Young Chair: John Glick

Dr. John G. Glick has been named to the Ann B. Young Professorship in Cancer Research, the first chair in that field to be established at the School of Medicine. The new chair was given by Law School alumnus H. Albert Young in memory of his wife, who died of cancer in 1972.

Dr. Glick, an assistant professor of medicine and member of the department's hematology-oncology section, came to Penn in July from Stanford's medical school, where he held a postdoctoral fellowship in oncology last year. He is a graduate of Princeton and Columbia University College of Physicians and Surgeons and took his internship and residency at Presbyterian Hospital in New York City. Dr. Glick was a clinical associate at the National Cancer Institute from 1971 until 1973.

H. Albert Young, donor of the chair, is senior partner of the Wilmington law firm of Young, Conaway, Stargatt and Taylor. He participated in many cases argued before the United States Supreme Court, particularly those which led to the Court's 1954 decision on desegregation of schools.

Biddle Chair: George Haskins

George L. Haskins, a scholar in legal history and an expert in the law of property and decedents' estates, has been appointed Algernon Sydney Biddle Professor of Law at the University of Pennsylvania Law School. Dean Bernard Wolfman has announced.

The Biddle Professorship, which is the Law School's oldest endowed professorship, was established in 1893. Prior to Mr. Haskins' appointment, it was held by Paul W. Bruton, who retired this year.

A member of the faculty of the Law School since 1946, Mr. Haskins served as president of the American Society for Legal History from 1970 to 1974. He is the author of numerous works on legal history including Death of a Republic (with John Dickinson), The American Law of Property (with others), The Growth of English Representative Government, and of Law and Authority in Early Massachusetts. He is also the author of more than 70 articles on legal and historical subjects. Mr. Haskins is writing one volume (concentrating on the period when John Marshall served as Chief Justice) of a forthcoming nine-volume history of the Supreme Court of the United States.

Mr. Haskins received the A.B. degree, summa cum laude, from Harvard College in 1935 and the LL.B. degree from Harvard Law School in 1942.

Contingency Budgeting

The heads of all budgetary units—responsibility centers and indirect cost centers alike—are being asked to prepare contingency plans showing where reductions might be made in expenses over the remainder of the fiscal year.

Provost Elliot Stellar and Vice President for Management Paul Gaddis are asking the deans and vice presidents to consider how to accommodate a reduction equal to 3 percent of each total direct unrestricted expenditure budget as of July 1, 1974 (i.e., not counting research grants or other restricted funds).

"Effective budget systems should always include such contingency planning," Mr. Gaddis said, "and we intend to make this a part of our system in the future." The immediate pressures he cited, however, are a national inflation rate which is pushing costs up beyond the figures projected when budgets were adopted for July 1; and the negative effect of stock market conditions on endowment income, which may produce a drop of up to $1.5 million from income levels projected in July.

Budget center heads have been asked to turn in contingency plans early in October. The Office of Budget Administration will provide them with information, and key staff members from the central administration will be assigned to help formulate plans.

"It is our hope that these contingency plans will not have to be put into effect," Dr. Stellar said, "but the outlook frankly is not very favorable." He said the plans will be reviewed promptly along with the latest information on overall financial conditions in the University, and discussed with the budget center heads as soon as possible.

As part of the background for analysis, the administration will begin, at month's end, a review of the first quarter of the fiscal year to identify as quickly as possible any unanticipated overruns.

The analysis will concentrate on two main questions: Are income and expenses running according to projections in each of the center budgets? And, are income and expense running according to projections in the overall University budget?

"Critical as cost-saving is in our contingency planning," added Dr. Stellar, "it is still only part of the battle. The other part is our ability to increase income. Here we continue to look to the faculty for the design of strong academic programs that can attract outside support, especially in the light of our forthcoming development campaign."
A Program for the Coming Year

The Faculty Senate will continue this year in its efforts to keep abreast of the extensive changes that the University is currently undergoing and to facilitate the formulation and expression of faculty views on the directions in which we believe that the University should be moving.

We can derive some satisfaction, surely, from last year's accomplishments. A faculty grievance commission has been established. An early retirement plan has been initiated. Substantial progress has been made in the revision of the tenure rules. Our Committee on Academic Freedom and Responsibility has issued a statement on the "academic freedom of faculties" which has been accepted by Provost Stellar as a working document.

But any feeling of satisfaction, however pleasant, is quickly dissipated when we consider what remains to be done. We must help with the implementation of last year's actions; we must resume the unfinished business of tenure revision; we must seek further clarification of the terms, rights, and benefits appropriate to the many different kinds of faculty appointments; we must continue to press for a salary and benefits policy that will prevent further erosion of our economic status; and we must be alert to the problems currently facing students and officers of administration—problems that are inevitably also our own.

This past year we watched with mixed feelings the transition to a new budgeting system based on financial responsibility centers. Our Committee on Education warned of dangers in the new system and recommended means of countering them. Our Committee on Administration proposed improved mechanisms for evaluation and planning at the school level, and pondered the relation of school planning to University-wide planning. Our other committees found themselves confronted with still other possible consequences of the decentralization implied by the new budgeting system, such as a trend toward greater diversity in the schools' salary policies and appointments procedures.

Our job this year is to put an end to speculation and to discover what changes are actually taking place in the schools, what measures they are taking to meet their new responsibilities, how successful they are in sustaining educational values in the face of budgetary pressures, and indeed how much freedom they really have in planning and decision making. Unless we can get a clear picture of the present situation—and it will not be easy—we can hardly expect our expressions of opinion to have much effect.

Finally, we must continue our efforts to improve the workings of the Faculty Senate itself. Should the Senate Advisory Committee be strengthened? Should the method of selecting a nominating committee be altered, in order to insure wide representation of faculty groups? Should we devise means of expressing faculty opinion that will reflect the views of many more Senate members than ever attend a Senate meeting? Why don't we make greater use of Almanac as a forum for the debate of current issues?

Let us try to make at least a modest advance in at least a few of these many areas of faculty concern.

Philly. L. Landy

NEW POLICIES ON MANDATORY RETIREMENT FOR FACULTY AND ADMINISTRATIVE STAFF AND ON VOLUNTARY EARLY RETIREMENT FOR FACULTY

September, 1974

The following revisions in University of Pennsylvania retirement policies were approved by the Executive Board at its July 1, 1974 meeting. More detailed information is being prepared by the Office of Personnel Relations for distribution to all staff.

1. Lower Mandatory Retirement Age for New Faculty*

All faculty members appointed after July 1, 1974, and all other faculty members holding appointments below the rank of assistant professor on July 1, 1974, must retire by June 30 following their sixty-fifth birthday. Mandatory retirement dates for faculty first appointed to the rank of assistant professor or above prior to July 1, 1974, remain unchanged—i.e., June 30 following the seventieth birthday for faculty (except in the School of Medicine) who first received tenure prior to October 16, 1959; and June 30 following the sixty-eighth birthday for faculty appointed assistant professor or first receiving tenure between October 16, 1959 and July 1, 1974. Academic administrators will continue to leave their administrative positions on June 30 following their sixty-fifth birthday regardless of the date of mandatory retirement from their faculty appointment.

2. Voluntary Early Retirement for Faculty**

All faculty with mandatory early retirement ages of either 68 or 70 may retire as early as June 30 following their sixty-fifth birthday and, with twelve months notice, become eligible for supplemental early retirement benefits. These supplemental benefits will be paid to the early retiree in equal semi-annual installments in each "early retirement year"—i.e., each year of retirement (beginning age 65 or later) prior to the date of mandatory retirement.

The supplemental benefits are composed of a base supplement equal to 27 percent of the salary base appropriate to the school (generally, the average full professorial salary) in the last year of full-time employment, plus an additional early planning supplement of 2 percent of the base salary for each year beyond the requisite one year of advance commitment to early retirement, up to a maximum of six percent.

Example: Consider a faculty member reaching age 62 this academic year with a mandatory retirement age of 70—i.e., on June 30, 1983. By committing herself this year to early retirement at age 66 (June 30, 1979), she would be entitled each year from 1979 to 1982 to a 27 percent base supplement plus a 6 percent preplanning supplement, or a total of 33 percent each year of the base salary appropriate to the school (e.g., average full professors) in the last academic year before retirement.

3. Phased Lowering of Mandatory Retirement Age for Administrative (A-I) Staff

The mandatory date of retirement for administrative staff employed full time as of July 1, 1974, will be lowered from June 30 following their sixty-eighth birthday to the first of the month following their sixty-fifth birthday over a five-year "phase in" period. Employees reaching age 64 through 68 in the present (1974-75) fiscal year will continue to retire at age 68, although on the first of the month following that birthday rather than at the start of the following fiscal year. Employees reaching the ages of 61, 62, or 63 during the present fiscal year will also retire in fiscal year 1978-79, effectively lowering the age of mandatory retirement to 67 for employees reaching their 63rd birthday in the present fiscal year, to age 66 for employees who reach their 62nd birthday, and to 65 for employees who will reach their 61st birthday in 1974-75. All A-I employees who will not have attained the age of 61 by June 30, 1975 and all A-I employees hired after July 1, 1974, will retire on the first of the month after their 65th birthday.

*In accord with recommendations by the University Development Commission, January 1973 as amended by the Faculty Senate, April 25, 1973, and supported by the University Council May 9, 1973.

**In accord with the principles of voluntary early retirement approved by the Faculty Senate on October 31, 1973 and revised with the assistance of members of the Senate Committee on the Faculty. A major principle has been a "zero-net cost" constraint under which the supplements for voluntary early retirement are funded by savings from the replacement of most early retirees by junior faculty.
Three House Masters

President Martin Meyerson has appointed three faculty members as masters of houses in the University residential system.

Dr. Joel Conarroe, chairman of the English department and former University ombudsman, succeeds Dr. Richard Solomon as master of Van Pelt College House, the first of the experimental college houses now in its fourth year.

Dr. Andre von Gronicka, professor of German, is master of a newly formed Modern Languages College House occupying the top three floors of the Class of 1925 House. On separate floors are living/learning projects in French, Spanish and German, open not only to majors in those languages but to others from the student body who have an interest in the languages and cultures represented.

Howard Arnold, associate professor of social work, is the first master of W.E.B. DuBois Residential Program, established three years ago for students interested in Black cultural studies. It has previously had faculty affiliates and live-in administrators, but no resident master until now.

The three new masters join a roster that includes the master of Stouffer House, Dr. Joseph Bordogna, associate dean of the College of Engineering and Applied Science; master of Hill House, Dr. Peter Conn, associate dean of the College; and joint masters of Community House, Dr. David R. Goddard, Provost Emeritus and University Professor of Biology; and Dr. Katharine Evans Goddard, Philadelphia psychiatrist who is an associate in pediatrics at Penn.

Provost Eliot Stellar has proposed the formation of a Council of Masters this fall to work closely with his office and the President's, according to Mrs. Margo P. Marshall, assistant vice provost for undergraduate studies. "The houses function independently," she said, "and this is much of their strength. But they do have problems in common and the University could benefit from their joint advice on policy, especially if the collegiate house system is expanded." Studies on renovation of the Quad propose half a dozen additional college houses there.

On this and the following seven pages are the 1973-74 year-end reports of the Council committees and others that bear on University governance and operations:

- Council Committee on Community Relations...
- Council Committee on Educational Policy...
- Council Committee on Facilities...
- Council Committee on Faculty Affairs...
- Subcommittee on Honorary Degrees...
- Council Committee on Research...
- Council Committee on Undergraduate Admissions and Financial Aid...
- University Committee on Personnel Benefit...
- University Committee on Recreation and Intercollegiate Athletics...
- Committee on the Bookstore...
- Committee on the Libraries...
- Committee on International Services...
- Committee on Student Fulbright Awards...

Council Committees

COMMUNITY RELATIONS

During 1973-74 the Committee consisted of the following people:

- Dr. Sol H. Goodgal
- Ronald Bond
- Dr. Ann Miller
- Olin Johnson (student)
- Dr. William Kissick
- Joseph Magano (student)

Joining the Committee in an unofficial capacity were Geoffrey Gilmore, Stephen Kalinick and Jane Wells. Also taking an active part in the Committee's discussion were Andrew Sullivan, who was then director of external affairs, and Forrest Adams and Donald Stewart.

The Committee began its work on the basis of the 1973-74 report issued by the then-chairman, Robert L. Leopold. It was the Committee's opinion during that year that the 1973-74 committee should undertake a wide reappraisal of the articulation of the University and community needs. After lengthy discussion the Committee learned that not only did the University lack any clear statement of policy concerning community relations but that it was very difficult to obtain any clear understanding of precisely what the various groups in the University were doing in this regard. Therefore it was recommended that a presidential task force be established which would attempt to complete within a year or so the following tasks:

1. To examine into the University's activities in relation to community and metropolitan affairs.
2. To formulate a statement of policy.
3. To propose new programs and make recommendations concerning those now in existence.

It was felt that the best way to handle this was to establish under the task force five or six working committees which would investigate specific areas of concern.

This proposal was submitted to the Steering Committee in January and received its approval. The President also approved of the suggestion but later indicated that he felt that a task force might not be the best way to handle the work. He recommended that the Community Relations Committee itself undertake full responsibility for the task. The Committee, however, feels very strongly that no such effort will be fruitful unless there is active administration participation in it from beginning to end.

This then led to a second series of talks concerning the possibility of an appointment within the administration of a high officer who would assume direct responsibility for the administration of community and metropolitan affairs as well as other related tasks. The President has expressed his approval of this suggestion and hopes that the fall such a person may be named. In the meantime the Committee is moving ahead to establish work committees to carry out the investigation and at the same time the chairman of the Committee has been made an ex-officio member of the administration's Executive Committee on External Affairs.

This year most of our effort has gone into questions of organization. We sincerely hope that by next year we will be able to implement the desired study and formulation of policy.

-W. Allyn Rickett, chairman
EDUCATIONAL POLICY

The Educational Policy Committee considered a number of items, many of which were related to the implementation of the recommendations contained in the Development Commission Report and the establishment of responsibility centers in the University. Specific items were as follows:

1. Teaching Centers

The Committee endorsed a report prepared by the Educational Policy Committee of the preceding academic year on the establishment of a center for the development and evaluation of teaching competencies. In concept, this center would provide a resource that could be used by schools, departments, and individual members of the teaching staff, in accordance with their needs, on a voluntary basis. The center would supplement rather than replace the current efforts being carried out in the various departments. It would be concerned generally with the improvement of the quality of teaching throughout the University. This proposal was endorsed by the University Council with a recommendation for implementation by the University administration.

2. The Use of Graduate Students as Teaching Assistants

Although this item bears some relationship to the previous item, it was undertaken independently at the request of the University administration. The purpose was to gather data on how graduate students are being used in teaching roles and on their effectiveness vis-à-vis the regular faculty as well as other matters. The work was carried out by a subcommittee, under the chairmanship of Dr. Richard Easterlin, which has prepared a separate report covering its work.

3. Bachelor of Applied Science Degree

The Committee reviewed a proposal to offer this as a new degree in the College of Engineering and Applied Science. After considering the needs for this degree, its relationship to the present Bachelor of Science in Engineering degree, its interactions with programs in the College of Arts and Sciences, and the nature of students that would be attracted to it, the Committee approved the proposal and forwarded it to the University Council.

4. The Ph.D. Degree

Proposals to reorganize the Graduate School functions under a Vice-Provost for Graduate Studies and Research were examined carefully by the Committee, and members of the administration were consulted. As a result of this interchange, the status of the Graduate Groups and their relationship to the organization of the several schools, especially those not in the proposed FAS, was clarified.

5. Development Commission Recommendations 6 and 34

Recommendation #6 provides for the possibility of varying tuition rates among the various schools. In connection with this, the Educational Policy Committee adopted the following statement:

It is desirable that differential tuition rates between schools should not cause proliferation of similar courses in various schools, nor affect the advising of students in such a way as to inhibit them from taking courses in schools other than their own. There should be no extra charge to a student who takes a course in another school. Transfer costs should be set up in such a way that schools do not gain or lose from cross-registration of students.

Recommendation #34 proposes that in awarding graduate fellowships, not only the quality of the student but also the quality of the department should be taken into account. This recommendation is coupled with support for the application of the principle of selective excellence by which certain core disciplines (as yet unnamed) will be encouraged to develop to a position of national prominence.

The principle of selective excellence, which is being considered more explicitly by the Academic Planning Committee, has obvious merit as a policy for promoting the national and international reputation of the University. However, implementation of the concept requires a quantitative interpretation, and therefore raises other specific issues which must be faced. An associated question is that of how long preferential treatment should be continued—that is, when is an excellent department sufficiently excellent?

In establishing a policy with respect to fellowship awards, faculty and administration should take the view that the well-being of the University as a whole is of prime importance. It is clear that to maintain its position as one of the leading universities, not only nationally but internationally, it should contain competent scholars in a wide range of disciplines, not just in certain selected fields, and that areas of study should be dropped only when it can be established that the resultant reallocation of resources will be of lasting net benefit to the institution.

Consideration should be given not only to the quality of the student, but also the contributions that the student will be able to make to society in the future; the local, regional, national and international needs of society; the resources presently available to the various departments; the resources available to individual faculty members; and, when appropriate, the resources available to the individual student. These are complex issues which are not easily resolvable by simple procedural rules.

It has been proposed to allocate fellowships to administrative units, taking these factors into account. The allocation would be reviewed from time to time on the basis of a performance audit.

6. Grading Policy

Members of the Committee surveyed grades received in various courses. The survey was of a very preliminary nature and covered only two years—1971 and 1973. The data show the following:

a. There has been no significant change in the grade point average throughout the University in this period of time.

b. Approximately 35 percent of the grades awarded are A, 39 percent are B, 19 percent are C, 4.5 percent D, and 2.5 percent F.

c. Somewhat less than 10 percent of course units are taken on a pass/fail basis.

d. Grades appear to vary over a relatively wide range among sections of a single course and from course to course. Course averages vary from a high of 3.69 to a low of 2.32, with those courses considered as basic to certain curricula being graded most severely.

The major function of awarding grades is to provide a measure of achievement not only to the student but to future employers or to graduate schools. While in recent years there has been a tendency to play down the importance of awarding grades, this tendency appears to be in the process of reversal. Any serious review of the educational policy aspects of this matter should clearly examine the uses for grades. Presumably, they should not be so low as to discourage the students, nor should they be so high as to remove their value in evaluation. Many of the undergraduate students at the University go on to graduate work and compete with students from other universities for admission and financial support. Since the students entering the University have relatively high academic qualifications, the grading standards should be such as to support properly their applications to graduate school. It is well known that in considering candidates to graduate schools, the quality of the institution is generally taken into account. Nonuniform grading policies may weaken rather than strengthen the University's reputation in this respect. At the same time, it should be recognized that courses in the University vary with regard to the nature of academic content, basis for course selection on the part of students, and motivation of students. Although it is also clearly not advisable to attempt to legislate grading policy in individual courses, practices should be monitored so that appropriate action can be taken within a department or school where they appear to be out of line with respect to sound educational policy.

7. College of Thematic Studies

Questions were raised concerning the educational value of certain courses offered in the CTS program. It was agreed that since the program involves special offerings, sometimes involving extensive use of lecturers from government and industry, the usual academic standards may not apply. It was also recognized that other courses or programs have been outstanding.

The committee discussed the fact that all CTS courses presumably are processed through schools and departments in the same procedure as regular courses, and instructors are appointed in the same way. The usual controls on quality apply. It is possible that, because of the special nature of the program, in some cases the procedures may not have been followed with the usual diligence.

Since a number of committees were also evaluating various aspects of the program, it was agreed that further consideration of it by the Educational Policy Committee should be deferred until reports of these committees were available.

—Ralph M. Shovers, chairman
FACILITIES

Dr. Robert F. Lucid, chairman

Dr. Walter D. Bonner      Edwin M. Ledwell
R. Andrew Fletcher        Mary Love
Karen C. Gaines           William Shepard
Steven Gross               Dean Peter Shephard
Dr. Marilyn E. Hess       Dr. Anthony R. Tomazinis
John C. Hetherston        Dr. David T. Van Zanten

Committee charge:
The University Facilities Committee shall have cognizance of the planning and operation of buildings and grounds and associated services, including transportation, parking and security. It is understood that the new committee will have a subcommittee on transportation and parking.

In his Annual Report for 1972-73 the Committee Chairman indicated that during 1972-73, the membership of the group was largely occupied with ascertaining the status quo in its several areas of cognizance. In the long run, however, the group expressed the hope that the Committee might achieve the following goals:

1. At the very least, through its minutes and annual reports, provide the University with an ongoing archive which recorded developments in the several areas.
2. Provide specific relevant parties in the University with as much advance notice as possible of developments in the several areas, and specifically invite these individuals, departments, schools and agencies to respond to developments which particularly concern the parties.
3. Actively provide the University community at large with a regular supply of information concerning developments in the several areas, through open meetings, public notices and other means.

1972-74, for the most part, turned out to be a year in which only the first of these goals was achieved by the Committee. It is true that the Committee responded to the so-called Energy Crisis with a statement, issued by the chairman, outlining a community policy for energy conservation, and that this statement was published in the Almanac, and was, it is said, of some use. But the greater part of the Committee's activity during the year consisted of receiving information regarding its several areas of cognizance. In doing so the group dispensed with its subcommittee system and examined the several areas as a committee of the whole.

Buildings and Grounds

The Committee was briefed twice by Cushing Phillips, Jr., the new director of buildings and grounds, who reviewed the current state of his operations, outlined the Occupational Safety and Health Act of 1970 requirements (OSHA), and advised the group on energy conservation planning. Herbert J. deMarrais, president of the Delta Management Corporation, presented an analysis of how his organization, retained as a subcommittee system and examined the several areas as a committee of the whole.

Physical Development

In addition to receiving regular reports on the situations of University Square, Lot #8, and such adjacent-to-the-campus developments as the Holiday Inn and commercial building on 40th Street between Locust and Walnut, the Committee heard detailed reports upon three major physical development projects. These were: the renovation of the Quadrangle dormitory system, the concomitant reorganization of much of the student residence facilities throughout the campus, and the development of a new design for the Silverstein Pavilion addition to the Hospital of the University of Pennsylvania. The phased renovation of the Graduate Hospital was also reported upon, as was a master plan for renovation of the University Museum. Houston Hall's Rathskeller was completed this year.

The University, it was further reported, has submitted three separate applications for federal funds under the Health Manpower Act. The funds would be used to replace existing inadequate facilities by constructing a Health Education Building for the School of Medicine, a Small Animal Hospital for the School of Veterinary Medicine, and the provision of an up-to-date pediotorial clinic at Evans Building.

Campus Environment

Arthur R. Freedman briefed the Committee on the installation of an underground Campus Communication Network system, and detailed accounts of landscaping, distribution of art works, and other activities of the Committee on the Visual Environment were presented. Committee member Mary Love briefed the group on a successful campus cleanup day, and the Committee agreed that there is a need to improve relations between the campus user and the campus maintenance staff.

Parking and Security and Safety

The parking rate schedule for 1973-74 was approved without change for 1974-75. The Committee was briefed on the increase in security measures for women, measures initiated last spring and continued this year.

Utilities

Informed that the Philadelphia Water Commissioner was proposing rate changes for the University in excess of $300,000 over the next two years and the PECO was projecting increases that would result in a total annual addition to the University's bill of $1.5 million, the Committee of course urged that the administration persist in contesting the rate increases.

Finally, the Committee determined to maintain its master file of minutes in the office of Mr. Hetherston, and that a chairman's report be submitted to the Steering Committee for its information and record.

—Robert F. Lucid, chairman

FACULTY AFFAIRS

In its 13 well-attended meetings during 1973-74, the Committee dealt with a variety of questions including three issues of fundamental concern to the University and its faculty.

1. Racial census.

On the basis of the Committee's November 27, 1973 report (Almanac December 18, 1973), Council passed the following action on March 20, 1974:

I. Statement of principle:

The Council opposes the principle of a racial census, insofar as it involves racial (or ethnic) identification of individuals. At the same time, the Council endorses efforts being made to eliminate any discrimination on the basis of race (or any other non-academic basis) and recognizes the necessity for identifying progress in this area. At the moment, the only method acceptable to HEW and other interested parties seems to be a racial census. It appears, therefore, that the only way to solve, at least partially, the dilemma posed by these seemingly irreconcilable principles, is to proceed step-by-step, first taking action to guard against the most serious dangers inherent in the census, and then working on a long-range basis to attempt a fuller solution.

II. Proposals

1. It should become University policy immediately that any necessary racial identification of individuals be self-identification (not by department chairmen, supervisors, etc.), and be completely voluntary. This means no pressures of any kind may be exerted on a staff member either to answer or refuse to answer such questions (it is our understanding that this policy has already been put into effect for new faculty members; forms contain racial and ethnic identification plus 'decline to identify').

2. All documents, computer tapes, or similar records compiled by methods other than specified in #1 above should be destroyed when such adequate records can be re-complied on the basis of #1. These should be subject to at least the same degree of confidentiality as present records and be released to authorized agencies only as non-traceable numbers. The tape that contains the records cannot include Social Security numbers.

2. Grievance Procedure.

The design of a grievance procedure for the faculty was in effect a year-long project for this Committee, its ad hoc subcommittee headed by Robert E. Davies, and the Senate Committee on the Faculty whtie original proposal we responded to in a document
HONORARY DEGREES

The Committee on Honorary Degrees invites nomination of candidates to be considered for award of honorary degrees by the University at the May 1975 commencement.

Each nomination should be accompanied by a supporting statement and a curriculum vitae. Letters seconding the nomination from inside or outside the University will be helpful to the Committee's deliberations.

All nominations and other correspondence should be sent to the chairman, Professor Benjamin S. P. Shen, Department of Astronomy, DRL/El, not later than October 21 in order to receive consideration before the Committee's final report in December.

HONORARY DEGREES

Subcommittee of Faculty Affairs

The committee recommended thirteen names to President Meyerson and the Trustees of the University for award of honorary degrees for reasons of scientific, scholarly, artistic, or professional merit. Five of the eight awards made went to persons recommended by the subcommittee.

The subcommittee also reviewed the nominations for awards made on the celebration of the Moore School's fiftieth anniversary.

The subcommittee concurred in the recommendation of three previous subcommittees that special convocations be held, perhaps annually, each devoted to a specific field of scholarly or scientific inquiry, at which time honorary degrees can be awarded to persons prominently identified with the particular field.

Ward H. Goodenough, chairman

Malcolm Campbell
Robert E. Forster
Joseph S. Gots
Reinout P. Kroon
John S. Morgan

William G. Owen (ex officio)
Curtis Reitz
Robert Sefro (undergraduate)
Benjamin S. P. Shen
Richard S. Strickler (graduate student)

HONORARY DEGREE NOMINATIONS, 1975

The Committee on Honorary Degrees invites nomination of candidates to be considered for award of honorary degrees by the University at the May 1975 commencement.

Research

The Committee on Research held five meetings during the academic year 1973-74. Major topics for discussion included the following:

1. Faculty grants and awards
2. Indirect costs
3. Copyright policy
4. Dissemination of information about external funding opportunities.

One of the standing subcommittees of the Committee on Research is on Faculty Grants and Awards. Dr. Maria Brooks, as chairperson of the subcommittee, completed her work and submitted a report at the March 27 meeting of the Committee. Ninety-one requests were supported and received from faculty members, amounting to a total of $161,000. Only $44,000 was available to the subcommittee, an amount that represented the usual $30,000 funded by the University and a special $10,000 allocation by the Provost, including a $4,000 carryover from the previous year. The severe restriction in funding resulted from the usual $30,000 from the National Science Foundation not being received this year. The subcommittee recommended the funding of the 24 summer fellowships and 13 grants-in-aid, totaling $44,000. An effort was made by the subcommittee to distribute support equitably among the departments and to give priority to assistant professors; it did not recommend funding for faculty members who had received support within the past three years or had other sources of funding for the summer.

As a result of the Committee's efforts, especially the work of Dr. Brooks, the chairman and Dr. Brooks met with representatives of the Development Office and the Office of Research and Administration in order to develop a way to provide information dissemination to faculty members regarding sources of outside support for research. An agreement was reached which resulted in the publication of the first newsletter (Funding Notes) that summarizes these external funding opportunities in the humanities and social sciences. The Committee had recommended that the initial pilot effort be limited to these two areas on an experimental basis. A part-time person has been appointed by the administration to organize the materials and have the newsletter printed. It is hoped that the newsletter will continue through the following years, for the appearance of the first number was attractive in format and should have utility to the faculty.

The ad hoc Subcommitte on Copyright Policy that was appointed during the previous year submitted its report at the end of the academic year 1972-73. That report was considered by the full Committee during the first two meetings of the academic year 1973-74 and was adopted essentially in the form it had been submitted, with slight modifications. The Committee resolved that the report of the ad hoc Subcommitte on Copyright Policy be approved and it was submitted to the Council. The Committee recognizes that although its recommendations for printed materials published by the faculty or members of the administration are to be considered relatively definite, there nonetheless remain some unresolved issues connected with the production of audio-visual materials within the University setting. Copies of the copyright policy of the Committee on Research are available from the Secretary of the Committee.

Another standing subcommittee is that on Conflict of Interests, chaired by Dr. Almarin Phillips. Because the Committee stands in the posture of reacting to any requests from the administration to faculty, no business transpired under this subcommittee during the academic year. Moreover, no additional concerns were registered before this Committee regarding the expenditure of off-campus time, particularly at the Science Center. The report on this subject by the Committee on Research had been made in previous years, and no new activities occurred in this arena during the 1973-74 year.

Our third standing subcommittee is on Implementation of University Policy in the Conduct of Research, chaired by Dr. Alfred P. Fishman. Like the Conflict of Interest subcommittee, it is called into session only as needed, and it was not required to review any questions of compliance with University policy in the academic year just past.

One of the abiding concerns of the Committee on Research that extended from the first meeting in September to the last meeting in April of this year was the matter of the administration policy on indirect costs. Many of the faculty have expressed consternation about long-range research grants, originally approved at 37 percent of salaries and wages for overhead, now being charged 44 percent of total direct costs without
The Student Affairs Committee dealt primarily with six topics during
1973-74:
1. Renovation of Houston Hall: The Committee passed a resolution
supporting the importance of Houston Hall's improvement and
affirming a very high priority for the funding of a renovation program. The
resolution also asked that the President and Provost design means by
which such funding can be provided and report back to the Council in the
fall. The following resolution was passed by the Council at its last meeting
in the spring:

Whereas the renovation of Houston Hall is critical to the vitality of
the university community and the development of university life; and
whereas maintaining the status quo will lead to Houston Hall's
continual deterioration as an effective community center; and
whereas the need for its improvement has been affirmed by:

The SCUE Report, Student Committee on Undergraduate
Education, April 1966.
Houston Hall Renovation Committee Report, April, 1968.
Campus-wide referendum on the Renovation Proposal, sponsored
by the undergraduate Student Government, April, 1971.
University Budget Committee, Fall 1972.

Therefore be it resolved that this Council recognizes the
importance of Houston Hall's improvement and affirms a very high
priority to the funding of a renovation program beginning at the
earliest possible date; and

Be it further resolved that this Council asks the Central Ad-
mistration to design means by which such funding can be
provided and report back to the Council by the first meeting in the
fall. Such plans for support should reflect the proposed position of
Houston Hall as a facility of value to the entire university
community.

2. Report on Housing Policy: Prior to the completion of Dr. Arnold
Rosoff's report on University housing policy, the Committee met with him
to express their concerns. In February, Dean Emerson presented the
complete report to the Committee for comment and for specific advice on
the issue of retention. A subcommittee approved a report on retention
which was sent to the dean.

3. Task Force on the Quad: The Committee established a working
relationship with the Provost's Task Force in October. Since the issues
addressed by the Task Force are of pressing concern for the Committee on
Student Affairs, this relationship should continue throughout the coming
year as well.

4. Report on University Life: As a past member of the subcommittee
that wrote the report, the chairman of the committee consulted with the
Office of the Provost regularly concerning progress in the
implementation of the report, and was able to keep the Committee
informed and to pass on its concerns to the President and Provost.

5. Libraries: The Committee discussed various plans to reorganize the
student study and reserve book center on campus. Following an interview
with Mr. DeGennaro, the Director of the Libraries, the Committee was
satisfied that a number of positive steps were being taken in this area.

6. Office of International Services: At the close of the academic year,
the Committee had begun to address the question of support for foreign
students at Pennsylvania. This matter, however, was left incomplete and
referred to the 1974-75 Committee.

—Vince Conti, chairman

UNDERGRADUATE ADMISSIONS
AND FINANCIAL AID

The Committee's chairman, Dr. Robert F. Evans, died on May 30. This
summary report was prepared by the secretary.

At the beginning of the year the Committee reviewed admissions and
financial aid procedures and was kept well informed by the admissions
and financial aid staffs as the process of the admittance and aiding the
Class of 1978 developed.

The Committee considered recruitment, the identification of criteria for
the prediction of academic success, and relations of the Admissions Office
with the University community to be critical and established an ad hoc
subcommittee in each area.

The report on recruitment, as modified and approved by the Commit-
tee, was forwarded to the Steering Committee of the University Council and
the committee implemented the recommendations of the ad hoc
subcommittee on Admissions Office relations with the University
community by holding an open meeting, extending special consideration to
the campus press, and encouraging better coordination of the recruiting
efforts of the undergraduate schools with those of the Admissions Office.

The ad hoc subcommittee on criteria for the prediction of academic
success developed data on the relative effectiveness of the objective ad-
misions credentials in predicting, for elements of the Class of 1973, the
graduation of engineering students and acceptance in medical school. The
Committee saw a great need for the allocation of resources for broader
studies of this nature in order to validate or improve present admissions
procedures.

A new policy for the admission of students to the College, as proposed
by the College Committee on Admissions, was considered. The Council
Committee shared some of the concerns which gave rise to the proposal
but reached the sense that a departure from a uniform admissions policy
for all undergraduate schools, administered by a central admissions office, would be inadvisable.

Admissions staff members apprised the Committee of new methodology being developed to determine the size of the freshman class and transfer group. Differences in the kinds of enrollment data maintained by the undergraduate schools and the Registrar have made it difficult to determine the number of new students needed in each school in order to maintain current enrollment levels.

At the Committee's last meeting Dean Seely summarized his budget proposal for 1974-75 which included a substantial allocation for recruitment. The Committee concurred in these plans for a stronger recruiting effort, viewing it as the means to improve the academic profile of the undergraduate student body through expansion and improvement of the applicant pool.

—Robert G. Lomdahl, secretary

University Committees

Two of the University's major committees are "hybrids" whose cores are Council Committees but who meet also in expanded form to allow input from constituencies not formally represented on Council. The Recreation and Intercollegiate Athletics Committee, for example, in its expanded form includes alumni and Trustee representatives (who are not represented on Council) as well as faculty, administrators and students. The Personnel Benefits Committee's Council-related core is faculty and administration, but in its expanded form it includes support staff (A-3) personnel whose A-3 Assembly has a non-voting observer on Council. Both committees can take their proposals directly to the administration as well as to the Council Steering Committee. (Personnel Benefits Committee is an outgrowth of a subcommittee of the Faculty Affairs Committee; it was broadened in recent years to its University-wide role.)

RECREATION AND INTERCOLLEGiate ATHLETICS

The Council Committee on Recreation and Intercollegiate Athletics met on December 12 and January 25, and the University Committee on the same subject met on November 15, January 31, and April 18.

Both Committees forwarded their reactions to the report of the Task Force on University Athletic Policy* to the Council, recommending that the report be approved. The Committees studied, without taking action, the issue of varsity sports versus club sports, the new Ivy Group regulation on financial aid, vvch would work to the disadvantage of athletes, women's intercollegiate athletics, exchange data of Ivy Group colleges on academic credentials showing performance of athletes vis-a-vis performance of total student bodies, the cost of individual sports, new NCAA rules, freshman eligibility for sub-varsity and varsity team sports, revision of the rules and fee structure of the Levy Tennis Pavilion, developments and problems in recreation programs, and renovations and improvements in the recreation and athletic plant. It became evident, during the Committees' discussions of these matters, that the director of the Department of Recreation and Intercollegiate Athletics and his staff are sensitive to the issues involved as they relate to the University's best interests, and Committee members generally expressed confidence in the director's judgment.

The chairman doubts the usefulness and practicality of having two committees. Theoretically, the Council Committee (consisting of faculty and students) serves as an ongoing working committee of the University Council, taking its findings and recommendations to the University Committee (consisting of Trustees, alumni, administrators, faculty, and students), and then, as appropriate, to the University Council. Both committees also are considered consultants to the President of the University on matters of athletic policy. In practice, the work of the two committees largely overlaps, and the duplication of agendas has resulted in uneven and often disappointing attendance at Council Committee meetings. The Chairman recommends abandonment of the Council Committee.

—Ralph C. Preston, chairman

PERSONNEL BENEFITS

The Personnel Benefits Committee this year recommended or began consideration of changes in virtually every component of the University's benefits program. These deliberations were in part initiated by the unusually broad expression of interest in fringe benefits demonstrated by the University community as evidenced by frequent written inquiries and suggestions. The Committee, operating without any specific charge or explicitly stated budgetary constraint, attempted to develop proposals which met the most serious shortcomings of our present program in an economical fashion. The Committee, which has representatives of the A-1, A-2, and A-3 employees, was assisted in its work by Gerald Robinson and James Keller, directors of personnel relations and of personnel administrative services, respectively, who sat ex officio.

Recommendations and Status

1. Long Term Disability Insurance: a) Developing recommendation for increased maximum monthly compensation and for revised waiting period for A-3 and A-4 employees. b) Recommended waiver of benefits option for potentially disabling conditions for senior administrators and faculty. Change adopted.

2. Group Life Insurance: Followed up on previous recommendations to increase benefit to two times salary for all employees and to eliminate maximum coverage ceiling of $60,000. Both of these changes have been put into effect. Requested cost quotation for providing $2,000 single level paid-up policy for retirees.

3. Supplemental Retirement Annuity: Recommended that the University make this program available to TIAA participants. Program is in effect.

4. Early Retirement: Reviewed the proposed early retirement program and recommended procedures for adjusting benefits for those electing the "tapering off" option. Program under study by administration.*

5. Benefits for Postdoctoral Fellows and other employees: Recommended extension of University-paid medical benefits to postdoctoral appointees and other full-time but partially affiliated employees. Consideration of this proposal by the administration was apparently foreclosed by the existing budgetary difficulties which were partly due to a failure to recover existing employee benefits expenses.

6. Blue Cross and Major Medical: Recommended a set of improvements in these two programs embodying principally: a) Increase in number of days of hospitalization coverage to 120 days. b) Increase in outpatient diagnostic and emergency benefits. c) Increase of lifetime maximum benefit under Major Medical to $250,000. d) Decrease of family deductible under Major Medical to $100 per family.

This set of recommendations was forwarded to the administration on March 28, 1974. Subsequently, the proposals received the unanimous endorsement of the Senate Committee on the Economic Status of the Faculty and were recommended to the administration with the additional suggestion that the cost of these benefits changes be included in the general compensation increase then being planned. Following an initial informal agreement to adopt this recommendation, no action was taken. This reversal reflects the opinion held by the administration that in the present economic situation employees would be better served by or would appreciate more direct salary increases as opposed to benefits improvements.

7. A-4 Retirement: A revised retirement plan for A-4 employees has been under study by the administration during this last year. It is expected that a proposal will be available for discussion this year.

8. Health Maintenance Organizations: The Committee has kept itself apprised of developments in this area of growing significance, both with respect to the legislative background and the recently created local organization, South Philadelphia Health Plan. In the coming year, increased attention will be devoted to the opportunities presented by this form of health care delivery.

9. Committee-Administration Relations: Discussion was begun with the senior administrative and budgetary officers of the University with the objective of defining the lines of communication between the administration and the Committee in order to improve the timeliness and effect of the Committee's recommendations. Some changes from past procedure are undoubtedly necessary as a result of changes in the budget-making process.

*See page 2, this issue.

—Jacob M. Abel, chairman
Operating Committees

The following four committees, informally referred to as operating committees to distinguish them from those that report wholly or partly to the University Council, are advisory to the operations named. Their function is both to advise directors of operations and to recommend to the administration and/or campus governing bodies any changes of policy or procedure that enable these units to improve service.

BOOKSTORE

This has been a difficult year for the Bookstore and an active one for the Committee. Major issues considered during its regular monthly meetings included the following: financial position of the store; accounting methods; quality of the trade book department; qualifications and pay of trade book personnel; expansion of facilities to cope with overcrowding in the book departments; role of the Dorm Shop; relocation of the main store to new, permanent facilities.

1. In the view of most members of the Committee the most difficult problem encountered was the quality of the trade book department. Here there has been a policy of hiring people at close to minimum wages on an hourly basis, with disastrous turnover and a perpetual short-handed situation. A consequence of various personnel problems has been very uneven work load in sections; they apparently have ranged from excellent to very poor. At one extreme there was the happy note of a department chairman writing to compliment the store on its outstanding selections and service. At the other extreme were a group of sections where inventories were completely neglected for months since no clerk was on duty in those sections. Some of the difficulties will presumably be solved when the National Cash Register computerized inventory control system is fully operational and extends to 100 percent of the book inventories. Some of the difficulties, too, will be solved if there is hiring of qualified people at reasonable pay. Implementation of a job classification study which has been submitted to the University Personnel Department would help in this respect.

Problems will nevertheless remain. The Bookstore relies to some extent on recommendations by the faculty consultants. Unfortunately, there are areas in which faculty cooperation has not been forthcoming. An experiment has been made this year in using the services of a member of the library staff to help cover gaps.

2. Finances remain a considerable problem in the bookstore. A substantial loss was reported for the 1972-1973 fiscal year, although the first half of the 1973-74 fiscal year saw a profit, which reduced some of the pressure on the store management. The Committee has been troubled by the situation in terms of a number of criteria. For one thing, the Committee has been uneasy about the apparent arbitrariness of the accounting and reporting methods. Disturbing revelations emerged from time to time which fed this uneasiness. For example, the Committee learned that the Houston Hall barber shop was included in the Bookstore's accounts. At another point the Committee learned that because of the University's paying trade creditors (on its own schedule) only once per month (we are told that it is now twice per month), trade discounts are lost. We regretfully have no firm information on the extent to which the Bookstore has lost or is losing trade discounts, although we are told it is small. Apparently the actual data are hidden in a mass of accounting records. Overall, most members of the Committee would not have confidence in reported losses or profits unless independent auditors and consultants were employed to examine the books and make a detailed report which would include an analysis of the reasonableness of intra-university costs assigned to the Bookstore.

3. A major problem now facing the Bookstore is that of a permanent site with adequate space. In the "talking" stage is its possible relocation as a tenant in a conference center, now also in the "talking" stage, with a possible site on the parking lot at 38th and Locust Walk. The committee urges, as it has in the past, that high priority be given to an expanded, permanent facility. The over-crowding in the present facility is evident to every customer. Perhaps even worse is the inadequacy of storage and workspace in the rear areas. Apparently inefficiency and high costs stem simply from an inability to unpack and process incoming shipments promptly.

4. Organizationally, most members of the Committee feel that greater autonomy would be desirable for the Bookstore. Surely, for example, the store management should be able to pay its bills so as to capture all possible trade discounts. It should also be able to install an accounting system consistent with normal retailing practice and to negotiate the reasonableness of intra-university charges and services.

5. With respect to powers of the Bookstore Committee, most members agree that the Committee should have something more than mere advisory power. It is frustrating to spend much time dealing with an issue, reaching a conclusion, and then have that conclusion ignored, either because it is simply forgotten or because it is rejected without explanation or discussion with the Committee. Some means should be found to insure that taking the Committee seriously not be dependent solely on the goodwill of the Bookstore management.

6. Concerning composition of the Bookstore Committee, the majority hold that the Director of Auxiliary Services or his equivalent must be on the committee. Most members would also agree that a high academic administrator should be on the committee as a counter-weight to control of the Bookstore by the business side of the University. It might also be wise to include an administrator in the dormitory system to advise on student non-book needs, an area which many members feel is inadequately handled now.

7. Finally the Committee would like to add a word on the importance of a first-class bookstore in a university community. Here one can do no better than to quote from a 1968 statement by the Committee on the Houston Hall Store entitled, "The Functions of a University Bookstore." A. Whitney Griswold, former president of Yale University, is quoted there as saying, "There cannot be a great university without a great library and a great bookstore." The 1968 statement then goes as follows:

"The bookstore serves an important educational function, similar in many respects to the library. A good bookstore would be an extension of the classroom and seminar. For Faculty it can be an important adjunct to their life-long commitment to continuing education and pursuits of the mind. For students it can help provide the stimulus for what we hope would be a similar commitment. A good bookstore promotes a closer association with books, encourages their acquisition, and contributes to the development and maintenance of a concern for knowledge throughout life."

The present committee believes wholeheartedly in the validity of this 1968 statement. It urges the University to maintain its commitment to maintain a first-class bookstore on the campus. The Committee agrees on the need to eliminate losses or reduce them to inconsequential levels. This should be done, however, by encouraging efficiency within a framework of excellence. The Committee strongly endorses a solution of expertise taken by some institutions and referred to in Budget Committee circles here, i.e., trimming operations, via a concessionaire, to the level of a textbook plus center-city, fast-selling paperback store. To paraphrase a distinguished patron of Columbia's once fine bookstore, this would be the "Death of a Bookstore."

Ervin Miller, chairman

Joel W. Allison, Director University Bookstore
George Kidd, Jr., Director of Auxiliary Services
Hans G. Borei, Faculty
James L. Malone, Faculty
Warren Field, Student
Matthew J. Stephens, Jr.,
Frederick L. Foster, Assistant Director, Univ. Bookstore
Joel W. Allison, Director
Hans G. Borei, Faculty
Nancy K. Zumwalt, Faculty
William T. Kelley, Faculty
Catharine Kramarchuk, Student

LIBRARIES

The Committee had three well-attended and productive meetings during the year. The first meeting was largely devoted to a discussion of the long-term cost and budget trends and the strategy that the library administration has for coping with these trends. The Director of Libraries said that library costs, like those in higher education in general, are increasing faster than those in the economy as a whole. There are two major causes: one is that libraries are labor intensive, and the cost of personnel is rising rapidly while productivity remains relatively stable; the second is that the price of books and journals is rising faster than most other prices. The annual rate of increase for periodicals, for example, has been 12
percent in recent years, but last year it jumped to 22.4 percent and there is no down-turn in sight. Two recent devaluations of the dollar abroad caused the library to lose ten percent of its total purchasing power. In the face of these losses, the library’s budget has increased at a rate of only five percent a year in recent years despite the best intentions and efforts of the University administration to do more. The result is that the library is caught in a serious long-term financial squeeze.

The Library’s response to this situation is two-fold: a short term program of actively reducing both staff and acquisitions, and a long term program of automating certain labor-intensive procedures and sharing resources through cooperative ventures such as the Center for Research Libraries and the Ohio College Library Center (OCLC), a computerized network for sharing cataloging data.

At the second meeting, three major subjects were discussed: faculty borrowing privileges, new instructional technology, and the improvement of the Rosengarten Reserve Library.

Under the present system, faculty members may borrow books for indefinite loan periods. The only control that the library maintains is an annual clearance. At the end of the spring semester, the library sends each faculty member a list of all books on loan from Van Pelt with a request that they either return or renew the books on the list. Books that are needed by other readers are recalled on request. Library records consistently show that about one third of the faculty members who are sent the annual notices completely ignore them, and approximately one fifth do not respond to call-in notices. After considerable discussion, a consensus was reached that the library should direct its attention and efforts toward the worst offenders—the limited number who disregard notices to return books needed by others or who have large quantities of books for extended periods of time. The suggestion was made that the library should work through the department’s library liaison person or the chairman of the department.

The next subject of discussion was new instructional technology, such as cable TV, audio and video tapes and cassettes, filmstrips, etc., and the library’s role in this area. The committee advised the Director to wait for the faculty to take the lead in this activity and that meanwhile Van Pelt should continue to spend its diminishing book funds on books and journals rather than divert any significant portion of it into this new and extremely expensive activity.

The library’s plans for remodeling Rosengarten and setting up a self-service, closed reserve system were described by the Director and reviewed by the Committee. Through the use of a closed reserve stack and a computerized charging system (an extension of the Van Pelt circulation system), the library will be able to control more effectively the reserve books and maintain records on patterns of use. Too many titles are currently purchased and placed on reserve, and with the present system, the library does not have the records to show how little these books are actually used. The proposed system will produce this information and can be used to help the staff monitor and limit the number of books placed on reserve either through purchase or by transfer from the main stacks. The Committee thought well of these plans.

At the third and last meeting, the Chairman called on the Director to give a brief account of the numerous physical improvements and changes which are being planned or scheduled for implementation during the next several months in an effort to make Van Pelt a more inviting place for students and faculty to work. The plans were outlined briefly as follows: painting, including the main stairway, all the seminar rooms on the 34th Street end of Van Pelt and certain stack walls and other spaces; carpeted reading lounges will be created on the 3rd and 4th floors next to the elevators; Rosengarten to be reorganized, rearranged, and carpeted this summer; money from the Rosengarten Fund; a coffee and snack vending facility and adjacent to the Klein Lounge may be opened in September; the microtext reading and storage facilities will be enlarged and improved. In addition, an effort will be made next year to find donors to make possible the completion of 27 faculty studies which were projected for Van Pelt but dropped from construction for economy reasons.

During the second and third part of the meeting, the Committee viewed the Technical Services Department and saw a demonstration of the library’s on-line computerized shared cataloging operations. It then moved to the Reference Department for a demonstration of the library’s newly developed service for searching machine-readable bibliographic data bases through the use of a cathode ray tube terminal connected by telephone lines to commercially available data bases in California. Mr. De Gennaro concluded the meeting with a brief assessment of the important role these new computer-based cataloging and search services will play in the future of the library.

—Robert M. Lumiansky, chairman

INTERNATIONAL SERVICES

The Committee, after more than a year in a dormant state, initiated the formulation of a new charge which is intended to be considerably broader than the old one. The trend is to focus other activity on a wide range of aspects having to do with foreign students and foreign universities. The same committee has been reappointed and will continue its efforts along these lines in the coming year.

—Abraham Noordergraaf, chairman

FULLBRIGHT AWARDS

The Committee rated and forwarded to the regional Fulbright committee 27 applications of Pennsylvania undergraduate and graduate students. At the time the 1973-74 committee completed its work in the spring, notice had been received of six awards to students here, and others were pending.

—Jean V. Alter, chairman

OTHER COMMITTEES

In addition to the Council Committees, University Committees and Operating Committees whose reports appear above, the University has three independent Committees which tend to report periodically and “as needed.”


2. Budget. The outcome of the Budget Committee’s work is of course the budget (Almanac February 19, 1974; April 16, 1974; and July, 1974, among other dates)

3. Open Expression. The Open Expression Committee had no cases in the year just past, chairman Edward S. Herman reports: it sent observers to the scene on a few public occasions but in none of these instances was it required to act to enforce the University guidelines.

Members of the Independent Committees are selected with the help of Council’s Committee on Committees, as are the Council, University and Operating committees. Three standing committees of the University are not selected in that way, but by the President and or the Provost, to whom they report. They are:

The Faculty Committee on Equal Opportunity, which has no report at this time;

The Morgan State Cooperative Project Advisory Committee, which will report in a future issue; and

The new Committee on Safety and Security, which is in the midst of refining its charge. The Steering Committee of Council at its September 10 meeting agreed to ask the Committee on Committees to take responsibility for the Safety and Security Committee in the future, placing it in a role similar to the four Operating Committees which reported in this issue.

COUNCIL

AGENDA FOR SEPTEMBER 25

The first fall meeting of the University Council will be Wednesday, September 25, from 3 p.m. to 5 p.m.—a one-time change from the normal 4 to 6 p.m. schedule.

President Martin Meyerson and Provost Eliot Stellar have distributed for the first meeting a summary of actions taken on all Council recommendations of 1973-74, as requested in Council’s action last spring. The summary, scheduled for publication here next week, includes progress reports and actions taken on twenty separate recommendations of Council.

There will be discussion but not action on proposed by-laws changes that adjust membership of Council and certain committees, and on three committee reports: on student recruitment, post-doctoral students’ benefits, and continuing education.

ALMANAC September 24, 1974
OPENINGS

The following listings are taken from the Personnel Office's weekly bulletin and appear in ALMANAC several days after they are first made available via bulletin boards and interoffice mail. Those interested should contact Personnel Services, Ext. 7285, for an interview appointment. Inquiries by present employees concerning job openings are treated confidentially.

The University of Pennsylvania is an equal opportunity employer. Qualified candidates who have completed at least six months of service in their current positions will be given consideration for promotion to open positions.

Where qualifications for a position are described in terms of formal education or training, significant prior experience in the same field may be substituted.

The three figures in salary listings show minimum starting salary, maximum starting salary (midpoint) and top of salary scale, in that order.

ADMINISTRATIVE PROFESSIONAL (A-1)

ASSISTANT DEAN, Allied Medical Professions (9/3/74).

ASSISTANT TO CHAIRMAN to administer dental clinics and laboratory, grants, office personnel, faculty recruitment and schedules and budgets. Qualifications: College degree. At least five years' experience in administration of office personnel, group dental practice or dental technical laboratory. Knowledge of accounting and ability to communicate effectively. $9,275-$11,450-$13,600.

ASSISTANT DIRECTOR IV. Alumni Annual Giving. Responsible to director of alumni annual giving and the director of the Wharton graduate division for organization, coordination and support of alumni relations in the area of alumni, clubs, national executive committee, newsletter and life-long educational program. Qualifications: M.B.A. or work towards an M.B.A., preferably from Wharton. Experience in fund raising and alumni relations work necessary. Ability to write and speak effectively, to organize and direct volunteer workers in large-scale fund raising programs. $14,125-$17,600-$21,050.

DATA SYSTEMS COORDINATOR responsible for all research development design implementation and maintenance of computer systems for admissions office. Extensive interaction with UMIS coordinating admissions activities. Qualifications: Computer degree or equivalent experience. Some programming and knowledge of Mark IV helpful. Ability to interpret technical capabilities of computerized operations to staff with limited background in computer technology. Ability to supervise and coordinate personnel, analyze department needs, monitor systems, make modifications. $12,800-$15,325-$18,350.

JUNIOR RESEARCH SPECIALIST to do varied biochemical procedures including enzyme purification, assays and kinetics, chromatographic separations, radioisotope incorporation studies, preparation of complex solutions. Qualifications: Bachelor's or master's in biology, chemistry or medical technology plus experience in biochemical research. $8,075-$10,050-$12,000.

JUNIOR RESEARCH SPECIALIST, medical school (9/3/74).

JUNIOR RESEARCH SPECIALIST, biochemistry (9/10/74).

PROJECT ENGINEER (9/3/74).

RESEARCH SPECIALIST I to do measurement of extravascular lung water by a gravimetric technique on human and animal specimens; measurements of certain coagulation factors in patients; operation of blood gas electrodes, pressure transducers, spectrophotometer. Mettler balances and electronics for medicine strip chart recorder in surgical research lab. Qualifications: Three to five years' experience in techniques listed above. Experience in statistics. Letters of recommendation. $9,275-$11,450-$13,600.

RESEARCH SPECIALIST I to do biochemical analysis of animal and human tissue. Works with small animals, operates amino acid analyzer and interprets results. Qualifications: Degree in chemistry or biology. Experience preferred. $9,275-$11,450-$13,600.

RESEARCH SPECIALIST II, Museum (9/3/74).

SECURITY SPECIALIST (9/3/74).

STAFF NURSES (2) (9/17/74).

SUPPORT STAFF (A-3)

ADMINISTRATIVE ASSISTANT I, College. Correspondence, coordination and maintenance of records, supervision of part-time personnel, preparation and checking of budgets. Qualifications: Excellent typing, experience at a university preferred. Knowledge of budgets. $6,550-$7,925-$9,300.

ADMINISTRATIVE ASSISTANT I, Medicine (9/17/74).

ASSISTANT PUBLICATIONS PROCUREMENT COORDINATOR (9/17/74).

BILLING ASSISTANT, health services. Qualifications: Excellent typing ability and previous bookkeeping experience essential. Knowledge of technical terminology, dictaphone. Two years' experience in medical area helpful. $6,550-$7,925-$9,300.

CLERK II, campus business area. Qualifications: Ability to work with figures and deal effectively with people, both in person and by telephone. Accurate typing skills required. Two years' experience helpful. $5,300-$6,225.$7,150.

INSTRUMENTATION SPECIALIST (9/3/74).

MT/SC OPERATOR. Publications Office. 3 p.m.-10:30 p.m. (9/17/74).

PSYCHOLOGY TECHNICIAN II, psychiatry (9/3/74).

RECEPTIONIST to answer telephone, greet visitors, answer requests for information and type. Qualifications: Typing, ability to work under pressure, ability to use call director. $4,950-$5,725-$6,500.

RECEPTIONIST, Placement Service. Gives information to students. Maintains extensive file for 1000 students, does secretarial work, acts as liaison between employers, faculty and students. Qualifications: Good typing, ability to work under pressure, proven ability to get along with people. $5,550-$6,925-$9,300.

RESEARCH LABORATORY TECHNICIAN II, arthritis clinic (9/17/74).

RESEARCH LABORATORY TECHNICIAN III. To do immunoassays of hormones, analysis of cyclic nucleotides, biological intermediates. Qualifications: B.S.; work with experimental animals, familiarity with radioisotopes. $7,900-$9,450-$11,000.

RESEARCH LABORATORY TECHNICIAN III to manage pump oxygenator system newly designed for patients with acute respiratory insufficiency. Participates in animal experiments involving heart-lung bypass and measurements of pulmonary blood changes. Qualifications: College degree or equivalent. Experience in physiologic or surgical research laboratory. Experience with extracorporeal perfusion desirable but not mandatory. $7,900-$9,450-$11,000.

RESEARCH LABORATORY TECHNICIAN III. To do various biochemical procedures including enzyme purification, assays and kinetics, chromatographic separations, radioisotope incorporation studies, preparation of complex solutions. Qualifications: Bachelor's or master's in biology, chemistry or medical technology plus experience in biochemical research. $8,075-$10,050-$12,000.

RESEARCH LABORATORY TECHNICIAN III. Seven positions an-
nounced September 3, 10, 17, including tissue culture, organ perfusion, enzyme assays and virology.

SECRETARY I (2) (9/3/74)
SECRETARY II (6) (9/3/74)
SECRETARY III (3) (9/3/74).

SENIOR MAINTENANCE ENGINEER (9/17/74).

STOCKKEEPER II, campus business office. Qualifications: Ability to do clerical work involving some figures. Clerical or inventory control experience preferred. $5,700-$6,750-$7,800.

HOURLY RATE (A-4)

Hourly rate is negotiable on basis of qualifications.

RESEARCH BIBLIOGRAPHER, 4 hrs/day, 5 days/wk (9/10/74).
SECRETARY II, full-time, 4 months (9/17/74).
SECRETARY, hematology, 1 p.m.-5:30 p.m. Mon.-Fri. (9/17/74).

WOMEN'S COUNSELING GROUPS

Registration is this week and next for the fall series of Resources for Women counseling groups, to begin the week of September 29. A second series begins the week of November 18.

The program, under the supervision of the University's Psychological Services Program and its Counseling Service, is for women exploring career opportunities, educational options and new directions. Resources for Women is a project of the Faculty Tea Club, an organization for University-related women.

Groups meet for two hours once a week for five weeks; days and hours are arranged according to demand. There is a $5 donation to cover costs.

Registration hours: September 18, 19, 25 and 26 from 9 a.m. to 12:30 p.m. and September 23 from 12:30 to 3:30 p.m. in the Faculty Tea Club Room at the Faculty Club.

CENTER FOR BEHAVIORAL MEDICINE

Sessions of the smokers' clinic and a clinic for problem drinkers will begin in early October at HUP's Center for Behavioral Medicine. Both are outpatient clinics using behavior modification techniques within a small-group format.

Groups in the smokers' clinic meet for eight weekly 90-minute sessions, with five follow-up sessions extending over nine months. The fee is $100, of which $50 may be earned back by attending the follow-up meetings.

Clinics for problem drinkers meet for 12 weekly 90-minute sessions and five follow-up sessions. Unless there are medical problems, the goal of these clinics is controlled drinking rather than total abstinence. Clinic fees are adjusted on a scale from $5 to $30 with a $300 commitment fee which may be earned back. Both groups meet, usually in the evening, at 11th floor Gates Pavilion.

To make an appointment for a screening interview for either clinic: Mrs. Hirsh, 662-3903.

CORRECTIONS AND CHANGES

Bookstore Hours

Starting this week, the Bookstore resumes regular hours: 9:30 a.m. to 6:30 p.m. Mondays through Thursdays (not 9:30 to 6 as reported in Almanac September 3). Friday hours are 9:30 a.m. to 5 p.m., Saturdays 10 a.m. to 5 p.m.

Leaves

Leaves reported here last week for Dean Bernard Wolfman and Law School professors Mirjan Damaska and Ralph S. Spritzer are for 1975-76, not for the current year.

Senate

Dr. Bernard Cataldo is not able to serve on the Senate Committee for Academic Freedom and Responsibility. The news was received too late for inclusion in Almanac September 17, where it was announced that Dr. Cataldo would take the place of Donald Silberberg, who is on leave this semester.

HORSE SHOW FOR NEW BOLTON

The 24th annual Chester County Horse Show, at the Devon Horse Show Grounds all day Saturday, September 28, is a benefit for the University's New Bolton Center, the large animal facility for the School of Veterinary Medicine. Competition starts at 8 a.m., rain or shine, at the grounds in Devon, Pa. Admission is $1 (children under 12; 50 cents).

THINGS TO DO

ON FEUDALISM: TODAY

Dr. Elizabeth A.R. Brown of Brooklyn College addresses the Medieval Studies Group on Feudalism: You or Noy? Upper east lounge, Hill House, September 24, 4 p.m.; open to the public.

FACULTY CLUB: FOOD FROM THE SEA

The Faculty Club's special buffet before the Penn-Lehigh football game Friday night (September 27) is called an "oceanboard" because it features seafoods in as many forms as the cooks can devise for the $5.75 you pay. The table is spread from 5 to 7:30 p.m. to feed members and guests in time for the 8 p.m. kickoff at Franklin Field. Reservations: Ext. 220 or EV: 1825; the club will also order football tickets and put them on members' bills.

FILM, THEATRE, MUSIC

Varieties of the Documentary Genre: Night Mail (1936); N.Y., N.Y. (1957); Chronicle of a Summer (1962); and Power to the People (1970) are the first offerings of the Annenberg Cinematheque. Studio Theatre, September 25, 4 and 7 p.m. Tickets: $2.

Merr and Phil, a comedy by Anne Burr. Estelle Parsons stars in the New York Shakespeare Festival production. Zellerbach Theatre, previews September 27, 28, 8 p.m.; September 29, 2 p.m. Opening night, October 1, 7 p.m. Box office: Ext. 6791.

Music at the Museum. Young musicians are featured in a new addition to the Museum's annual free concert series under the direction of William Smith. Rainey Auditorium, Museum, September 28, 4 p.m.

EXHIBITS

Oil paintings by Charlotte W. Franklin. Philomathean Gallery, Houston Hall, through October 18.

Sculpture and drawings by Timothy Duffield. Faculty Club, September 28 through October 18.

SPORTS

Football vs. Lehigh and Fireworks Night. Franklin Field, September 27, 8 p.m.

Cross-country vs. LaSalle-Lehigh. Fairmount Park, September 28, 11 a.m.

Women's Tennis vs. Yale. Palestra Courts (rain location. Levy Pavilion), September 28, 2 p.m.

Soccer vs. Colgate. Franklin Field, September 28, 2:30 p.m.

Soccer vs. Rutgers. Franklin Field, October 1, 2 p.m.

Ticket office: Ext. 1862.

COED VOLLEYBALL CLINIC

The Women's Athletic Association's clinic on power volleyball is open to both women and men Thursday from 7 to 10 p.m. in the south gym of Weilgham Hall. Faculty, staff and students are welcome at the fre session, and should come dressed to participate (gym shoes or sneakers a must). Guest clinician Ralph Hippolyte is the assistant coach of the Women's Eastern Team of the U.S. Volleyball Association and was a coach and consultant with the Olympic Development Staff for the past three years. For more information: Connie Van Housen, Ext. 7438/9.

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