

# Almanac

Tuesday, October 6, 1981

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## Work Groups at Work: December 1 Target for Reports

By December 1, six working groups of deans and academic administrators will be ready to report on the six priorities for Penn in 1981-82 and beyond, that were outlined in the President and Provost's "Strategic Planning" work paper (*Almanac* September 22).

Each group is meeting once or twice a week to prepare "option papers" that will be discussed with others during the fall term, according to the provost's office. The composition of the work groups:

**Minority Presence:** Dr. Louis A. Girifalco, University Professor of Materials Science and former acting provost, chairs the group concerned with minority faculty and

student recruitment and retention. On it are Deans Dell Hymes of GSE, Robert Marshak of Veterinary Medicine, and Louise Shoemaker of Social Work.

**Undergraduate Education:** Provost Thomas Ehrlich chairs, with Deans Joseph Bordogna of Engineering, Donald Carroll of Wharton, Robert Dyson of Arts and Sciences, Claire Fagin of Nursing and Edward Stemmler of Medicine, and Vice Provost for University Life Janis Somerville.

**Graduate Education:** Dr. Bordogna chairs, with Acting Associate Provost Richard Clelland and Acting Vice Provost for Research Alan Heeger, plus Deans Walter Cohen of Dental Medicine and Lee Copeland of GSFA,

Dean Dyson, and SPUP's Acting Dean Jack Nagel.

**Educational Outreach:** Dean Carroll is chairman, with Deans James Freedman of Law and George Gerbner of Annenberg, and Deans Cohen, Fagin and Hymes.

**Research:** Dean Stemmler chairs, with Vice President for Health Affairs Thomas Langfitt, Drs. Clelland and Heeger, and Deans Dyson, Gerbner and Marshak.

**Ties with the City:** President Sheldon Hackney is chairman, with Vice President Langfitt and Deans Carroll, Copeland, Nagel and Shoemaker. Edward Jordan, whose nomination as Executive Vice President goes before the Trustees this month, will also serve.

### La Napoule: Severing the Link

At a meeting of the Board of Trustees of the La Napoule Art Foundation, held at the University of Pennsylvania on September 25, 1981, the Board voted to sever the connection between the University and the Foundation established some years ago.

Under the terms of the agreement between the two institutions, the University was responsible for the organization of conferences, courses and other programs at the Foundation's property in La Napoule, France, and for the administration of the Foundation's finances.

The Chateau de la Napoule was acquired and rebuilt by the American sculptor Henry Clews in the years between the World Wars. Following his death and that of his wife, Marie Clews, the Foundation was established to preserve the Chateau as a memorial to Clew's work and as a center for Franco-American exchange in the arts.

The decision to end the connection between the Foundation and the University grew out of a sense that the University's interest in the Chateau as a site for general programming in all fields and the Foundation's interest in the preservation of the memory of Henry Clews did not coincide in all respects. This was coupled with growing concern about the financial future of the Foundation.

The Foundation has undertaken to honor commitments made by the University for programs in 1982, though some renegotiation of terms may be necessary. For its part, the University is anxious to maintain and increase the scope and variety of its programs in Europe and is seeking alternative sites, perhaps more suitable than La Napoule, for this purpose.

—Humphrey Tonkin  
Coordinator of International Programs

## Council October 14: Academic Review

University Council's first fall meeting will be October 14, chaired by the president since the post of moderator has been retired.

Council will elect a parliamentarian, hear the normal reports of President Sheldon Hackney, Provost Thomas Ehrlich, and Steering Committee Chair Phoebe S. Leboy, and act on a series of by-laws amendments.

Chief among these is one setting the charge and composition of the Academic Review Committee, a new body which assumes those functions of the former Educational Planning Committee that were not transferred when EPC was merged with Budget into the present Academic Planning and Budget Committee. The proposed charge reads:

- (a) *Academic Review Committee.* The Academic Review Committee shall, upon request of the Provost, give advice on matters of academic policy. It shall maintain, through the Office of the Provost, a close liaison with the Academic Planning and Budget Committee, especially when the Committee's work requires budget information or touches on issues of academic and financial planning in the schools or in the University as a whole.

The Committee will advise the Provost on proposals to establish new centers, institutes, and other organized academic units not within a single school. The Provost will send to the Committee copies of requests for establishing such new units, and the Committee will advise the Provost on their academic and fiscal soundness and their conformity with University policies and procedures.

When the dean of a school recommends to the Provost the establishment of a new center, institute, or other academic unit within that school, the Provost may ask the Committee to review the proposal before acting on the recommendation.

When a center, institute, or other organized academic unit is established on condition that it be reviewed after a certain period of time, the Provost may ask the Committee to conduct the review.

At the request of the Provost, the Committee will also review any existing center, institute, or other organized academic unit. The Committee may, on its own initiative, suggest to the Provost that it undertake such a review.

The Steering Committee's proposal on composition of the Academic Review Committee calls for eight faculty members chosen by the Senate Executive Committee; four students (half chosen by UA and half by GAPSA); and six additional members — who may be faculty, administrators and/or students — named by the Provost. In the Provost's component, four must have faculty appointments and any students he names are to be selected in consultation with the appropriate student organizations.

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## OF RECORD



## Confidentiality of Employee Records

*Personnel records, including those established in connection with the recruitment process, are University property and are treated confidentially at all times. In order to clarify the confidential treatment of employee records, the president and provost issued a detailed policy on the confidentiality of such files, which took effect December 5, 1980. This policy has undergone extensive review during the 1980-81 academic year, for example by the Steering Committee of University Council, the Council of Deans, the provost's office, the office of personnel relations, and the general counsel. The updated document is now included in the Personnel Policy Manual (Policy No. 101). Almanac publishes herewith an official summary of the policy, for general information.*

All full-time and part-time employees of the University, except for student employees, are covered by the policy. Many records referred to in the policy apply to either faculty or non-faculty personnel, but not to both. Some records are located centrally, others in the individual's school or department of primary appointment. In any case, the provost or designee administers the policy with respect to the records of faculty members, and the executive director of personnel relations administers it with respect to the records of other employees. This policy is consistent with other University provisions concerning confidentiality, such as in the Faculty Grievance Procedures.

Employees may not review the following records pertaining to themselves:

- a) material received under a stated or implied assurance of confidentiality. This includes letters and reports of review and recommendation, whether concerning a specific personnel action or without reference to any specific personnel action;
- b) those parts of evaluations and affirmative action records which contain confidential information about other applicants and employee;
- c) certain other records concerning benefits, security, and medical and hospital information.

With the exception of the above, employees have the right to review and correct all records pertaining to themselves, in accordance with procedures specified in the policy.

Unless specifically excepted (see below), employee records may not be disclosed to third parties without the express written permission of the employee. The exceptions are follows:

- a) The University may, at its discretion, disclose directory information (name, employment dates, title, department).
- b) The University may accede to a lawful subpoena, warrant, court order, or government requirement. Employees shall be notified of all such disclosures.
- c) Properly authorized University officials may have access to specific employee records in the course of their duties and shall protect the confidentiality of these records.
- d) In emergencies, the provost or the executive director of personnel relations may authorize disclosure of pertinent information, in order to protect the health, safety, or property of any person.
- e) They may also authorize disclosure of pertinent information, in order to protect the legal interests of the University.
- f) Collective bargaining agreements may require disclosure of certain information.

All equal opportunity/affirmative action documents shall be given additional protection under procedures developed by the University administration.

*Summary issued October 2, 1981*

## Honorary Degree Nominations Second Notice

The University Council Committee on Honorary Degrees welcomes suggestions for recipients of honorary degrees for Commencement on May 17, 1982. Nominations (including background biographical information) should be submitted in writing to any member of the committee, or to Connie Hays, Office of the Secretary, 121 College Hall/CO. The deadline is October 23.

Committee members include:

Jack E. Reece, chairperson, 207 College Hall/CO;  
Elizabeth Flower, 307 Logan Hall/CN, — chair;  
Karen Goss, 4400 Spruce Street, #A-5, Philadelphia, PA 19104;  
G. Malcolm Laws, 119 Bennett Hall/DI;  
Laura Johnston Lee, 3701 Locust Walk/C3;  
Monica L. Lorick, 608 High Rise South/BB;  
Philip Rieff, 458 McNeil/CR;  
Robert J. Rutman, 148 Vet/HI;  
Truman G. Schnabel, 1 Gibson, HUP/GI;  
Eliot Stellar, 243 Anat-Chem/G3;  
S. Reid Warren, Jr., 201 Moore/D2;  
Marvin Wolfgang, 289 McNeil/CR.

## Almanac: Dr. Cherpack

Faculty Senate Chair Phoebe S. Leboy has announced the make-up of the Senate Committee on Publications Policy for Almanac, which serves as the core of the Almanac Advisory Board responsible for policy and editorial supervision of the faculty-staff weekly.

Chairing the Committee, and therefore the Board, is Dr. Clifton Cherpack, professor and chairman of Romance languages.

Newly named to the Committee are Dr. Charles D. Graham, Jr., professor and chairman of materials science in engineering, and Dr. Carolyn Marvin, assistant professor of communications. Continuing are Drs. Jamshed Ghandhi, associate professor of finance; Dr. Leboy; and Senate's chair-elect, Dr. Murray Gerstenhaber.

The Administrative Assembly has named as its Board representative Shirley J. Winters, director of development publications; and the Librarians Assembly has named Jane Bryan, head of reference. Continuing for the administration is Dr. James A. Spady of the President's Office. Una L. Deutsch, secretary to the Chaplain, continues for the A-3 Assembly.

**Staff Changes:** After more than a year in an acting capacity on *Almanac*, former industrial editor Marguerite F. Miller has assumed the full-time position of assistant editor. Ruth A. Heeger, who joined the staff as a volunteer assistant in the spring semester, has become editorial assistant. Mrs. Miller and Mrs. Heeger have primary responsibility for "On Campus," and related announcements; they can be reached at Ext. 5274.

*Almanac*

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ALMANAC ADVISORY BOARD Clifton Cherpack, chair; Murray Gerstenhaber, Jamshed Ghandhi, Charles D. Graham, Jr., Phoebe Leboy and Carolyn Marvin for the Faculty Senate . . . James A. Spady for the Administration . . . Jane Bryan for the Librarians Assembly . . . Shirley Winters for the Administrative Assembly . . . Una L. Deutsch for the A-3 Assembly.

ALMANAC October 6, 1981

# A Look at Inaugurations of the Past

Sheldon Hackney is the twentieth head of the University of Pennsylvania in a succession beginning with the Reverend William Smith who in 1755 became Provost of the College of Philadelphia, forerunner of the University. President Hackney is, however, but the seventh executive to be formally inaugurated to office.

Assumption of the Provostship seems to have been marked by Smith and by his successors, Ewing (1779), McDowell (1806), Andrews (1810) and Beasley (1813) simply by the delivery of a sermon or "charge" to their academic constituency.

The first Provost to be officially inaugurated was the Reverend William Heathcote DeLancey, an eloquent and polished thirty-one-year-old Episcopal priest, who, like his successor Hackney, held two Yale degrees. DeLancey, who had also been a University trustee, was presented to the University family in his new capacity on September 17, 1828, in the chapel of the then collegiate building at Ninth and Market Streets, by his ecclesiastical superior and the chairman of the University Trustees, the venerable Bishop William White. DeLancey delivered an inaugural address which was duly printed.

The locale of Penn inaugurations later moved to the more commodious Musical Fund Hall, on Locust Street above Eighth, where the seventh Provost, the Reverend John Ludlow, took office in 1834 and

where the eighth, the Reverend Daniel Raynes Goodwin, was installed in 1860.

The ceremony of induction of Charles Janeway Stillé as Provost was held in 1868 in the even larger and more magnificent Academy of Music as were the two subsequent inaugurations. Stillé, like DeLancey, a Yale alumnus, and the University's professor of literature, spoke effectively on his big day on "The Claims of Liberal Culture in Philadelphia," and went on to awaken the University "from a long slumber" and to move it to its present campus.

Provost Stillé's equally dynamic successor, physician William Pepper, took office on February 22, 1881, at the "University Day" celebration of the birthday of George Washington. The Pepper inauguration was replete with ritual: prayers by a clergyman Trustee; presentation by a second clergyman Trustee of the inductee to Governor Hoyt of Pennsylvania who presided in his symbolic role as Chairman *ex-officio* of the Trustees; an address by the Governor and then the delivery by him of the keys of the institution to the new Provost. The Vice Provost — again a clergyman and a former Trustee — gave the address of welcome, and, finally, Dr. Pepper made his inaugural remarks which were followed by the benediction rendered by yet another clergyman Trustee. One can suspect, however, that for the crowd the high point was Provost Pepper's conferral of an honorary degree, the LL.D., upon the President of the United States, James A. Garfield.

In 1895 Charles Custis Harrison chose the occasion of the June University Commencement, at the Academy, for his inauguration. This occasion, repeating the pattern set by Pepper, involved the induction and giving of keys to Provost Harrison by the Governor of the Commonwealth, all prior to the Commencement itself.

The inauguration of Harrison was the last such observance. Edgar Fahs Smith, who took office in 1910, was a shy man and seems to have effectively discouraged a Trustees' committee appointed to plan a similar event for him. Josiah Harman Penniman was Acting Provost in 1921-1923 during the period when the University anticipated the arrival of General Leonard Wood as its head. Upon the withdrawal of Wood, Penniman became full Provost in 1923, but since he had continued to direct the University during the curious interregnum, a belated inauguration would have been somewhat anti-climactic; hence, no special program was arranged.

Thomas Sovereign Gates, first executive head to bear the title of President, was elected in 1930 and was publicly presented at the June, 1931 Commencement at which time he received an honorary doctorate of laws and delivered the Commencement oration. Of course, this ceremony was not an inauguration. Dr. George William McClelland, elected to succeed Gates in 1944, appeared that year as President-elect at the March academic convocation (shared, for the first time in history, with another institution, Penn's neighbor, Drexel) and simply took office at Commencement on July 1, 1944.

Harold Edward Stassen was introduced as University President at Opening Exercises in September, 1948, upon which occasion he received the LL.D. degree, a procedure exactly duplicated for President Gaylord Probasco Harnwell in September, 1953. Martin Meyerson, as President-elect, made the Commencement Address in May, 1970, receiving his honorary doctorate on that occasion, and then, like his immediate predecessors, spoke at Opening Exercises the following September.

—Francis James Dallett, University Archivist

## Inaugural Entertainments, 1981

The time for the historic exhibition of crew events on the Schuylkill River has been set at 11:30 a.m. Thursday, October 22, with Penn male and female crews, Schuylkill Navy clubs, and the University Wind Ensemble participating. Back on campus, kite-flying starts at 2 p.m. on Hill Field with competitions and demonstrations—including one by President Hackney as "kite-flyer in the tradition of Benjamin Franklin."

## In the Symposium Series

**Veterinary Medicine** is in the midst of its three-day (October 5, 6, 7) international conference on the *Human/Companion Animal Bond* at the University City Holiday Inn. More than 100 prominent scholars and scientists—from medicine, psychology, anthropology, social work and education as well as veterinary medicine — are discussing research findings on how pets can assume a vital health role in the lives of the ill and elderly. Sponsors are the School's Center for Interaction of Animals and Society, and the Delta Group of the Latham Foundation.

**Annenberg School:** An Inaugural lecture on *The Pressures of Competitive Journalism: The Bulletin Story* will be given October 12 at 4 p.m. in the Colloquium Room, by the *Bulletin's* Executive Editor Craig Ammerman.

**Medicine:** The faculty holds *A Retreat for the Reassessment of the Process of Medical Education* at the Wharton Sinkler Estate, continuing school-wide deliberations the dean set in motion last year.

**Law School:** The annual Owen J. Roberts Memorial Lecture is an Inaugural celebration event this year. *A French Lawyer* (Andre Tunc, professor of Law at Paris I) *Looks at American Corporation Law and Securities Regulation* at 5:30 p.m. on October 14, at Harrison Auditorium in the University Museum.

(Note: The full list of Inaugural symposia appeared in *Almanac* last week, page 11; highlights will be repeated on a week-to-week basis as space permits).



## Rocking the Chair

The new regulations governing the extension of a department chairman's term of office are typical in that they mandate the forming of a committee to evaluate the incumbent without giving any indication of how to go about it. In order to spare such a committee the embarrassment of that first meeting, during which suggestions for criteria will be met with small, tolerant smiles or nearly exorbitant rollings of the eyes, I propose to fill the lacuna forthwith.

**Step One:** The first thing, of course, is to ask the incumbent if he/she wishes to continue in office. Any sign of eagerness to do so should be considered grounds for flat rejection. A crisp negative reaction shows character and, if it seems genuine, may be sufficient reason to pursue the matter further. A modest willingness to continue "if no better candidate can be found" is marginally acceptable.

**Step Two:** Appearance should be evaluated next for strategic, not esthetic, reasons. Chairmen in the humanities should present a slightly seedy-tweedy, faintly British, I-don't-have-to-do-this-for-a-living appearance. This holds true even for the leaders of departments of foreign languages, since it is considered bush league for such persons to wear berets, Tyrolean shorts, assault rifles, caftans, togas, flecks of dried tomato sauce, or any other ethnic accoutrements. The heads of science departments ought to give the impression of having dressed in the dark in order to open the lab at dawn. By contrast with this disheveled look, chairmen of departments in the social sciences should present a prosperous, we-have-grants-coming-out-of-our-ears, front. Note that norms for women chairmen (or "furniture-people," to avoid the sexist oxymoron) have not yet been established. One hesitates to give advice on such a delicate and potentially litigious subject, but it seems reasonable to suppose that their clothing statement should express seriousness without absolutely denying gender. Perhaps a linoleum suit with a little designer scarf would do the trick.

**Step Three:** The next step is to send a questionnaire to all members of the department, asking if the chairman has been arrogant, insensitive, dictatorial, arbitrary, and obviously determined to make a mess of things. Unless a significant number of responses are affirmative there is no need to proceed, since the chairman is pusillanimous to an unacceptable degree, is on drugs, or has had a lobotomy.

**Step Four:** If the incumbent has passed these preliminary tests, a TV camera (what is called a "shoplifter's special" in the trade) should be installed in his/her office, with a monitor nearby to be personed by at least two members of the committee at all times. At first, the chairman will tend to wave and smirk at the camera, but will soon forget it is there. When he/she begins to walk around the office without sucking in his/her stomach, notes can be taken in earnest. Special notice should be extended to his/her handling of highly emotional complainants. Obviously, a low

grade must be given to perfectly natural and often apposite, but always undiplomatic, responses like: "For God's sake, stop being such a baby!" What the committee should look for is sympathetic hyperbole, such as: "I have known war, famine, and pestilence, but the outrage that you have just described tops them all." If the chairman can make his/her face a mask of grief while listening, so much the better, but any actual sobbing or rending of garments should be considered excessive, except, perhaps, in the Folklore department or in Theater Arts.

**Alternate Step Four:** Should TV equipment not be available, or should the committee be eager to get on to more interesting activities, there is a shorter, and, in some ways, more efficient procedure to be used. Tie the chairman to (appropriately enough) a chair. Force him/her to listen to members of the committee reading, slowly and antiphonally, from my dissertation (available at a modest rental fee) or from old Army field manuals while another member administers nasty shocks with an electric cattle prod (what is known as an "American Legion convention special" in the trade). If, after hours of this, the chairman can write a long memo in the leaden, featureless style that is absolutely *de rigueur* for chairmen, his/her term should be extended, provided, of course, that he/she does not interfere excessively with his/her administrative assistant, who really runs things, as everybody knows.

**Alternative to All of the Above:** Unless the committee is in a mood to take revenge on a particularly odious chairman by the procedure just described, the best thing, really, is to trump up some charges against a relatively honest incumbent, to reject him/her, and to choose as a replacement the person in the department who is most obviously living beyond his/her means or who has had the most trouble with the IRS. The caption on a cartoon that used to be displayed in Vartan Gregorian's office, when he was Dean of FAS, put the chairmanship in the proper perspective. It read, if I recall correctly through the haze of time and of moderately priced Scotch: "The Dean is a shepherd, and the chairmen are his crooks."

—Clifton Cherpack, Professor and  
Chairman, Romance Languages



The following letter was released jointly to Almanac and to The Daily Pennsylvanian, where it appeared on the editorial page Friday, October 2.

## Inaugural Concerns

Whether the University should be celebrating an Inauguration is a question well worth examining. However, at this point it is a "given" that the University will be celebrating F. Sheldon Hackney's Inauguration.

Unfortunately, some administrators and faculty also hold it as a "given" that student input on this issue should be held to a minimum. Throughout the meetings of the Inaugural Committee, our student representative, Liz Cooper, was told repeatedly that her points were "undiscussable." As a result Dr. Stellar, chair of the committee, asked Ms. Cooper to write a letter to him detailing her concerns. It is important to realize that Liz was the only committee member who had to put her concerns in writing; all other points were discussed verbally during committee meetings. While we appreciate Dr. Stellar's invitation to write a letter, the fact that a letter had to be written indicates a lack of concern on the part of the committee to discuss important student-related issues during regularly scheduled meetings. In addition, accomplishing business through letter-writing is a rather slow process. Clearly, students were not receiving fair treatment by the majority of faculty and administrators on the committee.

Next, we would like to address Secretary Meyers' comments in *The Daily Pennsylvanian* of Wednesday, September 30. The University community primarily must be made aware that none of the issues discussed in the *D.P.* Inauguration article of September 28, were confidential. Nor should it have been a surprise to any of the committee members that those were the sentiments of our student representative, as all of the issues had been broached during committee meetings. In addition, it is a student's prerogative to discuss nonconfidential issues via the student media; in fact, students are encouraged to use those media to educate their constituencies. This is precisely what Ms. Cooper has done. It is quite apparent the "civility" Secretary Meyers speaks of never existed in the first place.

Our final comment is in response to Secretary Meyers' statement that "good faith is a higher value than good press." It is our hope Secretary Meyers realizes that by her going to the *D.P.* without first confronting Ms. Cooper with her concerns, she has in fact opted for "good press" (in a manner of speaking) over "good faith."

In effect, Secretary Meyers has requested that students not speak out — that they should be seen and not heard. As student leaders and representatives we cannot and will not keep quiet in order to "keep the peace."

—UA Steering Committee

Liz Cooper, chair  
Vic Wolski, vice-chair  
Lee Brown, treasurer  
Kim Saunders, secretary  
Sandra Ward, chair of NEC (ex-officio)  
Lisa Blumenfeld, UC steering (ex-officio)

On the following pages are two letters Almanac might have expected a year ago, when the Donor Option Plan was announced at Council. There was discussion but no action on listing

all eligible non-United Way helping agencies; but these numbered more than 2,500, making the task unfeasible. Separately, the Almanac Advisory Board prepared for the possibility that once the University's campus steering committee published names of specific member agencies in its articles, others on campus might want equal attention to nonmember agencies of which they had some working knowledge. The Board's recommendation, reconfirmed by this year's chairman, was to accept letters in *Speaking Out* — within limits. Taking a cue from the U.S. Congressional Record (where a Member of Congress may "read into the record" an endorsement of an institution in his/her state, but the institution has no direct access of its own) this recommendation treats the faculty, staff and organizations of the University as "Members of Congress". In a departure from the analogy, note that Almanac space is not open-ended. This leads to the caveat that publication cannot necessarily be guaranteed, and to an editorial decision that short, objective letters will have priority over long ones that engage in special pleading.—Ed.

### Equal Consideration

Last week's Almanac included a list of local agencies funded through United Way as well as mention of the Donor Option Plan. The article failed to mention that the Donor Option Plan came into being in response to the agreement between United Way and the Archdiocese of Philadelphia to exclude any agency whose mission was contrary to the teachings of the Catholic Church. The controversy surfaced specifically in connection with the exclusion of

a fund-raising coalition of women's services called Women's Way.

Since Almanac described traditional United Way agencies, we think it appropriate that donors have comparable information on the six agencies that can be helped by designating Women's Way under the Donor Option.

Elizabeth Blackwell Health Center: gynecological and obstetrical services including check-ups, pregnancy testing, outpatient abortion, full maternity services, and self-health programs.

Choice: information gathering, counseling and referral of family planning and reproductive health, outreach services to teenagers and training for youth workers, family planning, and social service professionals.

Women Organized Against Rape: support, counseling and court accompaniment for victims of rape or incest, including children; education and inservice training on issues of sexual abuse and sexual assault.

Women's Law Project: litigation, education and counseling on discrimination in employment, credit and housing.

Domestic Abuse Project (Delaware County): counseling, sheltering, court accompaniment of abused women, education concerning problems of abuse, and counseling for women in marital crisis.

Options for Women: career counseling to individuals; staff training and community education on career planning and employment discrimination.

We all know that public sector funds are being cut and that private generosity is expected to fill the gap. Some of the organizations most

vulnerable to cuts are among the most essential to the community.

As members of the community we can pinpoint our aid through the Donor Option Program. Let us all think, as we fill out our cards, where help is needed most — and if no Donor Option Card has come with the pledge card, call Jim Robinson at Ext. 3565 and ask for one.

—Suzanne S. Becker, Assistant Publisher, The Wharton Magazine

—Harriet Cohen Williams, Coordinator, Interdisciplinary Health Education Program

### Campus Option

The September 29 Almanac provided a brief selected list of community based organizations which are part of the United Way. On-campus organizations, as well, are eligible recipients of our University community's pledges through the Donor Option Plan.

The Philadelphia Lesbian and Gay Task Force, under the aegis of the Christian Association since 1978, has provided public information and education services to the community at large through the media, the development and presentation of seminars addressed to professional communities in law and academia, the publication of a quarterly issue-oriented newsletter, and further through its administrative support of lesbian and gay organizations on campus and on a city-wide basis.

Contributions to the public information project of the Task Force can be made by designating one's pledge to the *Christian Association: PLGTF* on the donor option card.

—Rita Addessa, Executive Director, PLGTF

*SPEAKING OUT* welcomes the contributions of readers. Almanac's normal Tuesday deadline for unsolicited material is extended to THURSDAY noon for short, timely letters on University issues. Advance notice of intent to submit is always appreciated.—Ed.



Frank Ross

For one day only — opening this fall's United Way Campus Campaign — Locust Walk was renamed United Way in a ceremony led by President Sheldon Hackney, right. Dean Louse Shoemaker, left, chairs the campus steering committee.

### United Way Projects Supported at HUP

Project	Amount	Effective Date
Ante-Natal Diagnosis and Counselling	\$ 42,720	July, 1972
All-Inclusive Patient Billing	30,000	March, 1973
Ante-Natal Diagnosis and Counselling (year 2)	42,136	July, 1973
Alcoholic Treatment/Behavioral Technique	30,000	October, 1973
Screening for Diethylstilbestrol Effects	49,150	March, 1974
Purchase of Service from Wheels	8,585	July, 1974
Hyperbaric-Hypobaric Therapy Center	20,360	July, 1974
Oncology-Immunotherapy Project	41,000	August, 1974
Screening/Diethylstilbestrol Effects (year 2)	49,938	March, 1975
Hypertension Screening/Nurse Management	64,635	April, 1975
Ante-Natal Diagnosis and Counselling (year 3)	45,908	July, 1975
Purchase of Service from Wheels (year 2)	10,516	July, 1975
Oncology/Immunotherapy Project (year 2)	58,480	August, 1975
Hypertension Screening/Nurse Management (year 2)	68,395	April, 1976
Purchase of Service from Wheels (year 3)	14,767	July, 1976
Hyperbaric/Hypobaric Therapy Center (year 2)	20,000	July, 1976
Oncology/Immunotherapy Project (year 3)	21,000	August, 1976
Purchase of Service from Wheels (year 4)	20,575	July, 1977
Tissue Bank for Areolar Tissue	30,048	October, 1977
Purchase of Service from Wheels (year 5)	28,632	July, 1978
Hypertension Outreach Program	31,975	December, 1978
Purchase of Service from Wheels (year 6)	23,224	June 1, 1979
Hypertension Outreach Program (year 2)	37,503	January 1, 1980
Purchase of Services from Wheels (year 7)	20,919	July 10, 1980
<b>TOTAL</b>	<b>\$810,466</b>	

# ON CAMPUS

October 6-October 18

## Children's Activities

### Films

**October 10** International Velvet

**October 17** Free Spirit

Films are free, screened Saturdays at 10:30 a.m. in Harrison Auditorium of the University Museum. Recommended for children aged five and older.

### Workshops

**October 14** *Arboregames*, a children's workshop at the Arboretum. The fee is \$4.50 members, \$6 non-members. Call 247-5777.

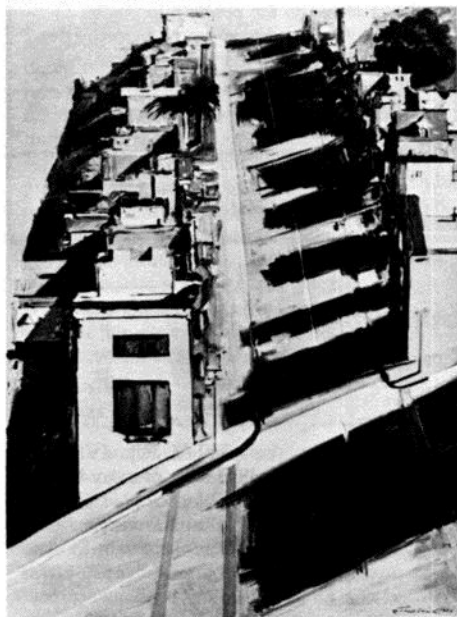
**October 17** The College of General Studies presents Carol Sivin conducting a maskmaking workshop; 10 a.m. to 3 p.m.; fee, \$20 for one adult and one child. To register call Ext. 6479.

## Exhibits

**Through November 1** *Big Trees of Southeastern Pennsylvania*, the Morris Arboretum's award-winning Harvest Show exhibit, including a computer-operated large-scale map showing the locations and providing descriptions and color photographs of several of the state's largest trees, at the Arboretum's Hillcrest Pavilion.

**October 12-November 22** *Wayne Thiebaud Painting* at the Institute of Contemporary Art. The ICA's first fall exhibition features the works of Wayne Thiebaud, one of the most important artists working today in the realist tradition. Opening is set for October 12, 5-7 p.m.

**October 12** The Department of History and Sociology of Science presents Professor Paul Allison, University of Pennsylvania, on *Cumulative Advantage in Science*, 4 p.m., Seminar Room 107, Smith Hall.



Ripley Street Bridge, 28 x 20, a 1976 oil on canvas, by the California artist Wayne Thiebaud, is among the 60 paintings, drawings, gouaches and pastels to be included in his show opening October 12 at the ICA. See Exhibits, above.

**Through October 16** *Bits and Pieces*, sculptures by Robinson Fredenthal on exhibit in the Faculty Club Lounge. Sponsored by President and Mrs. Sheldon Hackney and President Emeritus and Mrs. Martin Meyerson.

**Ongoing** *The Egyptian Mummy: Secrets and Science*. This exhibition explains Egyptian ideas about life after death and health and disease patterns revealed by X-ray and autopsy studies of mummified remains; at the University Museum.

**Ongoing** *India At The University Museum* is a display of Indian textiles, jewelry, ceramics and sculpture dating from 2500 B.C. to the 19th Century A.D.; at the University Museum.

**Extended thru January 10, 1982** *Echoes of the Samurai: Japanese Arms and Armor* is an exhibit of helmets, weapons, samurai swords and body armor dating from the 17th-19th centuries; at the University Museum.

## Gallery Hours

**Faculty Club**, 36th and Walnut. For information regarding hours call Ext. 3416.

**Hillcrest Pavilion**, Hillcrest Avenue in Chestnut Hill, phone 242-3399, open every day 9 a.m.-5 p.m.

**ICA Gallery**, in the Fine Arts Building, is open Tuesday, Thursday and Friday, 10 a.m.-5 p.m.; Wednesday 10 a.m.-7:30 p.m.; Saturday and Sunday noon-5 p.m. Closed Mondays.

**University Museum**, 33rd and Spruce, phone: 222-7777, is open Tuesday-Saturday, 10 a.m.-4:30 p.m.; Sunday, 1-5 p.m. Closed Mondays and holidays.

## ICA Gallery Talks and Tours

**October 12** With the opening of the *Wayne Thiebaud Painting* exhibition, graduate students will conduct gallery tours at the ICA on Wednesdays at 6:30 p.m. and Saturdays at 1 p.m.

**October 13** *Conversations*, part of an ongoing series in which the artist and critics lead an informal discussion. Artist Wayne Thiebaud will speak in the ICA upper gallery at 8 p.m.

## University Museum Gallery Tours

**October 7** *Egypt*

**October 11** *North American Indians*

**October 14** *Mesoamerica*

**October 18** *Egypt*

The gallery talks and tours are free and begin at the main entrance of the University Museum at 1 p.m.

## Films

### Exploratory Cinema

**October 7** *One Sixth of the World*, USSR, and *Grass*, USA.

**October 14** *Man of Aran*, Great Britain, and *How the Myth Was Made*, USA.

All screenings are held at Annenberg Center's Studio Theatre on Wednesday evenings at 7:15 and 9:30 p.m. Admission: \$2 for students with ID and \$3 for others.

## GSAC Film Series

**October 16** *Tristana*, 7:30 and 9:30 p.m.

GSAC films are shown at Stiteler Auditorium, admission \$1.

## Houston Hall Films

**October 9** *High Anxiety*, 7:30 and 11:30 p.m.; *The Birds*, 9:30 p.m.

**October 10** *The Competition*, 7:30 and midnight; *To Sir With Love*, 10 p.m.

**October 16** *Raging Bull*, 8 and 10:30 p.m.

**October 17** *West Side Story*, 8 p.m. *M\*A\*S\*H\**, midnight.

All Houston Hall films are screened in Irvine Auditorium, admission \$1.25.

## International Cinema

**October 7** *Ashes and Diamonds*, 7:30 p.m. Polish with English subtitles.

**October 8** *Confidence*, 7:30 and 9:30 p.m. Hungarian with English subtitles.

**October 9** *Ashes and Diamonds*, 4 p.m.; *Jury Of Her Peers* and *Until She Talks*, 7:30 p.m. Both English. Philadelphia Premiere.

**October 14** *Eight Minutes To Midnight: A Portrait of Dr. Helen Caldicott*, 7:30 p.m. English.

**October 15** *Man of Marble*, 7:30 p.m. Polish with English subtitles.

**October 16** *Man of Marble*, 4 and 9:30 p.m.; *Eight Minutes to Midnight*, 7:30 p.m. with discussion following.

All International cinema films and workshops are held at International House, 3701 Chestnut Street. Admission \$2.50 for evening shows and \$1 for matinees. The workshops are free with pre-registration. For more information call 387-5125 Ext. 201.

## PUC Film Alliance

**October 15** *Seventh Soul*

All PUC films are shown in Irvine Auditorium at 10 p.m. Admission \$2.

## University Museum Series

**October 11** *Ossessione*

**October 18** *Curse of the Demon*

Films in this free series are screened Sundays at 2:30 p.m. in Harrison Auditorium of the University Museum.

## Meetings

### A-3 Assembly

**October 14** *General Meeting*, noon, Houston Hall Auditorium. Speaker, President Sheldon Hackney.

### GAPSA

**October 14** *Meeting*, 6:15 p.m. in the Council Room, Furness Building.

### Trustees

**October 15** *Executive Board Stated Meeting*, 2 p.m. in the Tea Room, Faculty Club.

## University Council

**October 14** *Meeting*, 4-6 p.m. in the Council Room, Furness Building.

## Music

**October 6** *Curtis Organ Restoration Society* presents noon organ recital at Irvine Auditorium.

**October 10** International House in cooperation with Geno's Empty Foxhole, Inc. present *Sun Ra*, the avant-garde jazz musician in concert with his Arkestra, 8 and 11 p.m. at International House. Tickets are \$6.

**October 11** PUC concert series presents *Southside Johnny and the Asbury Jukes*, 8 p.m., Irvine Auditorium. *The A's* from Philadelphia will open the show. Ticket prices are \$10.50, \$9.50, \$8.50, with \$2 off with Penn ID.

## Religion

**Asbury Church** Sunday Worship, 11 a.m. 3311 Chestnut Street. For more information and special events call 895-2522 or 386-0724.

**Ecumenical Eucharist** Friday services, 12:10 p.m., at the Christian Association Chapel, 3601 Locust Walk. A gathering for new and informal ways of sharing communion. For information call 386-3916.

**Episcopal** The Holy Eucharist is celebrated each Sunday at 8 and 10:30 a.m. at St. Mary's Church. For more information call 386-1530.

The Eucharist is celebrated each Monday-Thursday at noon in St. Philip's Chapel, main Church building.

**Jewish** Orthodox services take place each Friday at sundown in the Hillel Chapel, 202 South 36th Street; Conservative services take place each Friday at sundown in the C.A. Auditorium; Reform services take place each Friday at 6:30 p.m. in the High Rise East, 2nd floor lounge, 3820 Locust Street. For information on special services call Ext. 7391.

**Lutheran** Eucharist service is held at 10 a.m., Sundays at the Lutheran Student Center. Information call 387-2885.

**Muslim** Jumaa Service and meeting every Friday, 1 p.m., Houston Hall, 2nd floor, room 245. For more information call 727-1261.

**Roman Catholic** Mass is celebrated at 11 a.m. on Sundays at the Newman Center, 3720 Chestnut Street. For information call Ext. 7575.

**Tabernacle Church**, Common Worship, each Sunday at 10 a.m.; Korean Service, each Sunday at 2 p.m. 3700 Chestnut Street For more information on special events call 386-4100.

## Jewish High Holiday Services Yom Kippur

**October 7** Orthodox and Conservative service at 6:30 p.m.; Reform service at 8 p.m.

**October 8** Orthodox and Conservative service at 9 a.m.; Reform at 10 a.m.; Conservative study session at 4 p.m. and Mincha at 5 p.m.

Orthodox services are held at Lubavitch House, 4032 Spruce Street; Conservative services at Irvine Auditorium; Reform services in the University Museum Auditorium.



## Special Events

**October 6** The Faculty Tea Club will have a *Day in Germantown* with tours of historic buildings. Meet at Deschler-Morris House, 5442 Germantown Ave. with lunch at the Cliveden House. For more information call Ext. 4655.

**Through October 7** International Conference on the *Human/Companion Animal Bond* sponsored by the Center for Interaction of Animals and Society of the University of Pennsylvania and the Latham Foundation's Delta Group. There will be multi-media presentations on how pets can assume a vital health role in the lives of the elderly. At the University City Holiday Inn. Ext. 4695 for registration.

**October 5-November 23** *Botany for Gardeners*, Morris Arboretum course, 7-8:30 p.m., eight Mondays, fee. For more information call 247-5777.

**October 6-12** GSE presents an *Educational Linguistics Program* with TEFL (Teaching English as a Foreign Language) specialists from Middle Eastern and South Asian countries. October 12, question and answer session, 3 p.m. Room D 9-10, GSE. For more information call Ext. 4800.

**October 7-21** *Everything You Wanted to Know About House Plants*, Morris Arboretum course, 10 a.m.-noon, three Wednesdays, fee. For more information call 247-5777.

**October 8** *Pods, Drupes and Other Fruits*, Morris Arboretum course, 10 a.m.-noon, fee. For more information call 247-5777.

**October 10** *Gardening with Bulbs*, 10 a.m.-noon and *Forcing Bulbs for Winter Bloom*, 1-3 p.m., Morris Arboretum courses, fee. For more information call 247-5777.

**October 11** *Family Day at the Wharton School*, 1-4 p.m. in Vance Hall. Seminars on economics, marketing and computers. For reservations call Alumni Relations at Ext. 7811.

**October 13, 20** *Nature Photography*, Morris Arboretum course, 7-9 p.m., fee. For more information call 247-5777.

**October 17-23** *Fall Festival*, fall foliage celebration includes tours, demonstrations and live music, Morris Arboretum. Call 247-5777 for more information.

## Sports (Home Schedules)

For more information on sports call Ext. 6128; for ticket information, Franklin Field pick up window at Ext. 6151.

Locations: Franklin field: *Varsity Football*, *Women's Field Hockey*, *Lightweight Football*, *Freshman Football* and *Men's Soccer*; Fairmount Park's Belmont Plateau: *Men's and Women's Cross Country*; Penn's Landing: *Sailing*; Lott Courts: *Women's Tennis*; Weightman Hall: *Women's Volleyball*; Palestra: *Men's and Women's Basketball*

**October 6** *Women's Volleyball* vs. Villanova/West Chester, 7 p.m.

**October 9** *Men's Soccer* vs. Brown, 1:30 p.m.; *Women's Volleyball* vs. Swarthmore/Immaculata, 4 p.m.

**October 10** *Varsity Football* vs. Brown, 1:30 p.m.; *Women's Field Hockey* vs. Brown, 11 a.m.

**October 14** *Women's Volleyball* vs. Lafayette, 4 p.m.; *Women's Tennis* vs. Penn State, 1:30 p.m.; *Men's Soccer* vs. Textile, 7:30 p.m.

**October 15** *Women's Tennis* vs. Delaware, 3:30 p.m.; *Women's Field Hockey* vs. Princeton, 7:15 p.m.

**October 16** *Lightweight football* vs. Army, 7 p.m.; *Freshman Football* vs. Lafayette JV, 1:30 p.m.

**October 17** *Men's Cross Country*, Big Five Meet, 11 a.m.; *Women's Cross Country*, Big Five Meet, 11 a.m.

## Talks

**October 6** The Department of Psychiatry presents Thomas P. Hackett, M.D., chief of psychiatry, Massachusetts General Hospital, on *Masked Depression*, 11:30 a.m., Medical Alumni Hall, HUP. Category I CME Credit for Physicians.

Kevorkian Lecture, Joan Allgrove, Keeper of Textiles, Whitworth Art Gallery, University of Manchester, on *Persians and the Silk Road: Problems of Sassanian Textiles*, 5:15 p.m. in Rainey Auditorium, University Museum. Call Ext. 4026 for reservations.

**October 7** The Rare Book Room Colloquium presents James O'Donnell, associate professor of classical studies, on *Transformations in the Image and Uses of the Book in Late Antiquity and the Early Middle Ages*, noon, Van Pelt Library, main reading room, 6th floor.

The Institute for Environmental Medicine presents Stanley N. Caroff, M.D., Fellow in Psychiatry, HUP, on *Acute Metabolic Response to Cold in Patients With Affective Disorders*, noon, Institute for Environmental Medicine Seminar Room.

**October 8** South Asia Seminar presents, E.C.G. Sudarshan, professor of physics, director of the Center for Particle Theory, University of Texas at Austin, on *Indian Philosophy and Nuclear Science*, 11 a.m., Classroom II, University Museum.

The Department of Physiology and the Pennsylvania



Jennifer Sternberg and George Taylor as the parents of a troubled teenage boy in a scene from *Viaduct*, the George Street Playhouse production now at the Annenberg Center. Aileen Malcolm's new play tackles the problems of adolescence with wit and compassion.

Muscle Institute present Dr. Richard L. Moss, Department of Physiology, University of Wisconsin, on *Effect of Calcium on Maximal Shortening Velocity in Mammalian Skinned Muscle Fibers*, 12:30 p.m., 4th floor Physiology Library.

The Department of Civil and Urban Engineering and the Student Chapter, American Society of Civil Engineers present Dr. John A. Surnes, chief, Environmental Resources Branch, U.S. Army Corps of Engineers, Philadelphia, on *The Tocks Island Dam Controversy*, 1:30 p.m. in Room 225 Moore School.

Computer Science Colloquium presents Dr. S. M. Deen, University of Aberdeen, on *The Preci Project: Development of a Generalized Database Management Facility*, 3-4:30 p.m., Room 337, Towne Building.

**October 12** The Department of History and Sociology of Science presents Professor Paul Allison, University of Pennsylvania, on *Cumulative Advantage in Science*, 4 p.m., Seminar Room 107, Smith Hall.

**October 13** The University Museum presents five Penn archaeologists' *Reports From the Field*, focussing on the work done by University Museum scholars in the Eastern Mediterranean, 5:30 p.m., Harrison Auditorium, University Museum. Call Ext. 4026 for reservations for after-program cocktails and dinner.

The Tinker Lecture Series in Continuity in Latin America with the cooperation of the Committee on Latin America and Iberian Studies presents Brazilian novelist Antonio Calado, on *Latin American Fiction* and reading from English translations of his own work, 4 p.m., Harrison-Penniman-Smith Room, Houston Hall.

**October 14** The Rare Book Room Colloquium presents Ed Peters, Lea Professor of Medieval History, and Thomas G. Waldman, associate director Lilly/Pennsylvania Program, on *The Study of Medieval Documents*, noon, Van Pelt Library, 6th floor Reading Room.

The A-3 Assembly presents President Sheldon Hackney, noon at Houston Hall Auditorium.

The Women's Studies Luncheon Seminars present Dr. Joan Shapiro, associate director of Women's Studies, lecturer Graduate Education and Wharton, on *Beyond the Numbers Game: Evaluation for Women's Programs*, 12:15 p.m., Women's Studies Office, 106 Logan Hall. Bring your lunch; coffee or tea will be provided.

**October 15** South Asia Seminar presents Robert J. Miller, professor of anthropology, University of Wisconsin, on *Technical Realities and the Fantasy of "Cultural Constraints"* in South Asia, 11 a.m., Classroom II, University Museum.

The Department of Physiology presents Dr. Martin Morad, department of physiology, University of Pennsylvania, on *Implications of Intracellular Calcium Release on Membrane Currents in Cardiac Muscle*, 4 p.m., 4th floor, Physiology Library.

The Contemporary Buddhist Association presents Dr. Stanley Ohnishi, Hahnemann Medical Center, on *Buddhism and Medicine*, 7 p.m., Fine Arts Building.

## Theatre

**Through October 18** The Annenberg Center Theatre Series first production of the season is *Viaduct*, a new play by Aileen Malcolm. Performances are in the Annenberg School Theatre, Tuesday-Saturday, 8 p.m.; Thursday matinees, 1 p.m.; Saturday and Sunday matinees, 2 p.m. For ticket information call Ext. 6791.

## To list an event

Information for the weekly Almanac calendar must reach our office at 3601 Locust Walk/C8 the Tuesday prior to the Tuesday of publication.

## Theatre Club: Join Now

A new club is forming, the University Theatre Club, exclusively for Penn faculty and staff and their guests. The Annenberg Center and the Faculty Club invite you to become a charter member. You do not have to be a member of the Faculty Club to participate in this Theatre Club. Call Ext. 6791 now for more information.

## Medical Impact of Nuclear War

The medical consequences of nuclear war and nuclear weaponry will be the topic of a day-long symposium organized by the Philadelphia Chapter of Physicians for Social Responsibility. Medical, psychiatric and government experts will discuss such topics as the medical problems of survivors of nuclear attack, psychological consequences of the arms race and the effect of nuclear proliferation on health care funding.

The symposium will be held November 14, 8:30-5 p.m. in the Medical Education Building. *October 15 is the deadline for registration* for the symposium which will include formal discussions, workshops, films and lunch. Physicians who attend may receive six category I CME credits. For more information or to register call Richard Steinman, 387-4135.

## Higher Courtesy Card Fees

Rates for courtesy cards were increased to \$75/year for outside borrowers, \$35/year for University alumni and \$35/six months for outside graduate students. The corporate courtesy card rate remains at \$200/year. Courtesy cards are issued at the Van Pelt Circulation Desk and are honored at most, but not all, departmental libraries.

# OPPORTUNITIES

Listings are condensed from the personnel bulletin of October 5, 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;  
**LRSM:** 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 II** (4369) \$14,500-\$19,775.  
**Administrative Coordinator** (4397) \$16,325-\$22,600.  
**Administrator, Data Communications** (4259).  
**Assistant Comptroller** (4399).  
**Assistant Dean** (4117) \$16,350-\$22,600.  
**Assistant Director I** (4246) \$13,100-\$17,800.  
**Assistant Director III, Alumni Relations** (4315).  
**Assistant Director, Annual Giving III** (4144).  
**Assistant Director, Bookstore Textbook Department** (3997) \$14,500-\$19,775.  
**Assistant Director, Student Financial Aid** (4134) \$14,500-\$19,775.  
**Assistant Registrar** (4309) manages course rostering, classroom assignments, student registration, grading and final exam scheduling (degree; three to five years' experience in university administration; familiarity with data processing; previous responsibility for the management of personnel; strong oral and written communication skills; proven ability to organize resources to meet specific objectives and deadlines) \$16,350-\$22,600.  
**Assistant to the Director, Alumni Relations** (4311) \$12,000-\$16,100.  
**Assistant to the Director, Annual Giving** (4314) \$12,000-\$16,100.  
**Associate Development Officer** (4373) \$14,500-\$19,775.  
**Associate Development Officer II** (2 positions).  
**Associate Development Officer III** (4371).  
**Benefits Counselor** (4396) \$14,500-\$19,775.  
**Business Administrator II** (4384) \$13,100-\$17,800.  
**Clinical Supervisor** (4394).  
**Coordinator I** (4380) informs University community of existence of master calendar and obtains event information; coordinates arrangements for support services, printing, distribution, publicity and up-dating of calendar with publications office (degree or experience with university administrators and operations; experience with public relations, marketing and publications; typing skills; communication and organizational skills; ability to function independently) \$12,000-\$16,100.  
**Coordinator V** (C0216).  
**Coordinator, Clinical Education** (C0179) \$16,350-\$22,600.  
**Coordinator of Education** (4386) maintains and evaluates system for student evaluation of faculty; distributes and collects information; analyzes data; interviews faculty and students; interfaces with computer center (advanced degree in educational psychology with curriculum educational evaluation, psychometrics) \$12,000-\$16,100.  
**Counseling Psychologist II** (2 positions) \$16,350-\$22,600.  
**Director of Alumni Affairs** (4093).  
**Librarian II** (2 positions) \$14,500-\$19,775.  
**Manager, Billing and Collection** (4356) \$12,000-\$16,100.  
**Placement Counselor** (4355) \$14,500-\$19,775.

**Programmer Analyst I** (2 positions) \$14,500-\$19,775.  
**Programmer Analyst II** (C0316) \$16,350-\$22,600.  
**Publications Editor/Writer** (C0219) \$14,500-\$19,775.  
**Repair and Utility Shop Foreman** (4363) \$14,500-\$19,775.  
**Research Coordinator** (2 positions) \$14,500-\$19,775.  
**Research Specialist, Jr.** (11 positions) \$12,000-\$16,100.  
**Research Specialist I** (3 positions) \$13,100-\$17,800.  
**Research Specialist II** (5 positions) \$14,500-\$19,775.  
**Research Specialist III** (C0174) \$14,500-\$19,775.  
**Research Specialist IV** (C0019).  
**Senior Staff Writer** (4313) \$16,350-\$22,600.  
**Senior Systems Programmer** (3930).  
**Staff Assistant** (C0308) organizes services and motivates regional alumni clubs and organizations; works with university officers on alumni programs and functions; coordinates programs for International Friends; prepares reports and budget information (degree with experience in public relations, alumni relations, fund raising or related field) \$12,000-\$16,100.  
**Staff Writer I** (4340) \$12,000-\$16,000.  
**Supervisor V, Data Processing** (4368).  
**Systems Analyst** (4090).

## Support Staff

**Administrative Assistant I** (2 positions) \$9,925-\$12,250.  
**Administrative Assistant II** (5 positions) \$10,575-\$13,100.  
**Air Conditioning and Refrigeration Mechanic** (4322) Union wage.  
**Billing Assistant** (4377) \$9,925-\$12,250.  
**Bookkeeper** (4391) \$9,375-\$11,500.  
**Budget Assistant** (3790) \$10,575-\$13,100.  
**Buyer I** (4361) \$9,375-\$11,500.  
**Clerk I** (3745) \$6,775-\$8,175.  
**Clerk I** (4374) \$7,725-\$9,350.  
**Clerk II** (4205) sorts, checks, codes, calculates or posts data to records or ledgers; files or types material; compiles reports or statistical summaries from records; operates office machines as required; (high school graduate; two years' clerical experience; clerical and figure aptitude; accurate typing) \$8,825-\$10,725.  
**Computer Operator** (4347) \$9,925-\$12,250.  
**Delivery Clerk** (3983) delivers and collects mail for all Development and University Relations offices; schedules many campus/downtown errands; may make occasional

long distance trips; operates xerox (Pa. driver's license; ability to follow instructions and complete daily scheduled tasks; high school graduate; aptitude to follow routine duties independently) \$6,325-\$7,625.

**Dental Assistant I** (3 positions) \$9,150-\$12,675.  
**Expediter** (C0322) acts as liaison between major production facility, faculty, students and administrative personnel; files and maintains records; responsible for terminal input (good communication skills; six months' experience in printing and/or duplicating) \$9,375-\$11,500.  
**Gardener** (4385) Union wage.  
**Junior Accountant** (4370) \$9,925-\$12,250.  
**Laboratory Assistant** (4388) \$7,450-\$8,925.  
**Maintenance Engineer** (4230) \$14,575-\$18,700.  
**Operator I, Duplicating Machine** (C0127) \$7,725-\$9,350.  
**Receptionist II** (4219) \$9,400-\$11,475.  
**Research Bibliographer I** (4379) \$9,925-\$12,250.  
**Research Laboratory Technician I** (2 positions) \$9,150-\$11,000.  
**Research Laboratory Technician II** (2 positions) \$10,175-\$12,400.  
**Research Laboratory Technician III** (14 positions) \$10,700-\$13,125.  
**Research Machinist II** (3732) \$12,775-\$16,375.  
**Secretary II** (6 positions) \$8,775-\$10,725.  
**Secretary III** (12 positions) \$9,375-\$11,500.  
**Secretary IV** (2 positions) \$10,575-\$13,100.  
**Secretary, Medical/Technical** (9 positions) \$9,925-\$12,250.  
**Technician, Information Systems** (4256) \$11,225-\$14,000.  
**Technician, Vet Anesthesia** (4378).

## Part-time Positions

### Administrative/Professional

**Permanent Employee** (4216) Hourly wage.  
**Temporary Extra Person** (C0126) Hourly wage.

### Support Staff

**Laboratory Assistant** (C0263) Hourly wage.  
**Laboratory Technician** (2 positions) Hourly wage.  
**Permanent Electronic Technician II** (C0287) Hourly wage.  
**Permanent Employee** (8 positions) Hourly wage.  
**Permanent Librarian** (4393) Hourly wage.  
**Permanent Secretary III** (4330) Hourly wage.  
**Permanent Typist/Receptionist** (4344) Hourly wage.  
**Secretary, Limited Service** (4233) Hourly wage.

## Programs on the Move

*Five of the programs listed below have already moved to their new locations, in preparation for the conversion of Eisenlohr Hall into the Presidential Residence. The rest of these offices will be relocated within the next several months.*

Program	Old Location	New Location	Approximate Date of Move
1. Alumni Relations	Eisenlohr Hall	3533 Locust Walk	Spring '82
2. Urban Ethnography	Eisenlohr Hall	Basement Bennett Hall	Fall '81
3. University Counseling Service	Eisenlohr Hall	2nd Floor of 3609-11 Locust Walk	Winter '81-'82
4. PENNCAP	3533 Locust Walk	3537 Locust Walk	Winter '81-'82
5. Tutorial Center	3533 Locust Walk	1st and 3rd Floors, 3609 Locust Walk	Winter '81-'82
6. University Life Adm. & Financial Services	3533 Locust Walk	2nd and 3rd Floors, Delta Upsilon House	Winter '81-'82
7. Off-Campus Housing & Fraternity Affairs	Houston Hall and Quadrangle	3724 Locust Walk	Fall '81
8. Ombudsman	2nd Floor, Delta Upsilon House	1st Floor Duhring Wing	Fall '81
9. Equal Opportunity	1st Floor, Delta Upsilon House	3 offices in basement of Bennett Hall	Moved
10. Middle-East Research Institute	2nd Floor, 3611 Locust Walk	East Half of Eisenlohr Annex	Winter '81-'82
11. Wharton Magazine	1st Floor, 3609 Locust Walk	2nd Floor, Centenary Hall	Moved
12. Leonard Davis Institute	3609 Locust Walk Centenary Hall	11th Floor,	Moved
13. Human Resources Center Library	2nd Floor, 3609 Locust Walk	4th Floor, 3609 Locust Walk	Moved
14. MBA Student Activities	2nd Floor, MBA Houses	2nd Floor Centenary Hall	Moved