

# Almanac

## INSIDE

- Of Record: Emergency Closing, p. 2
- Synopsis of Council 12/14, p. 2
- Finding Student Health, p. 2
- Finding Student Financial Services, p. 3
- CrimeStats, Update, p. 4

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## MLK Memorial January 16

### To the University Community:

All members of the University community are invited to a celebration of the life of Dr. Martin Luther King on Monday, January 16, from noon-2 p.m. in Bodek Lounge of Houston Hall.

Managers are asked to extend the regular lunch break by an hour in order to allow interested employees to attend the commemoration.

The event, sponsored by the Black Administrators, Faculty and Staff organization, is one of several memorial programs planned for the week of January 16. A complete list of programs honoring Dr. King was published in *Almanac*, December 6 and 13.

*Sheldon Hackney, President*

*Michael Aiken, Provost*

*Marna Whittington, Senior Vice President*

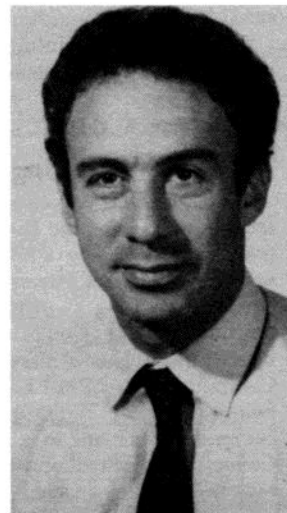
## Acting VP for Computing: Dr. Arenson

Dr. Ronald L. Arenson, professor of radiology and a national figure in the development of computer applications for medical operations and teaching, has been named Acting Vice Provost for Computing while Provost Michael Aiken launches the search for a successor to Dr. David Stonehill.

Dr. Arenson joined Penn in 1976 as assistant professor and rose to full professor in 1984, when he was also named associate chairman for clinical services. Earlier he was the department's director of administrative services and chief of operations.

After taking his B.A. in mathematics at Duke in 1965, Dr. Arenson became a systems engineer at IBM, continuing there while earning an M.D. at New York Medical College (1970). He then briefly headed a private computer consulting firm, which served primarily Beth Israel in New York, where he interned; and during his residency at Mass General he was also affiliated with its Laboratory of Computer Science. Following active duty with the U.S. Navy in 1974-76, he joined Penn where his career has been a blend of clinical practice and professional development of radiology techniques in which computing plays a part in teaching, diagnosis-

(continued next page)



Dr. Arenson

## January Council: Alcohol, Safety

Topics for discussion at University Council January 18 are further refinements of the proposed alcohol policy which Council adopted with amendments December 14 (see Synopsis, p. 2) and the Committee on Safety and Security's recommendations on bus and escort services, responding to a GAPSA proposal to extend hours and geographical spread of services.

## AAUP

### To: AAUP Members

**From: Executive Committee,  
University of Pennsylvania  
Chapter**

### Re: Chapter Elections

The Executive Committee nominates the following slate of officers to serve two (2) years:

*President: Elsa Ramsden*

*Vice-President: Marten Estey*

*Secretary/Treasurer: Erling Boc*

*Board of directors for two (2) years:*

*Karen McGowan*

*Barbara Muuro*

*Daniel Perlmutter*

*Board of directors for one (1) year:*

*Peter Freyd*

*Robert Lucid*

*Margaret Mills*

Additional nominations may be submitted to Gerald Neuman, secretary/treasurer of the chapter, Law School/6204, no later than *January 20, 1989*. If no nominations are received by that date, the above candidate shall be elected.

## Of Record

The Revised Faculty Leave policy printed "For Comment" on page 1 of *Almanac* October 18, 1988, is now University policy as of January 1, 1989. It will be implemented so as to conform with the previous policy; that is, accumulation of time toward leave eligibility will commence on July 1, 1982. I hope that the increased flexibility provided by the new policy will prove useful to our Faculty in the future. —*Michael Aiken, Provost*

## Scholarly Leaves with Salary

Normally, an initial scholarly leave with salary is granted to a University faculty member holding the rank of assistant professor, associate professor, or professor after a period of six or more consecutive years of full-time service in the Standing Faculty-Clinician Educator, or Research Faculty at the University. Additional paid scholarly leave may be granted periodically.

Eligibility for consideration for up to a maximum of two semesters of leave at full salary may be accrued at the rate of one semester of leave at up to half salary (or equivalent) for each six semesters of full-time service:

### Accrued Full-time Service

Six semesters

Twelve semesters

Eighteen semesters

Twenty-four semesters

### Leave Eligibility

One semester at up to half salary

One semester at up to full salary

or two semesters at up to half salary

One semester at up to full salary

and one semester at up to half salary

Two semesters at up to full salary

Faculty members may not normally be granted scholarly leave with salary for more than two consecutive semesters. Faculty members on 12-month appointments will accrue eligibility for leave at full or half salary for six months or twelve months after full-time service for corresponding six month (rather than semester) periods.

The University will administer all types of scholarly leave with flexibility, allowing faculty members to take advantage of special opportunities such as prestigious fellowship. In such a case, when a leave is granted earlier than would be expected, the interval between this leave and any subsequent leave will be adjusted to make the faculty member's leaves conform on the average, to the guidelines above.

**Note:** In the 1983 Handbook for Faculty and Administrators, Section II.E.4, this material replaces the first two paragraphs of the subsection on pages 43 and 44 entitled Scholarly Leaves with Salary; the third, fourth and fifth paragraphs remain unchanged, and the first paragraph on page 44 is eliminated.

tics, delivery of care, case management, and clinical office automation. He is the author of some 65 papers on fiber optics, imaging and ultrasound as well as computer uses in the field; editor of a book on computers in radiology (Saunders 1986) and author of key chapters in four; and a frequent guest lecturer and conference speaker on new technologies. Dr. Arenson is a Fellow of the American College of Radiology and of the American College of Medical Informatics, and associate editor of the journal *Digital Imaging*. Among his honors is an RISC (Radiology Information Systems Consortium) award for outstanding leadership.

## Council

### December Meeting Synopsis

The Council approved an amendment to the bylaws making the Director of Transportation and Parking or his or her designee and the Manager of Fire and Occupational Safety non-voting ex-officio members of the Student Affairs Committee. Dr. Catherine Schifter, chair of the Student Affairs Committee, introduced a revised alcohol policy (*Almanac* 12/6/88) framed by the committee pursuant to a request by the Council that the Student Affairs Committee review the policy enacted during the summer, hold open meetings on the subject, and recommend a permanent policy at the Council's December meeting (*Almanac* 10/18/88). Keith Wasserstrom, chair of the Undergraduate Assembly, moved that guideline #8 governing the consumption of beer kegs be replaced by a somewhat less restrictive guideline proposed in a dissenting statement by some members of the subcommittee that drafted the revised policy (also *Almanac* 12/6/88). The amendment differed in requiring that an "overwhelming majority" (not specifically 85 percent or more) of those expected to attend a planned event be of legal drinking age, and/or that all of the people within a specified area where alcohol will be served be of a legal drinking age, and that the organizers of the event notify the responsible University administrator of the time and place of such an event at least 48 hour before the event. Professor Larry Gross proposed that the amendment be modified by requiring that the organizers also notify the administrators of a plan to insure that only persons of legal drinking age will have access to alcoholic beverages. Professor Gross' amendment to the amendment was adopted. Mr. Wasserstrom's amendment so revised was adopted, and the main motion to approve the guidelines for alcohol use, as amended was adopted. A straw vote supported a revision, as proposed in the dissenting statement, of recommendation #1 in the committee report concerning consultation when the University must act quickly to comply with new legislation.

—Robert G. Lorndale, Secretary

## Of Record

### Emergency Closing

The University never officially stops operating. There are times, however, because of emergency situations such as inclement weather when classes may be cancelled and offices, except those providing essential services, may be closed. In an effort to insure the safety of our employees, emergency conditions will be monitored so that a decision to close can be made in a timely fashion.

### Partial Closing

A partial closing is closing the University before the end of a normal work day. Classes are not cancelled. The decision to partially close is made by the Senior Vice President. Individual schools or units should remain in operation and may not close independently prior to a decision to partially close. The special information number 898-MELT(6358) will be updated periodically to provide information regarding the status of a partial closing. This line should be called for current information. If a decision is made to initiate a partial closing, members of the Human Resources Council and other appropriate individuals will be called by the Office of Human Resources.

### Full Closing

A full closing occurs when classes are cancelled and University offices, except those providing essential services, are closed. The decision to close is made by the President and Provost in consultation with the Senior Vice President. A full closing is communicated by way of radio announcements and the special information number 898-MELT (6358). The University emergency closing radio code numbers are 102 for a full closing of day sessions and offices and 2102 for closing of evening sessions.

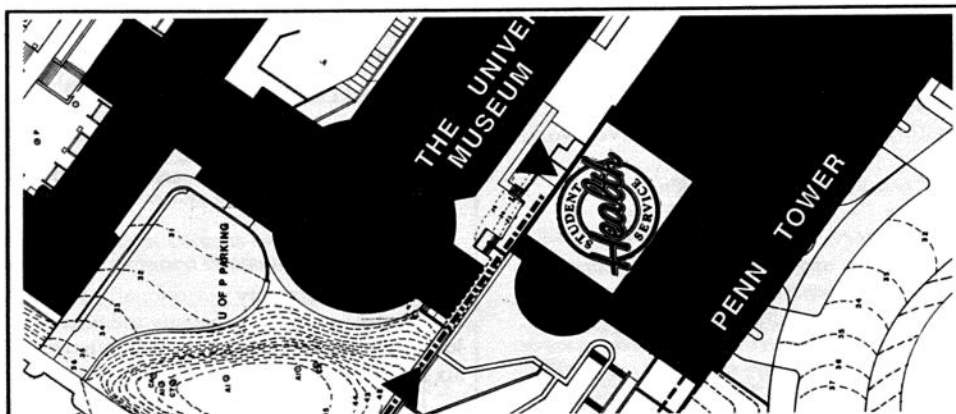
Unless notified that there will be a partial or full closing, employees are to report for work at the normal time. If an employee is unable to report at the normal time, he/she is expected to notify the supervisor as early as possible so that departmental operations can be maintained. Essential personnel are required to report to work. Essential personnel should be identified in advance by their supervisor.

The following practices should be followed by supervisors to record time lost when an employee is absent due to emergency situations:

1. If the University is closed, employees are compensated and the time lost during the period of the closing is not charged to personal or vacation time.
2. If the University is not closed, time lost is charged to personal or vacation time as long as the absence is approved by the supervisor. If the employee does not have personal or vacation days, he or she may or may not be compensated for the time lost. Sick time may not be charged unless the employee was out on sick leave prior to the day lost due to inclement weather.
3. If an employee requests permission to be released prior to a partial closing, the employee should be allowed to do so and have the time lost for the remainder of the day charged to personal or vacation time.
4. Certain employees are required to work to maintain essential services even though the University is closed. Essential personnel who work when the University is closed are paid at their regular rate of pay and in addition receive compensatory time equal to the time worked after the University was closed. Compensatory time earned should be utilized within the current fiscal year.
5. Employees in collective bargaining units are governed by the terms of their respective collective bargaining agreements.

—Michael Aiken, Provost

—Marna C. Whittington, Senior Vice President



**Finding Student Health:** Now moved from Maloney to the lower level of Penn Tower Hotel, the Student Health Service is reached by a path running between the University Museum and the Hotel. For wheel-chair access or emergency vehicle entry, phone ahead to 662-2865 (from 243/898 numbers, 227-2865) to be buzzed through a secured door within the Hotel. Student Health phone numbers are unchanged. Mail continues through the HUP Mail Room.

## Finding Student Financial Services

Under a new structure and in many cases at new physical locations, the several offices now consolidated as the Office of Student Financial Services have issued the following update to the Penn Telephone Directory. It is designed to clip or copy and paste into the present directory; readers should strike out the old listings for each of the units listed here.

### Office of Student Financial Services

(Student Accounts, Financial Aid, The Penn Plan, Student Employment, and University Collections)

<b>Associate VP for Finance</b>	<b>Frank Claus</b>	212 FB/6270	8-7233
Secretary to Associate VP	Dana Napier		8-7233
<b>Director, Product Development &amp; Marketing</b>	<b>Diane-Louise Wormley</b>		8-1690
<b>Information &amp; Counseling Division</b>			
<b>Senior Director, SFS and</b>			
<b>Director, SFA</b>	<b>William Schilling</b>	212 FB/6270	8-6784
Secretary to Sr Dir., SFS	Suzanne Newstat		8-6784
<b>Student Financial Information Center</b>		100 FB/6270	8-1988
Director, SFIC	Sharon Scott		8-2101
Manager, SFIC	Sharon Smallwood		8-1988
Student Fin. Info. Specialists	Mink Bajpai		
	Sheila Cunningham		
	Pat Falciani		
	Ellen Hornig		
	Kathy Kane		
	Linda Taylor-Burch		
	Annette Williams		
	Hazel Williams		
<b>Undergraduate Student Counseling</b>		113 FB/6270	8-9981/9982
Director, New Stu. Fin. Couns.	Valerie Sandillo		8-9985
Director, Ugrad Fin. Couns.	Joann V. White		8-9984
Assistant Directors	Dorothy Berlind		8-9981
	Jody Berriman		8-9981
	Alicia Brill		8-9981
	Gloria Jones		8-9982
	Stephanie Watkins		8-9982
Financial Services Officer	Patricia Rabii		8-9983
Financial Services Assts	Jennifer Goldstein		8-9701
	Tracey Finley		8-9981
	(Vacant)		8-9986
Financial Records Assistant	Carolyn Ransom		8-1970
<b>Grad/Professional Student Counseling</b>		115 FB/6270	8-2046
Director, Grad/Prof. Fin. Couns.	Corky Cacas		
Assistant Directors:	Barbara Davis		
	Barbara Goldschneider		
	(Vacant)		
Financial Services Officer:	Tammy Mills		
Financial Services Assistant:			
<b>Operations Division</b>		1 FB/6270	8-5266
<b>Senior Director, SFA Oper'ns</b>	<b>John DeLong</b>	212 FB/6270	8-7239
Secretary to Sr. Dir. Op'ns	Lorri Radomicki		
Director, SFS Production	Donald Manigly	1 FB/6270	8-4280
Data Management			
Supervisor	Alpha Andrews		8-1416
Admin. Assistant	Charles Drumm		8-9964
Student Accounts			
Admin. Assistants	Pat Coleman		8-9964
	Dennis Drumm		8-4211
	Timothy Mann		8-9959
<b>Penn Plan Operations</b>			
Supervisor	Joyce Owens		8-1726
Admin. Assistant	Yvonne Oronzio		8-1725
Production Control Managers	Angie Giunta		8-1691
Student Loans (Perkins, HPSL, Institutional)			
Supervisor	Gwen Ayers		8-5718
Admin. Assistants	Kim Gamble		8-4270
	Cheryl Howard		8-5718
	Angel Vasile		8-4270
	Carmella Wood		8-4210
<b>Student Loans (Stafford, PLUS/SLS, HEAL)</b>			
Manager	Sharon Pepe		8-5211
Admin. Assistants	Sandra Allen		8-5266
	Carol Bailey		8-5211
	Mary Ann Dinkins		8-5266

### University Collections 431 FB/6270

8-7253

Director Jeannette Booker  
Assistant Director Jo Delaney  
Ass't Recovery Specialists Sheila Bowe

Zamara Deane  
Marie Dirvin  
Bill Edgar  
Vinnie Booker  
Michele Jackson  
Bill Ricksecker  
Alverda Davis

Accounting Clerk

### Administration & Support Division 200 FB/6270

8-9971/9972

#### Senior Director, Admin. Support Michael Merritt

8-9971

Business Administrator Carol Murphy

8-4594

Admin. Assistant Sue Parker

8-9971/9972

Director, SFS Systems Devel Regina Koch

8-1415

Manager, Office Sys/Telecomm Bonnie Ragsdale

8-9974

Director, SFS Accounting Frank Griffin

8-9975

SFS Accountant Richard Corkery

8-9976

Manager, SFA Accounting Eva Georgias

8-3409

Financial Admin. Assistants Diane Lombardi

8-3409

Geraldine Pettey

8-3409

### Student Employment Job Referral Service 102 FB/6270

8-6964/6966

Director

Secretary to Director, SEO John Bandfield

Admin. Assistant, SEO

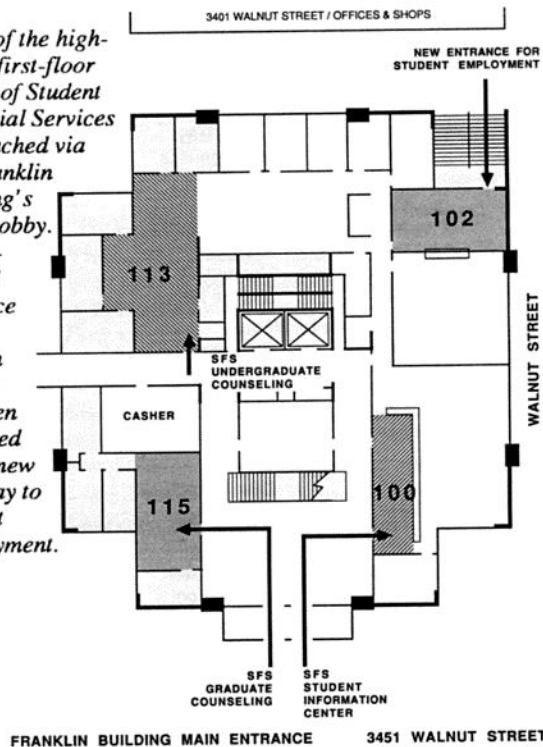
200 FB/6270

Susanne Romanov

101 FB/6270

John Rudolph

Three of the high-traffic first-floor offices of Student Financial Services are reached via the Franklin Building's main lobby. A long-unused entrance on the eastern corner has been activated as the new doorway to Student Employment.



Drawing courtesy of Facilities Management

For other members of the University whose phone numbers and/or addresses have changed since the publication of the phone book, Ms. Teresa Scott, assistant to the associate vice president for business services, is collecting entries for future publication in *Almanac*. Send changes to Ms. Teresa Scott  
3401 Walnut Street, Suite 521A / 6228





*The Boys Next Door* are residents of a halfway house where the developmentally disabled meet life and love head-on. Tom Griffin's play is at Annenberg through February 5 (see On Stage).

### Department of Public Safety

This report contains tallies of Part I crimes, a listing of Part I crimes against persons, and summaries of Part I crime in the five busiest sectors on campus where two or more incidents were reported between December 12, 1988, and January 9, 1989.

**Total Crime:** Crimes against Persons-1, Burglaries-9, Thefts-42, Thefts of Auto-5, Attempted Thefts of Auto-0

Date	Time Reported	Location	Incident
<b>34th St., to 36th St. Spruce to Locust</b>			
12-16-88	2:26 PM	Houston Hall	Walkie-Talkie taken from game room.
12-31-88	8:44 AM	Houston Hall	Glass door broken, nothing taken.
01-03-89	9:27 AM	Furness Bldg.	Answering machine taken from office.
01-04-89	1:22 PM	Logan Hall	Unattended school bag taken.
01-05-89	3:35 PM	Houston Hall	Unattended school jacket taken.
<b>37th St., to 38th St., Spruce to Locust</b>			
12-12-88	12:55 AM	Steinberg Cntr	Male attempted to take game table.
12-16-88	3:39 PM	Steinberg Cntr	Computer taken from resource center.
12-18-88	7:46 PM	Phi Delta Theta	Jacket and wallet taken.
12-21-88	12:58 PM	Vance Hall	Calculator taken from unattended room.
12-23-88	2:16 PM	McNeil Bldg	Tape recorder taken from secured office.
<b>36th St., to 37th St., Locust to Walnut</b>			
12-13-88	11:55 AM	Phi Gamma Delta	Kitchen products taken from house.
12-18-88	11:05 PM	Delta Psi	Backpack taken from house.
12-18-88	11:12 PM	Lot #25	Bike taken from parked auto.
12-19-88	10:38 AM	Delta Psi	Unsecured bike taken from rack.
12-23-88	2:13 PM	Christian Assoc	Serving cart taken from outside building.
<b>34th St., to 36th St., Walnut to Market</b>			
12-14-88	3:00 PM	Law School	VCR taken from classroom.
12-17-88	8:28 AM	King's Court	Arcade machines broken into/coins taken.
12-20-88	12:59 PM	3400 Blk Walnut	Jewelry taken at knife point.
12-24-88	6:14 PM	133 S. 36th	Office ransacked/nothing taken.
12-27-88	11:29 AM	100 Blk 36th	Coffee maker taken from vehicle.
01-06-89	12:30 PM	Law School	Telefax board missing.
<b>33rd St., to 34th St., Spruce to Walnut</b>			
12-13-88	1:48 PM	Towne Bldg	Jacket taken from unsecured room.
12-16-88	1:32 PM	Bennett Hall	Secured bike taken from rack.
12-21-88	2:13 PM	Bennett Hall	Briefcase taken.
01-02-89	6:38 PM	Chemistry Bldg	Radio taken from auto.

**Safety Tip:** Do not prop doors open. Propped doors invite entry by persons who don't belong, some of whom may be intent upon crime. **If you see a door propped open, close it!**

### Summary on the 18th Precinct

The full list of crimes in the 18th precinct during the period between December 5 and January 1 have been held for reasons of length. The Philadelphia Police report for the four-week period shows 45 crimes against the person, with 10 arrests. Six of the crimes fell within campus borders: aggravated assaults at 34th & Civic Center (with arrest) and at 3929 Sansom; robberies with gun at 34th & Spruce and 3800 Sansom, and with knife at 3800 Chestnut; and rape at 3900 Chestnut. The full report will be given in a future issue.—Ed.

### Rent-a-Runner

Restarting January 23, Penn Student Agencies again offers the Penn Express Messenger Service for on-campus deliveries at \$5 per 20-minute errand, or on a semester's contract at \$100 for 50 errands. Clients register in advance (call Ext. 8-6815 after January 16 for forms to fill out), then can phone for immediate service, with billing by journal voucher and a money-back guarantee if not satisfied.

### Library Orientation

Faculty and students can call Ext. 8-7555 to register for an introduction to the library system and a tour of Van Pelt on three dates this month: January 18 at 5:30 p.m., January 19 at 11 a.m., January 24 at 7 p.m. Faculty may also arrange individual tours at that number, and all users can sign up for a special workshop, "The Electronic Library," from 4 to 6 p.m. January 25. The workshop covers on-line search of Penn's databases and catalogs plus the national ones such as RLIN and OCLC.

## Update

JANUARY AT PENN

### EXHIBITS

**13** *Four Women Artists from Istanbul*; reflections of Turkey by four native artists; opening reception 4-6 p.m.; gallery hours 9 a.m.-5 p.m. Monday through Friday. University City Science Center. *Through February 3.*

### FITNESS/LEARNING

**17** *Recreation Class Registration*; Registration for recreational classes will be held in the Gimbel Gym, 4:30-6 p.m. *through January 18.*

### ON STAGE

**13** *The Boys Next Door*; Tom Griffin's play portraying the life of residents living in a New England half-way house; Zellerbach Theater, Annenberg Center. Previews begin January 13; opening night is January 18. Curtain times vary; for tickets and information: Ext. 8-6791. *Through February 5.*

### TALK

**18** *Environmental Impact Assessment*; former Congressman Bob Edgar, 7:30 p.m., 309 Towne Building (Systems 564).

## Almanac

3601 Locust Walk Philadelphia PA 19104-6224  
(215) 898-5274 or 5275

The University of Pennsylvania's journal of record, opinion and news is published Tuesdays during the academic year, and as needed during summer and holiday breaks. Guidelines for readers and contributors are available on request.

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