Chief Privacy Officer: Lauren Steinfeld

On January 28, Lauren Barnett Steinfeld was appointed the University’s first Chief Privacy Officer. Penn is the first Ivy League university to establish such a position. Rick Whitfield, vice president for Audit & Compliance, remarked that “Lauren will help us develop a comprehensive and coordinated proactive approach to privacy issues at Penn. It is a top priority that the Penn community can trust that its personal information is protected.”

Ms. Steinfeld brings to the University and the Health System a uniquely valuable portfolio of expertise and experience in privacy matters. Most recently, she served as Associate Chief Counselor for Privacy at the Office of Management and Budget, Executive Office of the President. At the White House, she helped develop privacy policy for the Administration in the areas of medical records, financial data, online privacy, Social Security numbers, public record information, government records and others. Before arriving at OMB, Ms. Steinfeld served as Attorney Advisor to Federal Trade Commissioner Mozelle Thompson. As an advisor, she was involved in the legal and policy aspects of some of the first Internet- and privacy-related cases brought by the FTC. Ms. Steinfeld graduated Phi Beta Kappa and magna cum laude from the College at Penn in 1989 and received her J.D. from NYU School of Law in 1992.

According to Mr. Whitfield, the expertise and experience provided by Ms. Steinfeld are important resources for Penn at this time. In recent years, there has been significant public concern that many institutions do not adequately protect the privacy of personal information, particularly medical records, financial data, and Social Security numbers. Some of this concern has been fueled by the enormous growth of electronic communications, which has generated more information collection and sharing, in more sophisticated ways, with risks of easy transmission of personal data to vast numbers of recipients. The public concern regarding the protection of personal information has led to legislative action at the federal and state level, significant media attention, education efforts in the advocacy community, and a more active plaintiff’s bar. The last few years alone have witnessed the enactment of sweeping privacy regulation in the medical records area (also known as HIPAA rules) as well as the regulation of privacy in the financial services sector.

Educational institutions such as Penn house large amounts of data on students, faculty, staff, alumni, patients, and research subjects. There have been several initiatives at Penn to examine privacy—including significant work by the University Council, the Deputy Provost, and others. In addition, the Offices of General Counsel, Information Security and Computing, and Audit & Compliance provide ongoing service on a number of privacy issues. Given the increased focus on the privacy of personal information, it was agreed that a Chief Privacy Officer was needed to champion the issue and to coordinate efforts at the University to protect personal information.

In the past several years, over 500 corporations have appointed Chief Privacy Officers to address privacy risks and to maintain the trust of their constituencies. Chief Privacy Officers have taken on a wide range of functions, including assessing data safeguards, instituting mechanisms to provide constituents appropriate levels of control over their data, reviewing third party relationships and contracts with respect to proper use of institutional data, providing training and awareness programs, receiving and responding to complaints—to name several. Ms. Steinfeld will take on a similar agenda, working with the many others throughout Penn who have been and will be undertaking efforts to strengthen privacy protection.

Carey Term Chairs in Mathematics: Dr. Epstein and Dr. Ziller

Dr. Charles L. Epstein and Dr. Wolfgang Ziller have been appointed to Francis J. Carey Term Chairs in Mathematics, SAS Dean Samuel H. Preston recently announced.

Dr. Epstein received his S.B. from MIT in 1978 and his Ph.D. from NYU in 1983. Before coming to Penn in 1985, he was an instructor and National Science Foundation postdoctoral fellow in the mathematics department at Princeton University. He has held visiting positions at the Mathematics Institute in Göttingen, MIT, the I.H.E.S. in Bures sur Yvette, the University of Paris, the E.T.H. in Zurich, the Institut für Mathematik in Bern, and the Institute for Advanced Study in Princeton. He has been a recipient of several National Science Foundation grants and an Alfred P. Sloan Research Fellowship. His research and teaching interests include several complex variables, microlocal analysis, index theory, and medical image reconstruction.

Dr. Ziller received his B.A. and Ph.D. from the University of Bonn in 1971 and 1975, respectively. Before coming to Penn in 1979, he was an assistant at the University of Bonn, a lecturer at the University of California at Berkeley, and a member of the Institute for Advanced Study in Princeton. He has been a visitor at the I.H.E.S. in Paris, the Max Planck Institute in Bonn and Leipzig and the Institute for Advanced Study. Like Dr. Epstein, he has received several NSF grants and an Alfred P. Sloan Research Fellowship. He is a member of the American Mathematical Society and the Deutsche Mathematiker Vereinigung. His research interests are in the area of differential geometry, in particular, existence of closed geodesics, Einstein metrics, geometry of homogeneous and symmetric spaces, cohomogeneity one manifolds and metrics with nonnegative or positive sectional curvature.

The Francis J. Carey Term Chairs were created by William Polk Carey in honor of his brother Francis, who is president of the New York investment-banking firm of W. P. Carey & Co., Inc. Francis graduated from the College with a degree in mathematics in 1945 and from the Law School in 1949, while William graduated from Wharton in 1953. In addition to his generous financial support, William Carey provides valuable leadership in the Penn community, particularly as chair of the advisory board of the Institute for Economic Research.
Deaths

Rabbi Samuel Berkowitz, Hillel
Samuel H. Berkowitz, former Penn Hillel director, died of pneumonia on February 19 in Pompano Beach, Florida at the age of 86. He taught and counseled Jewish students in the Philadelphia region for many years. Before moving to Florida several years ago, Rabbi Berkowitz had been resident of Cherry Hill and Elkins Park. He was Director of the B’nai Brith Hillel at Penn from 1953 until 1971.

Before coming to Penn, he served as Hillel director at George Washington University from 1946 to 1949, and at the University of Illinois from 1949 to 1953.

Rabbi Berkowitz earned a bachelor’s degree from Boston University before receiving a master’s degree in Hebrew literature from the Jewish Theological Seminary in 1941. He was ordained the same year. Rabbi Berkowitz, who received a M.A. from Catholic University in 1949, taught theology at St. Joseph’s University. He retired in 1985.

He served as a rabbi or assistant rabbi for several congregations in the area, including the old Emanu-El, Temple Israel in Wynnewood, and Adath Tikvah-Montefiore in Northeast Philadelphia.

He is survived by a son, Myer; a daughter, Judith Sokal; one sister; six grandchildren; and three great-grandchildren.

Dr. (John) Chan Nao Liu, Emeritus Professor of Anatomy
Dr. (John) Chan Nao Liu, emeritus professor of anatomy, died on February 19 at the age of 95.

Dr. Liu graduated from Peiping Normal University School of Arts and Sciences in China in 1937. He worked at Peiping Union Medical College from 1937 to 1941, was an instructor in anatomy at National Kwei Yang Medical College from 1941 to 1943, and assistant professor of anatomy there from 1943 to 1946. From 1946 to 1947 he was a research fellow for the National Foundation for Infantile Paralysis at the University of Washington, Seattle.

He came to Penn as an instructor in anatomy in 1947. He received his Ph.D. in anatomy at Penn in 1949. He was an appointed associate professor of anatomy in 1958 and promoted to professor in 1962. He received a Lindback Award for distinguished teaching in 1974. He became emeritus professor in 1978.

Dr. Liu was a pioneer of regeneration of spinal cord injury research. He worked closely with Dr. William Chambers (Almanac, October 17, 2000) on pioneering research that provided evidence that spinal injury stimulated significant growth in neurons in areas adjacent to the injured site.

“Dr. Liu, was affiliated with the Institute for Neurological Sciences from the time of its founding in December 1953 and served as one of the senior members of the Institute for an entire decade prior to his retirement in July 1978,” according to Mark Fraizer Lloyd, director of University Archives and Records Center.

He was a member of the American Association of Anatomists (1950), the Society of Sigma Xi (1957), New York Academy of Science (1960), Academia Sinica, Taiwan (1968) and a member of the Chinese Academy of Science. In 1982 he became an honorary professor of Anatomy at Chinese Capital Medical School. In 1985, he was named honorary professor of neurology at Hwashi Medical School and of Pien Chien Medical College, both in China.

Dr. Liu is survived by his wife, Chung Yu Liu; a son, Hota Edward (Dental ’71); a daughter, Pei Ying Liu Hsiang; four grandchildren, Ming Ming Liu (C ’94), Paul Liu (WG 2004), Peter Liu, and Brian Hsiang; and a great-granddaughter, Grace Hsiang.

Donations may be made to the Department of Cell and Developmental Biology Education and Research Fund in Memory of Dr. Liu, University of Pennsylvania, Room 575, Biomedical Research Bldg.II/III, Philadelphia, PA 19104-6158.

Richard Sloane, Emeritus Professor of Law
Mr. Richard Sloane, a lawyer, librarian, and professor emeritus at the Penn Law School, died of cancer on February 11. At the age of 85.

Mr. Sloane was the director of the Biddle Law Library and a professor of law from 1971 to 1984. Since his retirement from Penn he worked as a nationwide consultant on all aspects of libraries, from space planning to book selection. Among his more noted clients was the Baseball Hall of Fame.

Before taking the position of Director of the Biddle Law Library, he was head librarian for the law firm of Cravath Swaine & Moore in New York City.

Mr. Sloane was born in South Dakota in 1916, and moved to New York as a child. He graduated with a B.S. in Social Sciences from CCNY in 1937 and from Columbia University with a B.S. in Library Science in 1940. In 1962 he became a member of the New York Bar without having attended law school.

Besides directing libraries, he wrote and taught. For many years he gave a course on law librarianship and legal literature at Columbia, and until recently he wrote a regular column on management and technology in the New York Law Journal. He also co-authored, with Julius Marke, Legal Research and Law Library Management, and he wrote what has become the standard legal/medical dictionary, the Sloane-Dorland Annotated Medical-Legal Dictionary.

On Privacy Practices at Penn

February 22, 2002

Dear Penn Staff Member,

We are writing to address an important topic that affects all of our lives, and the lives of the greater Penn community—that is, privacy. As University administrators, handling a wide array of personal information about students, faculty, staff, patients, and others, we must be vigilant in ensuring that such information is protected from unauthorized access, unauthorized disclosure, and misuse.

Today, we ask you to examine your office’s information practices and to make sure that you are responsibly managing and using personal information. Special care should be taken to safeguard people’s most sensitive information, including their medical records, financial data, and Social Security numbers. For example, when a unique identifier is needed on forms created or processed by your office, the form should ask for a Penn ID, and not an individual’s Social Security number, unless there is a reason dictating that the actual number be supplied—such as tax forms, financial assistance forms, etc. If there is such a need, then the Social Security number should be used only for the specific purpose for which it was intended.

Penn is working to safeguard the privacy of information pertaining to the individuals in our community. Our collective role in that endeavor is critical. We are pleased to report that various administrative offices continue to make significant progress in reducing the visibility of SSN on a wide range of reports and forms. Notable recent examples include the pay advice, class enrollment lists and grade sheets. We are continuing to explore other privacy issues affecting the University Health System and will keep you apprised of additional measures we identify to safeguard personal information. As we increasingly raise awareness of privacy issues and take concrete actions to protect personal data, we are better able to maintain the solid trust that so many individuals in the Penn community place in us.

If you have questions or seek advice on privacy-related matters, many resources are available to you. As announced in this edition of Almanac, Penn has appointed Lauren Steinfeld as its first Chief Privacy Officer. Ms. Steinfeld was formerly Associate Chief Counselor for Privacy in the Clinton White House and we’re fortunate to have her here to coordinate efforts throughout the University to protect personal privacy. Through collaboration among the Chief Privacy Officer, the Office of Audit and Compliance, the Office of the Provost, the Office of General Counsel, and other resources, we will continue to ensure that you have the necessary information to understand privacy issues and how they relate to your organizational unit. A voicemail box has been set up at 1-888-BEN-TIPS to receive your comments or questions.

We thank you for your cooperation in this effort, and look forward to working with you in the future to build upon our accomplishments to date in this important area.

— Robert Barchi, Provost — John A. Fry, Executive Vice President
Recognizing Community Service

The Community Service Directory Awards recognize volunteers whose individual accomplishments epitomize the enormous community service enterprise that has developed at Penn and to embrace notable business leaders, clergy, community members, and other volunteers who contribute to the success of the community service programs listed in the directory. The awards were given by President Judith Rodin at a February 15 ceremony and read as follows: “In Recognition of and Appreciation for your Extraordinary Service to Enhance the Quality of Life in Philadelphia Communities.”

The recipients and how they were described:

Dr. Margaret Beale-Spencer, for her distinguished professional achievements in studies in human development and psychology. She is director of the Center for Health Achievement, Neighborhood Growth, and Ethnic Studies and an active volunteer with Start on Success and the DuBois Collective. Her “spirit and energy is contagious and clearly ignites all that have had the opportunity to work with her.”

Dr. Elmer B. Beane, professor and a nationally recognized leader in shaping the foundation of academic based community service, “has an outstanding career of research and writing in social science, and continues to teach courses that prepare today’s students with the tools to build a better society through community service. He has greatly advanced Penn’s educational mission and commitment to successful community partnerships.”

Robert Bogle, for his extraordinary commitment and work in the community, City and region. As President and CEO of The Philadelphia Tribune, the nation’s only African-American newspaper, “Mr. Bogle worked closely with Penn to help establish working partnerships with area businesses and organizations to improve the economic vitality of the community and City.”

Gilbert F. Casellas, Trustee and alumus, has been a leader in Penn’s efforts of engagement with the community. “He has dedicated enormous time and energy in guiding the University’s West Philadelphia Initiatives as chair of the Neighborhood Initiatives Committee of the Trustees. His commitment and leadership to Penn’s urban agenda has resulted in numerous successes helping Penn to become green. His establishment of successful institutional community engagement.”

Dr. Robert F. Giegengack, for his outstanding work in promoting academically-based service learning since 1994. He is honored for his work with West Philadelphia public schools to reduce early childhood lead exposure, ideologies tobacco use, and asthma triggers. “His commitment to advancing awareness of social solutions in children and youth is recognized in the community, region and throughout the world.”

Senior Dana Hork pioneered Penn’s successful change for change. “We recognize her excellent work during her undergraduate term to demonstrate leadership among her peers in academics, student government, community relations, fund-raising, and volunteerism.”

Reverend Bernard X. James, Sr., “for his distinguished community involvement and his work with the Center for Community Partnerships Community Advisory Board and for the nurturing guidance and leadership he provides at Metropolitan Baptist Church. He has worked with earnest devotion to shape effective faith-based community service initiatives.”

Principal Florence Johnson, for her extraordinary work with Penn faculty, staff and students to create meaningful educational relationships with UCHS students. “Her ardent commitment to fostering demonstrations of service learning has simultaneously elevated the learning experiences of her high school students and Penn undergraduates. Her dedication and commitment to excellence in education has provided a renewed sense of purpose for the many students and families in our community.”

In recognition of and to commend the work of the Center for Community Service and volunteerism. “As director of Penn’s Volunteers in Public Service, she has organized numerous drives to support local community and social service programs throughout West Philadelphia and the City. Her successful efforts have helped Penn to strengthen its working relations with our neighbors. She was also instrumental in helping to create the newest version of the Community Service Directory.”

Nkchinyere Nwaobasi, a senior in the College, “whose commitment to the Urban Nutrition Initiative links her anthropological research with successful efforts to improve the nutritional status of West Philadelphia students. Her level of commitment to her work has been exemplary and clearly has helped to make a difference in the quality of life for the youth and families of our community.”

Max Paul, for his extraordinary commitment to West Philadelphia as a businessperson and a citizen. “Mr. Paul has provided support to countless organizations in West Philadelphia. His recent donation for the establishment of the Lea School library is just one of his wonderful efforts to help improve the quality of education in our community.”

Representative James R. Roeback, Jr., for his vigorous and effective advocacy for the citizens of West Philadelphia. He has been instrumental in obtaining legislative grants for West Philadelphia schools and community organizations.

Dana Hork, a masters in education student, “has distinguished herself as an outstanding coordinator for the Program in Universities, Communities of Faith, Schools, and Neighborhood Organizations. She played a central role in recruiting coordinators and volunteers to work in after school programs, organizing a health educator and a West Philadelphia resident, “has demonstrated exemplary leadership in her volunteer role as chair of the PreK-8 school community planning committee. She continues to be on the front line in helping to improve town-gown relations.”

Ms. Elise Wise, on behalf of all community residents who devote countless hours in service to their neighborhoods by organizing and strengthening community associations to represent residential interests. “Ms. Wise, we appreciate your consistent willingness to work with Penn and all of your neighbors in improving the quality of life in Powelton and West Philadelphia.”

Counselorwoman Janette L. Blackwell, 3rd District and Majority Leader, a three-term councilperson “with a 30-year reputation of serving community members and the poor and underprivileged of our city.” She recently received the 2002 Public Servant Award. Through her “West Philadelphia On the Move Initiative”, she has “successfully built effective collaborations between Penn and other neighboring institutions, community organizations, and businesses to strengthen the quality of life in West Philadelphia.”

AWFA

Alice Paul, Lynda Hart, Lenore Williams and Robert E. Davies Awards—Deadline for Nominations: March 15

The Association of Women Faculty and Administrators (AWFA) invites you to nominate candidates for four annual awards to be presented at the 2002 Spring Breakfast scheduled for Thursday, April 11, at 8 a.m. at the Sheraton University City Hotel. Nominations are invited for the following awards:

The Alice Paul Awards, named in honor of Dr. Alice Paul—suffragist leader, founder of the National Women’s Party, author of the Equal Rights Amendment, and internationally known humanitarian—are presented to undergraduate or graduate women in recognition of their outstanding service to women. We particularly wish to honor those who made contributions to women in the Penn community.

The Lynda Hart Award was established in Spring 2001 in memory of Dr. Lynda Hart, professor of English, mentor to many, and a moving force behind the Women’s Theater Festival. The award seeks to honor a woman student who has made an outstanding contribution to the artistic life of the campus.

The Lenore Williams Award, in 1984, AWFA received a bequest from Lenore Williams, wife of former provost Edwin B. Williams. In her honor, the Association established an award to be given each year to an outstanding female scholar or leader. Preference will be given to a distinguished woman, affiliated with the University of Pennsylvania, whose contributions extend within and beyond our campus.

The Robert E. Davies Award is in honor of the late provost and distinguished Penn scholar. The award will be bestowed on an individual involved in social change.

With your nomination for a particular award, please include the following:

• Specify award
• Name of nominee
• The nature of the nominee’s achievement and why you consider the contribution to be meritorious
• Position of nominee, mailing address, phone number, e-mail address
• Your name, position, mailing address, phone number, e-mail address

Please submit nominations no later than March 15, 2002.

Send nominations to:
Linda Wiedmann, President, AWFA CURF, Office of the Deputy Provost 3601 Locust Walk/6224 wiedmann@pobox.upenn.edu (215) 898-7451

If your nominee is selected, we will invite you to say a few words of introduction on her behalf.

A history of prior award winners and more information about the awards themselves can be found at www.upenn.edu/affirm-action/awfa

If you have any questions, please call Nancy McCue, AWFA secretary, at (215) 898-6641.

—Linda Wiedmann, President, AWFA
Penn Design Guidelines and Review of Campus Projects

Introduction
The Penn Campus, on its West Philadelphia site, has evolved over more than a century, with each new building added in a way that expressed its particular time. As a result, there is not a single overriding building style, and many different materials may be found side by side. Nonetheless, the campus has acquired a special character: it is an “academic crossroads” where people from twelve schools and many disciplines rub shoulders and share ideas. Its character is set by the density of schools and buildings, the scale, materials, and proportions of its older structures, and the green matrix of landscape extending outward from Blanche Levy Park.

The Campus Development Plan, prepared by the Olin Partnership and collaborators and adopted by the Trustees in 2001, sets guiding principles and recommendations for future development. Each new building and site improvement project should be consistent with the plan, or carries the burden of showing how it improves upon the plan. The following document addresses the principles common to all buildings and sites within the University, while the Site Development Guidelines within the Campus Development Plan set parameters for certain suggested projects.

These basic guidelines and principles are an integral part of the Campus Development Plan. They outline the ways that new buildings and open space should take account of neighboring structures, and serve the population intended. They also outline a design and review process that ensures that the specific surroundings and the campus as a whole are taken into account in each new building project.

Design Principles

Buildings and Spaces that Promote Intellectual and Social Exchange
The purpose of a campus is to bring together diverse people and their ideas in an environment that creates potential for intellectual and social exchange. While the physical character and quality of a campus is defined by both its buildings and its open space, it is the open space which has the greatest potential for unifying and equalizing the shared space of the campus. It can promote the sense of community derived from actively shared space, and provide for the enriching experiences of both planned and chance encounter. Comprised of streets, walkways, greens, courtyards, plazas, gardens and playing fields, open space has the potential to knit together the diverse elements of the campus in a coherent way.

Individual buildings should also be designed to maximize the opportunities for social and intellectual exchange. Public spaces should be generous, provide places for conversations, and be visible to those using buildings and passing by them. Each school should have both indoor and outdoor spaces suitable for gatherings and social occasions. While there will always be pressure to maximize the proportion of dedicated spaces in buildings, their success will ultimately depend upon balancing the public and private spaces.

Heights of Structures
Buildings should be in scale with the surrounding structures, and the streets and public ways that are adjacent to them. Typically, structures should not be taller than approximately 75 feet in fronting on major east-west streets (Spruce, Walnut) and approximately 50 feet fronting on pedestrian ways such as Locust Walk, Hamilton Walk or Smith Walk. If portions of the buildings must be taller, they should be set back a minimum of 15 feet from the street wall, with lower portions facing the street.

On north-south streets, building heights should relate to the predominant heights of existing structures. Care should be taken not to cast shadows on open spaces or important walkways, particularly during the daylight hours of 11 a.m. to 3 p.m.

New structures should mediate the impacts of existing tall structures, by being intermediate in height, and buffering ground level walkways and open spaces from winds.

Predominant Materials
Many materials have been used on campus over the years, and to good effect. The large number of dark brown brick buildings (e.g. The Quad, Irvine Auditorium, and the University Museum) are complemented by buildings whose predominant materials are red brick (e.g. Fisher Fine Arts Library and Hayden Hall), green serpentine ashlar masonry (e.g. College and Logan Halls) and cream ashlar masonry (e.g. the Annenberg School).

Brown brick establishes a general tenor for the campus, while complementary materials are used successfully—and in some cases dramatically—to signal the different functions and ownership of buildings and to take advantage of particular sites and other design opportunities. While there should be no hard and fast rule, the presumption is that this pattern should continue, and that dark brown brick will be the point of departure for new structures. The historic buildings utilizing this brick usually feature burned brick headers and limestone trim giving the buildings an individual richness as well as the appearance of campus accord. New construction need not duplicate these historical features, however consideration should be made towards achieving a similar richness through the detail and fenestration of individual facades. For example, both Hill House and the Richards Building use the dark brown brick in unique and modern expressions, while being comfortable neighbors to the surrounding historical buildings.

Future residential structures should use materials that are warm (such as brick and wood) and should be of a scale and proportion appropriate to living spaces. They should reinforce the social patterns being promoted through the system of college houses.

Commercial structures adjacent to the campus may depart from the predominant campus materials, but should be respectful in other ways (program, scale, contribution of life onto streets, etc.) to the campus, and should not overwhelm their residential or commercial neighbors.

Building Orientation
Most campus buildings are seen from perimeter streets as well as the campus interior, and lower ones from above as well, and should be designed so that they contribute to the buildings, streets, and pedestrian way on each side.

Building entrances should be visible to those arriving on the campus, and should contribute to the life and activity of streets and walks. Where buildings front on public streets there should be public entrances and attractive, open streetscape facing the street.

Building entrances are frequently the meeting places, and gathering places of those using buildings, and should be designed to encourage interaction.

The academic activities of the University, in so far as they are compatible, should be visible to passers-by. Windows should be placed to light and provide views to internal spaces, but also to give walks and streets the security and richness that derives from the visibility of adjacent activity. Highly reflective or deeply tinted glass should not be used on the campus.

Landscape, Streetscape and Signage
Structures should be sited and designed to form lively and secure public ways, that have surveillance from occupants throughout the day and night. The object is to provide spaces that are defensible and used.

Each project should take responsibility for improving adjacent streets and pedestrian ways, by including funds in its budget to bring these up to campus standards. The campus palate of landscape materials, walkways, lighting, signage and street furniture must be used on all public spaces that are part of building projects. These elements should be used to create both active gathering and contemplative spaces, and to reinforce linkages and gateways within the campus and at its edge. Spaces that are courtyards of individual schools or buildings can depart from these guidelines to some extent, but only if it is necessary to convey special identity.

(continued on page 5)
Every project should provide secure bicycle parking areas. Residential projects should provide these areas internally, where possible.

Commitment to Accessibility
The University is committed to providing equal access to all buildings for those with disabilities, and to doing so in a dignified manner. All new construction must comply with the Americans with Disabilities Act (ADA) guidelines. Renovations of historic buildings should seek to improve access for the disabled in a manner compatible with their historic integrity.

Functional and Mechanical Facilities
Areas devoted exclusively to building loading and services, to the removal of trash, or to mechanical equipment should be designed so that their visibility from public areas, including walkways, is minimized. Rooftop mechanical equipment should be enclosed in structures that are integrated into the building design. Acoustic mitigation should be required to ensure the quality of the pedestrian environment.

Architectural Style
Buildings on the campus reflect many styles, and the essential quality of the campus is one of buildings that speak in their own voice about their purposes and the era in which they were built. It is the landscape and public spaces that integrate these buildings into a coherent whole.

New buildings should express the aesthetic ideas of our times, so that as we look back on them they also become a cultural record of ideas about architecture and campus life. Penn’s finest older buildings (as examples, the Quad, the Fisher Fine Arts Library, Hayden Hall, Hill House, the Richards Memorial Research Building) are admired internationally for their contributions to architecture and campus design. The University should engage architects who are recognized leaders, and aspire to design each structure so it not only suits its occupants and addresses its physical and historical context, but also contributes to ways of thinking about buildings.

Respect for Cultural Resources
Many of the existing structures on campus have local, regional or national historic significance, and are included on the corresponding registers of historic structures. Portions of the campus are included in locally designated historic districts. An inventory of all campus buildings has been prepared by the University, outlining each structure’s level of importance as a cultural resource, and the specific aspects of the buildings that deserve special protection. New buildings, or adaptations to existing structures must take this into account.

As noted below, a special subcommittee on cultural resources will review all projects that have a bearing on culturally significant buildings before moving forward to obtain city or state permits. Restoration, renovation, or additions to many buildings on campus will require review and approval by the Philadelphia Historical Commission. The responsibility of the Cultural Resources Committee goes beyond the Historical Commission and includes changes to building interiors, which the city is unable to review.

Integration of Art in Buildings
The University has a percent-for-arts policy, and each new building project should include a budget and program for works of art. These may be integral to the building (eg, murals or artistic expressions in spaces), works purchased for permanent display in particular locations, or works commissioned for the structure. Whenever possible projects should strive to create new art that advances the way we think about the world we inhabit.

Responsible Use of Energy and Natural Resources
Each project should undertake a comprehensive analysis to diminish the use of energy and reduce the use of non-renewable resources. The University intends to be a leader and champion of environmentally sensitive design, demanding innovation and creativity from our design consultants and helping to educate our community.

The University is committed to creating a campus environment that moves beyond merely sustainable, to one that actively improves the quality of life and the environment for its users. Our goals include:
- Reducing dependence on non-renewable resources by using appropriate recycled materials and by promoting adaptive reuse of existing structures
- Reducing marginal energy costs by promoting selection of locally manufactured or fabricated products and materials
- Siting new structures mindful of orientation, shading and the effect on adjacent buildings and spaces
- Using landscape design to create healthy and ecologically appropriate spaces, provide pleasant outdoor environments, reduce exterior lighting demand and minimize stormwater runoff
- Minimizing maintenance and operating costs by employing whole-systems lifecycle evaluation to determine the true project costs, and by integrating innovative daylighting and building engineering solutions at project inception
- Improving indoor environmental quality
- Adopting monitoring, measuring and feedback systems to establish baselines of energy usage and building performance, against which the University can evaluate improvements and set goals for future projects
- Maximizing building flexibility to satisfy the varied demands of current and future users and residents
- Reduce energy consumption of building and site systems (HVAC, hot water, lighting) through the use of appropriate mechanical and construction technology (natural cooling, light recovery, passive solar design, etc.)

The construction, as well as design, process should also respect these goals.

The Design Review Process
Role of the Trustees
The Trustees of the University of Pennsylvania have final responsibility for reviewing and approving all building projects on the campus. Their facility planning committee reviews projects, offers constructive advice, and ultimately recommends to the full board of trustees that projects be constructed. The Trustees are also advised in this decision by the president, provost and campus Design Review Committee.

The Design Review Committee and Cultural Resources Sub-Committee
The Design Review Committee is chaired by the dean of the Graduate School of Fine Arts, and consists of the vice president for facilities, the university architect, the University planning consultants, several faculty members who are design professionals, and outside architects drawn from the extended university community. The committee’s role is to advise the president, provost, executive vice president and trustees on the merits of projects being designed for the campus. The committee meets monthly, and on special request in case of critical issues.

For art projects on campus, the Design Review Committee may create a special subcommittee, that may include faculty and administrators beyond the committee, to provide advice and guidance to the artists involved, and to recommend approval of promising projects to the appropriate deans, the president and the trustees.

The University also has a cultural resources sub-committee, mandated by agreement between the university, the Philadelphia Historical Commission, and the US Department of the Interior. It is charged with reviewing all projects that affect buildings of historical importance on the campus, or within designated historical districts. The sub-committee, chaired by the dean of the Graduate School of Fine Arts, includes several faculty experts on historic preservation, a representative of the provost’s office and the executive director of the City of Philadelphia Historical Commission. It meets monthly, and forwards its recommendations to University officials and the trustees, and to the Philadelphia Historical Commission and/or State Historic Commission.

The Design Review Process Step 1: Briefing of the Architect and Design Team
An information package will be provided to the design team following its selection including:
- feasibility studies done for the project prior to a capital commitment
- the Campus Development Plan
- design guidelines (this document)
- limits and easements on the site
- infrastructure available (such as central heating and cooling lines)
- pedestrian and vehicular circulation patterns
- preferred locations of service access
- details of any other proposed projects in the immediate vicinity

At the outset of design, the design team, client representatives and user representatives will meet with the University architect and the campus Design Review Committee to discuss the ground rules for design.
This meeting will seek to identify special architectural, historical, environmental, and functional considerations that will be important to ensuring that the building contributes to overall campus development objectives.

**Step 2: Design Framework**

Designers of campus buildings should photograph the surroundings, research the history of structures adjacent, or on the site, and draw from these investigations a set of principles as to how the structure should relate to its surroundings. This may include heights or cornice lines to be respected, open spaces or walkways to be maintained, predominant materials to be used in the building so that it harmonizes with its surroundings, scale and building envelope language, and other contextual factors.

Based on this analysis, and on the issues discussed previously, the designers should prepare a “design framework,” describing (at least):
- **Context**
- Analysis of the fit of the program and the site
- Massing and bulk possibilities
- Building “hold-to” lines
- Zones of pedestrian and service entry
- Facade expression lines
- Fenestration guide lines
- Suggested materials palettes and details
- Ground level expression, program, and relationship to adjacent open space

The design framework will typically include diagrams, storyboard, and photo examples, and will be discussed with the Design Review Committee, the president and provost, and Trustees facilities planning committee prior to or concurrent with presentation of conceptual design.

**Step 3: Schematic Design**

The schematic design presentation to both the campus Design Review Committee and the Trustees’ facilities planning committee should include enough of a portrayal of the building in its context so that judgments can be made of its appropriateness. Typically this will include elevations with surrounding buildings shown, and renderings and models of the building in its context. Special attention should be paid to how the building will be experienced by pedestrians at ground level, how it will impact public open spaces (such as shadow and wind patterns), and how it will be seen from surrounding buildings.

Special attention should be paid to the ground level experience of pedestrians on campus or on surrounding streets. Perspectives should be shown from their eye level, and should include adjacent structures and landscape.

In order for the impact on utility infrastructure to be adequately planned for, the design team should, at this stage, provide an energy budget for each project outlining energy consumption, storage, and recovery, as well as a materials handling plan indicating anticipated solid waste generation and a strategy for site storage and collection.

**Step 4: Design Development and Construction Documents**

Design palettes should be discussed with the Design Review Committee, along with design development drawings of facades and exterior details.

Responsibility for ensuring that the agreed upon design principles are respected during the course of preparing construction documents falls to the staff of the University architect and vice president for facilities and real estate services. Where significant departures are necessitated, proposals may be resubmitted to the Design Review Committee for advice and opinions.

**Step 5: Construction**

Full-scale mockups of wall assemblies should be constructed on the site, so materials can be compared to adjacent structures, before final material decisions.

Works of public art will be reviewed by the Design Review Committee, or its subcommittee, for their compatibility with the architectural and campus context.
FEBRUARY AT PENN

CLASSIFIEDS—PERSONAL

HOUSES FOR SALE
For sale by owner, single-family home on St. Mark’s Square (east). In Penn’s K-8 catchment area, 3-story home on quiet, historic block near campus. Five bedrooms, two baths, living room, dining room, sitting room, large-eat-in kitchen, fenced backyard. $300,000. For appointment e-mail chasy@hss.upenn.edu.

For sale by owner: Hewett Town, $215,000. Two story colonial, 4 bedrooms, 2 bathrooms, finished basement, garage, beautifully renovated, excellent school district, short walk to public transportation, easy access to Penn. Call (610) 853-6393.

HOME INSPECTION
Need Home Repairs? You may be entitled to money for home repairs. Roof/plumbing leaks, water stains, etc. at no cost to you. Call for free property inspection today. Lisa Smith (215) 424-6946.

ACCOUNTANT

No Almanac March 12
Since the campus population is down for Spring Break, there is no Almanac scheduled for March 12. Staff are on duty to assist contributors planning insertions for March 19 and beyond. Breaking news and bulletins will be posted to “Almanac Between Issues” (see www.upenn.edu/almanac/).

The University of Pennsylvania Police Department
Community Crime Report

About the Crime Report: Below are all crimes Against Persons and Crimes Against Society from the campus report for February 11 to 17, 2002. Also reported were 20 Crimes Against Property (including 16 thefts, 1 retail theft, 1 attempted theft, 1 vandalism, and 1 fraud). Full reports are on the Web (www.upenn.edu/almanac/v48n24/crimes.html). Prior weeks’ reports are also on-line.

This summary is prepared by the Division of Public Safety and in cludes all criminal incidents reported and made known to the University Police Department between the dates of February 11 to 17, 2002. The University Police actively patrols from Market Street to Baltimore Avenue and from the Schuylkill River to 43rd Street in conjunction with the Philadelphia Police. In this effort to provide you with a thorough and accurate report on public safety concerns, we hope that your increased awareness will lessen the occurrence of crime. For any concerns or suggestions regarding this report, please call the Division of Public Safety at (215) 898-4482.

18th District Report
14 incidents and 3 arrests (including 8 robberies, and 5 aggravated assaults and 1 rape) were reported between February 11 to 17, 2002 by the 18th District covering the Schuylkill River to 49th St. & Market St. to Woodland Ave.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/11/02</td>
<td>5:47</td>
<td>4815 Cedar</td>
<td>Aggravated Assault</td>
</tr>
<tr>
<td>02/11/02</td>
<td>6:16</td>
<td>4832 Baltimore</td>
<td>Aggravated Assault/Arrest</td>
</tr>
<tr>
<td>02/11/02</td>
<td>9:30</td>
<td>3500 Chestnut St</td>
<td>Robbery</td>
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<td>02/11/02</td>
<td>9:18</td>
<td>309 48th St</td>
<td>Robbery</td>
</tr>
<tr>
<td>02/11/02</td>
<td>6:40</td>
<td>629 52nd St</td>
<td>Aggravated Assault</td>
</tr>
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<td>10:17</td>
<td>4700 Warrington</td>
<td>Robbery</td>
</tr>
<tr>
<td>02/12/02</td>
<td>12:39</td>
<td>15 52nd St</td>
<td>Robbery</td>
</tr>
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<td>Aggravated Assault/Arrest</td>
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<td>600 43rd St</td>
<td>Aggravated Assault</td>
</tr>
<tr>
<td>02/16/02</td>
<td>11:18</td>
<td>4600 Osage</td>
<td>Robbery/Arrest</td>
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<td>9:39</td>
<td>200 40th St</td>
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<td>200 42nd St</td>
<td>Robbery</td>
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<tr>
<td>02/17/02</td>
<td>12:10</td>
<td>4600 Chestnut</td>
<td>Robbery</td>
</tr>
</tbody>
</table>

CLASSIFIEDS—UNIVERSITY

PENN DESIGN GROUP—We design and build websites exclusively for the University of Pennsylvania community, www.penndesigngroup.com.

RESEARCH
Researchers at the University of Pennsylvania School of Medicine are working with individuals and families affected by psoriasis to study the causes of this serious birth defect. This research study is open to individuals with psoriatic arthritis (spina bifida cystica or aperta) and their families. For more information about this study, please contact Katy Hoess (215-573-6167 or 866-275-SBRR (toll free), email: khoess@coen.med.upenn.edu) or visit our website at: www.sbrf.info.

Do you have adult acne and/or rosacea? If you are over the age of 18, you may be eligible to participate in a research study to test investigational medications for the treatment of psoriasis. If you are over the age of 18, call (215) 662-6722 for more information.

Do you have eczematous atopic dermatitis? The Department of Dermatology has several new studies to test investigational medications for the treatment of psoriasis. If you are over the age of 18, call (215) 662-6722 for more information.

Do you have high cholesterol? Doctors at Penn are currently enrolling a novel research study looking at two well-known cholesterol lowering agents. The study involves several visits to the Hospital of the University of Pennsylvania. If you have elevated cholesterol levels, are not currently taking any lipid-lowering medications, and think you might be interested in this study, please contact David Berezich at berezich@mail.med.upenn.edu or (215) 662-9040.

Compensation is provided.

Interested in preventing prostate cancer? Call Lisa @UPCC (215) 614-1811 regarding SELECT research study. Almanac is not responsible for contents of classified ad material.

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

Community Service

The idea of linking community service with the Federal Work Study program is currently popular in Washington. Both the Bush Administration and Congressional leaders have released plans that would require colleges and universities to devote increased Work Study funding to community service activities.

Initially, while community service was highly encouraged, the Federal Work Study program did not have a percentage requirement. The first percentage requirement took place in 1994 with five percent of total federal Work Study wages going to students in community service. The Higher Education Act currently mandates that institutions devote at least seven percent of their Federal Work Study funds to community service. Prior to last fall, a 10 percent requirement was widely anticipated.

A recent study showed that Penn devotes 12.6 percent of our Work Study funds to community service. We are in the top among peer institutions, falling behind only Stanford and narrowly edging Harvard and Columbia.

In his State of the Union address, President Bush announced a plan that would require institutions to utilize 50 percent of Work Study funding for community service. The proposal would also require that at least five percent of Work Study participants work in the homeland security fields of public safety, public health, and emergency preparedness. Further details are not yet available.

In Congress, Senators Evan Bayh (D-IN) and John McCain (R-AZ) have introduced the Call to Service Act of 2001, which aims to revamp national service programs and expand community service opportunities for Americans.

The legislation would require that all colleges utilize 25 percent of Work Study dollars to finance students in community service jobs. This would occur incrementally, with full implementation of the 25 percent figure by 2011.

The measure would expand the AmeriCorps program to include 250,000 members (currently 50,000 individuals serve), and link service programs to national security. It would also remove post-service awards from participants’ taxable incomes.

Colleagues who have spoken to Senator Bayh’s staff about this measure state that the Senator intends the 25 percent figure to be a starting point for debate, and is willing to negotiate for a lower number.

Senator Edward Kennedy (D-MA), who chairs the Senate committee with jurisdiction over this legislation, does not support the measure. However, the issue had gained a lot of attention and will likely be dealt with in some manner. The University will work closely with the higher education community to offer changes in Federal Work Study policies that would facilitate an increase.

Commonwealth Relations

Medical Malpractice Costs in Pennsylvania

The Health System—along with other providers (both physicians and hospitals) in the Commonwealth—is faced with extraordinarily high medical liability costs. More recently, some private practice physicians, especially in certain sub-specialties, have not been able to obtain commercial coverage at any price.

From the University’s perspective, the causes of this “crisis” are varied and complex including Pennsylvania’s medical legal system and rules, the CAT Fund mechanism (which provides coverage from $500,000 to $1,200,000), and the high number of healthcare providers in the area. The consequences are significant and include a high number of medical malpractice cases, significant jury awards, and very high medical malpractice insurance premiums in comparison to other states. In data collected by the Pennsylvania Medical Society (PMS), insurance carriers in 2001 implemented rate increases ranging from 20% to 60%, the CAT Fund surcharges for physicians and other providers increased during the same period by more than 25%, and Pennsylvania medical malpractice premiums are 40% to 70% higher than surrounding states.

The potential impact on access to care is significant. Physicians, especially in orthopaedic and neurosurgery, obstetrics and emergency medicine, are considering relocating or changing their practice specialties, and the Clinical Practices of the University of Pennsylvania (CPUP) and other practices are experiencing challenges in recruiting physicians to this area—in part due to the ever increasing cost of professional liability coverage. While the Health System is able to provide coverage for faculty and its employed physicians through its insurance company, the financial impact on the Health System is significant. Budgeted FY 2002 cost of $17.5 million for the primary layer of insurance represents a 31% increase over FY 2001 actual cost and a 43% increase over FY 2001 budgeted cost. Similarly, budgeted FY 2002 aggregate total professional liability cost of $44.4 million represents a 21% increase over FY 2001 actual cost and a 28% increase over FY 2001 budgeted cost.

The University has been working through various coalitions/associations, and as an institution, to seek reform of the Pennsylvania medical malpractice liability system. These coalition efforts include advocacy campaigns by the Hospital and Health System of Pennsylvania, the Urban Health Care Coalition, and Greater Philadelphia First.

The Pennsylvania Senate and House responded to the calls for medical malpractice reform. On February 13, the State House of Representatives amended and then overwhelmingly approved last week a medical malpractice reform bill, HB1802, which had been passed by the Senate the previous day. In modifying, rather than simply approving, the Senate-passed bill, the House stalled a Senate version opposed by the Hospital Association of Pennsylvania (HAP) and PMS as inadequate in its CAT fund relief and tort reform provisions. Although it does not include all of the tort reform and short-term CAT Fund relief sought by PMS/HAP and UPHS, the House-passed bill would modify the joint and several liability rule to include proportional liability for non-economic damages above $1 million. It also requires that awards for non-economic damages be reduced to present worth or paid periodically, thus strengthening the tort reform provisions contained in the Senate-passed legislation. The House did not, however, amend the legislation further to provide additional short-term relief in the form of lower caps on CAT Fund surcharges over the next several years.

HB 1802 has been sent back to the Senate for concurrence with House amendments. The House and Senate will be in recess until March 12, so no further action will occur until then.

City and Community Relations

City Council Activity

After months of delay, two key issues appear resolved by City Council.

1. Redistricting: City Council members are required by the City Charter to adopt a new redistricting map, redrawn the lines of its 10 districts to ensure equal population in each district based on new US Census figures. Since the fall session, this process had City Council members and the Administration very divided. Initial redistricting measures negotiated by Council President Verna were vetoed twice by Mayor Street. On February 7, City Council renegotiated a new plan that passed in City Council. Mayor Street signed into law this third bill redrawning councilmanic district lines, enabling council members to draw their first paychecks since October. The new district boundaries take effect in 2004, after the next councilmanic elections.

2. Neighborhood Transformation Initiative (NTI): Early last year, the Mayor introduced his comprehensive Neighborhood Transformation Initiative as a vehicle to improve the quality of life in communities throughout the City. Council President Verna offered a competing blight bill in November, providing a different funding and oversight scheme than the Mayor’s proposal. In December, the City Council Committee on Finance conducted a two-day hearing on Council President Verna’s bill. Penn’s West Philadelphia initiatives were frequently cited as an example of the value of investment in community revitalization. The full Council passed Verna’s bill unanimously in December, but the Mayor vetoed the measure. City Council has since held hearings on the Mayor’s original proposal offered by Councilman Darrell Clark and a new bill has been negotiated. The plan requires the Administration to submit an annual Neighborhood Transformation Initiative budget and project statement to Council. However, it eliminates Verna’s proposed project review team, which would have had authority to approve all contracts and expenditures. The renegotiated plan meets the Mayor’s expectations for oversight of the bond. Once the bill is passed by City Council and signed into law, as appears likely, bond-funded NTI program activity could begin as soon as July.

— Carol Scheman, Vice President for Government, Community, and Public Affairs