

2002-2003 Year-end Report and Recommendations of the Committee on International Programs

1. Charge to the Committee

Standing Charge from the Council Bylaws: The Committee on International Programs shall review and monitor issues related to the international programs and other international activities of the University. The International Programs Committee shall advise and make policy recommendations in such areas as services for international students and scholars, foreign fellowships and studies abroad, faculty, staff and student exchange programs, and cooperative undertakings with foreign universities. The Committee shall consist of eight faculty members, one A-1 staff member, one A-3 staff member, three undergraduates, and three graduate/professional students. The Executive Director of International Programs shall be a non-voting *ex officio* member of the Committee.

Specific Charges for 2002-2003:

(1) Continue to explore ways to make the Penn environment more inviting for international visitors, in particular visiting scholars, post doctoral fellows, etc.

(2) Evaluate the impact of recent changes in federal policies on international visitors and students and explore steps the University might take to ameliorate negative effects.

(3) Continue low level oversight over international programs.

2. Number of times the committee met

Twice, December 5, 2002, and March 7, 2003. The composition of the committee was not known until late October, thus making it impossible for it to meet until early December. The committee was planning to meet in early February, but the snow emergency forced a cancellation of the meeting.

3. Major Points Addressed by the Committee

Concerning Charge 1, the committee discussed the main problems afflicting short-term visitors to the University, especially in terms of housing. This issue had been discussed in 2001-2002 (*Almanac, April 23, 2002*, pages 7-8). This year's Committee made several additional suggestions, but they were not voted on. These included establishing a small committee of students to find short-term housing for visitors, identifying people who would be willing to house visitors on a short-term basis, meeting with the Director of Off-Campus Living to get her perspective, and seeing if the administration would be willing to subsidize short-term housing. The committee also discussed the possibility of creating a database in which people could post available short-term housing for visitors.

Recommendation for action by next year's committee: To continue exploring ways in which the Penn environment can be made more inviting for international visitors, in particular visiting scholars, post doctoral fellows, etc., including some of those discussed by this year's committee.

Concerning Charge 2, the committee listened to a detailed presentation by Dr. Joyce M. Randolph, Executive Director, Office of International Programs, especially on the effort to implement the new government-mandated Student and Exchange Visitor Information System (SEVIS). The committee discussed ways in which the University could help avoid delays in the processing of visas for students, especially if they force the students to defer matriculation for one or two semesters. Privacy issues were also discussed as new, more demanding information sharing requirements with Federal agencies come into effect. The committee also assessed the resources that the OIP will need to cope with increased federal requirements.

Recommendation for Action by the University: The members of the committee present voted to encourage the Provost's Office to approve OIP's request for two new staff positions as well as appropriate additional resources so that the University's educational and research programs can function appropriately.

Concerning Charge 3, it was noted that the 2001-2002 year-end report of this committee suggested that three matters be considered by the 2002-2003 committee: dual-site graduate training, competence in English language training for non-native speakers, and the Global Perspectives Subcommittee Report regarding the University's new strategic plan. It was agreed that the first two matters would be placed on this year's agenda, whereas no action will be taken concerning the Global Perspectives Subcommittee Report. Unfortunately, time constraints prevented full discussion of the first two matters.

Professor Rabii also suggested that the year's agenda include consideration of the integrity of student application materials from China, a topic that was discussed at length during the committee's second meeting.

In his initial presentation to the committee, Professor Rabii noted that some universities have been able to show that foreign applicants to their science programs had submitted fraudulent transcripts, GRE scores and letters of recommendation. He added that it is becoming a big problem in SEAS where economic incentives (stipends and fees) invite dishonesty. He added that SEAS would like to develop a mechanism for verifying the authenticity of documents. Committee members were asked for and offered a number of suggestions. Among them:

- Assess magnitude of the abuses and see how the problem is being handled
- Bring problem to the attention of the administration
- Conduct in-person interviews
- Conduct telephone interviews. (Nursing has a pilot program where a member of the ELP sits in on interviews)
- Contact the Educational Testing Service, Princeton
- Have a faculty member at the foreign university vouch for the student
- Make first three months of study probationary
- Share data with Peter Conn, chair of the Graduate Council, as well as with a few graduate deans and graduate group chairs

Recommendation for action by next year's committee: To gather more information and conduct further discussions of the issues surrounding the integrity of student applications, especially from certain parts of the world. The Chair emphasized the need to conduct a more thorough inquiry into this matter, and to avoid stereotyping applicants from certain countries until more information is available.

—Mauro Guillen, Chair

2002-2003 International Programs Committee Members

Chair: Mauro Guillen (mgmt) **Faculty:** Abass Alavi (radiol/med), Carlos Alonso (Romance lang), Paul DeWeer (physiol/med), Mauro Guillen (mgmt), Norma Lang (nursing), Sohrab Rabii (electrical engr), Jerry Wind (mktg); **Graduate students:** Jordan Inselmann, Natalie Kulik, Jun-Min Tang; **Undergraduate students:** Charles Darkon (WH'05), Fernanda de Azevedo (WH'03), Ian Lin (WH'04); **PPSA:** Thomas Adams (ELP); **WPSA:** Bonnie Crosfield (Museum); **Ex officio:** Joyce Randolph (exec dir, intl prog).

2002-2003 Year-End Report of the Committee on Libraries

The University Council Committee on Libraries met four times during the academic year 2002-2003, and the Chair met several times with the Vice-Provost and Director of Libraries, Paul Mosher, and his staff. For reasons explained below, the Committee and the Director and his staff maintained unusually close communication, virtually on a weekly basis, during the spring semester.

The Standing Charge from the Council Bylaws and the six Specific Charges for 2002-2003 are available upon request. After addressing the general charge, this report will address the specific charges by number and conclude with a particularly important issue outside the specific charges that has loomed larger and larger in the Committee's concerns. This issue, too, is outlined in a letter to Chair of Council, also appended.

The Standing Charge was met regularly and consistently, with considerable discussion among Library staff and members of the Committee. The last two meetings were held in the new Meyerson Conference Room, and at one of these meetings the new [Library Home Page](#) was demonstrated, explained, discussed, and questioned (*Penn Library Bulletin*, Number 2, Spring, 2003). The Committee was also given the Draft of the Library Strategic Plan, dated 10/03/02, as well as detailed discussions of the new Penn Collaboratory for Teaching and Learning. The Collaboratory has been designed with the cooperation of SAS and the Library, with options for Wharton to join. It is open to students and faculty. The Café at the Library is in a preliminary construction phase. Complete funding for both projects will take around 2-3 years to raise. Although a few other universities, notably Virginia and Michigan, have done something like this, the Penn Collaboratory will be unique in the U.S. when it is completed. The Conference room, the Home Page, and the Collaboratory are striking examples of the dynamic role that the Library system continues to play in both research and teaching technologies at this University. The Committee reports favorably on all three, as well as on the Draft Strategic Plan.

1. Library Quality of Service Survey

The Library provided the latest results of the Quality/Impact Service Overview (*Penn Library Bulletin*, Special Edition, Spring, 2003). The Library's self-monitoring in this area is ongoing and impressive, but there is still little evidence that inter-university cooperation on this matter is close. There is a national survey that we can use, but we don't know the libraries that are being compared, and so far the other Ivies have shown little interest. This matter might be continued for the Library Committee in 2003-2004.

2. Closed Door Policy

The problem area here is the Law Library, which is to be used as a research, and not as a study area. In some instances, weekend security personnel appear to have turned some research students away, but this aspect is well under address by the Director and staff.

3. Electronic Classroom

The new Library web site will make the use of the electronic classroom easier for instructors and students. The Library continues to analyze use and maintain the adequacy of research relations. This issue is also addressed in Charge 6, below.

4. Development of E-journals

This area still needs work. It is addressed from another perspective in the final section of this report. The University of Pennsylvania Press and the Anthropology Department are starting an e-journal locally.

5. Special Library Reviews

There was no completed special Library review this year. This item should also be moved to next year's Special Charges.

6. Plagiarism

The Council Committee on Libraries cannot address this issue alone. Perhaps Council might designate a network of several relevant committees to work on the problem jointly during 2003-2004. Although the problem touches the Library, the Library's role in addressing it may lie more in the area of instruction on proper research methods. The Library's Research Skills and Literacy Program is working on the issue, having offered training in more than seven hundred and forty courses. Individual faculty members can also play a role: all undergraduate courses ought to have at least one session in the Electronic Classroom with a librarian devoted to research skills and plagiarism.

There is a final and major item that has arisen and largely overshadowed everything else the Committee has done this year. It will continue to do so in the future if it is not addressed now. The problem is the rapidly and steeply rising cost of scientific, technical, and medical journals (STM) whose publication is controlled by a very small number of publishing firms which offer very few options in terms of range of acquisitions and price. The problem is spelled out in more detail in the draft letter to the Chair of Council, [[below](#)] presently being prepared for independent Committee submission to the Provost and Deans, which the Committee has authorized the Chair to do. This is a matter that touches not only the Library, but also the entire Faculty, and the Committee takes it very, very seriously.

The Chair thanks the members of the Committee for their energetic service, as well as our administrative staff person, Alison McGhie, and the Vice Provost and Director of Libraries and his staff for their cooperation, frankness, and hospitality.

— Edward Peters, Chair

April 8, 2003

Draft letter to Mitch Marcus, copying Provost and Deans of SAS, Med, Eng.

Dear Mitch,

The University Council Committee on Libraries will, of course, address Council's general and specific charges in its annual report. But a matter has come up that we consider sufficiently serious and urgent to warrant this preliminary communication, which I plan to send to the Provost with copies to the Deans on Monday.

The very large and very few publishers of scholarly journals primarily in the Scientific, Technical, and Medical (STM) environment have established subscription prices and conditions that are so expensive, prohibitive, and restrictive that the Library System's limited capacity to meet them now threatens other essential Library functions—and ultimately all Faculties whose Library resources face substantial reduction if something is not done. The Library System's account of allocated costs for FY2004 conveys the grim news, and projections for future increases are even grimmer.

In the long run the solution may well be a drastic change in the method and manner of scientific publication, but in the immediate run it is essential that cost containment be achieved. This is not a conflict between the needs of the natural sciences and mathematics on the one hand, and those of the other faculties on the other, since these conglomerate publishers publish print and digital journals of many kinds. It is a conflict between the circumstances of monopolistic publishing firms and the resources of even the best-funded academic libraries.

To be sure, the Council of Deans has recently agreed to a special \$180,000 surcharge to the Deans' budgets for FY 2002 to help offset the cost of these serials, but this is well under the projected cost increase of \$248,000, and it is, moreover, only temporary funding. The issue will come up inexorably year after year as serials costs rise at a rate that the Library acquisitions budget cannot meet.

The Library has done extensive research on the impact of these costs, and the numbers are absolutely convincing.

The Library Committee unanimously agrees that this problem must be addressed independently and has authorized me to urge the Deans of SAS, Medicine, and Engineering in particular, as well as the Provost, to agree to create a separate budget line for STM publications so that cost allocations for that field may be closely monitored and be permitted to rise as its specific costs rise and take the burden from the Library System's operating budget until something drastic is done about the entire problem.

This is a matter of great consequence, not only to the Library System, but to the Faculty, and regardless of whatever is done for the long run, we are firmly convinced that action must also be taken now. And we recommend the independent budget line for STM publications.

Sincerely yours,
Edward Peters, Henry Charles Lea Professor of History
Chair, Council Committee on Libraries

2002-2003 Council Committee on Libraries

Chair: Edward Peters (history); **Faculty:** Marjorie Bowman (family practice & med), Harold Dibble (anthro), Barry Eichler (Asian & Mid Eastern st), John H. Holmes (epidemiol/med), Max Minz (CIS), Edward Peters (history), David Stern (Asian & Mid Eastern st); **Graduate students:** Johanna Jacobsen, Victoria Lilga; **Undergraduate students:** Semanti Datta (WH'05), Suzanne Friedman (COL'03); **PPSA:** Deb Stagg (Data Admin & Inst. Res); **WPSA:** Sylvie Beauvais (health care syst); **Ex officio:** Paul Mosher (vice provost & dir, libraries) Paul George (dir, Biddle Law Library).

2002-2003 Year-End Report Personnel Benefits Committee

The Committee got a late start due to difficulty in recruiting members and met only 4 times this year with a 5th meeting scheduled April 15, 2003. The primary focus was dealing with the skyrocketing healthcare costs as evidenced by required premium increases for FY04. Also discussed were privacy, dental and vision benefits attached to the HMO plans, and pre-tax spending accounts.

Health Care Costs and Insurance Premiums

An increasingly larger component of healthcare costs is prescription drugs. These have increased by 20% over 2 years while overall healthcare costs at Penn have increased by only 15%. Penn's benefits and subsidization are slightly richer than our peers, local area, and national comparators while our utilization is also somewhat higher. The Committee did not, though, want to recommend decreasing benefits. In particular Penn's mental health benefits are closer to parity than those of other employers including our peers.

In response to staff requests, it was decided to change from a 2-tier premium system to 3 tiers. Instead of just Employee and Family rates the tiers will be Employee, Employee plus 1 Dependent, and Employee plus 2 or more Dependents. (An originally proposed 4th tier, Employee plus Spouse and one Child was eliminated for this year at least because it was thought to result in placing an unreasonably increased burden on the already burdened larger families while only slightly decreasing the expenses of the 4th tier families.

The opt-out credit of \$300, which was developed when healthcare was subsidized at 100% or was at nominal cost to the employees, will be eliminated for FY04.

In order to provide for the financial needs of Penn, out-of-pocket maximums and copays will be rising for all options, but more so for out of network copays. Beginning July 1, 2003, the Pre-tax Medical Spending Account maximum will increase from \$3,000 to \$4,000.

Contributions to the Pre-tax Dependent Care Account by the highly compensated participants (defined by the IRS as those making \$90,000 and above) will be limited to \$3,500; the non-highly compensated can continue to contribute \$5,000.

We continued to monitor the quality of service and costs provided by the insurers. As Penn is self-insured these costs are purely a reflection of our utilization of services which is higher than average, and the negotiated fees for administration.

An enhancement in the group life insurance program will be an increase in the multiple of pay that participants can elect from 4 times to 5 times. In addition, the combined benefit maximum will be increased from \$750,000 to \$1,000,000.

Our major focus during the incoming years must be to slow down the rate of increase in medical costs including prescription medicine. The Committee discussed and received presentations on two ways to do this. Caremark (our prescription manager) presented their Disease Management Program which includes written and web-based communications with both the patient and physician. As the program has been effective elsewhere and was deemed appropriate for Penn's personnel, the Committee recommended that such a program be pursued in the near future. While

moderately expensive, Penn is not at risk as the fees are taken from the first savings to accrue to the plan. Implementation could occur within 60 days of negotiating and signing a contract.

The second theoretical method to decrease costs is using preventive measures such as emphasizing healthy lifestyles. At the final meeting the Committee is scheduled to hear a presentation from Independence Blue Cross on their program for doing this.

Privacy Issues

The University as a whole continues to show progress on these issues. In the healthcare arena, all but one of the health care providers has eliminated the use of Social Security numbers as the employee identifier. The one hold-out is Keystone. Keystone was waiting until after HIPAA was instituted April 14, 2003, but still will not commit to an actual date for compliance with this requirement. Unfortunately Keystone insures a large portion of our employees, but, while Penn is one of Keystone's major purchasers, Keystone has numerous major other purchasers.

The Committee also suggested further promotion of the Penn privacy site at www.upenn.edu/privacy as a source for information including links to credit reporting agencies.

Other Issues

We discussed distribution of a total compensation statement to employees. This will require further resources to implement because of the need to improve systems in order to arrive at accurate information.

Suggested Specific Initiatives for Next Year:

- 1) Revisit the status of Long-Term Care insurance.
- 2) Retiree medical benefits need to be further examined. We could not get enough information needed to put this one on the Committee's agenda but will aim to have this by next academic year. Better communications regarding these benefits would be useful. In the mean time, continued one-on-one counseling will have to occur.

I would like to acknowledge the support provided to the Committee by Human Resources Staff, particularly Leny Bader, Executive Director of Benefits, Geri Zima, Manager of Benefits Administration, and Janice Gaspari, who provided staff support to the Committee.

—David B. Freiman, Chair

2002-2003 Council Committee on Personnel Benefits

Chair: David B. Freiman (radiology); **Faculty:** David Asch (medicine), Charles Dwyer (GSE), Laszlo Gyulai (psychiatry), Gerald Porter (mathematics), Therese Richmond (nursing), Margaret Stineman (rehab medicine); **Graduate/Professional Students:** Jeremy Korst (Wharton), **PPSA:** Linda Kristekas (Fiscal Operations), Anna Loh (Wharton HR), Katrina Terrell (Housing & ConfSvcs.), Michael Wisniewski (Van Pelt Library Acquisitions); **WPSA:** John Bell (Space Planning & Operations); **Ex-Officio:** Elenita Bader (Exec Director, Benefits), Kenneth Campbell (Comptroller), John Heuer (VP, Human Resources).

2002-2003 Year-End Report of Committee on Quality of Student Life

The Committee on Quality of Student Life is charged with examining issues concerning student life and was given four specific charges this academic year:

1. Investigate mechanisms by which how effective oversight of fraternities and sororities can be strengthened, particularly with regard to non-judicial oversight.

2. Examine “self-segregation” within fraternity and sorority memberships.

3. Continue to evaluate the progress of Penn’s College House System in its effort to integrate academic and student life programs and services. Report findings to Council and make recommendations as to how the initiative can be strengthened.

4. Investigate whether there is de facto housing discrimination in off-campus student housing, particularly against male students and married couples with children.

Due to the new training that was begun for committee members, the Committee did not meet until November. Nevertheless, the Committee was able to meet six times and address three of its four specific charges, as summarized below.

1 + 2. Fraternities and Sororities

The Committee is pleased to report successful closure on the issue of oversight of fraternities and sororities, which has been on its agenda and a significant part of its work for three years. During the fall semester, the Committee finalized recommended changes in the structure and function of the Fraternity and Sorority Advisory Board (FSAB). On January 29, 2002, the changes—which were enthusiastically endorsed by Dr. Valarie Swain-Cade McCoullum and the Office of Fraternity and Sorority Affairs (OFSA)—were approved by the University Council. The FSAB will now be chaired by a faculty member and the number of faculty members on this committee will increase by one to three faculty members. In addition, the FSAB will now audit each fraternity and sorority chapter at least annually to review its compliance with Penn’s *Agenda for Excellence* and assign specific goals for improvement. The FSAB will still continue to meet with any chapter that has violated University policies and will monitor implementation of all probationary agreements. Through these changes to the FSAB, both charges one and two of the Quality of Student Life Committee have been and will continue to be addressed on a regular basis.

3. College Houses

The Committee felt it did not have enough time to properly address the rich and complex issue of how the College Houses are integrating academic and social life. Rather than do an inadequate job, it decided that this issue should be carried over and made a part of the charge for next year’s Committee.

4. Off-Campus Housing

The Committee also addressed the issue of student housing. Over the course of multiple meetings, several issues were unearthed; however many of these issues were already being addressed by the Administration in other venues. The Committee met with Miki Farcus from the Office of Off-Campus Housing on two occasions. Based on Miki’s presentation, the Committee did not feel there was evidence of housing discrimination. Rather, the issue was one of economic means. Students with more economic means have far greater choice of living situations and for in particular the graduate student who is married with children, may only have limited economic means and therefore has difficulty in procuring housing that they can afford and that meets their families needs.

The issue of housing is multi-faceted and is a University-wide issue.

Therefore, the Committee invited Vice President for Facilities and Real Estate Services, Omar Blaik, to visit with it and discuss various housing concerns. In a wide-ranging and very interesting presentation of the University’s residential aspirations, possibilities and plans, Mr. Blaik revealed that there is much happening on the housing front at Penn. Numerous initiatives under exploration or underway give promise of significant improvements in the housing situation in the relatively near term. However, considerations of confidentiality and “market effects” preclude going into the specifics at this time. Mr. Blaik indicated that, because of the University planners’ desire to have regular input as to students’ needs, concerns and ideas, it would be advisable to have ongoing communication between his office and the QSL Committee, a suggestion the Committee welcomed.

5. Smoking in University Residences

Although not a part of its planned agenda, the issue of Penn’s student housing becoming smoke-free was brought up at the last Committee meeting of the semester. The Committee is in support of making on-campus housing smoke-free but recognizes that implementing such a change—which many of our peer institutions have accomplished successfully by administrative fiat—may call for a more consultative process at Penn. The Committee did not have an opportunity to get involved in the smoking issue this year but thinks it is an important area for the Committee to address next year.

Recommendations

The Committee on the Quality of Student Life makes the following recommendations for consolidation of its accomplishments this year and continuation of its work in the upcoming year:

1. The University Council should ensure that the recommended changes to the structure and function of the Fraternity and Sorority Advisory Board are implemented promptly.

2. Since the issue of housing is multi-faceted, the QSL Committee recommends that a regular channel of communication be opened with the office of the Vice President for Facilities and Real Estate Services. Mr. Blaik or his designee should meet with the QSL Committee at least once each semester next academic year so that the Committee can serve as a resource as the administration moves forward with housing plans.

3. The agenda item regarding the College House system should be added to the charges for this Committee for the 2003-2004 academic year.

4. Steps toward making the University residences fully smoke-free should be supported and encouraged. We recommend that next year’s QSL Committee take up this issue and focus, particularly, on how the desired change can best be accomplished.

— Diane L. Spatz, Chair

2002-2003 Quality of Student Life Committee

Chair: Diane Spatz (nursing); **Faculty:** Helen C. Davies (microbio/med), Laurie Loevner (radiol/med), Arnold J. Rosoff (legal studies), Jorge Santiago-Aviles (elec engr), Diane Spatz (nursing), Howard Stevenson (GSE), Michael Zuckerman (history); **Graduate students:** Manyee Chan, Jeremy Korst, Patricia Louison; **Undergraduate students:** Jordan Dubnow (COL’05), Morgan Mallory (COL’05), Dennis Tupper* (WH’03); **PPSA:** Lynn Rotoli (Housing and Conference Svcs), John Rudolph (Ofc Stud Employment); **Ex officio:** Terry Conn (VPUL), William Gipson (Univ. chaplain), Jeremy Korst (chair, GAPSA), Philip Nichols (dir, College Houses & acad svcs), Seth Schreiber (chair, UA).