

Almanac

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Trustees

Janis Somerville Appointed Vice-Provost

Janis Somerville, secretary of the corporation since September 1977, will become vice-provost for University life on July 1, it was announced by the executive board of trustees at the open stated session on Thursday, April 4. As vice-provost, Somerville will have responsibility for the welfare and development of graduate and undergraduate students and for such areas as admissions and financial aid, student residences and student life, recreation and intercollegiate athletics, registrar, counseling, career advising and placement.



Somerville came to Penn in 1977, the first woman to be appointed secretary of the corporation in the University's history. Philip G. Mechanick has served as acting vice-provost since last summer when Patricia McFate, who had the title vice-provost for undergraduate studies and University life, was named deputy chairman of the National Endowment for the Humanities. Provost Vartan Gregorian has expanded the position to include wider responsibilities.

From 1976 to 1977 Somerville worked for the Educational Testing Service in Princeton as secretary of the Graduate Record Examinations Board and as program director. At Salem College she served first as the director of a presidential commission on curriculum planning, then became the school's chief academic officer. She was associate academic dean, planning director and assistant professor of education at Newton College from 1970 to 1972, and before that director of the North Carolina Human Resources Development Program. She worked in the planning and student affairs offices of Ohio University, Athens, Ohio from 1966 to 1969. She received her B.A. from Penn State and an M.B.A. from Harvard. She is working towards a Ph.D. in education from Duke University.

"She's terrific, she's dynamic, she's tough, she's unique," Gregorian said of her. "I'm very proud to have her as one of my chief lieutenants and as an advocate of students."

"I can't imagine having had a better introduction to the University than as secretary of the corporation," Somerville said. "I share with others in higher education the excitement about working with the kind of students that Penn has. I'm delighted."

Demonstration Greets Executive Board

About 100 chanting students protesting University investments in companies active in South Africa staged a demonstration outside the West Lounge of Houston Hall, the location of Thursday's executive board meeting. While the question of divestment did not appear on the meeting's agenda, Chairman Paul F. Miller, Jr., announced that he had received seven proposals from the Committee on Divestment, and that they would be given to Judge A. Leon Higginbotham's Trustee Committee on University Responsibility. "We have no intention of taking...action on the

issue without students being in session," he said. Because of the scheduling of meetings, no action will be taken until the next academic year. Miller said he has invited each of the trustees to submit his or her opinion on the subject to Higginbotham, but those opinions will not be made public.

In other business, Miller announced that as of March 30, 1979, the Program for the Eighties had received \$180,590,562, or 71 percent of its \$255 million campaign goal.

General Counsel Stephen B. Burbank reported the Federal Communications Commission's decision to deny the University's petition for reconsideration of the license renewal denial of student radio station WXPB-FM. (See Almanac, April 3, 1979.) Two options are available, Burbank said: to file an application for a license and again ask for a waiver of the one-year ban on applying, or to go to the Court of Appeals of the District of Columbia. A resolution was passed enabling the president "in consultation with the general counsel and the chairman of the Subcommittee on Electronic Communications...to take those actions prior to the next meeting of the executive board that he deems necessary and appropriate..."

In another resolution, the executive board approved the renovation of the six houses west of the Ware College House in the Quadrangle Dormitories under a grant received from the Kresge Foundation. The renovations will take place in the summers of 1979 and 1980 in order not to displace students.

The board approved the appointments of D. Robert Yarnall, Jr., to the College of Engineering and Applied Science Board of Overseers; Bruce Graham to the Board of Overseers of the Graduate School of Fine Arts; Joseph F. Bernstein to the Wharton Board of Overseers; and Loida H. Coleman, Elizabeth S. Cummin and Matthew B. Weinstein to the Board of Managers of the University Museum.

President Martin Meyerson announced that the dedication of Blanche Levy Park will take place at 4 p.m. on Friday, June 7.

News Briefs

Eliot Stellar to Present President's Lecture

Provost emeritus Eliot Stellar will discuss *Brain Mechanisms in the Hedonic Process* in the tenth presentation in the President's Lecture Series. The lecture will take place Wednesday, April 18 at 4 p.m. in the Harrison Auditorium of the University Museum.

Stellar stepped down as provost in December after serving in that post for six years. He is now taking a one-year scholarly leave of absence in order to reenter the field of neurobiology. In his lecture Stellar will suggest that the same brain mechanism that controls food and water intake, temperature regulation, aggression and other motivated and emotional behaviors underlie the experiences of pain and pleasure. Stellar will examine how this mechanism relates to learning and memory. The lecture is free and open to the public.

Faculty Senate Meeting Set for April 25

The regular spring meeting of the Faculty Senate will take place on Wednesday, April 25 in Room 200, College Hall, 3-5 p.m. The agenda includes the Wharton School proposal for two untenured full professorships (see Almanac November 7 and December 12, 1978), admissions guidelines, University and Benjamin Franklin Professorships and changes in Senate rules.

Guidelines for Admissions Policies and Procedures

The Senate Advisory Committee unanimously suggests that the Senate recommend that the following Guidelines for Admissions Policies and Procedures be adopted by the administration and that the trustees modify Article VII of the Statutes of the Corporation as proposed in Section V of the document. This proposal will be considered at the Senate meeting on April 25.

This version of the guidelines was prepared by the Senate Committee on Students. The covering letter from Professor Richard Clelland, chairman of the committee, explains the origins of the documents and some of the committee's procedures.

—Irving B. Kravis,
Chairman, Faculty Senate

An original draft of this document was prepared by the University Administration last winter and discussed by the undergraduate and graduate deans. Last spring it was sent to the Faculty Senate and to the University Council for further review. The council referred the draft to its Committee on Undergraduate Admissions. The Senate referred the draft to its Committee on Students.

Several comments are in order. First, we wish there was no need for this document. But we are convinced that, in the present litigious atmosphere in which universities must exist, it is indeed necessary.

Second, we have received oral and written comments from many sources, including the offices that admit most students to our University. Most of these have expressed some degree of concern about the way in which the document would impinge upon normal operating procedures in those offices. We have, consequently, tried very hard to revise the guidelines in such a way as to maintain fundamental principles while avoiding major shocks to present admission processes. A penultimate version was sent to all these offices with a request for final comments. The document has also been reviewed by the provost and University counsel. An earlier and very similar version of the statement for the statutes was acceptable to President Meyerson, Ex-Provost Stellar and former Vice-Provost McFate.

The report is a unanimous one. However, professor Delluva would like to go on record as strongly preferring the following sentence, "All written communications and a log of all oral messages about an applicant must be placed in the applicant's file," to the fourth sentence in Section III-B-1.

—R. Clelland, Chairman, Senate Committee on Students

A. Delluva
D. Faust
I. Kravis (ex officio)
M. Litt
P. Lloyd
S. Mandelbaum
H. Riecken

I. Summary of the Guidelines

This document describes the way in which the admissions policies of the University of Pennsylvania should be formulated and implemented. It prescribes neither particular policies nor the details of the admissions process. The purpose of these guidelines is to protect the integrity of the admissions process.

The admissions function may be divided into three parts. First, the legislative function establishes the substantive provisions of an admissions policy, i.e., standards and goals describing the qualities of the students sought that can be applied to the applicant pool. Second, the administrative function translates admissions standards and goals into procedures for attracting a suitable body of

qualified applicants, for differentiating among them and for persuading those who best fit the admissions criteria to attend the University. Third, the monitoring function involves regular evaluation both of the validity of the norms set in admissions policies and of the efficacy of administrative practices in fulfilling the normative standards and goals. Accordingly, the responsibility for this function rests mainly with the several faculties.

The *legislative function* is essentially a determination of educational policy. Accordingly, the guidelines place responsibility for this function on the several faculties after appropriate consultation with administrators and student groups. Each faculty's policy is subject to any overriding University policy.

The *administrative function* is a responsibility of academic administrators. For graduate professional schools and colleges, the dean is the officer charged with executing the admissions policy. For the Ph.D. programs and those master's degree programs managed by the graduate groups, the provost, working with the relevant deans and graduate group chairpersons, is the responsible officer. The provost is also ultimately responsible for the administrative function for joint degree programs in cases where at least one of the degrees of concern is the Ph.D. The administrative function of other joint degree programs at the graduate level is the joint responsibility of the relevant deans. In the admission of undergraduate students, a centralized office, reporting to the vice-provost for University life and working with the undergraduate deans, serves all the schools and colleges.

The *monitoring function* is, in major part, a responsibility of each faculty. Regular review of prior experience provides a basis for possible amendment of the admissions policy and assures that the prevailing policy's standards are being carried out faithfully. The University Council also participates in the monitoring function.

To assure that the various admissions functions are carried out with integrity, the University relies upon two familiar safeguards. The first is a required *formality* of action. In adopting an admissions policy, a faculty should endorse by formal resolution a written statement of its policy that can be publicly disseminated. Administrative staff members, in developing and evaluating the files of applicants, should preserve a written record that includes the source of any item of relevant information. Though confidentiality is an important element of any application, the preservation of a written record enables consideration, either in the decision-making process or during a monitoring review, of all actions taken by others.

The second safeguard of the integrity of the process is *collective action*. The relevant voting faculty should participate in final adoption of any admissions policy statement. A final decision to accept or reject an applicant should be made by an appropriately constituted group of persons.

Educational values are primary in the establishment of any admissions policy. Matters of institutional concern may also be reflected in any admissions policy.

II. Responsibility of the Legislative Function

The admissions process is integral to the educational mission of the University. Primary responsibility for that process is vested in the several faculties of instruction, the bodies best suited to decide matters of educational concern. For the undergraduate programs, this function lies with the several undergraduate faculties. For the Ph.D. programs and the master's degree programs administered by graduate groups, this function is carried out by the Council of the Graduate Faculties and the various graduate groups. For the

professional degree programs, this function is carried out by the faculties of the individual schools. Policies of general applicability to admissions may be adopted by the trustees after careful study by the appropriate faculty bodies and administrative offices.

The Office of the Provost is the primary focus of University-wide actions to oversee the fulfillment of the legislative function of the faculties of instruction. Accordingly, the provost should be kept informed of actions by the faculties; in return he will disseminate to the faculties general University policies on admissions.

A. General Standards for Faculties' Policies

While the primary responsibility for developing admissions policies is delegated to the faculties of instruction, there are certain University-wide principles or regulations that govern these bodies.

1. The admissions policy for each school should be consonant with the overall policies of the University.

2. The criteria for admission of applicants to a degree program, or to a non-degree program, should be related to and derived from the educational mission of the school or college and its cognate activities.

3. In determining the admissions policy for a school or college, a faculty should consider the relationship among the several schools and colleges and avoid unnecessary parochialism in admissions criteria. Among the undergraduate schools and colleges, common admissions policies should be followed. There are also common minimum standards for admission to the University's Ph.D. programs. The vice-provost for University life working with the undergraduate deans should provide coordinating services in the case of undergraduate admissions; for graduate admissions this function should be carried out by the provost working with the graduate deans.

4. Admissions policies for all schools and colleges should conform to any obligations or constraints imposed by laws of the United States or of the Commonwealth of Pennsylvania.

5. An admissions policy statement should be sufficiently complete and precise that those persons charged with its implementation can carry out their responsibilities faithfully.

6. The selection of individuals for admission to any academic program may not be delegated to any extra-University group.

B. Procedures for Each Faculty's Action

1. An admissions policy statement can be adopted or amended through formal action by the voting faculty of a school or graduate group. Assistance may be rendered by staff members, by faculty committees or by coordinating councils within the University.

2. The prevailing admissions policy statement for a school or graduate group should be generally available within the University and, as appropriate, in the larger community. Upon adopting or amending a policy statement, a faculty should promptly forward a copy to the provost through its dean. The bulletin or other equivalent publication of a school or college should contain an accurate description of the admissions policy.

III. Responsibility for the Administrative Function

A. Allocation of Responsibility

The decentralization of admissions policy to the several faculties implies concomitant distribution of administrative responsibility. While the provost, as chief academic officer of the University, oversees the administration of admissions throughout the University, the deans of schools and colleges are its primary administrators.

In the undergraduate sector, a single officer under the provost supervises the implementation of admissions policies for all of the schools and colleges; the administrative head of the office reports to the vice-provost for University life. For doctoral program admissions, the graduate office of the faculties is the central administrative agency. Professional schools maintain separate admissions offices.

B. Procedures for the Administration of Admissions Programs

In most schools and colleges applications are sufficiently numerous that they cannot be efficiently processed without the assistance of a special staff functioning under the supervision of a dean or of the vice-provost for University life. The following practices should guide the admissions staff in the processing of individual applications.

1. It is the responsibility of the applicant to ensure the completeness of his or her file as regards requirements for admission. All applicants should be assured that whatever the decision on their application, each will receive full and equitable consideration under the prevailing admissions policy. All written communications about an applicant must be placed in the applicant's file; a record of oral messages must also be filed in each case where such messages are taken into consideration in the admissions decision. Communications from applicants that require a response should be acknowledged promptly. Admissions staff members may give applicants a preliminary estimate of the probable final decision on their applications.

2. The contents of an applicant's admissions file are subject to the University's guidelines on the confidentiality of student records. Each dean shall identify in writing those individuals who, under the guidelines, may have access to admissions files without the consent of an applicant; the vice-provost for University life shall do so in the case of the undergraduate admissions office. All members of a graduate group have access to the files of applicants to that group.

on behalf of the University in processing applications. Thus final decisions to accept or reject applications, as well as preliminary estimates of the probable final decisions, are matters that can be disclosed through the informed discretion of authorized University personnel without violating the principle of confidentiality.

3. Persons other than applicants are normally involved in the completion of an application. When a response is appropriate, admissions staff members should reply to communications from these persons promptly and courteously. In all responses to correspondents about applicants, staff members should be mindful of the general policy of confidentiality of admissions information. Examples of several common types of communications follow:

- a. Various persons send letters of appraisal about applicants.

In many instances, admissions procedure requires applicants to arrange for submissions of this type; in other instances, individuals may volunteer information about applicants. Both types of communications must be placed in the applicant's file.

- b. University staff members, assigned to recruit potential groups of applicants and to assist them through the admissions process, regularly communicate with admissions personnel on behalf of such applicants. These staff members usually act in behalf of programs for the enrollment of specific categories of students identified by the admissions policy statements. They have access to applicants' files if and only if their names appear on the approval list for such access. Since they are filling an advocacy role, they should be sensitive to the partisan aspect of their functions.

- c. Persons related to the University often express interest in the application of a candidate. Communications of this kind may come from a wide variety of sources. The weight of these endorsements in the ultimate decisions is determined by the admissions policy statements. In instances where this seems appropriate, the admissions staff may notify the dean or an appropriate University officer of the communication. These officials may respond to queries from such interested outside parties, but they should avoid taking the initiative in such interchanges prior to the admissions notification.

4. University officials not engaged in the admissions process may receive inquiries concerning admissions applicants. Ordinarily these communications can be referred to the appropriate admissions staff persons for proper response. If the University official concludes that it is desirable to have additional response by

the dean or by some other University officer, a suggestion to this effect should be made and acted upon. A response may be transmitted through the University official initially contacted.

5. Final decisions on applicants are made in accordance with stated admissions policies. Whenever possible, two or more individuals should participate in the evaluation process leading to each admissions decision. Exceptions may be made for preliminary screening activity in those schools that receive large numbers of applications and for final decisions in faculties admitting small numbers of students, such as certain graduate groups. In these cases, it may be appropriate for a single individual to make the decision. Participation by faculty members throughout the decision process can be valuable in assuring conformity with the criteria adopted by the responsible faculty; each faculty should determine how faculty members should be selected for this purpose. A complete record for each application should identify the decision reached, the persons who participated in that judgment and the basis for the decision in applicable criteria.

No one having any personal interest in the disposition of an application should take part, directly or indirectly, in the final decision-making process. Persons with advocacy responsibilities should avoid involvement at this stage.

6. In all cases, notification of the final decision on an application must be sent to the applicant first. Thereafter, the dean of a school or college or other appropriate University officer may, in the exercise of informed discretion, disclose to others the decision reached. When a disclosure is made, record should be made in an applicant's files of the person authorizing the communication and the person to whom the information is being given.

7. The files of applicants for admission, as of matriculants, should be retained for at least three years beyond the matriculation date stated in the application. Confidential letters of appraisal in the admissions files of students who have matriculated should not be merged with records pertaining to those students that are used for purposes other than admissions. Admissions files should be available to representatives of the faculties or to University officials charged with responsibility for reviewing the implementation of admissions policies.

IV. Responsibility for the Monitoring Function

Responsibility for assuring that the admissions process is reaching its goals and operating within the limits set by appropriate authorities exists at all levels of University governance. Regular procedures should exist for examination and review of prior actions taken. Through such auditing, those charged with establishing the content of admissions policy statements can ascertain that existing policies are valid or that amendments to admissions policies should be developed. Likewise, procedures

should exist for periodic accounting by those who bear responsibility for the administrative function. Primarily, oversight of administrative actions should be accomplished by the respective faculties. Within the University as a whole, the Office of the Provost should be charged with coordinating efforts to protect the integrity of the admissions process.

V. Implementation of These Guidelines

To implement these guidelines, changes in basic University documents are required. The major change is described in "A" below.

A. Statutes of the Corporation

The Statutes of the Corporation are the primary document, under the charter of the University, for declaration of principles of governance. The main purpose of the statutes is to define the responsibilities of the major segments of the University. To affirm the role of the faculties of instruction in the admissions function, the statutes should contain the following provision:

"Subject to general policies established by the trustees of the University, the responsibility for determining the quality of the student body that each college or school seeks to attract shall rest with the faculty of that college or school or, in the case of undergraduate programs, with all relevant faculties jointly. Each faculty shall articulate the criteria for selection of applicants for admission and shall establish a written admissions policy that describes these criteria. Each faculty shall also monitor implementation of this admissions policy and amend it when necessary."

This provision would replace the clause in the present statutes that provides that each faculty "... shall set its own subject requirements for admission...." (Article VIII).

B. Standing Resolutions of the Trustees

The operative provisions in these guidelines should be included in a standing resolution of the trustees. Additional actions by the trustees concerning admissions policies, if and when taken, may be added to the standing resolution.

C. Administrative Memoranda

These guidelines contemplate that from time to time the University administration will issue memoranda discussing the implementation of certain aspects of the admissions process. The existing provost's memorandum on confidentiality of student records is a case in point, and a revision of this memorandum will be in order with the adopting of these guidelines. The Office of the University's General Counsel may also be a source of such memoranda.

Senate Committee on the Faculty Report on University and Benjamin Franklin Professorships

The Senate Advisory Committee recommends that the Faculty Senate adopt the following report. The matter is on the agenda for the April 25 Senate meeting.

The administrative history of distinguished professorships at the University of Pennsylvania is one of vacillation, confusion and misuse.

There exist three categories of distinguished professorships at the University of Pennsylvania. The oldest includes the named chairs, established in various disciplines by individual endowments, each with its unique purpose and criteria.

In 1961 the trustees established the category of University Professors as "a new series of distinguished service professors whose interests and distinctions make it appropriate for these to hold chairs with interdisciplinary implications." The purpose was to provide a means of honoring scholars whose work spanned multiple disciplines and who thereby might be unrecognized by the discipline-oriented named chairs.

In 1968 the trustees then instituted the category of Benjamin Franklin Professors to accomplish the original purpose of the University Professorships:

The Benjamin Franklin Professorship is the most distinguished professorship the University has to bestow. It is (awarded to those) who are distinguished in their field and whose breadth of scholarly interest and competence is in more than one field.

All Benjamin Franklin Professors are nominated by those currently holding the title, and the nomination is submitted through the dean of the Graduate School of Arts and Science

The University Professors were to be discontinued, and all incumbent University professors were granted the title of Benjamin Franklin Professors.

However, in 1970 the trustees reestablished the title of University Professor:

" . . . to honor senior faculty members who are distinguished in their fields of scholarship and who have made major contributions to the life of the University, particularly as academic administrators or to an occasional distinguished professor in order that he might be freed of routine departmental duties."

University Professorships subsequently were awarded to a sequence of retiring administrators and to two distinguished faculty members.

On June 10, 1977 the trustees took a series of actions with far-reaching consequences:

- a. Designated the president and provost as University Professors on their own nomination;
- b. Designated all Benjamin Franklin Professors as "Benjamin Franklin University Professors";
- c. Designated a distinguished faculty member as a University Professor;
- d. Added "University Professor" to the title of a *subset* of the named chairs.

There are currently eight Benjamin Franklin Professors (plus two who are retired).

There are five University Professors.

There are five named chairholders who have had the designation "University Professor" appended to their titles (as have the Benjamin Franklin Professors).

The number of named chairs is of the order of 90.

On April 24, 1978, an open letter was published in *Almanac* requesting the Faculty Senate and the University Council to develop generally approved, published procedures for the appointment of named and University Professors by the trustees of the University. The letter was signed by Robert E. Davies, Benjamin Franklin and University Professor of Molecular Biology, and by Briton Chance, Eldridge Reeves Johnson and University Professor of Biophysics and Physical Biochemistry.

A Committee of University and Benjamin Franklin Professors (Professor Robert Maddin, chairman) was then established to consider "criteria for and procedures for appointment of University Professors." It recommended that the title be restricted to scholars with "established eminence in more than one field of scholarship."

Simultaneously, in response to the *Almanac* letter of Professors Davies and Chance, Senate Chairman Kravis referred the matter to the Senate Committee on the Faculty. We have met with the Committee of Benjamin Franklin and University Professors and with various individual chairholders.

1. Recognition of Retiring Administrators

The University community is properly grateful to administrators who invest a considerable portion of their careers in academic governance. A mechanism for honoring them for distinguished service is needed.

We recommend that the trustees consider titles such as president emeritus or provost emeritus, but that a clear distinction be made between such honorary titles and the distinguished professorships bestowed upon outstanding working scholars.

2. The Benjamin Franklin Professorships

The Benjamin Franklin Professorships are defined by the trustess as "the most distinguished professorships the University has to bestow." We find this offensive to the holders of various

named chairs and unseemly. It is not encouraging to prospective donors of additional endowed chairs.

The control by the Benjamin Franklin Professors over nominations to their own ranks is inherently unwise. The concentration of power is exacerbated by the smallness of the number of incumbents; there is only one Benjamin Franklin Professor in all the natural sciences.

The nominal purpose of the Benjamin Franklin Professorships was to honor "interdisciplinary scholarship." Thus the University proclaims that its highest academic honor is reserved for interdisciplinary scholars, and the two Nobel Laureates at the University are thereby disbarred! Plainly, however, quality of scholarship in any form, interdisciplinary or otherwise, is the appropriate criterion for any such honors.

We recommend that no further appointments be made as Benjamin Franklin Professors.

3. The University Professorships

The history of the University Professorships has been so erratic that no custom or tradition adheres to the title. The action of the trustees on June 10, 1977 conferring University Professorships on some endowed chairholders resulted in ludicrously cumbersome titles. The exclusion of other chairholders from this honor set up invidious distinctions among the chairholders, offensive both to the incumbents and to the donors. The recent recommendation of the Maddin committee to maintain "interdisciplinary scholarship" as the criterion for University Professorships is inconsistent with the incumbents and inappropriate for the reasons discussed in the preceding paragraph.

We recommend that no further appointments be made to University Professorships.

4. New Categories of Distinguished Professorships

We believe that it is unwise to establish prior criteria for academic excellence. The innovative creativity of great scholarly achievement makes it impossible to define in advance. We believe that the various endowed chairs at the University have brought honor to the University and to the incumbents, in part because each chair has *independently* established its own traditions. We see no virtue in uniformity and even less in the formation of a "super-faculty" with special privileges and powers.

We recommend to the trustees that great scholarly achievement, in one or more fields, be the primary criterion for appointment to distinguished professorships, and that a mechanism of appointment involving both internal and external referees be evolved.

If no existing chair is available for a distinguished scholar, the trustees should consider creation of such a chair.

5. Participation in the Academic Program of the University

We recommend that a condition of appointment to distinguished professorships carry the expectation that the incumbent will normally be in residence and contribute to the teaching and scholarly activities of the campus community.

6. Mechanism of Nomination

We recommend that the Senate Committee on the Faculty be charged with the task of developing procedures for nomination of chairholders. The charge of the committee shall include consideration of the role of distinguished University-wide professorships.

It may be noted that there were differing views on the committee as to the desirability of a hierarchy of prestige among chairholders.

—Senate Committee on the Faculty

H. Callen, chairman

E. Dussan

W. Gundersheimer

L. Hirshhorn (abstaining)

R. Inman

F. Karush

E. Prince

S. Segal

O. Williamson

I. Kravis and W. Wales, ex officio

News Briefs and Bulletins

Ties Established With Hungarian University

The Semmelweis University Medical School, Budapest, and the University of Pennsylvania will celebrate the formal signing of an affiliation agreement "for collaboration in scientific research, medical education and the study of health care delivery" here on April 30. The agreement is the first such one between a Hungarian and an American university. Faculty, staff and student exchanges will take place, and each university will establish an administrative structure to coordinate the implementation of the agreement. Philip G. Mechanick, acting-vice provost for University life, is coordinator of the Semmelweis-University of Pennsylvania affiliation. Attending the ceremony will be Ferenc Eszpergályos, the Hungarian ambassador to the United States, Professor Ferenc Antoni, rector of the Semmelweis University Medical School, Dr. Arisztad Kovach, a professor at Semmelweis who is currently on sabbatical at Penn, and representatives from the State Department and the International Communication Agency.

Funding For Some Iranian Students Jeopardized

The University of Pennsylvania ranks seventeenth in the country in total foreign student enrollment and eighth among four-year private institutions, according to *Open Doors 1977-78*, the annual report on international education exchange. While students from Iran constitute the second largest group of foreign enrollments at Penn (the statistics were based on fall 1978 enrollment figures), 20 to 25 percent are experiencing difficulties subsidizing their education in the wake of the political upheaval in Iran. Ann Kuhlman, student services officer of the Office of International Programs, said. The Embassy of the Provisional Revolutionary Islamic Government of Iran has requested the help of many American universities in planning and implementing programs to redevelop and revitalize its students' scholarships. The new regime asserts that funding is forthcoming, Kuhlman said, but uncertainty remains as to how regularly it would be issued. Penn is providing some short-term loans (not scholarships) to its Iranian students so that they may continue their studies; other universities may be unable to provide this kind of support.

Marriage Council Offers New Program

The Marriage Council of Philadelphia will sponsor marital enrichment weekends "for relationship growth and development of communication skills," according to William R. Miller, director of research for the marriage council. Offered in conjunction with the council's marital enrichment program, the weekends are not for couples currently in therapy. The weekends, scheduled for June and October, are free of charge and will take place at a retreat center in the Philadelphia area. For information call William Miller at 382-6680.

Nominations Sought for Ware House Fellows

Applications are now being accepted for the positions of administrative fellow and graduate fellow with the Health and Society Residential Program at the Ware College House in the Quadrangle for the 1979-80 academic year. For information call the Quadrangle Office (37th and Spruce Streets), Samuel Martin at Ext. 4311 or Albert Glowasky at Ext. 8582.

Thouron Exchange Fellows Named

Nine University of Pennsylvania students have received Thouron fellowships for graduate study at universities in the United Kingdom, and 11 British Thouron Exchange Fellows will pursue graduate studies at Penn during the 1979-1980 school year.

Established in 1960 by Sir John and Lady Thouron of Unionville, Pennsylvania to promote Anglo-American friendship, the Thouron Fellowship is one of the largest international student exchange programs offered by an American university.

The Penn Thouron recipients and their proposed fields of study

are: Carole S. Baker, FAS, history and international relations; Patricia Boyer, FAS, English; Steven G. Glasgow, School of Medicine, biology; Francis J. Hager, Wharton School, political science; Ruth Harris, FAS, the history and sociology of science; Carl A. Loo, Wharton School, economics; Sarah E. McCarty, Law School, law; Steven J. Routh, FAS, biology; Anne E. Stockler, FAS, English and communications.

Renaissance Seminar Schedules Symposium

Renaissance texts and palaces will come under the scrutiny of the Renaissance Seminar at its annual symposium on Friday, April 20. Professor of English Craig R. Thompson will discuss *Collaborative Editions and Translations of Renaissance Texts*, and University Museum Director Martin Biddle will reflect upon *Nonsuch Palace: Henry VII's Mirror for a Prince*.

The symposium will meet from 4-6 p.m. in the Rosenwald Gallery of Van Pelt Library. Seating is limited, and reservations are required. For information and reservations call Professor Augusta Foley, Ext. 7428.

Business School Women to Meet

Approximately 100 women students from over 35 graduate business schools will gather at the Wharton School, April 20 and 21, for the first national conference of business school women. The conference will feature speakers, panels and workshops. Joan E. Pinck, vice-chancellor for planning for the Massachusetts Board of Education, will deliver the keynote address on *The Network Concept: Its Role and Potential*. For information call Kathleen McDonald or Connie Jones at Ext. 7604.

University Air Conditioning Systems Operating Policy

The University Council Facilities Committee, on March 29, 1979, approved the adoption of the following University Air Conditioning Systems Operating Policy for Cooling Seasons.

Air conditioning systems start up: Systems will be ready for start up by the first week in May, and all systems will be on line by the end of the second week in May.

Air conditioning systems shutdown: Systems will begin going off line no later than the middle of October and will not be brought back on line unless outside temperatures go above a mean daily temperature of 65 degrees for three consecutive days.

Maintained interior space temperatures in air conditioned buildings: Interior space temperatures, in areas that are air conditioned, will be maintained in the range of 75 degrees plus or minus three degrees.

Air conditioning systems in University buildings make up a major percentage of the electricity consumed during cooling seasons, and as utility costs continue to increase it becomes imperative that policies be adopted to reduce such energy consumption wherever possible.

In the event that abnormally high exterior temperatures occur outside of the normal cooling season period, the Department of Physical Plant will make every effort to provide air conditioning to those spaces within buildings where high temperatures will create a hazard to health, safety and property. It is physically impossible to have all of the air conditioning systems functioning for the cooling system prior to the last week in April, and when the start up process does begin, only four systems can be started per day.

The general priorities for the start up of these systems fall into three basic categories:

1. Systems which service spaces where temperature is a critical factor, such as patient care facilities, animal holding areas and some research facilities;
2. Systems in buildings which do not have operable windows and where the use of outside air is not sufficient for maintaining the accepted temperature range;
3. Systems in buildings which have operable windows and where the use of outside air is sufficient will be started last.

These summer guidelines conform with recent federal recommendations to encourage energy conservation and at the same time recognize the constraints on such a policy, including physical, health and safety limitations.

If you have any questions concerning air conditioning systems in your building, please contact your building administrator.

—**Horace Bomar,**
Director, Energy Office

Energy Club to Sponsor Field Trips

The Energy Club invites members of the University community to join them on two field trips. On April 14 the group will travel to Allentown on a tour of wind energy installations organized by the Mid-Atlantic Solar Energy Association. On April 28 the destination is Washington, D.C. for ACT'79, an Appropriate Community Technology Fair and Conference, which will feature exhibitions, speakers and workshops on agriculture, energy, conservation and the environment. For information call Adam Levine at 382-9117.

Join the Easter Egg Hunt, April 14

The Department of Recreation invites the children, aged 11 and younger, of all University employees to participate in an Easter egg hunt on Blanche Levy Park on Saturday, April 14 at 12:30 p.m. A prize will go to the most industrious hunter. For information call Scott at Ext. 8387.

Help Us Help You

If you have problems receiving *Almanac*, call Adele Wolfe, editorial assistant, at the *Almanac* office, Ext. 5274, or write her at 515 Franklin Building/16.

Openings

The following listings are condensed from the personnel office's bulletin of April 5, 1979. Dates in parentheses refer to the Almanac issue in which a complete job description appeared. Bulletin boards at 13 campus locations list full descriptions. Those interested should call personnel services, Ext. 7285. The University of Pennsylvania is an equal opportunity employer. Where qualifications include formal education or training, significant experience in the field may be substituted. 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

Accountant III (two positions) (a) (1-16-79); (b) (3-27-79).

Assistant Basketball Coach organizes programs, counsels, enrolls and coaches students, handles alumni relations. College graduate with coaching and intercollegiate playing experience. Salary to be determined.

Assistant Director (2-27-79).

Assistant Director, Personnel Relations (4-3-79).

Assistant Football Coach (3-6-79).

Assistant Manager (3-20-79).

Assistant to the Program Director (3-20-79).

Assistant Regional Director interviews admissions candidates, assists in the coordination, implementation and administration of recruitment programs. College graduate with education background, one to three years' experience. \$13,250-\$18,575.

***Assistant to Vice-Dean** (3-20-79).

Business Administrator II (4-3-79).

Contracts Administrator I (3-20-79).

Curriculum Coordinator (11-21-78).

Director (3-27-79).

Director of Administrative Affairs (3-27-79).

Director of Admissions (School) (1-16-79).

Director, Computer Center (12-12-78).

***Executive Director—Administrative Affairs** (4-3-79).

Junior Research Specialist (two positions) (a) (10-31-78); (b) (3-20-79).

Librarian I maintains collections, compiles bulletins and information notes, supervises and organizes reading room projects, prepares bibliography for annual and monitoring reports. Master's degree in library or information science, one year's experience. \$10,050-\$14,325.

Manager controls, bills and administers membership rolls; plans events, functions and lectures. B.A., typing and accounting skills. \$9,275-\$13,000.

Programmer Analyst II (1-16-79).

Research Dietician (12-12-78).

Research Immunologist (2-27-79).

Research Specialist I (two positions) (a) (see support staff—4-3-79); (b) purifies proteins, produces rabbit antibodies, performs complement chemistry, radio-labeling and radioimmunoassays. B.A., two years' experience. \$10,050-\$14,325.

Research Specialist III (two positions—4-3-79).

Senior Administrative Fellow (12-12-78).

Senior Research Coordinator (3-20-79).

Staff Writer II (1-30-79).

Part-Time

Chief Social Worker (4-3-79).

Support Staff

Administrative Assistant I (three positions) (a) (2-13-79); (b) (two positions—3-20-79).

Clerk II (2-27-79).

Clerk IV (4-3-79).

Computer Operator (3-27-79).

Custodian (three positions—3-20-79).

Data Control Clerk (3-27-79).

Delivery Clerk (4-3-79).

Duplicating Machine Operator I (2-20-79).

Editorial Assistant (3-20-79).

Electrical Operator (3-20-79).

Electron Microscope Technician II (3-20-79).

Engineer, Pressure Chamber Operator (see administrative/professional—9-19-78).

Fellowship Assistant (2-27-79).

***Mechanician** roughs out metal work, cuts stock, assists building administrator in routine inspections. One year's exposure to machine shop operations, knowledge of safety rules and practices. Salary to be determined.

Programmer I (10-3-78).

Programmer II (3-20-79).

Research Laboratory Technician I (New Bolton Center) performs routine serological, virus and mycoplasma isolation techniques. High school graduate, one year's laboratory experience. \$6,775-\$8,675.

Research Laboratory Technician II (three positions) (a) (1-23-79); * (b) (five months) performs colorimetric assays for hydroxyproline and aromatic acid, electrophoresis and column chromatography (two years' experience in biochemistry and biosynthesis of connective tissue macromolecules); (c) performs histopathological processing of tissue specimens (high school graduate with an approved laboratory course, two years' experience in histopathology). \$7,600-\$9,800.

Research Laboratory Technician III (ten positions) (a) (2-20-79); (b) (2-27-79); (c) (four positions—3-20-79); (d) (3-27-79); (e) (4-3-79); (f) assists with *in vitro* and *in vivo* studies and with dissection and catheterization (B.S., experience working with humans and laboratory animals); (g) separates blood elements, isolates PMN's, performs chemotactic, phagocytic and bactericidal assays (experience with blood cells, white blood cell types and counts, radioisotopes). \$8,625-\$11,050.

Residence Hall Clerk (3-20-79).

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

Secretary III (eight positions) \$6,700-\$8,575.

Secretary IV (two positions) (a) (2-20-79); (b) types, prepares bills and requisitions, meets people and answers telephone (typing, shorthand, knowledge of office machinery). \$7,700-\$9,850.

Secretary Medical/Technical (four positions) \$7,150-\$9,150.

Senior Admissions Assistant (3-27-79).

Sergeant (11-7-78).

Supervisor I (3-20-79).

Typist I types research manuscripts and grant proposals and does general office work. High school graduate, typing. \$5,400-\$6,925.

Part-Time

Apprentice assists the director and prepares releases and publicity brochures. Journalism background, good writing skills. Union wages.

Clinical Laboratory Technician (2-13-79).

Electron Microscope Technician I (2-6-79).

Permanent Extra Person (3-27-79).

Research Laboratory Technician II (2-6-79).

Secretary (1-30-79).

***Temporary Extra Person** (two openings—two month position) assists with membership billing. Office experience, typing. \$4.50 per hour.
Temporary Secretary (1-30-79).
Typist II (1-30-79).

Things to Do

Send listings for *Things to Do* to Almanac, 515 Franklin Building/16. Deadline for inclusion is the Tuesday before the Tuesday of the issue in which the listing will appear. Announcements that are typed double-spaced are particularly welcome.

Lectures

The National Health Care Management Center Research Seminar series presents Donald Cohodes, a senior analyst with Urban Systems Research and Engineering, on **Mechanics of Evaluating the Efficacy of Medical Technology**, April 12, 4:30 p.m., Colonial Penn Center. § Following the 1 p.m. **Annual Meeting** of the Faculty Tea Club, Dr. Florance Seamen, clinical psychologist and executive director and founder of the Zestran Institute, discusses **Coping with Criticism and Rejection**, April 10, 1:30 p.m. in the Faculty Club. § The Respiratory Physiology Group presents Dr. Jan Baan of the Academisch Ziekenhuis-Leiden, the Netherlands, on **Analysis of Left Ventricular Dynamics**, April 12, 10:30 a.m. in the Seminar Room of the Institute for Environmental Medicine. § The Geology Department Seminar features **Rates of Evolution at the Species Level: Observations and Implications** by Dr. Steven M. Stanley of Johns Hopkins University on April 12. Dr. A.K. Sinha of the Virginia Polytechnic Institute lectures on **The Hercynian Orogeny—Eastern U.S.** on April 17. The seminars begin at 4 p.m. in Room 104, Hayden Hall. § Daniel P. Tompkins, professor and chairman of the physics department at Temple, lectures on **Greek and Roman Art and Their Influence on Philadelphia**, April 13, 8 p.m. in the Members Lounge, International House. § Dr. Dane Zabriskie addresses the Chemical and Biochemical Engineering Seminar on **Periodic Operation of Biological Reactors**, April 16, 3:30 p.m., Alumni Hall of the Towne Building. § Evan Relkin analyzes **Developmental Changes in the Biomechanics of the Middle Ear Measured in Neonatal Golden Hamsters** at the Bioengineering Seminar, April 16, noon, Room 554 of the Moore School. § The Department of History and Sociology of Science offers Penn-Hopkins exchange student Thomas D. Cornell on **A New Way of Doing Physics: E.O. Lawrence and the Berkeley Cyclotrons** and Lou Rosenblatt on **Fossils and Myths**, April 16, 4 p.m., Room 107, Edgar Fahs Smith Hall. § Executive Director of Personnel Relations Gerald Robinson presents a Brown Bag Seminar on **Personnel and Human Resources**, April 16, at noon in B-3, Fine Arts Building. § Dr. Henry Forman examines **Oxygen Exposure and Enzyme Levels in Pulmonary Type II Cells** at the Respiratory Physiology Seminar, April 17, 12:30 p.m., Physiology Library, 4th Floor of the Richards Building.

Films

Exploratory Cinema features Robert Kaylor's **Derby**, April 11, 7 and 9:30 p.m., Studio Theater, Annenberg Center (students \$1, general admission \$2). § International Cinema offers Georgi Shengelaya's **Pirosmani**, April 12, 7:30 p.m. and April 13, 4 and 9:30 p.m. and Peter Lilienthal's **Calm Prevails Over the Country**, April 12, 9:30 p.m. and April 13, 7:30 p.m. (evenings \$1.50, matinee \$1). § The Annenberg Cinematheque shows John Berger's **Ways of Seeing**, April 14 and 15, 4:30 p.m.; Peter Goldman's **Echoes of Silence**, April 14, 7 p.m. and April 15, 9:30 p.m. and **The Making of Butch Cassidy and the Sundance Kid** and **The Making of 1900**, April 14, 9:30 p.m. and April 15, 7 p.m., Studio Theater, Annenberg Center (students \$1.50, others \$2.50). § The Penn Union Council brings Stanley Kubrick's **A Clockwork Orange**, April 14, 7 and 10 p.m., Irvine Auditorium, \$1. § The University Museum's Sunday Film Series presents **I Love You, Rosa**, April 15, 2:30 p.m., Harrison Auditorium.

Mixed Bag

Passover at Hillel: services on April 11 and 12 begin at 6:15 p.m. with the seder at 6:30 p.m. For reservations call Hillel, Ext. 7391, by April 10. § **De Stijl 1917-1931**, a photography exhibition of 20th century Dutch artists and architects, is on display through April 18, Fine Arts Building, second floor gallery. § The **Sam Maitin** exhibit continues in the Annenberg Center Lobby through April 20. § ICA presents **Late 20th Century Art: The Sydney and Francis Lewis Foundation Collection** through May 2 at the ICA galleries. § The **Undergraduate Assembly Coffee Hour** takes place every Tuesday at 11 a.m. in Houston Hall. § The Morris Arboretum workshop series offers **Spring Flower Arranging**, April 10, 10 a.m.-2 p.m. (members \$12, others \$15). Call CH 7-5777 for information. § Nancy Hewitt of the history department discusses **Women's Activism and Social Change: The Case of Rochester, New York, 1822-1872** in a Workshop for



Wyman Pendleton (left) and Stephen Rowe (right) perform Edward Albee's *The Zoo Story*, which will be presented along with seven other of the playwright's one-act plays at the Annenberg Center, April 17 through April 22, under the title *Albee Directs Albee*.

Research on Women sponsored by the Women's Studies Program, April 10, 12:30 p.m., 106 Logan Hall. Call Ext. 8740 for details. § The University Museum sponsors a guided tour of the **South American Archaeological Collection**, April 11, 1 p.m. § **The Search for Ancient Egypt** exhibit continues at the University Museum. § The Gay Cultural Festival presents the film **Outrageous** and a discussion of **The Politics of Drag** with authors Martha Kearns and Edmund White, April 10 at 7 p.m. (tickets \$3.50). The women's singing group **Alive!** performs April 13 at 8 p.m. (tickets \$4). Both events are at the Christian Association Auditorium. For information call 386-3916. § The Writing Program and the Philomathean Society present a poetry reading by **Elizabeth Bishop**, who will announce the winners of the **Student Poetry Contest**, April 11, 4 p.m., College Hall, Room 200. § **Flutist Paula Robison** performs in concert with harpsichordist Kenneth Cooper at the University Museum, April 11, 8 p.m. For tickets call DA 9-0151. § **Donate Blood**, April 17, 1-7 p.m., McClelland Hall. § **Albee Directs Albee** at the Annenberg Center, April 17 through April 22. For information call Ext. 6791.

Sports

Men's Golf: Penn tees off against St. Joseph's and Delaware at the Kimberton Golf Club, April 10, 1 p.m. § **Men's Baseball:** Penn plays Lehigh at Lehigh, April 10, 3 p.m.; Glassboro at Glassboro, April 11, 3:15 p.m.; Cornell at Bower Field, April 13, 3 p.m.; Army at Bower Field, April 14, 1 p.m.; Rutgers at Bower Field, April 16, 3 p.m.; and St. Joseph's at Bower Field, April 17, 3 p.m. § **Women's Softball:** Penn takes on Swarthmore at River Field, April 10, 4 p.m. and LaSalle at River Field, April 17, 4 p.m. § **Women's Lacrosse:** the team competes against Swarthmore at Franklin Field, April 10, 7 p.m.; Brown at Brown, April 13, 4 p.m.; Yale at Yale, April 14, 2 p.m.; and Temple at Temple, April 17, 3 p.m. § **Men's Tennis:** Penn takes on Cornell at the Lott Courts, April 13, 3 p.m.; Army at the Lott Courts, April 14, 2 p.m.; and Columbia at Columbia, April 17, 2 p.m. § **Women's Crew:** Penn takes on Boston and Syracuse at Boston, April 14, 9 a.m. § **Women's Tennis:** Penn competes with Brown at the Lott Courts, April 14, 10:30 a.m. § **Men's Outdoor Track:** the team races Lehigh, Dartmouth and Bucknell at Franklin Field, April 14, noon. § **Men's Lightweight Crew:** Penn meets Cornell and Harvard in the Matthews Cup on the Schuylkill River, April 14, 2 p.m. § **Men's Lacrosse:** Penn plays Dartmouth, April 14, 4 p.m. § **Women's Track:** the team meets Delaware State at Delaware State, April 14 and West Chester State and Salisbury State at West Chester State, April 17. § **Sailing:** Penn competes in the Area Three Varsity Dinghy Eliminations at Penn's Landing and the Ivy League Championships at Brown, both April 14-15. § For information on all Penn sports events call the Sports Information Office, Ext. 6128.

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