

Almanac

Tuesday, July 14, 1981

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Three Chairs for the Faculty: Trustees approved the selection of the three men at right for named professorships last month:

- The new \$1 million chair endowed in honor of Trustee Robert G. Dunlop by the Pew Memorial Trust, with the Glenmede Trust as trustee, was conferred on Dr. Edward J. Stemmler, Dean of Medicine.

- Dr. John J. Cebra, chairman of biology, was named Annenberg Professor of the Natural Sciences.

- Dr. Louis A. Girifalco, leaving office as acting provost, was elected University Professor of Materials Science, on the nomination of faculty and after a review prompted by recent Senate discussion of the process for filling the University-wide chair. He passed unanimously, with summations such as Nobelist J. Robert Schrieffer's: "One of the few scientists who have effectively bridged the area of solid-state physics and metallurgy." (See report, page 3.)



Photo Associates, Inc.

Dunlop Professor Stemmler



Dave Mantell

Annenberg Professor Cebra



Diane Felton

University Professor Girifalco

Hold October 19-23: The formal inauguration of President Sheldon Hackney will be part of a week-long celebration of the University, marked by lectures and symposia with some outdoor events October 22. The formal inauguration, in academic regalia, is set for 11 a.m. October 23 at Irvine, with a luncheon afterward for audience and participants. All members of the faculty are invited. (More on Inauguration Week in the fall.)

From Harrisburg, with Relief: Good news this year: The budget passed June 30 by the legislature, and signed next day by Governor Thornburgh, selectively increases Penn's state appropriation. See page 2.

Call for Nominations: Associate Provost, VP/Research

The University of Pennsylvania invites nominations and applications for two senior positions in the office of the provost, the chief academic officer of the University. The positions are available in the fall of 1981.

The *associate provost* is the chief adviser and deputy to the provost. His or her responsibilities include academic programs and planning, faculty appointments, and faculty affairs. The associate provost should have exceptional credentials for academic leadership.

The *vice provost for research* is responsible for research policy and administration and for the increasing demands of governmental and foundation relations as they affect the climate for research. The vice provost has a special concern for a number of interdisciplinary research related centers and facilities. The vice provost should be a strong and active scholar; experience in federal research policy is desirable.

Nominations and applications, with supporting documents, should be sent as soon as possible and certainly no later than September 18 to Dr. Joyce M. Randolph, Executive Assistant to the Provost, 104 College Hall/CO, University of Pennsylvania, Philadelphia, Pennsylvania 19104. Provost-Designate Thomas Ehrlich has requested that the searches focus upon internal candidates without precluding consideration of unusually qualified external candidates.

The University of Pennsylvania is an equal opportunity affirmative action employer.

—Office of the Provost

Trustees: Return of The College, Other Actions

At the June 19 Trustees meeting, the establishment of a School of Arts and Sciences as the "organizational unit of the Faculty of Arts and Sciences" was approved. FAS had voted such a motion at the May faculty meeting. The action gives the School an undergraduate division to be known as the College of Arts and Sciences, with a Graduate Division of Arts and Sciences alongside.

"When the Faculty of Arts and Sciences was established in 1974, a major goal was to create a unified faculty," said the resolution in

part, and "most of the goals . . . have been accomplished: graduate and undergraduate education are more integrated than ever before, the liberal arts have achieved a stature not previously enjoyed at Pennsylvania, and the organizational transition has been remarkably smooth. Given these accomplishments, it appears to be appropriate to consider the reinstitution of names for the undergraduate and graduate division of the school." The text on to cite the "great historical tradition linked to the name College as the oldest academic unit at Pennsylvania" and pointed out that other schools consist of both a faculty and a school.

In other actions, the Trustees formally elected Professor Thomas Ehrlich as Provost; approved the budget for 1981-82, and adopted the proposed new Statutes as well as a Policy on Conflict of Interest which will be published in the fall.

(Continued on page 2)

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Trustees (continued)

The clinician-educator track for the School of Dental Medicine was approved, with this action to be integrated into a standing resolution on structure of academic staff, "at which time it may be modified in the interest of establishing a uniform clinician-educator track for all health schools."

In a series of resolutions of appreciation the Trustees honored E. Craig Sweeten (right), former Dean R. Jean Brownlee of CW and FAS, and outgoing young alumni trustees Ann E. Kelley and Nina L. Robinson. A resolution of appreciation to the School of Allied Medical Professions, introduced by Dr. Louis A. Girifalco as acting provost, was added to the previous formal Trustees resolution to SAMP passed last year.

Reelecting Paul F. Miller to his fourth one-year term as chairman, and Robert L. Trescher to his third as vice chairman, the Trustees introduced a new five-year alumni trustee, John H. Porter of Washington, D.C., and set the membership of the Trustees Executive Board for the coming year: Walter G. Arader, Samuel K. Ballam, Jr., Richard Brown, Jr., Henry M. Chance, II, G. Morris Dorrance, Jr., John W. Eckman, Reginald H. Jones, Carl Kaysen, Margaret R. Mainwaring, John B. Neff and Jacqueline G. Wexler.

In addition to the three chair professorships (page 1), the Trustees approved academic appointments and promotions forwarded by the Provost's Office for the period April 17 through May 29, 1981 (standing-faculty actions to be published).

Named to boards of overseers in the schools were:

SEAS: Francis E. Low, new provost of MIT.

GSFA: William L. Porter, dean of architecture and planning at MIT.

SSW: Robert B. Wolf, Esq., of Wolf, Block, and Solis-Cohen.

Vet: Max C. Hempt, a Standardbred breeder-racer and construction firm owner.

To the Advisory Board of Managers of Morris Arboretum the Trustees named Philip I. Berman, Peggy Bowditch, Eugene Fitz Dixon, Henry P. McIlhenny, Elizabeth McLean, Frederick W.G. Peck, and Susan D. Stauffer.



Mr. Sweeten



Mr. Beers

The Sweeten Award

At the June Trustees meeting, Chairman Paul Miller announced a one-time-only Trustees Distinguished Service Award to Senior Vice President E. Craig Sweeten on his retirement. In the future the award will be called the Sweeten Award, and given only occasionally. Meanwhile, friends raised several hundred thousand dollars in Mr. Sweeten's honor toward what will be named the E. Craig Sweeten Alumni Center in honor of the alumnus who has been instrumental in raising over \$600 million for Penn.

Change at Comptroller's

Dennis Dougherty has accepted a vice presidency under Dr. Jon Strauss at USC, and Associate Comptroller Alfred F. Beers has been named Acting Comptroller while the search is on for a successor. Mr. Beers, a 1960 graduate *cum laude* of Muhlenberg College, came to Penn in 1966 from Peat, Marwick, Mitchell & Co., starting as a business manager in medicine and serving in 1973-75 as assistant vice president for health affairs for finance.

Health Affairs: Mr. Glowasky

As Dr. Bettina Hoerlin (Yaffe) left her assistant vice presidency for planning in the Health Affairs Office to become deputy health commissioner of Philadelphia last month, Vice President Thomas Langfitt named an executive assistant, Albert V. Glowasky, who has been administrator of the graduate program in Health Care Administration at Wharton since 1979. Mr. Glowasky, a former research project director at the Leonard Davis Institute who served on the professional staff of the National Commission for the Protection of Human Subjects of Biomedical and Behavioral Research in Washington, is also a lecturer in health care at Wharton.

Museum: Dr. Dyson

SAS (FAS) Dean Robert F. Dyson, Jr., has been named Acting Director of the University Museum, with Dr. William Coe as Acting Associate Director and Dr. Gregory L. Possehl as Assistant to the Director for Museological Services. Dr. Dyson, professor of anthropology and former curator of the Near East Section of the Museum, continues as dean of arts and sciences. A search committee is being formed for the Museum directorship.

Affirmative Action, Etc.

In a reorganization on the President's staff, the affirmative action and equal opportunity functions formerly split between Davida Ramey and James H. Robinson will be consolidated under Ms. Ramey, while Mr. Robinson becomes full-time director of the formerly half-time Community Relations Office. Mr. Robinson, whose initial assignment in the University was in community affairs, is a former United Fund staff member who will also have responsibility for the United Way campus campaign. Dr. Tom Corl, the GSFA lecturer and former urban studies director who has handled community relations on a half-time basis, now moves that portion of his time to the President's office, where he will perform analytical and organizational tasks.

Faculty Housing

Maye Morrison, recently appointed as coordinator of a new Off-Campus Living Office, will now handle faculty-staff housing requests as well. With the retirement of John Brogan, the office set up in part to advise area residents on security will expand its services and residence listings, including those that will offer sublet of homes of faculty going on sabbatical, and help newcomers and visiting faculty who need housing. The office is in Houston Hall, Ext. 5352.

Reminder to Faculty

Faculty are reminded of two summer deadlines for programs announced in the May 5 issue: Any department applying for *tuition subvention for graduate students* has a deadline of ASAP, to the Office of the Vice Provost for Research, 106 College Hall. Women faculty who wish to apply for Radcliffe's prestigious *Bunting Fellowships* should contact the same office for information.

Support from Harrisburg: A Two-Year Comparison

The Commonwealth of Pennsylvania's appropriation to the University of Pennsylvania for 1981-82 went up selectively, with a welcome 71.4 percent rise for New Bolton Center. The figures:

	1980-81	1981-82	Dollar Increase	Percentage Increase
Instruction	\$ 7,578,000	\$ 7,578,000	\$ 0	0
Student Aid	3,798,000	3,798,000	0	0
Medicine	2,948,000	2,970,000	22,000	1
Veterinary Instruction	4,772,000	5,172,000	400,000	8.3
New Bolton	700,000	1,200,000	500,000	71.4
Clinics	0	600,000	600,000	0
Total University	\$20,396,000	\$22,008,000	\$1,612,000	7.9
Vet Total	5,472,000	6,972,000	1,500,000	27.4
Dental Total	600,000	690,000	90,000	15.0

Almanac

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ALMANAC ADVISORY BOARD Robert Lewis Shayon, chair; Herbert Callen, Clifton Cherpack, Murray Gerstenhaber, Jamshed Ghandi, and Phoebe Leboy for the Faculty Senate . . . James A. Spady for the Administration. . . Jane Bryan for the Librarians Assembly . . . Shirley Hill for the Administrative Assembly . . . Una L. Deutsch for the A-3 Assembly.

ALMANAC July 14, 1981

For the first time since the Senate proposed codification of the appointments of University Professors, a formal report has been issued by the committee charged to review the nomination. The following text was forwarded by the President on the recommendation of the Committee's chair, Dr. Robert F. Lucid:

Report of the Ad Hoc Committee on the Nomination of Louis A. Girifalco to a University Professorship

June 9, 1981

The present *ad hoc* faculty committee was appointed by President Hackney to review the scholarly and scientific credentials of Dr. Louis A. Girifalco (attachment I) and to make a recommendation to the President concerning the appropriateness of appointing Dr. Girifalco to a University Professorship.

The Committee has conducted its review in a manner consistent with the guidelines supplied by the *Report of the Senate Committee on the Faculty* concerning "Criteria and Procedures for the Appointment of Distinguished Professors" published in *Almanac* February 28, 1980. Specifically, the committee has proceeded upon the assumption that appointment to a University Professorship "shall be in recognition of outstanding scholarly merit and achievement. The criterion of appointment shall be uncommon excellence of research or scholarly contribution, ranking the recipient among the internationally recognized leaders in one or more scholarly fields." The charge from President Hackney was understood to be altogether consistent with this *Report*. Copies of two faculty petitions received by President Hackney are attached (attachment II).

The committee has proceeded by:

1. Reviewing all three of Dr. Girifalco's books and a selection of his articles by a sub-committee of three members, and receiving from these members an extremely positive evaluation.

2. Reviewing a detailed summary of Dr. Girifalco's most important research achievements (attachment III) prepared by Dr. Pollack.

3. Receiving a letter of endorsement from Professor Ivar Berg, who was unable to attend the initial meeting (attachment IV).

4. Consulting three referees inside the University from a list generated by committee inquiry. This consultation involved:

- a. Dr. Robert Maddin, University Professor of Material Science and Engineering: who enthusiastically endorsed the proposed appointment, citing Dr. Girifalco's "outstanding fundamental research" which "compares very favorably in quality with that of other University Professors whose work I know."

- b. Dr. John Hobstetter, Professor of Materials Science and Engineering: who contributed three paragraphs (attachment V) analysing the "elegant" and "classic" character of the work.

- c. Dr. Sohrab Rabbi, chairman of the Department of Electrical Engineering and Science: who contributed a written endorsement (attachment VI) explaining the importance of three separate phases of Dr. Girifalco's work.

5. Consulting four referees from outside the University from a list generated by committee inquiry. The four consist of two materials scientists and two physicists:

- a. Dr. George J. Dienes, Senior Physicist at the Brookhaven National Laboratory: who endorsed "unequivocally" the proposed appointment. Profess-

ing thorough familiarity with the work in question, he praised the books and articles as having "made a very significant contribution to solid-state physics."

- b. Dr. Gene Mahlin, Professor of Metallurgy at the Henry Krumb School of Mines, Columbia University: who "feels fine about this appointment." Citing the fundamental contribution to the field of bonding in metals and alloys, he identifies Dr. Girifalco as "internationally recognized for a contribution that will last with time."

- c. Dr. J. Robert Schrieffer, Nobel Laureate and Professor of Physics at the University of California at Santa Barbara: who expresses "enthusiastic support." He regards the proposed appointment as "absolutely marvelous," identifying Professor Girifalco as "one of the few scientists who have effectively bridged the area of solid-state physics and metallurgy." Identifying the work in question as "pioneering," Schrieffer goes on to say that it employs "the most modern technique in solid-state theory to address significant problems in the metallurgical field and has made it intellectually respectable from the view of both physics and metallurgy."

- d. Dr. Paul Windblatt, of Ford Motor Company, Professor-elect of Metallurgy and Material Science at Carnegie-Mellon University: who "would strongly support the appointment." He assures the committee that "there is no doubt in my mind that [Girifalco's] contributions are well above those of similar people in the field—including departmental chairman and super-scientists."

6. Considering the common knowledge in the community concerning the way in which Dr. Girifalco has, in his capacities of departmental chairman, associate dean, vice provost for research and, finally, acting provost contributed repeatedly and significantly to the cause of scholarship both inside and outside the University.

The committee has satisfied itself that the appointment of Dr. Girifalco as University Professor is altogether appropriate. For this reason the committee unanimously and enthusiastically recommends that the appointment be accomplished forthwith.

Finally, the committee would note that though its own procedures and the President's charge have been consistent with the Senate Committee on the Faculty *Report* of February 28, 1980, the *ad hoc* character of the committee is not so consistent. The following recommendations of the *Report* are hereby endorsed by this committee:

"The provost shall annually appoint a Faculty Review Panel, consisting of five faculty members. Not more than three of these panelists shall be University Professors or holders of Benjamin Franklin, named, or endowed professorships.

"Nominations to University Professorships may originate from the provost or from sources within or external to the University."

Respectfully submitted,

Ivar Berg (sociology)
Robert E. Davies (molecular biology)
Robert F. Lucid (English), Chairman
Solomon R. Pollack (bioengineering)
Walter D. Wales (physics)

Ed. Note: Attachments referred to in this report are extensive and are not expected for publication. They are on file in the Office of the President.

SPEAKING OUT

Butt'n In

On Thursday, June 25, I was passing through Blanche Levy Park and by chance came across the installation of Claes Oldenburg's *Split Button*. Since I was on vacation and had no other obligations for the afternoon, I decided to stay and watch for awhile.

After analyzing how I would have dealt with the difficulties the installation crew was having, I turned my attention to the passers-by. They had come upon the button as unexpectedly as I had and I watched with amusement their startled reactions. Sometime during the afternoon I remarked to a friend who was also watching that this was a project that anyone with the resources could conceive, design, construct and erect, but only Oldenburg could call it Art and have people believe him to the extent that they would pay him handsomely for it. Furthermore, Philadelphia must be one of his favorite cities because he has had so much fun at our expense.

Altogether, aside from a touch of sunburn on my pate, I had a pleasant afternoon.

The next day, I again found myself on campus and decided to watch some more reactions to the button. Maybe the lack of a crowd failed to attract attention; maybe the construction barricades caused people to think that it was a base for something else; I don't know. Whatever the reason, there was very little reaction from passers-by, so I looked at the *Split Button* itself to see what I could see.

What I saw was a plaything, a very expensive toy. I looked at this gigantic button and wanted to climb on it and slide down it. It looked like it belonged in some highly imaginative playyard. But as a playyard construction is not its intent. Its intent is as a work of art. So I looked at it as a work of art.

And I didn't see a work of art. I saw no meaning, no value beyond that of the metal content; no soul.

What I did see was sham, fraud, an abdication of thought, a loss of esthetic value; the re-

sults of a great willingness to accept as Art whatever an authoritative voice calls Art. I saw a monument to someone's overinflated ego, an expression of supreme arrogance.

Claes Oldenburg is laughing. Not with us, but at us. And we, his gullible public, are paying him to do it.

I have been told that the *Split Button* has a symbolic meaning. Perhaps it does, but that meaning is not apparent. I do not mean to say that a work of art is not valid if its meaning is obscure. A work of art may have many levels of meaning, some of which may be very difficult to reach. If all one first sees in a Rembrandt self-portrait is a portrait, or controlled chaos in Picasso's *Guernica*, one should keep looking. There is more there, and one doesn't need a score card to find it. The meanings are there; they are integral.

This button is simply a huge, split button without meaning, without value, without soul. Any symbolic meaning it may have is not integral. It is laid on as an afterthought, and is not to be found within the piece itself.

If a piece causes a person to ask, as someone asked me on Thursday, "Is this supposed to be sculpture?" then perhaps we should ask ourselves whether it is in fact Art.

Depressed by what I had seen and not seen, I departed to ponder the meaning of nonsense, the value of worthlessness, the essence of soullessness.

—David Sherman
Supervisor, Mail Service

Ed Note: Under *Almanac* guidelines on right-of-reply, a member of the Visual Environment Committee has been invited to respond to the letter above, and is expected to provide a text for an early fall issue.

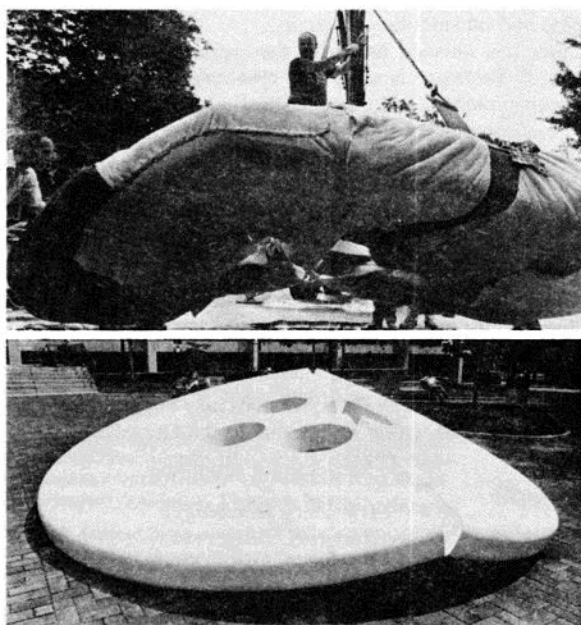
SPEAKING OUT welcomes the views of all members of the University. For the fall start-up issue September 15, letters are due Tuesday, September 8. Afterward, the normal Tuesday deadline each week will be held open until noon Thursday for this section only.

Cooling Off

Saving energy doesn't require sacrifices or discomfort on the part of the user. Actually, you can experience greater comfort with the use of some of the following summer tips. In addition, you'll be saving our country's resources, and the University's dollars.

- Dress lightly! The less you wear, the cooler you will be, and the less air-conditioning you will need.
- Close curtains and/or shades to block direct sunlight from heating the room but open them when natural lighting (indirect sunlight) will allow you to turn off lights, cool the room.
- Keep shades open at the end of the work day to let the room cool during the night.
- Turn off air-conditioning units, and open windows when it is cool outside. Or try fan-only. In humid heat, while cooling use a low fan speed — it will deliver less cooling but remove more moisture.
- Keep air vents clear of material and dust.
- Turn off unit air-conditioners when leaving the office (during breaks and at the end of the day). Try not to use the units between noon and 2 p.m. (the peak energy-use period during the summer). Try turning the unit off about an hour before you leave the office. The room should stay cool.
- Set thermostat to 78°. There should be no discomfort if everyone is dressed for it.
- Make sure windows and doors are closed tightly between air-conditioned and non-air-conditioned areas.
- Turn off all unnecessary office equipment, especially before leaving the office at the end of the day, keeping room cooler. This includes all lights, fluorescent or incandescent.
- Use hot water only when absolutely necessary. Use as little water, hot or cold, as possible.

—Horace Bomar, Director
Energy Management



A Button for Van Pelt's Apron

A big white button was sewn on the red-brick apron that leads to the front steps of the Van Pelt Library last month. As sculptor Claes Oldenburg watched, workmen lowered the 5000-pound reinforced aluminum disk into place with wrappings intact and, with a high-technology stitch-in-time, bolted it to base weights set beneath the brickwork of Blanche Levy Park. Sixteen feet in diameter, the white-painted "Split Button" is one of a series of contemporary works that now lie along Locust Walk (from the Calder outside Furness via Tony Smith's "We Lost" opposite Logan, to the arch of Alexander Lieberman's "Covenant" at Superblock). All in various ways help satisfy Penn's obligation to the Philadelphia Redevelopment Authority to spend for public art one percent of the cost of construction on public land. The cost of the Oldenburg button, \$100,000, was covered by \$37,500 from the University, \$37,500 from the National Endowment for the Arts, and \$25,000 in contributions raised by Mrs. H. Gates Lloyd, chair of the Visual Environment Committee that chose the piece.



Photographs by Dianne Feltoon

Sculptor Oldenburg with Mrs. Lloyd

Losses in Faculty Ranks: Drs. Eisenhardt, Gorman, Gross and Shore

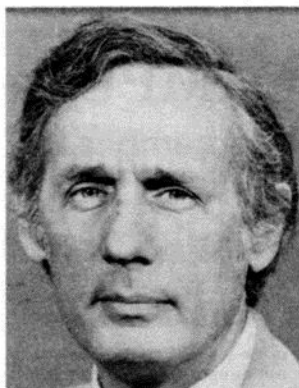
The University lost four active faculty members early this summer to illness and accident: Dr. Rudolph Eisenhardt of Medicine, Dr. Chester Gorman of FAS, Dr. Neal Gross of Education and Dr. Sidney Shore of Engineering. While most of the memorial services are past, note that the service for Dr. Gorman is being delayed until fall — September 11 at 3 p.m. in Rainey Auditorium — so that colleagues can attend. Families and/or schools have indicated below the established funds where gifts may be made in honor of each of the four.

Dr. Chester Gorman, at 43, was internationally known for discoveries in Thailand that redirected many archaeologists' and anthropologists' work on the history of agriculture, technology and human development. From *Newsweek's* story after his death from cancer on June 19: "Artifacts uncovered by Gorman and Thai colleagues at the village of Ban Chiang . . . pushed back the date of the earliest known Bronze Age culture as far as 3,600 B.C., antedating by more than six centuries the bronze implements found in the Fertile Crescent of the Tigris-Euphrates valley. In another part of Thailand, Gorman discovered domesticated seeds that were as much as 11,700 years old and are widely regarded as evidence of the world's earliest agricultural society." Dr. Gorman died in Sacramento, where he had attended the state college before taking his graduate degrees at the University of Hawaii. He joined the University in 1973 as an assistant professor, and had become associate professor of anthropology and associate curator of the South and Southeast Asia Section of the University Museum. Dr. Gorman is survived by his parents, his wife Mary Carroll, and their son Tracy. Contributions may be made in his honor to the Chester Gorman Memorial Fund at the University Museum.

Dr. Neal Gross, who joined the University as dean of the Graduate School of Education in 1968 and continued as professor of education and sociology after leaving the deanship six years later, died in an automobile accident in Illinois on June 5. At 60, he was the author of 14 books and articles dealing primarily with problems faced by administrators of secondary schools. Coming to Pennsylvania after 17 years at Harvard and two at Minnesota, he had strengthened the GSE educational administration thrust and continued the school's evolution toward high-level basic research that interacts with other disciplines. Dr. Gross, a graduate of Marquette University, served as a Navy lieutenant in World War II before taking his Ph.D. in sociology at Iowa State. He is survived by three children — Richard, Sandra and Linda Gross — and a sister and a niece. The school has announced the establishment of the Neal Gross Memorial Fund in his honor.

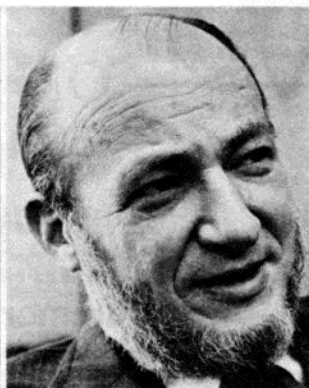
Dr. Sidney Shore, an alumnus and professor of civil engineering who pioneered in the

Courtesy SEAS



Dr. Shore

Frank Ross



Dr. Gross

University Museum



Dr. Gorman

use of computers in structural analysis and building design, died May 19 at the age of 59. His most recent work had been on innovative approaches to solar energy and housing. After a master's at Columbia and Ph.D. at Harvard he returned to Penn in 1952 as assistant professor, rising to full professor in 1960. He was a Fullbright Scholar and visiting professor at Sweden's Royal Institute of Technology; graduate group chairman in civil engineering until 1973; winner of the Friars Senior Society Award for excellence in teaching and — not widely known on campus until this year's Faculty Club show of his work — a serious sculptor. His bust of Franklin, from the show, was purchased earlier this year by the Class of 1943 for the forthcoming E. Craig Sweeten Alumni Center in the former Delta House on Locust Walk. Dr. Shore is survived by his wife, Mildred Cohen Shore, and by their three children, Fred, Neal and Monica Shore — Monica a former student at Social Work here, and Neal an alumnus of FAS and the School of Medicine. The Sidney Shore Scholarship Fund has been established in his honor by the School of Engineering and Applied Science.

Dr. Rudolph H. Eisenhardt, a biochemist best known for the development of instruments that permit nearly instant analysis of biological function, was 56 when he died May 17. He was the co-author of a text considered a standard in his field, and in addition to his work as research associate in the Harrison Department of Surgery he had for the past two years been teaching a course he originated in the history of science. Dr. Eisenhardt is survived by his mother, Elisabeth Eisenhardt, and by three children, Peter and Monica Eisenhardt and Miriam Eisenhardt-Murphy. Both Peter and Miriam took the B.A. with honors at Pennsylvania. Contributions in his memory may be sent to the American Heart Association.

Other members and former members of the University whose deaths have been reported since mid-May:

Helen Brennan, 61, on June 16; a receptionist and then residence hall clerk in the high-rises since their opening year 1967. Mrs. Brennan, who had been on disability since 1979, is survived by three sons, James, Joseph and William.

Dr. Emile Cailliet, 86, on June 4; twice a member of the faculty here, first in 1927-31 as instructor in French and philosophy, and again 1940-43 as full professor after teaching at Scripps College in the Claremont system in between. Dr. Cailliet is survived by a son, Andre, and daughters Helene, Suzanne and Doris, a 1945 alumna of the University.

Dr. Carlton S. Coon, 76, on June 3; the renowned author-anthropologist who was professor of anthropology and curator of ethnology at the Museum from 1948 to 1963, creating its Hall of Man to trace stages of human development and serving as panelist on the Peabody Award-winning "What in the World?" on WCAU-TV. In books like *The Story of Man*, *The Seven Caves*, *The Origin of Races*, and *The Hunting Peoples*, Dr. Coon reached general readers as well as scholars, alternating his writing with expeditions such as the 1949 one to northern Iran that provided important insights into the transition of early man from hunter-gatherer to agricultural provider. Dr. Coon is survived by his wife, Lisa Dougherty Geddes, who drew maps for many of his books; his sons Carleton and Charles; six grandchildren and three great-grandchildren.

Ruth S. Cotton, on July 5; the retired assistant to the dean at the Education school who took her B.S. in education here in 1919 and served in the assistant's post from 1928 until retirement in 1962. She is survived by her sister, Myrtle Cotton.

Thomas F. Cowan, Jr., 28, on May 7; a Ph.D. candidate in molecular biology, and member of Dr. David Kritchevsky's lab at the Veterinary School. He is survived by his parents, a sister and a brother.

(Continued on page 6)

William H. Davis, 26, on June 18; a doctoral student on leave from the Wharton School, where he had taken the B.S. in economics in 1976 and was preparing for a Ph.D. in organizational behavior. He is survived by his wife, Sherry.

Margaret C. Gardner, 85, on June 6; she

joined the University in 1923 as a bookkeeper and rose through the ranks of the Comptroller's Office to head bookkeeper, trust accountant and accountant. She retired in 1961 and is survived by her sister, Martha Brinkerhoff.

Eileen F. Mallon, 61, on May 26; a bibliographic assistant who began as clerk-typist in

Lippincott in 1966 and later held posts as technical typist and senior bibliographic clerk. She is survived by her son, Vincent dePaul Mallon. Contributions in her memory may be sent to the Christian Brothers, St. LaSalle Auxiliary, 6101 Ammendale Rd., Beltsville, Md. 20705.

ON CAMPUS

July 14-September 9

Academic Calendar

August 7 Second summer session ends

August 28 last day to submit application for entrance into CGS for fall 1981 semester.

September 3 Move-in for new undergraduate students begins

September 4 Registration for undergraduate transfer students

September 7 Freshman Convocation and Opening Exercises

September 8-9 New student registration for schools participating

September 9 Fall term classes begin for undergraduate schools and graduate schools

September 9 last day to submit application (with late fee) for entrance into CGS for fall 1981 semester; final registration for fall term; fall classes begin.

Exhibits

Through August 9 *Robert Zakanitch*, mid-career review of painter Robert Zakanitch whose large, decorative canvases explore color and pattern, at the ICA.

Through the Fall *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 *tsabas* (sword guards) produced by the Japan Foundation.

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.

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.

University Museum Hours Tuesday-Saturday, 10 a.m.-5 p.m.; Sunday, 1-5 p.m. Closed Sundays, Mondays, and holidays from June 28 to Sept. 6.

Films

Rialto Bijou

July 15 *Modern Detective*

July 22 *Direct Address*, with filmmaker Peter Rose

July 29 *New Animation-Part II*

August 15 *Nuclear Family Warfare*

August 22 *Remnants of Cultural Democracy*

This series of short films is at International House, 7:30 and 9:30 p.m. Admission: \$2.50.

Japanese Film Series

July 25 *Living Treasures of Japan*

August 8 *The Forty Seven Ronin* (or *Genroku Chushingura*) Part I

August 15 *The Forty Seven Ronin* (or *Genroku Chushingura*) Part II

This series of Japanese films will be shown to highlight the Museum's summer exhibition *Echoes of the Samurai: Japanese Arms and Armor*; all films will be shown at 10:30 a.m. in the Harrison Auditorium. University Museum.

Through August 29 *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.

Meetings

A-3 Assembly meets **July 22, August 12** and **August 26** at 1 p.m. in the Bishop White Room, Houston Hall.

Summers Hours

During the remainder of the summer, campus services, facilities and museums will be open the same hours as indicated in the May 19 issue except for the Faculty Club. The Club will be open for lunch only, in the cafeteria with regular service and waitress service in the back area of cafeteria from 11:30 a.m.-2 p.m. The cocktail lounge will be open until 5 p.m. but does not have food service.

Talks

July 14 The School of Medicine, Department of Microbiology presents Dr. Bernard Dujon, The Biological Laboratories, Harvard University, on *Mitochondrial Genetics in Yeast: Mosaic Genes and Replication*, noon at 196 Medical Labs (Old Medical School).

The School of Medicine, Department of Microbiology and the Wistar Institute present Ken-ichi Matsuura, Laboratory of Molecular Genetics, Osaka University, School of Medicine, Osaka, Japan, on *The Replication of Initiators of Lambda Phage*, 4 p.m. at Wistar Auditorium.

The University Museum



Shades of Star Wars

Echoes of the Samurai abound in the space epic where Darth Vader stalks the galaxies in regalia not unlike the Japanese warrior's above. To move in for a close-up of the original, stalk the Pepper Gallery at the Museum between now and fall.

CGS Courses

Three Ethnic Adventures

Greece, Ireland and Italy will be the focal points of three courses being offered by the Special Programs in the College of General Studies this fall. *Modern Greece: A Society in Transition* is an illustrated lecture series focusing on contemporary Greek culture and society and providing new perspectives in understanding modern Greece. The six-session program will conclude with a reception, featuring Greek specialties and entertainment and attended by members of the Greek delegation to the United States. The lectures will be moderated by Dr. Foulie Psalidas-Perlmutter of the Wharton Applied Research Center. Classes are scheduled from 5:30-7 p.m., Wednesdays, starting September 16. The \$75 fee includes the reception.

The Irish at Home and Abroad will cover Irish culture and society, Irish history from 1800 and the history of the Irish community in the United States from 1750. The eight-session program will be held from 7-9 p.m. Thursdays, starting October 1. The course fee is \$70.

La Cucina: An Exploration of Italian Culture and Cooking will consist of lectures, cooking demonstrations, tasting sessions and a cook's tour of the Italian Market. Lecture topics include an introduction to the 21 regions of Italy and their respective cooking styles, how favorite dishes are prepared, the importance of the peasant culture in Italy, the relation of the food of Italy to the traditional culture. It will also discuss the Italian immigration to America and how Italian cooking has been absorbed into the American mainstream. The classes will be held from 6-9 p.m. Thursdays, starting November 5. The Italian Market tour will be from 10:30 a.m.-1:30 p.m. Saturday, December 5. The course fee, which includes four meals, is \$90.

Other courses being offered by CGS this fall include: *Literary Marketplace: Writing Articles for Publication*, a six-part series beginning September 14, 5:45-7:15 p.m. The fee is \$125. *Roots and Records: An Introduction to Genealogy* is a two hour lecture, September 16, 10 a.m.-noon. The fee is \$10. *Legacies of the Past: Old Cemeteries Around Philadelphia*, a one day walking and bus tour will be held twice, September 17 and September 19 from 10 a.m.-3:30 p.m. The fee is \$20. *Oriental Rugs*, a four-part series begins September 21, from 7-9 p.m. The fee is \$80. *Living Alone and Liking It*, a seven-part series of workshops begins September 23, from 5:45-7:15 p.m. The fee is \$75. *Maps and Manifest Destiny: Patrons and Publishers of Maps in Nineteenth Century Philadelphia*, a two hour lecture will be held September 23, 10 a.m.-noon. The fee is \$10.

For additional information and to register call CGS at Ext. 6479 or 6493.

OPPORTUNITIES

Listings are condensed from the personnel bulletin of July 13, 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;
Ledy 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/Center 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 listing 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 (2 positions) (4057) assists in development of indirect cost rates applicable to research and instruction effort including special studies; reviews and approves service center costing rates; reviews journal entries effecting research effort to assure adequate explanation, support and timeliness; assists in implementation of and compliance with accounting aspects of sponsored research effort (degree in accounting; two years' experience in accounting; working knowledge of the University's financial accounting system and/or knowledge of University fund accounting); (3960) audits University, Federal, State and outside scholarship and loan funds; monitors income and expenditures of endowment funds; handles fiscal reports; reconciles rosters for State grant programs (degree with courses in accounting; ability to supervise; basic knowledge of data processing systems desirable) \$12,000-\$16,100.

Accountant II (4055) provides staff support for the preparation and analysis of University Financial Reports; contributes to the preparation and analysis of many University reports, including annual statement of current funds revenues, expenditures and other charges (degree with coursework in accounting; three-four years' experience in fund accounting; working knowledge of the University's financial accounting system) \$14,500-\$19,775.

Administrative Coordinator (4040) develops primary care grant proposals and teaching programs and coordinates medical student and residency primary care programs with other departments/institutions (master's degree, three-five years' health care administration) \$16,350-\$22,600.

Applications Programmer II (3747) \$16,350-\$22,600.
Applications Programmer Analyst II (4086) consults with user for clarification on system and programming requests; analyzes and designs specified segments or systems for computer operations as referred (degree or experience) \$16,350-\$22,600.

Assistant Comptroller (4092) assists comptroller in planning, formulating, and administering all accounting policies and procedures; assists in maintenance of job order control systems (degree in accounting or business administration; two-four years' experience in accounting) \$14,500-\$19,775.

Assistant Dean (4117) conducts individual advising for undergraduate students with special attention to students of Hispanic origin; handles administrative responsibilities related to undergraduate studies (Ph.D. or ABD in arts and sciences, advising experience, fluent Spanish) \$16,350-\$22,600.

Assistant Director, Minority Recruitment Program (4028) assists in developing and implementing programs to identify, recruit, and enroll all qualified minority undergraduates; assists in creating special publications and in conducting introductory programs especially relevant to minority students; conducts personal interviews with prospective applicants; travels extensively; represents the office of admissions and the University at recruitment functions (degree; experience in admissions recruitment work with minority and disadvantaged students; familiarity with urban

educational settings and knowledge of the Delaware Valley area schools; strong verbal skills and ability to speak effectively to large groups) \$13,100-\$17,800.

Assistant Director, Bookstore Textbook Department (3997) controls and authorizes price changes, mark-downs; resolves customer problems, reinforces customer service levels; anticipates needs and administers change; analysis of sales trends and volume; supervises staff (degree; minimum of five years' experience in university academic book sales; supervisory and top level administrative abilities) \$14,500-\$19,775.

Assistant Manager, Museum Shop (4129) assists sales manager in all phases of a retail operation, includes merchandising, inventory knowledge and control; staff coordination buying, daily record keeping and office work (three years' retail experience; degree; ability to supervise others; knowledge of art and handmade crafts and jewelry, buying experience helpful) \$13,100-\$17,800.

Assistant to Director of Administrative Affairs (C0110) works with associate dean to develop budgets and long range planning; principal staff person to faculty personnel committee; develops computerized management system; compiles information for reports and special projects (degree with business concentration, knowledge of BASIC and experience with mini-computers helpful, administrative experience) \$14,500-\$19,775.

Assistant to the Director of Residential Living (4073) provides administrative support to the director in variety of functions, both programmatic and operational; monitors and oversees those policies and procedures related to hiring and termination of employees; receives general managerial direction with guidance for development of proposals and review of results (experience with personnel procedures and an understanding of hiring practices; experience with proposal writing and education techniques; master's degree in student personnel administration) \$13,000-\$17,800.

Assistant Trainer (3835) \$13,100-\$17,800.

Assistant Women's Basketball Coach (3992) involves all phases of the basketball program; coaching, program organizations, counseling, enrollment, alumnae relations (degree; coaching experience and/or intercollegiate playing experience, ability to be effective in enrollment, interact well with college students) \$14,500-\$19,775.

Associate Development Officer II (4008) plans, administers, implements programs to obtain financial support for the professional programs of the Annenberg Center; oversees the publicity and public relations efforts of the Center (degree; five years' experience in fundraising and public relations; ability to communicate effectively).

Benefits Counselor (2 positions) (3962) (4091) answers all employee inquiries about payroll and benefits; consults with and advises employees of the benefits for which they are entitled; counsels employees in specific areas relative to benefits; responsible for processing forms (degree; experience in benefits or personnel) \$13,100-\$17,800.

Coordinator of Education I (4002) prepares laboratory course, order supplies, sets up lab, makes and sets up demonstrations, supervises media and glassware kitchens (degree in microbiology; one to three years' experience; ability to organize materials; ability to supervise) \$12,000-\$16,100.

Counseling Psychologist II (3945) \$16,350-\$22,600.

Department Head I (3926) \$14,500-\$19,775.

Director (3910)

Director, Admissions Data Systems (3569) \$16,350-\$22,600.

Director of Alumni Affairs (4093) responsible to director Alumni Annual Giving for assistance in the Dental Annual Giving Campaign for unrestricted funds from Dental Alumni, Dental Hygiene Alumni, and Post Doctoral Dental Specialists; initiates and institutes program to fund selected capital needs of the School of Dental Medicine (proven skill in organizational ability and coordinated fund raising work; ability to supervise the work of others and effectively direct the efforts of large scale volunteer programs; degree; three-five years' experience in fund raising, public relations).

Director of Penn Children's Center (4046) supervises teachers in day care center, conducts training, plans program for all children, evaluates staff, maintains relations with parent group, supervises graduate and undergraduate students (master's degree in social work or early childhood education with experience in other field) \$16,350-\$22,600.

Fiscal Coordinator (4114) establishes and maintains budgets for sponsored research, department, service centers and misc. accounts; provides reliable periodic reports; processes proposals (degree; accounting coursework and/or experience; ability to communicate effectively) \$12,000-\$16,100.

Judicial Inquiry Officer (3453) \$16,350-\$22,600.

Language Specialist/Limited Service (3894) (5 positions) \$12,000-\$16,000.

Librarian I (C0096) organizes, catalogs and codes television scripts according to pre-developed set of themes and variables for future retrieval and analysis (MLS from an ALA accredited Library School; academic background in social science or humanities; demonstrated interest and background in mass media; ability to work long periods in isolation; typing) \$13,100-\$17,800.

Librarian II (3443) \$14,500-\$19,775.

Librarian III (3946) \$16,350-\$22,600.
Manager, Accounts Payable (4053) manages and administers the accounts payable department (degree in business administration and course work in accounting; three years' experience; working knowledge of University's financial accounting system) \$16,350-\$22,600.

Manager, Word Processing Systems (3920) coordinates and implements policies, procedures and controls involving total centralized and decentralized information systems to achieve optimum utilization of resources of the University (excellent written and verbal communication skills; six years' word processing and data processing experience; ability to interact with upper level management; degree).

Placement Counselor (4106) advises Wharton undergraduate students of job planning, career development and placement opportunities; assists in developing career planning strategy programs; conducts job hunting strategy programs (master's degree preferred; counseling experience required, exposure to business) \$14,500-\$19,775.

Programmer Analyst I (4104) supervises data entry personnel, maintains computer equipment; performs some programming; provides data from collections inventory (degree; several years' experience with micro-computers and knowledge of "C" Basic and Fortran) \$14,500-\$19,775.

Programmer Analyst II (C0140) designs systems and implements program for clinical and laboratory data, reviews statistical designs with principal investigators; programs, codes and edits systems; trains and supervises data entry personnel (master's degree in biostatistics; experience in management of large data sets; experience with BMD, SAS and other statistical packages; knowledge of medical or dental research) \$16,350-\$22,600.

Publications Editor/Writer (C0032) responsible for the format of publications released by the center; helps staff write reports and articles; coordinates turn around time with project coordinators (experience in scientific writing and editing; familiar with academic publications and journals; excellent oral and written communications skills; degree; two years' writing and editing experience in an academic environment) \$14,500-\$19,775.

Research Coordinator (C0065) assembles and organizes medical literature; data collection activities; oversees and/or performs data entry activities (degree in social or physical science; three years' experience in conduct of research; excellent personal organizational skills) \$14,500-\$19,775.

Research Specialist, Jr. (7 positions) \$14,000-\$16,100.

Research Specialist I (B0863) performs platelet counts; gel filtration, bleeding times, platelet function studies and adenine nucleotide measurements; sets up and operates cardiopulmonary bypass system; sets up, takes down and assists during surgery of larger animals; takes inventory, orders supplies; records and collects data (degree; two years' laboratory experience; hematology or biochemistry background; willing to assist and participate in surgery on large animals) \$13,100-\$17,800.

Research Specialist II (4 positions) \$14,500-\$19,775.

Research Specialist III (2 positions) \$16,350-\$22,600.

Research Specialist IV (C0019) designs and supervises construction of instrumentation associated with particle detector systems used in unique cosmic ray and particle physics experimental research; coordinates industrial production of apparatus (degree in mechanical engineering; five years' experience; ability to take full responsibility for design, production and installation of large scale detector systems).

Scientific Director, MASCA (3952).

Senior Systems Programmer (3930).

Senior Research Coordinator (B0836) provides biostatistical assistance in design of clinical, epidemiological, psychological, basic research studies (master's degree with general statistics and biostatistics; knowledge of programming and computer use) \$16,350-\$22,600.

Special Purpose Housing Coordinator (4072) administers overall functioning of the units designated by the Dept. of Residential Living as usable for purposes other than the standard assignment of students; directs and man-

ages the various phases of the departmental policies and procedures; receives general managerial direction with guidance for development of plans and reviews results (experience with the administration of housing operations; training, supervising and delegating work to others; ability to write promotional and reporting documents; advanced bookkeeping skills and organizational skills) \$13,100-\$17,800.

Staff Nurse (3821) \$12,000-\$16,100.

Systems Analyst (3 positions).

Vice President for Finance and Administration directs a staff of over 1,200 and manages an annual budget of over \$60 million (at least 10 years' experience in senior level positions in complex organizations; advanced degrees in business and management desired).

Support Staff

Accounting Clerk (4054) performs routine accounting entries related to employee benefits; controls deductions and payments to insurance carriers on a monthly basis (high school graduate with bookkeeping courses; two years' experience; aptitude for clerical work and figures) \$8,775-\$10,725.

Administrative Assistant I (4 positions) \$9,925-\$12,250.

Administrative Assistant II (2 positions) (C0134) types, transcribes, pays bills, orders supplies, maintains petty cash fund, responsible for project member reports and communications (60 wpm accurate typing and transcribing); (C0017) performs bookkeeping duties such as recording expenditures and maintaining monthly sheets; monitors status of established budgets and performs purchasing duties; assists in reallocating funds within established budgets (accounting background, knowledge of University procedures; initiative and mature judgment) \$10,575-\$13,100.

Air Conditioning and Refrigeration Mechanic (4 positions) Union Wages.

Animal Laboratory Supervisor I (3811) \$14,400-\$17,725.

Animal Laboratory Technician (3528) exercises animals as directed; cleans and maintains cages, floors, and adjacent areas; maintains and services routine animal care supplies, equipment, food, water receptacles, cage trays; unloads and puts away kennel deliveries (physically able to move about actively and lift heavy animals or items; one year's experience in the care of animals) Union Wages.

Assistant Designer Exhibit (4099) prepares and mounts temporary and permanent exhibitions, works with scholars and staff needing access to exhibits, removes and replaces objects on exhibit, operates exhibit audiovisual equipment, constructs exhibit models (substantial art training, three years' experience in exhibit or display installation, skill in art, drafting and lettering) \$10,575-\$13,100.

Bookkeeper (4122) types and processes requisitions, checks accuracy of information; expedites discrepancies in invoices; posts commitments to proper budget; prepares journal vouchers; maintains petty cash fund; contacts vendors (aptitude for clerical work and figures; ability to type accurately; ability to communicate with faculty and graduate students; high school graduate; two years' experience) \$9,375-\$11,500.

Clerk, Accounts Payable (3833) receives and processes invoices from six units; adjusts for discounts, totals and files; receives quotes from vendors; writes quotes on order list and presents to production manager (general knowledge of accounting entries, logs, ledger, balancing monthly inventories/ledgers) \$9,375-\$11,500.

Clerk I (3745) responsible for communication of stock level information to appropriate buyer; responsible for pricing, stocking, arranging, and presenting merchandise (degree or experience; knowledge of customs and practices in retail sales) \$6,775-\$8,175.

Clerk II (2 positions) (3654) performs clerical work; files and types variety of material which require a degree of confidentiality, maintains personnel and budget files; answers telephone and compiles with requests where possible (high school graduate; ability to type accurately; good clerical and figure aptitude; (4112) accurately maintains medical records; coordinates efforts with part-time night clerk (high school graduate; good interpersonal skills; ability to spend sustained periods of time in a concentrated effort to keep filing up-to-date and accurate; high clerical aptitude) \$8,250-\$10,000.

Clerk III (3859) handles ticket requests made by mail and phone; prepares bank deposits; prepares billings for tickets; sells tickets at window; prepares mailing to customers (typing; good phone personality; ability to deal with people; knowledge of ticket selling procedures helpful) \$8,775-\$10,725.

Cook I (3988) performs cooking in cafeteria; backs-up other personnel when needed; provides menu assistance; routine cleanliness for kitchen area; helps with outside services when needed; handles early morning duties for breakfast (ability to handle cash register; three years' experience in all phases of food handling and preparation; ability to pass routine physical plus chest x-ray; flexibility) \$9,000-\$11,000.

Coordinating Assistant I (4083) coordinates printing and current expense activities for Planned Giving Program in addition to secretarial duties for director; compiles statistics relating to bequests and life income trusts; supervises office work flow (excellent secretarial skills; four-five years' experience, shorthand preferred) \$10,575-\$13,100.

Data Entry Operator (2 positions) (4060) (4123) enters and verifies alphabetic and numeric information in prescribed formats, performs related duties (high school graduate; two years' experience; training on IBM 3741 Data Entry Station and experience on IBM 129) \$9,375-\$11,500.

Dental Assistant I (2 positions) (4079) (4080) assists chairside utilizing four-handed techniques, assists with preparation of patient records, dispenses and mixes materials; prepares treatment areas, maintains equipment; exposes, develops and mounts x-rays (completion of accredited dental assisting program, two years' experience, certification preferred) \$10,450-\$12,675 (37½ hrs/wk); \$12,025-\$14,774 (40 hrs/wk).

Editorial Assistant (C0101) maintains orderly files for galleys, page proofs, and revised proofs of each manuscript; checks finished books for errors and maintains errata files on books (familiarity with complete publishing process from raw manuscript to finished books, good typing skills and accurate filing, degree in English or equivalent) \$11,225-\$14,000.

Electronic Technician I (B0399) performs assembly and testing of electronic and mechanical equipment (AS degree in electronics or equivalent; experience at assembly and testing equipment) \$10,175-\$12,400.

Gardener (3898) \$11,500-\$14,700.

Groom (4094) performs hospital barn maintenance and care for several patients (horses) daily, includes disease control and dietary maintenance (high school graduate; one year's experience with horses; ability to move about quickly, handle farm equipment and do heavy lifting) \$11,000-\$13,000.

Herdsmen I (2 positions) (B0922) (B0923) \$11,100-\$12,300.

Operator I, Duplicating Machine (2 positions) (C0127) (C0129) operates duplicating machine, does assembly work, collates paper, maintains inventory of supplies (high school graduate; experience in operating duplicating machine) \$7,725-\$9,350.

Operator II, Office Automation (3950) types manuscripts on word processor and on typewriter, prepares text for optical character reader; types drafts from handwritten copy, edits, revises, types form letters (excellent typing; grammatical skills, knowledge of manuscript formats, ability to learn word processing equipment and work under pressure) \$9,375-\$11,500.

Parking Attendant (4095) operates University parking facilities putting forth courteous and positive image (cashiering skills) Union Wages.

Photographer I (C0067) prepares reductions, enlargements, copies of charts, graphs, illustrations, x-rays, slides, equipment and specimens; makes contact prints, slide duplications and produces slides from negatives; prepares dyes and solutions (high school graduation, two years' training at photography school; one year's experience) \$9,150-\$11,100.

Project Budget Assistant (3 positions) \$9,925-\$12,250.

Receptionist (2 positions) (4102) greets clients; ascertains interest and directs accordingly; processes registration and bill payments via the cash register; answers inquiries of bills on account; works with accounts receivable file through bookkeeping machine (experience on cash register in hospital setting; ability to learn bookkeeping machine; high school graduate); (4082) handles heavy volume of incoming calls for a large school office; answers general inquiries; takes messages for staff (reliable, must work well under pressure and maintain a helpful, pleasant manner) \$8,775-\$10,725.

Receptionist III (4000) answers telephone, greets visitors, records messages, opens mail, prepares application requests, maintains log of batches sent to processing center (personable, pleasant telephone manner, typing ability) \$9,925-\$12,250.

Research Laboratory Technician I (C0093) responsible for feeding, weighing and care of groups of backgrounder cattle; maintains holding pens and equipment; interacts with clinicians during conditioning period (experience in feeding and handling of beef cattle; responsible; BS in animal science) \$9,150-\$11,100.

Research Laboratory Technician II (6 positions) \$10,175-\$12,400.

Research Laboratory Technician III (12 positions) \$11,225-\$13,775.

Research Machinist II (3732) manufactures tools and complex machine parts and assemblies related to research needs; operates all standard metal working machine tools (completion of a four-year approved apprenticeship program; four years' machinist experience in a research facility) Union Wages.

Secretary II (15 positions) \$8,775-\$10,725.

Secretary III (22 positions) \$9,375-\$11,500.

Secretary IV (3 positions) \$10,575-\$13,100.

Secretary, Limited Service (3959) Hourly wages.

Secretary, Limited Service (C0094) \$8,500-\$10,600.

Secretary, Medical/Technical (14 positions) \$9,925-\$12,250.

Secretary, Technical/Word Processing (3826) types, transcribes, operates Lexitron word processing equipment; proofreads typewritten material (high school graduate; typing ability; experience with word processing equipment, familiarity with dental terms helpful) \$9,925-\$12,250.

Statistical Assistant (4056) verifies the validity and accuracy of information which enters the accounting system; maintains permanent orderly records of the accounting system output for search and audit purposes (high school graduate; bookkeeping and/or accounting courses; good math aptitude; ability to keep neat accurate records) \$10,575-\$13,100.

Typist II (3865) \$8,250-\$10,000.

X-Ray Technician (4069) assists in planning work schedule; assists in training 4th year veterinary students; takes radiographs; assists in developing techniques (high school graduate; completed approved x-ray course; willing and able to work with large animals; two years' experience) \$12,600-\$15,500.

Save for Summer

This is the only issue of *Almanac* for the summer. Anyone interested in finding a new position at the University may wish to save the list of personnel bulletin boards (in column one of page 7) 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 resume weekly publication on September 15.

Day Care Available

The Parent-Infant Center at 4205 Spruce Street provides educational day care for children from three months to five years of age. The Center, operating Monday-Friday, 8 a.m.-6 p.m., 52 weeks a year, serves many University families as well as families from the larger community. Several openings are expected in the fall for children 12 to 18 months of age. The fee for children under two years and nine months is \$77/week or \$320/month. The fee for children over two years and nine months is \$55/week or \$228/month. All inquiries and applications are welcome. Call Ext. 4180 or 4181.

Media Moves

The News Bureau has moved from the Franklin Building to 410 Logan Hall/CN. HUP Public Relations has moved to 3401 Market Street, Suite 300. *Almanac* offices will be moving to the second floor of the Christian Association, 3601 Locust Walk/C8 by the end of July. All phone numbers will remain the same as they have been.

Moving?

A number of campus offices are scheduled to relocate during the coming months; if your office is going to move in the near future please notify us in advance to make sure that you don't miss an issue. Members of the deans and directors list who receive individually mailed copies of *Almanac* should have their old label and any change of address sent to *Almanac*.