Three Chairs for the Faculty: Trustees approved the selection of the three men at right for named professorships last month:

- The new $1 million chair endowed in honor of Trustee Robert G. Dunlop by the Pew Memorial Trust, with the Glenmede Trust as trustee, was conferred on Dr. Edward J. Stemmler, Dean of Medicine.
- Dr. John J. Cebra, chairman of biology, was named Annenberg Professor of the Natural Sciences.
- Dr. Louis A. Girifalco, leaving office as acting provost, was elected University Professor of Materials Science, on the nomination of faculty and after a review prompted by recent Senate discussion of the process for filling the University-wide chair. He passed unanimously, with summations such as Nobelist J. Robert Schrieffer's: "One of the few scientists who have effectively bridged the area of solid-state physics and metallurgy." (See report, page 3.)

Hold October 19-23: The formal inauguration of President Sheldon Hackney will be part of a week-long celebration of the University, marked by lectures and symposia with some outdoor events October 22. The formal inauguration, in academic regalia, is set for 11 a.m. October 23 at Irvine, with a luncheon afterward for audience and participants. All members of the faculty are invited. (More on Inauguration Week in the fall.)

From Harrisburg, with Relief: Good news this year: The budget passed June 30 by the legislature, and signed next day by Governor Thornburgh, selectively increases Penn's state appropriation. See page 2.

Call for Nominations: Associate Provost, VP/Research

The University of Pennsylvania invites nominations and applications for two senior positions in the office of the provost, the chief academic officer of the University. The positions are available in the fall of 1981.

The associate provost is the chief adviser and deputy to the provost. His or her responsibilities include academic programs and planning, faculty appointments, and faculty affairs. The associate provost should have exceptional credentials for academic leadership.

The vice provost for research is responsible for research policy and administration and for the increasing demands of governmental and foundation relations as they affect the climate for research. The vice provost has a special concern for a number of interdisciplinary research related centers and facilities. The vice provost should be a strong and active scholar; experience in federal research policy is desirable.

Nominations and applications, with supporting documents, should be sent as soon as possible and certainly no later than September 18 to Dr. Joyce M. Randolph, Executive Assistant to the Provost, 104 College Hall/CO, University of Pennsylvania, Philadelphia, Pennsylvania 19104. Provost-Designate Thomas Ehrlich has requested that the searches focus upon internal candidates without precluding consideration of unusually qualified external candidates.

The University of Pennsylvania is an equal opportunity affirmative action employer.

Trustees: Return of the College, Other Actions

At the June 19 Trustees meeting, the establishment of a School of Arts and Sciences as the "organizational unit of the Faculty of Arts and Sciences" was approved. FAS had voted such a motion at the May faculty meeting. The action gives the School an undergraduate division to be known as the College of Arts and Sciences, with a Graduate Division of Arts and Sciences alongside.

"When the Faculty of Arts and Sciences was established in 1974, a major goal was to create a unified faculty," said the resolution in part, and "most of the goals ... have been accomplished: graduate and undergraduate education are more integrated than ever before, the liberal arts have achieved a stature not previously enjoyed at Pennsylvania, and the organizational transition has been remarkably smooth. Given these accomplishments, it appears to be appropriate to consider the reestablishment of names for the undergraduate and graduate division of the school." The text on to cite the "great historical tradition linked to the name College as the oldest academic unit at Pennsylvania" and pointed out that other schools consist of both a faculty and a school.

In other actions, the Trustees formally elected Professor Thomas Ehrlich as Provost; approved the budget for 1981-82, and adopted the proposed new Statutes as well as a Policy on Conflict of Interest which will be published in the fall.

(Continued on page 2)
Support from Harrisburg: A Two-Year Comparison

The Commonwealth of Pennsylvania's appropriation to the University of Pennsylvania for 1981-82 went up selectively, with a welcome 71.4 percent rise for New Bolton Center. The figures:

<table>
<thead>
<tr>
<th></th>
<th>1980-81</th>
<th>1981-82</th>
<th>Increase</th>
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</tr>
<tr>
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<tr>
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<td>50%</td>
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</table>

**Museum: Dr. Dyson**

SAS (FAS) Dean Robert F. Dyson, Jr., has been named Acting Director of the University Museum, with Dr. William Coo as Acting Associate Director and Dr. Gregory L. Possell as Assistant to the Director for Museological Services. Dr. Dyson, professor of anthropology and former curator of the Near East Section of the Museum, continues as dean of arts and sciences. A search committee is being formed for the Museum directorship.

**Affirmative Action, Etc.**

In a reorganization on the President’s staff, the affirmative action and equal opportunity functions formerly split between Davida Ramey and James H. Robinson will be consolidated under Mr. Ramey, while Mr. Robinson becomes full-time director of the formerly half-time Community Relations Office. Mr. Robinson, whose initial assignment in the University was in community affairs, is a former United Fund staff member who will also have responsibility for the United Way campus campaign. Dr. Tom Cori, the GSFA lecturer and former urban studies director who has handled community relations on a half-time basis, now moves that portion of his time to the President’s office, where he will perform analytical and organizational tasks.

**Faculty Housing**

Maye Morrison, recently appointed as coordinator of a new Off-Campus Living Office, will now handle faculty-staff housing requests as well. With the retirement of John Brogan, the office set up in part to advise area residents on security will expand its services and residence listings, including those that will offer sublet of homes of faculty going on sabbatical, and help newcomers and visiting faculty who need housing. The office is in Houston Hall, Ext. 5332.

**Reminder to Faculty**

Faculty are reminded of two summer deadlines for programs announced in the May 5 issue. Any department applying for tuition subvention for graduate students has a deadline of ASAP, to the Office of the Vice Provost for Research, 106 College Hall. Women faculty who wish to apply for Radcliffe's prestigious Bunting Fellowships should contact the same office for information.
The present ad hoc faculty committee was appointed by President Hackney to review the scholarly and scientific credentials of Dr. Louis A. Girifalco (attachment I) and to make a recommendation to the President concerning the appropriateness of appointing Dr. Girifalco to a University Professorship.

The Committee has conducted its review in a manner consistent with the guidelines supplied by the Report of the Senate Committee on the Faculty concerning “Criteria and Procedures for the Appointment of Distinguished Professors” published in Almanac February 28, 1980. Specifically, the committee has proceeded upon the assumption that appointment to a University Professorship “shall be in recognition of outstanding scholarly merit and achievement. The criterion of appointment shall be uncomon excellence of research or scholarly contribution, ranking the recipient among the internationally recognized leaders in one or more scholarly fields.” The charge from President Hackney was understood to be altogether consistent with this Report. Copies of two faculty petitions received by President Hackney are attached (attachment II).

The committee has proceeded by:

1. Reviewing all three of Dr. Girifalco’s books and a selection of his articles by a sub-committee of three members, and receiving from these members an extremely positive evaluation.

2. Reviewing a detailed summary of Dr. Girifalco’s most important research achievements (attachment III) prepared by Dr. Pollack.

3. Receiving a letter of endorsement from Professor Ivar Berg, who was unable to attend the initial meeting (attachment IV).

4. Consulting three referees inside the University from a list generated by committee inquiry. This consultation involved:
   a. Dr. Robert Maddin, University Professor of Material Science and Engineering: who enthusiastically endorsed the proposed appointment, citing Dr. Girifalco’s “outstanding fundamental research” which “comparably favorably in quality with that of other University Professors whose work I know.”
   b. Dr. John Hobstetter, Professor of Materials Science and Engineering: who contributed three paragraphs (attachment V) analysing the “elegant” and “classic” character of the work.
   c. Dr. Sohrab Rabbi, chairman of the Department of Electrical Engineering and Science: who contributed a written endorsement (attachment VI) explaining the importance of three separate phases of Dr. Girifalco’s work.

5. Consulting four referees from outside the University from a list generated by committee inquiry. The four consist of two materials scientists and two physicists:
   a. Dr. George J. Dienes, Senior Physicist at the Brookhaven National Laboratory: who endorsed “unequivocally” the proposed appointment. Professor Dienes stated that Dr. Girifalco’s work “is among the most important contributions . . . of our time. . . .”
   b. Dr. Gene Mahlin, Professor of Metallurgy at the Henry Krumb School of Mines, Columbia University: who “feels fine about this appointment.”
   c. Dr. J. Robert Schrieffer, Nobel Laureate and Professor of Physics at the University of California at Santa Barbara: who expresses “enthusiastic support.” He regards the proposed appointment as “absolutely marvelous,” identifying Professor Girifalco as one of the few scientists who have effectively bridged the field of bonding in metals and alloys, he identifies Dr. Girifalco as “internationally recognized for a contribution that will last with time.”
   d. Dr. Paul Windblatt, of Ford Motor Company, Professor-elect of Metallurgy and Material Science at Carnegie-Mellon University: who “would strongly support the appointment.” He assures the committee that “there is no doubt in my mind that [Girifalco’s] contributions are well above those of similar people in the field—including departmental chairman and super-scientists.”

6. Considering the common knowledge in the community concerning the way in which Dr. Girifalco has, in his capacities of departmental chairman, associate dean, vice provost for research and, finally, acting provost contributed repeatedly and significantly to the cause of scholarship both inside and outside the University.

The committee has satisfied itself that the appointment of Dr. Girifalco as University Professor is altogether appropriate. For this reason the committee unanimously and enthusiastically recommends that the appointment be accomplished forthwith.

Finally, the committee would note that though its own procedures and the President’s charge have been consistent with the Senate Committee on the Faculty Report of February 28, 1980, the ad hoc character of the committee is not so consistent. The following recommendations of the Report are hereby endorsed by this committee:

“The provost shall annually appoint a Faculty Review Panel, consisting of five faculty members. Not more than three of these panelists shall be University Professors or holders of Benjamin Franklin, named, or endowed professorships.

“Nominations to University Professorships may originate from the provost or from sources within or external to the University.”

Respectfully submitted,

Ivar Berg (sociology)
Robert E. Davies (molecular biology)
Robert F. Lucid (English), Chairman
Solomon R. Pollack (bioengineering)
Walter D. Wales (physics)

Ed. Note: Attachments referred to in this report are extensive and are not expected for publication. They are on file in the Office of the President.

ALMANAC July 14, 1981
Butt’n In

On Thursday, June 25, I was passing through Blanche Levy Park and by chance came across the installation of Claes Oldenburg’s Split Button. Since I was on vacation and had no other obligations for the afternoon, I decided to stay and watch for awhile.

After analyzing how I would have dealt with the difficulties the installation crew was having, I turned my attention to the passers-by. They had come upon the button as unexpectedly as I had and watched with amusement their startled reactions. Sometime during the afternoon I remarked to a friend who was also watching that this was a project that anyone with the resources could conceive, design, construct, and erect, but only Oldenberg could call it Art and have people believe him to the extent that they would pay him handsomely for it. Furthermore, Philadelphia must be one of his favorite cities because he has had so much fun at our expense.

Altogether, aside from a touch of sunburn on my face, I had a pleasant afternoon.

The next day, I again found myself on campus and decided to watch some more reactions to the button. Maybe the lack of a crowd failed to attract attention; maybe the construction barricades caused people to think that it was a base for something else, I don’t know. Whatever the reason, there was very little reaction from passers-by, so I looked at the Split Button itself to see what I could see.

What I saw was a plaything, a very expensive toy. I looked at this gigantic button and wanted to climb on it and slide down it. It looked like it belonged in some highly imaginative playground, but as a playground construction it is not its intent. Its intent is as a work of art. So I looked at it as a work of art.

And I didn’t see a work of art. I saw no meaning, no value beyond that of the metal content; no soul.

What I did see was sham, fraud, an abdication of thought, a loss of esthetic value; the result of a great willingness to accept as Art whatever an authoritative voice calls Art. I saw a monument to someone’s overinflated ego, an expression of supreme arrogance. Claes Oldenberg is laughing. Not with us, but at us. And we, his gullible public, are paying him to do it.

Sculptor Oldenburg with Mrs. Lloyd
DEATHS

Losses in Faculty Ranks: Drs. Eisenhardt, Gorman, Gross and Shore

The University lost four active faculty members early this summer to illness and accident: Dr. Rudolph Eisenhardt of Medicine, Dr. Chester Gorman of FAS, Dr. Neal Gross of Education and Dr. Sidney Shore of Engineering. While most of the memorial services are past, note that the service for Dr. Gorman is being delayed until fall — September 11 at 3 p.m. in Rainey Auditorium — so that colleagues can attend. Families and/or schools have indicated below the established funds where gifts may be made in honor of each of the four.

Dr. Chester Gorman, at 43, was internationally known for discoveries in Thailand that redirected many archaeologists’ and anthropologists’ work on the history of agriculture, technology and human development. From Newsweek’s story after his death from cancer on June 19: “Artifacts uncovered by Gorman and Thai colleagues at the village of Ban Chiang . . . pushed back the date of the earliest known Bronze Age culture as far as 3,600 B.C., an event that more than six centuries before the bronze implements found in the Fertile Crescent of the Tigris-Euphrates valley.” In another part of Thailand, Gorman discovered domesticated seeds that were as much as 11,700 years old and are widely regarded as evidence of the world’s earliest agricultural society. Dr. Gorman died in Sacramento, where he had attended the state college before taking his graduate degrees at the University of Hawaii. He joined the University in 1973 as an assistant professor, and had become associate professor of anthropology and associate curator of the South and Southeast Asia Section of the University Museum. Dr. Gorman is survived by his parents, his wife Mary Carroll, and three grandchildren.

Dr. Neal Gross, who joined the University as dean of the Graduate School of Education in 1968 and continued as professor of education and sociology after leaving the deanship six years later, died in an automobile accident in Illinois on June 5. At 60, he was the author of 14 books and articles dealing primarily with problems faced by administrators of secondary schools. Coming to Pennsylvania after 17 years at Harvard and two at Minnesota, he had strengthened the GSE educational administration thrust and continued the school’s evolution toward high-level basic research that interacts with other disciplines. Dr. Gross, a graduate of Marquette University, served as a Navy lieutenant in World War II before taking his Ph.D. in sociology at Iowa State. He is survived by three children — Richard, Sandra and Linda Gross — and a sister and a niece. The school has announced the establishment of the Neal Gross Memorial Fund in his honor.

Dr. Sidney Shore, an alumnus and professor of civil engineering who pioneered in the use of computers in structural analysis and building design, died May 19 at the age of 59. His most recent work had been on innovative approaches to solar energy and housing. After a master’s at Columbia and Ph.D. at Harvard he returned to Penn in 1952 as assistant professor, rising to full professor in 1960. He was a Fulbright Scholar and visiting professor at Sweden’s Royal Institute of Technology; graduate group chairman in civil engineering until 1973; winner of the Friars Senior Society Award for excellence in teaching and — not widely known on campus until this year’s Faculty Club show of his work — a serious sculptor. His bust of Franklin, from the show, was purchased earlier this year by the Class of 1943 for the forthcoming E. Craig Sweeten Alumni Center in the former Delta House on Locust Walk. Dr. Shore is survived by his wife, Mildred Cohen Shore, and by their three children, Fred, Neal and Monica Shore — Monica a former student at Social Work here, and Neal an alumnus of FAS and the School of Medicine. The Sidney Shore Scholarship Fund has been established in his honor by the School of Engineering and Applied Science.

Dr. Rudolf H. Eisenhardt, a biochemist best known for the development of instruments that permit nearly instant analysis of biological function, was 56 when he died May 17. He was the co-author of a text that considered a standard in his field, and in addition to his work as research associate in the Harrison Department of Surgery he had for the past two years been teaching a course he originated in the history of science. Dr. Eisenhardt is survived by his mother, Elisabeth Eisenhardt, and by his partner Ana, and by Monica Eisenhardt and Miriam Eisenhardt-Murphy. Both Peter and Miriam took the B.A. with honors at Pennsylvania. Contributions in his memory may be sent to the American Heart Association.

Other members and former members of the University whose deaths have been reported since mid-May:

Helen Brennan, 61, on June 16; a receptionist and then residence hall clerk in the high-rises since their opening year 1967. Mrs. Brennan, who had been on disability since 1979, is survived by three sons, James, Joseph and William.

Dr. Emile Cailliet, 86, on June 4; twice a member of the faculty here, first in 1927-31 as instructor in French and philosophy, and again 1940-43 as full professor after teaching at Scripps College in the Claremont area. A native of the world, he is survived by a son, Andre; and daughters Helen, Suzanne and Doris, a 1945 alumna of the University.

Dr. Carlton S. Coon, 76, on June 3; the renowned author-anthropologist who was professor of anthropology and curator of ethnology at the Museum from 1948 to 1963, creating its Hall of Man to trace stages of human development and serving as panelist on the Peabody Award-winning “What in the World?” on WCAU-TV. In books like The Story of Man, The Seven Caves, The Origin of Races, and The Hunting Peoples, Dr. Coon reached general readers as well as scholars, alternating his writing with expeditions such as the 1949 one to northern Iran that provided important insights into the transition of early man from hunter-gatherer to agricultural provider. Dr. Coon is survived by his wife, Lisa Dougherty Geddes, who drew maps for many of his books; his sons Carleton and Charles; six grandchildren and three great-grandchildren.

Ruth S. Cotton, on July 5; the retired assistant to the dean at the Education school who took her B.S. in education here in 1919 and served in the assistant’s post from 1928 until retirement in 1962. She is survived by her sister, Myrtle Cotton.

Thomas F. Cowan, Jr., 28, on May 7; a Ph.D. candidate in molecular biology, and member of Dr. David Kritchevsky’s lab at the Veterinary School. He is survived by his parents, a sister and a brother.

(Continued on page 6)
ON CAMPUS
July 14-September 9

Academic Calendar
August 7 Second summer session ends
August 28 last day for submitting application for entrance into CGS for fall 1981 semester.
September 3 Move-in for new undergraduate students begins.
September 4 Registration for undergraduate transfer students begins.
September 7 Freshman Convocation and Opening Exercises.
September 8-9 New student registration for schools participating.
September 9 Fall term classes begin for undergraduate schools and graduate schools.
September 9 Last day to submit application (with late fee) for entrance into CGS for fall 1981 semester; final registration for fall term; fall classes begin.

Exhibits
Through August 9 Robert Zakanitch, mid-career review of painter Robert Zakanitch, whose large, decorative canvases explore color and pattern, at the ICA.
Through The Fall Echoes of the Samurai, a Japanese arms and armor exhibit with helmets, weapons, samurai swords and body armor dating from the 17th-19th centuries at the University Museum; accompanied by a continuously-run video-film on the making of tabarai (sword guards) produced by the Japan Foundation.
Through August The Egyptian Mummy: Secrets and Science, the exhibit conveys Egyptian ideas about life after death and health and disease patterns, at the University Museum.
ICA Gallery Hours Monday, 10 a.m.-5 p.m.; Tuesday, 10 a.m.-7:30 p.m.; Wednesday-Friday, 10 a.m.-5 p.m.; Saturday and Sunday noon-5 p.m.
University Museum Hours Tuesday-Saturday, 10 a.m.-5 p.m.; Sunday, 1-5 p.m. Closed Sundays, Mondays, and holidays from June 28 to Sept. 6.

Films
Rialto Bijou
July 18 Modern Detective
July 22 Direct Address, with filmmaker Peter Rose
July 29 New Animation Part II
August Nuclear Family Warfare
August Remnants of Cultural Democracy
This series of short films is at International House, 7:30 and 9:30 p.m. Admission: $2.50.

Japanese Film Series
July 25 Living Treasures of Japan
August The Forty Seven Ronin (or Genroku Chushingura) Part I
August The Forty Seven Ronin (or Genroku Chushingura) Part II
This series of Japanese films will be shown to highlight the Museum's summer exhibition Echoes of the Samurai: Japanese Arms and Armor; all films will be shown at 10:30 a.m. in the Harrison Auditorium. University Museum.
Through August 29 Mummy 1770, The Unwrapping and Egypt's Pyramids, Houses of Eternity, shown in conjunction with the current exhibition The Egyptian Mummy: Secrets and Science. Saturdays at 1:30 and 2:30 p.m.; Sundays at 1:30 p.m. in Harrison Auditorium of the Museum.

Shades of Star Wars
Echoes of the Samurai abound in the space epic where Darth Vader suults the galaxyes in regalia not unlike the Japanese warrior's above. To move in for a close-up of the original, stalk the Pepper Gallery at the Museum between now and fall.

Meetings
A-3 Assembly meets July 22, August 12 and August 26 at 1 p.m. in the Bishop White Room, Houston Hall.

Summers Hours
During the remainder of the summer, campus services, facilities and museums will be open the same hours as indicated in the May 19 issue except for the Faculty Club. The Club will be open for lunch only, in the cafeteria with regular service and waitress service in the back area of cafeteria from 11:30 a.m.-2 p.m. The cocktail lounge will be open until 5 p.m. but does not have food service.

Talks
July 14 The School of Medicine, Department of Microbiology presents Dr. Bernard Dujon, The Biological Laboratories, Harvard University, on Mitochondrial Genetics in Yeast: Mosaic Genetics and Replication, noon at 196 Medical Labs (Old Medical School).
The School of Medicine, Department of Microbiology and the Wistar Institute present Ken-ichi Matsubara, Laboratory of Molecular Genetics, Osaka University, on The Replication of Initiators of Lambda Phage, 4 p.m. at Wistar Auditorium.

The University Museum

CGS Courses
Three Ethnic Adventures
Greece, Ireland and Italy will be the focal points of three courses being offered by the Special Programs in the College of General Studies this fall.
Modern Greece: A Society in Transition is an illustrated lecture series focusing on contemporary Greek culture and society and providing new perspectives in understanding modern Greece. The six-session program will conclude with a reception, featuring Greek specialties and entertainment and attended by members of the Greek delegation to the United States. The lectures will be moderated by Dr. Foulie Psalidas-Perlmutter of the Wharton Applied Research Center. Classes are scheduled from 5:30-7 p.m., Wednesdays, starting September 16. The fee includes the reception.

The Irish at Home and Abroad will cover Irish culture and society, Irish history from 1800 and the history of the Irish community in the United States from 1750. The eight-session program will be held from 7-9 p.m., Thursdays, starting October 1. The course fee is $70.

La Cucina: An Exploration of Italian Culture and Cooking will consist of lectures, cooking demonstrations, tasting sessions and a cook's tour of the Italian Market. Lecture topics include an introduction to the 21 regions of Italy and their respective cooking styles, how favorite dishes are prepared, the importance of the peasant culture in Italy, the relation of the food of Italy to the traditional culture. It will also discuss the Italian immigration to America and how Italian cooking has been absorbed into the American mainstream. The classes will be held from 6-9 p.m. Thursdays, starting November 5. The Italian Market tour will be from 10:30 a.m.-1:30 p.m. Saturday, December 5. The course fee, which includes four meals, is $90.

Other courses being offered by CGS this fall include: Literary Marketplace: Writing Articles for Publication, a six-part series beginning September 14, 5:45-7:15 p.m. The fee is $125. Roots and Records: An Introduction to Genealogy is a two hour lecture, September 16, 10 a.m.-noon. The fee is $10. Legacies of the Past: Old Cemeteries Around Philadelphia, a one day walking and bus tour will be held twice, September 17 and September 19 from 10 a.m.-3:30 p.m. The fee is $20. Oriental Rugs, a four-part series begins September 21, from 7-9 p.m. The fee is $80. Living Alone and Liking It, a seven-part series of workshops begins September 23, from 5:45-7:15 p.m. The fee is $75. Maps and Manifest Destiny: Patrons and Publishers of Maps in Nineteenth Century Philadelphia, a two hour lecture will be held September 23, 10 a.m.-noon. The fee is $10.

For additional information and to register call CGS at Ext. 6479 or 6493.

ALMANAC July 14, 1981
Administrative/Professional Staff

Accountant I (2 positions) (4057) assists in development of indirect cost rates applicable to research and instruction efforts including special studies; reviews and approves service center costing rates; reviews journal entries effecting research effort to assure adequate explanation, support and timeliness; assists in implementation of and compliance with accounting aspects of sponsored research effort (degree in accounting; two years' experience in accounting; knowledge of the University's accounting system) $13,100-$17,800.

Assistant Accountant I (4116) assists in the work of other professional accountants; performs work of comparable complexity and difficulty (degree in business administration; two years' experience in accounting; knowledge of financial accounting system) $12,000-$16,100.

Applications Programmer Analyst II (4068) assists with user for clarification on system and programming requirements; provides debugging assistance to end users; supports software; ensures system availability and performance (degree in computer science or related field; three years' experience in programming and system development) $14,500-$19,775.

Assistant Director, Minority Recruitment Program (4028) assists in developing and implementing programs to identify, recruit, and retain minority and disadvantaged students; familiarity with urban minority and disadvantaged students; familiarity with urban admissions and the University at recruitment functions (degree in education; experience in admissions recruitment work with minority and disadvantaged students) $13,100-$17,800.

Assistant Director, Bookstore Textbook Department (4029) assists in maintenance of current funds revenue; resolves customer problems, reinforces customer service levels; anticipates needs and administers change; analyzes orders and accounts; performs statistical analysis (degree in business; minimum of five years' experience in university academic book store; supervisory and top level administrative abilities) $14,500-$19,775.

Assistant Director, Museum Shop (4123) assists sales manager in all phases of a retail operation, including merchandising, inventory control and staff. (degree in retail management; two years' experience in retail management; supervisory and sales abilities) $14,500-$19,775.

Assistant Director to Director of Administrative Affairs (C010) works with associate dean to develop budgets and long range planning; principal staff position to faculty personnel committee; develops computerized management system; compiles information for reports and special projects (degree with business concentration, knowledge of BASIC and experience in data processing helpful) $14,500-$19,775.

Assistant Director to Director of Residential Living (4104) assists in the in-person counseling of students in all phases of residence life and the supervisory, administrative, and evaluation of student living groups (degree in social work or a related field) $14,500-$19,775.

Assistant Director, Admissions Data Systems (3569) supervises database maintenance and administration; works of the data processing systems of the University (degree in computer science; two years' experience in systems administration and management) $14,500-$19,775.

Assistant Director, Alumni Development (4114) supervises and develops University's efforts to achieve optimum utilization of resources of the University (excellent written and verbal communication skills; knowledge of the University's financial accounting system) $14,500-$19,775.

Assistant Director, Alumni Services (4113) supervises and develops University's efforts to achieve optimum utilization of resources of the University (excellent written and verbal communication skills; knowledge of the University's financial accounting system) $14,500-$19,775.

Assistant Director, Alumni Relations (3932) supervises and develops University's efforts to achieve optimum utilization of resources of the University (excellent written and verbal communication skills; knowledge of the University's financial accounting system) $14,500-$19,775.

Assistant Director, Library Services (3435) supervises and develops University's efforts to achieve optimum utilization of resources of the University (excellent written and verbal communication skills; knowledge of the University's financial accounting system) $14,500-$19,775.

Assistant Director, Office Services (4120) supervises and develops University's efforts to achieve optimum utilization of resources of the University (excellent written and verbal communication skills; knowledge of the University's financial accounting system) $14,500-$19,775.

Assistant Director, Physical Plant (4118) supervises and develops University's efforts to achieve optimum utilization of resources of the University (excellent written and verbal communication skills; knowledge of the University's financial accounting system) $14,500-$19,775.

Assistant Director, Student Affairs (3437) supervises and develops University's efforts to achieve optimum utilization of resources of the University (excellent written and verbal communication skills; knowledge of the University's financial accounting system) $14,500-$19,775.

Assistant Director, Student Financial Aid (4121) supervises and develops University's efforts to achieve optimum utilization of resources of the University (excellent written and verbal communication skills; knowledge of the University's financial accounting system) $14,500-$19,775.

Assistant Director, Student Financial Services (4119) supervises and develops University's efforts to achieve optimum utilization of resources of the University (excellent written and verbal communication skills; knowledge of the University's financial accounting system) $14,500-$19,775.
Support Staff

Accounting Clerk (4054) performs routine accounting entries related to employee benefits; controls deductions and payments to insurance carriers on a monthly basis (high school graduate with bookkeeping courses; two years' experience; aptitude for clerical work and figures) $8,775-$10,725.

Administrative Assistant I (4 positions) $9,925-$12,250.

Administrative Assistant II (2 positions) (C0134) types, transcribes, pays bills, orders supplies, maintains petty cash fund, responsible for project reports and communications (60 wpm accurate typing and transcribing); (C0017) performs bookkeeping work such as recording expenditures and maintaining monthly sheets; monitors status of established budgets and purchases; assists in realization of budget; completes budgeting background, knowledge of University procedures; initiative and mature judgment) $10,575-$13,100.

Air Conditioning and Refrigeration Mechanic (4 positions) Union Wages.

Animal Laboratory Supervisor (3811) $14,400-$17,725.

Animal Laboratory Technician (3528) exercises animals as directed; cleans and maintains cages, floors, and adjacent areas; maintains and services routine animal care supplies, equipment, food, water receptacles, cage trays; unloads and puts away kennel deliveries (physically able to move about actively and lift heavy animals as items; one year's experience in the care of animals) Union Wages.

Assistant Designer Exhibit (4099) prepares and mounts temporary and permanent exhibitions, works with scholars and staff needing access to exhibits, removes and replaces objects on exhibit, operates audiovisual equipment, constructs exhibit models (substantial art training, three years' experience in feeding and handling of beef cattle; responsibility and mature judgment) $10,575-$13,100.

Bookkeeper (4122) types and processes requisitions, checks accuracy of information; expedites discrepancies in invoices; posts commitments to proper budget; prepares journal vouchers; maintains petty cash fund; contacts vendors (ability for clerical work and figures; ability to type accurately; ability to communicate with faculty and graduates and prospective students in high school graduate; two years' experience) $9,375-$11,500.

Clerk, Accounts Payable (3833) receives and processes invoices from six units; assists for discounts, totals and files; receives quotes from vendors; writes on order list and presents to production manager (general knowledge of accounting entries, ledgers, ledger, balancing monthly inventories/ledgers) $9,375-$11,500.

Clerk I (3745) responsible for communication of stock levels to inform clerical work; responsible for telephone, cash register, pricing, stocking, arranging, and present merchandise (eighteen credits, aptitude and communication, ability to write; knowledge of customs and practices in retail and accounting) $6,775-$8,175.

Clerk II (fulfillment) (3654) performs clerical work; files and types variety of material which require a degree of confidentiality, maintains personnel and budget files; answers telephone and composes letters with requests possible (high school graduate; ability to type accurately; good clerical and figure aptitude; (4112) accurately maintains medical records; copies of charts, graphs, illustrations, x-rays, slides; equipment and supplies; keeps contact, print duplicating, camera positive; printed data and solutions (high school graduate; two years' training at photography school; one year's experience) $9,150-$11,100.

Project Budget Assistant (3 positions) $9,925-$12,250.

Receptionist (2 positions) (4102) greets clients, accepts interest and directs accordingly; processes registration and bill payments via the cash register; answers inquiries of bills on account, works with accounts receivable file through computer; performs other duties as assigned (cash register and hospital setting; ability to learn bookkeeping machine; high school graduate) $9,000-$11,000.

Research Laboratory Technician III (1 position) (C0093) responsible for feeding, weighing and care of groups of backgrounder cattle; maintains holding pens and equipment, interacts with clinicians during conditioning period; supplies feed for in feed cattle; responsibility; BS in animal science) $9,150-$11,100.

Research Laboratory Technician IV (6 positions) $10,175-$12,400.

Support Staff