Welcome Back from the President

Penn Power

This past spring, on April 12, we launched The Power of Penn Campaign with an exciting program and gala reception at the Annenberg Center for the Performing Arts. We announced our goal of increasing engagement and raising more than $4 billion to supercharge Penn’s support for students, investment in faculty, and our collective ability to build a better world. Within a few weeks’ time, we held similar events in New York and Washington, DC. In the months ahead, we will be visiting cities here and abroad to continue building momentum for this future-defining effort.

There are two great things about being out on the road and talking about Penn to our alumni, family, and friends. The first is what you’d expect: the chance to see and reconnect with so many people from so many places and walks of life, all of whom hold a special place for Penn in their hearts. The second great thing is a little more surprising. It’s the insights and observations and unique memories that people want to share with me—and with each other—that paint a picture of Penn that is full, rich, vivid, and yet just a little bit different than what we might expect. It’s Penn filtered through time and memory and deep affection that provides unique insights into what is so very special about the experience here.

I’ve been thinking about these encounters as we prepare to embark on an exciting new academic year, and they have helped me to once again look at Penn with fresh eyes. This is what I see.

Penn Sings. Literally, of course, during our Power of Penn program when a group of talented Penn students led by graduating seniors Karis Stephen and Nick Silverio closed the evening with a rousing song and dance number that brought audiences to their feet. But figuratively as well, Penn sings in a rich mosaic of voices and a multitude of interests. As you walk through campus this fall, tune your ears to the voices that you hear in passing. They’ll be talking about everything from the arts, humanities and social sciences, to education, business, and law; from basic science to the health sciences, design to technology to innovation. The words will vary, but the melody you will recognize at once: a song of passion, deep focus, and a genuine sense of excitement about what lies ahead.

Penn Soars. It may be the dramatic new therapies coming out of Penn Medicine that bring hope to tens of thousands of patients and their families around the world, or innovative strategies to deal with the economic and health crisis in America’s coal communities from the Kleinman Center for Energy Policy. You see it in the exciting science of turning shaky resolutions into long-lasting habits through the Behavior Change for Good Initiative. You can experience it through our pioneering work in Open Online Learning, such as Penn’s new Master of Computer and Information Technology program. Across every discipline, the work that occurs here at Penn is not held fast by location. Rather, it travels in a thousand ways to where it is needed most. Good ideas have legs and travel. Great ideas—penn ideas—take wing and soar.

Penn Inspires. In our community, across the country, and around the world, every day people’s lives are made fuller, richer, and better by the work that takes place on our campus. There is nothing more rewarding than being given the opportunity to share the story of our successes with others and to hear, in turn, why Penn means so much to so many. As a new academic year gets underway, I hope each of you will have a moment of seeing this incredible university as others see us. Truly, there is no place quite like Penn. Welcome back!

Amy Gutmann

Emily Hannum: Associate Dean for SAS Social Sciences

Emily Hannum became Associate Dean for the Social Sciences in the School of Arts and Sciences. Her appointment began July 1. In this role Dr. Hannum will oversee the School’s social sciences departments (anthropology, criminology, economics, history and sociology of science, political science and sociology) and several research centers.

Her research focuses on education, child and youth welfare and social inequality, particularly in China. In China, she has conducted research on gender, ethnic and geographic disparities in education and employment, changes in the impact of education on income and occupational attainment under market reforms, rural teachers and their links to student outcomes and children’s and adolescents’ welfare under market reforms.

Recent publications include “Beyond Cost: Rural Perspectives on Barriers to Education” (with Jennifer Adams, in Creating Wealth and Poverty in China, edited by Deborah Davis and Wang Feng, 2008) and “Gender-Based Employment Differences in Urban China: Considering the Contributions of Marriage and Parenthood” (with Yuping Zhang and Meiyan Wang, Social Forces, 2008). She co-directs the Gansu Survey of Children and Families, a collaborative, longitudinal study of children’s welfare in rural northwest China, with Albert Park. She is a co-editor of the series Research on Sociology of Education and the journal Comparative Education Review, and is also currently affiliated with the department of sociology at the University of Oxford.

Felicity Paxton: Associate Dean for Annenberg Undergraduate Studies

Dean Michael Delli Carpini announced that Felicity (Litty) Paxton has become Annenberg’s new Associate Dean for Undergraduate Studies, effective August 13.

Dr. Paxton, who has been director of Penn Women’s Center since 2008, has long been a popular lecturer at Annenberg, teaching the introductory class Critical Approaches to Popular Culture and the upper-level seminar Ritual Communication. She has also taught courses for Penn’s Gender, Sexuality and Women’s Studies Program, the department of English, the Critical Writing Program and the Social Justice Summer Academy.

The quality of her teaching, mentorship and leadership has been widely recognized—through a Distinguished Service Teaching Award in 2006, a Friar’s Faculty Award in 2016, a Penn Models of Excellence Award in 2017, and most recently, the University of Pennsylvania Provost’s Award for Teaching Excellence in 2018.

At the Penn Women’s Center, Dr. Paxton has spearheaded a variety of programmatic and building initiatives. She oversaw the creation of Penn Violence Prevention, a multi-dimensional program offering educa-

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Pullout: September AT PENN
Welcome Back From the Senate Chair

A New Beginning

Welcome to a new beginning! As Chair of the University Faculty Senate for 2018-2019, I am honored to be one of the many who extend my best wishes for a productive, healthy, and fulfilling year. It is indeed an honor to serve as an officer of the Senate, along with my fellow Tri-Chairs, Santosh Venkatesh (Past Chair) and Steve Kimbrough (Chair-Elect).

The Senate is comprised of the 2,600 standing faculty across Penn’s 12 Schools and is represented by the Senate Executive Committee (SEC), an elected body that meets monthly during the academic year to discuss issues of relevance to the faculty. The SEC oversees nine committees that work on a series of charges. In regular discussions with the President and the Provost, the Tri-Chairs discuss any issues of special concern and stand ready to respond to new challenges and to support new initiatives and resolutions.

One of the most important new initiatives that has developed over the past year is Penn’s commitment to wellness. President Amy Gutmann and Provost Wendell Pritchett have set the stage to create a culture of wellness on Penn’s campus. Our own Benoit Dubé, associate professor of clinical psychiatry, has been appointed as the Chief Wellness Officer, a position created to oversee the many changes that will come, including improved access to an expanded portfolio of services to support health and well-being for all.

We must embrace the idea of a commonwealth, a term that originally meant “common well-being,” where the good of all is the central driving principle. Every member of the Penn community, including students, faculty and staff, deserves the opportunity to thrive. A community that thrives must provide the support for the entire spectrum of well-being. At Penn, that includes academic achievement, job fulfillment, and mental and physical health. There are now vast amounts of data to support the powerful impact of the social environment on the health of a population. We can be a model of a thriving community if we use our collective strength, creative ideas, and commitment to care for one another and ourselves in the spirit of a true commonwealth.

As a faculty, we have a key role in this process, and the Senate welcomes your ideas and strategies. We must consider how best to acknowledge the complicated and sometimes threatening world we all inhabit and recognize the challenges and fears we face along with our students and co-workers. We must invite dialogue and support those who struggle. We must tell our own stories—stories of challenges and resilience, stories of success and failure—and invite our students and co-workers to do the same. If we model healthy and balanced lives in the face of high levels of achievement, we will serve to inspire those around us to live full and healthy lives. If we acknowledge that there is no shame in talking about the struggles we all face at different moments, we can break down some of the barriers that can stop us from seeking help and support when needed.

So let us live well and embrace a culture of health and well-being in all its many facets. Let us strive to be a model of a thriving community. I welcome your thoughts and ideas and encourage you to get involved as we work together for the commonwealth of Penn.

Benoit Dubé

Chief Wellness Officer

Provost Wendell Pritchett and Vice Provost for University Life Valerie Swain-Cade Mc Coulum announced the appointment of Benoît Dubé, associate professor of clinical psychiatry, as the University of Pennsylvania’s first Chief Wellness Officer.

Dr. Dubé, who will be the first Chief Wellness Officer in the Ivy League, serves as director of Wellness Initiatives, assistant dean for diversity and inclusion, and director of medical student education in psychiatry at Penn’s Perelman School of Medicine. He began his career at Penn in 1997 as a resident and then chief resident in psychiatry and is currently an attending physician at the Hospital of the University of Pennsylvania, the Penn Presbyterian Medical Center and the Pennsylvania Hospital.

“Benoit Dubé is the ideal leader to galvanize wellness across the Penn community,” said Provost Pritchett. “He has gained an exemplary reputation, in more than two decades at Penn, as one of our community’s best experts, teachers and mentors in advancing the importance of wellness and inclusivity. I am grateful to the campus partners and the undergraduate and graduate students who took part in this national search and helped us arrive at this outstanding result. Benoit’s empathy, energy and vision will be invaluable as President Gutmann and I expand our focus on wellness as a core value of the Penn experience.”

Dr. Dubé, who received a Provost’s Award for Teaching Excellence in 2011, earned an MD from the University of Montreal in 1997 and a BSc in psychology from Concordia University in 1992. As Chief Wellness Officer, he will be a core member of the University Life team, direct wellness initiatives across the University and oversee an integrated new division of Student Wellness Services that includes the Offices of Alcohol and Other Drug Program Initiatives, Campus Health, Counseling and Psychological Services, Penn Violence Prevention and the Student Health Service.

This new division will create faster access to care for more students across a wider range of options. Among other goals, it will aim to increase capacity at CAPS; decrease the time between a first CAPS consultation and a first counseling appointment; better distinguish short-term care, long-term care and other kinds of wellness care; and expand the availability of phone, video, texting and app-based technologies that can be accessed anywhere at any time to support students in crisis.

“Benoit will build highly visible collaborations that will engage diverse community members in affirming wellness as a central priority of life on our Penn campus with programming that nurtures multiple dimensions, including emotional, mental, physical, financial, spiritual and social wellness,” noted Vice Provost Cade. “We are delighted to make this important appointment!”

The Wellness at Penn Initiative, which Dr. Dubé will lead, affirms wellness as a central priority of campus life. It offers opportunities to reflect and engage on issues of wellness, stress, mental health, resilience, happiness, personal and academic goals and the meaning of success. It aims to define and help members of the Penn community understand wellness as an ongoing holistic process encompassing numerous areas of life.

Associate Dean for Annenberg Undergraduate Studies (continued from page 1)
Deaths

Lawrence Brown, Wharton
Lawrence David Brown, Miers Busch Professor of Statistics at the Wharton School at the University of Pennsylvania, died February 21. He was 77.

After graduating from California Institute of Technology in 1961, Dr. Brown earned his PhD in mathematics from Cornell University in 1964. Prior to joining the Penn faculty, he taught at University of California, Berkeley; Cornell; and Rutgers University. He came to Penn in 1994 as the Miers Busch Professor in the Department of Statistics at Wharton.

Dr. Brown highly valued teaching and mentoring students and young researchers; he received the Provost’s Award for Distinguished PhD Teaching and Mentoring in 2011 (Almanac April 12, 2011). He supervised 37 PhD students, many of whom hold leading positions in the United States and abroad. He also served on the Provost search committee in 2004 (Almanac September 28, 2004).

Dr. Brown published five books and more than 170 journal articles. He was noted for path-breaking work in statistical decision theory and nonparametric function estimation. He also made fundamental contributions to a number of additional areas in statistics, including sequential analysis, the foundations of statistical inference, properties of exponential families, interval estimation, bioequivalence and the analysis of census data and call center data.

Dr. Brown was the recipient of many honors, including: membership in the National Academy of Sciences and the American Academy of Arts and Sciences; an honorary doctor of science from Purdue University in 1993; the Wilks Award from the American Statistical Association in 2002; and the C. R. and B. Rao Prize in 2007. He was president of the Institute of Mathematical Statistics and co-editor of *The Annals of Statistics*. He served on panels and committees at the National Research Council (NRC) and the National Academy of Sciences, and chaired the NRC Committee on National Statistics 2010-2018.

Dr. Brown is survived by his wife, Linda Zhao; children, Yona Alper, Sarah Ackman, Franklin, Louis, and Yisven Zhao; brothers, Marshall (Jane) and Harold (Elieen); and 19 grandchildren.

Robert Cohn, PSOM
Robert M. Cohn, emeritus associate professor of pediatrics, died July 10 in Bryn Mawr following a 16-year battle with cancer. He was 77.

Following graduation from Gettysburg College and Yale Medical School, he did his pediatrics residency at Children’s Hospital of Philadelphia, followed by service in the US Army Medical Corps.

Dr. Cohn was hired by Penn in 1971 as an assistant professor of pediatrics at CHOP, where he served as a member of the division of metabolism. He became an associate professor in 1981.

On the administrative side, he served as deputy director in the department of pathology and laboratory medicine. He wrote several books on the biochemistry of genetic diseases and was the recipient of the Dean’s Award for Excellence in Basic Science Teaching (Almanac May 15, 1990). He became a member of the 25 Year Club in 1996 (Almanac October 22, 1996) and retired from Penn in 2003.

Dr. Cohn is survived by his wife, Nancy; sons, Eric and Scott; and one sister.

Mike Duroe, Wrestling
Michael Duroe, renowned wrestling coach who served on Penn’s staff early in his career, died July 6 from brain cancer. He was 63.

Dr. Duroe made his name at Cornell College in Mt. Vernon, Iowa, where he coached for 13 years and mentored 22 All-Americans and five NCAA finalists. Before going to Iowa, he was on Penn’s coaching staff. During the two seasons he was a Quaker, 2001-2003, Penn won the Ivy League title and he helped coach four NCAA All-Americans. Dr. Duroe also coached for USA Wrestling and helped coach Olympic gold and bronze medalists. He was a member of the National Wrestling Coaches Association Division III Hall of Fame.

William H. Erb, Jr., PSOM
William Henry Erb, Jr., former surgeon at Penn Presbyterian Medical Center and PSOM instructor, died July 24 of pneumonia. He was 78.

Dr. Erb, Jr. was inspired by his father, a physician who had obtained his medical degree from Penn, went on serve as head of Penn Serves at Philadelphia General Hospital and was the first chief of surgery at Riddle. Dr. Erb, Jr. graduated from Haverford College with a BA in history in 1962, then earned his medical degree from Penn in 1966. He was a resident at Penn Presbyterian, though that term was interrupted by a stint spent in the US Navy during the Vietnam War.

In 1967, Dr. Erb, Jr. joined the Penn faculty as an assistant instructor of medical surgery. He moved up to full professor in 1973 and later became a clinical associate, which he remained until 1998. He supported Penn’s William H. Erb Scholarship Fund. Outside of Penn, Dr. Erb, Jr. became president of Taylor Hospital’s medical staff in 1987 and vice chairman of its surgery department in 1990.

Dr. Erb, Jr. is survived by his wife, Ursula; daughters, Heidi Anderson, Kristin Gusick, and Margit; two sisters; and four grandchildren.

Nicholas Gianopulos, Architecture
Nicholas L. Gianopulos, renowned structural engineer and lecturer in Penn’s architecture program, died July 21. He was 93.

Born in Philipsburg, PA, Mr. Gianopulos got his start in engineering early on. Following high school, he took an extension course and worked in military aircraft production. In 1943, he enlisted in the army. He fought in World War II’s Battle of the Bulge and was awarded a Purple Heart.

He went on to earn his engineering degree from Penn State and then moved to Philadelphia and in 1953 helped found Keast & Hood Co., which became a premiere structural engineering firm. He worked closely with Louis I. Kahn and Venturi Scott Brown on several projects. He also collaborated on the design of Wharton’s Viceroy Hall and one of the wings of the Penn Museum. Mr. Gianopulos was very interested in historic preservation work; his firm oversaw renovations that included Philadelphia’s Academy of Music. Mr. Gianopulos joined the Penn faculty in the department of architecture in 1963. He served as lecturer in architectural engineering and in architecture until 1997.

Mr. Gianopulos is survived by his wife, Antonette Manos; children, Christiana, Elia and Elizabeth; and two granddaughters.

(continued on page 4)
Kristina Krull, GSE
Kristina Krull, a fellow in the Boarding School Teaching Residency (BSTR) Program at GSE, died at age 25 in her home in New Hampshire.

Ms. Krull earned a BS in chemical engineering from University of Massachusetts at Lowell in 2013, followed by a bachelor’s degree in applied exercise science from Springfield College, where she played field hockey and lacrosse, in 2016. Ms. Krull went on to receive a master of science in exercise and sport science from Merrimack College. Since August 2017, Ms. Krull had been a teaching fellow through Penn’s BSTR program at St. Paul’s School in Concord, New Hampshire.

Ms. Krull is survived by her mother, Cynthia Anne; and her siblings, Kurt, Michael, Maria and Kelly.

Frank J. Mullica, Jr., UPPD
Frank Mullica, Jr., a retired officer of the University of Pennsylvania, died July 23 from complications due to lung cancer. He was 67.

Mr. Mullica spent decades in the service of others, first as a Philadelphia police officer, a position from which he retired in 1998, and then as a Penn police officer for more than 17 years, retiring in 2015.

Mr. Mullica patrolled the Penn campus, collecting over 15 commendations for his brave service to the Penn and West Philadelphia community. He chased suspects onto rooftops and captured an escaped prisoner, among other brave deeds, in his time at Penn. Mr. Mullica was a proud member of the FOP Lodge 5 and the Penn Police Association and is survived by his many friends in Philadelphia and at Penn.

Maritza Shamlian, President’s Office
Maritza Shamlian, who worked at Penn for 47 years serving under three Penn presidents, died July 10. She was 92.

Ms. Shamlian, born in Philadelphia, was hired in 1944 as a stenographer in the Graduate School of Medicine and was promoted to secretary in 1947. She served four deans while there until 1955, when she transferred to the University’s Development and Public Relations department, where she was a secretary; she was promoted to secretary for the vice president of development in 1958. She went on to serve as secretary to the vice president, assistant to President Gaylord Harnwell, and in 1972, she became secretary to President Martin Meyerson (Almanac September 19, 1972). Ms. Shamlian was promoted to executive secretary to the President’s Office in 1974 and senior executive secretary in 1988. She also worked with President Sheldon Hackney from 1991.

In 1986, her office, which she shared with fellow secretary Cathy Wallis, was the site of the almost nine-hour sit-in that led to a number of new safety measures for women and minorities on campus (Almanac December 9, 1986).

Ms. Shamlian retired from Penn in 1991. As an Armenian-American, she was active in her community through the church and numerous cultural organizations. She was a life-long member of St. Gregory the Illuminator Church at 16th and Oxford Streets where she sang in the choir for 23 years.

Ms. Shamlian is survived by her brother, George (EE’60, GEE’67) (Doris); niece Susan Poghamarian (Mark); nephew, Michael (Karine); and five great-nephews, Daron, Raffi, Haig Mark, Haig Kevork and Nishan.

Wesley Smith, Classics
Wesley D. Smith, emeritus classical studies professor at Penn, died June 23 of respiratory failure. He was 88.

Dr. Smith earned his undergraduate degree in Greek and Latin from the University of Washington in 1951. He went on to attain both his master’s and PhD in the classics from Harvard, and then began his teaching career in 1955 at Princeton. In 1961, he joined the Penn faculty as an assistant professor in classical studies. He was later promoted to associate professor and then professor. He was awarded emeritus status when he retired in 1996. Dr. Smith’s focus was Greek and Roman literature. He was most interested in Hippocrates, the ancient Greek who established ethical standards for the practice of medicine. He authored The Hippocratic Tradition in 1979.

During his time at Penn, Dr. Smith took academic leaves to study at the American Academy in Rome, the Center for Hellenic Studies in Washington and the Institute of History of Medicine in Baltimore. He was Guggenheim Fellow in 1972. Dr. Smith served as a student personnel officer in the College and as graduate chair of his department. He served on the University Community Relations Committee for multiple academic years in the 1980s. In 1986, he was appointed University ombudsman by President Sheldon Hackney (Almanac July 15, 1986).

Dr. Smith is survived by ex-wives Lois Smith and Karen Faulkner; daughter, Moon Elizabeth; and stepson, Josh Olson.

Barton Weitz, Wharton
Barton (Bart) Alan Weitz, former associate director in marketing at the Wharton School, died June 30 from Parkinson’s disease. He was 76.

Mr. Weitz was born in Cleveland, Ohio. He earned his BS in electrical engineering from MIT and an MBA and PhD from Stanford.

After a stint in sales and marketing in the technology sector, he moved into academia. He joined UCLA’s Graduate School of Management and then joined Penn in 1982 as an associate director in marketing. As an associate professor, he earned tenure but left Penn in 1985 for a chaired position at University of Florida, where he served as the executive director of the David F. Miller Center for Retailing Education and Research in the UF Warrington College of Business Administration. He chaired more than 20 doctoral dissertations in his career.

Outside the realm of higher education, he served as chair of the American Marketing Association and editor of the Journal of Marketing Research. In 1998, he was named the AMA/Irwin Distinguished Marketing Educator. In 2015, he became one of the inaugural fellows of the AMA.

He is survived by his wife, Shirley Weitz; sister, Laurie Waters; and nephew, Allan Waters.

Richard Whittington, Radiation Oncology
Richard (Dick) Whittington, emeritus professor of radiation oncology in Penn’s Perelman School of Medicine, died June 29 from acute myeloid leukemia. He was 67.

Born in Shaker Heights, Ohio, Dr. Whittington attended Rice University for his undergraduate degree and then Jefferson Medical School. After completing his residency in 1981, he served as a staff radiotherapist for the Naval Hospital in Bethesda and was head of the radiation oncology branch 1982-1984.

He joined Penn in 1985 as a lecturer of radiation oncology at HUP and was promoted to assistant, then associate and then full professor in 2002. He was listed in the second edition of The Best Doctors in America, 1994-1995. He held a number of appointments at Penn, including radiation oncology chair for PSOM; Penn Cancer Center Clinical Trials Group; head of the department of radiation oncology clinic committee; member of the committee to review department of surgery; member of the search committee for director of medical physics; consultant for the PSOM nuclear regulatory commission; and vice chairman of the radiation oncology GI committee and chairman of the radiation oncology committee for the Eastern Cooperative Oncology Group.

He retired as an emeritus professor in 2010. In 2012, he earned his master’s in bioethics and clinical ethics mediation from Penn.

He also served as chief of radiation oncology at the Philadelphia VA Hospital beginning in 2004. He was the director of palliative care at Crozer-Chester Medical Center starting in 2017 and served for several years on Crozer-Keystone Health System’s patient safety committee and institutional review board. Dr. Whittington also worked at New Jersey’s VA Medical Center-East Orange.

Dr. Whittington is survived by his wife, Jane L. Coleman; three sisters, Kathryn Enchelmayer, Linda Ferguson and Anne; sons, Richard C. (Shanna) and Daniel Scullington (Carolyn), daughter, Sarah (Patrick Doyle); and grandson, Gabriel Richard.

To Report A Death
Almanac appreciates being informed of the deaths of current and former faculty and staff members, students and other members of the University community. Call (215) 898-5274 or email almanac@upenn.edu

However, notices of alumni deaths should be directed to the Alumni Records Office at Room 517, Franklin Building, (215) 898-8136 or email record@ben.dev.upenn.edu

ALMANAC August 28, 2018
Executive Summary

This report summarizes the general functioning and procedures of University Council (UC) Committees during the 2017-2018 academic year. These committees are: Committee on Academic and Related Affairs (CARA), Committee on Campus and Community Life (CCL), Committee on Facilities, Committee on Personnel Benefits (CPB), and Committee on Diversity and Equity (CDE).

Suggestions for enhancing the functioning of these committees include: (1) Finalize committee rosters no later than September 15 of each academic year; (2) Craft specific charges to be as narrow in scope as possible to encourage concrete recommendations to be crafted; (3) encourage the formation of subcommittees whose tasks are to address action items generated during each meeting; and (4) allow for email based engagement by committee members when necessary and reasonable.

Mechanism of Evaluation

Members of the Committee on Committees (UCCoC) collected information for this report. Information was collected via in-person, phone and/or email interviews, using the list of questions below as a guide. UCCoC members interviewed committee members from their own constituency. For example, faculty members interviewed Committee Chairs, as well as faculty representatives as available; students sought to interview the corresponding student representatives; and staff members of the UCCoC interviewed their counterparts in the committees. This report provides an overview of the general findings from the data collected and comments on the functioning and procedures of each Committee. The UC Steering Committee is encouraged to refer to the individual committee reports for more information on the functioning of each committee.

Questions Posed to Each Committee Chair

1. What changes, if any, do you think need to be made in the committee’s general charge? Do you feel the scope of the committee is appropriate?
2. What issues did the committee this year? Will they be resolved by year’s end? Were the committee’s specific charges for this year clear and appropriate?
3. What issues in the committee’s charges are unlikely to be addressed or resolved by the end of the academic year? What do you see as issues emerging for consideration next year?
4. How many times did the full committee meet? Were any subcommittees created? If so, how many were created, how often did they meet, what were their purposes and did they achieve their goals?
5. Is the membership of the committee well suited to the committee’s charges in terms of relevant expertise, representation of interests, etc.? Does the chair demonstrate sufficient leadership; if not, then who on the committee does? Which members would you recommend to serve on the committee vs. other members?
6. What was the role of the administration’s liaison in your committee? (The liaison is an administrative person who can provide relevant information for a committee charge or connect the committee with others on campus with relevant information.)
7. Did someone from the administration provide explicit feedback on last year’s recommendations? Was the feedback satisfactory? Were there any aspects that were not been resolved or for which a path to resolving them has not been developed?
8. What problems did the committee encounter (e.g., limitations on access to necessary resources or information)?
9. Was the committee effectively structured to accomplish its charges? Were there appropriate opportunities for the committee to provide advice, to work with its administrative liaison to resolve specific issues and/or to generate grander recommendations? Were constituents outside of the membership roster consulted in the committee’s work?
10. What recommendations about the committee’s process and organization do you have? Is there any question that should have been asked about process that was not included?
11. For Staff and Students: Do you feel that your voice was heard as part of the committee?
12. For Students: Was there a primary and an alternate student representative on each committee?

General Comments Across all Committees

Each UC committee has two major roles:
1. Performing a broad review in its areas of interest and monitoring the issues to determine whether there are any that require deeper exploration. While it is occasionally the case that no recommendations emerge from this process, the University is well served by having a representative body tracking important institutional and community matters on a continuing basis.
2. Performing an in-depth consideration of a small number (typically three to five) issues that arise from the previous year’s agenda and its recommendations, or new information relating to the work of the previous year’s committee. These issues are developed in consultation with Committee members from the previous year, Faculty Senate leadership, and University leadership. The examination of an issue charged to the committee may be undertaken by the committee as a whole, or by subcommittees, and will typically involve multiple meetings and conversations with people around the University engaged with the issue. While many issues are developed in consultation with administrators in the focus area to clarify issues and consider policy modifications, in the absence of a resolution of a given matter, the committee may request that Council Steering reexamine the issue. Committees and Council Steering should nevertheless bear in mind the importance of closure on matters addressed by the various committees.

While several factors can contribute to whether a committee functions effectively, there are a few governing principles which can help a UC committee function well: a clear explanation of the purpose of the committee by the chair; a careful delineation of the roles of the various members of the committee; the formation of appropriate subcommittees; scheduling meetings to fit the schedules of the members of the committee; and rescheduling meetings as soon as feasible in the fall semester to get an early start on the charges. Accordingly, as has been the practice in past years, the University Council Committee on Committees urges committee chairs to provide committee members with detailed orientation materials along with a thorough explanation of their roles and the committee’s role in the University as a whole in order to facilitate substantive and efficient discussions on the committee’s charges.

In light of feedback received, UCCoC makes the following specific recommendations for the 2018-2019 academic year:
1. Encourage committee work to begin earlier during each academic cycle. Because some constituencies—particularly student governance bodies—do not identify their representatives until after the academic year begins, some initial committee meetings do not occur until as late as mid-October. Since annual reports are due in early April, only five months per year are allowed for committee work in these cases. A full committee roster should be completed no later than September 15 on any year, and the first meeting should be scheduled no later than September 30.
2. Specific charges should be made as clear and precise as possible so as to encourage committees to generate concrete recommendations. Charges that are too broad in scope decrease the efficiency and productivity of the committee and devalue the time and effort contributed by committee members.
3. As much as possible, a committee’s meeting should generate concrete action items for follow-up prior to the next scheduled meeting. The implementation of a subcommittee structure can provide a means for accomplishing these action items in an efficient manner.
4. In order to encourage participation in committee deliberations, members should be offered the occasional option of providing feedback or commentary on agenda items, including over email to the committee’s staffer should in-person participation not be possible.

Committee on Committees 2017-2018

Chair: Jennifer A. Pinto-Martin; Staff: J. Patrick Walsh and Lynne Sniffen; Faculty: Kathleen Boesze-Battaglia, Cynthia Connolly, Ron Donagi, Antonio Garcia, Laura Perna, Santosh Venkatesh; PPSA: Stephanie Yee; WPPSA: Loretta Hauber; Graduate Student: Miles Owen; Undergraduate Student: Jackson Burke

Committee on Academic and Related Affairs (CARA)

General Comments

CARA’s charges were broad and complex, and the committee spent most of their time on a “listening tour” of what University leaders are doing to address each issue. Subcommittees were formed, and light recommendations will be generated for each charge, however much work remains to be done on each. Committee members were divided into subcommittees, each of which formed a set of discussion questions to be asked of the guest speakers, though the entire committee listened to the presentations of each guest.

(continued on page 6)
(continued from page 5)

The University Council Committee on Committees recommends that CARA’s charges will be narrowed in future years to allow CARA the ability to accomplish its specific charges more fully so as to be maximally impactful. Consideration should be given to the feasibility of charging subcommittees to engage more fully in background research—such as listening to guest speakers—and then preparing brief summaries that can be used as springboards for discussion during full committee meeting times.

**General Committee Charge**

The Committee on Academic and Related Affairs (CARA):

(i) shall have cognizance over matters of recruitment, admissions and financial aid that concern the University as a whole and that are not the specific responsibility of individual faculties, including the authority to carry out studies on existing recruitment and admissions procedures and their relationships with existing policies on admissions and financial aid and to recommend changes in policy to the Council;

(ii) shall consider the purposes of a University bookstore and advise the Council and the management of the University bookstore on policies, development and operations;

(iii) shall review and monitor issues related to the international programs and other international activities of the University, including advice and policy recommendations in such areas as services for international students and scholars, foreign fellowships and studies abroad, faculty, staff and student exchange programs and cooperative undertakings with foreign universities;

(iv) shall advise the vice provost and director of libraries on the policies, development and operation of the University libraries;

(v) shall have cognizance over recreation and intramural and intercollegiate athletics and their integration with the educational program of the University, including the planning and provision of adequate facilities for various sports and recreational activities; and

(vi) shall have cognizance of all matters of policy relating to research and the general environment for research at the University, including the assignment and distribution of indirect costs and the assignment of those research funds distributed by the University and shall advise the Administration on those proposals for sponsored research referred to it because of potential conflict with University policy.

**2017-2018 Specific Charges**

1. Continue the discussion on the general environment for research at the University and identify what changes or support can improve research productivity and creativity.

2. Examine the resources available to Penn students while they study abroad.

3. Review admissions and financial aid policies and processes in consult with Dean of Admissions Eric Furda.

4. Review the progress on the reorganization of the bookstore.

5. Review and discuss this Committee’s general charge and identify two or three issues that should be given the highest priority for the committee’s work in academic year 2018-2019.

**Committee on Academic and Related Affairs 2017-2018**

**Chair:** Joe Libonati; **Liaison:** Leo Charney; **Staff:** Jen Canosco; **Faculty:** Julie Fairman, Nina Mason, Daniel Rafii, Guobin Yang; **PPSA:** Yuhong He, Patty Lynn; **WPPSA:** Maia Davis, Marcus Wright; **GAPSA:** Cynthia Degros; **UA:** Yasmina Al Ghadban, David Gordon

**Committee on Campus and Community Life (CCL)**

**General Comments**

CCL met eight times, spending the first part of the year attending to issues related to mental health and receiving updates from CAPS and related groups. The committee also heard from the University with regard to new policies and procedures related to sexual harassment. Another issue the committee addressed related to access to sports and recreation facilities at Penn for staff. Work this winter and spring will focus on issues surrounding community engagement and plans for future development (e.g. plans for new buildings). Specifically, the committee invited community leaders from West Philadelphia to hear their perspective on this issue.

The University Council Committee on Committees recommends CCL on its outreach to the University and the surrounding community. It affirms the committee’s observation that the general and specific charges are broad and that consideration should be given to divide its work amongst two groups: one focused on campus life and another on external relations.

Consideration should be given to whether those groups could form subcommittees of CCL for the sake of efficiency.

**General Committee Charge**

(i) shall have cognizance over the University’s communications and public relations activities in their various formats and media including electronic, audio (the telephone system), video and printed copy, and it shall monitor the University’s internal communications; the operations of the University Communications Office; communications to alumni and the interpretation of the University to its many constituencies;

(ii) shall advise the Council on the relationship of the University to the surrounding community and the relevant University policies, work to ensure that the University develops and maintains a constructive relationship with the community; and monitor pending real estate activities of concern to the community;

(iii) shall have cognizance of the conditions and rules of undergraduate and graduate student life on campus, including 1) gathering and analyzing information concerning student life and student affairs and making recommendations to the Council; and 2) responding as appropriate to requests from and reporting information and recommendations concerning student life and student affairs to the vice provost for university life and other appropriate administrative officials; and

(iv) shall advise the president, the director of public safety, and the administrators or directors of specific buildings, offices or projects on all matters concerning safety and security in the conduct of their operations, including consideration and assessment of means to improve safety and security on the campus.

**2017-2018 Specific Charges**

1. Continue to monitor access to mental health services.

2. Review Penn’s efforts around local engagement and plans for future development.

3. Review and discuss this Committee’s general charge and identify two or three issues that should be given the highest priority for the committee’s work in academic year 2018-2019.

**Committee on Campus and Community Life 2017-2018**

**Co-Chairs:** Emily Hamann and Monica Calkins; **Liaison:** Karo Kuzuma; **Staff:** Destiny Martin; **Faculty:** Delphine Dahan, Nancy Hodgson, Alex Warshauer, Catherine McDonald, Americus Reed II; **PPSA:** Ashley Bush, Tessa Mansell; **WPPSA:** Maria Puciatia, Maureen Goldsmith; **GAPSA:** Alex Warshauer; **UA:** Jihyeon Kim, Samara Wyatt

**Committee on Diversity and Equity (CDE)**

**General Comments**

The University Council Committee on Committees recommends that future committee leadership work with PPSA and WPPSA to ensure that staff are fully engaged in CDE’s work. It recommends that subcommittees should self-appoint chairpersons who are responsible for coordinating their efforts with those of the CDE chair. It also recommends Prof. Dixon-Romans for his leadership and guidance of CDE over the past three years and his five consecutive years of service to the committee, which have allowed it to maintain its continuity.

**General Committee Charge**

The Committee on Diversity and Equity aids Penn in fostering and taking full advantage of its diversity as well as in strengthening ties across all boundaries to enrich and enliven the campus community. The Committee shall advise the offices of the president, provost and the executive vice presidents on ways to develop and maintain a supportive atmosphere on campus for the inclusion and appreciation of diversity among all members of the University community. The Committee will review and provide advice regarding the University’s equal opportunity and affirmative action programs and policies. The areas in which the Committee shall report to the Council include diversity within the educational and work settings, integration of staff and faculty into the larger campus community and ways to foster a campus environment that is inclusive and supportive of difference. The Committee also will advise the Administration on specific diversity issues that may arise on campus.

**2017-2018 Specific Charges**

1. Examine the campus climate and experiences of LGBTQ students, staff and faculty.

2. Examine the experiences and climate for international students, faculty and staff.

3. Review policies and resources available for students, staff and faculty with children.

4. Review and discuss this Committee’s general charge and identify two or three issues that should be given the highest priority for the committee’s work in academic year 2018-2019.

(continued on page 7)
Committee on Diversity and Equity 2017-2018

Chair: Ezekiel Dixon-Román; Liaison: Sam Starks; Staff: Kuan Evans; Faculty: Margo Brooks Carthon, H. Gerald Campano, Kim Gallagher, John Keene, Ebony Thomas, Tobias Wolff; WPPSA: Shaina Adams-El Guabli; WPPSA: Laura Naden; GAPSA: Mark Bookman, Ben Sprung; UA: Curie Shim, Johany Dubon

Committee on Facilities

General Comments
The committee met five times, including one joint meeting with the Committee on Personnel Benefits. No subcommittees were formed, though the charges are designed in such a way that substantive recommendations can be generated quickly and efficiently. The committee encountered some difficulties with obtaining information needed to inform certain charges and will continue to seek this information in the next academic cycle.

The University Council Committee on Committees commends the Committee on Facilities on its diligent efforts. It recommends that efforts be made during meetings to ensure that all voices are heard in a structured and fair manner. It further recommends that subcommittees be created in order to accommodate full participation by all committee members.

Committee on Facilities 2017-2018
Chair: Masao Sako; Liaison: David Hollenberg; Staff: Taylor Berkowitz; Faculty: Erick Guerra, Brent Helliker, Kathryn Michel, Claire Mitchell, Paul Schmidt; WPPSA: Patrick Dolan, Tom Wilson; WPPSA: Leon Malloy, Maria Pucita; GAPSA: Mark Bookman, Alex Chen; UA: Adam Mansell, Kyle O’Neil

2017-2018 Specific Charges
1. Continue to monitor the bicycle, commuting and parking programs.
2. Continue to follow up on issues related to Active Learning classrooms.
3. Continue to monitor tobacco-free initiatives on campus.
5. Study and investigate the history and progress of gender-neutral restrooms on campus.
6. Review and discuss this Committee’s general charge and identify two or three issues that should be given the highest priority for the committee’s work in academic year 2018-2019.

Committee on Facilities 2017-2018
Chair: Russell Localio; Liaisons: Jack Heuer, Susan Sproat; Staff: Melissa Brown; Faculty: Anita Allen (ex-officio), David Balamuth, Tanja Kral, Iouri Manovskii (Fall), Olivia Mitchell, Andrew Postlewaite, Robert Stine (Spring); WPPSA: Desiree Fleck, Cynthia Kwan Dukes, Adam Roth-Saks; WPPSA: Darlene Jackson, Rhonda Kirlew, Rosa Vargas

General Comments
The Committee on Personnel Benefits shall have cognizance over the benefits programs for all University personnel. The Committee shall consist of eight faculty members (of whom one shall be a member of the Senate Committee on the Economic Status of the Faculty (SCESF)), three representatives of the Penn Professional Staff Assembly and three representatives of the Weekly-Paid Professional Staff Assembly. The Vice President for Human Resources, Associate Provost and Director of Benefits shall serve as non-voting ex officio members.

2017-2018 Specific Charges
1. Continue to discuss and review the requirements of Health Care Reform and consider needed changes in University benefits.
2. Continue to review Penn’s provision of benefits for new parents.
3. Continue discussion of services provided by Penn Behavioral Health.
4. Continue to monitor the implementation and effectiveness of Penn’s wellness initiatives, including Penn’s program with Health Advocate.
5. Continue to monitor retirement benefits in coordination with the Faculty Senate Committee on the Economic Status of the Faculty.
6. Continue to discuss and investigate how information on benefits is disseminated and possible improvements thereto.
7. Continue discussion of same-sex partner benefits and the transition to parity.
8. Review and discuss this Committee’s general charge and identify two or three issues that should be given the highest priority for the committee’s work in academic year 2018-2019.

Committee on Personnel Benefits 2017-2018
Chair: Dr. Thomas Sollecito, for whom the fellowship is named and who will develop and administer the fellowship program and hope to recruit an interested clinician within the next academic year. They anticipate that the two-week fellowship will support the One Health concept between Oral Medicine specialists at University of Pennsylvania and veterinary dentists interested in veterinary oral medicine and who are committed to lifelong learning.

The successful applicant will be engaged in a two-week immersion program in clinical oral medicine. The program will include observation in patient care and active participation in rounds while having an opportunity to discuss and design a research topic.

“Thomas Sollecito and Jamie Anderson
### Report of the Office of Student Conduct

**Incident Type (by respondents)**

<table>
<thead>
<tr>
<th>Incident Type (total)</th>
<th>Academic Year 2014-2015</th>
<th>Academic Year 2015-2016</th>
<th>Academic Year 2016-2017</th>
<th>Academic Year 2017-2018</th>
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</thead>
<tbody>
<tr>
<td>Academic Integrity (total)</td>
<td>185</td>
<td>201</td>
<td>227</td>
<td>210</td>
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<tr>
<td>Undergraduate</td>
<td>151</td>
<td>149</td>
<td>199</td>
<td>167</td>
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<tr>
<td>Graduate/Professional</td>
<td>34</td>
<td>52</td>
<td>28</td>
<td>43</td>
</tr>
<tr>
<td>Student Conduct (total)</td>
<td>177</td>
<td>203</td>
<td>180</td>
<td>89</td>
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<tr>
<td>Undergraduate</td>
<td>158</td>
<td>175</td>
<td>161</td>
<td>71</td>
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<tr>
<td>Graduate/Professional</td>
<td>19</td>
<td>28</td>
<td>19</td>
<td>18</td>
</tr>
<tr>
<td>Academic Integrity and Student Conduct (total)</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Undergraduate</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Graduate/Professional</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Mediation (participants)</td>
<td>26</td>
<td>12</td>
<td>16</td>
<td>16</td>
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<tr>
<td>Group Cases (Student Organizations/Fraternities/etc.)*</td>
<td>4</td>
<td>4</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>393</strong></td>
<td><strong>420</strong></td>
<td><strong>427</strong></td>
<td><strong>318</strong></td>
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</table>

*Group Cases include several individuals but are being counted as one respondent.

**Case Investigations: Academic Integrity**

- Plagiarism: 77, 74, 122, 104
- Unauthorized collaboration/use of performance of another person’s work: 67, 105, 95, 44
- Misconduct during an exam: 3, 11, 16, 33
- Submission of false data: 6, 1, 5, 3
- Falsification of grades or transcripts: 0, 0, 2, 1
- Other academic violation: 5, 9, 6, 6
- Altering of exam/paper for re-grade: 3, 3, 5, 6
- Misrepresentation of academic records: 1, 0, 1, 1
- Provided information to another student: 2, 6, 2, 0
- Cheating: 26, 42, 60, 24
- Fabrication: 3, 1, 1, 1
- Multiple submission: 1, 10, 0, 1
- Facilitating academic dishonesty: 15, 16, 23, 28
- Unfair advantage over fellow students: 7, 20, 12, 4

**Case Investigations: Student Conduct**

- Alcohol violation: First offense: 15, 12, 41, 32
- Alcohol violation: Other: 4, 21, 21, 2
- Assault: 8, 1, 3, 5
- Attempted theft: 3, 0, 0, 0
- Burglary: 1, 0, 2, 0
- Disorderly conduct: 36, 54, 44, 27
- Drug violation: 6, 3, 7, 1
- Fire code violation: 18, 5, 9, 9
- Forgery: 2, 1, 0, 0
- Fraud: 0, 3, 3, 0
- Fraudulent use of Penn ID: 0, 1, 0, 3
- Harassment: 2, 1, 0, 0
- Sexual Violence: 9, 7, 10, 9
- Indecent exposure: 0, 0, 4, 0
- Malicious mischief: 0, 0, 4, 1
- Miscellaneous security violations: 0, 0, 0, 0
- Disturbance/investigation of person: 0, 0, 0, 0
- Relationship Violence: 10, 4, 2, 7
- Retail theft/shoplifting: 1, 1, 0, 1
- Stalking: 6, 3, 3, 0
- Theft: 2, 0, 2, 0
- Trespassing: 2, 3, 7, 1
- Vandalism: 4, 5, 31, 2
- Other conduct violation: 2, 19, 43, 17
- Propulsion of object: 2, 0, 0, 0
- Receiving stolen property: 0, 0, 0, 0
- Use or possession of fake ID card: 0, 0, 9, 1
- Recklessly endangering another person: 7, 0, 1, 1
- Hazing: 13, 3, 16, 0
- Terroristic threats: 1, 1, 6, 0
- Ethnic intimidation: 1, 0, 0, 0
- Use or possession of air guns/firearms/dangerous articles: 0, 0, 0, 0
- Threats: 3, 1, 0, 0

(continued on page 9)
### Incident Type (by respondents)

<table>
<thead>
<tr>
<th>Incident Type (continued)</th>
<th>Academic Year 2014-2015</th>
<th>Academic Year 2015-2016</th>
<th>Academic Year 2016-2017</th>
<th>Academic Year 2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Violation of safety regulations</td>
<td>1</td>
<td>7</td>
<td>0</td>
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<tr>
<td>Dangerous articles in residences</td>
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<td>Noise violation</td>
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<td>Threats with dangerous article</td>
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<td>Computer violation/violation of ethical behavior in the digital environment</td>
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<td>92</td>
<td>41</td>
<td>11</td>
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<tr>
<td>Violation of agreement</td>
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<td>0</td>
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<td>Misrepresentation of status to the University</td>
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<tr>
<td>Sexual harassment</td>
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</table>

**Number of Case Investigations does not equal the number of respondents because some cases involve more than one type of misconduct.

### Sanctions: Academic Integrity

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<td>Academic support</td>
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<td>79</td>
<td>86</td>
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<td>Apology</td>
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<td>4</td>
<td>5</td>
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<tr>
<td>Counseling</td>
<td>2</td>
<td>7</td>
<td>4</td>
<td>12</td>
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<tr>
<td>Essay</td>
<td>58</td>
<td>106</td>
<td>134</td>
<td>90</td>
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<tr>
<td>Meet with appropriate person related to charge</td>
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<tr>
<td>Expulsion</td>
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<td>0</td>
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<tr>
<td>Notation on transcript</td>
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<td>1</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Other (specialized)</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Probation</td>
<td>30</td>
<td>49</td>
<td>49</td>
<td>13</td>
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<td>Reprimand</td>
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<td>Suspension not imposed</td>
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<td>3</td>
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<td>Warning</td>
<td>28</td>
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<tr>
<td>Withdraw permanently from the university</td>
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<td>0</td>
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<tr>
<td>Withhold/Delay degree</td>
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### Sanctions: Student Conduct

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<tr>
<th></th>
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<tbody>
<tr>
<td>Alcohol and drug education/evaluation</td>
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<td>9</td>
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<td>45</td>
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<tr>
<td>Apology</td>
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<tr>
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<td>File sharing fine</td>
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<td>Notation on transcript</td>
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<td>Other (specialized)</td>
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<td>Suspension not imposed and imposed</td>
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<tr>
<td>Warning</td>
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<td>Withdraw permanently from the university</td>
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<tr>
<td>Withhold/Delay degree</td>
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</tbody>
</table>

**Number of Sanctions does not equal the number of respondents because some cases result in more than one type of sanction.

### Mode of Resolution of Cases

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Signed Agreement</td>
<td>216</td>
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<td>279</td>
<td>254</td>
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<tr>
<td>Resolved by Hearing</td>
<td>7</td>
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<tr>
<td>No formal disciplinary action/unfounded complaint or informal resolution</td>
<td>39</td>
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<td>20</td>
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<tr>
<td>Mediation</td>
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<td>8</td>
<td>8</td>
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<tr>
<td>Required Educational Module (Electronic file-sharing ONLY)##</td>
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<tr>
<td>Unresolved###</td>
<td>43</td>
<td>15</td>
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</table>

### Unresolved can mean that a student is no longer a member of the Penn community, that the investigation is ongoing or that a conclusion has been reached but an agreement has not been reached.

## The OSC has created an education-based response to file-sharing cases.

---

**Number of Sanctions does not equal the number of respondents because some cases result in more than one type of sanction.

### Unresolved###

### Unresolved can mean that a student is no longer a member of the Penn community, that the investigation is ongoing or that a conclusion has been reached but an agreement has not been reached.

## The OSC has created an education-based response to file-sharing cases.
Human Resources: Upcoming September Programs

Professional and Personal Development Programs

Open to faculty and staff. Register at http://knowledge/link.upenn.edu/EffectivelyCommunicatingInTheWorkplace/9/5; 12:30-1:30 p.m. Workplace communication is very important to the success of an organization and its staff. With successful communication organizations have an increase in morale, productivity and staff commitment. This brown bag will help participants understand the importance of workplace communication, identify proper communication channels, identify barriers to communicating effectively and how to overcome communication challenges.

TED Talk Tuesday: The Puzzle of Motivation; 9/11; 12:30-1:30 p.m. Career analyst Dan Pink examines the concept of emotional intelligence, starting with a fact that social scientists know but most managers don’t: Traditional rewards aren’t always as effective as we think. Watch and discuss this TED Talk for illuminating stories—and maybe, a way forward.

Leading with Emotional Intelligence; 9/20; 9 a.m.-noon; $75. Learn how emotional intelligence factors in at work and discover concrete techniques for raising personal emotional quotient (EQ). This includes perceiving yourself accurately, exercising emotional self-control, practicing resilience and developing empathy. Then turn those lessons around to build your awareness of others and learn to inspire help and manage conflict.

Develop Your Presentation Skills; 9/25; 12:30-1:30 p.m. Fear. That’s the main reason most people won’t make presentations—or make them poorly. By following some simple lessons anyone can conquer presentation phobia and go on to make his or her case successfully and professionally.

Work-life Workshops

Open to faculty and staff. Register at www.hr.upenn.edu/registration

Introduction to 8-Session Mindfulness in the Workplace Course (Pre-Requisite); 9/5; noon-1 p.m. The University of Pennsylvania is partnering with the Penn Program for Mindfulness to offer Mindfulness in the Workplace, 9/26-11/14. This eight-week course offers an engaging and effective introduction to mindfulness-based stress management. Participation in the one-hour introduction session is a pre-requisite for enrollment in Mindfulness in the Workplace course.

2018 Million Dollar Bike Ride Pilot Grant Program: September 10

The Orphan Disease Center (ODC) at the University of Pennsylvania is pleased to announce the 2018 Million Dollar Bike Ride Pilot Grant Program. The program is now open and offering 39 different research grant opportunities focusing on 23 different rare diseases. This program provides a one-year grant to support research related to a rare disease represented in the 2018 Million Dollar Bike Ride. Number of awards and dollar amounts vary per disease based on fundraising totals by each disease team. This Request for Applications (RFA) is open to the international community. All individuals holding a faculty-level appointment at an academic institution or a senior scientific position at a non-profit institution or foundation are eligible to respond to this RFA.

For details about this grant program, rare disease brief, how to apply, see http://orphandiseasecenter.med.upenn.edu/grant-opportunities/2018-million-dollar-bike-ride-pilot-grant-program. Letters of Interest (LOIs) are due no later than Monday, September 10, 2018 by 8 p.m.

Contact Samantha Charleston at scharle@upenn.edu, or (215) 573-6822 with questions.

Mindfulness in the Workplace provides a structured and foundational process for learning mindfulness-based tools and applying them in real-life situations to help reduce stress, increase focus and mental clarity, improve communication in relationships, lift mood and energy, and better manage difficult situations. This eight-week course is offered weekly, two-hour sessions and a full-day mindfulness retreat on the weekend between weeks six and seven of the course. Participants who complete all eight sessions earn 60 Be In the Know Bonus Action Points.

Introduction to 8-Session Mindfulness in the Workplace Course (Pre-Requisite); 9/6; noon-1 p.m. Please refer to 9/5 listing for details.

Guided Meditation; 9/11; 12:30-1:30 p.m. Practicing mindfulness will focus your attention on the present moment with kindness, compassion and awareness. Self-massage and gentle mindful movements that promote relaxation and reduce stress may also be included in the workshop. No experience necessary.

Grow Where You Are Planted: Making the Best of Situations; 9/18; 12:30-1:30 p.m. There may be times when we wish things were different at work and/or in our home life. Sometimes it’s for a good reason, and other times it isn’t. How do you know when to accept things as they are, or when a change in perspective is needed? Do your employees want to be promoted faster, or are they restless? This seminar explores the typical flow of human reactions and thinking patterns. It also provides practical tips for enjoying whatever stage participants are experiencing. Proven strategies such as gaining clarity, brainstorming creatively, re-framing and parallel paths are some of the useful tools participants will learn about.

Mindfulness; 9/19; 12:30-1:30 p.m. Mindfulness is “paying attention, on purpose, in the present moment, non-judgmentally,” said Jon Kabat-Zinn. Mindfulness practice develops awareness of your present thoughts and feelings to help you manage different situations. In this once-a-month experimental workshop, you’ll see how mindfulness can help you become more engaged and effective both at home and in the workplace. No prior meditation experience necessary.

Thinking About Retirement Sessions; 9/20; 9 a.m.-4:30 p.m. Each concurrent Thinking About Retirement’s information session focuses on one of these topics: Income in Retirement, Social Security, and Penn Benefits & Medicare. At Income in Retirement, a retirement plan counselor from Vanguard will discuss retirement plan distributions. At Social Security, a representative from the Social Security Administration will share valuable details about this program. At Penn Benefits & Medicare, representatives from the Centers for Medicare & Medicaid Services, along with Benefits Specialists from Human Resources, will explain your retirement healthcare options. For registration, visit www.hr.upenn.edu/thinkretirement

Mindfulness in the Workplace 8-Session Mindfulness Course begins; 9/26; 2:30-4:30 p.m. Please refer to 9/5 pre-requisite introduction session listing for details.

How to Nominate a Staff Member or Team for a Models of Excellence Award; 9/27; 12:30-1:30 p.m. Do you work with someone who shows special initiative or demonstrates outstanding leadership? Have you noticed that a colleague or team excels at fostering workplace collaboration or shows an especially deep commitment to service? If so, then recognize them as a Model of Excellence. The Selection Committee depends on the content of the nominations to make its decisions. Therefore, nominations submitted should be as detailed and descriptive as possible in order to convey a nominee’s exceptional performance and award worthiness. Be sure to attend this workshop and learn about how best to write your nomination and obtain some tips on doing so!

Guided Meditation; 9/28; 12:30-1:30 p.m. Please refer to 9/11 listing for details.

Penn Healthy You Workshops

Open to faculty and staff. Register at www.hr.upenn.edu/registration

Gentle Yoga; 9/4; noon-1 p.m. Let your body reward itself with movement! Join us for this Gentle Yoga style, calorie-burning dance fitness party. You will start with some quick warm-up stretches, then get our feet moving. The walk will be approximately two miles, and we will inform you when we have reached the one-mile mark in the event that you need to exit the walk early. We hope you will be able to join us. Bring your water bottle and don’t forget your sneakers!

Zumba; 9/28; 11 a.m.-noon. Perfect for everybody and every body! Each Zumba® class is designed to bring people together to sweat it on. We take the “work” out of workout, by mixing low-intensity and high-intensity moves for an interval-style, calorie-burning dance fitness party. Once the Latin and World rhythms take over, you’ll see why Zumba® fitness classes are often called exercise in disguise.

Division of Human Resources

Prescription Drug Drop Box

Now located in the University of Pennsylvania Division of Public Safety Headquarters, 4040 Chestnut Street, Philadelphia, PA 19104

Open 24/7/365

YES—Accepted:

Schedule II-V controlled and non-controlled substances are acceptable.

Written Prescriptions

Prescription Patches

Prescription Medications

Prescription Ointments

Over-the-counter Medications

Vitamins

Samples

Medication for Pets

NO—Not Allowed:

Schedule I controlled substances

controlled substances that are not lawfully possessed by the ultimate user, and other illicit or dangerous substances are not permitted.

Needles (Sharps)

Inhalers

Hydrogen Peroxide

Aerosol Cans

Medication from Businesses or Clinics

Over-the-counter Medications

Lotions or Liquids

10 www.upenn.edu/almanac ALMANAC August 28, 2018
The Policy on Secular and Religious Holidays guides instructors and students in those circumstances when significant observances occur during the period that classes are in session. Anyone with further questions or concerns is encouraged to contact the Office of the Chaplain, which serves as an important resource for all members of the Penn community. The Chaplain and Associate Chaplain can help if any student’s observance seems to conflict with academic expectations.

As a reminder, Jewish holidays begin at sunset. This year, Rosh Hashanah begins at sunset on Sunday, September 9, and ends in the evening on Tuesday, September 11. Yom Kippur begins at sunset on Tuesday, September 18 and ends in the evening on Wednesday, September 19.

Wendell Pritchett, Provost

Policy on Secular and Religious Holidays

1. The University recognizes/observes the following secular holidays: Martin Luther King, Jr. Day, Memorial Day, July 4, Thanksgiving and the day after, Labor Day and New Year’s Day.

2. The University also recognizes that there are several religious holidays that affect large numbers of University community members, including Christmas, Rosh Hashanah, Yom Kippur, the first two days of Passover and Good Friday. In consideration of their significance for many students, no examinations may be given and no assigned work may be required on these days. Students who observe these holidays will be given an opportunity to make up missed work in both laboratories and lecture courses. If an examination is given on the first class day after one of these holidays, it must not cover material introduced in class on that holiday.

Faculty should realize that Jewish holidays begin at sundown on the evening before the published date of the holiday. Late afternoon exams should be avoided on these days. Also, examinations may be held on Saturdays or Sundays in the undergraduate schools unless they are also available on other days. Nor should seminars or other regular classes be scheduled on Saturdays or Sundays unless they are also available at other times.

3. The University recognizes that there are other holidays, both religious and secular, which are of importance to some individuals and groups on campus. Such occasions include, but are not limited to, Sukkot, the last two days of Passover, Shavuot, Shemini Atzerat and Simchat Torah, Chinese New Year, the Islamic New Year, Diwali, Navaratri, Rama Navami, Paryushan and the Islamic holidays Eid Al-Fitr and Eid Al-Adha. Students who wish to observe such holidays must inform their instructors within the first two weeks of each semester of their intent to observe the holiday even when the exact date of the holiday will not be known until later so that alternative arrangements convenient to both students and faculty can be made at the earliest opportunity. Students who make such arrangements will not be required to attend classes or take examinations on the designated days, and faculty must provide reasonable opportunities for such students to make up missed work and examinations. For this reason it is desirable that faculty inform students of all examination dates at the start of each semester. Exceptions to the requirement of a make-up examination must be approved in advance by the undergraduate dean of the school in which the course is offered.

Editor’s Note: For the FY 2019 Recognized Holidays, see https://almanac.upenn.edu/articles/recognized-holidays-for-fiscal-year-2019

AT PENN Deadlines

The September AT PENN calendar is now online at https://almanac.upenn.edu along side the AT PENN deadlines for the October AT PENN calendar in September 10.

To see deadlines for subsequent AT PENN calendars, visit: https://almanac.upenn.edu/deadlines-for-submitting-at-penn-information

To see deadlines for publication schedules visit: https://almanac.upenn.edu/publication-schedule-deadlines

The University of Pennsylvania Police Department Community Crime Report

About the Crime Report: Below are the Crimes Against Persons or Crimes Against Society from the article “Social Engineering—What’s the point?” at https://almanac.upenn.edu/articles/one-step-ahead-social-engineering

Know how to classify and protect Penn’s data. Penn classifies its data into three risk categories, High, Moderate, and Low, based on the level of data sensitivity, government regulations, and University policies. To protect Penn’s data:

- Enroll in Two-Step Verification.
- Use strong passwords for your PennKey and email client.
- Store data in a secure location. Contact your IT support provider for information on where to store sensitive data at your school.
- Use Secure Share to exchange sensitive data securely.
- Adhere to University Computing Policies and Guidelines.
- For more information on these three tips, see https://www.isc.upenn.edu/security/data-classification

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 August 13-19, 2018. The University Police actively patrol from Market St to Baltimore Avenue and from the Schuylkill River to 43rd St in conjunction with the Philadelphia Police. To 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 (215) 898-4482.

8/19/18 6:41 PM 3900 Ludlow St Purse taken from complainant

18th District

Below are the Crimes Against Persons from the 18th District: 6 incidents (1 purse snatch, 1 robbery and 4 assaults) with 1 arrest were reported between August 13-19, 2018 by the 18th District covering the Schuylkill River to 49th Street and Market Street to Woodland Avenue.

8/13/18 5:09 AM 4314 Locust St Assault
8/14/18 5:15 PM 200 S Melville St Assault
8/17/18 11:20 AM 120 S 30th St Assault
8/19/18 12:52 AM 40th & Spruce Sts Assault/Arrest
8/19/18 8:40 AM 47th & Philadelphia Sts Purse Snatch
8/19/18 9:10 PM 47th & Hazel Ave Robbery

The University of Pennsylvania Police Department

Community Crime Report

About the Crime Report: Below are the Crimes Against Persons or Crimes Against Society from the campus report for August 13-19, 2018. Also reported were 14 Crimes Against Property (1 auto theft, 1 drunkenness, 1 fraud and 11 thefts) with 1 arrest. Full reports are available at: https://almanac.upenn.edu/sections/crimes Prior weeks’ reports are also online.—Eds.

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The University of Pennsylvania will provide up to a maximum of four (4) weeks of paid parental leave to eligible employees following the birth of an employee’s child or the placement of a child with an employee in connection with adoption. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or a newly adopted child. This policy will run concurrently with leave under the Family and Medical Leave Act (FMLA). This policy will be in effect as of September 1, 2018.

635.1 Eligibility

Eligible employees must meet the following criteria:
- Have been employed with the University for at least 12 months (the 12 months do not need to be consecutive) and have worked at least 1,250 hours during the 12 consecutive months immediately preceding the date the leave would begin;
- Be a full-time faculty or staff member employed by the University (post-docs, part-time and temporary employees are not eligible for this benefit);
- If both parents are employees of the University at the time of the birth or adoption of the child, both parents are eligible for the paid parental leave.

In addition, employees must meet one of the following criteria within the last twelve (12) months:
- Have given birth to a child, or be the spouse of a woman who has given birth to a child;
- Be the biological parent, or spouse of the biological parent, of the child; or
- Have adopted a child who is 17 years old or younger. This provision does not apply to the adoption of a stepchild by a stepparent or the placement of a foster child.

Finally, eligible employees must use the paid parental leave for the purpose of caring for or bonding with the newborn or newly adopted child.

635.2 Amount, Timeframe and Duration of Paid Parental Leave

Eligible employees will receive up to a maximum of four (4) weeks (20 work days) of paid parental leave per birth or adoption of a child. In addition, in no case will an employee receive more than four (4) weeks of paid parental leave in a rolling 12-month period, regardless of whether more than one birth or adoption event occurs within that 12-month time frame.

The occurrence of a multiple birth or adoption (e.g., the birth of twins or adoption of siblings) does not increase the four-week total amount of paid parental leave granted for that event.

Each week of paid parental leave is compensated at 100% of the employee’s regular, straight-time pay. Paid parental leave will be paid on regularly scheduled pay dates (e.g., weekly or monthly).

Approved paid parental leave may be taken at any time during the twelve-month period immediately following the birth or adoption of a child. Paid parental leave may not be used or extended beyond this twelve-month time frame and must be completed by the child’s first birthday or the first anniversary of the adoption of the child.

Employees must take paid parental leave in one continuous period of leave and must use all paid parental leave during the twelve-month time frame indicated above. Paid parental leave cannot be used on an intermittent basis.

Upon termination of the individual’s employment at the University, he or she will not be paid for any unused paid parental leave for which he or she was eligible.

635.3 Coordination With Other Policies

Coordination with Short-Term Disability for the Birth Mother

An employee cannot receive short-term disability benefits and paid parental leave benefits at the same time. If an employee is eligible for short-term disability benefits after giving birth to a child, she should complete the short-term disability and then may take paid parental leave.

An employee cannot use paid parental leave during the ten (10) day waiting period before short-term disability benefits begin. As explained in the Short-Term Disability (STD) policy, available sick time and PTO must be used in that order. If there is no sick time or PTO available, then the ten (10) day waiting period will be unpaid.

Coordination with FMLA

Eligible employees can take paid parental leave during the first 12 weeks following the birth or adoption of a child (i.e., during what is typically the FMLA period if the employee has FMLA time available), or at any time within the first 12 months after the birth or adoption event. If paid parental leave is taken while the employee is on approved FMLA leave for the birth or adoption of a child, then the paid parental leave will run concurrently with the FMLA leave.

For employees who wish to take paid parental leave during a time when it will not run concurrently with FMLA leave, arrangements for the timing of the paid parental leave must be requested and approved in advance by the employee’s immediate supervisor or department chair, similar to Paid Time Off (PTO). Supervisors are encouraged to be flexible in granting approval for paid parental leave requests taken after the first 12 weeks following the birth or adoption.

Eligible employees are strongly encouraged to plan in advance for when they expect to use paid parental leave, and communicate their plans to their supervisor or department chair so they can do the necessary planning for their department’s work needs.

When an employee wishes to take paid parental leave concurrent with FMLA leave immediately following the birth or adoption of a child, the payments sequence shall be as follows, unless otherwise requested and approved in advance:
- For an employee who has given birth to a child, the employee will receive short-term disability payments first, followed by paid parental leave, and finally will use her PTO, with the option of retaining a portion of her PTO balance in accordance with the Family and Medical Leave (FMLA) policy. Any remaining FMLA leave will be unpaid.
- For an employee who has not given birth to the child, the employee will use paid parental leave, followed by PTO, with the option of retaining a portion of his or her PTO balance in accordance with Family and Medical Leave (FMLA) policy. Any remaining FMLA leave will be unpaid.

Coordination with Other Policies

The University will maintain all benefits for employees during the paid parental leave period just as if they were taking any other University paid leave such as paid vacation leave or paid sick leave.

If a University holiday/s occurs while the employee is on paid parental leave, such holiday/s will not extend the total paid parental leave entitlement, and the employee will not receive additional holiday pay for the day.

635.4 Requests for Paid Parental Leave

The employee will provide his or her supervisor or department chair and the Division of Human Resources with notice of the request for leave at least 30 days prior to the proposed date of the leave (or if the leave was not foreseeable, as soon as possible). The employee must complete the necessary HR forms and provide all documentation as required by HR to substantiate the request. If the required forms are not completed or if the information submitted does not substantiate the employee’s eligibility for paid parental leave, then the request will be denied.

As is the case with all University policies, the University has the exclusive right to interpret or modify this policy.

635.5 Unionized Staff Members

University staff members who are covered by collective bargaining agreements should refer to the appropriate contract article.

Policy Number: 635
Effective Date: 09/01/2018
Supersedes Policy Number(s): N/A
Applicability: Full-time Faculty; Regular Full-time and Limited Service Staff
Cross-reference: Policy 631 (Family and Medical Leave Act), Policy 412 (New Child Policy)