

From the Executive Director of Personnel Relations

During the recent meeting of the Ivy Group affirmative action officers on our campus, a representative from the American Council on Education spoke to us about her perceptions of the future status of affirmative action and related matters under the new administration in Washington. Those who attended the meeting were very pleased with her willingness to share information with us.

We have invited Claire Guthrie, Assistant General Counsel of the American Council on Education, to speak to the University community on Friday afternoon, May 1. She will provide an update on developments under the Reagan administration with implications for higher education.

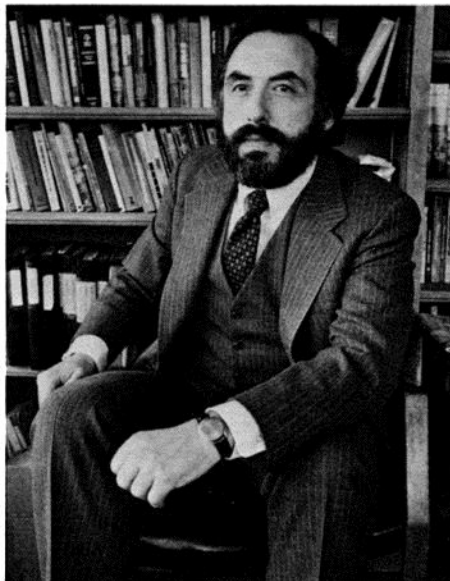
She is an outstanding speaker and will be prepared to answer your questions. Mark your calendars now for an interesting afternoon. Watch for further detail in the *Almanac*, *Daily Pennsylvanian*, and notices to be posted around campus.

Gerald L. Robinson

BROWN BAG SEMINARS: The End of the Season Approaches

The last Brown Bag Seminar for the current semester will be held on Monday, April 27, at 1:00 p.m. in the Franklin Room of Houston Hall, when Richard H. Buford will speak about real estate development around the University. During the past month Matthew Hall, Esq., Dr. Marvin Wolfgang, and Dr. Theodore Hershberg have spoken at seminars.

Mr. Hall outlined the broad range of responsibilities he and his colleagues in the Office of the General Counsel carry out under the general rubric of advising the secretary and trustees on matters of governance. Interpreting the statutes to statutory officers, who are the only people who may bind the University legally, can involve anything from advising on the administration of trusts to participating in the negotiation of



Dr. Theodore Hershberg

research agreements—and much, much more.

Dr. Wolfgang sketched the development of penal theory over the past two centuries, with particular emphasis on what he sees as a definite swing in the pendulum during the past decade from a philosophy of imprisonment as rehabilitation to imprisonment as retribution. Ironically, this represents a return to the philosophy of such founding fathers as Jefferson and Franklin, who believed in equality before the law and consistent sentencing for specific offenses. This does not imply longer sentences; it merely embodies the belief that "the certainty rather than the severity of punishment is the deterrent."

Dr. Hershberg's presentation was of the "good news-bad news" variety. He displayed convincing evidence that the failure of the black population in Philadelphia to achieve prosperity could in no way be attributed to the "bootstraps" theory. Living near industrial opportunities in the city, and often having the skills needed for industrial work, they have been unable to achieve the kind of assimilation into the work force that other "immigrant" groups such as the Irish, Italians, and Germans



Dr. Marvin E. Wolfgang



have achieved during the past century. And Philadelphia today is a very different city from Philadelphia of 1881—industry has moved out; opportunities are limited. Yet Philadelphia has tremendous potentials, for energy, for marketing, for shipping—if any group can be persuaded to marshal its resources. Over the next decade the possibilities for positive change are immense; but given the current economic climate and governmental policies, 1982 could be a disaster.



Kristina Staughton

GETTING TO KNOW YOU:

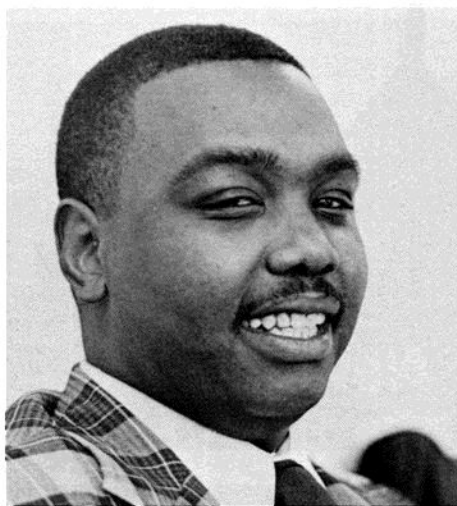
Kristina Staughton

Supervising the anesthesia of a boa constrictor which had swallowed Handi-wipes and had to have them removed surgically might not be everyone's cup of tea. But this is just another incident in the day for Tina Staughton, a Veterinary Anesthesia Technician in the Small Animal Hospital. "Small Animal", it should be understood, includes everything from lions and tigers to birds, with myriads of dogs and cats in between. Since the Philadelphia Zoo is a regular client of the Small Animal Hospital, reptiles are also frequent patients, and a four hundred pound turtle with a broken leg might not seem so very small to anyone having to deal with it.

Tina, who works under the general guidance of a senior anesthesiologist, has as a large part of her responsibility the supervision of third and fourth year students in the School of Veterinary Medicine. The practice of anesthesiology in an animal hospital is not greatly different from the same practice in a hospital for people; the monitoring of vital signs—blood pressure, heart rate, respiratory rate during the operation, taking E.K.G.s—all of this can keep a small anesthesiology staff very busy, with an average of ten operations a day.

Except for the time she spent at Quinnipiac College in Connecticut studying for a bachelor's degree in animal technology, Tina has been a Delaware Valley resident. She has lived in King of Prussia and Strafford, and attended Harcum Junior College. Before coming to Penn she worked for a veterinarian who had a private practice in Ardmore.

Like almost everyone in the Small Animal Hospital, she is looking forward with both pleasure and more than a bit of nervousness to the move, this coming summer, into new quarters. After more than four years in cramped, obsolete, and inadequate quarters, the



Dr. Allen L. Johnson

idea of new and larger quarters with up-to-date equipment is exciting. But the chaos of the move itself is enough to cause nightmares! Tina, and her colleagues, will be delighted when it is all over.

PERSONNEL-ity:

Allen L. Johnson

Like many others on the University staff, Dr. Allen Johnson is a native of Philadelphia and lives near his childhood home. But he traveled a long and circuitous route after graduating from Germantown High School before returning here last August.

The early years away from Philadelphia were spent at Benedict College in South Carolina, where he earned a B.A. in social science, at Howard University in Washington, D.C., where he earned an M.A. in student personnel administration, and at American University, also in Washington, where he earned a doctorate in higher education administration. It was largely because of his late father's illness that Allen decided to return to Philadelphia from the job he was holding at the University of Missouri to become Compensation Specialist and chief assistant to Claire Nagel last August.

As Compensation Specialist for the University Life division, Operational Services, the libraries, SAMP, Nursing, the Law School, and the School of Veterinary Medicine (including New Bolton Center), Allen has his hands full. But he still finds time to serve his church, chair the board of the Pulaski-town Community Association (which is currently involved in documenting the historical importance of some half dozen sites in the Germantown area), and take an active role in the Masons. All of this adds up to meetings at least two nights a week and leaves little time for another of Allen's enthusiasms, cooking. Life this year has been particularly complicated for a sports buff like Allen, because as everyone

knows this has been one of Philadelphia's better years in professional sports. It is often a real challenge to decide which interest takes precedence.

During Allen's years away from Philadelphia, his working experience was as varied as his educational experience. Always it had to do with education, either in personnel or administrative roles, and usually in an educational setting except for the period when he worked as personnel management specialist for the office of Surface Mining Reclamation and Enforcement for the Department of the Interior. But the educational settings ranged from the University of Maryland Eastern Shore to Morris College in South Carolina to the University of Missouri, and the positions ranged from lecturer to personnel analyst to assistant dean of student affairs to dean of administration and management. Considering the scope of his responsibilities here at Pennsylvania, it is hard to imagine a background that would have put him in touch with quite so many of the departmental concerns which he will be working with here at the University.

Mailing Labels, Lists, and Intramural Mail Service

Intramural mail is a service which is primarily intended to support the business purposes of the University. However, as a courtesy, University personnel have been permitted to send mail through the system essentially without regard to the appropriateness of the information being circulated. Occasionally, persons who do not represent the formal structure of the University lose sight of the purpose of the mail service and either assume they have a right to all elements of the service or that they can use the service for non-University purposes. The most obvious abuse is private solicitation. There will be no private solicitation through intramural mail.

The other problem area is inappropriate requests for mailing labels. Only formal departments or units of the University have a right to mailing labels and mailing lists and that right is only for approved, University business mailings. The University has an obligation to protect the privacy of individuals and to safeguard non-public information about its faculty and staff. All requests for mailing labels will be reviewed by the Executive Director of Personnel Relations or his designee.

ARE FIRE DRILLS REALLY NECESSARY?:

A Message from James Miller, Safety Manager

As a result of the MGM Grand Hotel Fire in Las Vegas and the Stouffers Inn Fire in Harrison, NY, people are now concerned with fire safety in their own environment.

Unfortunately, this concern is often only temporary. As the pressures of daily living fall into their natural order, apathy returns, and one assumes that tragedy happens only to the other person.

Apathy is the number one enemy of the fire safety technician; consequently life safety can only be accomplished through regulation. Just as need is the mother of invention, tragedy is the mother of regulation. If one were to review the existing fire codes, each section would relate to a previous horror story of death and destruction. Investigations have proven, time after time, that everyone heard the fire alarm but waited to see smoke and flames before they started to evacuate. It is impossible to find unfamiliar exits through dense choking smoke, and unless you have actually experienced a serious fire, you have no idea how quickly this condition can develop.

The most important elements of a life safety system are early warning and knowledge of the building. Thus regulations requiring fire exit drills on a regularly scheduled basis are critical. They provide the opportunity to test the fire alarm systems to make certain they are operating and will function as designed during a real emergency. They also obligate everyone to give some thought to the location of fire exits and the route they would take to escape.

Keep in mind that panic is a result of unusual conditions that take place in unfamiliar surroundings. If you pre-plan a situation, you can more easily function with a degree of calmness.

REMINDER: Dental Benefits Program

The enrollment period for the University's recently announced dental benefits program is now under way. Lunch-time meetings with representatives of the program are scheduled in Houston Hall on April 22, 23, and 28, and in the Faculty Club on April 21 and 29. In addition, the Penn Faculty Practice Plan will hold open house for interested University personnel at the Dental Care Center, 40th and Locust Streets, on Friday, April 24, from 12:00 to 2:00 p.m. and Monday, April 27, from 4:30 to 6:00 p.m.

The deadline for returning forms either to enroll or to waive participation in the program is May 1, 1981.



I-House

AROUND UNIVERSITY CITY: International House

Most people who see the imposing structure at 3701 Chestnut Street, which was awarded a gold medal by the American Institute of Architects, assume that it is a part of the University. But I-House, as it is popularly known, is not. It is a separate entity, with its own board of trustees and its own sources of support.

Yet that separateness is sometimes more official than real. I-House was founded in 1910 by the Christian Association (also closely associated with the University, but not part of it) and for a quarter of a century of its existence, there was an official sponsorship by the Christian Association, and for many years it was housed at 3905 Spruce Street—now known as the home of WXPB. That house could accommodate only about a dozen residents, and by 1959 was clearly inadequate; the opportunity to house more than six times as many led to a move to center city, to what was then the Whittier Hotel. But center city developments, and the need to provide still more space, impelled the board to move once again.

It was logical to move back to University City. Of the four thousand or so foreign students in the Philadelphia area, the largest concentration is at Penn, and the Penn/Drexel/PCPS contingent represents between one-third and one-half of the foreign students in the area. So I-House came back to University City in 1970. It can now house nearly four hundred and fifty residents, about half of whom are Penn students. Ideally, I-House tries to keep a mixture of foreign students and United States citizens in approximately a two-thirds to one third ratio. Because

the mission of I-House is not to segregate foreign students, but to bring them into contact with—and help them through the traumas of adjustment to—life in the United States in general and Philadelphia in particular.

In this connection, perhaps nothing is more important than the Host Family Program. This is one program in which University staff can be especially helpful. Hosts are always needed, especially early in the school year when students are new to the city and the country. And "families" can be residents of the the suburbs or the city, can be single or married, young or old. What is needed is the willingness to spend evenings or weekends with strangers to our city, show them around, and help them get used to customs that, for them, may be very strange.

Of course there are other features of I-House that are becoming known to members of the University staff. The Beginner's Luck restaurant (not open on Mondays) which is run by junior and senior students from the Restaurant School is one. The Bazaar shop, featuring unusual items from all over the world, is another. The International Cinema is yet another. Membership in I-House includes use of the wine bar and discounts on many events.

But one opportunity provided by I-House is little known around the University. With space so tight in University owned and operated buildings, it is worth knowing that I-House can often provide short term residential facilities, from a night to a month, for campus visitors. And with a six hundred-seat auditorium and a number of meeting rooms, small educational conferences can often be accommodated.

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Twenty-five Year Club Banquet

Members of the University of Pennsylvania's Twenty-five Year Club will be guests of the University on Monday, April 27, at the Club's annual dinner meeting to be held at the University Museum at 5:00 p.m.

Dr. Joseph S. Gots, this year's president of the Club, notes that this is a very special occasion and that there will be a very special speaker. It was just twenty-five years ago, in 1956, that the University founded the Club to recognize those who had given at least a quarter of a century of service to Pennsylvania.

All University personnel who have served for twenty-five years or longer are eligible for membership in the organization, regardless of rank or position. Those newly included in the Club this year will receive their twenty-five year pin at the dinner.

Miss Marion Pond, extension 6811, is secretary of the Club.

Performance Evaluations—A Reminder

By now, many departments have completed performance evaluations for all permanent employees. However, if you haven't had a chance to complete the evaluation form and talk about it with your employee or supervisor, it's not too late.

As we all look ahead to the next fiscal year, this is an ideal time to set personal and departmental goals. You'll find that the time required to discuss performance and set goals will prove fruitful as open communications lead to improved morale and effectiveness.

Personnel Relations Newsletter

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Retirements

The Office of Personnel Relations offers best wishes for many happy and productive years to the following members of the University staff who have retired in recent months:

Faculty

A. Norman Hixson, 42 years
Aims C. McGuiness, 12 years

Chemical Engineering
Pediatrics

Administrative Staff

Rose E. Lonberger, 34 years
William J. Lotka, 47 years
Harold E. Manley, 43 years
William E. Miller, 27 years
Vivian H. Moses, 5 years
Alton E. Paddock, 11 years
George W. Pepper, 14 years
Charles R. Scott, 41 years

Towne Library
Physical Plant
Vice-President
Van Pelt Library
Comptroller's Office
Research Administration
Treasurer's Office
Intercollegiate Athletics

Salaried Support Staff

Eleanor M. Armacost, 14 years
Frances E. Costanzo, 18 years
Ethel R. Coulter, 18 years
John F. Kolb, 13 years
Miriam R. Maloney, 17 years
Kalman J. Vamos, 20 years
Dorothy Warren, 15 years

Comptroller's Office
University Bookstore
Medical School
Publications Department
Development & University Relations
Van Pelt Library
School of Nursing

Hourly Support Staff

Frank L. Brooks, 43 years
Catherine Merkins, 11 years
James Murray, 12 years
Willie J. Rodgers, 13 years
Veronica Rosintoski, 14 years
William Thomas, 13 years

Physical Plant
School of Dental Medicine
Physical Plant
Animal Laboratory, School of Medicine
School of Dental Medicine
Animal Laboratory, School of Medicine

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A full listing of I-House activities, such as the children's programs, the film sharing with community groups, the workshops on film making, and the special trips for foreign students is beyond the scope of this short article. But materials describing all of these

plus the English Program, the annual Ethnic Festival, and the American Traditions program are available for the asking at I-House during an excursion there for, perhaps, lunch at Beginner's Luck.

Training Schedule

April-May 1981

Description	Upcoming Dates	Frequency	For Registration and Information Call :	
New Employee Orientation	May 22	Monthly	Joan Longaker	Ext. 7285
Resumé Development	April 24 May 14	Monthly	Joan Longaker	Ext. 7285
Interviewing Skills	May 8	Monthly	Joan Lonagaker	Ext. 7285
Purchasing Orientation	May 6, 20	First and Third Wednesdays	Dorothy Vaccaro	Ext. 4078

For information on Weightwatchers or CPR, please call Joan Longaker Ext. 7285