

UNIVERSITY of PENNSYLVANIA *Almanac*

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Penn Law: A Record Gift of \$15 Million Launches the School's 'Leadership Initiative'

Alumnus and Trustee Henry R. Silverman has made a gift of \$15 million to the University of Pennsylvania Law School—the largest outright gift ever to an American law school, President Judith Rodin announced last week.

Mr. Silverman, L'64, is president and chief executive officer of Cendant Corporation, Stamford, Conn., and Parsippany, N. J., a global leader in consumer and business services.

His record-breaking gift will support a professorship, legal scholarships and research, in addition to restorations and renovations of the original Law School building, which Dr. Rodin called the School's "intellectual and ceremonial heart."

The classic building on 34th Street between Chestnut and Sansom, dating from 1900, will be renamed Henry R. Silverman Hall in recognition of his generosity. "We are enormously grateful for Henry's commitment, both to the Law School and to the Univer-

sity," Dr. Rodin said, adding that "this leadership gift will enable us to continue to build on our distinguished past and improve ourselves in the present to benefit future generations of students and faculty."

Mr. Silverman responded, "As a graduate, and having realized the benefits and rewards of a truly world-class education at Penn Law School, I am particularly gratified to make this gift and trust it will help both students and faculty build on the institution's rich history of academic excellence."

The Leadership Initiative: The Law School has recently developed an ambitious plan for a leadership program that will combine the strengths of legal education with perspectives drawn from management and other sister professions and academic disciplines. "This gift launches the Leadership Initiative in the most fitting way imaginable," said Dean Colin S. Diver, calling it the "linchpin of the school's plans. It is the largest gift to an American law school; it will be used to establish a home and an endowment for the leadership program; and its donor, Henry R. Silverman, is the perfect embodiment of the lawyer-leader whom we seek to educate.

"We have a vision of legal education as preparation for leadership," he continued, "a combination of interdisciplinary studies and strong disciplinary training designed to prepare our students for the challenges of a changing legal profession in a rapidly changing society."

Consistently ranked among the top schools in the U.S., Penn Law is known as a leader in teaching law as a field of knowledge related to other academic disciplines, the Dean pointed out, with instructional programs that consider not only the theory and practice of law, but also the place of American law among the other leading legal systems throughout the world.

About Mr. Silverman: In addition to serving as a trustee of the University, Mr. Silverman, 57, is executive vice chairman of the board of trustees of the New York University School of Medicine and the NYU Health System, a director of the NYU Child Study Center, a trustee of the Hospital for Joint Diseases and a trustee of the Whitney Museum of American Art.

Cendant Corporation, ranked among the 100 largest corporations in America, with a market capitalization of more than \$30 billion and operations in more than 100 countries, was formed through the 1997 merger of CUC International, Inc., and HFS, Inc., which Mr. Silverman founded in 1990 and served as its chairman and chief executive officer.

Cendant has three principal segments: Membership Services, which provides access to travel, shopping, auto, dining and other services through more than 66.5 million memberships worldwide; Travel Services, the leading franchiser of hotels and rental car agencies worldwide, the premier provider of vacation exchange services, and the second largest fleet management company; and Real Estate Services, the premier franchiser of residential real estate brokerage offices, a major provider of mortgage services to consumers, and a global leader in corporate employee relocation.



Henry Silverman

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Two Street Crimes

At presstime, Penn Police Detective Tom King confirmed press accounts of two violent incidents on campus streets, and said University detectives are cooperating in the Philadelphia Police investigations now under way:

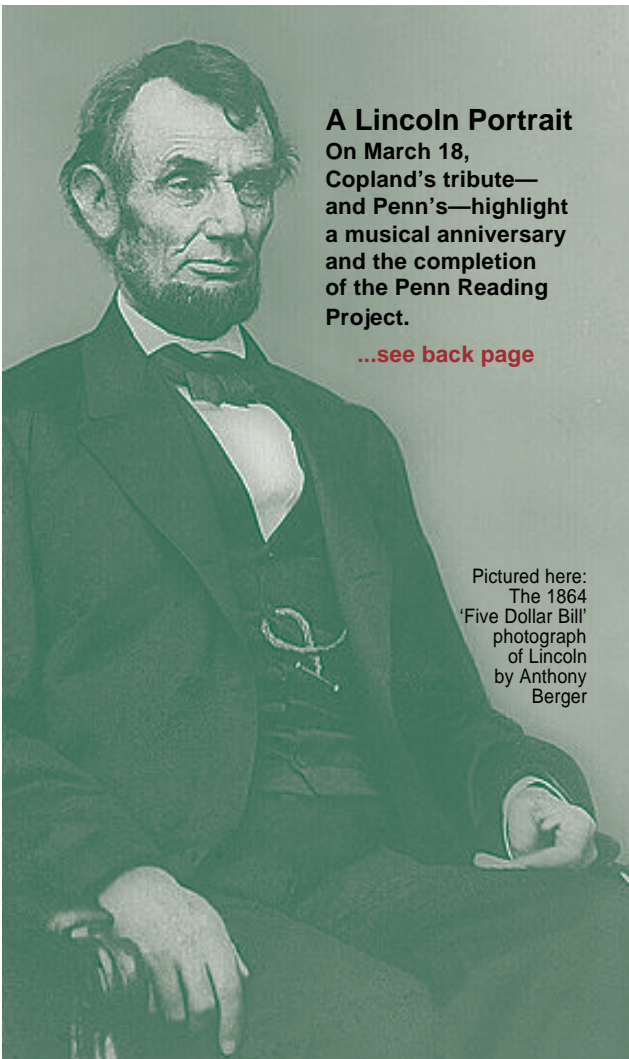
- Friday outside the 38th-Street Wawa, Broderick Barnville, a 31-year-old Physical Plant employee, was stabbed in the arm by a suspect whose image was caught on videotape—but no arrest can yet be confirmed. Mr. Barnville was released Saturday from HUP where he was taken for surgery on a severed artery.

- Sunday outside the Palestra, in a shooting among fans of two high school teams that had competed for the Philadelphia League championship, one 22-year-old visitor was killed and two wounded. A fourth victim—Penn student John La Bombard—was hit by a stray bullet as he worked on an environmental design project inside the Blauhaus. The bullet pierced the wooden wall of the temporary structure at 33rd and Chestnut, striking Mr. La Bombard's left leg. The 21-year-old senior remained hospitalized over the weekend. No arrests have been reported.

**A Lincoln Portrait
On March 18,
Copland's tribute—
and Penn's—highlight
a musical anniversary
and the completion
of the Penn Reading
Project.**

...see back page

Pictured here:
The 1864
'Five Dollar Bill'
photograph
of Lincoln
by Anthony
Berger



**Special Meeting of the
Senate Executive Committee Meeting**

**Tuesday, March 3, 1998 — 12-1:30 p.m.
Faculty Senate Office, 210 Houston Hall**

Agenda

Discussion on partial report from the Senate
Committee on Administration

COUNCIL From the Steering Committee

Council Open Discussion Period

Building on University Community interest in the Open Forum (Council meeting of January 28, 1998), the Steering Committee of the University Council, at its meeting of February 25, 1998, unanimously agreed to devote 15 minutes of each University Council meeting, beginning with Council on April 22, to respond to issues presented by any member of the University Community. We ask that you send your issue/question to your constituency chair who will take responsibility for collecting information for a response and bringing the question and relevant information to Steering for additional input. Steering will then place items on the Council agenda under the "question and answer" time slot, according to the order in which items are received. Should the issue be one that Steering decides needs broad deliberation and discussion by Council, it will be scheduled as a separate agenda item for a forthcoming Council meeting, as promptly as is possible.

This innovation is dedicated to Council's expressed interest in providing a direct route for Community members to bring issues of importance to Council and receive a timely response. Furthermore, we appreciate the opportunity to be responsive to written communication, in this case Daily Pennsylvanian editorials, calling for broader participation in Council.

Please address your questions in typewritten form through campus mail, or through e-mail to your constituency chairs.

Faculty Senate: Chair Vivian C. Seltzer
Box 12 College Hall/6303

e-mail: c/o_burdon@pobox.upenn.edu

Graduate/Professional Student Assembly

Chair Sanjay Udani
250 Houston Hall/6306

e-mail: gapsa@gapsa.upenn.edu

Undergraduate Assembly: Chair Noah Bilenkar

112 Houston Hall/6306

e-mail: ntb@sas.upenn.edu

Penn Professional Staff Assembly: Chair James Bean
P-241 FBA/6280

e-mail: jhbean@pobox.upenn.edu

A-3 Assembly: Chair Donna Arthur

T-113 Law School/6204

e-mail: darthur@oyez.law.upenn.edu

COUNCIL Committee Notice

To Serve on Committees: A Second Call

To the University Community:

Please be reminded that those who wish to volunteer for service or nominate others to serve on Council committees should do so as soon as possible. The Committee on Committees is now beginning its work of selecting members for 1998-99 committees. See the back page of *Almanac February 3* for a list of committees, nomination form and instructions.

— Martin Pring, Chair, Committee on Committees

Annenberg Center Director: Michael Rose

Dr. Michael J. Rose, executive director of the Glassboro Center for the Arts at Rowan University since 1988, has been named Managing Director of the Annenberg Center.

The appointment, effective March 16, was announced by Interim Provost Michael L. Wachter, who called Dr. Rose "enormously creative, energetic and knowledgeable about the performing arts," and praised his "strong financial, marketing and managerial skills."

Dr. Rose succeeds Stephen Goff, who has been with the Annenberg Center since its inception in 1971 and became managing director in 1976. Mr. Goff resigned last August but agreed to continue in office during the search for a successor.

An alumnus of Hamilton College, Dr. Rose received a master's degree in German literature and his Ph.D. in comparative literature from the University of Michigan. He also holds a master's degree in comparative literature from Brooklyn College, and an MBA from Drexel. Before taking over the Glassboro Center he was Executive Director of the Performing Arts Center at Richard Stockton College in New Jersey for 11 years.

As head of the Glassboro Center, Dr. Rose has led a highly successful enterprise. To its halls—including a 910-seat concert hall and a 235-seat recital hall—he brought performers ranging from the New York City Opera and Alvin Ailey American Dance Theatre to the Canadian Brass and Moscow Radio Symphony; from classical soloists James Galway, Isaac Stern, and Andre Watts to actors Mandy Patinkin and Loretta Swit; from jazz musicians Wynton Marsalis, Diane Schuur, and Pat Metheny to international programs such as the Chieftains, Vienna Boys Choir, and Ladysmith Black Mambazo; from nationally touring Broadway musicals such as *Grease*, *Tommy* and *Damn Yankees* to family events such as the Flying Karamazov Brothers and Peking Acrobats.

He collaborated with Rowan faculty, students and staff as well as with artists to enhance programming and outreach, developing among other things an extensive program of young people's matinees. "He has helped to establish Glassboro as southern New Jersey's major performing arts venue, with an ambitious and successful program and the most diversified audiences among New Jersey's state universities," according to the news announcement. "He established innovative programs linked to students, introduced magnet programs for area school children, developed a broad-based Leadership Board to aid the Center's development and marketing efforts, instituted well-managed budgets, and established broad public recognition for the University based upon its quality arts programming."

Dr. Rose said he looks forward to working with Penn's many constituencies on campus, in the local community, and in the Philadelphia arts community. "My goal will be to grow the Annenberg Center's audiences and broaden its programming base."



Dr. Michael Rose

Open Enrollment: April 8-17

This year's Open Enrollment period—the time when faculty and staff can change some elements of their benefits packages for 1998-99—will be held from Wednesday, April 8, through Friday, April 17. To prepare for it, Human Resources will be sending information packets to faculty and staff members' homes in the latter part of March. *Benefits Fairs*, including information sessions on a new benefit called Long Term Care* options, will be held from Monday, April 6, through Thursday, April 16. Human Resources will provide more specific information as plans are finalized.

* Coverage of the PPSA/A-3 Assembly joint session, where this new benefit was first announced, will appear in *Almanac* March 17; there is no issue during Spring Break.

Q & A Sessions on Paid Time Off : March 9 and 23

Do you have questions about Paid Time Off (PTO)? There will be answers at the following Brown Bag Sessions in Houston Hall, open to all.

Monday, March 9, 1998

Session I - noon to 1 p.m.

Session II - 1 p.m. to 2 p.m.

Ben Franklin Room, 2nd floor, HH

Monday, March 23, 1998

Session III - noon to 1 p.m.

Session IV - 1 p.m. to 2 p.m.

Smith-Penniman Room, 2nd floor, HH

Staff and supervisors are invited to bring their own lunch and refreshments will be provided by Human Resources. Soft drinks, juices and cookies will be served. No reservations are needed.

Paid Time Off information can be found on the web site at www.upenn.edu/hr/. If you have questions or need more information, send e-mail to askhr@pobox.upenn.edu or call Staff and Labor Relations at 898-6093.

— Division of Human Resources

Dr. Bernheimer, a Distinguished Scholar of Comparative Literature

Dr. Charles Bernheimer, an influential writer and scholar of Romance languages and comparative literature here since 1988, died on February 21 at the age of 55. His death, of pancreatic cancer, took place in Berkeley, California, where he and his wife maintained a home.

Born in Bryn Mawr on August 16, 1942, Charles Bernheimer was educated at Haverford College, from which he received his B.A. *magna cum laude* in 1963 with highest honors in English. After studying at Gottingen for a year in 1964, he moved to Harvard for his M.A. (1966) and Ph.D. in comparative literature (1973). Joining SUNY/Buffalo as an assistant professor in 1970, he rose to full professor of English and comparative literature there, and joined Penn as a full professor in 1988.

During his time here, he served as chair of the Program in Comparative Literature and Literary Theory. He is the author of two books *Flaubert and Kafka: Studies in Psychopoetic Structure* (Yale 1982) and *Figures of Ill Repute: Representing Prostitution in Nineteenth-Century France* (Harvard 1989) which is to be published in France in translation under the title *Esthétiques de la prostitution: De Balzac à Picasso*.

In addition to publishing numerous articles and book chapters he was the editor of three other books—one of them entitled *In Dora's Case: Freud-Hysteria-Feminism* in collaboration with Claire Kahane (Columbia 1985). He was working on a book called *Decadent Subjects* at the time of his death, and he had just edited, in collaboration with Richard Kaye, a collection of essays entitled *The Queen of Deca-*

dence: Salome in Modern Culture, which will be published by the University of Chicago Press.

He was the recipient of many honors and grants including a Guggenheim Fellowship in 1984 and an ACLS Fellowship in 1990.

Dr. Bernheimer's work was focused especially on cultural studies and psychoanalytical criticism. He was an active member of the American Comparative Literature Association and was head of the committee that wrote an important report on the state and status of comparative literature in the late twentieth century—a report that resulted in his edited book *Comparative Literature in the Age of Multiculturalism* (Johns Hopkins 1995).

"Charles Bernheimer was a comparatist in the widest sense of the term," said Dr. Lance Donaldson-Evans, a colleague and chair of the Romance Languages Department. "He was vitally interested not only in the major European literatures and civilizations in which he received his training but also in a wide range of interdisciplinary enterprises including the fine arts and film studies."

He is survived by his wife, Dr. Olga Matich, professor of Russian literature and culture at UC Berkeley; his mother, Gladys Bernheimer and his sister, Cecilia Bernheimer.

The Department of Romance Languages has established an essay prize in his name, and will announce plans for a memorial service at a future date.



Dr. Charles Bernheimer

Dr. Carroll, Dean of the Wharton School 1972-83

Dr. Donald C. Carroll, dean of the Wharton School from 1972 to 1983, died on February 24 after a long illness. He was 67.

Dr. Carroll was the ninth dean of the Wharton School, and at the time of his selection was the first dean to have come from outside the School. Taking office in time for the implementation of the One University plan—which included transferring economics, political science and sociology to create SAS in 1975—Dr. Carroll led Wharton during changes both physical and programmatic.

Conscious emphasis was given to interdisciplinary programs and inter-school degrees (the master's degree in Management & Technology was a notable one); international outreach (the Wharton/SEAS agreement with Shanghai Jiao Tong broke new ground in 1980); and executive education (where the Wharton Executive MBA program took the lead).

Major physical changes also took place during the Carroll years: The nation's oldest school of business spent its 100th anniversary year in temporary quarters at Blockley Hall (renamed Centennial Hall for the duration) while the venerable Dietrich Hall was reconstructed and a new wing added to create the present Steinberg Hall-Dietrich Hall. The planning of the Steinberg Conference Center was also initiated during Dr. Carroll's tenure.

Donald Cary Carroll was born November 5, 1930, in Chapel Hill, N.C., where his father was for many years dean of the school of business. He attended the Westtown School near Philadelphia and served in the U.S. Marines before taking his B.S.

in mathematics at North Carolina in 1954. After additional Marine Corps duty, and service as a consultant to Westinghouse Electric and systems design consultant to Pittsburgh Plate Glass, he earned his master's and Ph.D. in management from MIT.

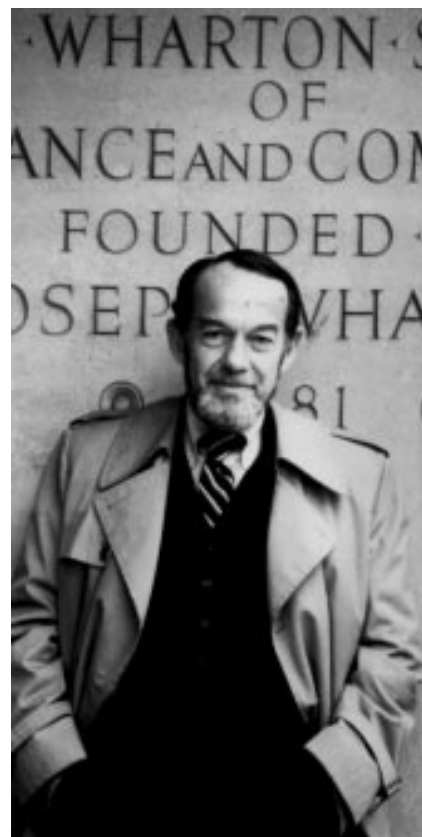
Dr. Carroll joined the faculty of MIT's Sloan School on completing his doctorate 1965. There he headed the Management Information Systems Group and the Operations Management Group, worked with the time-sharing computer development known as Project MAC, and was principal investigator on the Boeing MIT Research Project.

By the time he was chosen to head the Wharton School, Dr. Carroll had become widely known as a lecturer in the U.S. and abroad, and as the author of numerous technical publications.

A Sloan Fellow, Ford Fellow, and member of Phi Beta Kappa and many other honorary societies, Dr. Carroll was also the first to hold the Wharton School's Reliance Professorship, established in 1979 to endow the deanship.

He is survived by his wife, Carol Gassert Carroll, former director of the Executive Education Program; by children Curtis and Leah Carroll and Debi Gassert Jabkowski; a sister, Eleanor Roberts and brother, Elliott Carroll; and three grandchildren.

A memorial service is to be held on campus later this spring, and the family ask that any memorial contributions in his name be made to the Wharton School.



Donald Carroll, c. 1982

...About the Family and Medical Leave Policy (HR Policy 631)

Q1: *What is the Family and Medical Leave Act?*

A1: The Family and Medical Leave Act ("FMLA") is a federal law that became effective on August 5, 1993. Implementing regulations were issued in March of 1995. The FMLA provides up to twelve (12) weeks of unpaid leave in a twelve (12) month period for an eligible employee to care for a newborn, adopted or newly placed foster child, or to attend to his/her own or a family member's serious health condition. In addition, the FMLA permits employees to maintain their medical benefits while on such leave. FMLA can be taken continuously or in smaller amounts, i.e., intermittently, depending on the reason for the leave.

Q2: *When did the University Policy take effect?*

A2: In compliance with federal law in 1993, the University established Human Resource Policy 631, Family Medical Leave. Effective February 1, 1998, the University restated its Family and Medical Leave policy. The restatement of the policy includes the following practices that the University has been following in administering the policy:

Inclusion of faculty and unionized staff members as eligible employees.

Use of the "rolling backward" method for determining the 12-month period for purposes of the eligibility for a Family and Medical Leave.

Expansion of the benefit beyond the requirements of the federal law to allow the use of Family and Medical Leave time for a same sex domestic partner consistent with the University's definition of a same sex domestic partnership.

Q3: *Who is eligible for Family and Medical Leave (FML)?*

A3: Eligible employees are those who have been employed by the University for at least twelve (12) months and have worked for at least 1,250 hours during the 12-month period immediately preceding the start of the leave. Additionally, the employee must work at a University location with 50 or more employees within 75 miles of that worksite.

Q4: *Who is an employee covered by this policy?*

A4: An employee is a faculty or staff member employed by the University on a full-time, part-time or temporary basis.

Q5: *Are temporary employees eligible for this leave?*

A5: Yes. However, employees that are employed by the University on a temporary basis must meet the eligibility requirements.

Q6: *Are staff members in collective bargaining units covered by this policy?*

A6: Yes, although specific provisions of this policy may be superseded by an applicable collective bargaining agreement.

Q7: *Will I be paid during FML?*

A7: A leave under the Family and Medical Leave Policy may be paid or unpaid depending on 1) the reason for the leave and 2) the sick leave and paid time off the staff member has

available. When an employee takes FML because of the employee's own serious medical condition, the employee must substitute any unused paid time off, sick leave or short term disability leave for any otherwise unpaid FML.

Where an employee has paid time off, the employee must substitute that paid time off for all or part of any otherwise unpaid FML relating to the birth of a child or placement of a child for adoption for foster care, or care for a spouse, child or parent who has a serious health condition. In all other cases, accrued sick leave may be substituted for any otherwise unpaid FML leave if sick leave is permitted under the University's Sick Leave Policy. See *Sick Leave policies (Human Resource Policies 612 and 613)*.

Q8: *Do I have the option not to use my paid time off towards my FML?*

A8: No. The University will designate an employee's use of paid leave as FML based on the information provided by the employee. Paid leave that is substituted for unpaid leave will be counted toward the 12 weeks of FML.

Q9: *How is "serious health condition" defined?*

A9: A serious health condition is an illness, injury, impairment, or physical or mental condition that involves either:

- 1) inpatient care in a hospital, hospice or residential medical care facility, or
- 2) continuing treatment by a health care provider.

Q10: *What is meant by "continuing treatment by a health care provider" as a qualification for use of FML?*

A10: Examples of continuous treatment are: prenatal visits, chemotherapy, and dialysis visits.

Q11: *For which of my family members may I take FML?*

A11: FML may be taken for the employee's child, spouse or same sex domestic partner or parent. For purposes of this policy, a parent means the biological parent of an employee or an individual who stands or stood in the place of a parent to an employee when the employee was a child. A child means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in the place of a parent, who is under 18 years of age or 18 years of age or older and incapable of self-care because of a mental or physical disability. A same sex domestic partnership must be consistent with the University's definition of a same sex domestic partnership.

Q12: *How are my benefits affected while I am on a FML?*

A12: During any FML, the University will maintain the employee's medical, dental, life and disability insurance coverage on the same conditions that coverage would have been provided if the employee had been continuously employed during the entire leave period. The University and the employee will each continue to pay their portion of the benefit costs. In some instances, the University may recover premiums it paid to maintain health coverage for an employee who fails to return to work from FML on

a prorated basis.

Q13: *What type of notice am I expected to provide to the University if I need to take FML?*

A13: Employees seeking FML are required to provide their supervisors and the University's Division of Human Resources at least 30 days prior written notice of the proposed leave. Where advance notice is not possible, such as in the event of a medical emergency, notice should be given as soon as practicable. In practice "as practicable" means at least verbal notification within two business days after the employee becomes aware of the need for leave unless it is not feasible. Failure to give advance notice where foreseeable may delay or postpone the commencement of the leave. Please contact the Division of Human Resources or see our web site <http://www.upenn.edu/hr> for the applicable forms.

Q14: *What kind of medical documentation will be required when I request a leave?*

A14: Similar to a request for short term disability, if FML is based on a serious health condition, whether it involves the employee or a family member (parent, spouse, domestic partner or child), medical certification from a health care provider will be required. Failure to provide such certification may result in a delay or denial of the employee's leave. Where the University requires an employee to provide a medical certification, that certification must be provided within twenty (20) calendar days of the University's request.

Q15: *Do I have to provide any medical documentation when I return to work?*

A15: When returning to work from a leave taken because of the employee's own serious health condition, the employee will be required to provide medical certification that the employee is fit to return to work. Additionally, in certain instances an employee may be required to undergo a return to work physical. Please contact your supervisor or the Division of Human Resources/Benefits for available medical certifications forms.

Q16: *Is there any other medical documentation that the University may require?*

A16: Employees should be aware that the University may, under certain circumstances, require recertification of a medical condition or may request a second opinion regarding the medical condition. Additionally, the University may request an independent medical examination where there is a question regarding the documentation provided by the employee. This examination will be paid for by the University.

Q17: *Does my department have to hold my job open while I am on FML?*

A17: Generally, when employees return from a FML they will be reinstated to the same or equivalent position, with equivalent pay, benefits, and other terms and conditions of employment.

Q18: *What happens if I do not return to work after my FML?*

A18: An employee's failure to return to work may result in termination of employment. As a result it is important that you keep your department informed if there is a need to extend your leave beyond the time allowed by the Family and Medical Leave Policy. In some cases, your department, although not required to, may grant an additional unpaid leave of absence.

Q19: *What 12-month period is used to determine how much FML I can take?*

A19: When determining how much FML an employee may take, the University measures backwards from the date an employee uses any FML. Each time an employee takes FML the remaining leave entitlement equals the balance of the 12 weeks that has not been used during the immediately preceding 12 months.

Q20: *If both my spouse and I work for the University are we both eligible for FML when we adopt a child?*

A20: Yes. When both spouses or same sex domestic partners are employed by the University, they are each entitled to 12 weeks of FMLA leave for the birth and care of their newborn child, or for the care and placement with them of a child for adoption or foster care.

Q21: *Does FML have to be taken in one continuous period, even if the leave is for a serious health condition?*

A21: No. Depending on the needs of the employee and the recommendation of the health care provider, the leave may be taken on a continuous, intermittent or reduced schedule basis.

Q22: *What is a "reduced schedule" leave?*

A22: Where medically necessary, in certain circumstances, an employee may be permitted to work a reduced work week to care for their own or their family member's serious health condition.

Q23: *What is an "intermittent leave"?*

A23: Intermittent leave is leave taken in separate blocks of time for a single qualifying event. For example, employees that are receiving chemotherapy treatments may require intermittent leave to allow for their therapy over a period of time. In that case the employee may need leave to receive the therapy but will then return to his/her regular schedule upon returning to work.

Q24: *Are there any restrictions on taking FML for the birth or adoption or foster care of a child?*

A24: Generally FML for the birth or adoption or foster care of a child is to be taken as a continuous leave. Use of intermittent leave or leave on a reduced schedule will be allowed only with the University's prior written approval.

Q25: *Where can I get additional information regarding the Family Medical Leave Policy or other leave policies at the University?*

A25: Additional information regarding the University's Family Medical Leave Policy is available on the Human Resources web page <http://www.upenn.edu/hr>. You may also e-mail Human Resources at askhr@pobox.upenn.edu or contact the Division of Human Resources, Department of Staff & Labor Relations, at 898-6093. In addition, a poster has been placed in the Division of Human Resources which includes further details regarding eligibility and other requirements of the law.

— Division of Human Resources

...On Pre-Tax Health Care and Dependent Care Accounts

When an announcement came out recently regarding the transfer to Eastern Benefit Systems (EBS) of the administration of our Pre-Tax Accounts, several questions were asked of the Human Resources. (EBS is a professional claims administrator that has been in business for over 20 years. EBS will be responsible for processing claims, issuing checks to plan participants, and answering participants' questions about their benefits.) The most frequently asked questions and their answers are summarized below.

Q. *Will my account balance change as a result of the transfer of the servicing of these accounts?*

A. No. The balance in your account at the end of February, 1998 is the same starting balance that will be recorded by EBS.

Q. *How often will EBS process benefit payments?*

A. Benefit payments will be processed twice monthly—on the 10th and 25th of the month.

Q. *Where will reimbursement checks be sent?*

A. Reimbursement checks will be sent to your home address.

Q. *What if I need additional claim forms?*

A. Simply call EBS at 1-888-PENNFLX (1-888-736-6359 Ext. 213) and identify yourself as a Penn faculty or staff member.

Q. *Is there any change in covered items under the plans as a result of this change?*

A. No. Plan coverages are determined by the Internal Revenue Service and will therefore not be affected by this change. You may verify plan coverages and ask other questions on the Spending Account by calling EBS.

— Division of Human Resources

Tax-Time Advisory on MEAs

To All Participants in the University's Tax-Deferred Annuity Plans:

The Internal Revenue Service sets an annual limit to the amount you can defer into your Tax-Deferred Annuity account; this limit is called the Maximum Exclusion Allowance (MEA). In order to help you with your financial planning for the year, we will be sending you a letter within the next three weeks showing your estimated MEA for 1998. The University has performed these calculations with the help of TIAA-CREF, one of the Tax-Deferred Annuity Plan providers.

If you have investments with the other plan providers, these figures are included in the calculations without identifying the other providers' names. You will be receiving another set of calculations later in the year which will take any salary changes into account. If you have any questions on the calculations, please call TIAA-CREF's Tax-Deferred Annuity Calculation Unit at 1-800-842-2733, Ext. 2929. To make changes in your deferrals, you will have to fill out forms that are available at the Human Resources/Benefits Office.

— Division of Human Resources

Call for Proposals: The Diversity Fund

"Sustaining diversity is vital to the future of Penn, higher education and our country. It is central to our institutional commitment and highest calling to provide Penn students with the best possible education."

— President Judith Rodin,
Almanac September 17, 1996

Statement of Purpose

In September 1996 President Rodin announced important new University initiatives to enhance diversity at Penn through the recruitment and retention of faculty and students from under-represented minority groups. To foster the success of these initiatives, the Diversity Fund is a new source of financial support for recruitment and retention projects and for research on diversity in higher education. It is anticipated that funding for most projects will not exceed \$20,000.

The Diversity Fund supports:

- Implementation of schools' strategic plans to increase the presence of under-represented minorities (matching funds required).
- Research on diversity in higher education.
- Projects to diversify the campus environment.

Application Process

Proposals to the Diversity Fund are reviewed in the spring of each academic year. Applications are due on or before March 30th of each year.

Proposals must include:

1. The Diversity Fund Cover Sheet (see below). Failure to complete the Cover Sheet or to comply with page limitations will risk disqualification from the competition.
2. 100-word abstract of the proposal.
3. Amount of current support for the project.
4. Other pending proposals for the same project.
5. List of related support received during the past three years.
6. A one-page biographical sketch of each project director.
7. A proposal of not more than ten single spaced pages giving the scope, rationale, significance, plan, and impact of the project.
8. Budget (one page). Budget items should be listed in order of priority.

Proposals (an original and 10 copies with the Cover Sheet*) should be submitted to the Office of the Provost (110 College Hall/6303) for review. Criteria for review will include the following:

- Relation of the project to the *Agenda for Excellence* and the University's goals for recruitment and retention of under-represented minorities.
- Potential for generating new insights about diversity in higher education.
- Budget appropriateness.
- Current support.
- Projected/Committed amount of matching funds and/or School/Responsibility Center contribution.

— Office of the Provost

* *Cover Sheet* should include: Name of Principal Investigator, rank, phone number, e-mail address, department, School, campus address, mail code, Business Administrator name, phone and e-mail, title of proposal, and signatures of Dean, Department Chair and Principal Investigator.

OPPORTUNITIES at PENN

Where to Find the Job Opportunities—Here and Elsewhere

Listed below are the new job opportunities at the University of Pennsylvania.

There are many additional openings for examination at the Job Application Center, Funderberg Information Center, 3401 Walnut Street, (215-898-7285). Hours of operation are Monday through Friday, 9 a.m. - 1 p.m. New openings are also posted at the following locations: Blockley Hall, The

Wharton School and the Dental School.

Full descriptions of job opportunities are on the Human Resource Services website: www.upenn.edu/hr/. Where the qualifications are described in terms of formal education or training, prior experience in the same field may be substituted. Current employees needing access to the web may go to the Computer Resource Center at 3732 Locust Walk with

your PENNCard to obtain a list of computer labs on campus available for your use.

In addition, almost every public library in the Delaware Valley now provides web access.

Please note: Faculty positions and positions at the Hospital and Health Systems are not included in these listings. For Hospital and Health System openings, contact 662-2999.

New Jobs for the week of February 23-27, 1998

SCHOOL OF ARTS & SCIENCES

ASSISTANT DIRECTOR I (020250AM) GRADE: P2; RANGE: \$22,351-29,098; 2-23-98 Penn Program for Public Service

BUILDING SERVICES ASSISTANT (37.5 HRS) (020259AM) GRADE: G8; RANGE: \$17,326-21,686; 2-23-98 SAS Facilities

DIRECTOR V (020297AM) GRADE: P8; RANGE: \$39,655-52,015; 3-2-98 Writing Across the University
RESEARCH SPECIALIST JR (020273AM) GRADE: P1; RANGE: \$20,291-26,368; 2-27-98 Psychology

ENGINEERING/APPLIED SCIENCE

PREPARATOR LAB COURSE (020243AB) GRADE: G12; RANGE: \$22,866-29,509; 2-23-98 Bioengineering

EXECUTIVE VICE PRESIDENT

CONTRACT ADMINISTRATOR II (020252SH) GRADE: P5; RANGE: \$29,664-38,677; 2-26-98 Office of Research Administration

DIRECTOR STAFF DEVELOPMENT (020301SH) GRADE: P11; RANGE: \$56,135-70,246; 3-2-98 Executive Vice President

OFFICE MANAGER I (020262SH) GRADE: P1; RANGE: \$20,291-26,368; 2-25-98 Publications

GRAD SCHOOL OF EDUCATION

ADMINISTRATIVE ASSISTANT III (020261AM) GRADE: G11; RANGE: \$20,497-26,008; 2-26-98 Associate Dean

ASSOCIATE DIRECTOR IV (020229AM) GRADE: P6; RANGE: \$32,857-42,591; 2-24-98 NCOFF

MEDICAL SCHOOL

ADMINISTRATIVE ASSISTANT I (020254AM) GRADE: G9; RANGE: \$17,614-21,991; 2-24-98 CCEB

ADMINISTRATIVE ASSISTANT III (40 HRS) (020258AM) GRADE: G11; RANGE: \$23,425-29,723; 2-24-98 Psychiatry

CLERK III (40 HRS) (020277AM) GRADE: G6; RANGE: \$16,010-19,658; 2-27-98 Psychiatry

EXECUTIVE SECRETARY (N/E) (020219AM) GRADE: G12; RANGE: \$22,866-29,509; Institute for Environmental Medicine

FISCAL COORDINATOR II (05662AM) GRADE: P2; RANGE: \$22,351-29,098; 2-25-98 Genetics

INFORMATION MANAGEMENT SPECIALIST I (020255AM) GRADE: P4; RANGE: \$26,986-35,123; 2-25-98 CCEB

RESEARCH LAB TECH II (020268LW) GRADE: G8; RANGE: \$16,171-20,240; 2-26-98 Physiology

RESEARCH LAB TECH III (020269LW) GRADE: G10; RANGE: \$19,261-23,999; 2-26-98 Allergy & Immunology

RESEARCH SPECIALIST JR (020248LW) GRADE: P1; RANGE: \$20,291-26,368; 2-24-98 Physiology

RESEARCH SPECIALIST JR (020240LW) GRADE: P1; RANGE: \$20,291-26,368; 2-25-98 Genetics/Orthopedics

RESEARCH SPECIALIST JR/I (020253LW) GRADE: P1/P2; RANGE: \$20,291-26,368/\$22,351-29,098; 2-24-98 Institute for Human Gene Therapy

RESEARCH SPECIALIST I (020267LW) GRADE: P2; RANGE: \$22,351-29,098; 2-26-98 Hematology Oncology

Summer Gymnastics Camp

For four weeks starting in June, the Summer Gymnastics Camp at Penn will provide children with gymnastics instruction on Olympic apparatus by champion gymnasts. The camp is led by Penn's head gymnastics coach Tom Kovic.

The Camp also offers swimming in Hutchinson Complex, activities at Franklin Field, arts and crafts, children's movies, and a visit to the University Museum.

There are seven one-week sessions beginning June 8, June 15, June 22, June 29, July 6, July 13, and July 20. The week's schedule is Monday through Friday, 9 a.m.-5 p.m., but parents can drop their children off at 8:45 a.m. and pick them up at 5:15 p.m. at Hutchinson Gym.

The cost is \$200 per person per session. For registration forms, contact Mr. Kovic, 898-5316.

RESEARCH SPECIALIST II (020256LW) GRADE: P3; RANGE: \$24,617-31,982; 2-24-98 Ophthalmology

SECRETARY IV (020178AM) GRADE: G9; RANGE: \$17,614-21,991; 2-27-98 Pathology

STAFF ASSISTANT IV (020257AM) GRADE: P4; RANGE: \$26,986-35,123; 2-24-98 Ophthalmology

PRESIDENT

ADMINISTRATIVE ASSISTANT I (081407SH) GRADE: G9; RANGE: \$17,614-21,991; 2-24-98 Development & Alumni Relations

ADMINISTRATIVE ASSISTANT II (020272LW) GRADE: G10; RANGE: \$19,261-23,999; 2-26-98 Development & Alumni Relations

ADMINISTRATIVE ASSISTANT II (40 HRS) (020274LW) GRADE: G10; RANGE: \$22,013-27,427; 2-27-98 Assistant Vice President for Development/Development & Alumni Relations

PROVOST

COORDINATOR II (101753SH) GRADE: P2; RANGE: \$22,351-29,098; 3-2-98 Fels Center of Government

WHARTON SCHOOL

ADMINISTRATIVE ASSISTANT II (020266AB) GRADE: G10; RANGE: \$19,261-23,999; Public Policy & Management

ASSOCIATE DIRECTOR IV (020251AB) GRADE: P6; RANGE: \$32,857-42,591; 2-24-98 External Affairs

COORDINATOR II (010129AB) GRADE: P2; RANGE: \$22,351-29,098; 2-23-98 Executive Education

DIRECTOR V (OF PUBLICATIONS) (020265AM) GRADE: P8; RANGE: \$39,655-52,015 External Affairs/Publications

Human Resources Q & A

- You can e-mail your questions to askhr@pobox.upenn.edu. We hope to answer the most frequently asked questions in this space soon in order to keep you up-to-date about Employment at Penn!

- Interested in temporary employment? Or temporary employment while you look for a full-time position at Penn?

- Contact the sole-source provider of temporary services at Penn, Today's Penn Temps, at 573-9600, or stop by their office in the Funderburg Information Center.

Classified

VACATION

Pocono Chalet, 3BDR/1B, Near Jack Frost/Big Boulder. Firewood incl. \$375/weekend (215) 898-9928.

LAB EQUIPMENT AVAILABLE

REMEDY at Penn (www.med.upenn.edu/remedy) has lab equipment available for donation to any Penn/CHOP research lab in need of them. Presently available: a large centrifuge which was just recently repaired. If a receiver cannot be found within Penn, REMEDY will donate to area educational organizations (local high schools). Inquiries: Andrew Krakowski, 573-3308 or evenings 563-1695; e-mail krakowsk@mail.sas.upenn.edu.

To place classifieds: (215) 898-5274.

A CD in View for the Penn Wind Ensemble's 20th

Penn's Wind Ensemble is scheduled to release its first CD later this semester as part of the 20th anniversary celebration (for the 20th Anniversary concert, see the back page of this issue).

According to Conductor Ricardo Averbach, the production of this CD will be unique among American universities in that it comes from a joint project between Penn and Yale.

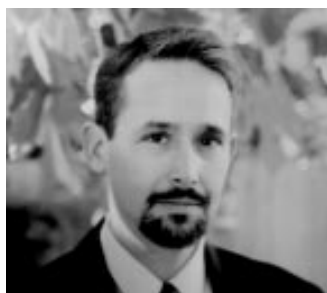
For starters, each of the two institutions chose to record compositions by composers from their respective music departments. One of the compositions recorded at Yale is by Charles Ives, for example, while one of Penn's is a new piece by Jay Reise, former chair of Penn's Music Department, wrote a new piece, *Tinicum Rhythms*, dedicated to the ensemble and it will also be part of the CD.

There will also be a piece by the Brazilian composer Heitor Villa-Lobos—who, though he is neither a Penn nor Yale composer, was chosen because Ricardo Averbach is Brazilian. His "*The Fantasia in Three Movements*, one of the masterpieces of the repertoire for symphonic band, is not performed often because it is difficult and it requires a very large ensemble," said Julie Trackman, C '98, president of the Ensemble. It will be performed jointly by Penn's Wind Ensemble and Yale's Concert Band.

Chamber Music: March 4 and April 8

A new series of free, noon-time chamber concerts in the Annenberg Center lobby will feature chamber groups from within the University Wind Ensemble and the University Orchestra as well as singers from the University Choir and groups from the Baroque Ensemble. The next noon-time recital will be on Wednesday, March 4.

The next chamber music concert will be on Wednesday, April 8 at 7 p.m. at the Max Cade Center.



Friday the 13th: Ancient Mystery

On Friday, March 13, *Death Along the Tiber: Murder and Mayhem in Ancient Rome* is an evening of discussion examining crime at the end of the Ancient Roman Republic. Classical Scholar Dr. Donna Hurley sets the stage with a talk that focuses on the sinister acts of assassination and poisoning that changed the political face of Rome in the first century A.D. Then, mystery writer Steven Saylor, renowned for his novels and stories set in the age of Julius Caesar, talks about his crime-solver, Gordianus the Finder.

Left: Steven Saylor

The University of Pennsylvania Police Department Community Crime Report

About the Crime Report: Below are all Crimes Against Persons and Crimes Against Society from the campus report for **February 16, 1998 through February 22, 1998**. Also reported were **Crimes Against Property: 26 total thefts & attempts (including 4 incidents of criminal mischief & vandalism, 4 thefts from autos, 2 thefts of bicycles or parts, 2 incidents of burglaries & attempts, and 1 theft of auto)**. Full crime reports are in this issue of *Almanac* on the Web (www.upenn.edu/almanac/v44/n24/crimes.html).—Ed.

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 **February 16, 1998 through February 22, 1998**. The University Police actively patrols 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 898-4482.

Crimes Against Persons

38th to 41st/Market to Baltimore: Robberies (& Attempts)—1; Simple Assaults—1
02/16/98 6:34 PM 3900 Blk. Locust Complainant bit on arm/glasses broken/refused treatment
02/18/98 5:29 PM 3925 Walnut St. Currency taken by unknown suspects
41st to 43rd/Market to Baltimore: Robberies (& Attempts)—1
02/21/98 9:03 PM 44th & Pine Complainant reported being robbed by unknown person
30th to 34th/Market to University: Robberies (& Attempts)—1; Simple Assaults—1
02/17/98 12:09 AM 34th & Spruce Complainant reported being robbed by unknown suspect
02/22/98 2:48 AM Penn Tower Complainant reports being assaulted by unknown

Crimes Against Society

30th to 34th/Market to University: Disorderly Conduct—1; Alcohol & Drug Offenses—1
02/19/98 4:12 PM 300 Blk. 34th Suspect stopped for drug offense/Arrest
02/20/98 4:53 PM 33rd & South Male refused to leave area/Arrest

18th District Crimes Against Persons

8 Incidents and 2 Arrests were reported between **February 16, 1998 and February 22, 1998**, by the 18th District, covering the Schuylkill River to 49th Street and Market Street to Woodland Avenue.

02/16/98	6:46 PM	4700 Chester	Robbery
02/16/98	7:05 PM	4600 Larchwood	Aggravated Assault
02/17/98	12:11 AM	3400 Spruce	Robbery
02/17/98	1:30 AM	236 48th St	Aggravated Assault/Arrest
02/18/98	5:30 PM	3925 Walnut	Robbery/Arrest
02/20/98	8:33 PM	4800 Spruce	Robbery
02/21/98	9:08 PM	4400 Pine	Robbery
02/22/98	10:30 PM	4439 Chestnut	Robbery

Update

MARCH AT PENN

MUSIC

7 *Aggressive Space Music* featuring guitarist David Torn at the Star's End Gathering; 8-10:30 p.m., Houston Hall Auditorium. Tickets: \$15 at the dooor, Info: 1-800-565-WXPN or 573-3340 or <http://www.starsend.org> (WXPN-88.5 FM).

SPECIAL EVENTS

10 *Tuesday Night Square Dance: Monthly Dance*; Appalachian music by the Forge Mountain Ramblers and Square Dancing with calling by Lane Neubauer; 7:30-10:15 p.m.; St. Mary's Parish Hall, 3916 Locust Walk; \$5/person (Tuesday Night Square Dance Guild).

TALKS

6 *Neuromuscular Disease and Pathophysiology of Gene Expression*; Harald Jockusch, University of Bielefeld, Germany; 1:15 p.m.; Physiology Conference Room, 4th floor, Richards Bldg (Pennsylvania Muscle Institute).

9 *The Flight Control System of Drosophila*; Michael Dickinson, UC Berkeley; 2 p.m.; Physiology Conference Room, 4th floor, Richards Bldg (Pennsylvania Muscle Institute).

16 *Regulation of Cardiac Myogenesis*; Parker Antin, University of Arizona; 2 p.m.; Physiology Conference Room, 4th floor, Richards Bldg (Pennsylvania Muscle Institute).

17 *Coming Out from the Local to the Global: Sexuality and Transnationalism in 'The Wedding Banquet'*; Mark Chiang; English, Asian-American studies; 5 p.m., 402 Logan Hall (East Asian Studies).

Deadlines: The deadline for the April At Penn calendar is *March 17*. The deadline for the May At Penn calendar is *April 14*.



Almanac

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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. Its electronic editions on the Internet (accessible through the PennWeb) include HTML and Acrobat versions of the print edition, and interim information may be posted in electronic-only form. Guidelines for readers and contributors are available on request.

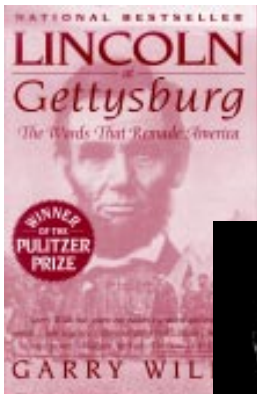
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SAS Dean's Forum

The SAS Dean's Forum presents Garry Wills, author of the 1997-98 Penn Reading Project text *Lincoln at Gettysburg*, in a lecture on *Public Support for the Humanities* on March 17 at 4:30 p.m. The lecture is free in the Museum's Harrison Auditorium. For more information: Anita Mastroieni, at 898-5262 or mastroie@ben.dev.upenn.edu.



The Penn Reading Project's 1997 selection, above, with its author Garry Wills, at right



A Lincoln Portrait, and Other Musical Evocations of an Era

March 18's concert by the University of Pennsylvania Wind Ensemble is a celebration on many levels for Penn.

The concert marks the 20th anniversary of the Wind Ensemble, the 50-member group that has been performing steadily in the local area and which, under its new director, Ricardo Averbach, has now extended itself into a regional partnership with a counterpart at Yale. (For other ways the Ensemble will celebrate the year: see page 7).

The music of the March 18 concert focuses on Abraham Lincoln and the Civil War. One selection is Louis Moreau Gottschalk's *The Union*, a piece identified by Mr. Averbach as Lincoln's first epitaph. He said of it, citing one of Gottschalk's biographers, Samuel Adler: "...like fine documents in our history, *The Union* speaks for the boisterous, tender, awkward, visionary and all but forgotten America that Lincoln bereaved." It was written as a "battle piece" for piano in 1862 and later orchestrated. The piano soloist with the Wind Ensemble: James Primosch, chairman of the music department.

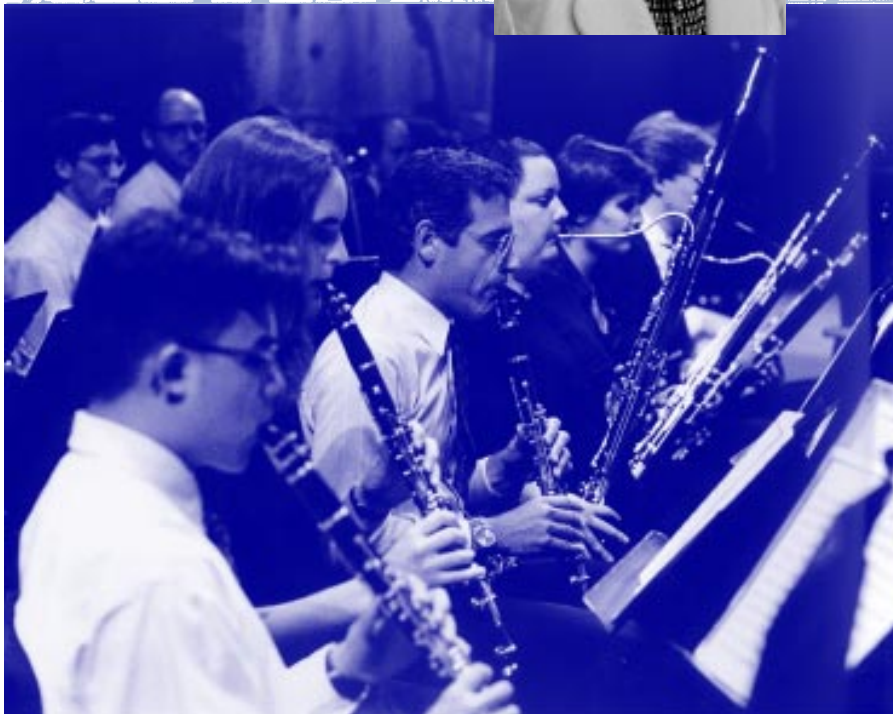
The centerpiece of the program, Aaron Copland's *Lincoln Portrait*, is narrated by President Judith Rodin as the culmination of this year's Penn Reading Project. Last summer all entering freshmen were given the Garry Wills book (left) that examined Lincoln's 272-word Gettysburg Address word by word in its historical context, and when they arrived on campus they met in small groups to discuss the book with faculty who volunteered from many schools and disciplines. Copland's *Portrait* was written in 1942, as one of a series of musical portraits of American heroes that Andre Kostelanetz commissioned of various composers. It has proved to be Copland's most popular work in the United States, where it has enjoyed even more performances than the music from his ballet *Appalachian Spring*, according to Mr. Averbach.

Also on the program will be *American Salute*, by Morton Gould, which is based on the march known as *When Johnny Comes Marching Home*, and Charles Ives's *Variations on America*.

The concert starts at 8 p.m. at the Annenberg Center's Zellerbach Theater. Admission is free but tickets are required; for details please call the Annenberg Center Box Office at 898-6791.

Below: Some of the players in the 50-member Wind Ensemble

Clockwise starting right: Judith Rodin, who will give the reading in *Lincoln Portrait*; James Primosch, the piano soloist in *The Union*, and the Wind Ensemble's Conductor Ricardo Averbach



On the cover: The 1864 'Five Dollar Bill' photograph of Lincoln by Anthony Berger

