



Despair to victory
Cheerleaders Tina Chabak and Mike Bullock look as worried as most Penn State fans during the close game with Temple



University Saturday. But the last cheer was ours and Nancy Prelosky's smile confirms that the Lions did beat Temple, 31-30. See story, page 11.

Police offer theft prevention tips

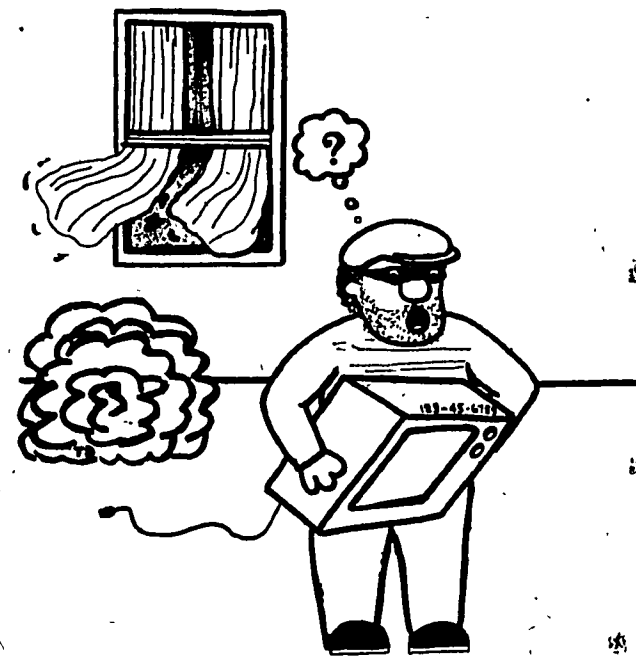
By CURT FOSTER
Collegian Staff Writer

Burglary and theft are the most commonly occurring crimes in the State College area and the rate keeps climbing each year, according to State College police.

Apartment complexes seem to be the areas most often involved. State College police suggest these tips for people who live in apartments:

- Check locks on doors and balconies to make sure they work properly. If it is permissible, use an auxiliary lock, preferably a dead-bolt lock.
- Always keep your door locked.
- When leaving, keep a light burning or radio playing to give the impression that someone is home.
- Know your neighbors and arrange to watch each other's apartments.
- Never allow strangers into your apartment. Keep them outside while you find out what they want. Ask to see identification. People with legitimate purposes will not object to this, police said.
- If you receive frequent wrong number calls, or if you answer the phone and the caller hangs up, contact the police. This could be a burglar's way of determining

- if anyone is home.
- Single women should never place their full names on the mailbox or in the phone book. Use only initials and don't use Miss or Mrs.
- Be alert for suspicious activity in and around your apartment building. If you see something that appears suspicious, call the police.
- Another way of protecting valuable property is by engraving personal articles with an easily traceable serial number, preferably a driver's license number. This number is preferred because it is quickly traceable on police computer equipment. This method, "operation identification" as it is referred to, is highly recommended by the State College police department.
- Officer Mann, State College police public relations officer, said in areas that adopted "operation identification," thefts decreased by 20 per cent. "In many of the houses broken into, engraved items were not even taken. These items are very hard to get rid of," he said.
- Engraving tools should be available free of charge at apartment offices. Engravers also are available at these locations:
 - State College Bureau of Police Services, 134 S. Fraser St.



- State College Chamber of Commerce, 131 Sowers St.
- College Township Municipal Building, 1481 E. College Ave.
- Patton Township Municipal Building, 2555 N. Atherton St.
- Ferguson Township Municipal Building, Pine Grove Mills.
- Harris Township Municipal Building, 244 E. Main St., Boalsburg.

An inventory should be made of the items engraved along with the number used.

After returning the engraving tool, police provide four operation identification stickers to be placed on windows, doors and items engraved. These stickers alert would-be burglars that this method has been used.

Corrections

The Daily Collegian incorrectly stated the Frontlash voter registration group had registered more than 8 million voters since 1968. The correct figure is almost 4 million.

The Daily Collegian incorrectly listed the Student Council of the College of Business Administration budget request from Associated Student Activities as \$1,066.80. The correct figure is \$1,299.20. The request was made to cover the publication cost of a newsletter, a handbook for freshmen and transfers in the college, a course evaluation guide for business administration courses, and additional publicity funds.

Israel devalues pound

JERUSALEM (UPI) — Israel devalued the pound yesterday for the thirteenth time since a system of "creeping devaluations" was introduced last June.

The 1.9 per cent dévaluation raised the dollar exchange rate from 8.40 pounds to about 8.61.

Creeping devaluations allow officials to adjust the Israeli pound to a basket of major currencies including the U.S. dollar, the British pound, the French franc, the West German mark and the Dutch guilder.

When the Jewish state was founded in 1948 one Israeli pound was worth \$4.

Korean group under U.S. investigation

WASHINGTON (UPI) — Finances of the Washington-based Korean Cultural and Freedom Foundation, which raises money by direct mail appeals, are being investigated by federal and state agencies, the Washington Post reported yesterday.

The Justice Department is checking the possibility that funds raised in the name of the tax-exempt foundation's Radio of Free Asia were used to help finance an influence-peddling campaign among congressmen and other U.S. officials, the newspaper said.

The foundation's solicitation letters said the money would be used to finance anti-communist radio broadcasts or to aid starving children.

Meanwhile, the New York Times reported yesterday that the State Department secretly requested a Justice Department investigation of the activities of South Korean businessman Tongsun Park after a Senate subcommittee delved into the matter last year.

It said Philip C. Habib, then assistant secretary for Asian affairs, asked for the probe. The Justice Department reportedly is investigating a scheme under which Park gave cash and other gifts for congressmen and other U.S. officials to influence them in South Korea's favor.

Bernard Shapiro, head of the New York State Board of Social Welfare, is asking that the Korean cultural foundation be barred from further soliciting in the state, the Post said, because only 8 per cent of funds it collected last year for the Children's Relief Fund actually went to help hungry children.

THE PENNSYLVANIA STATE UNIVERSITY
UNIVERSITY PARK • PENNSYLVANIA

Office of the President
CU 400

October 19, 1976

TO: The Pennsylvania State University Community

I am issuing the University's Final Policy on Confidentiality of Student Records to be effective immediately. This Policy is in response to the Family Educational Rights and Privacy Act of 1974 ("The Buckley Amendment"), the final regulations which were released by the Department of Health, Education, and Welfare on June 17, 1976.

This Policy, and the associated implementation procedures, was developed in consultation with faculty and students, academic administrators, and relevant staff personnel. Vice-President Raymond D. Murphy will assume responsibility for assuring that the entire University community is apprised of rights afforded students by this Policy.

As I indicated at the time the interim procedures were issued, I ask that each individual in the University involved in the implementation of this Policy do so in the spirit of protecting the privacy of records of individual students—utilizing such information only in the context of official University business.

Sincerely,
John W. Oswald
John W. Oswald
President

I. PREAMBLE

The Pennsylvania State University collects and retains data and information about students for designated periods of time for the expressed purpose of facilitating the student's educational development. The University recognizes the privacy rights of individuals in exerting control over what information about themselves may be disclosed and, at the same time, attempts to balance that right with the institution's need for information relevant to the fulfillment of its educational missions. The University further recognizes its obligation to clearly inform the student of the existence and location of records as well as to define the purposes for which such information is obtained; to provide security for such material; to permit student access to, disclosure of, and challenge to this information as herein described; and to discontinue such information when compelling reasons for its retention no longer exist.

II. STUDENT RECORD POLICY

No information from records, files, and data directly related to a student shall be disclosed by any means (including telephone) to individuals or agencies outside the University without the consent of the student in writing, except pursuant to lawful subpoena or court order, or except in the case of specifically designated educational and governmental officials as required by Public Law 93-380 ("Educational Amendments of 1974"). Information contained in such records may be shared within the University. Records originating at another institution will be subject to these policies.

III. STUDENT EDUCATIONAL RECORDS

Student educational records are defined as those records, files, documents, and other materials which contain information directly related to a student and are maintained by the Pennsylvania State University or by a person acting for the University pursuant to University, college, campus, or departmental policy.

Student educational records do not include records of instructional, supervisory, and administrative personnel and ancillary educational personnel which are in the sole possession of the maker and which are not accessible or revealed to any other person except a substitute.

Other exclusions include:

- Notes of a professor/staff member concerning a student and intended for the professor's/staff member's own use are not subject to inspection, disclosure and challenge.
- Records of the Security Division, except in those instances where they are transmitted within the University for administrative purposes.
- Records relating to an individual who is employed by an educational agency or institution which:
 - Are made and maintained in the normal course of business;

Confidentiality of Student Records

2. Relate exclusively to the individual in that individual's capacity as an employee; and
3. Are not available for use for any other purpose.

D. Records on students which are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting or assisting in that capacity are not subject to the provisions of access, disclosure, and challenge. Such records, however, must be made, maintained, or used only in connection with the provision of treatment to the student and are not available to anyone other than the persons providing such treatment or a substitute. Such records may be personally reviewed by a physician or other appropriate professional of the student's choice.

IV. DEFINITION OF STUDENT

For the purpose of this policy a student is defined as an individual currently or previously enrolled in any academic offering of the University.

It does not include prospective students (applicants to any academic program of the University).

V. PUBLIC INFORMATION REGARDING STUDENTS

The following is a list of public information which may be made available regarding students of the University without their prior consent and is considered part of the public record of their attendance:

1. Name
2. Address (Local and Permanent)
3. Telephone Number
4. Date and Place of Birth
5. Major
6. Student Activities Including Athletics
7. Weight/Height (Athletic Teams)
8. Dates of Attendance
9. Date of Graduation
10. Degrees and Awards Received and Where Received
11. Most Recent Educational Institution Attended
12. Name and Address of Parents, Guardian, Spouse

The student is entitled to request that any or all of this information not be made publicly available; such a request must be made in writing to the Records Office and shall be effective only with respect to the release of directory information not prepared for release at the time of the request's receipt by the Record Office. Such a request remains effective until revoked by the student; such a revocation must be in writing to the Records Office.

VI. UNIVERSITY OFFICERS RESPONSIBLE FOR STUDENT RECORDS

The following University officers are designated as responsible for student records within their respective areas: the Vice-President for Undergraduate Studies; the Vice-President for Student Affairs; the Vice-President for Continuing Education; the Vice-President for Research and Graduate Studies; the University Budget and Planning Officer; the Controller; the Vice-President for Business; the Deans of the Colleges; the Dean of the Graduate School; the Directors of the Commonwealth Campuses; the Director of Behrend College; and the Provosts of the Capitol Campus and the Milton S. Hershey Medical Center. Each of these officers is responsible to make available a listing of student records within his area of responsibility indicating the purpose, storage, security, and disposition of each student record. The Vice-President for Student Affairs will be responsible for maintaining a University-wide listing of the records, files, and data collected on individual students.

VII. POLICIES ON DISCLOSURE OF STUDENT RECORDS

The following guidelines will be utilized with respect to the disclosure of the student records:

NOTE: IN NO CASE WILL LETTERS OF RECOMMENDATION AND OTHER INFORMATION OBTAINED OR PREPARED BEFORE JANUARY 1, 1975, WHICH WERE WRITTEN ON THE ASSUMPTION OR EXPRESSED PROMISE OF CONFIDENTIALITY TO THE AUTHORS, BE AVAILABLE FOR INSPECTION, DISCLOSURE, OR CHALLENGE. LETTERS OF RECOMMENDATION AND OTHER INFORMATION WRITTEN AND/OR COMPILED AFTER JANUARY 1, 1975, ARE AVAILABLE TO STUDENTS IN ACCORDANCE WITH GUIDELINES WHICH FOLLOW.

A. Disclosure to the student:

The student is accorded the right to inspect in the presence of a staff member, official University records, files, and data primarily and directly related to himself/herself. This right includes an explanation of any information contained in these sources. The student is entitled to such rights within 45 days of the time that he/she personally requests the appropriate University office to initiate such a release.

Educational records of the student will not be released to the student, his parents, or any third party so long as a financial indebtedness or serious academic and/or disciplinary matter involving the student remains unresolved. This limitation does not preclude the student from having personal access to the records—merely from obtaining the release of the information. The student may not have access to the confidential financial statement of parents or any information contained in such statements.

A student may waive his/her right to access to confidential letters of recommendation which he/she seeks for admission to any educational agency or institution; for employment; or for application for an honor or honorary recognition. The student must be notified on request of all such individuals furnishing recommendations and the letters must be solely for the stated purpose for which the student was notified and for which he waived his right of access. Such waivers may not be required as a condition for admission to, receipt of financial aid from, or receipt of any other services or benefits from such agency or institution.

Where any such records, files, or data contain information relative to a third person, the student is entitled to be informed of only so much of that record as pertains to himself/herself. Each record-keeping unit of the University will establish procedures for accommodating requests for access to student records. An administrative charge not exceeding the actual cost to the University of providing access may be initiated in certain areas for access to record information.

The student is entitled to copy privilege as regards his/her records, files, and data at a reasonable administrative cost.

B. Disclosure of information to third parties:

Disclosure of information contained in student records, files, and data is normally controlled by the student.

Such disclosures will be made to a third party only on the condition that written, dated consent is obtained from the student. The third party is to be reminded that they should not permit additional access to the information by an additional person without further written consent of the student prior to such an additional transfer of information.

When information on a student must be shared outside the University, all persons, agencies, or organizations desiring access to the records of a student shall be required to sign a written form to be kept permanently with the file of the student indicating specifically the legitimate educational or other interest in seeking this information. This form will be available solely to the student and to the University officer responsible for the record as a means of auditing the operation of the record system. Exceptions to this are (C) through (I).

C. Disclosure to other educational institutions:

Disclosure of appropriate academic records may be made to officials of other educational institutions to which the student has applied and where he/she intends to enroll.

D. Disclosure pursuant to judicial order:

Information concerning a student shall be released if properly subpoenaed pursuant to a judicial, legislative, or administrative proceeding. Effort will be made to give advance notice to the student of such an order before compliance by the University.

E. Disclosure pursuant to requests for financial aid:

Necessary academic and/or financial student records may be disclosed without the student's prior consent in connection with the student's application for, or receipt of, financial aid.

F. Disclosure to federal and state authorities:

This policy shall not preclude access to student records by authorized federal and state officials in connection with the audit and evaluation of federally supported education programs or in connection with the enforcement of federal and state legal requirements which relate to such programs. Except when collection of personally identifiable data is specifically authorized by federal and state law, any data collected and reported with respect to an individual student shall not include information (including Social Security number) which would permit the personal identification of such student.

G. Disclosure under emergency conditions:

On an emergency basis, information about a student may be released by a designated officer of the University when that information is necessary to protect the health or safety of a student.

H. Disclosure to educational agencies or institutions:

Information which will not permit the individual identification of students may be released to organizations of educational agencies or institutions for the purpose of developing, validating, and administering predictive tests and measurements. Similarly, information may be released to accrediting organizations in order to carry out their accrediting functions.

I. Disclosure to parents of dependent students:

Information concerning a student who is dependent (as defined in the Internal Revenue Code of 1954) may be released to that student's parents. The Internal Revenue Service defines a dependent student as one who attended an educational institution full-time for any five (5) calendar months of a tax year and who was provided more than one-half of his/her support as claimed by the parents on their income tax statement. For purposes of this policy the assumption, unless individually certified to the contrary under the criteria above, will be that undergraduate students of the University are dependent students.

CHALLENGE OF RECORD ENTRY

The student is entitled to challenge and/or add to the factual basis of any record entry contained in records, files, and/or data. The purpose of this challenge is to insure that such entries are not inaccurate or misleading, or in violation of his/her privacy or other rights as a student, and to provide an opportunity for the correction or deletion of any such inaccuracies, misleading, or otherwise inappropriate data contained therein. The substantive judgment of a faculty member about a student's work, expressed in grades and/or evaluations, is not within the purview of this right to challenge.

The University will provide, on request by the student, an opportunity for a hearing to challenge the content of the student record(s). The request should be submitted to the appropriate University officer (see VI) in whose area of responsibility the questioned material is kept. The University officer is authorized to rectify the entry and so notify the student in writing. The designated officer will provide the student with an opportunity to place in the records a statement commenting upon the challenged information in the educational records which will be kept so long as the contents are contested. The contents of the student's challenge will remain a part of the student's record regardless of the outcome of any challenge.

If a records entry question has not been satisfactorily resolved by this informal procedure, the student is entitled to a hearing on the matter. The hearing must be held within a reasonable time after the request and the student notified as to the time, date, and place of the hearing in a reasonably advanced time of the hearing as to make his/her presence practical.

A hearing officer will be designated by the (President/Provost) and the student will be afforded a full and fair opportunity to present evidence relevant to the issues of record entry validity. The student may be assisted or represented by an advisor of his/her choice including, at his/her own expense, an attorney. The student will be furnished, within a reasonable time following the hearing, a written decision from the designated hearing officer. In addition, the student is entitled to receive in writing a summary of the evidence and the reasons for the decision.

An adverse decision may be appealed in writing by the student to the Provost of the University, and finally, to the President of the University.