

Almanac

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10

1981-82 Salaries

In two separate memoranda presented together on page 2, the Office of the Provost has issued salary guidelines for 1981-82 that give each school and center budget a 10 percent increase in salary funds, but outline different formulas for its distribution to academic and nonacademic personnel.

Standing faculty will have a base increase of 8 percent with the remaining two percent discretionary. For nonacademic administrative, professional, and support staff, the formula will be five percent as base, with the rest discretionary up to 15 percent.

In addition, a floor of \$17,500 has been set for assistant professors' salaries, and a salary reserve has been created to meet special considerations including a "marketplace adjustment" to maintain or improve the competitiveness of clerical salaries.

On pages 4 and 5, Executive Director of Personnel Relations Gerald Robinson gives additional information on nonacademic salary scales effective July 1.

Executive Board: May 14

The Sunshine session of the May 14 Trustees Executive Board meeting begins at 2:30 p.m. in the Tea Room of the Faculty Club and is open to observers on reservation to the Office of the Secretary, Ext. 7005.

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Insert: FAS Reports
On Romance Languages

Six Honorary Degree Recipients

Civil rights leader Vernon E. Jordan, Jr. (right), author James Baldwin and Penn's eminent Indian art scholar Stella Kramrisch will be among six honorary degree recipients at the University's 225th Commencement, May 18. With them will be MIT educator and neuroscientist Francis Otto Schmitt, historian and educator John Hope Franklin of Chicago, and the Rt. Rev. Lyman C. Ogilby, Episcopal Bishop of the Diocese of Pennsylvania, who is also this year's Baccalaureate speaker.

Mr. Jordan, president of the National Urban League, will give the Commencement Address at Monday's ceremony in the Civic Center, which begins with a student procession at 10 a.m. and academic procession at 10:30 a.m. His daughter, Vickie, a graduating senior in the FAS, will be among the more than 3,500 students receiving degrees.

Mr. Jordan has directed the National Urban League since 1972. His weekly column, "To Be Equal," appears in approximately 200 newspapers and his radio commentaries are broadcast three times a week on the Westinghouse Broadcasting Network. He is a fellow of the Institute of Politics at the John F. Kennedy School of Government, Harvard University, and was recently appointed to the Board of Overseers of Penn's School of Social Work.

Mr. Baldwin's first book, *Go Tell It on the Mountain*, was published in 1953, followed two years later by the widely acclaimed *Notes of a Native Son*. He has since written a dozen other books including *The Fire Next Time*, *Another Country*, *If Beale Street Could Talk* and, most recently, *Just Above My Head*. He is a member of the National Advisory Board of the Congress of Racial Equality and the National Committee for Sane Nuclear Policy.

Dr. Kramrisch, an emeritus professor of the University, curator of Indian Art for the Philadelphia Museum of Art, and instructor at the Institute of Fine Arts in New York, has been a major force in developing the study of Indian art in the U.S. She received her Ph.D. from Vienna University and taught at the Courtauld Institute of Art, University of London, and the University of Calcutta before coming to Penn in 1950 and serving as professor of South Asian art until 1969. Her numerous publications on Indian art include *The Art of Nepal and Tibet and Himalayan Art*; and her exhibit *Manifestations of Siva*, acclaimed as the most important exhibition of its kind, is now on display at the Philadelphia Museum of Art.

Dr. Schmitt is Institute Emeritus Professor



at the Massachusetts Institute of Technology and chairman of the Neurosciences Research Foundation, Inc. He is considered one of the founding fathers of the field of biophysics and was an early advocate of neuroscience as an interdisciplinary field. He was associate professor of zoology and later biology at Washington University, St. Louis.

Dr. Franklin, John Matthews Manly Distinguished Service Professor of History at the University of Chicago, is on leave serving as Senior Mellon Fellow at the National Humanities Center, North Carolina. He has taught history at Fisk, St. Augustine's College, North Carolina College at Durham, Howard University, and Cambridge University, and Brooklyn College, where he was department chairman. His publications include *Free Negro in North Carolina*, *From Slavery to Freedom: A History of Negro Americans*, *Militant South* and *A Southern Odyssey*.

Bishop Ogilby has served as Suffragan Bishop of the Philippines, secretary of the Council of the Church of Southeast Asia, Episcopal Visitor to Indonesia, Bishop Coadjutor of South Dakota, and secretary of the South Dakota Council of Churches. He became Bishop Coadjutor of the Diocese of Pennsylvania in 1973, and Bishop of Pennsylvania in 1974. He is also a member of the boards of the Church Army of the Episcopal

(Continued on page 2)

Church, Episcopal Community Services of Pennsylvania and Episcopal Academy.

Wharton Centennial Degrees

The Wharton School conferred honorary Doctor of Laws degrees upon five at its Centennial Convocation May 5:

Peter F. Drucker, author and professor who has combined economics and statistics, politics and philosophy in his approach to management — most recently serving as Clarke Professor of Social Science at Claremont Graduate School. Earlier he was a Visiting Professor at the Wharton School.

Robert S. McNamara, who as president of the World Bank guided the largest program of technical and financial assistance to developing countries ever undertaken by a single agency. He also served as president of Ford Motor Company, and as Secretary of Defense under two Presidents.

Paul F. Miller, Jr., alumnus and chairman of the University Trustees who guided the last half of the five-year \$255 million campaign over the top. He was the first president of the merged Drexel and Harriman Ripley, and co-founded Miller, Anderson & Sherrard, where he is senior partner.

Sybil Collins Mobley, alumna of Wharton and founder and dean of the School of Business at Florida A & M University. A widely published professor of accounting, Dr. Mobley also addresses the role of women and the disadvantaged within the accounting profession, and has served as consultant to the U.S. Agency for International Development in several African nations.

Elmer Boyd Staats, Comptroller General of the United States and former Deputy Director of the Bureau of the Budget who has served on the Visiting Committees of the John F. Kennedy School of Government at Harvard, the Graduate School of Management of UCLA, and the University of Chicago.

College of Pharmacy Degrees

The Philadelphia College of Pharmacy and Science will award the honorary Doctor of Science degree to two members of the University at its 160th Commencement on May 17:

Dr. Robert Austrian, the John Herr Musser Professor and Chairman of Research Medicine who will be cited especially for his development of the pneumococcal vaccine that has reduced mortality from pneumococcal pneumonia — for which he also received the City's 1979 Philadelphia Award.

Trustee John W. Eckman, Chairman and CEO of The Rorer Group Inc., who is president of the Wistar Institute Board of Managers and the Historical Society of Pennsylvania, and was recently elected a Fellow of the College of Physicians and chairman of the Pharmaceutical Manufacturers Association.

Cheerful Correction

Advisedly *Almanac* called Dr. Britton Chance the University's "fourth known F.R.S." last week; the number known has now reached eleven, with seven additions contributed by Drs. Dilys Winegrad, R.E. Davies and George Koelle. Best known are the 18th-century astronomer *David Rittenhouse* and the 20th-century giant of medicine *Alfred Newton Richards*, for whom major campus buildings are named. Both are extensively treated in the *Meyerson-Winegrad Gladly Learn and Gladly Teach*, University of Pennsylvania Press 1978. The same book sketches the career of *S. Weir Mitchell* (1829-1914), an alumnus and trustee, eminent neurologist and even better-known historical novelist. Others are *Detlev W. Bronk*, a trustee and professor who founded the Johnson Foundation and went on to head Johns Hopkins and then Rockefeller Universities; *Otto Meyerhof*, the German Nobel laureate (for the lactic acid theory

OF RECORD



Salary Policy for 1981-82

The following combines two memoranda issued May 7, 1981, by the Office of the Provost: Provost's Memorandum #81-2, on faculty salaries, to Academic Deans and #81-3 on nonacademic salaries, to Deans and Directors.

In setting this year's salary policy our first priority was the preservation of the economic status of our faculty and staff. Even within the constraints of a truly austere budget, we have created both a 10 percent salary pool and a "salary reserve," a major portion of which will be used to make certain our faculty salaries remain among the most competitive in the nation. In developing this year's salary guidelines, I have had the advice and concurrence of the Senate Committee on the Economic Status of the Faculty, the Council of Deans, and my administrative colleagues.

Because I believe good salary planning must have a rational basis, I also asked the Office of Planning Analysis to study the available data measuring the University's salary position among peer institutions. This analysis, along with the requests of the individual deans, has guided me in distributing the "salary reserve" for marketplace and equity adjustments. I have shared this information with both the Senate Committee on the Economic Status of the Faculty and the Council of Deans.

Salary Guidelines for Standing Faculty for 1981-1982

1. The minimum base salary for assistant professors will be \$17,500.
2. The standard increment for continuing standing faculty will be 8 percent (rounded up to the nearest \$100). All increments less than 8 percent must be reviewed with the Provost and receive his approval.
3. The distribution of the remaining 2 percent of the salary pool for standing faculty will be at the discretion of each dean, to improve the salary structure in the Schools.
4. The "salary reserve" will be distributed as follows:
 - a) for promotions in consultation with the Provost;
 - b) for market adjustments as indicated by the Planning Analysis Salary Study, and by individual deans;
 - c) for individual raises to meet offers from other institutions;
 - d) for discretionary salary increments in the Schools (to be distributed proportionately among the Schools); and
 - e) for a contingency fund to meet individual requests from the schools for attracting outstanding new faculty to the University and for unforeseen contingencies.

Salary Policy for Administrative/Professional and Support Personnel

Despite the constraints of an austere budget, our compensation policy for the fiscal year beginning July 1, 1981, provides for significant improvements in the salaries and wages of continuing administrative/professional and support personnel. Accordingly, funds totaling 10 percent of the current salary and wage base have been provided in school and center budgets. These funds will be allocated by the responsible administrator for increases for all classes of personnel; increases are not required for part-time personnel and are at the discretion of the deans and vice presidents within the approved budgets.

Individual increments are to be distributed as follows:

For administrative/professional and support personnel, the base increase will be 5 percent. Increases greater than 15 or less than 5 percent will need to be justified to Personnel Relations with a copy of the 1981 performance review for the individual(s) in question. The average 10 percent increments will not include reclassifications, market adjustments, or promotions to positions vacated through resignations and retirements.

To maintain and, where appropriate, improve competitive salaries for clerical personnel, we are also using funds from our "salary reserve" to make a significant marketplace adjustment in our clerical salary scales. Individual adjustments will be determined by Personnel Relations as part of their continuing analysis of our compensation policies and practices.

—Louis A. Girifalco, Acting Provost

of muscle contraction); cell biologist *Rupert Billingham*, and *Quentin Gibson*, noted for his work in rapid reaction of hemoglobin. (Drs. Billingham and Gibson were British members.) We are grateful to the University Archives for some details on Fellows of the Royal Society, and to Dr. Koelle for the note that funds are being solicited for the *Alfred Newton Richards Chair of Pharmacology*.

Any embarrassment at these corrections is greatly overshadowed by the pleasure of noting them — and the usefulness of building a complete record so that we can be accurate when referring to the next F.R.S. (the next Nobel . . . the next Pulitzer . . .). If our list is not yet complete, we will appreciate hearing from anyone who has additional names.—Ed.

Other corrections: page 4.

Almanac

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Analysis of a Disaster

Computation in economics and the social sciences has long been a disaster situation at Penn. Since the change in policy away from a central computer facility, we have seen a proliferation of computers as each school tried to take care of its own needs. It is not at all clear that this has been either advantageous or cost efficient in all cases.

The Faculty of Arts and Sciences has particularly been squeezed in that it has failed to spend sufficient resources on computation on a central school-wide basis. In order to meet the needs of the departments in FAS which depend on the computer, funds were allocated for use on Uni-Coll, then a commercial but University-owned enterprise. When it was sold off altogether, an accommodation was made: FAS contributed to the purchase of the High Energy Physics computer in David Rittenhouse Labs. This computer remains owned by the U.S. Government with use on a charge basis by students and faculty in Economics and in other FAS departments. The service from the DRL machine has been good, and access has been provided from the McNeil building. While the charges per CPU are lower than at Uni-Coll, the costs have been much higher than expected. This reflects in part the use of new programs which do not run cheaply on the DRL computer and in part increased use of the computer in response to student needs—a result, I suspect, of the greater convenience of its use!

For the first time this year, a serious attempt has been made to keep within a budget. Each department was allocated a computer allowance at the beginning of the year, some 75 percent of what had been requested. By late January it was becoming clear that the Economics Department would need more money. The high level of use did not represent wasteful use. It represented intensive work by Ph.D. students and classes, and a gradual return to normalcy from a time when use had been depressed by difficulty of access. The Dean responded by providing additional funds, but unfortunately these funds were quickly exhausted. At that time, no additional computer allocations were accepted by the DRL computer facility, on the position that there were no budgeted funds. As a result several graduate students, some in the middle of the dissertation, and several faculty members suddenly found that their accounts were exhausted and that the computer was closed to them. This is equivalent to locking the library doors. Emergency arrangements have been made in the meantime, but the damage in terms of the perception that computer time will not be available has been done.

The computer is an essential instrument for research in economics and in many other FAS fields. Computer work stands at the frontier of many disciplines. In place of saying to the student and the faculty member that computation is expensive and should be minimized, we should encourage all of them to use the computer. This is not a matter of encouraging wastefulness. Rather, it is a matter of recognizing that computation is an essential ingredient of modern science and that Penn ought to

again be at the forefront of empirical and computer-based methods in many fields. This poses two issues:

1. We simply have not put enough resources into computation. Penn falls far behind equivalent universities in the amount of funding to computation and, consequently, in the availability of computer equipment to its students and faculty. This is all the more ironic since we pride ourselves in our early involvement in computation and in some of the strongest empirically-oriented departments in the country.

2. Student and young faculty research computation does not fit into a responsibility center budgeting system. The computer should be treated as a resource center like the library. To encourage the utilization of computers we must make computer time available with great convenience on modern equipment—at zero cost or at marginal cost. To budget it as other expenses and then to allocate it to students and faculty is not manageable. Few people know in advance how much time their projects will require over the next year, many indeed do not even know that they will be using the computer. There is great variation in the amount of computer time required—\$200 may be too much in one case, but \$2000 may not be sufficient in another.

We surely do not want a situation where students and faculty see computation as a scarce expensive good. This will distort learning and research. It will create a perception at Penn and elsewhere that we do not provide adequate computation, and this will discourage top class students and faculty from coming to our University.

—F. Gerard Adams, Chairperson
FAS Computer Committee

More Than 'Sit'

Associate Professor Pring's "clarifications" on the issue of the cut-off of computer privileges to graduate students and faculty in the Department of Economics (*Almanac* May 5) seem to me to merit some response.

Professor Pring is correct in stating that "What the Department of Economics ran out of was money to pay for computer time." He goes on to say that "It should be a simple administrative task to locate the communication blockage (which in his view, precipitated the cut-off) and ensure that none such recurs." To Professor Pring the matter ends there, aside from the question of FAS allocating its computer budget among its constituent departments, which can stake their claims for increased funding by "wield(ing) the carrots of current excellence and imminent greatness and the stick of impending decimation by competition of comparable programs at peer institutions." Quite apart from the fact that this was one of the arguments raised in the "Open Statement" which appeared in this space on April 28 and the fact that Penn currently spends significantly less on computing per student than universities seeking the same level of academic excellence, I would strongly submit that there are a variety of other important issues which the committee organized by the Vice Provost can, and indeed should, investigate. To cite just a few:

Professor Pring states that "there is no shortage of computer time." It would appear to me that a valid, and in fact crucial, policy issue is raised by the incongruity of simultaneously having "no shortage of computer time" at the University and cutting off computer privileges to students and faculty. Is, in other words, responsibility center accounting the proper procedure to use with a resource such as a computer? The use of the computer has become as crucial in much research as has access to and use of the library. Yet no such accounting procedure exists for library usage.

At the present time FAS does not have its own computer. Instead of purchasing time on computers operated and staffed by other faculties or individual research groups, which often have different software and support service needs to those of many FAS departments, should FAS purchase its own computer? I pose this question not so much to suggest an answer to FAS' computer difficulties, as to emphasize the diversity of issues which the Vice-Provost's committee can fruitfully analyze.

Compared to these issues the communication blockage referred to by Professor Pring is a minor short-run problem and is by no means the real issue. The real issue is Penn's commitment to serious empirical research.

I hope that upon reading this, Professor Pring agrees that there are things which the Vice Provost's committee can do besides "sit."

—Ian Novos, Chairperson
Graduate Economics Society
Subcommittee on Computing

Martin Pring Responds:

I am gratified that Mr. Novos too perceives the communication blockage as "a minor short-run problem," since I have argued, and he does not dispute, that it was the sole precipitant of the cut-off of computer privileges in question. I agree that, with one exception, the broader issues he raises are important and should be addressed.

The exception is the library model for the provision of computer services. All scholars benefit from a good library, each uses its resources to roughly the same degree, no particular group could consume them to the extent that others are denied them. None of this is true of computers. Therefore libraries are treated as an indirect cost and computer services as a direct cost item. Would Mr. Novos want distilled water, "as crucial in much research as... use of the library," to be provided free to all who need it, in part at the indirect expense of the Department of Economics?

We also disagree, it seems, with whom the solution to some of the more general questions lies. Surely FAS, in the main, must decide whether it needs and can afford its own computer. Are there enough genuine computer-related issues of University-wide importance left to exercise the Vice Provost's committee?

—M.P.

Ed. Note: Acting Vice Provost Alan J. Heeger advises that a message will be published next week outlining the plans of the committee referred to in the two letters above.

The following was sent to the Secretary of the University,
Dr. Mary Ann Meyers, on May 8, 1981:

On University Officers

The Senate Committee on Administration has reviewed the draft revision of the Statutes of the University, published in *Almanac* on April 14, 1981, and has several substantive suggestions concerning provisions of Article 3 of the draft ("The Officers") dealing with the responsibilities of the President, the Provost and the General Counsel.

1. In Article 3.2(a) ("Functions and Duties of the President") the Committee suggests adding, at the end of the first paragraph, the following two sentences:

"In the performance of these duties the President shall consult with the faculty. Furthermore, the President shall constitute the chief liaison between the trustees and the faculty, and shall inform each of the views and concerns of the other relating to the programs and administration of the University."

The language would give statutory recognition to the existing understanding at the University about the vital role of faculty consultation in University governance. It would also codify the essential role of the President in serving as the communications link between faculty and trustees. Matters so basic to the governance of the University should, in the Committee's view, be stated explicitly in the Statutes.

2. In Article 3.2(c) ("Removal of the President") the Committee suggests adding the underlined language below to the first sentence:

"The President may be removed only after consultation with the faculty and by the affirmative vote of trustees actually present at a stated or special meeting equal to at least two-thirds of the number of trustees then in office."

This new language would make clear that a President cannot be removed without prior faculty consultation. Again, the Committee believes that this change would usefully serve to codify existing understandings.

3. The Committee suggests rewriting the first paragraph of Article 3.3, which describes the office of the Provost, as follows:

"*Functions and Duties of the Provost.* The Provost shall be the chief educational officer of the University who is responsible, in association with the President, for the conduct, coordination, and quality of the University's academic programs and for their future development. In the performance of these duties the Provost shall consult with the faculty."

In the Committee's view, it is important that the Statutes contain a description of the duties of the Provost that recognizes the historical pre-eminence of this officer in educational matters, as well as the accepted understanding that the Provost, like the President, consults with the faculty in the performance of his or her duties.

4. The Committee suggests rewriting Article 3.7, dealing with the office of the General Counsel, to make explicit the fact that the General Counsel reports to the President. The Committee suggests the following language:

"The General Counsel is responsible to the President and represents the University in legal matters in accordance with its rules and policies."

We request that you bring these suggestions to the attention of the Trustees.

Martin Pring, Chair
Senate Committee on Administration

Paul Bender, Chair
Faculty Senate

Phoebe Leboy, Chair-elect
Faculty Senate

Corrections to 5/5/81 Issue

The bulletin on increases in the Blue Cross/Blue Shield rates next year that appeared (page 3, *Almanac* May 5), was incorrectly attributed to the Office of Personnel Benefits. The signature should have been that of Jon C. Strauss.

In the news item on the Baccalaureate Service (page 5, May 5), the passage reading "... the Rev. Charles Hagen, director, Hillel Foundation," should have read "... the Rev. Charles Hagen, director, Newman Center; Rabbi Michael Monson, director, Hillel Foundation." We were not preaching an ecumenical message — just dropped a line of type, for which we apologize to both members of the campus ministry. —Ed.

Salary Scales for Nonacademic Positions

For the first time (page 5), the University publishes in full the salary scales of nonacademic positions, and how to relate them to individuals' salaries and advancement.

On Scales, Ranges, and Advancement

For almost a decade, the personnel offices of U.S. colleges and universities have worked to professionalize and regularize the classifications of nonacademic positions in our nonprofit institutions. This has been done partly to arrive at a basis for job comparability so that equal-pay-for-equal-work policies can be implemented, and partly as a simple matter of good management — including the retention and promotion of able staff, and the attraction of new staff from the wider community of business, industry and government where we must compete.

It is important, in reading the scales at right, to recognize the significance of *grade* (the vertical progression of job classifications) versus *range* (the horizontal delineation of minimum, midpoint and maximum salary for the individual in the grade).

Grades are assigned as a reflection of the work itself: most nonacademic positions in the University have been classified according to difficulty, responsibility, and qualifications and skills required of the incumbent. Each job's grade is fixed by these factors regardless of the merit or length of service of the individual who holds the position.

It is in the horizontal *range* that the individual factors of merit and length of service are reflected. There are evaluation systems that help place the incumbent along that horizontal axis: the minimum represents the lowest starting salary that a supervisor may offer to a person who meets the qualifications for the job as classified, and the midpoint represents the *highest* starting salary that may be offered. (And this higher salary would require evidence of unusual experience or skills, provided they are actually applicable to the work and will enhance the productivity of the position.)

The maximum serves as the upper limit to what the University thinks it is reasonable to pay for a given position. If a significant number of individuals were to reach the maximum of a grade it would signal us that we should look again at how we have priced the positions in that grade. In addition, as an individual approaches the maximum, he or she may want to look for ways to increase the responsibilities within the current position or to enhance his/her readiness for promotion.

Personnel advance on the vertical scale by several routes: One is promotion within the home unit, or change to a job elsewhere in the University that has a higher grade assignment (more responsibility). Another is, during reorganization of the home unit, the acceptance of new responsibility of such magnitude that the supervisor may request reclassification of the position to a new grade without necessarily changing the title. A third, less often accessible, route is reclassification when an incumbent gradually assumes new responsibilities and increases the productivity of the position without formal reorganization of the home unit; in such a case the supervisor may apply for reclassification to reflect a gradual change in the nature of the work.

Most employees are aware of their official titles, but many do not know the grade assigned to each title. One's supervisor and/or the person who handles PAFs in the unit are excellent sources of that information.

It is important to note that the scales themselves are developed from marketplace surveys conducted by the compensation staff. They do not necessarily reflect the funding applied to school and center budgets for annual increase. During the last several years the scales have been increased at a faster rate than have nonacademic salaries in general. The result is what is called "compression within the grade" where individual salaries tend to cluster close to the minimum and new people are hired at salaries close to those of longer-service employees. This year's marketplace adjustment, referred to in Dr. Girifalco's memorandum on page 2, is an attempt to deal with that problem.

Finally, it is important to note that the refinement of our scales and reward systems is an ongoing process. Like most of our peer institutions we came late to the recognition that we must be as professional as our extramural competition if we are to have cost-effective support for the academic enterprise of teaching and research, and the students' living and learning experience. We are working toward ever-increasing equity, rationality, and productivity as the nonacademic sector's contributions to the academic goals of the University.

—Gerald L. Robinson
Executive Director of Personnel Relations

(Scales begin past insert)

ALMANAC May 12, 1981

ns, Effective July 1, 1981

nonacademic positions. An explanation of the function patterns, appears on page 4.

Professional and Administrative Scale

Annual Salary Figures

Grade	Minimum	Midpoint	Maximum
PA 1	\$12,000.00	\$16,100.00	\$20,200.00
PA 2	13,100.00	17,800.00	22,500.00
PA 3	14,500.00	19,775.00	25,075.00
PA 4	16,350.00	22,600.00	28,875.00
PA 5	18,000.00	25,125.00	32,275.00
PA 6	20,500.00	28,875.00	37,250.00
PA 7	23,600.00	33,250.00	42,925.00
PA 8	27,125.00	38,225.00	49,325.00
PA 9	31,150.00	43,925.00	56,700.00
PA 10	35,950.00	50,675.00	65,400.00

Clerical Scale—35-Hour Work Week

Annual and Hourly Figures

Grade	Minimum	Midpoint	Maximum
C 1	\$ 6,325.00	\$ 7,625.00	\$ 8,925.00
	3.475	4.190	4.904
C 2	7,725.00	9,350.00	11,000.00
	4.245	5.137	6.044
C 3	8,250.00	10,000.00	11,775.00
	4.533	5.495	6.470
C 4	8,775.00	10,725.00	12,650.00
	4.821	5.893	6.951
C 5	9,375.00	11,500.00	13,625.00
	5.151	6.319	7.486
C 6	9,925.00	12,250.00	14,575.00
	5.453	6.731	8.008
C 7	10,575.00	13,100.00	15,650.00
	5.810	7.198	8.599
C 8	11,225.00	14,000.00	16,775.00
	6.168	7.692	9.217
C 9	11,925.00	14,975.00	18,000.00
	6.552	8.228	9.890

—37.5-Hour Work Week

Grade	Minimum	Midpoint	Maximum
C 1	\$ 6,775.00	\$ 8,175.00	\$ 9,550.00
	3.474	4.192	4.897
C 2	8,275.00	10,025.00	11,775.00
	4.244	5.141	6.038
C 3	8,825.00	10,725.00	12,600.00
	4.526	5.500	6.462
C 4	9,400.00	11,475.00	13,550.00
	4.821	5.885	6.949
C 5	10,025.00	12,300.00	14,600.00
	5.141	6.308	7.487
C 6	10,625.00	13,125.00	15,600.00
	5.449	6.731	8.000
C 7	11,325.00	14,050.00	16,775.00
	5.808	7.205	8.603
C 8	12,025.00	15,000.00	17,975.00
	6.167	7.692	9.218
C 9	12,775.00	16,050.00	19,300.00
	6.551	8.231	9.897

—40-Hour Work Week

Grade	Minimum	Midpoint	Maximum
C 1	\$ 7,225.00	\$ 8,725.00	\$10,200.00
	3.474	4.195	4.904
C 2	8,825.00	10,070.00	12,550.00
	4.243	5.144	6.034
C 3	9,425.00	11,425.00	13,450.00
	4.531	5.493	6.466
C 4	10,025.00	12,250.00	14,450.00
	4.820	5.889	6.947
C 5	10,700.00	13,125.00	15,550.00
	5.144	6.310	7.476
C 6	11,325.00	14,000.00	16,650.00
	5.445	6.731	8.005
C 7	12,075.00	14,975.00	17,875.00
	5.805	7.200	8.594
C 8	12,825.00	16,000.00	19,175.00
	6.166	7.692	9.219
C 9	13,625.00	17,100.00	20,575.00
	6.550	8.221	9.892

Technician Scale—35-Hour Work Week

Annual and Hourly Figures

Grade	Minimum	Midpoint	Maximum
T 1	\$ 7,450.00	\$ 8,925.00	\$10,400.00
	4.093	4.904	5.714
T 2	8,225.00	9,900.00	11,575.00
	4.519	5.440	6.360
T 3	9,150.00	11,100.00	13,050.00
	5.027	6.099	7.170
T 4	10,175.00	12,400.00	14,600.00
	5.591	6.813	8.022
T 5	11,225.00	13,775.00	16,325.00
	6.168	7.569	8.970
T 6	12,600.00	15,500.00	18,400.00
	6.923	8.516	10.110
T 7	14,125.00	17,475.00	20,850.00
	7.761	9.602	11.456

—37.5-Hour Work Week

Grade	Minimum	Midpoint	Maximum
T 1	\$ 7,975.00	\$ 9,550.00	\$11,150.00
	4.090	4.897	5.718
T 2	8,825.00	10,625.00	12,400.00
	4.526	5.449	6.359
T 3	9,800.00	11,900.00	13,975.00
	5.026	6.103	7.167
T 4	10,900.00	13,275.00	15,650.00
	5.590	6.808	8.026
T 5	12,025.00	14,775.00	17,500.00
	6.167	7.577	8.974
T 6	13,500.00	16,600.00	19,725.00
	6.923	8.513	10.115
T 7	15,125.00	18,725.00	22,325.00
	7.756	9.603	11.449

—40-Hour Work Week

Grade	Minimum	Midpoint	Maximum
T 1	\$ 8,500.00	\$10,200.00	\$11,900.00
	4.087	4.904	5.721
T 2	9,400.00	11,325.00	13,225.00
	4.519	5.445	6.358
T 3	10,450.00	12,675.00	14,925.00
	5.024	6.094	7.175
T 4	11,625.00	14,150.00	16,675.00
	5.589	6.803	8.017
T 5	12,850.00	15,750.00	18,650.00
	6.178	7.572	8.966
T 6	14,400.00	17,725.00	21,025.00
	6.923	8.522	10.108
T 7	16,150.00	19,975.00	23,825.00
	7.764	9.603	11.454

Craft and Service Scale

—35-Hour Work Week

Annual, Weekly and Hourly Figures

Grade*	Minimum	Midpoint	Maximum
KS 13	\$ 6,200.00	\$ 7,775.00	\$ 9,300.00
	119.23	149.51	178.84
	3.406	4.271	5.109
KS 14	6,300.00	8,075.00	9,800.00
	121.15	155.28	188.46
	3.461	4.436	5.384
KS 15	6,675.00	8,500.00	10,325.00
	128.36	163.46	198.55
	3.667	4.670	5.673
KS 16	6,925.00	8,875.00	10,800.00
	133.17	170.67	207.69
	3.804	4.876	5.934
KS 17	7,225.00	9,225.00	11,250.00
	138.94	177.40	216.34
	3.969	5.068	6.181
KS 18	7,600.00	9,700.00	11,825.00
	146.15	186.53	227.40
	4.175	5.329	6.497
KS 19	7,900.00	10,100.00	12,300.00
	151.92	194.23	236.53
	4.340	5.549	6.758
KS 20	8,300.00	10,600.00	12,925.00
	159.61	203.84	248.55
	4.560	5.824	7.101
KS 21	8,675.00	11,100.00	13,575.00
	166.82	213.46	261.05
	4.766	6.098	7.458
KS 22	9,125.00	11,700.00	14,275.00
	175.48	225.00	274.51
	5.031	6.428	7.834
KS 23	9,650.00	12,375.00	15,050.00
	185.57	237.98	289.42
	5.302	6.799	8.269
KS 24	10,050.00	12,900.00	15,700.00
	193.26	248.07	301.92
	5.521	7.087	8.626

KS 25	10,550.00	13,500.00	16,400.00
	202.88	259.61	315.38
	5.796	7.417	9.010
KS 26	11,100.00	14,200.00	17,300.00
	213.46	273.07	332.69
	6.098	7.802	9.505
KS 27	11,500.00	14,700.00	17,975.00
	221.15	282.69	345.67
	6.318	8.076	9.876
KS 28	12,200.00	15,575.00	18,925.00
	234.61	299.51	363.94
	6.703	8.557	10.398
KS 29	12,775.00	16,375.00	19,975.00
	245.67	314.90	384.13
	7.019	8.997	10.975
KS 30	13,400.00	17,200.00	20,925.00
	257.69	330.76	402.40
	7.362	9.450	11.497
KS 31	14,200.00	18,200.00	22,200.00
	273.07	350.00	426.92
	7.802	10.000	12.197
KS 32	15,000.00	19,200.00	23,375.00
	288.46	369.23	449.51
	8.241	10.549	12.843
KS 33	15,800.00	20,200.00	24,600.00
	303.84	388.46	473.07
	8.681	11.098	13.516
KS 34	16,625.00	21,300.00	26,000.00
	319.71	409.61	500.00
	9.134	11.703	14.285
KS 35	17,550.00	22,425.00	27,325.00
	337.50	431.25	525.48
	9.642	12.321	15.013
KS 36	18,500.00	23,650.00	28,800.00
	355.76	454.80	553.84
	10.164	12.994	15.824

—40-Hour Work Week

Grade*	Minimum	Midpoint	Maximum
KS 13	\$ 7,100.00 136.53 3.413	\$ 8,875.00 170.67 4.266	\$10,600.00 203.84 5.096
KS 14	7,200.00 138.46 3.461	9,200.00 176.92 4.423	11,200.00 215.38 5.384
KS 15	7,600.00 146.15 3.653	9,725.00 187.01 4.675	11,825.00 227.40 5.685
KS 16	7,900.00 151.92 3.798	10,100.00 194.23 4.855	12,300.00 236.53 5.913
KS 17	8,275.00 159.13 3.978	10,575.00 203.36 5.084	12,800.00 246.15 6.153
KS 18	8,675.00 166.82 4.170	11,100.00 213.46 5.336	13,500.00 259.61 6.490
KS 19	9,000.00 173.07 4.326	11,550.00 222.11 5.552	14,050.00 270.19 6.754
KS 20	9,475.00 182.21 4.555	12,125.00 233.17 5.829	14,775.00 284.13 7.103
KS 21	9,900.00 190.38 4.759	12,700.00 244.23 6.105	15,500.00 298.07 7.451
KS 22	10,400.00 200.00 5.000	14,125.00 271.63 6.790	16,300.00 313.46 7.836
KS 23	11,025.00 212.01 5.300	14,125.00 271.63 6.790	17,200.00 330.76 8.269
KS 24	11,500.00 221.15 5.528	14,725.00 283.17 7.079	17,975.00 345.67 8.641
KS 25	12,075.00 232.21 5.805	15,425.00 296.63 7.415	18,775.00 361.05 9.026
KS 26	12,700.00 244.23 6.105	16,225.00 312.01 7.800	19,775.00 380.28 9.507
KS 27	13,175.00 253.36 6.334	16,875.00 324.51 8.112	20,500.00 394.23 9.855
KS 28	13,900.00 267.30 6.682	17,800.00 342.30 8.557	21,625.00 415.86 10.396
KS 29	14,575.00 280.28 7.007	18,700.00 359.61 8.990	22,825.00 438.94 10.973
KS 30	15,350.00 295.19 7.379	19,625.00 377.40 9.435	23,925.00 460.09 11.502
KS 31	16,250.00 312.50 7.812	20,800.00 400.00 10.000	25,375.00 487.98 12.198

May 12-May 24

Academic Calendar

May 15 Ivy Day
May 16 Alumni Day
May 17 Baccalaureate Service: organ recital, 2:30 p.m.; service, 3:30 p.m.; in Irvine Auditorium.
May 18 Commencement
May 19 First summer session begins

Exhibits

May 15-17 *The Class of 1981 Art Exhibit* features works of graduating seniors majoring in fine arts, sponsored by General Alumni Society and PUC at Bowl Room, Houston Hall. Opening May 15, 4-6 p.m.

May 22-24 The Department of Landscape Architecture and Regional Planning presents *Pennscape '25*, an exhibition of the accomplishments made by the Department and its alumni during the past 25 years, at Central Gallery, GSFA. Opening May 22, 5-7 p.m.

May 22 through August 29 *Echoes of the Samurai*, a Japanese arms and armor exhibit with helmets, weapons, samurai swords and body armor dating from the 17th-19th centuries at the University Museum; accompanied by a continuously-run video-film on the making of *tsubas* (sword guards) produced by the Japan Foundation.

Through May 18 *Master of Fine Arts Exhibit*, showing works of graduating painters, sculptors and printmakers of GSFA, at the ICA.

Through May 29 *Exhibition of paintings and pastels* by Penn alumni Michael Neff and Claire Marcus, at the Faculty Club Gallery.

Through May 30 *Exhibition of writings, correspondence and memorabilia* of Ezra Pound, '06 M.A. and William Carlos Williams, '06 M.D., sponsored by the Writing Program of the Department of English and Friends of the Library, at the Lessing J. Rosenwald Gallery, 6th floor, Van Pelt Library.

Through June *African Sculpture from the Collections*, more than twenty masks and statues from sub-Saharan Africa at the Sharpe Gallery of the University Museum.

Through June *A Century of Black Presence at the University of Pennsylvania, 1879-1980*, at Van Pelt Library.

Through August *The Egyptian Mummy: Secrets and Science*, the exhibit conveys Egyptian ideas about life after death and health and disease patterns; at the University Museum.

Through September *Black Presence in the Law School—1888-1981*, at the rotunda of the Law School Building.

Faculty Club Gallery Hours Monday-Friday, 9 a.m.-9 p.m.; closed weekends.

Furness Fine Arts Library Hours Monday-Thursday, 9 a.m.-11 p.m.; Friday, 9 a.m.-10 p.m.; Saturday, 10 a.m.-5 p.m.; Sunday, 1-11 p.m.

Houston Hall Gallery Hours Friday, noon-6 p.m.; Saturday, 10 a.m.-noon and 4-6 p.m.; Sunday, noon-4 p.m.

ICA Gallery Hours Monday, 10 a.m.-5 p.m.; Tuesday, 10 a.m.-7:30 p.m.; Wednesday-Friday, 10 a.m.-5 p.m.; Saturday and Sunday, noon-5 p.m.

Rosenwald Gallery Hours Monday-Friday, 9 a.m.-5 p.m.; Saturday, 10 a.m.-4 p.m.

University Museum Hours Tuesday-Saturday, 10 a.m.-5 p.m.; Sunday, 1-5 p.m. Closed Monday and holidays.

University Museum Gallery Tours

May 13 Biblical Archeology
May 17 Peru Before the Incas
May 20 Sub-Saharan Africa

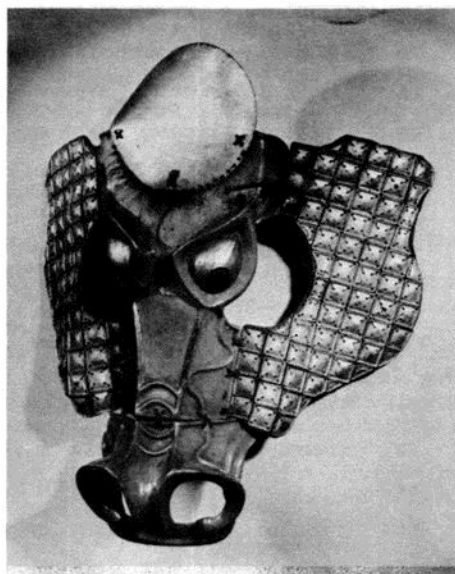
All tours begin inside University Museum's main entrance at 1 p.m. and last 45 minutes. \$1 donation requested.

Films

Through August 31 *Mummy 1770, The Unwrapping and Egypt's Pyramids, Houses of Eternity*, shown in conjunction with the current exhibition *The Egyptian Mummy: Secrets and Science*. Saturdays at 1:30 and 2:30 p.m., Sundays at 1:30 p.m. in Harrison Auditorium of the Museum.

Meeting

Trustees Executive Board: May 14, 2:30-3:30 p.m. in the Tea Room, Faculty Club. Observers must register in advance with the Secretary of the University, Ext. 7005.



A 19th century Japanese lacquer horse mask with side flaps representing armor from the exhibition *Echoes of the Samurai: Japanese Arms and Armor at the University Museum's Pepper Gallery through August 29*.

Music

May 15 Penn Glee Club presents *Double Take*, the 119th annual production, 8 p.m. at Zellerbach Theatre, Annenberg Center.

May 17 *Organ Recital* preceding Baccalaureate Service, by alumnus Christopher McCutcheon, accompanied by Gwyneth Leech, '81 and Deborah Wong, '81 on flutes, 2:30 p.m. at Irvine Auditorium. The Penn Glee Club will sing three anthems during the service.

The President and Provost present a *Commencement Concert* featuring Nancy Wilson, to celebrate the *Year of the Black Centenary* 8:30 p.m. at Irvine Auditorium. Tickets and information, Ext. 4410.



Nancy Wilson helps Penn celebrate the *Year of the Black Centenary* with a concert, May 17.

Religion

Ecumenical Eucharist 12:10 p.m. Fridays at the Christian Association. A gathering for new and informal ways of sharing communion.

Episcopal Weekly services at St. Mary's Church. Information: 386-3916.

Jewish Orthodox and Reform services are held at Hillel and Conservative services, at the Christian Association Auditorium Fridays. Shabbat morning services (Conservative and Orthodox) are held at Hillel 9:30 a.m. Saturdays. **Lutheran** Eucharist service 11 a.m. Sundays at the Lutheran Student Center. Information: 387-2885.

Muslim The Muslim Student Association hosts Jumaa congregational prayer and meeting, 12:30 p.m. Fridays, at Room 245, Houston Hall.

Roman Catholic Midnight mass Saturdays; masses at 9:30 and 11 a.m. and 5 p.m. on Sundays; daily mass at 12:05 p.m. Holy days at 12:05, 5:15 p.m., at the Newman Center.

Special Events

Through May 13 Department of Statistics hosts *Conference of Professional Association* at Hilton Hotel. For information call Nancy Schnerr at Ext. 8223 or Donald Morrison at Ext. 8229.

Through May 15 *Spring Festival and Plant Sale* of the Morris Arboretum features plant clinic, tours of grounds and several tree-climbing demonstrations; plant booths and information. Festival hours: 10 a.m.-5 p.m. Admission: \$1 for adults; 50¢ for children and senior citizens. Call 247-5777 for information.

Through June 5 *Registration for English classes* at International House, every Monday, Tuesday and Friday, 10 a.m.-4 p.m. by personal interview. Call 387-5125, Ext. 225 for more information.

May 15 *Dedication of the New Veterinary Hospital* with guest speaker, Roger Caras, noon; tours, 1 p.m.; reception, 2 p.m. at the new hospital, 39th and Pine Streets.

Third Annual Smokey Joe's—University of Pennsylvania Golf Outing, call Gerald Beaver at Ext. 4773 for reservations and information.

Martin Scorsese, film director of *Raging Bull* and *Taxi Driver*, will address the senior class at Ivy Day, and senior honor awards will be presented, 4 p.m. at Irvine Auditorium.

May 15-16 The School of Medicine presents *Medical Alumni Weekend*. For more information call Nancy Wink at Ext. 8006.

May 16 *Third Annual Alumni Run*, post entries, 7:45-8:45 a.m.; 5000 meter race begins 9:15 a.m. at Franklin Field.

The Class of 1981 marches down Locust Walk in the traditional *Alumni Day Parade of Classes*. President Sheldon Hackney reviews the parade, 2 p.m.

May 17 *Baccalaureate Service*, organ recital by Christopher McCutcheon accompanied by Gwyneth Leech and Deborah Wong on flutes, 2:30 p.m.; baccalaureate address by the Rt. Rev. Lyman C. Ogilby, Episcopal Bishop of the Diocese of Pennsylvania, service conducted by the Rev. Stanley Johnson, chaplain, assisted by the Rev. Charles Hagan, director, Newman Center; Rabbi Michael Monson, director, Hillel Foundation; and the Rev. Ralph Moore, director, Christian Association with remarks by Dr. Hackney; 3:30 p.m. at Irvine Auditorium.

May 18 *Commencement Exercises*, Civic Center Convention Hall doors open 9:30 a.m.; Pennsylvania Pro Musica, a percussion and brass ensemble, and the Glee Club will perform; student procession 10 a.m.; academic procession 10:30 a.m.; commencement address by Vernon Jordan, president, National Urban League. Honorary degrees will be awarded to six recipients.

May 22-24 *25th Anniversary of the Department of Landscape Architecture and Regional Planning*. Opening of the *Pennscape '25* exhibition and cocktail reception 5-7 p.m., May 22; conference sessions and dinner, May 23; first meeting of *Pennscape Alumni Association*, May 24. For information call Marie Komansky, Ext. 5967.

Sports

May 12 *Men's Baseball* vs. Delaware, 2 p.m. at Bower Field.

May 13 *Men's Lacrosse* vs. Cornell, 4 p.m. at Franklin Field.

May 15 *Women's Tennis*, EIAIW at Lott Tennis Courts.

May 23 *Heavyweight Crew* vs. Cornell (Madeira Cup), 10 a.m. at Schuylkill River.

Talks

May 12 Program for Epidemiologic Research and Training and Research and Training Center for the Aged Physical Medicine and Rehabilitation presents Paul Levy, Sc.D., professor and chairman, Program in Epidemiology and Biometry, University of Illinois, School of Public Health, on *Evaluation of the Illinois Trauma Program*, noon at Room 110 Nursing Education Building.

School of Nursing presents *Non-Traditional Health Practices: Applications for Nursing*, 4:30-6:30 p.m. at Nursing Education Building.

Piersol Rehabilitation Center of HUP presents a seminar series saluting the *International Year of the Disabled*, this week features Jay Newman, president, DIA, on *Disabled in Action*, a talk about civil rights and current laws affecting the disabled, 6-7 p.m. at Piersol Rehabilitation Center, HUP, first floor gymnasium.

May 13 The Morris Arboretum, in collaboration with other botanical institutions, present Elizabeth McLean and Elizabeth Hume on *Tercenary Preview* of horticultural projects and exhibits, 8 p.m. at the Presbyterian Church of Chestnut Hill.

May 15 General Alumni Society presents Alumni Weekend Seminar featuring The Hon. A. Leon Higginbotham, judge, Federal Court of Appeals, on *Race and The American Legal Process*, 2:30 p.m. at Room B-6, Stiteler Hall.

Department of Bioengineering presents Dr. Alfred R. Potvin, University of Texas, on *Trends in Biomedical Engineering Education*, 3 p.m. at 554 Moore School.

May 19 Department of Psychiatry presents Dr. Mogens Schou, professor of psychiatry, Aarhus University, Denmark, on *Lithium Treatment and Research: New Developments*, 11:30 a.m.-1 p.m. at Medical Alumni Hall, HUP.

Respiratory Physiology Seminars present Dr. Zoltan Annau, John Hopkins University, on *Consequences of Prenatal Carbon Monoxide Exposure*, 12:30-1:30 p.m. at Physiology Library, 4th floor Richards Building.

School of Nursing presents Jill Ward, MSN, Hahnemann Medical College, on *Shiatsu Massage, Non Traditional Health Practices: Applications for Nursing*, 4:30-6:30 p.m. at Nursing Education Building.

Piersol Rehabilitation Center salutes *International Year of the Disabled* with a seminar featuring Cindy Glass, assistant director, Camp Independence and Kurt Baker, Easter Seals Society, on *Camping for the Disabled*, 6-7 p.m. at Piersol Rehabilitation Center, first floor gymnasium, HUP.

Department of Bioengineering presents Dr. John S. Leigh, Johnson Foundation at Penn, on *NMR Imaging*, 7 p.m. at the Faculty Club (part of IEEE Night, dinner at 6 p.m.). For information call Dr. K.R. Foster, Ext. 8534.

Special Programs

Crosscurrents in Nineteenth Century American Painting and Deluxe and Dispatch: Ocean Liners Of The North Atlantic are two of the special programs offered by the College of General Studies, Summer Sessions Office.

During the second half of the nineteenth century, American artists produced a rich and varied spectrum of work. *Crosscurrents in Nineteenth Century American Painting*, a slide lecture and gallery talk, presented in cooperation with the Philadelphia Museum of Art, will examine the Hudson River School, Luminist and Landscape Painters, and the portraits and genre scenes of Mary Cassatt, Thomas Eakins, and Winslow Homer. There will be two sections: *May 12 and 18*; the fee will be \$10.

The great ocean liners that crossed the North Atlantic during the first part of the twentieth century evoke memories of a magical era before travel by air was popularized, and going by ship was "the only way to cross." *Deluxe and Dispatch: Ocean Liners Of The North Atlantic* is a slide-illustrated lecture by John Maxtone-Graham, author of *The Only Way To Cross*. The author will explore the social life on board, the technology used to power the liners, their structure and interior decoration and their enduring influence on design. The session will be *May 24*; fee will be \$12.

For further information about either program contact Summer Sessions, 210 Logan Hall, Ext. 7327.

ALMANAC May 12, 1981

School Convocations Following Commencement

Graduates will receive their diplomas as indicated below immediately following Commencement, at 12:15 p.m., or as noted. Families and friends are welcome.

The Faculty of Arts and Sciences

Diplomas: 117 Logan Hall

Luncheon Reception: Hill House

The College of General Studies: 210 Logan Hall

The School of Engineering and Applied Science

Undergraduate Diplomas: Harrison Auditorium, University Museum (entrance via 33rd Street)

Graduate Diplomas: Graduate Office

Reception: West Lawn, Towne Building

The Wharton School (undergraduate)

Diplomas: 110 Centenary Hall

Reception: Stouffer Triangle

The Wharton Evening School

Diplomas: 113 Centenary Hall

Reception: Stouffer Recreation Room

The Wharton Graduate Division

Luncheon: Plaza Ballroom, Civic Center, 1 p.m.

Ceremony: Civic Center Auditorium, 3 p.m.

The School of Nursing: Records Office, Nursing Education Building, Room 474

The School of Allied Medical Professions: Auditorium, Nursing Education Building, 2 p.m.

The Graduate Faculties

Diplomas and Reception: 200 College Hall

The School of Medicine

Ceremony: Irvine Auditorium, 3:30 p.m.

The Law School: At the school, 1 p.m.

The Graduate School of Fine Arts: Gallery, Fine Arts Building

The School of Dental Medicine: Irvine Auditorium, 12:30 p.m.

The School of Veterinary Medicine: Zellerbach Theatre, Annenberg Center, 2:30 p.m.

The Graduate School of Education

Ceremony and Reception: Social Science Plaza, 3700 Walnut, 3 p.m.

The School of Social Work: Harrison Auditorium, University Museum, 3 p.m.

The Annenberg School of Communications: Conference Room, Annenberg School

The School of Public and Urban Policy: Dean's Office, Fels Center

A-3 Assembly Holds Annual Elections

The A-3 Assembly will hold its ninth annual elections on Tuesday, May 19, noon-2 p.m. Voting is open to all A-3 employees of the University. Positions to be elected include Spokesman for the Assembly, two seats on the Steering Committee and 11 seats on the Coordinating Committee for 1981-82.

Candidates for those positions are as follows:

Spokesman

Roosevelt Dicks, estimator, Physical Plant, Engineering Services

Patty Lynn Dopierala, secretary III/assistant to director of placement

Steering Committee

Louise Andrews, histology technician, School of Veterinary Medicine

Patty Lynn Dopierala (see above)

Harry Hance, laboratory curator, MDL, School of Veterinary Medicine

Coordinating Committee

Ernest Anziano, Wharton Duplicating Center

Michael Castaldo, Office of Vice Provost for University Life

Rachel Clifton, executive secretary to the Vice Provost for University Life

Roosevelt Dicks (see above)

Patty Lynn Dopierala (see above)

Nancy Farrell, secretary, Electrical Engineering

Marion Friedman, secretary III, FAS Advising

Gerthel Gateward, secretary to the associate treasurer, Office of the Treasurer

Harry Hance (see above)

Betty Hutt, secretary III, Physics Department

Joseph Kane, electrical technician III, Radiation Safety Office

Inga Larson, secretary, Wharton Executive Program

Phyllis Pompa, administrative assistant, Graduate School of Education

Nancy M. Rodgers, Office of Student Financial Aid

Margaret Sabre, secretary III, Development and University Relations

Theresa Singleton, Graduate School of Education

Celia Slom, clerk III/records and files, Undergraduate Admissions

Leigh S. Vogel, project budget assistant, EES Department, Moore School of Electrical Engineering

Jacqueline Washington, administrative assistant, Classical Studies

Virginia Wojtowicz, secretary, Radiation Safety Office

Polling places will be at the following locations: Centenary Hall, lobby; College Hall, main lobby; Chemistry, Room 125; Edgar Fahs Smith, Room 118; DRL, Room 2E4; Dental School, Duplicating Room; Frankling Bldg., main lobby; Graduate Education, Room B-3; Johnson Pavilion, will be posted; LRSM, Room 201; Logan Hall, lobby; McNeil Bldg., lobby, NEB, main desk; Piersol, Room 204; Richards, Room A201 1st floor, outside elevator; Towne Bldg., inside west door; University Bookstore, main office; Veterinary School, Room 151 (in NBC/Vet., to be posted). These polling places will be open noon-2 p.m.

OPPORTUNITIES

Listings are condensed from the personnel bulletin of May 11, and therefore *cannot be considered official*. New listings are posted Mondays on personnel bulletin boards at:
Anatomy-Chemistry Building: near Room 358;
Centenary Hall: lobby;
College Hall: first floor;
Dental School: first floor;
Franklin Building: near Personnel (Room 130);
Johnson Pavilion: first floor, next to directory;
Law School: Room 28, basement;
Leidy Labs: first floor, outside Room 102;
Logan Hall: first floor, near Room 117;
LRSB: first floor, opposite elevator;
Richards Building: first floor, near mailroom;
Rittenhouse Lab: east staircase, second floor;
Social Work/Caster Building: first floor;
Towne Building: mezzanine lobby;
Van Pelt Library: ask for copy at Reference Desk;
Veterinary School: first floor, next to directory.

For further information, call personnel services, 243-7284. The University 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). Some positions listed may have strong internal candidates. If you would like to know more about a particular position, please ask at the time of the interview with a personnel counselor or hiring department representative. Openings listed without salaries are those in which salary is to be determined. Resumes are required for administrative/professional positions.

Administrative/Professional Staff

Accountant I (3583) \$11,400-\$15,800.
Accountant II (3887) \$14,200-\$19,625.
Accountant, Operations (3814).
Applications Programmer II (3747) \$16,325-\$22,600.
Assignment/Billing Officer (3793) \$11,400-\$15,800.
Assistant Bursar (3881) \$16,325-\$22,600.
Assistant Director (3753).
Assistant Director, Placement (3915) \$11,400-\$15,800.
Assistant to the President (3914).
Assistant to Treasurer II (3901).
Assistant to Vice Provost (3869) \$14,200-\$19,625.
Assistant Trainer (3835) \$12,375-\$17,425.
Associate Director of Graduate and Professional Aid (3912) oversees and administers daily operations; develops budgets; coordinates with graduate and professional schools; counsels students (degree and five years' administrative and supervisory experience, preferably in education administration and financial aid).
Associate Director of Student Life, Development Programs (3868) develops and coordinates programs for student attitudes and beliefs, advises minority students; assists director in forming policies for student life, long-range planning and evaluation of services (advanced degree in guidance and counseling; previous experience) \$16,325-\$22,600.
Business Administrator II (3 positions) \$12,375-\$17,425.
Coordinator, College House Programs (3876) develops educational programs and resources for college house systems; serves as a liaison between Vice Provost and college house Masters and chief person for Council of Masters and Residential Life, physical plant (academic credentials to teach accredited courses; familiarity with college house system; administration experience; ability to interact with faculty, administrators and students) \$16,325-\$22,600.
Department Head I (3926) organizes, administers and operates Library of the School of Engineering and Applied Science; develops collection; provides library services; reports to Director of Libraries (ALA accredited MLS required; experience in engineering or science-oriented library; academic preparation in science and/or technology) \$14,200-\$19,625.
Director (3910).
Director, Admissions Data Systems (3569) \$16,325-\$22,600.
Director of Internal Audit (3853).
Director, University Bookstore (3650).
Education Coordinator I (3928) coordinates vocational training programs for physically disabled; plans, and implements programs; recruits and selects students; oversees instruction and job placement; some administration (degree in psychology, social work; one year's experience in vocational training for disabled) \$11,400-\$15,800.

Environmental Safety Officer (3716).
Foreign Student Advisor (3922).
Judicial Inquiry Officer (3453) investigates and resolves violations of University regulations governing personal conduct; presents finding to University court (advanced degree; administrative and/or teaching experience) \$16,325-\$22,600.
Junior Research Specialist (6 positions) \$11,400-\$15,800.
Language Specialist/Limited Service (3894) \$11,400-\$15,800.
Librarian II (3443) \$14,200-\$19,625.
Manager, Records Processing (3888) \$14,200-\$19,625.
Nurse Practitioner II (B1003) \$16,325-\$22,600.
Office Manager (B0873) \$11,400-\$15,800.
Operations Manager (3807).
Personnel Specialist (3838) \$14,200-\$19,625.
Registrar (3760).
Research Specialist I (3 positions) \$12,375-\$17,425.
Research Specialist II (B0943) \$14,200-\$19,625.
Research Specialist II (C0011) performs experiments in cell culture and immunology (degree in biology/chemistry; two years' experience in cell culture or immunology; prefer advanced degree in biochemistry/immunology/biology) \$14,200-\$19,625.
Research Specialist III (B0942) \$16,325-\$22,600.
Research Specialist IV (B0992).
Senior Programmer Analyst (2 positions).
Staff Assistant (C0002) \$11,400-\$15,800.
Staff Nurse (3821) \$11,400-\$15,800.
Staff Psychiatrist (3840).
Training Coordinator (3878).
Vice-Dean, Law School (3434).
Vice President for Operational Services (3786).

Support Staff

Administrative Assistant I (3933) plans and monitors budgets and purchases; coordinates secretarial and clerical work flow to support staff; supervises office records; performs secretarial duties (ability to organize and supervise; knowledge of University procedures and services; excellent typing and use of dictaphone; three years' administrative and secretarial experience desired) \$8,775-\$10,850.
Administrative Assistant I (7 positions) \$8,775-\$10,850.
Administrative Assistant II (C0017) performs bookkeeping and purchasing duties; monitors status of established budgets; assists in reallocating funds (accounting background; knowledge of University procedures; initiative and mature judgment) \$9,400-\$11,675.
Administrative Assistant II (2 positions) (3796) (3867) \$9,400-\$11,675.
Air Conditioning and Refrigeration Mechanic (5 positions) Union wages.
Animal Laboratory Supervisor I (3811) \$13,700-\$16,875.
Animal Laboratory Technician (B1005) Union wages.
Animal Laboratory Technician (C0018) performs basic animal husbandry functions and provides custodial care for animals and facilities (high school graduate; one year's experience in lab animal care) Union wages.
Billing Assistant (B0985) \$8,775-\$10,850.
Bookkeeper (3867) \$8,825-\$10,875.
Bookstore Clerk I (3349) \$6,725-\$8,175.
Buyer I (2 positions) (3832) (3822) \$8,775-\$10,875.
Clerk I (4 positions) \$6,775-\$8,175.
Clerk III (3840) \$7,700-\$9,425.
Clerk IV (3775) \$8,250-\$10,150.
Collection Assistant (3584) \$8,250-\$10,150.
Computer Operator (3872) \$8,775-\$10,850.
Coordinating Assistant (3815) \$9,400-\$11,675.
Data Control Clerk (3891) \$8,775-\$10,850.
Data Control Clerk (B0993) (40 hrs.) \$10,025-\$12,400.
Electronic Technician I (B0399) \$9,600-\$11,700.
Electronic Technician II (3851) \$10,700-\$13,125.
Electronics Technician II (C0010) fabricates and tests circuits; maintains instrument calibration system; maintains and repairs equipment (experience in lab instrumentation; ability to work well with people) \$10,700-\$13,125.
Electronic Technician III (B0996) \$12,000-\$14,750.
Farmhand (B0882) \$5,725-\$7,235.
Gardener II (3898) \$10,475-\$13,400.
Groom (2 positions) (3847) (3849) \$7,200-\$9,200.
Head Stockkeeper (3893) \$8,775-\$10,850.
Herdman I (2 positions) (B0922) (B0923) \$11,100-\$12,300.
Information Systems Technician (3837) \$10,025-\$12,525.
Intermediate Draftsperson (3866) \$9,600-\$11,700.

Junior Accountant (2 positions) \$8,775-\$10,850.
Laboratory Utility Person (B0995) \$8,300-\$10,650.
Mail Carrier (3842) Union wages.
Operator I, Duplicating Machine (2 positions) (B0968) (B0663) \$6,325-\$7,625.
Programmer II (B0986) \$10,700-\$13,450.
Project Budget Assistant (3869) \$8,775-\$10,850.
Receptionist I (3899) \$7,765-\$9,325.
Receptionist II (3809) \$8,250-\$10,150.
Repairs Expediter (3852) \$8,775-\$10,850.
Research Laboratory Technician I (2 positions) (B0983) \$8,550-\$10,375.
Research Laboratory Technician II (3 positions) \$9,600-\$11,700.
Research Laboratory Technician II (2 positions) (C0016) performs enzyme assays of brain metabolites and microsurgery on mice; general lab upkeep (degree in chemistry, biochemistry or biology; interest in brain research) (C0015) runs biochemical lab; performs experiments in colorimetric analyses, analytical determinations; obtains human autopsy specimens, makes solutions and chemical calculations; keeps lab in excellent shape (degree in chemistry or biology; must be mature, punctual and dependable) \$9,600-\$11,700.
Research Laboratory Technician III (19 positions) \$10,700-\$13,125.
Secretary II (8 positions) \$7,700-\$9,425.
Secretary III (11 positions) \$8,250-\$10,150.
Secretary IV (4 positions) \$9,400-\$11,675.
Secretary, Medical Technical (6 positions) \$8,775-\$10,850.
Secretary, Technical Word Processing (3826) \$8,775-\$10,850.
Steamfitter (3868) Union wages.
Technician, Information Systems (3923) processes, programs, maintains computer-based information retrieval system; prepares reports; trains and supervises personnel in the use of peripheral devices; directs operation of computer and controls data input facilities in absence of supervisor; analyses rejection of records and programs; reports nature of defects to sponsor (completion of a computer training course in writing and debugging assembly language programs, degree with data processing or business administration helpful) \$10,025-\$12,525.
Typist II (3865) \$7,200-\$8,750.

Part-time Positions

Administrative/Professional Staff

Staff Physician (B0525).

Support Staff

Administrative Assistant I (3904) Hourly wages.
Extra Person (3459) Hourly wages.
Office Help (3464) Hourly wages.
Person (3 positions) Hourly wages.
Person (B0984) \$4,533-\$5,962.
Person (B0336) prepares protein solutions; uses light and electron microscope; cleans and organizes lab; orders supplies (some experience in lab work and some chemistry helpful) \$7,525-\$9,600.
Receptionist (3890) Hourly wages.
Secretary (4 positions) Hourly wages.
Secretary (3925) performs secretarial duties and assists administrator (excellent typing; pleasant telephone manner; organizational ability; high school graduate; previous office experience) Hourly wage.
Secretary, Medical/Technical (B0780) Hourly wages.

Save for Summer

Next week, May 19, will be the last issue of *Almanac* for the semester. Anyone interested in finding a new position at the University may wish to save the list of personnel bulletin boards (in column one of this page) for handy reference during the summer months. The jobs will continue to be posted even though they will not appear weekly in print.

Almanac expects to publish one midsummer issue, on or about July 14, and to resume weekly publication on September 15.