

Almanac

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In Hawaiian Plane Crash

GSFA student Elizabeth Greene Wiley and her husband Peter A. Wiley, executive director of the Central Philadelphia Development Corp., are believed to have been aboard the Aloha Island plane that crashed on the remote island of Molokai on October 28, leaving no known survivors. The couple, both 31, were married on October 21 and were in Hawaii for their honeymoon.

Mrs. Wiley, daughter of Ann N. Greene of the Admissions Office and G. Davis Greene, an aide to Governor Casey, started her master's degree in historic preservation here in Fall 1987.

A Vice Provost for Grad Ed

Provost Michael Aiken has announced the decision to add the position of Vice Provost for Graduate Education to his staff, with primary responsibilities of "oversight and coordination" across school lines. In consultation with the Graduate Council of Faculties and other bodies, the job description, still being refined, begins with:

The Vice Provost for Graduate Education has responsibility for all Ph.D. and associated M.A. and M.S. degree programs—excepting professional degree programs within the University. Preference is for a tenured professor active in a graduate group of the University who has established an international reputation for research and scholarship. Candidates should have extensive experience in advising doctoral theses and sound teaching credentials. They should be strongly committed to doctoral education, have a clear vision for the future of graduate education at Penn and be a vigorous advocate for Ph.D. concerns. They also should be understanding of the special challenges posed by minority issues.

Wharton Dean Search Committee

Following is the committee appointed by Provost Michael Aiken's to seek a replacement for the Wharton School's Dean Russell Palmer, who will step down at the end of the current academic year:

Edward Bowman, Management, Chair
Joseph Bordogna, Dean, SEAS
Rob Coburn, Graduate Student
Marshall Fisher, Decision Sciences
Claudia Goldin, Economics
Abba Krieger, Statistics
Anthony Santomero, Finance
Kenneth Shropshire, Legal Studies
Anita Summers, Public Policy/Management
Greg Stone, Undergraduate Student
Michael L. Tarnopol, Alumnus

Council: Campus Center, Diversity, Research Misconduct

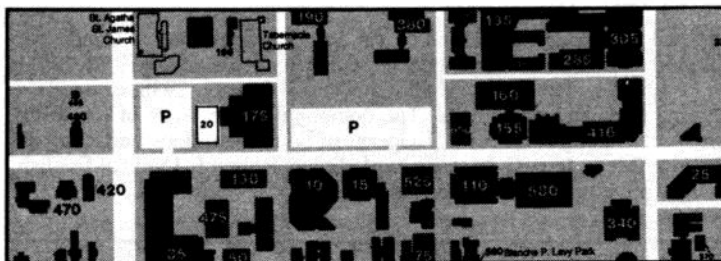
At the University Council's November 8 meeting, members will get their first detailed view of planning for the Revlon Center, with results of a recent survey of students, faculty and staff presented by Dr. Stephen Gale, chair of the Campus Center Advisory Committee (CCAC), and Vice Provost for University Life Kim Morrisson.

Current discussions assume that the location of the campus center will be in the 3600 block of Walnut Street (see map), now a paid transient parking lot. In the campus-wide survey distributed in September to students via the D.P. and to faculty and staff through *Almanac* (see September 26, page 4), the CCAC asked detailed preferences under the general categories of food facilities, social/cultural/leisure facilities, retail stores and services, and "other" including computer terminals, automatic tellers, child care and overnight lodging.

Two open meetings have also been held by the CCAC. A written report on these consultations is expected within a few weeks.

Diversity Education: Dr. Morrisson will also discuss the evaluation conducted after this fall's day-long program of diversity education, where some 75% of the incoming freshman class attended a plenary session at the Palestra followed by small-group sessions with teams of facilitators including a faculty or staff member plus an upperclass student. A full-text report is scheduled for publication November 7.

Research Misconduct: Vice Provost for Research Barry Cooperman will report on latest steps in the formation of procedures for handling allegations of misconduct in research by standing and associated faculty, using a draft amended somewhat from the text published *For Comment* in *Almanac* October 10. On Tuesday the day before Council meets, Dr. Cooperman will also appear in an AAUP panel discussion on *Integrity in Research: Authority and Responsibility*, with Dr. Richard Lonsdorf of law and psychiatry and Dr. Henrika Kucklick of history and sociology of science (see *Update*, page 8 of this issue).



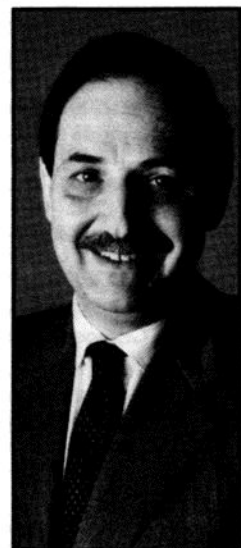
Probable site of the Revlon Center: P at mid-map in the 3600 block of Walnut Street, south of Graduate Towers and across the street from the Annenberg School and Center.

CGS Director: Richard Hendrix of SUNY

Dr. Richard Hendrix, who heads a six-county continuing education program in New York state, will join Penn late in November as Director of the College of General Studies and associate dean of the School of Arts and Sciences, Dean Hugo Sonnenschein has announced.

Currently dean of the Hudson Valley Regional Center for the State University of New York (SUNY), Dr. Hendrix is "a nationally recognized leader in continuing education," Dr. Sonnenschein said. "With his appointment I am confident that the outstanding work that has gone on in CGS, including the school's important service to the Philadelphia community, will continue and in fact be strengthened."

A Carnegie-Mellon alumnus who switched from engineering to literature as an undergraduate, Dr. Hendrix earned his Ph.D. in English at Chicago. From 1975 until he joined SUNY in 1983, he worked for the HEW's Foundation for the Improvement of Post-secondary Education (FIPSE), which provided grants for colleges and universities to improve and expand continuing education programs. Allentown-born Dr. Hendrix said he was attracted to Penn because of its history in continuing education and its commitment to doing "more than the other select schools." Universities nationwide will have to make a bigger and better commitment in this field, he added. "Only 20% of the 'baby boom' generation has a college degree, and as the nation's economy and professions change and become more technical, many more will need a degree to pursue and advance in careers."



Arriving in November: Richard Hendrix for CGS

The Academic Procession at the 250th Commencement

The members of the Faculty Senate are expecting that the trustees and a large number of alumnae/i and other donors will be contributing to our billion-dollar Campaign to Keep Franklin's Promise—helping the faculty in many ways, including endowing 150 chairs, about half of which will be for professors who are here now.

As we look at what the Campaign can do for the faculty, I believe it is time to ask what the faculty can do for the campaign. Few professors at any institution earn enough money to contribute very significantly to such an ambitious dollar goal, though we can all do something. We can, however, publicly demonstrate our involvement in some of the ceremonial activities of the University by being there.

As I noted in *Almanac* September 19, the faculty presence at the last Opening Exercises was modest. The next Commencement will be held on Monday, May 14, 1990, during our 250th Anniversary Celebrations. Instead of a 0.7% attendance, let us ensure that at least 10% or even 20% of us will be there.

We expect that the eyes of an important part of the world (our graduating classes, past graduates, parents, present and future students) will be upon us. We should make every effort to see that all departments are well represented on that historic occasion for Penn. Many of our schools already have a good faculty presence at their own private gatherings on the afternoons of Commencements when diplomas are given to the new graduates. It would take little extra effort for all those faculty members, as well as all graduating students, to attend the University's main Commencement ceremony at Franklin Field on that Monday morning next May.

I earnestly request that you all keep your calendars clear now and plan to march with your colleagues on that date. The rest of the 'Peak Week' activities (May 16-20) should also be worth your while. I hope to see you there. Many of your past students will be coming to Penn and may well wish to talk with you. Please do not disappoint them.

Robert E. Davies

* See Speaking Out, *Almanac* October 17, 1989—R.E.D.

Committee on Conduct: Rules and Procedures

On page 3 are the rules and procedures developed by the Senate Committee on Conduct in accordance with the 1988 Report of the Senate Committee on the Faculty (*Almanac* April 12, 1988). The report, adopted by the Faculty Senate via a mail ballot that ended July 12, 1988, charged the Committee to develop its own rules and procedures. The document is the work of the initial membership of the Committee, consisting of Kenneth D. George of Education, chair, and members Helen C. Davies of microbiology/Med., Jerry C. Johnson of Medicine, Robert F. Lucid of English, Ann E. Mayer of legal studies/Wharton, and Sohrab Rabii of electrical engineering/SEAS.

Change in Deadline for Job Postings

Employment Manager Frank Jackson and Compensation Manager J. Bradley Williams have announced a change of deadlines for submission of HR-1 forms (the first step in clearance to offer a staff position) to accommodate the production schedule of *The Compass*, which began publication on October 26 as successor to *The Penn Paper*.

The basic HR-1 deadlines will fall on Mondays, except when affected by holidays. The Employment and Compensation managers will monitor the change for its impact on University offices, they said.

Given below are the specific deadlines and publication dates for the remainder of the fall semester 1989.

Deadline for Submitting HR-1 to Compensation Office

Monday,	November 6
Friday,	November 10*
Friday,	November 17*
Monday,	November 27
Monday,	December 4
Monday,	December 11
Friday,	December 15*
Friday,	December 22*

Date Posting Will Appear In *Compass Job Opportunities*

Thursday,	November 16
Wednesday,	November 22*
Thursday,	November 30
Thursday,	December 7
Thursday,	December 14
Thursday,	December 21
Thursday,	January 4
Thursday,	January 11

* Earlier date due to holidays.

Corrected Judicial Review Lists

On the Provost's three new committees studying judicially-related processes on campus, last week's lists had undergraduate names misplaced and two staff names transposed. The corrected list is below. Those marked [*] are on an Oversight Committee chaired by Dr. David Pope, which will review all three studies.

Student Judicial System Review

Faculty:

- * Steve Burbank, Law, Chair
- * Howard Brody, Physics
- Stephen Gale, Regional Science
- * Robert Lucid, English
- Louise Shoemaker, Social Work
- English Willis, Pediatrics

Undergraduate Students:

- * Ken Tercyak, Col'92
- John Hughes, Col'91

Graduate Students:

- * Eli Pringle, International Relations
- Elizabeth Hunt, History & Sociol. Science

Staff:

Carolynne Martin, Off-Campus Living

Code of Academic Integrity Review

Faculty:

- * David Pope, Mech. Engr., Chair
- Howard Arnold, Social Work
- * Barbara Lowery, Nursing
- Howard Perlmutter, Management
- * Ann Matter, Religious Studies
- Scott Weinstein, Philosophy

Undergraduate Students:

- * Andi Shane, Col'90
- Sara M. Falkinham, Col'91

Graduate Students:

- * Lloyd Joseph Frank, Music
- Teresa Goddu, English

Staff:

Chris Dennis, College House Programs
Terry Conn, VPUL Office

Guidelines on Open Expression Review

Faculty:

- * Larry Gross, Annenberg, Chair
- Adelaide Delluva, Animal Biology
- Ira Harkavy, Vice Dean/Adj. Prof., SAS
- Sorab Rabii, Electrical Engineering
- * Curtis Reitz, Law
- * Leonard Rico, Management

Undergraduate Students:

- * Andrew S. Cohen, W'91
- Brett Parker, Col'90

Graduate Students:

- * Susan Garfinkel, American Civilization
- Ivy Barsky, History of Art

Staff:

Ira Harkavy, Vice Dean, SAS
Bob Schoenberg, Student Life

Almanac

3601 Locust Walk Philadelphia PA 19104-6224

(215) 898-5274 or 5275

ALMANAC@A1.QUAKER

EDITOR
ASSOCIATE EDITOR
STUDENT ASSISTANTS

Karen C. Gaines
Marguerite F. Miller
Ashley M. Dupuy, Jung Y.
Sarah Kim, Melissa J. Musick,
Phuong Nguyen, William
Shraga, Lynn L. Westwater

ALMANAC ADVISORY BOARD: For the Faculty Senate, June Axinn, R.E. Davies, Charles D. Graham (Chair), Almarin Phillips, Lorraine Tulman and Vukan R. Vuchic; for the Administration, William Epstein; for Staff Assemblies Irma Feldman (Librarians), Joseph Kane (A-3) and A-1 to be named.

Procedures of the Senate Committee on Conduct *October 31, 1989*

I. Applicability

a. This procedure shall be available to any student or staff member at the University of Pennsylvania.

b. If the matter previously has not been referred to a different panel or committee, a student or staff member who believes that she or he has been subjected to racial, ethnic, or sexual harassment by a faculty member, and whose complaint has not been resolved through the informal mechanisms identified in both the Racial and the Sexual Harassment Policies, may, at any stage, lodge a formal complaint with the Chair of the Senate Committee on Conduct (CC). The complaint must be initiated not later than two years after the initial event complained of.

II. Senate Committee on Conduct

a. The Committee on Conduct shall consist of six tenured faculty members elected by vote of the standing faculty, three elected every two years. The term of membership shall be two years, expiring June 1. Candidates shall be selected by the Senate Nominating Committee with due regard for appropriate diversity. Additional nominations may be submitted by petition by members of the standing faculty in accordance with the Senate Rules.

b. The members of the CC shall elect its own Chair; the Chair of the CC shall serve at the pleasure of the CC. The Chair shall be the primary administrator of the CC.

c. There shall be an independent legal officer to assist the CC in its operations. The legal officer's appointment and terms of employment shall be jointly determined by the Chair of the Faculty Senate and the Provost. Once appointed, the legal officer's professional responsibility shall be to the CC.

III. Hearing Procedures

a. The Chair of the CC determines whether a complaint shall be processed. A complaint shall not be processed either because the claim is deemed not to be a complaint within the jurisdiction of the CC, because the matter at issue in the complaint has been the subject of a prior complaint or because, in the opinion of the CC Chair, the complaint is of so little consequence or merit that no panel should be created. The Chair of the CC will notify the complainant of this decision. The complainant may appeal this decision to the CC as a whole.

b. The decision by the Chair of the CC may be overruled by three other members of the CC on appeal of the complainant.

c. Filing a complaint with the CC does not automatically stop the informal procedures. However, neither the complainant nor the faculty member is obliged to participate in the informal procedure.

d. Once the decision has been made to accept a complaint, the Chair shall so inform the complainant and the faculty member complained of.

e. The Chair of the CC will form a hearing panel to investigate. The hearing panel shall consist of three faculty members chosen by the Chair of the CC with the assent of the committee; normally all three members of the hearing panel shall be members of the CC. The Chair of the CC may, with the advice and consent of the CC, the Faculty Senate Chair, Chair-elect and Past Chair, designate other faculty members (preferably former CC members) to serve on hearing panels. The chair of the hearing panel shall be a member of the panel designated by the Chair of the CC with the advice and consent of the CC. Unless the accused faculty member is from one of the large schools (i.e. School of Arts and Sciences, Medicine, Engineering, Wharton), no member of the hearing panel shall be from the same school as the accused faculty member; in no case shall any member of the hearing panel be from the same department as the accused faculty member. Either party may object for cause to any panel member and a decision will be made by the Chair of the CC, with the advice of the CC's legal officer. An appeal of this decision may be made to the Chair of the Faculty Senate.

f. Hearing panels shall have the advice and assistance of the CC's legal officer in dealing with particular cases, and the legal officer must be present during the hearings.

g. The hearing panel shall conduct a *de novo* hearing in a timely manner, giving no deference to findings of fact or recommendations for sanctions by department chairs, deans, the Ombudsman, or the affirmative action officer. Department chairs, deans, the affirmative action officer, and the Provost shall present to the Chair of the CC all information and evidence developed by prior informal and formal inves-

tigations of the charges, of other charges involving this faculty member except those that were decided by an appropriate University mechanism to be without basis, and of other charges involving this student or staff member. The Ombudsman shall be given the opportunity to present information and evidence to the CC; if the Ombudsman chooses to present information and evidence to the CC, he or she shall do so at a hearing at which both parties have the right to be present.

h. All information and evidence shall be presented at a hearing at which both parties have the right to be present. The CC shall devise rules and procedures for protecting the confidentiality of complainants in prior cases.

(1) Arguments, oral and documentary evidence and witnesses will be presented first by the complainant and then by the respondent.

(2) Members of the panel, when recognized by the chair of the panel, may question witnesses.

(3) All three members of the panel must be present at all times during each hearing.

(4) The chair of the panel shall invite witnesses whenever it is deemed appropriate, with advice from the legal officer.

(5) Unreasonable delays by either side are subject to sanctions. In cases where primary blame for the delay may be attributed to one side, the CC has the right to suspend or terminate the hearings and recommend that the panel send to the Provost an accusatory report including reasons for this suspension or termination and recommendations for action. A copy of the accusatory report shall be sent to the Chair of the Faculty Senate.

i. Complainants and respondents shall each be entitled to the assistance of one advisor who is a member of the University community (student, faculty, or staff). The advisors of each party shall be entitled to question witnesses and address the hearing panel. They are not, however, to act in the role of legal counsel. An individual seeking an advisor to appear with him or her before the hearing panel is encouraged to request the assistance of the Ombudsman; the Ombudsman may in turn request the assistance of the Senate Chair, Senate Chair-elect, and Past Senate Chair who shall make every effort to identify an appropriate advisor.

j. Because these matters may eventually go before the courts, the University's procedures should not require one party to expose itself to examination by a lawyer for the other unless both parties have the option of legal assistance. Hence, when the advisor of one side is a lawyer, the other party shall be allowed, at its own expense, to bring in a lawyer who need not be a member of the University community.

k. Hearings shall be closed. Each hearing panel shall make a taperecording of all its evidentiary proceedings. When the case is finally completed, the Chair of the CC shall ensure that these transcripts and a complete set of all documents are held for retention in a locked cabinet in the Faculty Senate Office.

l. The hearing panel shall make findings of fact and, if appropriate, after consultation with the CC, shall make recommendations for sanctions and recommendations for redress. The hearing panel shall communicate its report containing both its findings and recommendations to the Provost, with copies to the complainant and to the respondent. The Provost's response shall be made and communicated in writing within six weeks to the Chair of the CC, the complainant and the respondent. The hearing panel's report shall be confidential, and shall not be communicated to anyone other than the CC, the Provost, and the parties, except to the Ombudsman or as required by law. In accordance with the Harassment Policy, the CC shall file with the Ombudsman's Office a summary report of charges brought and their disposition.

IV. Expenses

Necessary and proper expenses of the CC and of the hearing panels shall be met from University resources. To the extent possible, administrative and secretarial services shall be provided by the office of the Faculty Senate. Services that cannot be provided in this way and other necessary and proper expenses should be charged to the Faculty Senate.

V. Annual Report

At the end of each academic year, the Chair of the CC shall make an annual report to the Faculty Senate, to be published in *Almanac*, summarizing with due regard for confidentiality the nature of the cases presented to it, standards applied in the final resolution, and the final decision.

Comment on the following report may be sent to Ms. Barbara Cassel at the Office of the Vice Provost for University Life, 200 Houston Hall/6306.

Report of the International Students Safety Task Force

According to the Office of International Programs' 1988-89 statistical report on international student enrollment, the University of Pennsylvania with its 2654 international students boasts the largest population of international students among the Ivy League institutions. Students from abroad represent 6.1% of the undergraduate population and 18.6% of the graduate and professional student population at Penn. Each September Penn welcomes about 600 new students from around the world. With these impressive figures, it is apparent that the University must help to create and maintain an environment that facilitates smooth cultural adjustment.

To this end, the Office of International Programs (OIP) strives to familiarize newly-arrived international students with the Penn community and its various resources. There are myriad programs and activities that the Office of International Programs sponsors in concert with the professional and graduate schools and the Division of University Life in order to fulfill this responsibility. Among these activities, safety and security programming is presented. However, because many of these programs and activities occur at the beginning of each semester, they often conflict with individual school activities. Also, because the newly arrived international student is preoccupied with attending to immediate needs, such as housing, participation in such events is not guaranteed and important information does not always reach these students.

Underlying this report is the acknowledgement that international students come to the University of Pennsylvania unfamiliar with the characteristics of an inner city campus. This realization became even more apparent with the tragic deaths of two international students during 1988-1989. These deaths provided the impetus for the formation of a task force during fall 1988 to examine the issue of safety and security as it relates to Penn's international student population. Specifically, the goal of the task force was to implement and/or coordinate action and further discussion on a number of recommendations addressing the safety and security concerns of international students.

Under the direction and sponsorship of the Vice Provost for University Life, the International Students Safety Task Force was formed. A number of faculty, staff and students were invited to participate on the Task Force. (See end of report.) In late November 1988, the International Students Task Force began a series of meetings. With these meetings, the group identified issues, formulated recommendations and developed strategies to implement these recommendations. The following report outlines the findings, recommendations and implementation strategies.

Findings

- Six hundred new international students arrive on campus each September.
- There is a close relationship between issues of personal safety and the identification of appropriate housing.
- A significant number of international students come to Penn without making arrangements for housing, including temporary accommodations. In addition, new international students may have limited funds and have difficulty finding inexpensive temporary accommodations and paying the required security deposit for permanent housing.
- Information concerning housing sent to international students prior to their arrival at Penn can assist them in securing housing that is appropriate to their financial and other needs without compromising their safety.
- Because of cultural differences, international students may not fully understand information about crime within the community.
- There is a low rate of participation on the part of international students in most orientation activities.
- Not all of the University's various resource areas are uniformly aware of and/or sensitive to the special needs of international students.
- The student nationality clubs can play an important role in communicating information to newly arrived international students.
- Most newly-arrived international students have contact with the Office of International Programs.

Recommendations

I. Orientation Program

1) In response to an OIP proposal to expand and enhance the existing orientation programs, the task force made the following recommendations with respect to future orientation programs:

- a) Revise the format of the existing program to make the orientation activities more accessible to students, regardless of their dates of arrival, and more personal and informal, to facilitate the sharing of information.
- b) Seek funding for ten student staff positions, two to work throughout the summer with the development of the orientation program (including an expanded housing program) and eight to work during the three weeks before the beginning of classes to provide individual assistance to newly arrived international students.
- c) Develop on-going orientation activities that will occur throughout the first semester which would combine informational programs, including personal safety, with social opportunities.
- d) Encourage the participation of nationality clubs in all orientation programs.

II. Housing

- 1) Develop and maintain a list of University affiliates offering temporary housing at the beginning of the academic year.
- 2) Locate temporary accommodations near-campus for newly arrived international students while they look for permanent housing or wait to move into University residences.
- 3) Encourage new international students to arrive earlier in order to avail themselves of better housing options, both on and off campus.

III. Safety Education

- 1) Disseminate information relating to safety and security, as well as other orientation activities through graduate department advisor or group chairs, and the Office of International Programs.
- 2) Develop information on safety in clear and simple language.
- 3) Invite police officers from the local Police District to participate in orientation programs for international students.
- 4) Institute an open house for international students sponsored by the Department of Public Safety.
- 5) Provide a representative of Public Safety to be available in the Office of International Programs to talk with newly arrived international students during the on-going orientation.
- 6) Provide international women with information relating to women's issues, such as sexual harassment and acquaintance rape.
- 7) Develop a safety video specifically for international students or update the University's current safety video by including a segment on international students.

IV. Transportation

- 1) Promote the use of the PennBus and Escort Services during the orientation program.
- 2) Train the dispatchers, emphasizing sensitivity to Penn's international community and the possible language barriers.
- 3) Address the need for spouses living off-campus to use PennBus and the Escort Service.

V. Nationality Clubs

- 1) Develop a peer monitoring program to match incoming international students with other international students, faculty and staff.
- 2) Sponsor a "Nationality Club" night which would give new international students an additional social activity and the clubs an added opportunity to introduce themselves.
- 3) Encourage each club to prepare a letter to be sent by OIP to incoming students from that particular country.

Actions

Through the efforts of the International Students Safety Task Force the following steps were taken:

I. Identification of Present Resources

- 1) Several resource people met with the Task Force to assist with the planning and implementation of recommendations.
- 2) Various informational materials distributed to our international students were collected and reviewed.
- 3) The Task Force viewed the University's safety video and plans to review other external videos to determine their appropriateness for presentation to international students.

II. Solicitation of Student Opinion and Advice

- 1) *Open Forum.* On January 24, 1989, some members of the Task Force participated in an open forum which addressed the concerns of international students. The forum was co-sponsored by the Graduate and Professional Student Assembly, the Office of International Programs and the University Council Committee on Student Affairs. Participating in the forum ensured that the Task Force had not overlooked the safety-related concerns of the forum's participants.
- 2) *Nationality Clubs.* Representatives of the following Nationality Clubs met with Task Force representatives at the invitation of the Vice Provost for University Life, to coordinate security and safety recommendations. At the meeting, various club representatives agreed to participate on the Task Force and to become active in the fall orientation programming.

ACELA

Association Francophone de Penn
Canadian Club
Chinese GAPSA
Indonesian Students
International Students Association
Muslim Students Association
Panamanian Students
Penn African Students Association
Penn Irish Club
Society of Asian Engineers
West Indian Students Association

- 3) The needs and concerns of international students were the theme of the annual VPUL sponsored program for administrative support staff in graduate groups and programs.

III. Fall 1989 Orientation Program

- 1) *Pre-Arrival Information.* The orientation for newly admitted international students begins with the receipt of informational materials prior to departure for Penn. OIP materials, which include information on orientation, immigration procedures, arrival and transportation to Philadelphia, financial matters and many other items, were expanded to include additional information on personal safety and temporary and permanent housing. In addition OIP again offered to send "welcome letters" from the nationality clubs. For the first time, a partial listing of the nationality clubs and other student organizations with the address and telephone numbers of summer contacts was included in the pre-arrival mailing.

- 2) *On-site orientation* begins with the student's first visit to OIP. Each new student was invited to meet with the orientation staff for an "intake interview." At this time the staff reviewed with the student the information in the OIP new student packet, including the information on safety and security (the *Safer Living Guide* and the section in the OIP *Handbook* on safety.) Students were able to seek assistance with the most pressing problems and seek answers to questions. Staff also reviewed the orientation activities and urged new students to participate. This personal encouragement led to greater numbers of students attending these meetings.

Rather than organize one large information session and a series of topical workshops (the format that has been used in past years), OIP organized a two hour information session, called an "orientation meeting," which was scheduled eight different times from August 21 to September 12. Topics covered in these meetings included: safety and security (the Public Safety video was shown), University and city resources, academic life and support services, transportation, banking, health care and health insurance, immigration regulations and taxes.

The fact that the program was scheduled at eight different times permitted both those students arriving early and those arriving after the beginning of classes to attend the program. Students could elect to attend the program that was best accommodated by their schedule. The small group atmosphere was more relaxed and informal, allowing for greater participation by the students. The participation of the orientation staff in the meetings gave new students the opportunity to learn from and ask questions of their peers.

Other activities scheduled during the weeks of August 2—September 12 included:

Daily campus safety tour
PennBus tours of University (offered five different times)
Student Health Service Tour
Library Tours (3)
OIP Social Hours (3)
All day trip to Bristol, PA including lunch, a tour of
Pennsbury Manor and dinner with a local family
Information program for freshmen and transfer
international students
Welcome Reception (September 14)

On-going Orientation—a discussion series on issues such as academic expectations, meeting Americans and culture shock, health care in the U.S., women's issues, and immigration regulations (September 13 - October 11, 1989 at 4:30 p.m.)

- 3) *Safety Programs.* Given the previous experience with "safety workshops," which were plagued by low attendance, OIP staff felt the best means to convey information about personal safety and security was to integrate the topic into several of the orientation activities. The "intake interview" and the orientation meeting both covered issues of personal safety. The campus safety tours, which had previously been a more traditional campus tour, was developed with the assistance of the Office of Public Safety. Together with the PennBus tours, they highlighted safety concerns on and off-campus, and the University's safety resources. Students were encouraged to make use of such services as Escort and PennBus. When discussing the process of identifying off-campus accommodations, OIP staff covered safety concerns, including how to be safe inside the apartment and how to be safe getting to and from the apartment. All printed materials mentioning safety concerns were reviewed and updated where appropriate.

In addition, the orientation assistants put together a display of safety materials from the Department of Public Safety and the Women's Center.

- 4) *Attendance.* Each student received an orientation calendar which was reviewed personally during the "intake interview." In addition, academic departments were sent the orientation schedule and a copy of *The Handbook for Foreign Students and Scholars* and were asked to encourage their students to attend, and schedules were available at CUPID. We estimate that between August 21 and September 25 the OIP staff met with almost 500 new international students. (Note: Visa documents were sent to approximately 750 new students, at least 150 of whom will not, in the end, attend the University.) The vast majority of these students met with OIP staff for the intake interview. Participation in the other events varied:

Orientation Meetings	175
Campus Safety Tours	150
Penn Bus Tours	80
Library Tours	74
Student Health Tours	33
OIP Social Hours	75
Bristol Day Outing	85
Program for freshman/transfer students	15
Welcome Reception	175

- 5) *Staffing.* With funding from the VPUL, the OIP staff was supplemented with the addition of ten student staff members, two coordinators who worked throughout the summer, and eight orientation assistants. The housing coordinator worked with the Office of Off-Campus Living to make the process of identifying off-campus housing a less formidable one. The second coordinator worked with OIP staff in the development of the orientation activities, including programs on personal safety and a review of printed materials. The eight orientation assistants worked from August 21—September 8 assisting newly arrived students and

serving as resource persons for the various orientation programs. The summer staff, interviewed and selected by members of the Task Force, represented many of the larger nationality/linguistic groups of international students on campus, and a cross-section of schools and departments. They underwent a one-day intensive training with the assistance of the Office of Off-Campus Living and the Department of Public Safety. The addition of this student staff had a tremendous impact on the program. For newly arrived students there was always someone available to help with the most immediate problems. The welcome was warm and personal. It was also extremely beneficial for students to have the opportunity to hear from and ask questions of their peers, in some instances in their native tongues.

6) *Publications.* The OIP *Handbook for Foreign Students and Scholars* was reviewed and updated, as it is every year. The section on safety was updated and rewritten, using clearer and more exact language. The *Handbook* was reviewed by the OIP staff and by a consultant who was hired to design a new format and look for the publication. A second publication, *Living in Philadelphia: A Guide to Housing in Philadelphia for Foreign Students and Scholars*, was prepared by the orientation coordinator for housing. In both publications careful attention was paid to the sections on safety and security. A detailed orientation calendar was also prepared. In addition, posters announcing the individual activities were prepared, as was a list of the nationality clubs.

IV. Housing

1) The Office of Off-Campus Living identified a landlord who was willing to extend special arrangements to incoming international students who are referred by OCL. Additionally, the Office of Off-Campus Living sought the cooperation and consideration of other area landlords with regard to the special needs of incoming international students.

2) The Department of Residential Living, in response to a request from the Task Force, identified temporary accommodations for incoming international students from August 14 to August 24, 1989.

3) The Office of International Programs solicited volunteer hosts from the University community to house newly arrived international students. Ten responses were received; seven individuals and families hosted students.

4) The OIP housing coordinator prepared a booklet, entitled, *Living in Philadelphia: A Guide to Housing for Foreign Students and Scholars*, designed to introduce newly arrived international students to the issues involved in identifying permanent housing.

5) During the period between August 21 to September 8 four orientation assistants were available, along with the coordinator, to assist newly arrived students and scholars with their housing needs. Locating temporary housing was a primary concern. In all cases OIP was able to arrange for temporary accommodations for students in University residences (8/14-24), area hotels and bed & breakfasts, or with hosts from the University community. The orientation staff was also available on a drop-in basis to assist students with the identification of permanent off-campus housing. Having been trained by the staff of the Office of Off-Campus Living, the orientation staff was able to explain the basic steps in locating housing (including the safety factors to consider) and introduce the services of OCL. For the most part students were then able to proceed to OCL and begin to use their services. About 150 new students were assisted by the housing staff.

V. Improved Communication in Safety Literature

1) The Department of Public Safety has developed a multi-lingual safety brochure (in Arabic, Chinese, English, French, Japanese, Korean and Spanish) which will be available for distribution this fall.

2) *The Foreign Student News* (published twice a semester by the Office of International Programs and distributed to Penn's international student community) included articles on safer living in each of its 1988-89 issues and will continue to do the same in 1989-90.

VI. Transportation Service

1) The Transportation and Parking Service has begun customer service training for its bus and escort service drivers and dispatchers in an effort to refine its customer relations.

2) The Transportation and Parking Service provided University City tours on the PennBus as part of the OIP orientation program.

3) The Escort and PennBus Service has agreed to accept any official

University card, including dependent identification cards, recreation and dependent residency cards in order to accommodate spouses and dependents.

Next Steps

I. Orientation Program

1) The revised format for the orientation program provided greater access to the orientation activities and will be continued. Additional sessions will be added in the early weeks of August to accommodate those students arriving at that time.

2) Funding for summer staff should be maintained at the same level. OIP recommends that, instead of the ten student staff members, one coordinator be hired for more hours throughout the summer and that five assistants be hired for four weeks beginning August 13. Training will be extended.

3) Future safety programs need to incorporate information on the community, including current racial tensions, as well as community/University relations.

4) OIP will continue to solicit the involvement of the nationality clubs in the orientation program.

5) OIP will coordinate a mailing to academic departments at the end of the spring semester with information on the orientation activities for the fall, as well as a review of OIP services for incoming students. A second mailing, with an orientation schedule, will be distributed in August.

6) OIP will continue to explore ways of conveying more detailed information to students.

II. Housing

1) The arrangement for temporary housing in University residences was only marginally successful, partly because the time it was available (8/14-24) was not the time of greatest need, and partly because it was not advertised in advance. It is recommended that the same type of facilities be available next year for the entire month of August. It is further recommended that OIP advertise the availability of these accommodations in their pre-arrival mailings.

III. Safety Education

1) The Task Force will continue to explore the idea of producing a safety video specifically for international students.

International Students Safety Task Force

Brigitte Blanco, Office of Residential Living
 Sylvia Canada, Public Safety
 Steve Carey, Transportation and Parking
 Barbara Cassel (Chair), Office of the VPUL
 Jane Combrinck-Graham, Risk Control Specialist
 Nicholas Constan, President's Office
 Helen Davies, University Council Safety/Security Committee
 Ellie DiLapi, Penn Women's Center
 Mohamed Saadi-Elmandjra, GAPSA
 Wayne Glasker, GAPSA
 Rene Gonzalez, Greenfield Intercultural Center
 Doris Gonzales, Office of the VPUL
 Gopala R. Raveendra, GSFA Student
 Kate Gressins, Penn Women's Center
 Aileen Huang, Engineering '91
 Ann Kuhlman, Office of International Programs
 John Logan, Public Safety
 Carolynne Martin, Office of Off-Campus Living
 Maggie Morris, Graduate Arts and Sciences
 Nancy Morgan, University Council Student Affairs Committee
 Elena Mortemore, College '90
 Vincent Phaahla, GAPSA
 Eli Pringle, University Council Safety/Security Committee
 Stephanie Spencer, Office of Off-Campus Living
 David Sun, Chinese GAPSA
 Joseph Sun, Residential Living
 Johnny Uttamchandani, University Council Safety/Security Committee
 Ruth Wells, Victim Support and Security Services
 Terri White, Student Life Programs



Beverly Dale of the C.A.

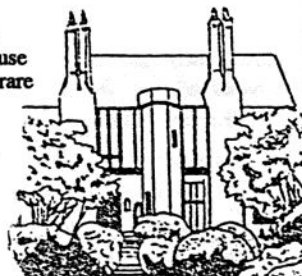
Christian Association: Dr. Dale

The Reverend Dr. Beverly Dale was installed October 26 as the first woman Executive Director of the Christian Association. Dr. Dale was appointed in August by the Board of Directors of the C.A., a 98-year-old ecumenical ministry, which houses a number of student-initiated and community-related ministries.

Dr. Dale received her B.S. in sociology in 1982 and her M.S. in 1983 from Illinois State University and took her M. Div. in 1985 and her D.Min. in 1988 from Chicago Theological Seminary. An ordained pastor in the Colfax Christian Church (Disciples of Christ) since 1985, Dr. Dale served earlier as an administrator of the department of sociology, anthropology, and social work at Illinois State University and was an administrator for a volunteer agency working with the elderly. She is also a professional vocalist specializing in contemporary gospel.

Arts and Crafts at Wharton Sinkler

Opportunities to visit the Wharton Sinkler Estate, Penn's 16th Century English manor house in Chestnut Hill, are relatively rare—but the do occur when the University lets community organizations book the historic estate for charitable events open to the public. Coming up November 7 through 10 is the Lydia's Guild eighth annual fine arts and crafts show, featuring 60 artisans including watercolorist Pamela Alderman, painter Marion Bubeck, scenic artist Winifred King and dollmaker Sue Ruth. The show will be open daily from 10 a.m. to 9 p.m. Admission is \$2.50, benefitting charities supported by Lydia Guild such as North Penn Crisis Pregnancy Center, Bethany Christian Services and others. No children are admitted. Information: 368-8256 or 368-9173.



Passing the 25-year Milestone at Penn

Over 1200 people belong to a campus club with only one criterion for membership: 25 years on faculty or staff at the University of Pennsylvania, in any rank or capacity. Induction of the 87* who completed their first quarter-centuries within the past year was at the 25-Year Club's annual celebration October 11, which drew 400 members of the faculty and staff for dinner, talks and an SAS Audio-Visual Services video, *Penn Memories: World War II*, part of the living history archive being created under the direction of Lidia Messmer. The Club is chaired by Douglas Dickson with Patricia Hanrahan as secretary. Below are 1989's new members.

Dr. June M. Axinn
Mr. Richard S. Barker
Mr. Daniel Belton
Dr. Lee Benson
Dr. Henry D. Berkowitz
Dr. Baruch S. Blumberg
Mr. Allen G. Bonner
Dr. Eugenio Calabi
Ms. Marion A. Callahan
Dr. Gary H. Cohen
Dr. Thomas Coleman
Mr. James M. Curran
Mr. Murray Dolfman
Dr. William J. Donawick
Mrs. John Ethel Dunn
Dr. Barry L. Eichler
Ms. Beatrice Engelsberg
Mr. Robert M. Engman
Dr. Julian D. Feldman
Dr. Augusta E. Foley
Dr. William C. Forsman
Dr. Francine R. Frankel
Dr. Alan Frazer
Dr. George Gerbner
Dr. George L. Gerstein
Dr. Henry Gleitman
Dr. Nicholas K. Gonatas
Dr. M. Jay Goodkind
Ms. Waltraud A. Gossmann
Dr. John W. Gruber
Ms. Mary Ruth Hammond
Ms. Barbara Ann Harris
Mr. Sidney L. Hawks
Mr. Charles Henry
Ms. Suzanne Hindman
Mr. William Charles Hoffman
Ms. Marilyn B. Horen
Mr. Thilman Horn
Mr. Ralph Iannuzzi
Dr. George O. Isaacson
Ms. Mary S. Jack
Dr. Barbara S. Jacobsen
Dr. Richard Kadison

School of Social Work
New Bolton Center
Physical Plant
History
Surgery
Medical School
Medical School
Mathematics
Office of the Treasurer
Dental Medicine
Pediatrics
Office of the Comptroller
Legal Studies
New Bolton Center
Dining Service
Oriental Studies
Radiation Oncology
Fine Arts, Sculpting
Medical School
Romance Languages
SEAS
Political Science
Psychiatry
Annenberg School
Physiology
Psychology
Pathology and Lab. Med.
Cardiology
Wharton School
Cardiology
New Bolton Center
Dining Service
University Bookstore
Physics
Pathobiology
Physical Plant
University Library
Dining Service
Animal Biology
Dental Medicine
Anatomy
Nursing School
Mathematics

Mr. Frank K. Kawasaki
Dr. Klaus Krippendorff
Ms. Jeanne S. Levy
Dr. Stanley Lipkowitz
Mr. Tom Long
Mr. Anthony A. Lyle
Dr. Morton Melman
Ms. Ellen Mueller
Dr. Alan Louis Myers
Mrs. Panna Nikul Naik
Dr. George Niedermayer
Dr. David B. O'Connor
Dr. Martin T. Orne
Dr. Daniel D. Perlmutter
Dr. Solomon R. Pollack
Dr. Robert A. Pollak
Mr. Edward P. Pollakis
Dr. Herman L. Press
Mr. William Redka
Mr. Charles A. Righter
Dr. Carl A. Ritter
Dr. Burton S. Rosner
Dr. David B. Schaffer
Ms. Charlotte Settimi
Dr. David W. H. Shale
Mr. Robert Lewis Shayon
Dr. Arthur E. Smith
Dr. Donald E. Smith
Ms. Gilda Spagna
Dr. Yoshitaka Suyama
Mr. Wacław Szczesniak
Dr. Shiro Takashima
Dr. Robert J. Tisot
Mr. Raymond F. Trent
Mr. Richard P. Van Berg
Mr. John L. Walters
Dr. Bradford Wayland
Dr. Ross A. Webber
Mr. William G. Whitney
Dr. Wesley C. Wilcox
Dr. Harvey D. Winston
Dr. Takashi Yonetani

Grad. School of Fine Arts
Annenberg School
Anatomy
Dental Medicine
Mail Service
Pennsylvania Gazette
Dental Medicine
Wharton School
SEAS
University Library
Medical School
Oriental Studies
Psychiatry
SEAS
Bioengineering
Economics & Social Sciences
Physical Plant
Dental Medicine
Orthopaedic Surgery
Physical Plant
Animal Biology
Psychology
Ophthalmology
Office of the President
Mathematics
Annenberg School
Medical School
Political Science
Anesthesia
Biology
SEAS
Bioengineering
Dental Medicine
Biddle Law Library
Physics
Facilities Development
Chemistry
Management
Wharton School
Pathobiology
Psychology
Biochemistry & Biophysics

* 85 names are published by permission—Ed.

Department of Public Safety

This report contains tallies of part 1 crimes, a listing of part 1 crimes against persons, and summaries of part 1 crime in the five busiest sectors on campus where two or more incidents were reported between **October 23, 1989 and October 30, 1989.**

Total: Crimes Against Persons—1, Thefts—18, Burglaries—1,
Thefts of Auto—4, Attempted Thefts of Auto—0

Date	Time	Location	Incident
Crimes Against Persons:			
10/27/89	2:29 AM	3800 Block Spruce	Purse forcefully taken from female
32nd to 33rd; South to Walnut			
10/24/89	11:07AM	Rittenhouse Lab	Secured bike taken from rack
10/24/89	1:17 PM	Franklin Field	Unattended duffel bag taken
10/24/89	9:23 PM	Franklin Field	Unattended warmup suit taken
10/25/89	8:38 PM	Franklin Field	Bike taken
10/26/89	4:27 PM	Lot 5	Auto taken
38th to 40th; Baltimore to Spruce			
10/23/89	9:30 AM	Veterinary Hospital	Van taken
10/25/89	3:25 PM	Veterinary School	Male tried taking phone/fled
10/27/89	2:29 AM	3800 Block Spruce	See entry under crimes against persons
10/27/89	1:28 PM	Veterinary School	Signs taken
39th to 40th; Spruce to Locust			
10/26/89	12:58PM	Harrison House	Bike taken from rail
10/27/89	12:45PM	Harrison House	Laundry cart taken
10/27/89	1:44 PM	Class of 1925 House	Bike taken from railing
37th to 38th; Spruce to Locust			
10/23/89	10:54 AM	Vance Hall	Keyboard taken from storage cabinet
10/24/89	9:41 AM	McNeil Building	Photo & frame taken from wall
34th to 38th; Civic Center to Hamilton			
10/24/89	2:23 PM	Johnson Pavillion	Arrest/male/took money from jacket
10/26/89	10:58 PM	Richards Building	Bike taken/returned to owner

Safety Tip: Be mindful of your keys. Don't lend them. Don't leave them unattended and don't put your name and address on your key ring.

18th District

Schuylkill River to 49th Street, Market to Woodland Avenue

Reported crimes against persons from **12:01AM October 16 to 11:59 PM October 22.**

Total: 20 Incidents, 5 arrests

Date	Time	Location	Incident/Weapon	Arrest
10/16/89	9:15PM	4400 Osage	Robbery/gun	No
10/16/89	9:30PM	200 S. 44th	Purse Snatch	No
10/17/89	5:11PM	100 S. 32nd	Robbery/knife	No
10/17/89	6:00AM	4500 Market	Robbery/gun	Yes
10/17/89	6:40PM	4617 Pine	Robbery/knife	No
10/17/89	9:08PM	1108 S. 47th	Aggravated Assault	Yes
10/17/89	9:08PM	4500 Baltimore	Aggravated Assault/gun	No
10/17/89	8:43PM	4400 Moravian	Robbery/strongarm	Yes
10/17/89	9:53PM	4600 Chester	Aggravated Assault/gun	No
10/19/89	11:20 AM	3400 Walnut	Robbery/strongarm	No
10/19/89	4:36PM	3600 Sansom	Robbery/strongarm	No
10/19/89	12:47PM	270 S. 44th	Robbery/strongarm	No
10/19/89	8:58PM	4000 Chestnut	Robbery/gun	No
10/19/89	10:59PM	3700 Ludlow	Robbery/strongarm	No
10/20/89	12:50PM	4800 Spruce	Robbery/gun	No
10/21/89	12:33AM	3701 Chestnut	Aggravated Assault/gun	No
10/21/89	12:39AM	3600 Chestnut	Robbery/gun	No
10/22/89	2:46AM	4000 Chestnut	Robbery/strongarm	Yes
10/22/89	2:48AM	4631 Locust	Robbery/strongarm	Yes
10/22/89	4:25AM	4200 Chestnut	Robbery/strongarm	No

Update

NOVEMBER AT PENN

Correction: The date of the Great American Smokeout was incorrectly announced in the Fitness and Learning section of the November calendar. The correct date is *Thursday, November 16.*

Traffic Alert: November 2-5, 11 a.m.-9 p.m., 1989 Philadelphia Craft Show at Civic Center, sponsored by Philadelphia Museum of Art, 787-5448..

CONFERENCES

2 Focus on Productivity: Office Products Trade Show; display and hands-on demonstrations 11 a.m.-3 p.m., Penn Tower Hotel. Information: Jackie Bretz, Ext. 8-7218. Also November 3, 10 a.m.-3 p.m. (Purchasing Department).

8 Is Economic Development Community Development? day-long forum on developing policy based on concerns of local residents, businesses and institutions; 8:30 a.m.-4:30 p.m., Annenberg School. (West Philadelphia Chamber of Commerce, West Philadelphia Partnership, University of Pennsylvania, and Human Resource Empowerment Project of St. Mary's Church).

FITNESS AND LEARNING

1 I Never Called it Rape; discussions of the book by Robin Warshaw every Wednesday, 7:30-9 p.m. Information: Ext. 8-9611. Through December 13 (Penn Women's Center).

4 Late Fall Beauty at the Morris Arboretum; guided tours focussing on the subtle details of the fall landscape; 2 p.m. on Saturdays and Sundays through November. Admission: \$2 adults, \$1 senior citizens and children 6-12; under 6 free. Information: 247-5777 (Morris Arboretum).

TALKS

2 Descriptive Dimensions of Supervision; Loy Bascue, Widener University; president, Philadelphia Society of Clinical Psychologists; 1:30 p.m., Room D9, Graduate School of Education (GSE).

Insulin Secretion: Voltage-Dependence of Glucose Sensing Mechanism in Pancreatic Beta Cells; Illani Atwater, physiology; 4 p.m., 4th floor Richards Building. (Department of Physiology).

7 Identification and Role of Phosphodiesterase Isoenzymes in Airway Smooth Muscle; Ted Torphy, pharmacology, Smith, Kline, Beecham Pharmaceuticals; 1 p.m., Physiology Library, 4th floor Richards Building (Respiratory Physiology Group and Department of Anesthesiology).

Integrity in Research: Authority and Responsibility; Vice Provost Barry Cooperman, Richard Lonsdorf, law and psychiatry, and Henrika Kuklick, history and sociology of science; 4 p.m., Smith Penniman Room, Houston Hall (American Association of University Professors).

9 How Much of the Case-mix Index Change is DRG Creep?; Joseph Newhouse, director, division of health policy, research and education, Harvard Medical School; 4:30-6 p.m., Chestnut Room, Colonial Penn Center (Leonard Davis Institute of Health Economics).

Deadlines: The deadline for the December At Penn pullout calendar is November 7. The deadline for the weekly Update is Monday, a week before the issue goes to press. Submit in writing to *Almanac*, 3601 Locust Walk/6224 or via E-mail to *Almanac@A1.Quaker*.