Some Summer Changes, 1999

Deputy Provost and Graduate Education

Dr. Robert Barchi’s July appointment of Dr. Peter Conn as Deputy Provost (see his message on page 2), was followed in August by the announcement that responsibility for graduate education will also be part of the new Deputy Provost’s portfolio.

After eight years as Vice Provost for Graduate Education, Dr. Janice Madden stepped down on June 30 to resume full time teaching and research as professor of regional science and sociology. “Janice brought exceptionally high standards to the central oversight of graduate education,” the Provost said. “Under her stewardship, Penn reached new levels of excellence. I especially value the work she did in helping Penn attract and retain superb students to our graduate programs.”

Among other accomplishments, he noted, Dr. Madden “vigorously worked to ensure that all University fellowship monies were applied toward the ‘full funding’ of doctoral students (full tuition and a guaranteed minimum stipend)” and at the same time made improvements in the recruitment, retention and graduation rates for Ph.D. students of color. Under her leadership, a review process for graduate programs was instituted, involving the Graduate Council of the Faculties as well as the school deans. Her office also pioneered in developing PennExpressApp, with ISC, making Penn the first of the Ivies to have an electronic application.

The move is part of a strategic plan to strengthen the Provost’s office, Dr. Barchi’s said. Dr. Conn, who chaired graduate groups both in English and in American Civilization, will work closely with the graduate deans and graduate faculties. “Combining the oversight of graduate and undergraduate education in a single office makes great sense,” the Provost said. “There are numerous opportunities to create greater synergies between undergraduate and graduate education. Having one person coordinate these efforts will help us more creatively and strategically about how to meet Agenda for Excellence goals.”

Interim Deans for Law and Wharton Schools

In August Dr. Judith Rodin announced the appointment of Professor Charles Mooney as Interim Dean of the Law School and of Dr. Patrick Harker as Interim Dean of the Wharton Schools—each to serve while the searches continue for successors to Law’s Colin Diver and Wharton’s Thomas Gerrity, both of whom continue on the faculty.

Dr. Harker is the UPS Transportation Professor for the Private Sector and professor of operations and information management and systems engineering who is also the newly appointed Deputy Dean (see Almanac July 13, in print or on line, www.upenn.edu/almanac/about/of-the-deans.html, for more on him).

Professor Mooney, an expert in commercial law and related areas, is a University of Oklahoma alumnus who took his J.D. at Harvard cum laude in 1972. After legal practice in Oklahoma, New York and with the Philadelphia firm of Morgan, Lewis & Bochius, he joined the University in 1990 as a full professor. (More on Professor Mooney next week.)

Ombudsman: Dr. Wales

Dr. Walter Wales, a physics professor who has held numerous academic administrative posts in SAS and the Provost’s Office, took office September 1 as Ombudsman of the University, succeeding Dr. Vicki Mahaffey of English. “We are all in Vicki’s debt for a job well done,” said President Judith Rodin in announcing the appointment, “and I wish her all the best as she resumes full-time duties this fall as a professor in our English department.”

“Looking ahead, I cannot think of anyone I would rather have as our new Ombudsman than Walter Wales. His wisdom, judgment, compassion and broad knowledge of the University are unsurpassed and will greatly benefit his new office. As I have said in print before, Walter is the definition of a University citizen, and he has proved it again with his willingness to take on this important new assignment.”

Dr. Wales joined the University in 1959 as an instructor in physics and has been a full professor since 1972, winning SAS’s prestigious Ira Abrams Memorial Award for Distinguished Teaching in 1990. A Fellow of the American Physical Society and member of the American Association for the Advancement of Science, he has chaired the Physics Department; served as associate dean of SAS twice and as acting dean three times; and held the post of Deputy Provost (1992-94). He was chair of the Faculty Senate in 1979-80, and headed the 1977-80 Task Force on University Governance.

Inn Time for Fall: In the centerfold September at Penn is an update on new campus amenities completed by summer’s end, including the Inn at Penn (with the new Faculty Club on the second floor), Irvine Auditorium, more sections of Perelman Quad, and a new kosher deli called Irv’s Place where Urban Outfitters used to be.

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Pullout: September AT PENN
Looking Ahead: The Faculty Agenda for 1999-2000

Greetings from the Senate Executive Committee and the chairs. As you embark on another academic year of teaching, research, administrative duties, and community service, I urge you to let the Senate chairs have a better idea about the changes the University is undergoing and the role the faculty should have in guiding them. Please communicate them to me or Professor Larry Gross at the Senate office (215-898-6943).

In my welcoming letter a year ago (Almanac, Sept. 9, 1998), I discussed the central and essential responsibilities that the faculty has in the governance of the University, and in my 1998-99 Annual Report (Almanac, May 11, 1999), I reviewed for you the many ways in which those responsibilities are being discharged at Penn. I will therefore limit my remarks here to a brief review of some of the major events that have taken place over the summer and of the principal items that are currently on the agenda for Senate deliberation over the next academic year.

As many of you already know, in late July, Professor Peter Conn, who had been chair of the Faculty Senate since May, was appointed Deputy Provost of the University. At the same time, he resigned his Senate position. Following Senate rules governing such a situation, I have agreed to serve as chair until the end of December (and to continue serving as past-chair), at which time our chair-elect, Professor Larry Gross, will become chair five-and-a-half months ahead of time. Also, Professor Rosane Rother has asked to be relieved of her duties as secretary of the Senate for personal reasons. Professors Martin Pring and Sarah Kagan have generously agreed to follow the same procedure as Professor Gross and I have with respect to the chair, so that Professor Pring will serve as secretary until the end of December, and Professor Kagan, thereafter.

Last year, the Senate Executive Committee resolved a number of matters, as my May 11 report indicated. Several major issues remain, however. First, the question of how best to structure the faculty of the Medical School is currently under consideration by that School’s faculty through its Faculty-2000 review process, including how to deal with the fact that clinician educators now constitute more than 40% of the Medical School’s standing faculty, contrary to University policy. The Faculty-2000 steering committee expects the review to be completed after the beginning of next year and will be sending its recommendations to the Dean, the Provost, and the Faculty Senate. The former past chair of the Senate, Professor Vivian Seltzer, is serving as liaison to the Faculty-2000 steering committee. Second, a request of the School of Nursing that the policy governing its clinical faculty be revised is currently before SEC. Third, SEC’s May 1999 proposal to revise the University’s copyright policy was not accepted by Provost Barchi, so that the item remains on the agenda, along with a related focus on policy concerning the development and use of software. Fourth, formulation of the principles governing distributed learning continues to be a matter that will be receiving considerable attention this year. SEC recommended that a series of colloquia be held this year to introduce faculty to the potentials and problems of the approach and to identify major issues. Fifth, SEC must review revisions to the University’s Policy on Misconduct in Research. Sixth, SEC will be considering several related issues having to do with cost containment and budget allocation, such as the incidence of the burden of undergraduate financial aid and the principles guiding subventions and cost allocations to the schools. Seventh, last spring, the administration instituted a planning process that is designed to produce a Campus Development Plan for the physical plant of the University by the end of December. I am a member of the Steering Committee for development of the plan and the faculty is well represented on the committees that are beginning to prepare a draft plan. Faculty will have the opportunity to participate in its formulation, and we will keep you informed of the progress of the planning process.

The Faculty Club ceased operation in Skinner Hall in August and has now moved to the second floor of the Inn at Penn. Be sure to stop by to see the new facilities for yourself and try out the cuisine.

Finally, it is my sad duty to advise you on July 13, Professor David Hildebrand died after a long fight against cancer at Penn. I will therefore limit my remarks here to a brief review of some of the major events that have taken place over the summer and of the principal items that are currently on the agenda for Senate deliberation over the next academic year.

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Deaths

Dr. Ginsberg, Sociology to Educational Leadership

Dr. Ralph B. Ginsberg, professor of education and chair of the educational leadership division in the Graduate School of Education, died Saturday, July 31, of injuries sustained in an automobile accident in Bristol, England, where he was vacationing with his wife, Lois, who is the associate director of the Dynamics of Organization program at Penn. He was 62 years old.

Dr. Ginsberg was a distinguished scholar whose career at the University spanned 36 years and encompassed a range of disciplines beginning with sociology, where his qualitative studies in applied probability were considered invaluable to studies of migration, housing rehabilitation and community development, insurance decisions, and labor market processes.

Trained as a humanist from his early days, Ralph Ginsberg earned his bachelor’s degree summa cum laude in English Literature from Brown in 1958, then studied philosophy as a Woodrow Wilson Fellow at Princeton, and moved to sociology for his Ph.D. at Columbia. He joined Penn as a lecturer in sociology in 1963, and was named assistant professor of sociology on receiving his Ph.D. in 1966. In 1972 he became associate professor of sociology and public policy analysis, with regional science added to his title in 1979. A year after that he became full professor of regional science, sociology and public policy. Dr. Ginsberg also held visiting faculty appointments at Princeton, Erasmus University in Rotterdam and Umea University in Sweden.

Dr. Ginsberg’s interests were not bounded by a field or discipline, colleagues recall. “Ralph had a sociological imagination—he asked creative questions about everything,” said Dr. Laura Miller, a former student and colleague of Dr. Ginsberg. In the late 1980’s, his studies led him to investigate theoretical questions about the learning process and, through a colleague at Johns Hopkins, he became involved in research of study abroad programs. These studies eventually led Dr. Ginsberg to a secondary appointment as professor at the Graduate School of Education in 1995, and to appointment as professor of education the following year.

At GSE, Dr. Ginsberg studied and taught the interconnections between technology, learning, organizational structure and educational reform. His timely and creative research in technology and learning issues were crucial to the school’s teacher preparation program, colleagues note, and they led to his invitation to be guest editor for the most recent version of IEEE’s Technology and Society Magazine. His other major projects included foreign language learning in computer-supported environments and study abroad programs, film analysis and the interpretation of video data, statistical graphics and data analysis, and support for reflective conversations on the practice of teaching.

“Ralph was an excellent University citizen,” said Vinnie Curren, general manager of WXPN, who knew Dr. Ginsberg as both a WXPN board member and as a mentor for Mr. Curren’s studies in Organizational Dynamics. “He was a very dedicated advisor. He spent a lot of time with his students and knew how to talk to them.”

Dr. Ginsberg enjoyed teaching in the cross-disciplinary Organizational Dynamics program, Mrs. Ginsberg said, because he “valued the experience of learning from his students, who had interests and expertise in many different fields.”

Dr. Ginsberg was editor of the Journal of Mathematical Sociology, served on the editorial boards of several international journals, and was deputy director of the National Foreign Language Center in Washington, D.C.

At various times Dr. Ginsberg served as Secretary of the Faculty Senate and as a member of the Senate Executive Committee; chaired the graduate group in public policy analysis and the FAS educational policy committee; and held secondary appointments in the Wharton School (1975-93), School of Public and Urban Policy (1970-82), and the South Asia Regional Studies (1987-99). He was also a research associate with the Population Studies Center and a fellow of the Annenberg Public Policy Center.

Dr. Ginsberg is survived by his wife, Lois; two daughters Marjorie and Alice—the latter a Ph.D. candidate at GSE—a son, Geoffrey; and three grandchildren. A memorial service is being arranged (215-898-9792 for information).

Dr. Hildebrand, Statistics and Service on Wry

Dr. David K. Hildebrand, a distinguished professor of statistics who chaired the Faculty Senate in 1992-93 and twice served as moderator of the University Council, died on July 13 after a long struggle with cancer. He was 59 years old, and had spent 34 of those years on the Penn faculty.

A 1962 Carleton College alumnus who took his M.S. and Ph.D. from Carnegie Mellon University, Dr. Hildebrand joined the Wharton School as a lecturer in 1965 and was named assistant professor the following year. He was promoted to associate professor in 1970—the year he also also served as visiting professor at Carnegie Mellon—and he became full professor at Wharton in 1977. He chaired the Department of Statistics from 1985 to 1990, and during two years of that time he took his first University-wide role in governance as moderator of the University Council—a role then being reintroduced to the structure under conditions of controversy. His humor and collegiality were credited with making the position workable, and he was to hold it again in 1997 at Council’s request.

As a teacher and scholar of statistics he made contributions on many levels. On the research front he published (with James D. Laing and Howard L. Rosenthal) respected technical studies on models and methods for the analysis of categorical data, and on applied probability. At the same time provided some of the basic texts that made statistics come alive for students aiming toward other careers. His 1983 book with Lyman Ott, Statistical Thinking for Managers, is now in its fourth edition, and has spun off an MBA-level Basic Statistical Ideas for Managers. He also produced, in 1986, Statistical Thinking for Behavioral Scientists.

In discussions on University educational standards during the 1970s he argued the need for “universal numeracy” equal to the need for “universal literacy” in today’s world. In return, he introduced into his own final exams, if not quite poetry, some rhyme that he reasoned would ease tensions for his students:

Oh sing of the glory of stat; Of sigma, x-bar, and y-hat! The joy and elation Of squared correlation— Does anyone here believe that!

Or, for behavioral scientists: The rats had been carefully matched, But cages weren’t carefully latched. Without any waiting, T'was randomized mating, With nary a rat unattached.

With memorable brevity he once sent an administrative decision back to the drawing boards by publishing (Almanac May 27, 1986):

To Ye Editor I see that the stores at 34th and Walnut are to be called The Shoppes at Penn Square. I assume that among the shops will be a florist, a computer shuckeke (Ecce DECes?) and a drugg store. Ah, pretension.

After his diagnosis last year Dr. Hildebrand continued to teach into the fall semester, giving courses for three of the 12 cohorts of the MBA program—and despite his illness did so at a level which won him an award from one of the cohorts for “best teaching in the core curriculum.”

Dr. Hildebrand is survived by his wife, Patricia Gach Hildebrand, who is the Database Administrator of Social Science Computing in...
the School of Arts and Sciences, and their sons, Martin V. and Jeffrey D. Hildebrand. Remembering his youth and college days in Minnesota, Dr. Hildebrand used to tell his family that his dream was to create for his alma mater a fund for the removal of snow and ice, giving new meaning to the term “slush fund.” His college has agreed, and checks for the 1962 David Hildebrand Memorial Fund may be sent to Carleton College, Attn: Elissa Ecklund Chaffee, One North College Street, Northfield, MN 55057.

A Penn memorial service is being planned for Friday, October 1, at 2 p.m., with the location to be announced.

**Betty Jacob, Political Values**

Betty Muther Jacob, who was known in her years at Penn for contributions to multinational studies of comparative political values, died in Honolulu on August 17 at the age of 89.

Joining the University in 1945 when her husband, Dr. Philip Jacob, was named to the faculty here, Mrs. Jacob held a variety of staff posts at Penn—one of them as administrator of International Studies of Values in Politics, which the Jacobs established in 1960 as the first large-scale comparative political science research program involving communist countries.

She joined her husband in 1970 at the University of Hawaii as Research Associate of the Social Science Research Institute where she became the coordinator of the International Automation and Industrial Workers project. She continued her involvement in international research and with the University of Pennsylvania in collaboration with Professor Henry Teune in the Democracy and Local Governance project, spanning 30 countries.

**Betty Jacob** was active in the American Friends Service Committee and other international agencies. She also served as special assistant to the executive directors of UNRRA, 1945-46, and UNICEF, 1947-54.

She is survived by her children Sally, Kirk, and Stephen. Contributions may be sent to the Matsunaga Peace Institute at the University of Hawaii, where a memorial service was held for Mrs. Jacob shortly after her death.

**Dr. Barbara Kopytoff, Ethnohistory**

Dr. Barbara Klamon Kopytoff, a lawyer and anthropologist who was a lecturer and research associate in ethnohistory at Penn in 1979-81, died on August 20 at the age of 61.

A Swarthmore alumna, Barbara Kopytoff worked with children at the Eastern Psychiatric Institute before taking her Ph.D. in anthropology at Penn, awarded in 1964. She then became known for her work on the Maroon population of Jamaica, teaching at Temple, Johns Hopkins, and Lehigh as well as at Penn during the fifteen years she devoted to those studies. With grants from the NIMH, NSF and NEH, she did fieldwork in Accompong town and archival work in Kingston and in England as she traced the ethnohistory of the escaped slaves who formed a distinct culture in the Jamaican interior.

In the late 1970s her interests turned to law, and she studied at McGill University and at Temple, where she took her J.D. magna cum laude in 1987. For the next two years she did research with the late A. Leon Higginbotham, publishing with him on legal issues relating to race, slavery and surrogate motherhood. In 1990-92 she was an associate with the Philadelphia firm of Schnader, Harrison, Segal and Lewis, but throughout her career in law she “found her greatest satisfaction in clerking for federal judges,” according to her husband of 31 years, Dr. Igor Kopytoff, professor of anthropology. She served as law clerk to Judge Higginbotham and to Judge A.J. Scirica when they were on the U.S. Court of Appeals, and to U.S. District Court Judges William H. Yoh, Anita B. Brody, and John R. Provoda, for whom she was clerking at the time of her death.

A memorial service was held on September 2 at the University Museum for Dr. Kopytoff, who is survived by her husband; their daughter Larissa, who is now a Penn undergraduate; and three brothers.

**Loss in Burnley Family**

I thought those in the University community would want to know that Rashad Burnley, the twenty-year-old son of the Rev. Larry Burnley, has died tragically in Toronto, Canada. Rashad, who was a student at Wooster College in Shaker Heights, Ohio, was with a tour company attending a Carabana music festival in the Canadian city when he disappeared. His body was recovered ten days later. Memorial Services were held August 23.

Rev. Burnley was formerly the Associate Minister at the Christian Association (1991-1993) and Director of Greenfield Intercultural Center (1993-1996). Condolences may be sent to Rev. Burnley's address at 22 Vaughan Ave. New Rochelle, NY 10801.

— Rev. Beverly Dale, Director, The Christian Association

**Speaking Out**

The Towing System

I had a costly and painful experience with R & K Tow (Inc.), the towing operation whose service is employed by the University. I came to school on Saturday afternoon, July 17, to clear out some books and papers from my office in Steinberg-Dietrich Hall. The school was very quiet, no cars were parked in the small lot behind the building, and I came in through an open back door, unaware that the reception desk (where one gets temporary permits to park behind the building) was even open. In any case, I was only going to load up a few boxes and take them down, a job that took me 5 minutes more than I anticipated—20 minutes. But during that interval my car had been towed away by R & K, although the lot was still empty. I was certainly not blocking the dumpster, and my car had a Lot 14 sticker on it showing that I was a member of the University community.

So after figuring out what happened, I had to scout around to raise $90 in cash plus cab fare to get my car back, find a cab, drive out to R & K, and pay my ransom. This took an hour and a half, and an expenditure of nowhere near my effort. It is true that there is a sign warning of the towing threat, but it is easy to miss, or forgotten by people who assume, erroneously, that a rule of reason will apply in a university community.

The University should treat even encroaching outsiders, let alone its own students, faculty and staff, with more restraint and sense.

— Edward S. Herman, Professor Emeritus of Finance

Response from Campus Police

Although being towed is not a pleasant experience, the consequences of the University not enforcing parking policies for people who pay to park in designated spots is equally distressing to those paying customers. Therefore, it is imperative that the University ensure these spots are reserved for authorized vehicle parking. R&K towing company is the designated vendor to ensure parking compliance on the University’s property.

— Maureen S. Rash, Chief of Police

University Police Department
On August 5, President Judith Rodin announced her acceptance in full of the recommendations of the Working Group on Alcohol Abuse which appeared in their entirety in Almanac on May 4. Dr. Rodin accepted the recommendations following a six-week period open for comment and after actively consulting with students and other members of the University community. Noting that the recommendations were “insightful, and offer a comprehensive approach — focused on the health and safety of our students.” Dr. Rodin advised that they would yield a new alcohol policy to be in place in September, with copies sent to all Penn students via mail or e-mail in August. That new policy appears below and will be maintained in electronic form at www.upenn.edu/osl/alcohopol.html.

For the appointment of the new Alcohol Coordinator recommended in the Working Group’s report, and the formation of the Alcohol Rapid Response Team also recommended there, please see p. 8 of this issue.—Ed.

The University Alcohol and Drug Policy Effective September 1, 1999

I. Introduction

The University Alcohol and Drug Policy, like other standards of conduct applicable to the University community, is intended to further the educational mission of the University of Pennsylvania. The University is committed to fostering an environment that promotes the acquisition of knowledge and nurtures the growth of the individual. Each member of our intellectual community is responsible for his or her own actions and is expected to contribute to the Penn community and to respect the rights of others to participate in the academic and social life of the University. The following alcohol and drug policy, with its emphasis on individual and shared responsibility, healthy and informed decision-making, maintaining a caring environment, and the promotion of genuine dialogue, is adopted in this spirit.

This 1999 University Alcohol and Drug Policy supercedes and replaces both the previous Alcohol and Drug Policy and the Greek Alcohol Management Policy.

Students, staff and faculty may be subject to additional requirements and procedures set forth by their respective schools or departments, and which may be stated in handbooks generated by those entities.

II. Standards of Conduct

Drugs [See Summary of Controlled Substance Statutes in Appendix]

The University of Pennsylvania prohibits the unlawful manufacture, distribution, dispensation, sale, possession or use of any drug by any of its students, employees in its workplace, on its premises or as part of any of its activities. This policy is intended to supplement and not limit the provisions of the University’s Drug-Free Workplace Policy.

Alcohol [See Summary of Alcohol Statutes in Appendix]

A. General Rules Governing the Use of Alcohol

The University of Pennsylvania seeks to encourage and sustain an academic environment that respects individual freedom and promotes the health, safety and welfare of all members of its community. In keeping with these objectives, the University has established the following policy governing the possession, sale and consumption of alcoholic beverages by members of the University community, and conforming to the laws of the Commonwealth of Pennsylvania. Penn’s alcohol policy and programs are intended to encourage its members to make responsible decisions about the use of alcoholic beverages, and to promote safe, legal, and healthy patterns of social interaction.

1. The University of Pennsylvania prohibits:
   • The possession and/or consumption of alcoholic beverages by persons under the age of twenty-one on property owned or controlled by the University or as part of any University activity. The intentional and knowing selling, or intentional and knowing furnishing (as defined by Pennsylvania law) of alcoholic beverages to persons under the age of twenty-one or to persons obviously inebriated on property owned or controlled by the University or as part of any University activity. Pennsylvania law currently defines “furnish” as “to supply, give, or provide to, or allow a minor to possess on premises or property owned or controlled by the person charged.”
   • The consumption of alcoholic beverages by all University students and employees so as to adversely affect academic or job performance and/or endanger the physical well-being of other persons and/or oneself, and/or which leads to damage of property.
   • The possession, sale, distribution, promotion or consumption of an alcoholic beverage in a manner that constitutes a violation of federal, state or local law, including the sale, directly or indirectly, of any alcoholic beverages at a premise or by an entity not licensed for such sales on property owned or controlled by the University or as part of any University activity.

2. The University of Pennsylvania permits the lawful keeping and consumption, in moderation, of alcoholic beverages on its property or property under its control by persons of legal drinking age (21 years or older).

3. In cases of intoxication and/or alcohol poisoning, the primary concern is the health and safety of the individual(s) involved. Individuals are strongly encouraged to call for medical assistance for themselves or for a friend/acquaintance who is dangerously intoxicated. No student seeking medical treatment for an alcohol or other drug-related overdose will be subject to University discipline for the sole violation of using or possessing alcohol or drugs. This policy shall extend to another student seeking help for the intoxicated student.

4. Vice Provosts, Vice Presidents, Deans, and heads of administrative and residential units have the authority and responsibility to govern the use of alcohol in areas they control, both indoors and out, and to approve or disapprove of plans designed to ensure that (at events where alcohol will be served in such areas) only legal age individuals will have access to such alcohol. Further, those hosting such events must take reasonable steps to ensure that the acquisition, distribution and consumption of alcohol otherwise complies with applicable law and University policy.

5. At any event at which alcohol will be served, sufficient quantities of non-alcoholic beverages and food must also be available to guests without cost.

6. Consistent with Pennsylvania law, advertisements of social events shall not promote nor describe the availability of alcoholic beverages nor promote the consumption of alcohol by minors.

7. Ordinarily, consumption of alcoholic beverages in outdoor public areas such as walkways, building steps and porches, uncenclosed patios, green spaces, and the like is not permitted regardless of the age of the drinker. However, appropriate administrators may grant exceptions to this guideline on an event-by-event basis. Exceptions will be granted only for those events where an overwhelming majority of those reasonably expected to attend an event are of legal drinking age. Events for which exceptions have been granted must be limited to areas that are clearly demarcated and in which it is possible to exercise adequate control of access to and consumption of alcohol.

8. Kegs of any amount of beer are not allowed in any University-managed undergraduate residence. (continued next page)
B. Rules Governing Alcohol Use at Registered Undergraduate Social Events

In order to minimize the risk of alcohol abuse, promote compliance with the law, and encourage students to make responsible decisions about the use of alcohol, the following rules are designed to control the volume and nature of alcohol products available and, ultimately, reduce the risk of alcohol-related incidents that pose a threat to the health and welfare of students and colleagues.

1. Undergraduate student organizations, which intend to sponsor either on-campus or Third Party Vendor events at which it is anticipated alcohol will be served and consumed, must register the event with the Vice Provost for University Life at least one week in advance of the event. Failure to register an on-campus or Third Party Vendor event at which alcohol is served does not exempt student organizations from the applicability of these rules.

2. Undergraduate student organizations that are hosting Third Party Vendor events must register the event with VPUL and strictly comply with the Third Party Vendor checklist.

3. The organizers of events must have adequate means for identifying of-age drinkers (e.g. picture identification plus hand-stamps/wrist bracelets, etc.).

4. Hard alcohol is prohibited at all registered on-campus undergraduate events. Hard alcohol is permitted only at Third Party Vendor events where conditions specified on the Third Party Vendor checklist are met.

5. Service of alcohol at all on-campus registered events must end no later than 1 a.m.; events may continue until 2 a.m.

6. All alcohol served or consumed at on-campus registered undergraduate events must be available on a “bring-your-own” basis (BYOB) only. The following limitations on the BYOB policy will apply:
   • Personal limit will be one six-pack of beer or equivalent per person over 21 years of age.
   • Organization members may personally pre-purchase alcoholic beverages at the same limit of one six-pack of beer or equivalent per-age member.

7. All registered events, either on-campus or at Third Party Vendors, must have appropriately trained bartenders who are unaffiliated with the host organization and who are at least 21 years of age.

8. At all registered events, whether on-campus or at Third Party Vendors, the host organization must identify non-alcohol-consuming host monitors. There shall be at least one such host monitor for each 50 guests. These host monitors must be visibly identifiable (e.g. armband, t-shirt or other visible designation of host monitor status) during the event to those in attendance.

9. University trained and appointed monitors will assist in assuring that University policy is followed at all on-campus events.

10. The organizers of events must properly dispose of partially filled and empty alcohol containers at the conclusion of the event.

11. The University supports the enforcement of all University, local, state and federal policies and laws by retail and wholesale distributors of alcohol on or near campus.

12. It is understood that in addition to University policy, many University undergraduate student organizations are subject to policies regarding the possession and consumption of alcohol imposed by a parent organization. If the policies governing an individual organization impose more restrictive regulations regarding alcohol possession and consumption it will be necessary for that organization to follow its parent organization’s policies or risk sanctions. If, however, the parent organization permits the possession or consumption of alcohol where otherwise prohibited by University policy, the organization must comply with the University’s policy, notwithstanding its parent organization’s rules.

C. Violators of this policy will be subject to University disciplinary procedures.

III. Penn’s Commitment to Health Education and a Supportive Environment

Consistent with its educational mission, the University sponsors programs which help eradicate misperceptions about alcohol use among peers, create opportunities for open, honest dialogue about alcohol use and abuse, and promote awareness of the physical and psychological, social and behavioral effects of alcohol consumption.

1. The University is committed to providing every Penn undergraduate student and parent or guardian with alcohol education from multiple sources during New Student Orientation, and during the course of the students’ undergraduate education.

2. The University is committed to supporting continuous and expanded peer education, to creating opportunities for curricular integration of alcohol and drug related issues in each of its undergraduate schools and maintaining an effective, coordinated and responsive alcohol abuse prevention and treatment plan implemented by the University’s Alcohol Coordinator. In addition, the University’s Alcohol Rapid Response Team, comprised primarily of undergraduates along with faculty and staff members, advises the President and the Provost on alcohol policy matters as they arise.

3. In order to promote responsible group behavior regarding alcohol use, each student organization having more than 10 members and recognized by DRIA, VPUL, OPFS, SAC, OSL or the College Houses must have at least one member, in addition to the organization’s leader or president, trained about alcohol abuse and able to provide referrals. Failure to meet this requirement could result in the loss of University recognition and/or support.

4. The University, along with its students, is committed to the creation of multiple recreational opportunities to help promote a wider variety of social experiences for undergraduates.

IV. Consequences for Policy Violations

1. All University students are expected to comply with applicable local, state and federal laws regarding the possession, use or sale of alcohol or drugs, whether on or off-campus, and are expected to comply with all University regulations regarding alcohol possession or use.

2. Any student or employee who violates University policies or applicable law may be subject to disciplinary sanctions and/or referral for prosecution. Disciplinary sanctions for students range from disciplinary warning to expulsion as provided by the Charter of the University’s student disciplinary system. The severity of the sanctions will depend, in part, on whether there have been repeated violations and on the seriousness of the misconduct. Employees found to be in violation of this policy or applicable law will be subject to University disciplinary procedures which may impose sanctions up to and including termination from employment and/or referral for prosecution. The University also supports enforcement, by applicable law enforcement agencies, of all local, state and federal laws.

3. Along with disciplinary consequences, the University is committed to providing treatment and education as appropriate to assist members of the community.

4. Organizations must comply with these policies and applicable laws. Organizations, as well as individuals involved who violate this policy will be subject to appropriate disciplinary sanction.

V. Resources in the Penn Community for Information and Counseling Related to Alcohol and Drug Use

The University provides services and resources for community members who experience alcohol and/or drug related difficulties. The following programs are available for students, staff and faculty:

1. Office of Health Education

The Office of Health Education provides comprehensive health promotion and prevention services for students addressing such issues as alcohol and other drug use. Health Education coordinates the work of six student peer education groups, including the Drug and Alcohol Resource Team (DART), Reach-a-Peer Helpline (RAPLine), and the Student Health Advisory Board (SHAB). The office maintains an extensive lending library and staff are available to make referrals for on-campus and off-campus clinical services (i.e. HIV testing, alcohol treatment services). Assistance is available by calling (215) 573-3525.

2. Alcohol Coordinator

The Alcohol Coordinator is responsible for ensuring the efficient and productive coordination of all relevant, alcohol-related campus services. Assistance is available by calling (215) 573-3525.

(continued past insert)
3. Employee Assistance Program

The Employee Assistance Program is a free and confidential information, assessment, and referral service for both personal and job-related problems. It is available for University faculty, staff and family members. Assistance is available 24 hours a day by calling 1-888-321-4433.

4. Additional Resources

The following offices provide information, education and services related to alcohol and other drug concerns. All services are provided free of charge and are available to students, faculty and staff at the University of Pennsylvania. If you are concerned about your own or someone else’s use of substances, please contact one of these offices.

Affirmative Action, Office of (Faculty, Staff & Students)
Suite 228, 3600 Chestnut Street/6106
(215) 898-6993 (Voice), (215) 898-7803 (TDD)

African American Resource Center (Faculty, Staff & Students)
3537 Locust Walk/6225
(215) 898-0104

Counseling and Psychological Services (confidential)
2nd Floor, 133 S. 36th Street/3246 (Students)
(215) 898-7021

Employee Assistance Program (confidential)
1227 Blockley Hall/6021 (Faculty & Staff)
(215) 898-7910

Human Resources, Division of Quality of Worklife
527A 3401 Walnut Street/6228
(215) 898-0380

Penn Women’s Center
Locust House, 3643 Locust Walk/6230
(Faculty, Staff & Students)
(215) 898-8611/12

Staff Relations (A1, A3, Part-time Staff)
527A, 3401 Walnut Street/6228
(215) 898-6093

Student Health Services (confidential)
Penn Tower Hotel, Lower Level/4385 (Students)
(215) 662-2850

I. Legal Sanctions

The following is a brief review of the legal sanctions under local, state, and federal law for the unlawful possession or distribution of illicit drugs and alcohol:

A. Drugs

1. The Controlled Substance, Drug, Device and Cosmetic Act, 35 Pa. C.S.A. 780-101 et seq., sets up five schedules of controlled substances based on dangerousness and medical uses. It prohibits the manufacture, distribution, sale or acquisition by misrepresentation or forgery of controlled substances except in accordance with the Act as well as the knowing possession of controlled substances unlawfully acquired. Penalties for first-time violators of the Act range from thirty days imprisonment, $500 fine, or both for possession or distribution of a small amount of marijuana or hashish, not for sale, to fifteen years or $250,000 or both for the manufacture or delivery of a Schedule I or II narcotic. A person over eighteen years of age who is convicted for violating The Controlled Substance, Drug, Device and Cosmetic Act, shall be sentenced to a minimum of at least one year total confinement if the delivery or possession with intent to deliver of the controlled substance was to a minor. If the offense is committed within 1,000 feet of the real property on which a university is located, the person shall be sentenced to an additional minimum sentence of at least two years total confinement.

2. The Pharmacy Act of 1961, 63 Pa. C.S.A. 390-8 makes it unlawful to procure or attempt to procure drugs by fraud, deceit, misrepresentation or subterfuge or by forgery or alteration of a prescription. The first offense is a misdemeanor, with a maximum penalty of one year’s imprisonment, a $5,000 fine, or both.

3. The Vehicle Code, 75 Pa. C.S.A. 3101 et seq., which was amended effective July 1, 1977, prohibits driving under the influence of alcohol or a controlled substance, or both, if the driver thereby is rendered incapable of safe driving. A police officer is empowered to arrest without a warrant any person whom he or she has probable cause to believe has committed a violation, even though the officer may not have been present when the violation was committed. A person so arrested is deemed to have consented to a test of breath or blood for the purpose of determining alcoholic content, and if a violation is found it carries the penalties of a misdemeanor of the second degree, which includes imprisonment for a maximum of thirty days.

4. The Federal drug laws, The Controlled Substances Act, 21 U.S.C. 801 et seq., are similar to the Pennsylvania Controlled Substance, Drug, Device, and Cosmetic Act, but contain, for the most part, more severe penalties. Schedules of controlled substance are established, and it is made unlawful knowingly or intentionally to manufacture, distribute, dispense, or possess with intent to distribute or dispense a controlled substance. If the quantity of controlled substance is large (e.g. 1,000 kg of a mixture or substance containing marijuana), the maximum penalties are life imprisonment, a $4,000,000 fine, or both. Lesser quantities of controlled substance (e.g. 100 kg of a mixture or substance containing marijuana) result in maximum penalties of life imprisonment, a $2,000,000 fine, or both. The distribution of small amounts of controlled substances for no remuneration or simple possession of a controlled substance carries a maximum of one year’s imprisonment, a $5,000 fine, or both, with the penalties for the second offense doubling. Probation without conviction is possible for first offenders. Distribution to persons under the age of twenty-one by persons eighteen or older carries double or triple penalties. Double penalties also apply to the distribution or manufacture of a controlled substance in or on within 1,000 feet of the property of a school or college.

5. Students who have been convicted under state or federal law involving the possession or sale of a controlled substance, are ineligible for federal student aid for specific periods (ranging from one year to an indefinite period depending on the nature of the offense and whether the student is a repeat offender).

B. Alcohol

1. The Pennsylvania Liquor Code, 47 Pa., C.S.A., 1-101 et seq., controls the possession and sale of alcoholic beverages within the Commonwealth. The Code as well as portions of the Pennsylvania Statutes pertaining to crimes and offenses involving minors, 18 Pa., C.S.A. 6307 et seq., provide the following:

2. It is a summary offense for a person under the age of twenty-one to attempt to purchase, consume, possess or knowingly and intentionally transport any liquor or malt or brewed beverages. Penalty is a fine of $300 and imprisonment for up to 90 days; for a second offense, suspension of driving privileges for one year, a fine up to $500, and imprisonment for up to one year; for subsequent offenses, suspension of driving privileges for one year, a fine up to $1,000, and imprisonment for up to one year; for second offenses, suspension of driving privileges for one year, a fine up to $500 and imprisonment for up to one year. Multiple sentences involving suspension of driving privileges must be served consecutively.

3. It is a crime intentionally and knowingly to sell or intentionally and knowingly to furnish or to purchase with the intent to sell or furnish, any liquor or malt or brewed beverages to any minor (under the age of twenty-one). “Furnish” means to supply, give or provide to, or allow a minor to possess on premises or property owned or controlled by the person charged. Penalty for a first violation is $1,000; $2,500 for each subsequent violation; imprisonment for up to one year for any violation.

4. It is a crime for any person under twenty-one years of age to possess an identification card falsely identifying that person as being twenty-one years of age or older, or to obtain or attempt to obtain liquor or malt or brewed beverages by using a false identification card. Penalties are stated in (2) above.

5. It is a crime intentionally, knowingly or recklessly to manufacture, make, alter, sell or attempt to sell an identification card falsely representing the identity, birth date, or age of another. Minimum fine is $1,000 for first violation; $2,500 for subsequent violations; imprisonment for up to one year for any violation.

6. It is a crime to misrepresent one’s age knowingly and falsely to obtain liquor or malt or brewed beverages. Penalties are as stated in (1) above.

7. It is a crime knowingly, willfully and falsely to represent that another is of legal age to obtain liquor or malt or brewed beverages. Penalty is a minimum fine of $300 and imprisonment for up to one year.

8. It is a crime to hire, request or induce any minor to purchase liquor or malt or beverages. Penalty is a minimum fine of $300 and imprisonment for up to one year.

9. Sales without a license or purchases from an unlicensed source of liquor or malt or brewed beverages are prohibited.

10. It is unlawful to possess or transport liquor or alcohol within the Commonwealth unless it has been purchased from a State Store or in accordance with Liquor Control Board regulations. The University will cooperate.
Alcohol and Drug Policy (Appendix)

with the appropriate law enforcement authorities for violations of any of the above-mentioned laws by an employee in the workplace or students.

II. Health Risks

Alcohol. Alcohol consumption causes a number of changes in behavior and physiology. Even low doses significantly impair judgement, coordination, and abstract mental functioning. Statistics show that alcohol use is involved in a majority of violent behaviors on college campuses, including acquaintance rape, vandalism, fights, and incidents of drinking and driving. Continued abuse may lead to dependency, which often causes permanent damage to vital organs and deterioration of a healthy lifestyle.

Amphetamines. Amphetamines can cause a rapid or irregular heartbeat, tremors, loss of coordination, collapse, and death. Heavy users are prone to irrational acts.

Cannabis (Marijuana, Hashish). The use of marijuana may impair or reduce short-term memory and comprehension, alter sense of time, and reduce coordination and energy level. Frequent users often have a lowered immune system and an increased risk of lung cancer. The active ingredient in marijuana, THC, is stored in the fatty tissues of the brain and reproductive system for a minimum of 28 to 30 days.

Cocaine/Crack. The immediate effects of cocaine use include dilated pupils and elevated blood pressure, heart rate, respiratory rate, and body temperature, followed by depression. Crack, or freebase rock cocaine, is extremely addictive and can cause delirium, hallucinations, blurred vision, severe chest pain, muscle spasms, convulsions, and even death.

Hallucinogens. Lysergic acid (LSD), mescaline, and psilocybin cause illusions and hallucinations. The user may experience panic, confusion, suspicion, anxiety, and loss of control. Delayed effects, or flashbacks, can occur even when use has ceased. Phencyclidine (PCP) affects the section of the brain that controls the intellect and keeps instincts in check. Because the drug blocks pain receptors, violent PCP episodes may result in self-inflicted injuries.

Heroin. Heroin is an opiate drug that causes the body to have diminished pain reactions. Heroin is physically addictive. This and other opiate drugs are respiratory depressants; their use can be associated with coma and death.

Alcohol Coordinator: Stephanie Ives

Stephanie Ives, a specialist in drug and alcohol programs who has led in a nationally recognized campaign to contain alcohol abuse at the University of Arizona, has been named to Penn’s newly-established position of University Alcohol Coordinator.

Vice Provost for University Life Dr. Valarie Swain-Cade McCoullum made the appointment, effective August 25, following the release of Penn’s revised Alcohol Policy (see page 5).

Stephanie Ives took her B.A. in English from Arizona in 1992, and an M.A. in Higher Education there in 1996. She spent four years with Arizona’s Campus Health Service as an Alcohol and Other Drug Specialist/Health Educator, 1994-1998. While at Arizona, Ms. Ives coordinated a major social marketing campaign which Dr. Cade said “helped change students’ misperceptions about alcohol abuse and misuse on campus, contributing to a healthier social climate.

“We are absolutely delighted to welcome Stephanie Ives to Penn,” Dr. Cade continued. “She is an extraordinarily talented health educator of national standing with terrific experience in efforts to help curb alcohol abuse among college students.” Ms. Ives developed and coordinated an award-winning social marketing media campaign to reduce binge drinking among college students; developed a model skill-building class for students cited for first-time alcohol-related misdemeanors; and coordinated a community alliance to address high-risk off-campus environments. Dr. Cade added, Ms. Ives was also an active volunteer with the Tucson Rape Crisis Center and a member of its Board of Directors.

The position of Alcohol Coordinator was created to consolidate the education, counseling, and treatment of alcohol-related issues at the University of Pennsylvania. Ives will work with the campus and off-campus environments, Dr. Cade added. “Stephanie has just the kind of profile we need to carry forward the important initiatives put into place by the Working Group on Alcohol Abuse,” said Provost Robert Barchi. “She has experience in the field of alcohol abuse on a college campus; she is creative and energetic; and she has demonstrated an ability to communicate with a wide variety of constituencies including students, faculty, staff and community members. President Rodin and I are very pleased to welcome her to Penn.”

“I am thrilled to work with a university and with students who are proactively addressing alcohol issues on campus,” said Ms. Ives. “I look forward to building on the splendid work already accomplished by the Working Group on Alcohol Abuse and by concerned students, faculty, and staff.”

Following is the membership of the Alcohol Rapid Response Team called for in the new University Alcohol Policy.

Alcohol Rapid Response Team

Dr. Robert Barchi, Provost (Chair)
Mr. Richard Adzey, C ’00, Bicultural InterGreek Council (BIG-C)
Mr. Michael Bassik, C ’01, Vice Chair, Undergraduate Assembly
Dr. Herman Beavers, Director of Afro-American Studies
Mr. Ronald Brown, C ’00, President, Student Athlete Advisory Committee
Dr. David Brownlee, Director of College Houses/Faculty Master, Harnwell College House,
Dr. Valarie Swain-Cade McCoullum, Vice Provost for University Life
Dr. Conn Peter, Deputy Provost
Mr. Andrew Exum, C ’00, Interfraternity Council
Mr. Steven Fechheimer, WH ’00, IFC Judicial Committee
Ms. Alzenia Gallicia, C ’00, President, Drug and Alcohol Resource Team (DART)
Ms. Elizabeth Gesas, C ’02, Goldberg College House
Ms. Michele Goldfarb, Director, Office of Student Conduct
Mr. Louis (Tripp) Hornick, III, C ’02, Interfraternity Council
Ms. Rebecca Iverson, President, Panhellenic Council
Ms. Stephanie Ives, Alcohol Coordinator
Ms. Jennifer Jong, C ’01, President, Residential Advisory Board
Mr. Theo LeCompte, Committee for Tangible Change
Ms. Lisa Marshall, Committee for Tangible Change
Mr. Mark Metzl, President, Interfraternity Council
Dr. Philip Nichols, Faculty Master, Stouffer College House
Ms. Kendra Nicholson, Graduate and Professional Students Assembly
Mr. Jason Post, C ’01, Sigma Alpha Mu
Ms. Melanie Redmond, C ’00, Office Manager, Dubois College House
Mr. Michael Silver, Chair, Undergraduate Assembly

Staff: Ms. Jennifer Baldino, Director of External Affairs, Office of the President Ms. Nancy Nowicki, Executive Director of External Affairs, Office of the Provost
Penn Health System:
The Hunter Group and the Turnaround Project

This is the first in a series of periodic e-mails that will give you an update on our financial-turnaround project, including the activities of the Hunter Group. Please share this information with your staff.

As you know, UPHS is experiencing significant financial losses, as are teaching hospitals and academic health systems nationwide. Three major causes are contributing to this situation: the Balanced Budget Act; reduced and/or delayed payments from payors; and state cuts that have increased the amount of charity care we provide (which at HUP was already the highest in the commonwealth.) We hired the Hunter Group as a proactive step to ensure our success in this very volatile health care market.

The Hunter Group’s role is to make recommendations to us for improving our financial performance. Team members began their work at UPHS late last month. Through September, the Hunter Group will be reviewing data and conducting interviews to develop an assessment of UPHS’s current condition.

UPHS has formed a Steering Committee, a Management Work Group, and a Physician Advisory Work Group to guide the Hunter team’s work. They will have their first meetings later this month. The UPHS groups will work with the Hunter team to gather consensus on the state of our organization. The membership lists of all three UPHS groups are listed below.

In addition, Kathleen Tregear, M.S.N., M.B.A., associate vice president of hospital and network operations, is serving as staff liaison to each of these groups. If you have any questions about the process, please feel free to call Kathy at (215) 614-0296, or page her at (215) 404-7842.

The Hunter Group is expected to begin offering recommendations to the Steering Committee in October. The Steering Committee will decide which actions to take, and will develop an implementation time frame with measurable outcomes.

To keep UPHS staff informed about the project, Tom Beeman and Robert Martin will meet with staff at the UPHS-owned entities in August and September. Please encourage your staff and colleagues to bring up any questions, suggestions, and concerns at these forums.

We recognize that this is an anxious time for everyone at UPHS. Nonetheless, our patients continue to report to Will Ferniany, senior vice president for professional services.

Thank you again for your support.

— William N. Kelley, CEO, Penn Medical Center; Dean, School of Medicine
— Robert Martin, Interim Chief Operating Officer

[Additional names appended—the names of the Hunter Group and of the three key committees formed in conjunction with their work—are listed at right]

The following memorandum was sent by e-mail on August 12 to the Administrative Forum of the Penn Health System—a 650-member body made up of all system leadership including the School of Medicine, the four owned hospitals, and the primary care network. It is one of a series of communications in which Dean Kelley and Dr. Martin are using e-mail to keep management and staff abreast of changes in the system.—Ed.

PHS Senior VP Beeman to a Presidency in Nashville

Thomas E. Beeman, senior vice president for hospital operations in the Penn Health System, has accepted a position as president and CEO of Saint Thomas Health Services in Nashville, effective November 1.

Mr. Beeman’s position will not be filled, said Dr. Robert Martin, the Interim Chief Operating Officer. HUP’s Executive Director Garry Scheib and the executive directors of the other system’s owned hospitals and home care units will now report directly to Dr. Martin. Leslie Davis, associate vice president for subspecialty networks and clinical service groups, will assume responsibility for hospital affiliation activities and will continue to report to Will Ferniany, senior vice president for professional services.

During his four-year tenure with UPHS, Tom Beeman “proved himself a dedicated, personable, and effective leader. He leaves the Health System with a legacy of accomplishment and a strong management team,” said Dr. Martin in a memorandum to System leaders. “Tom led the acquisition and integration efforts for Pennsylvania and Phoenixville hospitals. He was also intimately involved in the development of our hospital affiliations and helped launch Penn-Friends, our behavioral health care carve-out with more than 600,000 covered lives.

“Our four owned hospitals are experiencing record-high admissions at a time of decreasing admissions nationwide,” Dr. Martin continued. “HUP, especially, has achieved unprecedented success and national recognition. Under Tom’s leadership, HUP earned its first-ever Accreditation with Commendation from the JCAHO and the 1998 Ernest A. Codman Award. HUP made the U.S. News & World Report Honor Roll for the first time in 1998 and repeated that feat in 1999, rising to 10th in the nation.”

The Hunter Group

George P. Caralis (Senior Associate)
Hirsh J. Cohen (Senior V.P. and Principal)
Tom Croswell (Contractor—KeyPlan)
Kenneth L. Fisher (Senior V.P.)
Gerald P. Herman, M.D. (Physician Associate)
David P. Hunter (Chief Executive Officer)
Linda S. Kenwood (Senior Associate)
Robert M. Lovell (Senior Associate)
MarieAnn North (Senior V.P.)
Daniel L. Stickler (Senior V.P., Engagement Director)
Peter M. Synowiez (Senior Vice President)
Richard Vernick, M.D., FACC (Senior V.P. and Principal)

Steering Committee

Dwight L. Evans, M.D. (Professor/Chair, Psychiatry)
John A. Fry (EVP, University of Pennsylvania)
William N. Kelley, M.D. (CEO, UPHS; Dean of Medicine; EVP of University)
David E. Longnecker, M.D. (Professor/Chair, Anesthesia; Vice Dean for Professional Services)
Robert D. Martin, Ph.D. (Interim Chief Operating Officer)
Russell E. Palmer (Chairman, UPHS Trustee Board)
Myles H. Tanenbaum, Esq. (UPHS Trustee Board Executive Committee; Chairman, HUP Board; Chairman, PMC Board)
Peter G. Traber, M.D. (Professor/Chair, Medicine)
Harry Walsas (UPHS Trustee Board Executive Committee)
Richard B. Worley (UPHS Trustee Board Executive Committee)

Physician Advisory Work Group

Thomas J. Bader, M.D. (Medical Director, General Obstetrics & Gynecology)
Ronald B. Barg, M.D. (Internal Medicine, Bala Cynwyd Medical Associates, CCA)
Marjorie A. Bowman, M.D., M.P.A. (Chair, Family Practice & Community Medicine)
R. Michael Buckley, Jr., M.D. (Chair, Med/PAH)
Jack Enke, M.D. (Chair, Medicine/PMC)
Stanley S. Goldberg, M.D. (Senior Vice Chair for Clinical Affairs, Medicine)
Howard I. Hurtig, M.D. (Interim Chair, Neurology)
Larry R. Kaiser, M.D. (Professor, Surgery)
Evan Loh, M.D. (Medical Director, Heart Failure & Cardiac Transplant)
Peter D. Quinn, D.M.D., M.D. (Chair, Oral & Maxillofacial Surgery; Chairman, HUP Medical Board)
Paul H. Rogers, M.D. (Internal Medicine/Cardiology, PMA Medical Specialists, CCA)
C. William Schwab, M.D. (Chief, Traumatology & Surgical Critical Care)
Mark L. Tykociński, M.D. (Chair, Pathology & Laboratory Medicine)
Alan J. Wein, M.D. (Chief, Division of Urology)

Management Work Group

Thomas E. Beeman (Senior Vice President, Hospital Operations)
Peter L. DeAngelis, Jr. (Interim Chief Financial Officer)
Leslie A. Dengler (Executive Director, Penn Medicine at Radnor)
Joan M. Doyle, MSN, MBA (Executive Director, Homecare and Hospice Service Programs)
I. William Ferniany, Ph.D. (Senior Vice President, Professional Services)
Elizabeth B. Johnston (Associate Vice President, Physician Recruitment and Retention)
G. Ward Keever (Chief Information Officer)
Gavin R. Kerr (Vice President, Human Resources & Strategic Planning)
Kevin B. Mahoney (Executive Director, Clinical Care Associates)
Maureen P. McCaulsland, D.N.Sc. (Chief Nursing Executive)
Timothy O. Morgan (Executive Director, Pennsylvania Hospital)
Gary L. Scheib (Interim Hospital Executive Director, HUP)
Richard E. Seagrave (Executive Director and COO, Phoenixville Hospital)
Thomas M. Tammany, Esq. (Associate VP & Deputy General Counsel)
Richard L. Tannen, M.D. (Senior Vice Dean)
Michele M. Volpe (Hospital Executive Director, Presbyterian Medical Center)
Debut of the New University of Pennsylvania Website, Version 3.0

The 1999 edition of the University of Pennsylvania Web site is now ready for preview.

Visitors to the new site will find that the organizational structure and navigational tools of the current Penn Web site, which have proved popular with users, have survived virtually intact in a clean and lively new design. In addition, the new home page features selected news items from Penn’s public information offices and publications, as well as a rotating marquee of the day’s events on campus.

The biggest change in “version 3.0” of the Penn Web is in the online campus calendar of events. The new calendar, which coordinates with scheduling software used by the Vice Provost for University Life and other offices, offers clearer and more detailed descriptions of campus events and a powerful interface that makes navigation, searching and customization easier.

The Penn Web Team encourages you to look over the new site and share your comments at www-preview.upenn.edu/assets/en.html. In addition, we encourage offices and organizations across the campus to familiarize themselves with the calendar and send comments and inquiries to the calendar editor at calendar@www.upenn.edu.

The preview site will become the official Penn Web site on September 27.

—Sandy Smith, Penn Web Editor, Office of University Relations, for the Penn Web Team

ISC Technology Training Group September schedule
(All courses are both morning and afternoon sessions unless noted otherwise. Full-day course cost $150; half-day course cost $100; E-mail courses cost $50.)

Courses for Windows Users

Course name
Introduction to Windows 95
Introduction to Word 97
Intermediate Word 97
Introduction to Excel 97
Intermediate Excel 97
Introduction to PowerPoint 97
Intermediate/Advanced PowerPoint 97
Introduction to Access 97
Introduction to Filemaker Pro 4.0
Introduction to Eudora
Introduction to ELM
Creating a Web Page (Introductory)

Day
9/6, 9:30 a.m.-4:30 p.m.
9/13, 9:30 a.m.-4:30 p.m.
9/24, 9:30 a.m.-4:30 p.m.
9/15, 9:30 a.m.-4:30 p.m.
9/1, 9:30 a.m.-4:30 p.m.
9/27, 9:30 a.m.-4:30 p.m.
9/17, 9:30 a.m.-4:30 p.m.
9/30, 9:30 a.m.-4:30 p.m.
9/22, 9:30 a.m.-4:30 p.m.
9/10, 10 a.m.-12 p.m.
9/10, 2 p.m.-4 p.m.
9/28, 9:30 a.m.-4:30 p.m.
9/8, 9:30 a.m.-4:30 p.m.
9/7, noon-1 p.m.

Courses for Macintosh Users
Introduction to Word 98

Day
9/8, 9:30 a.m.-4:30 p.m.

September Volunteer Opportunities: School Drive, Day of Caring

Dear Penn Community,

Because of your willingness to volunteer, much has been accomplished over the past months. We have mentored both high school and middle school students, we have taught at Saturday/Tuesday Community Schools, we handed out scholarships to West Philadelphia college bound graduating seniors and we’ve donated books/bikes/clothing.

The list of our accomplishments seems endless, but there is more to be done. Following, is a listing of volunteer opportunities based on community requests for assistance. If you would like to volunteer for any of the following, please let me know via e-mail (sammapp@pobox.upenn.edu).

School Supplies Drive
Penn VIPS presents its Annual School Supplies Drive: through September 10. Donated school supplies will benefit West Philadelphia elementary and middle schools, and area shelters for the homeless. While shopping for your family’s back to school needs, won’t you buy one or two extra items to donate? Suggested items: books, pen, pencils, bags, crayons, calculators, dictionaries, tape, umbrellas, glue, staplers, loose-leaf paper, folders and others items you think the children may need.

United Way Day of Caring September 25, 9 a.m. Penn is participating in this year’s United Way Day of Caring. Agencies and companies throughout the Delaware Valley are volunteering to perform community service. Our assignment is the Southwest Community Center located on 46th Street. We will be working on a beautification project where we will do weeding, fall bulb planting and general garden work. Thanks for helping to build community through volunteering. If many of you volunteer, we can choose an additional project to work on instead of just one.

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

PennMed Orientation for New Postdocs: September 16

The School of Medicine’s Office of Postdoctoral Programs will hold an orientation program September 16 for new postdocs (appointments beginning April 1999). The session, to be held from 3-5 p.m. in Austrian Auditorium of the Clinical Research Building, will feature representatives from Bioethics, International Programs, Lab Animal Resources, Environmental Health and Radiation Safety and more. Questions: (215) 573-4332.

—Elizabeth Ellington, Office of Postdoctoral Programs/Med
Pilot and Feasibility Grants in Diabetes and Related Disorders

The Diabetes Endocrinology Research Center (DERC) of the University of Pennsylvania requests submission of applications for support to perform pilot and feasibility studies in diabetes and related endocrine and metabolic disorders.

Young investigators who are starting their laboratories, or established investigators who wish to take a new direction to their studies, are encouraged to submit applications to the Diabetes Endocrinology Research Center, 501 Stemmier Hall, by Wednesday, January 5, 2000.

An original and 12 copies of the DERC Application form must be used. The Application form can be picked up in the DERC office in 501 Stemmier or faxed (call 215-898-4365 to request a copy); or it can be downloaded from DERC’s website:

If human subjects will be participating in the proposed research, it will be necessary to submit NIH Human Subject forms with the application; if animal research is being proposed, we will need an original and 3 copies of the Institutional Animal Care and Use Committee (IACUC) protocol forms.

Grants will be reviewed by the Diabetes Research Center’s Pilot and Feasibility Review Committee and by extramural consultants. Based on the outstanding evaluation of the recent competitive grants from the Diabetes Research Center, we anticipate that awards of up to $25,000 will be made (equipment and travel fund requests are not permitted) and will be funded for one year. Investigators who are currently in the 01 year of support through this Pilot and Feasibility Program may reapply for an additional year of funding. Such continuation requests need to be carefully justified, however, and will be considered as a competing renewal application. Notification of an award will be made in April of 1999. For further information, please contact Dr. Bryan Wolf, Department of Pathology and Laboratory Medicine, Room 230 John Morgan Building/6082 (215-898-0025), E-mail: wofb@mail.med.upenn.edu

—Mitch Lazar, Director, Diabetes and Endocrinology Research Center
—Bryan Wolf, Director, Pilot and Feasibility Grant Program

New Children’s Guide to Public Gardens

A whimsically illustrated new booklet, A Children’s Fun Guide for Visiting the Public Gardens and Historic Houses of the Philadelphia-Wilmington Metropolitan Area, has been released with 44 pages bursting with ideas for families interested in learning about the natural world. This is the first-ever publication in the country directed at using public gardens as learning tools for children. Readers will not only find fun and creative suggestions for visiting gardens but also ways to look at nature and learn from it that work anywhere, even in a backyard. Twenty-five public gardens and historic houses are included in the publication.

A fanciful map shows the location of the gardens, a glossary of garden terms, a calendar of events with suggestions for family activities throughout the year, tips for visiting gardens with children and a spider web listing the gardens’ web sites.

Produced by the Gardens Collaborative, the publication is available at participating gardens and by mail for $4 S & H, from The Gardens Collaborative, 9414 Meadowbrook Avenue, Philadelphia, PA 19118.

Pre-tax Health and Dependent Care Spending Accounts

A. Claims Filing Deadlines
This is a reminder that claims for eligible expenses incurred between July 1, 1998 and June 30, 1999 must be submitted to Eastern Benefit Systems, Inc. (EBS), Penn’s spending account administrator, no later than September 30, 1999. EBS’s telephone numbers are 1-888-PENNFLX (215-736-6359).

B. Additional Reimbursable Expenses
A recent ruling of the Internal Revenue Service permits reimbursement of the following expenses: the cost of smoking-cessation programs and the cost of drugs to treat nicotine withdrawal, if covered by a prescription.

—Division of Human Resources

Penn Family Day: October 9

Saturday, October 9 will be Penn Family Day: 11:30 a.m., Picnic, entertainment and children’s activities on Hill Field (free with tickets); 1:30 p.m., Penn vs. Fordham University football game at Franklin Field ($2 per person for family and friends); 1:00-3:00 p.m., Special Penn Family activities at the University of Pennsylvania Museum (free with PENNCARD). For more details, watch for brochure and visit the website, www.hr.upenn.edu/familyday.

Twenty-Five Year Club: December 7

To All Members of the Twenty-Five Year Club

Please note that the 1999 annual dinner is scheduled for Tuesday, December 7, 1999 in the University Museum—reception at 5 p.m. and dinner at 6 p.m.
—Dr. Madeleine M. Joullie, Chair 1999-2000
—Dr. Helen C. Davies, Past Chair
—Alfred F. Beers, Past Chair
—Duncan W. Van Dusen, Secretary

The University of Pennsylvania’s journal of record, opinion and news is published Tuesdays during the academic year, and as needed during summer and holiday breaks. Its electronic editions on the Internet (accessible through the PennWeb) include HTML and Acrobat versions of the print edition, and interim information may be posted in electronic-only form. Guidelines for readers and contributors are available on request.

OPPORTUNITIES

RESEARCH STUDY
Scientists at the Nutrition and Growth Center of the Children’s Hospital of Philadelphia need healthy volunteers, ages 4 to 21 for a research study on bone health. The study will include a calcium questionnaire and a painless bone density test (DEXA), requiring a single, one-hour visit. Participants will receive the results of the evaluation and will be compensated $20. For more information, call Karen Brown at (215) 590-5688.

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

The University of Pennsylvania values diversity and seeks talented students, faculty and staff from diverse backgrounds. The University of Pennsylvania does not discriminate on the basis of race, sex, sexual orientation, religion, color, national or ethnic origin, age, disability, or status as a Vietnam Era Veteran or disabled veteran in the administration of education programs or policies; admissions policies; scholarships and loans; awards, athletic; or other University administered programs or employment. Questions or complaints regarding this policy should be directed to Valerie Haynes, Executive Director of affirmative Action,3600 Chestnut Street, 2nd floor, Philadelphia, PA 19104-6106 or (215) 898-6993 (Voice) or (215) 898-7863 (TDD).

Almanac September 7, 1999
Religious Holiday Policy and Calendar

I would appreciate your reminding students and faculty of the University’s policy on Secular and Religious Holidays, a copy of which is [below]. As you will recall, there are a number of holidays that affect significant numbers of our students that are not formally recognized by the University. Students who wish to observe these holidays must inform their instructors within the first two weeks of each semester so that alternative arrangements can be made; faculty must provide reasonable opportunities for such students to make up missed work and examinations. For this reason, it is desirable that faculty inform students of all examination dates at the start of each semester; it also would be helpful to have them remind the students of the University’s policy.

University Policy on Secular and Religious Holidays

(Effective July 1, 1996)

1. No secular or religious holidays are formally recognized by the University’s academic calendar. However, in setting the academic calendar for each year, the University does try to avoid obvious conflicts with any holidays that involve most University students, faculty, and staff, such as July 4, Thanksgiving, Labor Day, Christmas and New Year’s.

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

Faculty should realize that Jewish holidays begin at sundown on the evening before the published date of the holiday. Late afternoon exams should be avoided on these days. Also, no examinations may be held on Saturday or Sunday in the undergraduate schools unless they are also available on other days. Nor should seminars or other regular classes be scheduled on Saturdays or Sundays unless they are also available at other times.

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

— Robert Barchi, Provost

Recognized Holidays for Fiscal Year 2000

The following holidays will be observed by the University in fiscal year (July 1, 1999 through June 30, 2000) on the dates listed below:

<table>
<thead>
<tr>
<th>Holiday</th>
<th>Date of Holiday</th>
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<tbody>
<tr>
<td>Labor Day</td>
<td>Mon., 7/5/99</td>
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<tr>
<td>Labor Day</td>
<td>Mon., 9/4/00</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>Thu., 11/25/99</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>Thu., 11/26/99</td>
</tr>
<tr>
<td>Christmas Day</td>
<td>Mon., 12/25/00</td>
</tr>
<tr>
<td>New Year’s Day</td>
<td>Fri., 1/1/01</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>Mon., 5/29/01</td>
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The special winter vacation granted to faculty and staff between Christmas Day and New Year’s Day will be December 27, 28, 29, 30, 1999. If an employee is required to work to continue departmental operations for part or all of this period, the special winter vacation can be rescheduled for some other time.

Staff members who are absent from work either the work day before a holiday, the work day after a holiday, or both days, will receive holiday pay if that absence is charged to preapproved paid time off or to sick days substantiated by a written note from the staff member’s health care provider.

Vacations and holidays for Hospital employees or those staff members in collective bargaining units are governed by the terms of hospital policies or their respective collective bargaining agreements.

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Independence Day</td>
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</tr>
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—Division of Human Resources