

The DIETRICH School of Arts & Sciences Gazette

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ARTS AND SCIENCES GRADUATE COUNCIL (A&S-GC) Meeting Minutes September 16, 2011

Attendees: Andrea Aldrich, Daniel Berkowitz, Christopher Bonneau, Julia Bursten, Stephen Carr, Robert Daley, Susan Kalisz, Lauren Oldfield, Adam Shear, Nicholas Thorne and Alba Tuninetti.

Not in attendance: Nancy Condee and Robert Walters.

1. Acting Associate Dean Stephen L. Carr welcomed new and continuing members.
2. Dean Carr presented the mission and charge of the Arts and Sciences Graduate Council. Dean Carr read the responsibilities listed in the A&S Gazette and the A&S Grad-Guide. Also a review of the types of proposals and items the Council has considered in the past were enumerated. The chain of approval was enumerated once the A&S Graduate Council approves an item: AS Council, UCGS and Board of Trustees.
3. Selection of Non-Voting President for the Academic Integrity Board. Professor Adam Shear volunteered for the one year assignment which was accepted by the Council members present.

Susan Kaliz volunteered to be the UCGS member at large.
4. TA/TF reviews. Associate Dean Carr gave an overview of the guidelines which detailed the process and procedures of these reviews. Samples of the Strategies of Successful Training document as well as last year's reports and responses were distributed for review.

The two departments chosen for this academic year were the department of Mathematics and Theatre Arts. Professor Robert Daley and graduate student Julia Bursten volunteered to serve on the TA/TF Review subcommittee for the Department of Mathematics; and Professor Daniel

Berkowitz and graduate student Andrea Aldrich volunteered for the Department of Theatre Arts.

One department will be reviewed in the Fall and one in the Spring. The departments will receive a memorandum notifying them of the impending review that is to take place in late Fall and early Spring.

5. Dean's Announcements. Next scheduled meeting is October 14, 2011.

6. New business. There was no other business and meeting was adjourned.

ARTS AND SCIENCES PLANNING AND BUDGETING COMMITTEE Meeting Minutes September 28, 2011

Attending: Dean N. John Cooper (Chair), Senior Associate Dean James Knapp, Associate Dean John Twyning, Senior Assistant Dean Michele Amato, Assistant Dean Barbara Vattimo, Acting Associate Dean Stephen Carr, Associate Dean Kelly Otter, Senior Director of Undergraduate Studies Judith McConnaha, Professors Randall Walsh, Jerome Branche, James Cassing, David Waldeck, Andrew Weintraub, Staff Representative Liz Conforti, Staff Representative Mary Beth Conroy, Staff Representative Georgia Spears, Student Representative Julia Bursten

Not attending: Associate Dean W. Richard Howe, Director of Communications, Carol Mullen, Professors Steve Weber, Susan Harris Smith, Student Representative Megan Julian

1. Minutes of the meeting held on March 14, 2011

Dean Cooper presented the minutes of the March 14th meeting. There was a correction made on page 2, adding a hyphen into African-American. There was a motion that the minutes be accepted by Jerome Branch and the motion was seconded by all. Minutes approved.

2. Combined Dean's Report and Report on the budget

John McDowell was honored with Mellon Foundation Distinguished Achievement Award, \$1.5 Million grant for "putting human nature back in philosophy". Wen Xu, a University of Pittsburgh Honors College junior majoring in neuroscience, has been named a 2011 Barry M. Goldwater Scholarship winner for her exceptional independent research.

Three students received the National Science Foundation Graduate Research Fellowship Program award for 2011:

- Andrew Savinov, Majoring in Molecular Biophysics and Biochemistry
- Edlyn V. Levine, Majoring in Physics
- Carey Caginalp, Majoring in Mathematics

Dean Cooper reported in the last meeting that a 50% cut in the Commonwealth Appropriation has been recommended by the Governor. In the event, the Legislature cut the appropriation 21%, 19% of which was in the base Appropriation and 2% was in School of Medicine line items. The University responded effectively, and, although few expected salary increases, the University ultimately went ahead with modest raises for the second half of the year. The cuts in the Appropriation clearly made a statement of the priority the Commonwealth placed on higher education.

The University has made internal reductions to deal with the current reduction in the Appropriation, and is looking for additional areas to reduce costs. Tuition revenue is, however, up; the university has increased student enrollment by 100-200 students per year for the last few years, and this year in-state tuition was raised significantly, with out-of-state tuition rising more modestly.

The Dean indicated that additional tuition revenue will be used to activate some 2nd priority positions, and that chairs have been invited to send supplementary recruitment requests.

One critical question is whether there will be additional cuts to follow, and that is unknown at this time. One good sign is that the Senate Appropriation Committee recently held a hearing in Pittsburgh to discuss the higher education budget. Carnegie Mellon University President, Jared Cohon, sat on a panel that presented to the Committee and acknowledged the value of the University of Pittsburgh to the region.

Dean Cooper reported that investments in research had

resulted in a record \$53.5 million of sponsored research expenditures for Arts and Sciences last year, including American Reinvestment and Recovery Act funded expenditures.

Dean Cooper formally reported to the Committee the \$125 million gift from William S. Dietrich to the University. This is the largest individual gift to Pitt and is one of the 10 largest gifts made by an individual to a public university in the United States. The fund will become effective upon Mr. Dietrich's passing. The Board will consider in October a motion to rename the School of Arts and Sciences after Mr. Dietrich's father, Kenneth P. Dietrich.

3. Review Response from Provost's PBC to the FY2012 Planning Document (Dean N. John Cooper)

The Arts and Science Planning and Budget Committee works with the Deans to shape strategic budget plans. The Provost's PBC is a similar committee that reviews the plans of each school and then submits an evaluation. Dean Cooper reviewed the response made by the Provost's PBC on the A&S FY2012 Planning document. In summary, they viewed our plan as well-organized, comprehensive and thoughtful, and were of the view that the School of Arts and Sciences has been very effective in creating a measurable culture of excellence within the University.

The Dean commented that while it is unclear what will happen with the Appropriation next year, we need to be proactive formulating this year's strategic plan, which will begin a new five year planning cycle. Our goal should be to focus on the goal of competing with other Universities that have characteristics we aspire to emulate, such as Virginia and North Carolina, and to attract the best faculty to maintain good programs which will educate excellent undergraduate students and talented graduate students.

4. With no other business, the meeting adjourned at 3:00 pm.

ARTS AND SCIENCES UNDERGRADUATE COUNCIL Meeting Minutes October 11, 2011

In attendance: John Twyning (chair), Elizabeth Taylor (secretary), Jeffrey Hildebrand, Judy McConnaha, Richard Moreland, Michael Morrill, Anna Vainchtein, Abdul Ahmed,

Pooja Patel, Jacob Robbins, Alexander Zimmerman

Not attending: Sourav Bhattacharya, Janelle Greenberg, Adriana Helbig, Margaret Judd, Thomas Jabro

1. Minutes

Minutes from the meeting on April 28, 2011 were approved.

2. New Business

Existing courses approved to fulfill General Education Requirements

ECON 0630 East Asia's Dynamic Economies – Approved to fulfill the Writing requirement

HIST 1083 History of Sport – Approved to fulfill the Historical Change requirement

Approved revisions to departmental bylaws to allow internal approval of new courses

Department of Biological Sciences

Department of Chemistry

Department of History & Philosophy of Science

Department of Music

ARTS AND SCIENCES COUNCIL Meeting Minutes October 18, 2011

In Attendance: Dean N. John Cooper (Chair), Senior Associate Dean James Knapp, Associate Dean for Undergraduate Studies John Twyning, Acting Associate Dean for Graduate Studies Stephen Carr, and Professors, Delanie Jenkins, Scott Morgenstern, David Waldeck, Deane Root, Suzanne Staggenborg, Stephen Manuck, and Graduate Student Julie Hoggarth, and Katie Moriarty

Not attending: Senior Assistant Dean Michelle Amato, Senior Director of Undergraduate Studies Judith McConnaha and Professors, Jerome Branche, Joseph Grabowski, Paul Shepard, Jerome Taylor, and Randall Walsh

1. Minutes of the Meeting held on September 19, 2011

Acting Associate Dean Stephen Carr's name was added to the attendance list, and under number five, the word "complete" was changed to "enter". Associate Dean John Twyning moved to accept the minutes. This motion was seconded by

Professor David Waldeck and was approved by the council.

2. Dean's Report

Dean Cooper reported that since the last Council meeting the University has received a gift of \$125 million on behalf of Pitt alum William Dietrich II which will benefit the School of Arts and Sciences. The Board will vote in late October on a motion to rename the School as the Kenneth P. Dietrich School of Arts and Sciences in honor of Mr. Dietrich's father.

Dean Cooper indicated that with this gift the school will be able to compete more effectively for highly ranked faculty, provide scholarships to the best and most deserving undergraduate students, and provide fellowships to recruit the best graduate students.

3. Report from Arts and Sciences Undergraduate Council (Associate Dean John Twyning)

Associate Dean John Twyning indicated that Undergraduate Council met on October 11, 2011 and approved the following departments' proposals to revise their bylaws to allow departmental approval of new courses. Departments that were unanimously approved were Chemistry and Music. The Departments of Biological Sciences and History and Philosophy of Science were unanimously approved but Undergraduate Council recommended clarification of the approval process for GER courses. General Education Requirements were also approved by the Undergraduate Council for existing courses, including ECON 0630, East Asia's Dynamic Economics, to fulfill the Writing (W) requirement and HIST 1083, History of Sport, to fulfill the Historical Change (HS) requirement.

Associate Dean John Twyning also advised that they are looking for a member of the Humanities faculty to fill Professor Cecil Sun's seat, as she is on leave for the year. He also reported that Anita Persaud was recruited as the new Director of the Academic Resource Center (ARC) and will join us in January.

Professor Delanie Jenkins moved to accept this report, Professor Steve Manuck seconded, and all were in favor.

4. Report from Arts and Sciences Graduate Council (Acting Associate Dean Stephen Carr)

Dean Stephen Carr reported that the Graduate Council

meeting for October was cancelled due to lack of agenda items. He mentioned that his office is working to ensure that students of color are engaged with the University, and recently organized a breakfast with 20 such students.

The report was accepted by all.

5. Update on the Budget (Dean N. John Cooper)

Dean Cooper reminded colleagues that some of the cuts, especially those to the Medical School and Dental School, are extraordinary even in this environment, and the University continues to look for ways to reduce costs across the university. Tuition increases are providing some additional revenue.

6. Faculty Grants Committee Election (Dean N. John Cooper)

Dean Cooper summarized the role and the purpose of the Faculty Grants Committee. He explained which members are leaving the committee and needed to be replaced and noted which members are remaining.

Dean Cooper passed out ballots to each Council member. He read brief biographies on each candidate prepared by the Chair of the Faculty Grants Committee and then asked the Council to place their votes.

7. Other Business

With no other business the meeting was adjourned at 2:33 p.m.

FACULTY RESEARCH GRANTS 2012-2013 COMPETITION

The Faculty Grants Committee announces that support will once again be available in fiscal year 2012-2013 for Dietrich School of Arts and Sciences faculty research projects in the humanities, social sciences, and natural sciences, including proposals of an inter-disciplinary nature.

The application deadline is **Friday, January 27, 2012**, though the Committee would appreciate having applications as soon as possible.

Individual grants will be made in two categories:

Type I. Third Term Research Stipends of \$4,000 for

research activities in lieu of teaching. The purpose of this type of grant is to enable faculty members to be free from teaching duties during the Third Term in order to work full time on research projects.

Type II. Research Expense Grants in support of specific project expenses such as microfilming, research materials, travel to libraries and other sources of information and clerical assistance. Actual expenses from \$100 to \$3,500 will be considered. Full funding, even for successful proposals, cannot be guaranteed.

Eligibility is limited to tenure-stream or tenured Dietrich School faculty on the Oakland campus. Restrictions regarding eligibility for Type I and Type II funding are specified later in this announcement. Please read these carefully.

Applications for both types of grants must be received by the Committee Chair by Friday, January 27, 2012. **No late proposals will be accepted.** All applicants will receive confirmation that their application has been received. For Type II grants, no funds can be disbursed until July 1, 2012; however, the research projects of grant recipients may begin before that date. For Type I grants, stipends will be included with July 31, 2012 paychecks unless funds become available which may allow the stipends to be included in May and/or June salaries. Awards will be announced in the beginning of April. Unfortunately, this Committee cannot provide applicants with individual evaluations of proposals.

Application Format and Restrictions are explained in the following paragraphs of this announcement. Further information can be obtained from the Committee Chair, Lisa Brush (Telephone: 412.648.7595, E-mail: lbrush@pitt.edu)

ELIGIBILITY & APPLICATION PROCEDURE

Please follow these directions carefully!

TYPE I.

THIRD TERM RESEARCH STIPENDS OF \$4,000

To be eligible for a Type I stipend the applicant must not be employed during the Third Term in any way which makes it impossible to devote maximum time to research. Priority is given to faculty in the lower ranks and to those who have not previously received such a grant. Research projects for which funds are generally available from other sources will receive low priority.

Application Format: The application consists of four

parts: (1) A cover sheet and current CV, including mention of all previous grants with amount and year; (2) an abstract summarizing the proposal in simple terms; (3) the proposal itself; and (4) a title sheet and self-addressed (campus) envelope. No application will be accepted unless it contains a current CV.

1. The cover sheet should be appended to a current CV and include the following information in the order listed here: (A) name of applicant, (B) faculty rank, (C) department, (D) university mailing address and extension, (E) applications pending or funding expected for the same period or the same research, (F) type of grant (I or II), and (G) title of research project. Please indicate previous funding, both internal and external.

Faculty members who have received a Dietrich School grant within the last five years should also submit a brief (one to two paragraphs) statement describing the results of the project(s) funded.

2. The abstract (100-200 words) should summarize the proposal in simple terms.

3. The proposal should be written in such a manner that members of the Committee who are not experts in your field can understand your proposal. Technical jargon should be avoided.

Applicants are encouraged to bear in mind that the evaluators represent a wide range of disciplines in the humanities, natural sciences, and social sciences. The proposal should contain:

- (A) a statement of the problem;
- (B) the objectives and expected significance of the research;
- (C) if applicable to your field, the relationship of the research to the present state of knowledge in the field (with appropriate bibliographic references), a description of your own related previous work or, for applicants in writing or the arts, representative samples of your work; and
- (D) methods or procedure (how you expect to reach the stated objectives) and, if applicable, a description of data collection techniques and analysis.

The proposal itself should be limited to **six double-spaced pages including bibliographic references**. No offprints, photocopies, tapes or other examples of previous work should be enclosed. **Proposals that do not follow this format will not be reviewed.**

4. The title sheet and self-addressed envelope will be returned to the applicant to verify receipt of the proposal.

Copies: Twelve copies of the application should be sent to the Committee Chair, Lisa Brush, Department of Sociology, 2425 Posvar Hall.

TYPE I. RESTRICTIONS

Faculty members who have contractual obligations, including cash advanced for writing, or those engaged in traditionally compensated Third Term teaching or administrative assignments, or with other University or sponsored research summer salary support, are not eligible for these grants.

Grants are not given for projects known to be lucrative commercial ventures, dissertation research, or curriculum development.

TYPE II. RESEARCH EXPENSE GRANTS

Type II grants are given to cover specific research project expenses for which other sources of funding are not available. Priority is given to faculty in the lower ranks and to new research projects; however, well-justified expenses for successful projects in the later stages of development are also considered.

Application Format: The application format for a Type II grant is the same as for a Type I grant, with the addition of a detailed budget.

The Budget: On a separate page, the project expenses should be itemized and justified in reasonable detail. Travel expenses should be explained in detail; transportation costs will be limited to coach class airfare. Applicants should submit the most recent airfare quotes from one of the University-designated travel agencies.

Copies: Twelve copies of the application should be sent to the Committee Chair, Lisa Brush, Department of Sociology, 2425 Posvar Hall.

TYPE II. RESTRICTIONS

Type II grants are not given for:

- travel for the purpose of attending conferences or symposia
- projects known to be lucrative commercial ventures
- dissertation research
- curriculum development
- travel for purposes of research that is otherwise funded
- materials or equipment which can be borrowed or are readily available locally

- typing of manuscripts

Library materials acquired under a grant are to be deposited in the University library when they are no longer needed for the project.

The University of Pittsburgh is an affirmative action, equal opportunity institution.