Converting the Former G.E. Building

The University has entered into an agreement with Dranoff Properties to convert the former General Electric Building at 31st and Chestnut streets into a 285-unit apartment house with retail and office space, indoor parking and a rooftop fitness center, President Judith Rodin announced last week.

The $54 million project will receive no University or public subsidy and Penn will maintain ownership of the property—bought in 1996—while entering into a long-term lease with Dranoff Properties.

Renovations are scheduled to begin this summer and be completed in early 2001. The complex is to be called Westside Commons.

“The transformation of this vacant warehouse into University City’s first new large-scale rental housing in decades is truly significant,” Dr. Rodin said. “It demonstrates once again that University City is on the move. Expanding the range of quality housing choices in University City is an integral part of our broader efforts to enhance the quality of life in our community. We expect this new complex to be attractive to Penn students, faculty and staff, as well as the many people who are drawn to the vitality of an urban university community.”

Carl Dranoff, president of Dranoff Properties, noted “a void in the luxury housing market in University City” where Westside Commons will now provide “valuable living space to professionals and others associated with the academic and medical institutions just blocks away who want to live close to work.” He also cited its proximity to 30th Street Station, I-76 and I-95.

Penn Executive Vice President John Fry said that under the terms of the agreement the University would retain control of site planning for the project to ensure compatibility with the campus environment.

“We selected Carl Dranoff as our partner in this exciting venture for the strength of his proposal, his wealth of experience with this type of project and his clear vision for the building and its role in our campus community,” Mr. Fry said. “University City will benefit from his expertise for many years to come.”

Mr. Fry said the complex will have unobstructed views from all outside apartments “with vistas that stretch east across the Schuylkill River to the Center City skyline and west overlooking Penn’s campus.” Mr. Dranoff added that plans include a “dramatic new entrance at the intersection of 32nd and Walnut streets at the gateway to Penn’s campus,” with a secondary entrance at Chestnut Street.

Both lobbies would be connected by an open arcade along the west side, he said, providing access to public transportation at each street. Parking for more than 235 cars (mostly indoors) will be at the first- and second-floor levels, and will be available to residents. The building will have 24-hour security, he said.

Dranoff Properties is noted for its history of historic restoration and development in the city. As president and CEO of Historic Landmarks for Living in the 1980s, Carl Dranoff pioneered the conversion of vacant and abandoned warehouses into apartments. He spearheaded the conversion of the former PSFS Building at 12th and Market streets into a 36-story, 590-room Loews Hotel, currently being rehabilitated. His most recent project was conversion of the former National Publishing Building at 2400 Locust Street into the $24-million complex of 152 luxury apartments called Locust on the Park.

Humanities Forum: February 18

The Penn Humanities Forum will be officially launched at a public ceremony February 18 in Room 200 College Hall from 4:30 to 6 p.m.

The keynote speaker will be Dr. William R. Ferris, chairman of the National Endowment for the Humanities. President Judith Rodin will introduce Dr. Ferris, while SAS Dean Samuel Preston and former Penn President and former NEH Chairman Sheldon Hackney will also speak.

Leading the ceremonials will be Dr. Wendy Steiner, founding director of the Penn Humanities Forum and Fisher Professor and Chair of English. Background in humanities topics will be provided by Dr. Joseph Farrell, Kahn Professor of Classical Studies, and Dr. Gary Tomlinson, Annenberg Professor and Chair of Music. Penn undergraduate Sara Nasuti will speak for Perspectives in Humanities, a group of students with humanities interests who are based in Penn’s residential system.

Speakers include Dr. Nancy Vickers, president of Bryn Mawr College, representing area colleges collaborating with the Forum, and Elliot L. Shelkrot, director of the Free Library of Philadelphia, speaking for collaborating cultural institutions. For Penn Humanities Forum grants, please see page 6 of this issue; for background, see Almanac September 29, 1998.
Actions Taken by the Senate Executive Committee
Wednesday, February 3, 1999

1. Chair’s Report: Faculty Club Update. The Chair emphasized the importance of the discussion at the last SEC meeting and the action taken as a result (Almanac January 26, 1999), noting that the administration has been quite responsive to the faculty’s concerns. They have accepted SEC’s recommendation for a 3-year grace period before any steps are taken to terminate the lab’s use of the Inn at Penn space, should the Club’s revenues decline 20% from 1998-99 figures. It has been clarified that the Club has control over its space between 8 a.m. and 6 p.m. during weekdays. A new paragraph has been added to the Transfer Agreement stating that the University recognizes the importance of having a Faculty Club. Another concern had been that the operator of the Inn at Penn is not a party to the Transfer Agreement or Penn Management and Operations Agreement. The Senate Chair has been assured that the agreement between the Faculty Club and the operator will include the two agreements, as an appendix, insuring the operator’s adherence to standards the agreements set out, but it is unclear whether this change has been made. A SEC member who is a member of the Faculty Club Board of Governors was asked to check on the latter point.

2. Past Chair’s Report on Academic Planning and Budget Committee and on Capital Council. The Academic Planning and Budget Committee has met every week since the semester began, several times with the new Provost. The Capital Council meeting set for January 24 was cancelled and the next meeting will be in one month.

3. University Council Committee on Committees. Nominations were made to complete faculty appointments to the committee.

4. Faculty Fundraising for Undergraduate Scholarships. Professors David Williams and Warren Seider presented an outline of the proposal. They had asked to meet with the Faculty Senate Executive Committee to discuss the idea and determine whether to move forward with it. Professors Williams and Seider served as co-chairs of the 1997-98 University Council Committee on Admissions and Financial Aid, where the proposal originated. That committee had been charged to interact with, and monitor the progress of, the Vegeles Committee’s efforts to raise $250 million over 5 years for undergraduate scholarships. Some SEC members spoke in favor of the proposal while others spoke against it. SEC members requested information on details including: how contributions would be solicited; who would receive the scholarships; whether donations and donors’ names would be kept confidential; and, whether there would be undue pressure to contribute.

It was moved and seconded to refer the matter to the Senate Committee on the Faculty for a speedy, informal examination of the questions raised by the Senate Executive Committee during its discussion February 3, 1999, and report back to SEC as soon as possible. The motion was approved unanimously.

5. Faculty Club Employees. At its previous meeting, SEC had requested information regarding the future of the approximately 35 Faculty Club employees, including 10 who are not in the union, after the transfer of the operation to the Inn at Penn. The Inn will employ 250 people.) Vice President Jack Heuer described the arrangements worked out for non-union employees at the Club and the offer made to unionized employees at the Club. (See Almanac January 26, 1999, for John Fry’s letter containing the details outlined by Mr. Heuer.) In particular, interview rights originally offered have been improved so that of those interviewed, 70% will be offered jobs. Mr. Heuer reiterated that although the union has not responded to its proposals, the University is committed to continue to bargain in good faith with the union to reach a fair and equitable agreement for the employees.

6. Informal Discussion with the President and Provost. President Rodin stated that she would address the most important academic issues for the year, as requested by Faculty Senate Chair John Keene. President Rodin pointed out that the appointment of the new Provost, Robert Barchi, is itself one of the most important academic initiatives in which she and SEC need to share priorities for the University. Among the issues President Rodin discussed were: leadership of the schools; extensive fundraising efforts; building plans; developments east of campus; and, the banner year in admissions. She also noted aggressively targeting interdisciplinary programs and that a new brochure would be available soon that she would circulate to SEC.

President Rodin thanked Professor Howard Lesnick and SEC for their time and effort spent on the Policy on Consultation (Almanac December 8, 1998). She stated that the administration has accepted the recommendation of SEC on the policy and will be promulgating it.

Provost Robert Barchi expressed his pleasure in having the opportunity to meet with SEC. He outlined his goals: (1) enrich the intellectual climate of the University; (2) encourage innovation in education and research; (3) implement and advance the Agenda for Excellence; and (4) strengthen the academic infrastructure of the University. He stressed the importance of integrating academic planning with strategic planning for campus facilities.

Several SEC members, not in SAS, urged that a top priority be to preserve the School of Arts and Sciences. One suggested that the administration should take a fresh look at the ways in which costs of undergraduate programs ought to be charged. He suggested more should be charged to the University rather than to the schools. Provost Barchi said he strongly supports SAS. He will review the budget’s system of allocated costs and subventions to determine whether it should be changed, and to clarify it. A SEC member wondered who pays for undergraduate financial aid; other universities treat it as a university-wide burden, not a school burden. President Rodin pointed out that other Ivies have a larger endowment and Penn has an aggressive campaign to increase its endowment. In response to a SEC member’s question, the President said there have been discussions of modifying the “spending rule” and also on changing the University’s investment policy.

A SEC member asked where recruitment and retention of current faculty fit into the University’s strategic priorities. President Rodin said there was a target number for faculty but that she would like to come back to SEC with some ideas. She went on to say that the commitment to recruitment and retention includes appointment of 125 chaired faculty positions, investment in research facilities, other specific expenditures and non-financial aspects. Provost Barchi added that priorities in the Agenda for Excellence each contain retention and recruitment; he will push mid-level retention.

DEATHS

Dr. John Cotter: At preseime Almanac learned of the death of Dr. John Lambert Cotter, a beloved curator emeritus at the Museum, on February 5 at the age of 87. Details of his life will be published next week.

Robert D. Moore: Mr. Moore, a member of the Penn Libraries staff for forty years, died on January 4 at the age of 68. A speaker of eight languages who came here as a binding technician in 1958, he became a bibliographic specialist in Acquisitions ten years later and was still on active service at the time of his death.

An alumnus of the Philadelphia Conservatory of Music, Mr. Moore was also organist at St. Augustine Church of the Covenant for 35 years. Before joining Penn he was an intelligence specialist in the U.S. Army and has earned three bronze stars in Korea. He is survived by friends and colleagues who recall him as a beloved member of the Library family.

Dr. Hugh M. Shafer: Almanac has belatedly learned that Dr. Hugh M. Shafer, a professor emeritus of education since 1976, died on October 30 at the age of 88.

Dr. Shafer, who took his bachelors and masters degrees from West Virginia University and his Ph.D. from the University of Minnesota, joined Penn in 1948 and became associate professor of education in 1949. He also served as a lecturer in the Nursing School. He was known for his design of courses on “programmed instruction,” as the classroom use of multimedia was then called, for educators at large and for faculty at Penn.

Dr. Shafer is survived by his wife of 59 years, Wilma Carolyn Stewart Shafer; a son, Earl Dane Shafer; a daughter, Brenda Carolyn Shafer; and a granddaughter, Joy Christine Shafer.
GSAC An Open Letter to the University Community

Graduate Education and the New Building Program

Given the University’s recent decision to embark on its largest building project in a generation, we, the graduate students of the University of Pennsylvania, wish to present to the University community a clear statement of our present concerns and our hopes for Penn’s future.

We would like to express our support for the many initiatives undertaken by the current administration to increase the quality of undergraduate education and to improve the quality of undergraduate life on campus, such as: the creation of the new college house system, expansion of the information infrastructure, and improvements in undergraduate advising. Still, like the rest of the University community we are concerned about some of the recent decisions regarding capital expenditures aimed at expanding the existing physical plant. The Senate Executive Committee (SEC) has apparently expressed similar concerns (Almanac November 10, p. 4).

As students and soon-to-be alumni, we have become lifetime members of the University community, and we hope that the University’s One University principle will continue to govern major financial decisions. The distribution of resources in a university need not be a zero-sum game: with proper consultation and thoughtful planning, Penn can use its finite resources to benefit multiple constituencies simultaneously.

Therefore, we wish to propose a list of focused areas toward which Penn might devote its contributions to a plan for graduate education, areas that would simultaneously improve the state of graduate students and other constituencies on campus.

First, the University wants more Penn-affiliated, stable families and individuals to move into West Philadelphia—a desire that is already backed by several programs designed to encourage faculty and staff to live west of the Schuylkill. Curiously, no such plan exists to encourage graduate students and their families to live in West Philadelphia, even though graduate students typically attend Penn four to five years at a minimum. Graduate students can help fill the houses and apartments that will be left vacant as more undergraduates move into University-run dormitories.

But in recent years increasing numbers of graduate students have chosen to live in Center City and the suburbs, where rents are only marginally higher and they feel safer and closer to the cultural and social life of the city. The University could reverse this trend by initiating a plan, comparable to that currently offered to faculty and staff, of subsidizing the rent or mortgages of graduate students who choose to live in West Philadelphia. Such a plan would have the added advantage of helping graduate students to be more active and visible members of the university community, as well as solidifying the housing environment around campus.

As it is, the University actively discourages graduate students from living on campus: consider that the standard stipend for students on the basic university fellowship or on a teaching assistantship, accounting for federal taxes and spread over the nine months of the school year, amounts to $1,038 per month; whereas a one-bedroom apartment in Graduate Towers costs $815 per month this year. This means that a student on this stipend and living in this apartment pays 79% of his income on housing.

Second, we think the University could earmark funds to help graduate students pay the cost of health insurance. At present, school and departmental policies vary regarding how and how much assistance is provided, and many graduate students have to pay premiums out of their stipends. When individual schools do pay, they do so from general funds designed for graduate education. By creating uniform standards across the campus, and by providing some additional funding so that health insurance does not come at the expense of stipends, the University could quickly and easily increase the quality of graduate student life. Given that many of the University’s peer institutions have kept pace with those offered by our peers and have exceeded increases in the local cost of living. We are also aware, however, that a few of our peers have recently announced substantial new efforts to increase funding of Ph.D. students. Penn can not and will not allow our support packages to fall behind those of other top-ranking programs and we have taken steps to maintain our standing.

The minimum (9-month) stipend levels for students supported by University Fellowships will increase next year from $10,800 to $12,000. We chose to offer a substantial increase in stipend because that offers the maximum flexibility to students who may then decide how to spend their dollars. Many graduate students are able to retain health insurance coverage under their parents’ plans (or under a spouse’s plan) at no additional cost. By offering a stipend increase rather than insurance coverage, these students receive more financial support, at the same cost to Penn.

There are numerous lower cost alternatives (than a one-bedroom apartment) for Ph.D. students who desire to live on campus. Ph.D. students are strongly encouraged to consider becoming Graduate Associates in the College Houses. As Graduate Associates, room and board on campus are covered. In addition to the financial benefits of becoming a GA, these essential College House positions provide leadership opportunities and a chance to become an integral part of the campus community.

I am very grateful to GSAC for their thoughtful recommendations about further improvements to graduate education at Penn. I have spoken with colleagues including Vice Provost for University Life Valerie McCoullum and Associate Vice President for Campus Services Larry Moneta specifically about the issues concerning graduate student space and housing options. They are very eager to review proposals in consultation with the Graduate Student Associations Council members and other constituencies around campus. We all look forward to meeting with GSAC and to working together over the coming months.

Sincerely,

Janice F. Madden
Vice Provost for Graduate Education

A Response to GSAC

Administrators and faculty involved in doctoral education share the concerns raised by members of GSAC, because we want to attract the very best students to Penn and because we want to provide them the resources to do excellent work while they are here. We all recognize the critical role that Ph.D. students play in the teaching and research missions of the University. Our total support packages for Ph.D. students have kept pace with those offered by our peers and have exceeded increases in the local cost of living. We are also aware, however, that a few of our peers have recently announced substantial new efforts to increase funding of Ph.D. students. Penn can not and will not allow our support packages to fall behind those of other top-ranking programs and we have taken steps to maintain our standing.

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Sincerely,

Janice F. Madden
Vice Provost for Graduate Education
Dear Penn Faculty, Students and Staff:

The University is committed to maintaining a productive, civil and respectful learning, working and living environment for all faculty, students, staff, and visitors. Trust and civility are cornerstones of our community, and the University cannot tolerate any behaviors or actions that violate these essential elements. The University has emphatically articulated in many written and verbal statements that sexual harassment will not be tolerated at Penn. As a premier educational institution and employer, the University is committed to eradicating sexual harassment, and the University continues to undertake various efforts to address this issue in our community. Some of these measures include:

Providing Information, Counseling, and Support. The University resources that offer information, counseling, and support about the University’s Sexual Harassment Policy are listed in the Sexual Harassment Policy printed below. Deans, chairs, directors, administrative unit heads, managers, and supervisors should provide information to their respective faculty, staff, and students about the policy.

Providing Education and Training. Penn provides training and education to students, faculty, and staff on sexual harassment issues. Deans, department chairs, and heads of administrative units are encouraged to discuss the policy and issues of sexual harassment with faculty and staff and provide additional educational opportunities as needed. Students receive information about sexual harassment via numerous avenues including residential advisors, house deans, and programs sponsored by Penn departments. The Office of Affirmative Action and Equal Opportunity, the Division of Human Resources, and the Penn Women’s Center are some of the resources available to provide training and education to the community.

Addressing and Resolving Complaints. There are many informal and formal mechanisms available to faculty, staff, and students to address complaints of sexual harassment. All members of the Penn community are encouraged to use the resources listed in the policy to address allegations of sexual harassment. We take all allegations of sexual harassment very seriously and will take appropriate actions to address them.

Maintaining our status as a premier research and educational institution and an employer of choice depends on valuing the contributions and diversity of all members of our Penn family. We encourage all members of our community to increase their understanding and awareness of issues of sexual harassment and continue to undertake efforts to strengthen civility and respect for all members of our community.

JUDITH RODIN
President

ROBERT L. BARCHI
Provost

JOHN A. FRY
Executive Vice President

Sexual Harassment Policy

I. Conduct

Our community depends on trust and civility. A willingness to recognize the dignity and worth of each person at the University is essential to our mission.

It is the responsibility of each person on campus to respect the personal dignity of others. We expect members of our University community to demonstrate a basic generosity of spirit that precludes expressions of bigotry.

Penn properly celebrates the diversity of its community. We come to Penn from many different backgrounds and include different races, religions, sexual orientations, and ethnic ancestries. Learning to understand the differences among us, as well as the similarities, is an important dimension of education, one that continues for a lifetime. Tolerance alone, however, is not enough. Respect and understanding also are needed. We should delight in our differences, and should seek to appreciate the richness and personal growth which our diversity provides to us as members of this community.

The University is committed to freedom of thought, discourse and speech, and the attainment of the highest quality of academic and educational pursuits and daily work. Policies and regulations implementing this commitment include the Statement on Academic Freedom and Responsibility, the Guidelines on Open Expression, and the Code of Academic Integrity.

The University also has established policies on behaviors that interfere with these freedoms. Foremost among these policies is the University’s Statement on Non-Discrimination, which prohibits discrimination on the basis of race, color, sex, sexual preference, religion, national or ethnic origin, handicap or disability.

The University also has adopted the following policy concerning sexual harassment. The terms “harassment” and “sexual harassment” as used throughout, are defined as a matter of University policy, and are not necessarily identical or limited to the uses of that term in external sources, including governmental guidelines or regulations.

II. Purposes and Definitions

A. Purpose

For many years the University has stressed that sexual harassment is not tolerated at Penn. As an employer and as an educational institution, the University is committed to eradicating sexual harassment.

Sexual harassment in any context is reprehensible and is a matter of particular concern to an academic community in which students, faculty, and staff must rely on strong bonds of intellectual trust and dependence.

B. Definition

For the purposes of University policy, the term “sexual harassment” refers to any unwanted sexual attention that:

1. Involves a stated or implicit threat to the victim’s academic or employ- ment status;
2. Has the purpose or effect of interfering with an individual’s academic or work performance; and/or,
3. Creates an intimidating or offensive academic, living, or work environ- ment.

The University regards such behavior, whether verbal or physical, as a violation of the standards of conduct required of all persons associated with the institution. Accordingly, those inflicting such behavior on others are subject to the full range of internal institutional disciplinary actions, including separation from the University. Likewise, acts of retaliation will be subject to the same range of disciplinary actions.

As noted in the Handbook for Faculty and Academic Administrators, Policies and Procedures, the Academic Bulletin, and other University publications, persons engaged in such harassment within the University setting are subject to the full range of internal institutional disciplinary actions, including separation from the institution.

Not every act that might be offensive to an individual or a group necessarily will be considered as harassment and/or a violation of the University’s standard of conduct. In determining whether an act constitutes harassment, the totality of the circumstances that pertain to any given incident in its context must be carefully reviewed and due consideration must be given to the protection of individual rights, freedom of speech, academic freedom and advocacy.

III. Resources

School and administrative units should make known to all of their members the available resources and the informal and formal procedures for resolving complaints of sexual harassment within the unit or at the University level.

These resources include the following:

A. Information, Counseling, and Support

The following University resources are available to members of the University community who seek information and counseling about University policies on sexual harassment, standards of behavior, informal and formal mechanisms for resolving complaints and resources for complainants and respondents.

Deans and directors may also make referrals to these resource offices:

- Office of Affirmative Action
- African American Resource Center
- Faculty/Staff Assistance Program
- Lesbian Gay Bisexual Center
- Office of Labor Relations
- Office of the Ombudsman
- Office of Staff Relations
- Victim Support Services

(list continued next page)
B. Informal Mechanisms for Mediation and Resolution

The Ombudsman, the Office of Affirmative Action, the Penn Women’s Center, all other offices named as resource offices in this policy, the Office of Staff Relations, the Council of College House Masters, directors, deans and administrative directors, the provost, and the senior vice president are available to assist in the informal resolution of complaints.

C. Formal Mechanisms for Resolution and Adjudication

When informal resolution is not chosen or is unsatisfactory, complainants are urged to use appropriate formal mechanisms described below:

1. Complaints of sexual harassment against a faculty member, instructor, or teacher may be brought by a student, staff, or faculty member to the department chair or dean of the faculty member. The department chair or dean receives a complaint is then charged with pursuing the matter. While the process depends on the particulars of the complaint, normally the department chair or dean interviews the faculty member. If the matter is not resolved informally, the department chair or dean either conducts an investigation or requests that the Ombudsman, the Office of Affirmative Action, the Office of Staff Relations, or the Office of Labor Relations do so. If the result of the investigation persuades the dean or department chair that sanctions are warranted, he/she consults with faculty members—without disclosing the identity of the individuals involved. If he/she determines an appropriate sanction, including whether there is substantial reason to believe that just cause exists for suspension or termination. If it is determined that action should be taken to suspend or terminate, the dean should refer the matter to the Committee on Academic Freedom and Responsibility of the school in accordance with the procedures set out in section II. E. 10 of the Handbook for Faculty and Academic Administrators (1989).

2. Complaints of sexual harassment against a staff member may be brought by a student, staff member or faculty member to the supervisor of the person complained against. The supervisor who receives the complaint is then charged with pursuing the matter. While the process will depend on the particulars of the complaint, normally the supervisor interviews the staff member. If the matter is not resolved informally, the supervisor either conducts an investigation or requests that the Ombudsman, the Office of Affirmative Action, the Office of Staff Relations, or the Office of Labor Relations do so. If the result of the investigation persuades the supervisor that sanctions are warranted, he or she consults with his or her colleagues or supervisor—without disclosing the identity of the individual(s) involved—to determine an appropriate sanction. A staff member who believes that his or her rights have been violated directly by another staff member or administrator may file a grievance by contacting the Office of Staff Relations within the Office of Human Resources under the University of Pennsylvania Staff Grievance Procedure.

3. Complaints by students of sexual harassment may be made to the Office of the Vice Provost for University Life. Grievances associated with sexual harassment in student employment may also fall within the purview of the Vice Provost for University Life.

4. A complaint of sexual harassment may be brought against a student by filing a complaint under the Charter of the University Student Judicial System, or, if the respondent is a graduate or professional student enrolled in a school which has established a hearing board or other decision-making body, with that body.

5. A tenured or untenured faculty member, whether full or part time, who believes she or he has been subjected to sexual harassment by a faculty member or by an academic administrator may file a grievance against the Faculty Grievance Procedure, Handbook for Faculty and Academic Administrators (1989), part II E. 15, provided the complaint constitutes a grievance as defined in Section I of the Procedure. This procedure is administered by the Faculty Grievance Commission. The panel makes its recommendations to the provost. In cases that involve reappointment, promotion or tenure, and in which the provost has declined or failed to implement the recommendations of the panel to the satisfaction of the grievant, the grievant may obtain a hearing before the Senate Committee on Academic Freedom and Responsibility on the actions of the provost.

6. If the matter has not previously been referred to a different panel or committee, a student or staff member who believes that she or he has been subjected to sexual harassment by a faculty member, and whose complaint has not been resolved through the mechanisms listed above, may bring the matter to the Faculty Senate Committee on Conduct. This committee is a standing committee of the Faculty Senate. At meetings with the Committee, the student or staff member may be accompanied by an advisor who is a member of the University community (student, faculty, or staff). The findings and recommendations of the Committee shall be advisory and shall be submitted to the provost for her or his decision and implementation.

D. Central Reporting of Sexual Harassment

1. A decentralized system of resources encourages the reporting and resolution of complaints of sexual harassment. To that end, and with the consent of the complainant, those offices described in Sections III.A and III.B of this policy that have handled through mediation or counseling a complaint that was not submitted to a formal hearing board shall forward to the Ombudsman a report of the matter as soon as it is received. Such reports should not include the names of the persons involved. They should include, however, a description of the complaint, the schools or administrative units with which the complainant and respondent are affiliated, and the disposition of the complaint. In the case of a large department in a large school, the department also should be identified. Reports from decentralized areas will enable the Ombudsman to identify patterns in a particular location and the frequency of such incidents in a given area. Such information can then be transmitted to the appropriate dean or administrative supervisor. The reports will also enable the Ombudsman to act on behalf of the community and to conduct whatever investigation he or she deems necessary to determine whether University regulations are being violated.

2. Summary reports of formal charges of sexual harassment that have been adjudicated and records of their disposition should be forwarded to the Ombudsman’s Office as a matter of information by the resource offices named in this policy.

3. Based on the information forwarded to her or him during the previous year, the Ombudsman shall submit to the president on an annual basis a summary report of the number and type of formal and informal charges of sexual harassment and their resolution by September 15 of the academic year. This report will be shared with the University community early in the semester.

E. Education and Prevention

The prevention of sexual harassment and the establishment of effective procedures with due concern for all parties require a thoughtful educational program.

1. University resource offices will provide to the community information on: a. available mediation and resolution resources; and b. sources of support and information for victims and respondents.

2. Deans and heads of major administrative units are encouraged to discuss this policy and issues of sexual harassment at meetings of faculty and staff.

3. Training programs for residential advisors, senior administrative fellows, those who meet students in crisis situations and others serving in an advisory capacity to students will include training about referrals, resources, and methods for handling instances of sexual harassment.

4. An overall educational program for students that addresses issues of peer sexual harassment and also provides information, definition, support, and the identification of sexual harassment resources has been developed by the Office of the Vice Provost for University Life, the Office of Affirmative Action, and the Penn Women’s Center in conjunction with the Office of Residential Living, the Council of College House Masters, and the Council of Senior Faculty Residents involved with the Freshman Year Program. Such an educational program is directed toward new undergraduate and graduate and professional students.

5. The University will publish annually the operative portions of this policy statement, including information about the resources available to advise, counsel, and assist in the mediation of sexual harassment allegations. Information will explain how and where to contact University-wide and school-specific resources and will be posted in conspicuous locations.

All members of the University should feel a responsibility to try to prevent sexual harassment whenever they observe it. Community members should report sexual harassment to appropriate University resources promptly for appropriate action.

F. Exit Interviews

Deans and administrative directors will periodically survey departing students, faculty and staff to measure the existence and frequency of reports of sexual harassment. Based on the data yielded by these surveys and the annual reports of the Ombudsman, the University administration will determine, in consultation with the University Council, whether there is a need for further efforts to be taken on the issue of sexual harassment.

G. Implementation

Deans and administrative directors will be responsible for the implementation of this policy. The provost and senior vice president will oversee the performance of deans and directors in the implementation of this policy.
Humanities Forum Funding

The Penn Humanities Forum (PHF) announces the following opportunities:

- **$500 for lecturer in courses on the topic of “human nature”**
- **Affiliation of courses on human nature with PHF**
- **$5,000 research funds each for five Penn faculty on leave in 1999-00 whose project relates to human nature (subject to final funding approval)**

Submit a summary (one page) proposal by April 1, 1999 to: Penn Humanities Forum, 116 Bennett Hall/6273.

College Research Grants & Alumnae Scholars’ Awards

Each year the School of Arts and Sciences offers two opportunities for students in the College to apply for funding to support special educational experiences.

- **The College Research Grant program**, made possible by generous gifts from the College Alumnae Society, individual alumni, and friends, provides awards of up to $1,000 to support College students’ prospective research projects.
- **A gift from the Association of Alumnae funds several Scholars’ Awards specifically for women in the junior class of the College. These awards may be used either to support a prospective research project or to enable a student to undertake an unpaid internship.**

This year, we expect to award twelve College Research Grants and to make up to three Association of Alumnae Scholars’ Awards. Applications for both programs are available in the College Office, 120 Logan Hall. To apply for research funds, students must seek sponsorship of a faculty advisor and obtain the signature of their undergraduate chair or program director. Proposals are due on February 26, 1999.

Additional information is available on the web at: www.sas.upenn.edu/college/other_options/research_opportunities.html

If you have any questions, please contact my office at 898-7867.

— Richard R. Beeman, Dean of the College

February Volunteer Opportunities

Each month, Penn Volunteers In Public Service posts a list of volunteer opportunities. These opportunities are developed from the many requests we get from the community for assistance. Many University of Pennsylvania employees continue to volunteer their valuable time to provide service in our surrounding community. We thank you for your overwhelming support. If you would like to volunteer for any of these programs, please let me know via e-mail, sammapp@pobox.upenn.edu.

— Isabel Sampson-Mapp, Associate Director, Faculty, Staff and Alumni Volunteer Services; Director, Penn Volunteers In Public Service. Center for Community Partnerships

The Philadelphia Space and Science Club, which meets on Sundays in David Rittenhouse Lab, 2-3:30 p.m., is looking for volunteers to work with 4th-9th graders. If you can type/have access to a computer/have skills in math, science, electronics, engineering, marketing or art, you are needed as a tutor or a mentor.

On February 18, Dental Students are needed to volunteer for National Children’s Dental Health Month, 10 a.m.-noon, to provide dental screenings and to educate children and their parents on the general care of teeth and brushing. A local community service agency needs your services.

Penn Volunteers In Public Service (Penn VIPS) Scholarship Committee provides $500 non-tuition scholarships to deserving West Philadelphia public high school students each year. Join us to assist with fundraising, identifying scholarship winners and planning the awards ceremony.

Join a growing number of volunteers that provide Technical Assistance (computers, mediation, grant writing, etc.). Share your expertise with local community service agencies and schools. We get requests for assistance with building web pages, writing grants, proposal writing, special events planning, board training, etc. Join us and support us. It is required of all personnel who work in areas where radioisotopes are used or stored. February 11 and 18, 10:30 a.m.

Laboratory Safety—Annual Update. For all laboratory employees who have previously attended Chemical Hygiene Training, Faculty and staff who work with human source materials, HIV or hepatitis viruses must attend the Laboratory Safety and Bloodborne Pathogens—Annual Update. February 11, 9:30 a.m.

Radiation Safety Training—Annual Update. This program covers radiographers on current radiation issues and practices. It is required of all personnel who work in areas where radioisotopes are used or stored. February 11 and 18, 10:30 a.m.

Introduction to Occupational Exposure to Bloodborne Pathogens. For employees who have a potential exposure to human bloodborne pathogens. For employees who have previously attended Bloodborne Pathogens training at Penn. Required for employees who potentially exposed to human blood or blood products, human body fluids, and/or human tissue. February 15, 9:30 a.m.

Laboratory Safety and Bloodborne Pathogens—Annual Update. For all faculty and staff who work with human source material. HIV or hepatitis viruses and have previously attended Occupational Exposure to Bloodborne Pathogens. Participation in Laboratory Safety—Annual Update is not required if this is attended by February 18, 9:30 a.m.

Radiation Safety Training—New Worker. Fundamental radiation concepts and requirements for the use, storage and disposal of radioactive materials at Penn. Personnel working in laboratories where radioactive materials are present are required to attend this training before beginning their work. Training can be completed on-line, www.ohs.upenn.edu, under Radiation Safety Programs, Training for Credit. February 18, 3 p.m., OEHRS, Blockley Hall, 14th floor conference room. Occupational Exposure to Bloodborne Pathogens (In a clinical setting).* For all University faculty and staff who have potential clinical exposures to blood and other human source material, employees with direct patient contact, or those who handle clinical specimens, and administrators who routinely work in a clinical environment. February 24, 9:30 a.m., 104 Logan Hall. *Registration is required for this course.

Letters are requested to bring their PENNCard to facilitate course sign in. Additional programs will be offered on a monthly basis during the spring. Check OEHRS web site, www.ohs.upenn.edu for dates and time. If you have any questions, call Bob Leonzio at 898-4453.

Environmental Health & Radiation Safety February Training

The following training programs are required by the Occupational Safety Health Administration (OSHA), the Nuclear Regulatory Commission (NRC), and The Commonwealth of Pennsylvania (DEP), for all employees who work with hazardous substances including: chemicals, human bloodborne pathogens, fluids, and human tissue specimens and radioactive materials. These programs are presented by the Office of Environmental Health & Radiation Safety (OEHRS).

Attendance is required at one or more sessions, depending upon the employee’s potential exposures. All courses are held at John Morgan, Class of 1962 unless otherwise stated.

Laboratory Safety—Annual Update. For all laboratory employees who have previously attended Chemical Hygiene Training. Faculty and staff who work with human source materials, HIV or hepatitis viruses must attend the Laboratory Safety and Bloodborne Pathogens—Annual Update. February 11, 9:30 a.m.

Radiation Safety Training—Annual Update. This program covers radiographers on current radiation issues and practices. It is required of all personnel who work in areas where radioisotopes are used or stored. February 11 and 18, 10:30 a.m.

Introduction to Occupational Exposure to Bloodborne Pathogens. For employees who have a potential exposure to human bloodborne pathogens. Designed for employees who have not previously attended Bloodborne Pathogens training at Penn. Required for employees who potentially exposed to human blood or blood products, human body fluids, and/or human tissue. February 15, 9:30 a.m.

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Radiation Safety Training—New Worker. Fundamental radiation concepts and requirements for the use, storage of radioactive materials. February 18, 9:30 a.m.

Occupational Exposure to Bloodborne Pathogens (In a clinical setting).* For all University faculty and staff who have potential clinical exposures to blood and other human source material, employees with direct patient contact, or those who handle clinical specimens, and administrators who routinely work in a clinical environment. February 24, 9:30 a.m., 104 Logan Hall. *Registration is required for this course.

Letters are requested to bring their PENNCard to facilitate course sign in. Additional programs will be offered on a monthly basis during the spring. Check OEHRS web site, www.ohs.upenn.edu for dates and time. If you have any questions, call Bob Leonzio at 898-4453.

HR Training and Development

Sexual Harassment Prevention

Person to Person—Creating Respectful Workplaces: A Workshop in Sexual Harassment Prevention (For managers and supervisors)

Person to Person, a four-hour interactive workshop, takes a close look at sexual harassment in the workplace. A compelling training video is used to stimulate discussion and problem-solving activities. Participants explore the many shades of gray surrounding sexual harassment and learn ways to prevent it in the workplace.

D. Particular emphasis is placed on the responsibility of the supervisor, and relevant Penn policies are discussed.

March 4, 9 a.m.-1 p.m., Training and Development Center, B 1 South, 3624 Market Street. Facilitated by Carole Cohn, Andy Mozenter and Valerie Hayes, director, Affirmative Action.

You can register for this program on-line by accessing www.hr.upenn.edu/trainreg/.

You may view Human Resources Training and Development’s complete six month brochure on-line at www.hr.upenn.edu.

— Sandra P. Rathman, Executive Coordinator for Human Resources

Therapy

Shari D. Sobel, Ph.D. Psychotherapy (215) 747-0460.

To place a classified ad call (215) 898-5274.

Opportunities

All open positions at Penn for qualified applicants in office support, research, computing, professional, and financial areas, among others, are posted on the Human Resources web site at www.hr.upenn.edu.

Penn’s Job Application Center, at 3550 Market Street, Suite 110, is open 8 a.m.-6 p.m. weekdays where computer stations are available for you to browse the openings and/or apply on-line.
The University Museum Celebrates the Year of the Rabbit

The University Museum’s 18th annual Chinese New Year Celebration on Saturday, February 20, includes performances, crafts, cooking and martial arts demonstrations, Feng Shui, T’ai Chi and Qi Gong instruction, games, workshops, children’s activities and the traditional Chinese Lion Dance and Firecracker Parade finale. The day-long celebration ushers in the Year of the Rabbit with the sights, sounds and spectacles of China in the galleries and auditoriums and ends with the ritual lion dance winding its way outside the Main Entrance courtyard for the finale. For more information: 898-4000.

Qi Gong: Visitors can learn about varied traditions in the Chinese martial and healing arts from Master Faxiang Hou, left, certified as a master by several Chinese National and International Qi Gong associations. He offers a beginner’s demonstration of the ancient Qi theory of vital energy, including the “no touch” healing art of Qi Gong, 1-2:30 p.m.

Edible Art: Decorative as well as delicious, Chinese food is always a featured part of the day. Chef Joe Poon, below, returns to the Museum with his ever-popular afternoon vegetable carving demonstration, quickly and skillfully turning modest vegetables into flowers, birds and spectacular scenes.

Update

FEBRUARY AT PENN

READING

12 Cave Canem Benefit Poetry Reading; proceeds benefit the Cave Canem Scholarship Fund; readers include: Toi Derricotte, Cornelius Eady, Afaa Michael Weaver, Dennis Brutus, Herman Beavers, Toni Brown, DJ Renegade, Valerie Jean and Greg Pardloe; 7 p.m.; South America room, International House; $10, $5/students (Cave Canem; Borders Books & Music).

RELIGION

14 Downside of Love; Rev. Beverly Dale; 10:30 a.m.-noon; University Lutheran Church (UniLutheran; Christian Association).

15 Faculty and Student Faith Discussion; Dr. Joyce Thompson, Nursing; 6-8 p.m.; Christian Association (Christian Association).

TALKS

10 Mrityudand: Prakash Jha and the Redirection of Masala Power; Uma Magal, editor, Asian Cinema Journal; 11 a.m.-12:30 p.m.; Classroom 2, University Museum (South Asia Regional Studies).

11 Behavioral Science Contributions to AIDS Prevention and Research; Martin Fishbein, Annenberg School; 4 p.m.; Class of ’62 lecture hall, John Morgan Bldg. (Penn Center for AIDS and HIV Research).

Landscape and Japanese Identity; Augustin Berque, Ecole des Hautes Etudes en Sciences Sociales, Paris; 6 p.m.; Meyerson Hall (GSFA; French Institute for Culture and Technology).

15 Technology of Truth: The American Polygraph and the Republic of Expertise; Ken Adler, Northwestern University; 4 p.m.; room 392, Logan Hall (History and Sociology of Science).

Chinese and Jewish Cultural Memory: A Bridge Across Broken Time; Vera Schwarzs, Wesleyan University; 4:30 p.m.; room 329A, 3401 Walnut St. (Center for East Asian Studies).

Deadlines: The deadline for the Update At Penn is a week before the date of publication. The deadline for the March At Penn calendar is February 9.
Sketches of a $120 Million Project

By 2002, the Wharton School expects to open the nation’s most advanced facility for management education.

Last week the Wharton School unveiled its plans for the $120 million, 300,000 square-foot, academic center on the wraparound site on 38th Street formerly occupied by the Penn Bookstore and University Plaza stores. The plans will go to the Trustees for final review and approval in the next two months. The schedule then calls for groundbreaking following Commencement 1999, and the opening of the center in 2002 as “the world’s most advanced facility for management education,” Wharton leaders said.

The building is a result of four years of extensive planning across the University community including ongoing consultation with Wharton faculty, students, alumni boards and University Trustees. Unusually in higher education capital activity, the center is being funded entirely by major gifts and pledges from the School’s alumni. To date, more than $100 million has been raised. “In my experience to date in higher education, I am not aware of any other project that has been so successful in securing such a large percentage of the total costs so quickly,” said John Glier, principal of Grenzenbach & Glier, a leading consulting firm for higher education. “To raise funding for a capital project entirely through philanthropy is an extraordinary accomplishment.”

“I am enthusiastic about these plans, and I believe this will be an outstanding academic building,” said President Judith Rodin. “The new Wharton building will support the School’s priorities as well as those of Penn’s Agenda for Excellence. It is one in a series of important academic capital projects across campus, including the Vagelos Laboratories, the biomedical research buildings for the School of Medicine, the Gateway Building for the School of Dental Medicine, the Annenberg Public Policy Center, Silverman Hall for the Law School, and other new academic facilities in the planning stages. We’re delighted to continue Penn’s strong forward momentum with this tremendous new addition to further our academic mission.”

The state-of-the-art facility will serve as a multi-functional academic center for both the undergraduate and MBA programs, for faculty and academic departments, and for conferences and cocurricular activities—serving approximately 4,700 undergraduate and MBA students, 250 faculty members and hundreds of senior executives and alumni each year. While both the undergraduate and MBA programs will have their own distinctive area, the building will support the School’s curricular innovations with a flexible mix of classrooms, study rooms, labs, and lounges.

The building will feature 57 group study rooms offering a wide array of technologies such as multimedia and audio/video conferencing capabilities for distance learning, video production and editing, connectivity between group workstations and Internet access. The academic center will complement Wharton’s curriculum, which features significant interactive and discussion-based learning, including teamwork on class projects, cases, simulations, leadership and interpersonal exercises, and field application projects.

“The building’s design will set a new standard for innovative teaching and instruction,” said Wharton’s Dean Thomas P. Gerrity. “It will incorporate the most advanced networking and communications technologies to create an entirely new global learning environment and to support Wharton’s recognized leadership in international perspectives in its programs.”

The building will also accommodate the growing number of co-curricular activities that enrich learning and promote the School’s partnership among students, faculty and staff. For example, office space will be dedicated to students working on student-organized conferences and workshops, club activities and other co-curricular initiatives. A 300-seat auditorium will allow groups to gather for School-sponsored events. Study and social lounges, two cafes and student services will fill the role of a community activity center.

A 4,000 square-foot Forum will be the building’s largest single space—the setting for events such as the freshmen Dean’s meeting, family weekends, graduation celebrations and award ceremonies. Faculty will be able to share their latest research findings in a colloquium setting that provides a venue for the numerous conferences and seminars conducted by Wharton’s 18 research centers and 11 academic departments.

“Using a range of materials including red brick and stone, the academic center is designed to integrate with the look of the campus and enhance the flow of students and campus activities on both Locust Walk and Walnut Street.”

“The entrance and cafe for undergraduate students on Locust Walk blends nicely into the existing character of the Walk and encourages student interaction and activity,” said Scott Douglass, Wharton’s associate dean for finance and administration. “And on Walnut Street, the curvature of the tower opens the building out toward Walnut Street and Sansom Common, and serves as an inviting point of entry.”

As the new center comes on line, Wharton will retain Steinberg Hall-Dietrich Hall’s five tiered lecture halls but will convert all “flat floor” spaces for academic offices and research facilities, and Vance Hall will become an administrative building.