

The DIETRICH School of Arts & Sciences Gazette

VOL. 52, NO. 7 APRIL 19, 2021

Dietrich School Council Minutes of the March 15, 2021 Meeting

Committee Members Present: Associate Dean for Faculty Recruitment and Research Development Adam Leibovich (Vice Chair); Elected Members: Carol Colby, Yolanda Covington-Ward, Chloe Hogg, Svitlana Maksymenko, Dawn McCormick Scott Morgenstern, Chris Nygren, Valerie Oke, Robert Ruck, and Susan Sesack; Divisional Chair Representatives: Diego Holstein, Gayle Rogers, and Jon Rubin; Graduate Student Representative: Clara Maria Bueno Suero; Student Government Board Representative: Tyler Viljaste

Council Members not present: Dean Kathleen Blee (Chair), Elected Members: Neepa Majumdar and Andrew Zentner; Graduate Student Representative: Travis Court; Student Government Board Representative: Victor So

Dean's Office Personnel present: Associate Dean for Faculty Affairs Kay Brummond, Executive Director of Undergraduate Studies and CGS Jessica Hatherill, Associate Dean for Graduate Studies and Research Holger Hoock, Senior Advisor to the Dean for DEI Tara Meyer, Executive Director for Staff and Senior Assistant Dean Michele Montag, Administrative Coordinator Alyson Sved, and Associate Dean for Undergraduate Studies and CGS John Twyning

Associate Dean Leibovich welcomed the Council members and thanked them for attending. He explained that he would be leading the meeting.

1. Dean's Report (Associate Dean Adam Leibovich)

Associate Dean Leibovich shared the following Dietrich School accomplishments:

- Heath Cabot, Associate Professor of Anthropology, and Michael Hatridge, Assistant Professor of Physics and Astronomy, received 2021 Chancellor's Distinguished Research Awards in the Junior Scholar category.

- Lise Vesterlund, Andrew W. Mellon Professor of Economics, received a 2021 Chancellor's Distinguished Research Award in the Senior Scholar category.
- Robert Batterman, Professor of Philosophy, and Tia-Lynn Ashman, Distinguished Professor of Biological Sciences, have been selected as recipients of the 2021 Provost's Award for Excellence in Doctoral Mentoring.
- Chris Bonneau, Associate Professor of Political Science, received a 2021 Chancellor's Distinguished Teaching Award.
- W. Vincent Liu, Professor of Physics and Astronomy, was elected and confirmed to serve in OCPA (Overseas Chinese Physicists Association) on the 6-year track of Secretary to VP to President starting in February of 2021 and transitioning to the next higher role every two years. OCPA is a US-based physics and astronomy society.
- Sanford Asher, Distinguished Professor of Chemistry, played an important role working with JPL (Jet Propulsion Laboratory) to build SHERLOC (Scanning Habitable Environments with Raman & Luminescence for Organics and Chemicals) the key instrument attached to the Perseverance rover, that NASA used to identify metals on Mars.
- The University of Pittsburgh was selected among a small group of universities nationally to participate in the ACLS's "Luce Design Workshop for the New Academy." Associate Dean Hoock will represent Pitt in the workshop.

Associate Dean Leibovich asked the Council members for any other announcements. There were no additional announcements.

2. Remote and Flexible Work Arrangements for Staff (Executive Director for Staff Personnel and Senior Assistant Dean Michele Montag)

Assistant Dean Montag updated the Council on the current state of staffing in the Dietrich School. She explained the restructuring plans to help with effective hiring given the budget constraints. She highlighted restructuring of the following areas:

- Graduate Admissions will now work as a core team with a single supervisor who will manage workloads and expectations. Hiring for the supervisor position is in the final stages.
- IT will be joining a centralized team through Pitt's "One IT" initiative which will leverage all IT sources across the University.

Assistant Dean Montag announced that Mat Romick was hired as the new Senior Director for Business and Finance for the Dietrich School. He replaces Barbara Vattimo and will work to assess the Dietrich School's financial management, develop best practices, and prepare audit controls.

Assistant Dean Montag discussed plans to update the flexible work arrangement guidelines. The Dietrich School staff have been surveyed about their technology needs and their preferences for remote work. The feedback indicated that staff desire increased flexibility. The school will focus on maintaining and improving the level of service to students and faculty while allowing for flexible working arrangements. Several solutions are being considered, including different flexibility offerings depending on the time of year. Senior staff members and established working groups have been meeting to discuss necessary resources, impacts on space arrangements, and most effective and efficient working conditions.

Assistant Dean Montag will be discussing flexible work arrangements and staffing with the Chairs and Directors at their meeting on Tuesday, March 16. She will continue to gather feedback and data. Assistant Dean Montag will also be part of two external touch points: 1. University wide committee to update Pitt policy on remote work arrangements, 2. Series of meetings with other units including IT, HR, and facilities to share best practices. She explained the next steps of shifting core technology to facilitate flexibility and emphasized the need for mobile technology. She asked the committee for questions and encouraged members to email her with concerns.

3. Updates on Dietrich School diversity, equity, and inclusion efforts (Senior Advisor to the Dean for Diversity, Equity, and Inclusion Tara Meyer)

Senior Advisor Meyer gave the following updates on DEI:

- At least 23 of our Departments currently have diversity committees. This represents an impressive increase in the past couple of years.
- The Faculty Diversity Committee of the Dietrich School has started a funding initiative for Departmental Diversity Committees. Funds in the range of \$25-1,000 will be awarded to departments in response to approved applications.
- We will be working to move forward the Departmental Diversity Plans with a goal of getting them finished by May.
- ODEI has posted a spring schedule of DEI trainings. Please check out the schedule and pass it on to others: <https://www.diversity.pitt.edu/education/developing-diversity-consciouness>

4. Report from Dietrich School Undergraduate Council (Associate Dean for Undergraduate Studies John Twyning)

Associate Dean Twyning shared the following report from the Dietrich School Undergraduate Council meetings on February 12th, 2021 and February 26th, 2021.

February 12, 2021

Creation of a new Biochemistry BS

Dietrich School Undergraduate Council approved a motion from the Department of Biological Sciences to create a new major in Biochemistry.

Revision to the Microbiology BS

Dietrich School Undergraduate Council approved a proposal from the Department of Biological Sciences to modify the existing Microbiology major.

Individual courses to fulfill new General Education Requirements

- JPNSE 1070 World of Japan
 - Specific Geographic Region

February 26, 2021

Creation of a new Certificate in Health Humanities

Dietrich School Undergraduate Council approved a motion from the Department of English to create a new Certificate in Health Humanities.

Individual courses to fulfill new General Education Requirements

- FR 1039 Varieties of World Frenches
 - Global Issues

The Council discussed the timeline of approval for new courses and majors.

The report was motioned, seconded, and approved.

5. Report on the College of General Studies Council (Associate Dean for Undergraduate Studies John Twyning)

The College of General Studies Council has not met since the last Dietrich School Council meeting. There is no new report.

Associate Dean Twyning reminded the Council members that the CGS Council is working to change their bylaws so that more CGS faculty and staff are included on the Council.

6. Report from Dietrich School Graduate Council (Associate Dean for Graduate Studies and Research Holger Hoock)

Graduate Council met February 19, 2021. Associate Dean Hoock celebrated recent student accomplishments (<https://www.asgraduate.pitt.edu/news>); reminded the Council of the upcoming Student Self Care Day on February 23; updated the Council on the admissions season, the formation of a faculty working group to consider potential extension funding for PhD students in programs pausing admissions, and the re-alignment of graduate administrative support staff.

Council discussed options for graduate commencement in spring 2021. With no University-wide graduate commencement, graduate schools have been considering the most inclusive, safe, and meaningful alternatives to honor students. DSAS departments broadly expect to host virtual commencement events for their graduate students,

whether independently or combined with undergraduate celebrations.

Grad Council considered department-level events as most meaningful for graduate students and recommended that departmental virtual events be supported by the University and School, e.g. through pre-recorded components such as greetings and the alma mater, as well as shared best practices for virtual events. Small graduate programs might consider combining their virtual events. Should an in-person undergraduate commencement take place and have capacity for graduate graduands to participate with their guests, the school should consider extending invitations to graduate students.

Council voted to approve Associate Dean Hoock's report.

The report was motioned, seconded, and approved.

7. Other Business

Associate Dean Leibovich reminded the Council members of the Full Faculty meeting on March 18, 2021 at 3pm. He asked that they encourage their colleagues to attend.

Associate Dean Leibovich thanked everyone for attending and the meeting concluded.

Dietrich School Planning and Budgeting Committee Minutes of the March 29, 2021 Meeting

Committee Members Present: Dean Kathleen Blee (Chair), Associate Dean for Faculty Recruitment and Research Development Adam Leibovich (Vice Chair), Associate Dean for Graduate Studies and Research Holger Hoock, Associate Dean for Undergraduate Studies John Twyning; Council Representatives: David Huffman and Dawn McCormick; Faculty Representatives: Suzanna Gribble, Meredith Guthrie, Bernard Hagerty, Lina Insana, Lucas Mentch, and Jae Jae Spoon; Staff Representatives: Kristin Hopkins and Sloane Kozyak; Graduate Student Members: Madison Arnberger and Sonja Cwik

Committee Members not present: Associate Dean for Faculty Affairs Kay Brummond, Council Representative: Andrew Zentner; Staff Representative: Joseph Begley; Student Member: Treviene Harris

Dietrich School Resource Personnel Present: Executive Director for Financial and Physical Resources Patrick Cunningham, Senior Executive Director of Development Tom Golightly, Executive Director of Undergraduate Studies and the College of General Studies Jessica Hatherill, Executive Director for Staff and Senior Assistant to the Dean Michele Montag, Director of Communications Carol Mullen, Senior Director for Business and Finance Mat Romick, and Administrative Coordinator Alyson Sved.

Dean Blee welcomed the Council and gave a brief overview of the PBC meeting process for the next year.

Dean Blee introduced Executive Director of Financial and Physical Resources, Patrick Cunningham and explained the meeting agenda.

1. High Level Budget Presentation (Executive Director of Financial and Physical Resources Patrick Cunningham)

Executive Director Cunningham presented the Dietrich School enrollment history from FY18-21 and the number of degrees and certificates awarded in FY18-FY20. He gave a brief overview of the school's operating costs for FY19-FY21.

Dean Blee asked the Council to share any questions or concerns about the operating history of the Dietrich School. Executive Director Cunningham explained the numbers in greater detail and there was a brief discussion.

2. Update on DSAS Strategic Plan (Dean Kathleen Blee)

Dean Blee shared the presentation that was shown to the CFO and Provost in connection with the FY22 budget request. She explained that the school's mission and budget priorities have not shifted substantially with COVID-19 or budget reductions. She outlined how the Dietrich School is crucial to the University's mission and shared goals for FY22. Dean Blee invited Executive Director Cunningham to discuss proposed capital projects including renovation of Crawford Hall, research lab buildouts, a psychology research facility, and the Cathedral of Learning 13th floor and basement.

Dean Blee emphasized that the presentation included the same priorities that the PBC agreed to last year. She asked the committee for questions and reminded the members that the presentation was a request and does not necessarily

represent revenue that the Dietrich School will have in FY22.

3. Discussion of Annual Reporting Process for FY21 (Dean Kathleen Blee)

Dean Blee summarized the PBC task of creating a stream-line report for the Provost. She explained that the PBC typically creates a detailed strategic plan that covers all aspects of the school. Due to COVID-19, data from the past year would be incomparable in many categories. For the FY21 report, the Provost has provided a limited set of data about the Dietrich School, which the PBC is asked to review in connection with the FY21 strategic plan.

Dean Blee thanked the Council for attending and the meeting concluded.