

Almanac

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INSIDE

- SENATE: SEC Actions 11/4/92, p. 2
- OF RECORD: Emergency Closings, p. 2
- Deaths, p. 3 • Safety/Health Seminars, p. 3
- Dining Services for Faculty/Staff, p. 3
- CrimeStats, pp. 3-4
- Update, p. 4

Pullout: Senate/Council Lists 1992-93

SENATE From the Chair

Under the Faculty Senate Rules, formal notification to members may be accomplished by publication in Almanac in lieu of direct mail. The following is published under that rule:

TO: Members of the Faculty Senate
FROM: David K. Hildebrand, Chair
SUBJECT: Nominating Committee

1. In accordance with the requirements of the Faculty Senate Bylaws, notice is herewith given to the Senate Membership of the Senate Executive Committee's nine-member slate of nominees for the Nominating Committee for 1992-93. The Nominating Committee nominates candidates for election to the Offices of the Senate (chair-elect and secretary-elect), to the at-large and assistant professor positions on the Senate Executive Committee, and to the Senate Committee on the Economic Status of the Faculty, the Senate Committee on Academic Freedom and Responsibility, and the Senate Committee on Conduct. The nine nominees, all of whom have indicated their willingness to serve, are:

June Axinn (professor social work)
Peter Conn (professor English)
John de Cani (professor statistics)
Robert Engs (professor history)
Marilyn E. Hess (professor pharmacology)
Nancy Hornberger (associate professor education)
Anne M. Hubbard (assistant professor radiology/CHOP)
Madeleine Joullie (professor chemistry)
Curtis R. Reitz (professor law)

2. Pursuant to the Bylaws, you are herewith invited to submit additional nominations, which shall be accomplished via petitions containing at least twenty-five valid names and the signed approval of the candidate. All such petitions must be received no later than fourteen days subsequent to the date of this notice. If no additional nominations are received, the slate nominated by the Executive Committee will be declared elected. Should additional nominations be received, a mail ballot will be distributed to the Senate membership.

The closing date for receipt of nominations by petition is *Tuesday, November 24, 1992*. Please forward any nominations by petition to the Faculty Senate, 15 College Hall/6303.

Review of Undergraduate Education: A Two-Year Project

Bryn Mawr President Mary Patterson McPherson will head an Undergraduate Visiting Committee of outside scholars who will meet with Penn deans and faculty for intensive discussion of Penn undergraduate education in 1993-94.

Names of at least a dozen other leading academics on the committee will be announced shortly, according to Susan Shaman, Penn's assistant vice president for planning and analysis, who is administrative coordinator of the Undergraduate Visiting Committee program. The project grew out of a Penn Five Year Plan which called for establishment of "...an external visiting committee of distinguished scholars and undergraduate teachers from across the country to work directly with the schools and their faculties to help ensure that Penn's undergraduate curricula take advantage of the University's unique strengths and serve as an exemplar for the strengthening of undergraduate education in the United States."

In the first phase of a two-year process, undergraduate deans and their faculties examine in-school issues, then cross-school issues in undergraduate education. Meanwhile a *Fact Book on Undergraduate Education* is being developed, to include ten-year demographic data on Penn's students as well as the academic offerings of the four undergraduate schools. Meetings with the Visiting Committee begin in the second phase, in what Ms. Shaman emphasized was not an evaluation but a way to sharpen Penn's internal academic planning efforts through conversation with high-powered minds from outside. No written report is to be issued, she added.

Retiring: Victim Support's Ruth Wells

Ruth Wells, director of Victim Support and Special Services, is retiring this week from full-time service for reasons of health. During a transitional period she will serve as consultant, handling projects such as task forces on acquaintance rape and ethnic intimidation, and various programs in liaison with the city and state.

Rose Hooks, longtime administrative assistant in Victim Support, will assume an expanded role during the search for a new director, Commissioner John Kuprevich said Monday. He called Ms. Hooks a "highly valued professional" and said he does not anticipate naming an interim director but has "every intention that the delivery of services will not drop."

In a letter to the Commissioner Ms. Wells said, "It is with mixed emotions that I advise of my retirement, effective Monday, November 9, 1992, for health reasons. My sixteen years at Penn have been intense and demanding, yet challenging and rewarding." Commissioner Kuprevich said he was "extremely sorry to lose Ruth Wells. What I have seen her do for the organization and for the University has been a real achievement. She has truly made a difference through prevention and support services."

"I could sum it up as: she cares," he continued. "Ruth cares deeply about the people of the community around Penn as well as for the people of Penn. That's not easy to find."

Ruth Wells was a 20-year veteran of the Philadelphia Police who had just completed a B.A. at LaSalle when she joined Penn in 1976 in the post then called safety specialist. She was the third holder of the position first outlined during the four-day sit-in of 1973 which also yielded the Women's Studies Program and Penn Women's Center. At Penn she developed a campus-wide safety education program and created the University's nationally-acclaimed victim support programs that operate 24 hours a day, seven days a week; that include medical referrals; and that function in liaison with numerous campus and off-campus agencies for maximum service delivery. She also helped recruit minority and female officers, instituted new officer training, and worked to develop the network of services that includes escort, blue-light emergency phones, restroom alarms and on-site safety training for University offices as well as residence halls.

Elena di Lapi, director of the Women's Center, said that Ms. Wells' liaison work with the city police has made a "significant difference in the way police respond not only to Penn women but to women throughout the city." Winner of numerous citations and awards from campus and off-campus groups, Ms. Wells has been president of WEOUP, member of the executive board of the AAA, a founder of the Women of Color annual celebration, and holder of off-campus positions such as past chair of Women Against Abuse, founding member of the Mayor's Commission for Women, original trainer for Women Organized Against Rape, and vice president of the state's Campus Crime Prevention Association. Also a lay speaker in her church, she was elected last month as president of the Women's Division of the Pennsylvania State Baptist Convention.



From the Senate Office

The following statement is published in accordance with the Senate Rules. Among other purposes, the publication of SEC actions is intended to stimulate discussion between the constituencies and their representatives. We would be pleased to hear suggestions from members of the Faculty Senate. Please communicate your comments to Senate Chair David K. Hildebrand or Executive Assistant to the Faculty Senate Chair Carolyn Burdon, 15 College Hall/6303, Ext. 8-6943.

Actions Taken by the Senate Executive Committee

Wednesday, November 4, 1992

1. Chair-elect of the Faculty Grievance Commission. The Senate Chair announced that Sol H. Goodgal (microbiology/medicine) has agreed to serve.

2. Academic Planning and Budget Committee. The Past Senate Chair reviewed plans of the newly established Trustee Committee on Internationalization, stating that the first line of resource is the faculty.

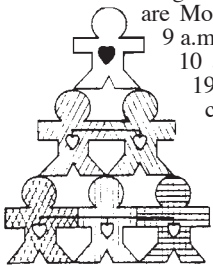
3. Discussion with the President and the Provost. Topics mentioned briefly were a land use master plan to be released in the Spring, a student residential plan to come before SEC and University Council in the near future, and plans of the newly established Trustee Committee on Internationalization.

4. Nominating Committee. SEC appointed the ninth member from among the SEC membership (see page 1).

5. Initial Report on Uncapping Mandatory Retirement. Concern was expressed about faculty continuing for a long time beyond the normal retirement age and the need for early retirement incentives, the rising cost of health benefits, and the need to hire assistant professors. Consensus was that providing office space within reasonable proximity of the home department and secretarial assistance is an important intellectual link to the University for retired faculty.

Penn Med Blood Drive

Penn Medical School and the Red Cross join together at Children's Hospital for the next campus blood drive now through November 20. Hours are Monday through Friday, 9 a.m. - 4 p.m. and Sunday 10 a.m. - 3 p.m. Penn's 1993 goal is a new record of 4350 pints and a rise in participation to 13%. For more information call Ext. 8-7005.



Your pint can save five lives.
PLEASE GIVE BLOOD

Emergency Closing

Under normal circumstances, the University never stops operating. The University recognizes however, that there are times due to emergency situations, such as severe weather conditions, when classes may be cancelled and offices will be closed with the exception of those that provide essential services. In an effort to ensure the safety of employees, emergency conditions will be adequately monitored and decisions to modify work schedules will be made in a timely fashion.

A modification of work schedules may take the form of either partially or fully closing the University's operations. In either event, employees who have been designated as "essential" will be expected to remain at work if the closing occurs during their regular work schedule, or to report to work if the notice of the closing occurs prior to their reporting to work.

The decision to modify work schedules may be communicated through the Human Resource Council network and/or via radio announcement. The University's emergency closing radio code numbers are "102" for a full closing of administrative units and day classes, and "2102" for a closing of evening classes. Current information regarding closing status may be obtained through the special information number 898-MELT (6358).

Closing of Administrative Units

Closing of administrative units occurs when the University announces, through the Executive Vice President, a closing either prior to the start of the workday or before the end of a normal workday. In such cases classes are not cancelled.

When there is a closing of administrative units before the end of the workday, members of the Human Resource Council and other appropriate individuals will be contacted by the Office of Human Resources so that they may release staff in their respective areas. Individual schools and units should remain in operation prior to such an announcement.

When there is a closing of administrative units prior to the start of the workday, individual units, schools, and employees should follow the procedures outlined for a full closing.

Full Closing

A full closing occurs when conditions warrant cancellation of classes and closing of administrative units, except those providing essential services. The decision to close is made by the Provost and the Executive Vice President. A full closing, if it occurs during the workday, may be announced through the Human Resources Council network and/or communicated via radio announcement. Information regarding full closings may also be obtained by calling 898-MELT.

Essential Services

Essential services are those services that must remain in operation at all times regardless of emergency conditions, in order to maintain health, safety and well-being of the University community (e.g., heat, food, security). Employees designated as essential are those who are necessary to keep those functions operating during emergency conditions and have been notified of this designation. These employees are exempt from any closing announcement and should report to work as normal or remain at work after a closing announcement, except in cases in which other arrangements have been made with the supervisor.

Recording Absence Due to Emergency Closing

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

If the University is closed after the start of the workday, employees who reported to work are compensated and the time lost during the period of closing is considered time worked. The time off for employees who did not report to work should be recorded as a personal day (if applicable) or vacation day. If neither is available, the time lost should be considered leave without pay.

If the University is closed prior to the start of the work day, employees are compensated for the entire day and the time lost is considered administrative leave with pay. The time off should *not* be charged to vacation or personal leave.

If the University is not closed, employees who do not report to work will be charged personal or vacation time as long as the absence is approved by the supervisor. If the employee does not have personal or vacation days available, the employee will not be compensated for that day. Sick leave may not be charged unless the employee was out on sick leave prior to the emergency conditions.

If the University is not closed, and the employee requests permission to be released prior to the end of the work day, the time lost should be charged to personal or vacation time. If the employee does not have any available leave time, the hours not worked should be considered leave without pay. If a closing announcement is made subsequent to the employee's request to leave early being approved, the lost time should be recorded as time worked from the time of the announced closing.

If the University is not closed and an employee arrives late due to emergency conditions affecting transportation, the supervisor may excuse the lateness and consider it as time worked. Late arrival beyond reason should be charged to personal or vacation time.

Essential employees who work when the University is closed will be paid at their regular rate of pay and will receive compensatory time equal to the time worked after the closing. Overtime compensation should be computed as normal.

Union Employees

Employees in collective bargaining units are governed by the terms and conditions of their respective collective agreements.

— Office of Human Resources

DEATHS

Jeffrey Billings, 37, died October 24. He was a research specialist IV in radiology in the School of Medicine. He came to Penn in 1987 as a research specialist. He is survived by his parents, Theodore and Mary, and his brothers, Eric and Lincoln.

Dorothea Hunter, 77, a retired member of the staff, died August 9. She came to Penn in 1961 and stayed until her retirement in 1977. She is survived by her husband, Carroll Hunter.

Kalman Vamos, 82, a former bibliographic specialist at Van Pelt Library, died September 30. Mr. Vamos came to Penn in 1960 and retired in 1981. He is survived by his wife, Emily Vamos.

Dining Services: Faculty/Staff

More than 7,000 Penn students know that University Dining Services are the best buy on campus! Many faculty and staff colleagues, however, are unaware of the top quality, healthy, all-encompassing meals served by University Dining Services. With four convenient locations, a Nutrition Manager who is available for counseling, menus that change daily and are recorded on 898-MENU, University Dining Services meals are an excellent choice for on-campus breakfasts, lunches, and dinners.

Faculty and Staff may purchase coupon books (10 or 25 tickets per book) at the University Dining Services office, 3401 Walnut Street, Room 323A. Prices are: Breakfast: 10/\$38, 25/\$90. Lunch 10/\$64, 24/\$155; Dinner: 10/\$101, 25/\$250. Coupon tickets have no expiration date.

The four locations available for staff are:

- Class of 1920 Commons, 38th & Locust Walk
- Stouffer Commons, 37th & Spruce Streets
- Kings Court/English House, entrance on Sansom near 36th Street
- Hill House, 34th & Walnut Streets

For further information and hours of service, contact Lucilla Maurer, Contract Coordinator, or Judith Gensib, Administrative Assistant, at the University Dining Services office, Ext. 8-7585.

—Bill Canney, Director, Dining Services

Safety and Health Seminars

The Occupational Safety and Health Administration (OSHA) requires *mandatory training for all University employees who work in laboratories and also for all University employees who work with human blood, blood products, body fluids and human tissue specimens.*

The Office of Environmental Health & Safety (OEHS) will be offering *Chemical Hygiene Training* for all new and previously untrained laboratory workers on November 16 in Lecture Hall B of the John Morgan Building from 2:30-3:30 p.m. OSHA's regulation "Exposure to Hazardous Substances in the Laboratory" will be reviewed, as well as Penn's written safety program, and general laboratory safety training will also be provided.

On November 17, OEHS will offer *Blood-borne Pathogens Training* in Lecture Hall B of the John Morgan Building from 10:30-11:30 a.m. The training will review OSHA's regulation "Occupational Exposure to Bloodborne Pathogens" as well as Penn's biosafety program. Information about free Hepatitis B Vaccination for all employees will also be provided.

The University of Pennsylvania Police Report Community Crime Report

This summary is prepared by the Division of Public Safety and includes all criminal incidents reported and made known to the University Police Department between the dates of November 2, 1992 and November 8, 1992. The University police actively patrol from Market Street to Baltimore Avenue and from the Schuylkill River to 43rd Street in conjunction with the Philadelphia Police. In this effort to provide you with a thorough and accurate report on Public Safety concerns, we hope that your increased awareness will lessen the opportunity for crime. For any concerns or suggestions regarding this report, please call the Division of Public Safety at 8-4482.

Crimes Against Persons

34th to 38th/Market to Civic Center: Robberies (& attempts)—4, Threats & Harassment—2

11/02/92	10:51 AM	3401 Walnut St.	Employee robbed of petty cash
11/03/92	12:51 PM	3407 Walnut St	Manager harassed by ex-employee who was terminated
11/05/92	3:39 AM	100 block 37th	Male attempted to rob/arrest
11/05/92	6:15 AM	Dietrich Garden	Actor demanded money/fled area
11/05/92	9:56 AM	Grad B Tower	Racial comments written on elevator
11/05/92	8:20 PM	3700 block Spruce	Actor attempted to rob/fled area

38th to 41st/Market to Baltimore: Sexual Assaults—1, Robberies (& attempts)—1, Threats & Harassment—4

11/02/92	3:19 PM	Harrison House	Unwanted phone calls received
11/02/92	7:20 PM	4000 block Walnut	Complainant's buttocks grabbed upon exiting vehicle
11/05/92	3:59 PM	Fels Center	Harassing phone calls received
11/07/92	9:08 PM	3931 Pine St	Compl. reported obscene phone calls
11/08/92	12:57 AM	200 block 41st	Complainants robbed by gun/males fled
11/08/92	5:24 PM	3930 Spruce St	Complainant reported receiving threatening calls

41st to 43rd/Market to Baltimore: Robberies (& attempts)—1, Simple Assaults —1

11/05/92	6:42 AM	42nd & Pine	Complainant robbed of wallet/suspect fled
11/07/92	5:13 AM	42nd & Locust	Compl. assaulted/didn't press charges

30th to 34th/Market to University: Threats & Harassment—2

11/02/92	9:30 AM	Rittenhouse Lab	Threatening messages left on answering machine
11/03/92	11:11 AM	Chemistry Bldg	Compl. received numerous hang up calls

Crimes Against Property

34th to 38th/Market to Civic Center: Burglary (& attempt)—1, Total Thefts (& attempts)—10, Thefts of Bicycles & Parts—5, Criminal Mischief & Vandalism—1

11/02/92	2:16 PM	Alumni Center	Rear wheel taken from secured bike
11/02/92	3:48 PM	3401 Walnut St	3 Incidents: writing on walls of elevator/sunglasses taken from office/unattended wallet taken
11/03/92	1:25 PM	3400 block Spruce	Front & back tire removed from bike
11/03/92	1:46 PM	3400 block Walnut	Rear tire taken from secured bike
11/03/92	5:17 PM	Williams Plaza	Secured bike taken from rack
11/04/92	3:01 PM	Vance Hall	Penn card taken from office
11/07/92	12:38 PM	3400 block Sansom	Rear wheel taken from secured bike
11/08/92	12:58 AM	Houston Hall	Unattended coat with wallet taken
11/08/92	10:04 AM	Leidy Lab	2 Incidents/Sunglasses taken from unsecured room/walkman taken from room - entry through window

38th to 41st/Market to Baltimore: Burglaries (& attempts)—1, Total Thefts (& attempts)—15, Thefts of Auto (& attempts)—1, Thefts from autos—4, Thefts of Bicycles & Parts —6, Criminal Mischief & Vandalism—2

11/02/92	9:48 AM	3900 block Irving	Motorola radio taken from unsecured truck
11/02/92	11:00 AM	Evans Building	2 Incidents/Wallet and keys taken/5 buffers taken
11/02/92	8:24 PM	High Rise North	5 Incidents/4 secured bikes taken from railing/unattended camera taken
11/03/92	7:25 AM	Lot # 40	Vehicle window smashed/items removed
11/03/92	4:32 PM	Hamilton Court	Secured bike taken from courtyard
11/03/92	6:12 PM	4002 Spruce St	Juveniles stopped after damaging sign
11/04/92	1:44 AM	4035 Walnut St	Male with stolen bike arrested
11/4/92	6:22 PM	4000 block Locust	2 Incidents/window broken in 2 vehicles/cash removed from 1
11/5/92	8:09 PM	4017 Baltimore	Items removed from unsecured room
11/6/92	8:21 PM	3900 block Walnut	Steering column damaged to vehicle

continued next page

Penn's Way '93: The Prizes in this Year's Drawings

During the Penn's Way 1993 Campaign prizes will be awarded in weekly drawings. Two prizes will be awarded each week. Winners will be drawn on November 11, November 16, November 23, December 7, December 14 and December 21. Those who submit pledge cards by Thursday at 10 a.m. are eligible for the drawings on the following Mondays.

The date of the grand prize drawing will be announced. Winners will be notified by phone.

- Grand Prize—2 round-trip tickets (airfare) anywhere in the continental United States, from Cook Travel (airline to be announced)
- 2 fine watches (one men's; one women's)
- 2 pairs of gold earrings
- 1 Schaeffer pen
- 2 tie tacs
- 2 \$25.00 Book Store gift certificates
- 2 lunches-for-two at the Faculty Club
- 1 lunch-for-four at Beijing Restaurant

All prizes have been donated by the businesses indicated. The jewelry and pen are from Bernie Robbins Jewelers.

continued from previous page

11/7/92 2:00 PM Lot # 42 2 Incidents/Window broken to vehicles/items removed

30th to 34th/Market to University: Burglaries (& attempts)—1, Total Thefts (& attempts)—11, Thefts of Auto (& attempts)—2, Thefts from Autos—4, Thefts of Bicycles & Parts—3

11/02/92 10:35 AM Franklin Field Motorola radio taken from truck
11/03/92 9:05 AM Chemistry Building Purse removed from room
11/03/92 9:56 AM Lot # 5 3 Incidents/vehicle window smashed and items removed/2 vehicles - lock damage - items removed

11/03/92 5:19 PM 200 block 34th 3 Incidents/2 secured bikes taken/male with stolen bike arrested

11/05/92 9:34 PM Hollenback Center Door forced to room/keys taken
11/06/92 8:04 PM Lot # 33 Lock damaged to vehicle/money taken
11/06/92 8:09 PM Lot # 45 2 Incidents/2 vehicles had door lock damaged/currency taken from 1

Outside 30th - 43rd/Market - Baltimore: Burglaries (& attempts)—2, Total Thefts (& attempts)—1, Thefts of Bicycles & Parts—1, Forgery & Fraud—1

11/02/92 11:35 PM 3500 Locust Walk Secured bike taken from rack
11/03/92 11:12 AM 3099 Kensington Suspect attempted to cash forged checks
11/04/92 7:10 AM 2901 South St Landscape office forcibly entered
11/04/92 1:19 PM 4016 Pine St Male going through basement window/apprehended

Crime Against Society

38th to 41st/Market to Baltimore: Alcohol & Drug Offense—1

11/04/92 4:24 PM 4000 block Locust Intoxicated driver struck parked auto/arrested

18th District Crimes Against Persons

10/26/92 to 11/1/92
Schuylkill River to 49th Street
Market Street to Woodland Avenue

Total: 8 incidents, 2 arrests

Date	Time	Location	Offense	Arrest
10/26/92	12:35 AM	4300 Locust	Robbery	No
10/26/92	7:50 PM	4100 Baltimore	Robbery	No
10/27/92	2:03 PM	4700 Warrington	Purse Snatch	No
10/29/92	3:02 AM	4400 Locust	Robbery	Yes
10/29/92	9:05 AM	3400 Spruce	Robbery	No
10/30/92	3:05 PM	4000 Irving	Aggravated Assault	No
10/31/92	3:00 PM	44th & Pine	Rape	No
10/31/92	11:20 PM	4400 Market	Aggravated Assault	Yes

Update

NOVEMBER AT PENN

CONFERENCE

15 *11th Session of the International Tribunal on Reparations for African People in the U.S.;* 10 a.m. - 8 p.m., Irvine Auditorium (National People's Democratic Uhuru Movement).

EXHIBIT

18 *Burton Wasserman: Survey of Work, 1944-1992;* paintings, prints, and reliefs; reception 5-7 p.m., Esther M. Klein Art Gallery, University City Science Center. *Through January 20.*

FITNESS/LEARNING

17 *Stress Management in the Work Place;* noon; Room 305, Houston Hall. RSVP: Ext. 8-0104 (African American Resource Center).

FILM

12 *Langston Hughes;* noon; Bowl Room, Houston Hall (Greenfield Intercultural Center).

TALKS

12 *The "New Covenant" in Early Anti-Jewish Texts;* Dave Efrogmson, LaSalle University; call Robert Kraft at Ext. 8-5827 for more information (Middle East Center).

16 *How Israelis Spend Their Time: Leisure, Culture, and Communication, 1970-1990;* Elihu Katz, communication; 5:30 p.m.; Gates Room, Van Pelt Library (Jewish Studies Program).

17 *View from the Water's Edge: A Natural History of Water-Loving Plants;* Ernie Schuyler, Academy of Natural Sciences; 3 p.m.; Morris Arboretum. *Also at 8 p.m. (Morris Arboretum).*

Regulation of Epithelial Sodium Channels by Protein Kinase C; Mortimer M. Civan, physiology; 4 p.m.; Physiology Library, Richards Building (Physiology).

Corrections: A typo in Dr. Hackney's comments on the Mayor's Scholarship Agreement (*Almanac* November 3) gives a target year as 1977; it should have read, "to increase the total number of Philadelphia undergraduate students at the University to 500 by the 1997 academic year."

In *November at Penn* under *Talks*, the time was missing and the wrong room number given for *Middle East's Jewry's Encounter with Modernity*. The November 11 talk will be at 5 p.m. in *Room 109* at the Annenberg School.



Almanac

3601 Locust Walk Philadelphia, PA 19104-6224
(215) 898-5274 or 5275 FAX 898-9137
E-Mail ALMANAC@A1.QUAKER

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