedman—and their assistants have dealt with hundreds of complaints concerning housing, grading, faculty appointments and tenure, discrimination, payroll, fees, benefits and other issues.

As in the past, the ombudsman will be selected by the president from nominations received from the University community. Nominations should be submitted in writing to the president by Tuesday, March 14, 1978.

## Fund for Dr. Senn Set Up

A library and fellowship fund has been established in memory of Dr. Alfred Senn, professor emeritus of Germanic and Balto-Slavic philology, FAS Dean Vartan Gregorian has announced.

Dr. Senn, who died February 9 at the age of 78, came to Penn in 1938 as a professor of Germanic philology and in 1947 established the Department of Slavic and Baltic Studies. He served as chairman of the department until 1965, retiring at the age of 70 in 1969.

Those wishing to make a contribution in memory of Dr. Senn should send gifts to the FAS office.

## W.L.C. Wheaton, 1913-1978

Dr. William L.C. Wheaton, founder and former director of the University's Institute of Urban Studies, died February 19 in Berkeley, California at the age of 65.

Dr. Wheaton, a professor of city planning at Penn from 1953 to 1963, was considered a leading authority on urban redevelopment, housing and city planning. He co-authored, with President Martin Meyerson, *Housing People and Cities*, published in 1962.

President Meyerson has requested that contributions be sent to the book fund of the Department of City and Regional Planning.

## Word Processing Committee Formed

In a period when personnel must be reduced, University administrators see word processing as one solution. Under University Management Information Systems (UMIS) sponsorship, a Word Processing Advisory Committee has been established to help coordinate and establish policy for campus word processing centers. Provost Eliot Stellar and Senior Vice-President for Management and Finance Paul Gaddis have announced.

University departments are asked to take advantage of the in-house counsel provided by the committee before purchasing word processing equipment. Contact Vennie Browning, the word processing coordinator, at UMIS, 227 Franklin Building, Ext. 4960 for assistance in evaluating word processing needs.

In addition, an Operations Sub-Committee will be forming small task forces to educate, advise and assist administrators. The Association of Business Administrators is represented in the membership of both the committee and the sub-committee.

The members of the Advisory Committee are:

Vennie Browning	Richard T. Paumen, Chair
Manuel Doxer	Paul F. Pitts
Robert Ferrell	Gerald Robinson
R. Peter Jackson	Lee Rosenson
James L. Malone	E.C. Van Merkensteijn.

Sub-Committee members include:

Ernest J. Browne	Saul Katzman
Vennie Browning, Chair	Catherine Redden
Kristin Davidson	Barbara D'Ulisse.
Shirley Hill	

## Sumerian Dictionary In the Works

Scholars from all over the world have been poring over ancient clay tablets from the collection of the University Museum in order to compile the first comprehensive Sumerian dictionary.

The Mesopotamian tablets, some two to three thousand years old, bear the cuneiform texts of hymns, proverbs, epics, poetry and everyday business transactions. Scholars transpose the marks, translating one word at a time, not with the reed stylus used by scribes of old but with modern ink pens.

Dr. Ake Sjoberg, chief investigator of the project, predicts that the first volume, which has been three years in the making, will be completed in two more, and that the 11 remaining volumes will be finished at a rate of one a year.

## Rape Incident Reported

A 20-year old University student was raped in the rooftop lounge of Harrison House, February 22 at 6:40 p.m., University security has reported.

The victim was treated and released from Presbyterian Hospital. No weapon was displayed, and she was not physically harmed. The West Detective Division of Philadelphia Police is pursuing the investigation.

Ruth Wells, crime prevention specialist in public safety, said that receptionists at all residential buildings are being asked to be aware of suspicious activity or visitors. Harrison House is a residential high-rise at 3901 Spruce Street.

Wells said that David Johnston, director of public safety, has instructed plainclothes campus detectives to perform spot patrols. In addition, five new campus security officers, four of them female, went on duty on regular patrol, February 27.

"We ask everyone to report any suspicious persons or activity to security simply by picking up an emergency telephone," Wells said. "We are trying to increase everyone's security awareness."

# Guidelines for Extramural Activities, Associations, and Interests for Administrative and Professional (A-1) Staff

*The following policy statement, a revision of the 1970 Statement of Policy for Extramural Consultative and Other Outside Financial Interests of A-1 Employees, was prepared by D. Bruce Johnstone, vice-president for administration, in consultation with Donald N. Langenberg, vice-provost for graduate studies and research; James E. Davis, executive assistant to the provost; and Nicholas D. Constan, Jr., personnel relations administrator. Suggested draft revisions from vice-presidents, deans, members of the Executive Council, and James L. Malone, head of the A-1 Assembly, have been incorporated. Further comments should be sent to D. Bruce Johnstone (College Hall 101/CO) within thirty days, after which time the document will become official University policy. Once the policy goes into effect, deans and vice-presidents will be charged to disseminate and collect a report on extramural and intramural activities from all A-1 staff each June.*

## Introduction

The University of Pennsylvania recognizes that full-time A-1 employees may have or acquire by virtue of their University positions knowledge and expertise that can be of value to extramural organizations, public or private, and to other departments within the University. Appropriate associations with government agencies, professional organizations, and other extramural organizations can contribute to the development of the employee's professional capabilities and to the fulfillment of the University's public service responsibilities, and may bring credit to the University. Appropriate associations with other University departments may also contribute to the "One University" concept and aid over-all University communications, understanding and efficiency. Consequently, the University permits and encourages such associations, subject to constraints and limitations imposed by the need to avoid conflicts of interest. The purpose of this policy statement is to describe these constraints and limitations, and to present guidelines and procedures by which conflict of interest is to be avoided.

## A. Definitions and General Principles

1. Extramural activities, associations, or interests are those that extend outside the University and that can constitute real, apparent, possible, or conceivable conflicts of interest.
2. Extramural activities include:
  - a. Part-time engagements, with or without compensation, as a technical or professional consultant, practitioner or teacher in other firms or organizations;
  - b. Significant stock holdings or other financial interests, and/or official positions in outside firms or organizations, regardless of work or services performed in those firms or organizations. Such relationships are of concern if either: (1) the firm or organization's activities parallel those in which the University is engaged and in which the administrator plays a role; or (2) the firm or organization has a present or prospective relationship with the University—e.g., as a supplier of goods or services or as a party to a research contract—that may involve the employee in his or her administrative or professional capacity.
3. Intramural activities, associations, or interests are those within the University but outside the primary office or department of the A-1 employee. Intramural activities include consulting work or part-time teaching performed by an administrative or professional staff member for another University department either during the course of the normal work week or outside of normal working hours.
4. A conflict of interest occurs when University resources—including staff time, funds, University reputation, or other University assets—are diverted from, or made less effective in, their

intended purposes by virtue of an individual's activities, associations, or interests outside his or her primary University affiliation. Conflicts of interest include, for example:

- a. Improprieties such as exploiting information or authority derived from one's official University capacity for the purpose of private gain;
- b. Engaging in outside activities to a degree that impairs one's commitment and effectiveness to the University;
- c. Use of University resources—e.g., clerical, travel funds, supplies—in clearly extramural activities;
- d. Using the University name or affiliation for pursuit of personal financial or political gain, or for the purpose of enhancing prestige.

5. Conflict of interest is not a precise term, and it is subject to interpretation of degree. That is, an activity or interest may be deemed a conflict of interest when practiced with regularity and not so when practiced only rarely or in such a way as to constitute no possible diversion of resources or diminution of effort. Similarly, although activities such as teaching in the University without compensation or serving on national advisory panels can become "conflicts of interest" because of the diversion of time and effort, there will generally be a considerably greater tolerance for such extramural or intramural activities that do not bring direct private gain than for those that either do or might.

6. At the same time, most University officers encourage many of their administrative and professional staff to attend professional associations and to engage in the kinds of limited teaching and consulting arrangements that further develop the capabilities for which the staff members are employed, and it is not intended that these policies and procedures hinder such activities.

## B. General Policies

1. All extramural and intramural activities (see A.1 and A.2) must be reported to the individual's immediate supervisor, who must be satisfied that no conflict of interest exists. Clearance should be sought well before the possible starting time of any such activity.

2. Extramural activities may not divert or diminish the work of an administrative or professional staff member, nor draw on University resources except most incidentally and never to the detriment of the University. It is particularly important that extramural activities for compensation not use University supplies, telephone, postage, and the like, nor, except incidentally, space or clerical facilities unless full reimbursement is documented.

3. Intramural activity during a portion of the normal working day—for example, a regular part-time teaching assignment—may provide a source for part of the individual's compensation, but should not normally provide compensation at a rate in excess of the regular full-time A-1 compensation rate. Exceptions to this policy must be approved by the provost or dean, or appropriate vice-president. In no case may an individual be paid from any University source without a Personnel Action Form being signed by his or her primary, immediate supervisor.

4. Extramural or intramural activities performed after normal hours, on weekends, or during the vacation periods must still not interfere with the individual's regular assignments, nor draw upon University resources. Any substantial extramural activity of this sort should be reported (see C below).

## C. Reporting

1. All A-1 staff will complete a report, "A-1 Extramural and Intramural Activities," annually.
2. Forms will be collected, examined, and retained by the appropriate dean or vice-president, who shall be responsible for adherence to the guidelines by all staff members. These administrative officers shall themselves execute the same form, submitting it for examination and retention to the office of the president.

# Agreement Governing the Special Relationship between Pahlavi University and the University of Pennsylvania

The following agreement was signed July 9, 1971 between President Martin Meyerson, University of Pennsylvania, and Ali Farpour and Abbas Ar-rushdi of Pahlavi University. The agreement will expire June 1, 1978.

## Preamble

The following agreement governing the special relationship between Pahlavi University and the University of Pennsylvania stems from a firm belief in strong academic ties between universities in general, and in the over-all success of the previous contractual relationships between the two universities, referred to hereafter as Pahlavi and Pennsylvania.

This relationship, beginning with an AID sponsored contract from 1962-1967, and with little alteration for a further five-year period with Pahlavi funding, was reviewed by both universities during the spring of 1971, and changes were incorporated into a new agreement to reflect the growth and development at Pahlavi those past ten years. Key developments are foreseen in the future which call for continued academic collaboration at many levels.

## Nature of This Extended Agreement

This agreement is designed to continue the tradition established under the previous agreements and in particular to provide a ready response by Pennsylvania to changing needs at Pahlavi. Two principles are involved: versatility, so that any one of the rich academic resources at Pennsylvania can be called upon as need arises; and flexibility, in that the relationship between the two universities is not to be regarded in terms of any one pattern of faculty participation or any one particular type of commitment.

## Working of the Extended Agreement

To achieve this objective, two academic coordinators who would be mutually acceptable to both institutions—one from the faculty at Pahlavi and one from the faculty at Pennsylvania—will be appointed. Ideally they should be of senior standing, and the Pennsylvania coordinator should have spent some time at Pahlavi. Subsequent appointments shall be proposed as early as possible prior to a change in the incumbency.

The Pahlavi coordinator, through consultation with the deans of the various schools, will identify particular areas and particular ways in which Pennsylvania might be of service. The Pennsylvania coordinator will explore the feasibility of such proposals with his administration and faculty, and assist in putting them into practice. All communications between the two universities concerned with day to day working of the special relationship, in typical activities as described below, will be channelled through the two coordinators in the interests of quick and effective action.

## Typical Activities Under the Extended Agreement

1. Under the extended agreement, the Pennsylvania coordinator will be informed of a vacant faculty position or the creation of a new one by the Pahlavi coordinator. Using the existing dossiers in Philadelphia and, in addition, advertisement where and when necessary, he will compile a short list of candidates with the assistance of the chairman and possibly other faculty of the appropriate department at Pennsylvania. At the request of Pahlavi, in some cases promising candidates will be invited for an interview, to meet with the faculty, and to give a seminar. The coordinator will forward the list with comments to the coordinator at Pahlavi for consideration by their administration and faculty. Further correspondence between prospective candidates and Pahlavi will then be conducted directly to minimize the number of links in the chain of communication and to enable decisions to be reached as soon as possible. Within this procedure it is understood that the two academic coordinators will keep each other informed of the current status of all negotiations.

The only exception to this procedure will be faculty or research personnel at Pennsylvania who may be interested in direct hire positions at Pahlavi. In such cases, the Pennsylvania coordinator will be available for advice at any stage in the negotiations.

2. *Participation of Pennsylvania faculty.* The conditions at Pahlavi no longer hold in general which in the past led to long-term (semester or yearly) visits by Pennsylvania faculty serving the most useful purpose, and, while for the future, shorter visits are expected to be much more effective, it is contemplated that for the sake of continuity of the program, from time to time one member of the Pennsylvania faculty will be recruited to Shiraz.

In the case of the Medical School, these persons are envisaged as contributing mainly to its advanced professional instruction; in the Engineering School, to the development of its Ph.D. program. In the College of Arts and Sciences, several faculty will visit from time to time as ad hoc committees to conduct academic reviews and make recommendations. Groups of faculty will likewise be called upon for a similar purpose in the other schools.

Long-term assignments are not excluded: it is simply that for the time being they will be exceptions, not the usual practice. Arrangements for such appointments will be made on an individual basis. Pennsylvania faculty visiting for short periods of time will be provided with a round-trip economy airline ticket, Philadelphia/Shiraz, or at the excursion rate if practicable, a per diem allowance en route, and hotel and living expenses during their stay.

Against this background of faculty participation it is expected that areas of special interest will be identified and developed where Pahlavi and Pennsylvania complement each other particularly well in faculty and resources. Obvious examples are fields like archeology, anthropology, fine arts and the history of art, literature, medical research topics such as leishmaniasis, and international research efforts like the satellite project for geological surveys, water resource studies, and the evaluation of agricultural crops.

## 3. Other General Activities Related to Pennsylvania.

a. *Sabbatical leave.* When a Pennsylvania faculty member is invited to Pahlavi under provision of sabbatical leave, up to one-half of his regular salary will be provided by Pennsylvania, and Pahlavi will provide the remainder, assuming the salary is not too high.

When a Pahlavi faculty member is invited to Pennsylvania under the provision of sabbatical leave, Pahlavi will pay its normal sabbatical leave salary and Pennsylvania will attempt to arrange to supplement his salary by one-half the average salary of a Pennsylvania faculty member with comparable rank and experience.

b. *Exchange when on leave of absence without pay.* In addition to sabbatical leave, Pennsylvania and Pahlavi will encourage faculty exchange on a direct hire basis. Salaries for such persons will be arrived at by direct negotiation.

Transportation costs in either case will be determined by direct negotiations.

c. The feasibility of student visits and exchanges at both undergraduate and graduate levels will be explored, especially in the "special interests" areas mentioned under 2.

4. *Joint research projects.* The submission of joint research proposals to government agencies and foundations will be carried through with vigor. However, operational details including financial arrangements shall be the subject of negotiations in each case.

## The Academic Coordinators

As stated above, the academic coordinator at Pennsylvania should preferably be a senior member of the faculty who has had experience at Pahlavi.

Pahlavi will supplement the coordinator's salary for services rendered in addition to his normal academic duties at Pennsylvania by the payment of an honorarium, and also meet the salary necessary for administrative services and attendant office expenses.

It is desirable that the academic coordinators periodically visit their counterpart institution. In the event of the Pennsylvania coordinator visiting Pahlavi, he may participate in teaching seminars and other academic activities. The Pennsylvania-Pahlavi budget will meet his necessary travel expenses. Pahlavi University will provide room and board while he is in Iran.

## Budget

1. The funding for visits by Pennsylvania faculty, both short and long-term, will be set up on an ad hoc basis at Pahlavi, and

arrangements made individually through the Pahlavi and Pennsylvania coordinators.

2. Pahlavi will make \$35,000 available annually not later than June 1 to cover the salaries, honoraria, and expenses at Pennsylvania as stipulated above. A detailed accounting of expenditures will be submitted by Pennsylvania at the end of each budget year.

## Duration and Timing of the Extended Agreement

Either party may terminate this agreement by giving written notice of cancellation one year in advance to the other party by certified air mail letter to the president of Pennsylvania or the chancellor of Pahlavi, provided that the Pennsylvania-Pahlavi budget must be funded by Pahlavi to an extent which will permit Pennsylvania to perform all agreements or commitments it may have undertaken under the agreement. Pennsylvania shall render a final accounting with respect to the budget to Pahlavi not later than six months following the termination and return to Pahlavi any amount remaining in such fund.

# Agreement of Scientific Cooperation between the University of Paris-Sorbonne and the University of Pennsylvania

*An agreement of scientific cooperation between the University of Pennsylvania, in Philadelphia, and the University of Paris-Sorbonne (Paris IV) represented respectively by President Martin Meyerson and President Raymond Polin; in view of the University and Cultural Exchange Convention of May 7, 1965 (the Fulbright agreement), the following agreement of scientific cooperation is concluded, according to the following provisions:*

**I.** The two universities will proceed with the exchange of two professors from each university annually in disciplines common to the two universities. The length of the exchange will vary, from a minimum of one semester to a maximum of one academic year. The duty of the invited professors will be to provide the service of teaching, to guide the work of students, and to conduct seminars at the inviting university.

The professors so invited will keep in full the salary from their own university during their tenure at the inviting university.

They will be invited to request travel subventions according to the terms of the Fulbright university exchange program. To this end, the professors from the University of Pennsylvania should approach the Council for International Exchange of Scholars, 11, Dupont Circle, Washington, D.C. 20036. The professors from the Sorbonne should approach the Commission Franco-Americaine d'Exchanges Universitaires et Culturals, 9 rue Chardin, 75016 Paris.

The requests should be submitted to these two organizations at least six months before the envisaged date of departure for the other country.

**II.** The two universities will proceed with an exchange of two research fellows ("maîtres assistants et assistants/assistant professors and lecturers") from their respective universities to conduct research in fields common to both universities, in order to pursue their scholarly researches.

These exchanges will take place under conditions identical to those proposed for French professors of category "A" or for American professors or associate professors.

They will also keep their salaries from their home university and may request a subvention for travel expenses in accordance with the terms of the Fulbright university exchange program, writing to the above indicated addresses and at the above indicated dates.

**III.** On an experimental basis, the two universities will exchange each academic year one native teaching assistant, according to the regulations in force which govern exchanges in this domain

between France and the U.S.A. The French teaching assistant will teach students of French in the Romance Languages Department at the University of Pennsylvania, and the American teaching assistant will teach students of English in the *Institut d'Anglais et d'Etudes Nord-Américaines* at the University of Paris-Sorbonne. The list of candidates must arrive at the inviting university before the March 30 of the academic year preceding the academic year for which the native teaching assistant will be invited.

**IV.** The two universities will work together in developing cultural and scientific cooperation between the two countries. They will exchange publications, information, and all scientific documentation of common interest.

**V.** The University of Paris-Sorbonne offers its collaboration in the American Foundation at La Napoule in:

- a. the organization of colloquia, in fields common to the two universities;
- b. appointing members of its teaching staff to participate in the summer courses in French language and civilization organized by the University of Pennsylvania for its students in the framework of the activities of this foundation;
- c. appointing students of the *deuxième* cycle (two for the summer of 1978) whose role will be to aid the American students in order that a fuller awareness of the students of our two countries may be created thanks to these summer courses.

**VI.** The University of Paris-Sorbonne commits itself to facilitate the steps made by the University of Pennsylvania toward an agreement of scientific and cultural cooperation with the University of Paris II (law and economics) and Paris VI (science and medicine). This will insure a cooperation covering all the disciplines offered at the University of Pennsylvania and those of three Parisian universities.

**VII.** This agreement will take effect beginning with the academic year 1978-79. It may eventually be revised at the end of the first year of operation for the purpose of improving, if necessary, its terms and conditions.

Furthermore, it will be renewable by tacit agreement unless notice of termination is given by one or the other of the parties six months prior to the beginning of the following academic year.

The text of this agreement is drawn up in French and in English. The two texts, certified as corresponding to each other are written in two copies both of which have been signed and sent to each of the two parties.

## Public Safety Policy Guidelines and Procedures

*The following Public Safety Policy Guidelines and Procedures were developed by a task force appointed by President Martin Meyerson last spring, as a follow up to the investigation by the Committee on Open Expression of the Office of Security and Safety. Drafts of the guidelines were circulated for comment, and suggested revisions are represented in the final draft below. Task force members included: Fred A. Shabel, Curtis L. Barnes, Jr., Phyllis W. Beck, Stephen B. Burbank, David L. Johnston, Douglas Lewis, Patricia A. McFate, Curtis R. Reitz and David Solomons.*

### Responsibility for Protection of Open Expression at Demonstrations and Public Meetings

The University of Pennsylvania, as a community of scholars, affirms, supports, and cherishes the concepts of freedom of thought, inquiry, speech, and lawful assembly. The freedom to experiment, to present and examine alternative data, and to debate various views, and the freedom to voice criticism of existing practices and values, are fundamental rights that must be upheld by the University in a free society. The exercise of these rights within the limits of the Guidelines on Open Expression (III E) will be protected. The University also affirms the rights of all persons to pursue their normal activities within the University and to be protected from physical injury or property damage.

#### A. Demonstrations

Under the University Guidelines on Open Expression, the vice-provost for undergraduate studies and University life, in order to assure that the rights of all concerned are respected, is designated as the individual responsible for supervision of demonstrations on campus.

It is the responsibility of the director of public safety (or a designated member of his staff) to assure that the vice-provost (or a designated member of her staff) is properly notified if a demonstration takes place on campus.

To the extent that the actions of the campus police may affect the participants' rights of open expression, and where circumstances permit, the director of public safety shall coordinate such actions with the vice-provost or a designated member of her staff.

#### B. Public Meetings

On occasion, the rights of individuals or groups using campus facilities may be jeopardized. It will be the responsibility of the vice-provost to determine whether other administrative offices should be informed of a planned use of University facilities. It will be the responsibility of the vice-provost to notify the department of public safety if she concludes that uniformed officers are necessary in order to protect the open expression rights of the participants and others. Uniformed security personnel assigned to assist at public meetings will be accompanied by a supervisor (sergeant or lieutenant) and will wear their normal duty uniform.

On other occasions, security personnel may be necessary when prominent public figures are involved or when it is determined by the director of public safety that there exists an imminent danger of violence at the event. Security personnel may also attend if requested by the person or group responsible for the event.

#### C. Reports

In instances where no alleged criminal action or violation of University regulations is involved at a demonstration or public meeting, public safety personnel will not make written investigative reports of the event.

### Disclosure of Information

Records maintained by the department of public safety must be maintained apart from educational records and must be solely for law enforcement purposes. Information in public safety records may not be disclosed to any individual other than law enforcement officials with jurisdiction over the same activity (according to the procedures set forth below).

*Education records of the University may not be disclosed to members of the Department of Public Safety.*

Requests to the department of public safety for any information concerning a student which are not made in connection with a pending criminal investigation (such as requests for verification of enrollment) will be referred to the office responsible for that record.

Examples of appropriate offices responsible for various types of records include:

education (academic) records:	Registrar's Office
financial records:	Treasurer's Office
placement records:	Placement Office

Requests for information about a possible criminal record will be referred to the Philadelphia Police Criminal Records Division. The person making the request will be notified of the action taken to fulfill the request.

Requests to the public safety department—from law enforcement officials with jurisdiction over the same activity—for information in connection with a pending criminal investigation will be honored, upon specific prior approval of the appropriate public safety division head and the director of public safety. The director of public safety will notify the general counsel of all such requests for shared criminal investigation information.

Any questions regarding the interpretation or implementation of this policy will be referred to the general counsel for approval prior to the information being released.

Public safety personnel who violate these rules will be subject to departmental disciplinary procedures.

### Use of Students in Security Activities

Students should be adequately *screened* prior to being accepted by the program to assure their suitability for the assignment, according to criteria approved by the director of public safety. Appropriate interview/application/screening procedures will be developed by the crime prevention specialist and must be approved by the director of public safety.

Student security assistants should be adequately *trained* for the job they are to perform. Training programs will be supervised by the crime prevention specialist.

Student security assistants should be properly *supervised* while on duty. The supervisor is responsible for their on-the-job performance.

Student security assistants should be identifiable, i.e., they should wear an identifying armband, jacket, etc. *Exception:* Student security assistants assigned to approved theft prevention duty may remain unidentifiable.

Except with the approval of the vice-provost, assignments for student security assistants shall be limited to:

*Escort service*

*Checking emergency telephones*

*Lockdown and door checks*

*Campus patrol*

*Theft-prevention duty (bookstore, bicycle patrol, locker rooms, residences).*

A list of student security personnel and their duties shall be maintained by the crime prevention specialist. A copy of personnel and assignments will be provided the vice-provost monthly. Any question about appropriate use of students for security purposes will be cleared with the vice-provost.

## Access to Confidential Material

1. Reports concerning alleged crimes or alleged violations of University regulations shall be considered confidential, and shall be kept in locked files when not in use.
2. Files containing confidential material shall be locked when a security officer is not in the room.
3. Student security assistants shall not have access to confidential material.
4. Student security assistants shall not be present when persons are being questioned by campus security officers, unless they have first-hand knowledge of the circumstances which are the subject of the inquiry, and their presence is deemed necessary by the security officers.
5. Violation of these procedures will subject student security assistants to immediate termination from the department of public safety. Security officers will be subject to departmental disciplinary procedures.

## Positions Open in International Program

The University's International Residential Program, located on two floors of Harnwell House, has a staff/faculty position open for next year. The program is composed of American and foreign students interested in a cross-cultural living experience. Faculty members, graduate students and staff members are encouraged to apply. For more information, contact Robert Hill, associate director of residential living, at Ext. 7515.

## Openings

*The following listings are condensed from the Personnel Office's Bulletin of February 23. Dates in parentheses refer to the Almanac issue in which a complete job description appeared. Bulletin boards in 13 locations throughout the campus list full descriptions. Those interested should contact Personnel Services, Ext. 7285. The University of Pennsylvania is an equal opportunity employer. The two figures in salary listings show minimum starting salary and maximum starting salary (midpoint). An asterisk (\*) before a job title indicates that the department is considering promoting from within.*

### Administrative/Professional

**Administrative Coordinator** (2-21-78).

**Assistant Dean** (1-24-78).

**\*Assistant Director, Personnel Relations** (2-21-78).

**Assistant General Counsel** (1-17-78).

**Assistant Health Physicist** (2-21-78).

**Director, Small Animal Hospital** (1-31-78).

**\*Head Nurse** (1-17-78).

**Instrumentation Specialist** (2-21-78).

**Junior Research Specialist** (two positions) (a) (1-24-78); (b) (2-21-78).

**Junior Research Specialist I** (2-21-78).

**Programmer-Analyst II** (1-24-78).

**\*Research Specialist I** (2-21-78).

**\*Research Specialist II** (2-21-78).

**Research Specialist III** (two positions) \*(a) (12 months) (2-21-78); (b) acts as a field liaison for research project, identifies patients to be interviewed, is responsible for sampling procedures (master's degree from school of public health, major in epidemiology or biostatistics, experience in biostatistics). \$13,250-\$18,575.

**Research Specialist IV** (2-21-78).

**Senior Administrative Fellow** (live-in position) (2-21-78).

**Staff Writer II** (1-24-78).

### Part-Time

**Computer Programmer** (2-7-78).

**Staff Nurse** (2-7-78).

### Support Staff

**Administrative Assistant I** (two positions) (2-21-78).

**Administrative Assistant II** (two positions) (a) (1-31-78); (b) maintains ledgers and assists in preparing budget estimates (two years' college or business school, two to three years' experience). \$7,700-\$9,850.

**Admissions Assistant** performs secretarial duties for director, runs office in absence of director. High school graduate, some college, four to five years' secretarial experience. \$7,150-\$9,150.

**Cashier** (2-7-78).

**Clerk IV** is responsible for the issuance, control and closing of all pertinent accounting entries. High school graduate, two to three years' college in business administration. \$6,700-\$8,575.

**Dental Assistant I** (2-21-78).

**Head Stockkeeper** (2-7-78).

**Library Clerk** (2-21-78).

**Licensed Practical Nurse** (four positions) (1-31-78).

**Nurse Practitioner I** reviews in-home service requests identified by in-home coordinators and makes professional recommendations about home care needs. Bachelor's or master's degree in nursing (community health). \$11,515-\$16,125.

**\*Office Automation Operator** (1-31-78).

**Psychology Technician I** (a) (three positions) (2-21-78); (b) collates data from clinical research, runs statistical analyses on computer (college graduate, knowledge of computer programming and statistical analysis). \$8,625-\$11,050.

**Research Laboratory Technician II** (two positions) (2-21-78).

**Research Laboratory Technician III** (three positions) (a) (1-31-78); (b) (2-21-78).

**Secretary I** serves as receptionist and manages small office. High school graduate. \$5,800-\$7,400.

**Secretary II** (four positions) \$6,225-\$7,975.

**Secretary III** (six positions) \$6,700-\$8,575. **Secretary III** screens correspondence, arranges appointments, meetings, trips. High school graduate, five years' secretarial experience, knowledge of at least one foreign language. \$6,700-\$8,575.

**Secretary IV** (1-31-78).

**Secretary, Medical/Technical** (three positions) \$7,150-\$9,150. **Secretary, Medical/Technical** types drafts of letters, manuscripts; maintains filing system. Degree preferred, secretarial experience, bookkeeping; must be willing to stay after 5 p.m. occasionally. \$7,150-\$9,150.

**Secretary to Dean** (2-21-78).

**Senior Collection Assistant** (2-21-78).

**Senior Payroll Clerk** (2-21-78).

**Stack Attendant** (two positions) (2-21-78).

**Student Records Assistant** (2-21-78).

### Part-Time

**\*Air Conditioning and Refrigeration Mechanic** maintains, repairs and troubleshoots air conditioning and refrigeration systems. Five years' experience in centrifugal chillers and reciprocating compressors, technical school background. Salary to be determined.

**Administrative Assistant I** (three years) is in charge of research, scheduling and testing of subjects. Experience in conducting research, grants, and office management, excellent typing. \$7,150-\$9,150.

**Bookkeeper** (one day per week) acts as secretary to annual membership campaign, is responsible for cash advances, billing. High school graduate, excellent typing, bookkeeping. Salary to be determined.

**Laboratory Assistant** (two positions) (2-7-78).

**Nurse Practitioner I** (see Support Staff listing under same title for description).

**Project Practitioner II** develops health guidelines and procedures, acts as liaison with health community. Master's degree in public health nursing, experience in administration and supervision. Salary to be determined.

**Secretary** (2-7-78).

**Secretary I** (position ends in mid-May) types reports and manuscripts from dictaphone, edits material, arranges meetings. High school graduate, some office experience, excellent typing. Salary to be determined.

**Typist** (minimum six months, three to four hours per day average) transcribes dictation, minutes, reports, correspondence. High school graduate, minimum 65 w.p.m. Salary to be determined.

### School of Dental Medicine

**Permanent Part-Time Technician** (2-21-78).

# Things to Do

Please note that because Almanac will not be published the week of spring break, those events that would normally appear March 14 will be listed March 7. Because of this change of schedule, we will extend our normal Tuesday deadline for Things To Do to noon Thursday, March 2.—The Editors

## Lectures

Today at 3 p.m., Dr. Induprakash Pandey of the University of Frankfurt discusses **Feminist Trends in Hindi Novels Written by Women after 1970** for the South Asia Regional Studies department and the Seminar on Non-Western Literature in Williams Hall, fourth floor, West Lounge. § **Democracy on the Southern Horizon: Will Latin American Military Regimes Allow It?** is analyzed by Reuben Perina, a Ph.D. candidate in international relations, March 1, 4:15 p.m., Foreign Policy Research Institute, 3508 Market Street, Science Center, Room 350. § Dr. D. Homer Thompson, professor of classical archaeology, Institute for Advanced Studies, Princeton, outlines the **Restoration in Athens** for the University Museum Archaeology series, March 1, 5:30 p.m., Rainey Auditorium (\$2.50). § **Judaism: Spiritual Paths** are explained by Mayer W. Selekman, rabbi of Temple Sholom, Broomall, Pa., in a seminar sponsored by the Christian Association and St. Mary's Church, March 1, 8 p.m., St. Mary's parish hall library. § The South Asia seminar series explores **Nomadic Pastoralism** with Dr. Brian Spooner, associate professor of anthropology, March 2, 11 a.m., University Museum, Room 138. § Tyrone Brown, the newest member of the Federal Communications Commission, profiles his **First Three Months at the Commission** in the opening Annenberg School of Communications colloquium, March 6, 4 p.m., Annenberg School. § Lynn Badger of the Institute for Scientific Information explains **Efficient Literature Searching Using S.C.I.** to the Department of Chemical and Biochemical Engineering, March 6, 3:30 p.m. (coffee 3 p.m.), Alumni Hall, first floor, Towne Building. § Professor I.M. Singer of MIT and the University of California at Berkeley enumerates **Some Problems in Global Differential Geometry Related to Quantum Field Theory** in the first series of Hans Rademacher Lectures (see *Almanac* February 21), March 6, 4:30 p.m., March 7, 2 p.m., and March 8, 3 p.m., David Rittenhouse Laboratory, Room A-6. § **Photoacoustic Spectroscopy** is the topic for a Department of Bioengineering seminar with Harry Reichard of the Princeton Applied Research Corporation, March 8, noon, 554 Moore Building. § Andrew Strenk, a former U.S. Olympian and a Ph.D. candidate in political science at the University of Southern California, looks into the **Politics of International Sports**, March 8, 4:15 p.m., Foreign Policy Research Institute, 3508 Market Street, Science Center, Room 350.

## Films

Wharton Film Series offers **Building an Organization** March 2, 6:30 p.m., and March 3, 11 a.m., in Vance Hall B-1. § Annenberg Cinematheque's Exploratory Cinema screens **Wavelength**, **Take Off**, **5X Marilyn**, **Lemon**, **Pasadena Freeway** Stills and **Hand Held Day** to study Cinema Exploring Cinema: **Sex, Light and Movement**, March 1, 7 and 9:30 p.m., Studio Theater, Annenberg Center (students \$1, others \$2). § **Deliverance** (7 and 9:30 p.m., \$1) and **Hitchcock's The 39 Steps** (midnight, 75¢) are shown by PUC in Fine Arts Auditorium, B-1, March 3. § Annenberg Cinematheque features the critically acclaimed **Celine and Julie Go Boating**, March 4, 9 p.m., and March 5, 5:30 p.m., Studio Theater, Annenberg Center (students \$1, others \$2). § **Six Fables of Jean de la Fontaine**, originally produced for French television, were selected for the University Museum's children's film program March 4, 10:30 a.m., Harrison Auditorium. § **Jonah, Who Will Be 25 in the Year 2000**, described by its director D.A. Tanner as a "dramatic tragi-comedy in political science fiction," is the University Museum's adult film March 5, 2:30 p.m., Harrison Auditorium. § The University Museum brings back the film series **China: The Enduring Heritage**, on four successive Tuesdays, beginning March 7, 5:15 p.m., Harrison Auditorium (\$1). Free guided tours of the Museum's Chinese collection will be given at 3:30 p.m., prior to the films.

## Exhibits

The photographic prints of **Johann Shanholt**, sculptor, photographer and filmmaker, are on display now through March 24 at the Houston Hall Art Gallery. Hours: 10 a.m. to 5 p.m., Monday through Friday. § The Women's Cultural Trust highlights Susan S. Keleman's **Works in Natural Fiber**, March 3 (opening, 5 to 7 p.m.) through March 31 in the Crafts Gallery of the Christian Association. Hours 11 a.m. to 5 p.m., Monday through Friday. § **Marson Ltd. of Baltimore** sponsors a special exhibition and sale of original Oriental art March 6 and 7 in the Houston Hall Gallery. Hours: March 6, 11 a.m. to 7 p.m.; March 7, 10 a.m. to 4 p.m.



*This somnambulant soul is undoubtedly preparing to hear the University Symphony Orchestra play Mendelssohn's "Incidental Music to A Midsummer Night's Dream." See Mixed Bag.*

## Conferences

Penn Women's Center completes its Special Status program on the family with **The Family: Future Outlooks**, February 28, 7:30 p.m., in Houston Hall's second floor Harrison-Smith-Penniman Room. § Elliot D. Mossman, chairman of the Slavic languages department, Christopher Osakwe, a member of the Bar of Moscow, U.S.S.R., and a visiting professor of law at Penn, and Louis B. Schwartz, Benjamin Franklin University Professor of Law, are the participants in a **Conversation on Soviet Law**, March 6, 3 p.m., the Law School, Room 213. § HERS, Mid-Atlantic and the University of Delaware co-sponsor a conference on **Effective Administration and Human Behavior Skills** March 6 and 7 at the Wilmington Brandywine Hilton. For further information, contact Mae Carter, Division of Continuing Education, University of Delaware, Newark, Delaware 19711, or call HERS Mid-Atlantic, Ext. 5425.

## Mixed Bag

The first **Philadelphia Gay Cultural Festival** begins March 3 with a film, **Gay USA: The Politics of Celebration**, 8 p.m., in the Christian Association Auditorium (\$2). A panel discussion follows the film. § **Feast on a Jamaican Buffet** and enjoy live music at the Faculty Club, March 3, 5 p.m. Reservations: Ext. 4618. § Ravel's **Rhapsodie Espagnole**, Wagner's **Prelude to Parsifal**, and Mendelssohn's **Incidental Music to a Midsummer Night's Dream** are on the program for the University Symphony Orchestra's concert, March 3, 8:30 p.m., Irvine Auditorium. Eugene Narmour will conduct the Ravel and Wagner works, and Richard Wernick the Mendelssohn. § As a special accommodation for visitors to the Flower Show at the Civic Center, the University Museum will give **highlight tours** of its collection March 7 through March 11 at 3 p.m. Tours are regularly scheduled every Wednesday. § **Robert Hayden**, author of *Angle of Ascent* and consultant in poetry to the Library of Congress, reads his poetry for the Writing Program and the Afro-American Studies department March 8 at 4 p.m. in College Hall's Philomathean Room, fourth floor.

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