Visitors at Work

Penn had a few chores lined up for some well-known campus visitors last week.

Former President Gerald Ford came Wednesday to join Mrs. Thomas S. Gates in dedicating the new conference room in memory of her late husband. Penn's alumnus and trustee who served as Secretary of the Navy and Secretary of Defense, as head of Morgan Guaranty Trust and as America's first envoy to the People's Republic of China. The Thomas S. Gates Room, on the first floor at the Dietrich end of Van Pelt Library, will house memorabilia from a large collection now on view in the Library's nearby gallery.

Governor Richard Thornburgh and Mayor W. Wilson Goode pitched in to turn the first earth for the start of HUP's $128 million Phase IV. Where they broke the ground Friday, fifteen stories of space for Pennsylvania health care and research will grow—three stories of it underground. Digging in are, left to right, HUP Executive Director Charles R. Buck; Penn President Sheldon Hackney; HUP Chairman Samuel Ballam, Jr.; Mayor Goode; Governor Thornburgh; and Hospital Administrator Debores F. Brisbon.

The Research Fund: A New Internal Grant Source

Vice Provost for Research Barry Cooperman has announced the creation of a new grant source, funded experimentally for a year from in-house monies, for projects beyond the University Research Foundation's $5000 limit. Dr. Cooperman's description of The Research Fund, its guidelines are below; its review committee is listed next page.

The Research Fund, initiated in September 1984, is intended to selectively strengthen and stimulate research programs at the University of Pennsylvania. Applications for awards in the range of approximately $10,000 to $100,000 will be sought from individual faculty, as well as from departments, centers and institutes. Awards will be made on a competitive basis by the Research Fund Committee.

Research Fund Support will focus on several areas of need. These include:
- Pilot research programs
- Research facility construction and renovation
- Matching funds, vis-a-vis external grant sources, for major pieces of equipment
- Research equipment funds for recruitment of new faculty
- Support of interdisciplinary research.

Proposals should take the form of mini-grant applications up to 10 single-spaced pages in length. An original and 15 copies of the proposal should be submitted to the Vice Provost for Research, 106 College Hall/CO. The following format is suggested, although it is recognized that it may not be appropriate for every proposal.

I. Cover Page—must include:
1. Name, Department, School
2. Title of proposal
3. Amount requested
4. 100-word abstract of need
5. 100-word description of the significance of the project
6. Amount of current research support
7. Other pending proposals for the same project
8. List of publications and research support received during the past three years.

II. Introduction / 2 to 3 pages
1. Objective: State the objectives and scientific relevance of the proposed work.
2. Significance: Evaluate existing knowledge and work in the area and provide a brief background summary to the proposed work.

III. Methods of Procedure / 3 to 4 pages
Describe the experimental design and procedures to be employed and provide an implementation plan for each phase of the project.

IV. Impact Statement / 1 to 2 pages
Assess the potential benefits to be gained as a result of the planned work.

V. Budget / 1 page
List each budget item in order of priority and justify in terms of the work proposed.

Deadlines: November 15 and March 1.
Serving on the committee that reviews proposals to The Research Fund will be:

Research Fund Committee
Barry S. Cooperman, Chairman
Vice Provost for Research, and Professor, Chemistry
Brodie Remington, ex officio
Director, Corporate and Foundation Relations
Glen Stine, ex officio
Director, Budget Analysis
Dr. Narayan Avadhani (VET)
Professor, Biochemistry/Animal Biology
Professor Elias Burstein (FAS)
Professor, Physics
Dr. Stuart Churchill (SEAS)
Professor, Chemical Engineering
Dr. Benjamin Gebhart (SEAS)
Professor, Mechanical Engineering and Applied Mechanics
Dr. Morris Hamburg (WH)
Professor, Statistics & O/R
Dr. Howard Holzer (MED)
Professor, Anatomy
Dr. Janice Radway (FAS)
Associate Professor, American Civilization
Dr. Martin Reivich (MED)
Professor, Neurology
Dr. Antonio Scarpa (MED)
Professor, Biochemistry & Biophysics
Dr. Irving Shapiro (DENT)
Professor & Chair, Biochemistry
Dr. Nathan Sivin (FAS)
Professor, Chinese Culture & History of Science
Dr. Amos Smith (FAS)
Professor, Chemistry

Fall Week-ends
Parents Weekend is being expanded and families of all undergraduates will be invited to visit campus Friday, November 9, and Saturday, November 10. To help accommodate the expected crowds this event is being separated from Homecoming, which is Saturday, October 27.

Meanwhile, Jerry Berndt's Quakers trounced Dartmouth, 55-24 at Hanover, to launch the football season Saturday. The September 29 home-game opponent is Davidson; and Athletics advises that its brochure offer of half-price season tickets for faculty includes faculty and staff.

Almanac
3601 Locust Walk/CB
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(215) 898-5074 or 5075.

The University of Pennsylvania's journal of record and opinion is published Tuesdays during the academic year and as needed during summer and holiday breaks. Guidelines for readers and contributors are available on request.

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SPRING OUT welcomes the contributions of readers. Almanac's normal Tuesday deadlines for unsolicited material is extended to THURSDAY noon for short, timely letters on University issues. Advance notice of intent to submit is always appreciated.—Ed.
October on Campus
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October on Campus
Tightening Building Security: Don't Wait Until Dark

A longstanding vulnerability to theft and pilferage in University buildings during working hours prompts this reminder from Ruth Wells, director of victim support and security services in the Department of Public Safety.

"Facilities Development has a standard sign which a number of buildings have posted near entrances. The sign carries a University seal, and it reads:

**NO TRESPASSING OR SOLICITING**

Only students, faculty or staff of the University of Pennsylvania or other persons having specific business herein may enter this building. Violators are subject to arrest for criminal trespass.

"The sign both warns intruders and, more importantly, it allows the University to make arrests and bring charges. Ms. Wells explained. "Without such a notice, our hands are often tied."

A number of "very familiar plots" turn up each year, she said, especially in high-traffic buildings. A wanderer may ask for a fictitious person or for an office not housed there; someone who claims to be seeking work, collecting for the handicapped, or selling candy bars all too often really has another agenda.

"Building receptionists and other occupants can and should ask for identification—and with the building posted we can do something about it if the unwanted visitor doesn't respond, won't leave, or keeps coming back."

"Some of us feel it's rude to ask for identification and that's understandable. And, sometimes people with legitimate business take it as rudeness to be asked who they are and where they are going. I hope that as more buildings post their premises, we will all be understanding and tolerant of the need to state our names and errands when asked. The alternative is to have no real way to weed out those who come in search of unattended purses and book bags, or even small office equipment."

Public Safety strongly urges staff to lock up valuables in offices even when the room is occupied. (If work-study aides do not have desks, supervisors should find a safe place for their belongings as well.) A quick trip to the water fountain, or brief turning of the back to dig into a file, may be time enough to lose a purse. And, although no time of day can be regarded as invulnerable, members of the University have often been caught off guard at the beginning and end of the day, or over the lunch period.

Among other things Ms. Wells suggests that typewriters and terminals not be placed so that the user's back is to the door unless the door is locked. "If you come in early, keep the door locked until co-workers arrive. When working after hours, lock the door as soon as the premises start to empty. Don't wait for the sun to go down, because a potential pilferer may actually prefer that short stretch of mild confusion as offices are gradually emptying out.

"When we do safety training for the various offices, we try to take people through their own routines and help identify structures and habits that leave that site open to theft. We want to be preventive of crime. The means we mustn't think only in terms of the midnight masked burglar who picks the lock or smashes a windowpane to get in. Much of what goes on is after we unlock the doors ourselves in the mornings."

Ms. Wells can be reached at Ext. 4481 or 6600 for dates to conduct group training sessions in office safety for faculty and staff.

If there has been a recent training, it should be passed on to any newly hired staff—with special emphasis on your particular office's vulnerabilities, and how to overcome them. "We should all be watchful for another as well as for ourselves—and that is a good habit to instill in new arrivals both by teaching and by example."

If there has been an incident of theft in an office, it is not at all unusual to have another attempt soon after. "It appears that in some cases, a grapevine identifies the premises as an easy target," Ms. Wells theorized. "Any incident should signal a redoubled watchfulness and possibly an all-staff review of safety habits. Lightening does strike twice."

Finally, offices are not the only vulnerable places in daylight. Ms. Wells reminded. "Any time a person's attention is heavily focused on one thing—shopping in a campus store, waiting for food at a truck, enjoying a great conversation in a restaurant, studying in the library or on an outdoor bench—someone may be waiting for that opportunity to relieve you of valuables. We associate risk with being alone, and that is very true of personal safety; but where theft is concerned the crowd may actually be the best cover for crime."

"If you think about the time and effort it will take to cancel your credit cards, close your bank account and open a new one, replace your driver's license and ID, get new keys made, and otherwise reconstruct the personal life you carry around in your wallet or purse, it is really worth a few minutes a day to carry out some personal routines that guard against losses."

"The point is not so much to be fearful of the street and of the stranger," Ms. Wells ended, "as to be careful in advance so that you need not go daily in fear."

Posting a Building

Physical Plant installs the standard trespass warning sign without charge in University buildings. Directors of campus buildings not owned by the University can order custom-made signs at Physical Plant, at prices scaled to the size and wording of the sign. Information: Ext. 7202.

Asbestos: Do Not Disturb

Penn's asbestos management program is following through on indications that 90 to 100 academic and administrative buildings have asbestos in ceilings or in the wrappings of exposed pipes.

Building administrators have been alerted to problem areas found in a campus-wide survey, and systematic inspection and repair are under way, said Matthew Finucane, director of the campus Environmental Health and Safety Office. "But some of the same cautions we give residential students in the new flyer [Information for Residents] apply to faculty and staff in their offices."

The basic rule: Don't disturb the surface. The new flyer spells out such "dons" as: hanging lamps or planters—ceiling-anchored room dividers...storage of books and cartons to ceiling height. "We also tell students not to juggle, play ball or frisbee, or spray liquids in their rooms or hallways," Mr. Finucane said.

"For faculty and staff it's probably more applicable to caution against putting chairs or bookcases up against a wall near a wrapped pipe."

Industrial Hygienist Laura Peller is inspecting sites one by one, he added, "but damaged ceilings or pipe coverings should be reported, between inspections, to the building administrator." A list of building administrators is in the green pages of the campus phone book.

Costs in academic and administrative buildings are borne by the operating budgets. A $3.9 million appropriation voted by the Trustees last spring separately funds a three-year removal program in residences. This summer asbestos was removed from 630 apartments including all of Harnwell and D'Bois Houses. Target buildings for completion in summer 1985 are High Rise North and Nichols, Van Pelt and Class of 1925 Houses. Graduate Tower B and Harrison House are scheduled for removal in 1986.

Meanwhile, as removal continues in individual rooms during the term, the University offers dislocated residents other campus quarters for up to seven days; phone transfer; and help with moving their belongings.
Deadlines for new and renewal subscriptions are October 1 for the winter issue and April 1 for the summer issue. Please make checks payable to Philadelphia Area Universities Library Consortium (PAULC) and mail to: University of Pennsylvania, Library Services, 3600 Market Street, Philadelphia, PA 19104-3333. The deadline for calendar entries is on October 1. For more information, contact: Jodie Miller, PAULC, 3600 Market Street, Philadelphia, PA 19104-3333, 215-898-6686.

DEATHS

Dorothy Ammon, a former custodian in Physical Plant, died July 30 at the age of 60. She started at the University in September 1972 and held the above position until June 1976, when she went on long-term disability. She is survived by her son, Joseph Ammon.

Peter Annunziato, coordinator of visitor services at the Morris Arboretum, died on August 29 at the age of 27. Mr. Annunziato was a 1980 graduate of Cornell University in horticulture who joined the Arboretum as its first full-time educational intern. In 1981, he moved to the coordinator post, where he helped develop community outreach. Mr. Annunziato is survived by his parents, Irma and Anthony Annunziato, and a sister.

Agnes Cramer, a custodian at the University Museum, died on September 11 at the age of 53. She came to the University in 1968 as a night custodian with Physical Plant. In 1980 she transferred to the Museum and was employed there at the time of her death. She is survived by her family of seven children and six grandchildren.

Dr. John Stewart Morgan, a former dean of the School of Social Work, died July 30 at the age of 73. A native of Yorkshire, England, and a Canadian emigre who was affiliated with the University of Toronto from 1946-1966, he came to the University of Pennsylvania in 1967 to become the dean of the Graduate School of Social Work, a post he held until 1971, when he was named the Kenneth L. M. Pray Professor of Social Policy. He became an emeritus professor in 1976. Dr. Morgan is survived by his wife, Catherine; a daughter, Ann Margaret Reuel; a son, David Hugh; and four grandchildren.

Vincent M. Rainsford, a former library employee, died August 12 at the age of 78. Starting as a library assistant in Lippincott Library in 1959, he was a library guard at Van Pelt Library from 1968 until he retired in 1974. Mr. Rainsford is survived by his daughter, Margaret Witsell.

Richard W. Standen, an animal lab technician, died September 2 at the age of 56. He came to the University in December 1971 and went on long-term disability in 1978. He is survived by his wife, Kathryn C. Standen.

Frances B. Trotman, a clerk in Placement Services since 1976, died September 7 at the age of 58. She came to the University in September 1976 and was employed there until her death. She is survived by her daughter, Carol Lee Trotman.

Victor V. White, of the maintenance staff at New Bolton Center died July 17 at the age of 19. He came to the University in 1983, working in the Large Animal Hospital. He is survived by his parents, Mr. and Mrs. Herman J. White; a brother, Herman, and a sister, Dawn.

Wellness Program

Dear Colleagues,

Only a healthy community can be a thriving community able to enhance the mission of the University. As a result, I am pleased to introduce "Help Yourself to Good Health," a new program designed to enhance the wellness of our faculty and staff.

The term 'wellness,' as it is used today, simply describes a lifestyle aimed at achieving and maintaining an individual's good health. Penn's wellness program, under the direction of Human Resources/Training, will bring you seminars, workshops, support groups, and articles on current health topics.

We can all help ourselves and others with information on diet and nutrition, smoking cessation, stress management, CPR, and other emergency procedures. Please take the time to review the brochure being mailed to your offices in the next few weeks, and make this wellness program available to you. Won't you please attend these lunchtime sessions and 'help yourself to good health.'

—Gary J. Posner
Vice President for Administration

Help Yourself to Good Health

These free health and safety seminars kick off the University's new wellness program, noon-1 p.m.

October 29 I Can Quit: An Introduction to Smoke Ending; Michael Silverman, Ed.D., clinical and group psychologist, Philadelphia Health Plan.

November 5 Childhood Emergencies; William Chadoff, M.D., pediatrician, Philadelphia Health Plan.

November 7 Work and Walk Safely; Raymond Thompson, safety expert, Philadelphia Police Dept.; and Ruth Wells, director, victim and security support services, Dept. of Public Safety.

November 12 Eat Well—Feel Well; Marge Alford, registered dietician, Philadelphia Health Plan.

November 14 Consumer Fraud Avoidance; Raymond Thompson and Ruth Wells.


November 26 Proven Home Security; Raymond Thompson and Ruth Wells.

November 29 Stress Management (3- session program) continuing December 6 and 13; Joan Lerner, staff psychologist, University Counseling Service.

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