

# The DIETRICH School of Arts & Sciences Gazette

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## Dietrich School of Arts and Sciences Council Minutes from the December 14, 2012 Meeting

**In Attendance:** Dean N. John Cooper (Chair), Senior Associate Dean James Knapp, Associate Dean for Graduate Studies and Research Kathleen Blee, Associate Dean for Undergraduate Studies John Twyning, Executive Director for Staff Personnel and Senior Assistant Dean Michele Colvard, Professors Daniel Balderston, Carol Colby, Kathleen DeWalt, Paul Glabicki, Brian Hanks, Stephen Manuck, Scott Morgenstern, Daniel Mosse, Luca Rigotti, and Deane Root, and Graduate Student Representatives Woden Kusner and Dave Peterson

**Not in Attendance:** Professors Joseph Grabowski and Mark Possanza

Dean Cooper opened the meeting and introduced new Graduate Student Representatives Woden Kusner and Dave Peterson. The members of the Council, in turn, introduced themselves to the Graduate Student Representatives.

### 1. Minutes of the meeting held on October 29, 2012

Dean Cooper presented the minutes of the meeting held on October 29, 2012. Professor Daniel Balderston noted a punctuation error. Professor Balderston then moved to accept the minutes as amended. The motion was seconded by all and approved by the Council.

In discussion of the minutes, Professor Hanks expressed interest in having anthropology and archeology as elements of the new initiatives in London. The Dean was asked about the open access initiative and indicated that he had received more information on this and would bring the matter back to Council.

### 2. Dean's Report

Tabled.

### 3. Results of Election to Nominating Committee

Dean Cooper announced who had been elected to the Nominating Committee:

- Randalle Halle, Department of German
- Cynthia Croot, Department of Theatre Arts
- John Patrick Card, Department of Neuroscience
- Frank Beatrous, Department of Mathematics
- Lise Vesterlund, Department of Economics
- Bruce Venarde, Department of History

Professor Venarde is now taking a leave, and Professor Mohammed Bamyeh, Department of Sociology, has agreed to serve in his place.

### 4. Faculty Grants Committee Election

Dean Cooper summarized for Council that the purpose of the Faculty Grants Committee is to distribute relatively modest grants to help support summer research. Its intention is to focus on areas in which there is limited or no access to federal grants and contracts, so membership is weighted heavily towards the Humanities. Council members were given time to vote and turn in ballots for the election of the Faculty Grants Committee.

### 5. Update on the Budget

Chancellor Nordenberg served on the Governor's Commission on Higher Education that produced recommendations with respect to higher education within the Commonwealth. The report takes a balanced view of all sectors of higher education, but does include provisions recognizing the contributions of research Universities towards economic development in Pennsylvania.

Dean Cooper stated that the University and the Dietrich School are still adapting to last year's reduced Commonwealth Appropriation. The Dietrich School is implementing simple concepts to increase staff effectiveness, such as restructuring jobs to allow more effective use of positions, and creating and consolidating positions within geographic zones.

Professor Deane Root expressed appreciation towards Dean Cooper and Executive Director for Staff Personnel Michele Colvard for the ways in which the needs of departments have been met.

## 6. Report from Dietrich School Undergraduate Council

Associate Dean John Twynning reported that during the Dietrich School of Arts and Sciences Undergraduate Council meeting on November 15, 2012, the recipient for the 2013 Ampco-Pittsburgh Prize for Excellence in Advising was selected. Existing course ENGLIT 1704 Women Novelists was approved to fulfill General Education Requirements. A draft document detailing best practices for engaging undergraduates as teachers and mentors within our programs was reviewed and discussed.

During the Undergraduate Council's December 6, 2012 meeting, a proposal to change the minor in Linguistics to include LING 1000 and four additional LING 1000-level electives was reviewed and approved. The Dietrich School Undergraduate Council also reviewed and approved a proposal to create a new minor in Creative Writing. Existing courses approved to fulfill General Education Requirements are as follows:

- ENGLIT 0612 Literature and Science:
  - o Literature
  - o Historical Change
- ENGLIT 1005 Literature and Environment
  - o Second Course in Literature, the Arts, or Creative Expression
  - o Historical Change
- ENGLIT 1115 Chaucer
  - o Second Course in Literature, the Arts, or Creative Expression
- ENGLIT 1181 The Victorian Novel:
  - o Second Course in Literature, the Arts, or Creative Expression
- ENGLIT 1225 Nineteenth Century African American Literature
  - o Second Course in Literature, the Arts, or Creative Expression
  - o Historical Change
- ENGLIT 1230 Twentieth Century African American Literature
  - o Second Course in Literature, the Arts, or Creative Expression
  - o Historical Change
- CS 0008 Introduction to Programming with Python

- o Quantitative and Formal Reasoning
- MUSIC 1441 Electronic and Computer Music 1
  - o Second Course in Literature, the Arts, or Creative Expression
- ITAL 0012 Elementary Italian II: Pitt in Italy
  - o Second Language
- HIST 1126/SOC 1386 French Revolution
  - o Historical Change
  - o Foreign Culture/International – Regional
  - o Foreign Culture/International – Comparative
  - o Foreign Culture/International – Global
- HIST 1164 Small Countries and the European Union
  - o Historical Change
  - o Foreign Culture/International – Regional
  - o Foreign Culture/International – Comparative
- HIST 1175/PS 1348 Xenophobia in Modern Europe
  - o Historical Change
  - o Foreign Culture/International – Regional
  - o Foreign Culture/International – Comparative
- HIST 1180 Nineteenth Century Britain
  - o Historical Change
  - o Foreign Culture/International – Regional
- RELGST 1572/HIST 1741 Popular Religion in a Changing Japan
  - o Foreign Culture/International – Regional
  - o Non-Western Culture
- LING 1723 Analyses of ASL Literature
  - o Literature

## 7. Report from Dietrich School Graduate Council

Associate Dean Blee reviewed the actions of the Dietrich School Graduate Council at its meetings on November 13 and December 11, 2012. Graduate Council considered whether to allow appeals to the new minimum TOEFL scores for admission into Dietrich School graduate programs and decided to leave the grounds of appeal to the discretion of the Assistant Dean. Professor Daniel Mossé asked if TOEFL results could be a field in Apply Yourself, and Dean Blee said she would look into it. Professor Deane Root agreed that this would be helpful.

Graduate Council provided feedback on a document proposing criteria for positioning graduate education in the Dietrich School over the next decade, a document that was subsequently distributed for comment to department chairs, program directors, and directors of graduate studies. Graduate Council discussed ideas for involving graduate students as mentors for undergraduate students in research and scholarship and plans for a Dietrich School professional

socialization workshop series beginning with a pilot project this spring.

Graduate Council favorably reviewed a vision statement for a new PhD program in European Cultural Studies, a proposal from the Film Studies Program to become a founding partner of the Birkbeck Institute of the Moving Image in London, and a proposal from Philosophy and HPS to enter into a consortium with University College of London. Graduate Council is conducting a review of TA/TF training in the Department of French and Italian. Professor Daniel Balderston asked if there was an expected timeline for the European Cultural Studies proposal; Associate Dean Blee replied that there was not yet a firm timeline.

#### 8. Other Business

With no other business, the meeting was adjourned at 2:37 p.m.

### **Dietrich School of Arts and Sciences Planning and Budgeting Committee Minutes from the December 19, 2012 Meeting**

**ATTENDING:** Dean N. John Cooper (Chair), Senior Associate Dean James Knapp, Associate Dean for Undergraduate Studies John Twyning, Associate Dean for Graduate Studies Kathleen Blee, Associate Dean of the College of General Studies Cristina Ruggiero, Executive Director for Staff Personnel and Senior Assistant Dean Michele Colvard, Senior Director of Undergraduate Studies Judith McConnaha, Director of Communications Carol Mullen, Professors James Cassing, Nathaniel Rosi, David Waldeck, Randall Walsh, and Andrew Weintraub, Staff Representatives Karen Lillis and Georgia Spears, and Student Representative Julia Bursten

**NOT ATTENDING:** Associate Dean for Administration and Planning W. Richard Howe, Assistant Dean for Business and Finance Barbara Vattimo, Professor Daniel Balderston, Staff Representative Mary Beth Conroy, and Student Representative Christopher Myers.

1. The Dean reminded everyone that the meetings of the PBC and all information presented in them are confidential, except to the extent published in the minutes. This was accepted by all present.

#### 2. Minutes of the meeting held on October 31, 2012

Dean Cooper presented the minutes of the meeting held on October 31, 2012. Professor Randy Walsh moved that the minutes be accepted. Student Representative Julia Bursten seconded the motion, and the minutes were unanimously approved.

#### 3. Matters Arising—Breakout Session

Dean Cooper noted that the memo circulated to PBC members in preparation for the meeting was the summary of the ideas of the Chairs and Directors from their breakout session and of subsequent comments of the PBC members, compiled as he had promised during the prior meeting. The document will be printed in the Gazette with the minutes of the meeting.

#### 4. Dean's Report

Tabled.

#### 5. Report on the Budget

Dean Cooper stated that the budget situation has not changed since the last meeting. He expects the Governor's proposal for next year around February 7, 2013. [Note added: the Governor's budget address is scheduled for February 5, 2013.] Professor David Waldeck asked if there has been any discussion on rescission. Dean Cooper said that he has not heard of any.

#### 6. Planning Instructions

Dean Cooper began by setting a tentative deadline of February 22, 2013, for completion of the FY2014 Planning Document. The group reviewed the planning instructions provided by Vice Provost Sbragia, in which she had bolded changes from the previous year. It is a clearly a year in which we need to update last year's planning with a continued emphasis on measurable outcomes.

It was the criteria for budget reallocations endorsed by last year's PBC that led to suspension of admissions to three small graduate programs that were not generating a significant number of doctoral degrees. The Deans have asked the Departments involved for input on the future of these programs, but some responses have been delayed. Dean Cooper and Associate Dean Kathy Blee do expect to report on these programs within the context of the AY2014 Planning Document.

7. Student Experience at Research Universities (SERU) Survey SERU is a survey project which, as of last year, included responses of students from:

- Berkeley
- Rutgers
- University of Michigan
- University of Oregon
- University of Pittsburgh
- University of Texas

The project was started with the idea that research Universities should work together to develop their own measures of success to improve accountability to Congress, state governments, the general public, parents, and students. The 600+ question survey was administered last year to thousands of juniors and seniors at participating institutions. The Deans have access to raw data at the level of individual majors and Manager of Information Systems Carlos Sanchez is working to develop a method of determining which questions have the most predictive value through factor analysis and to develop easy-to-grasp presentation methods. Dean Cooper suggested that the SERU data at the level of majors could be valuable in indicating areas where improvement is needed, and that this should be reflected in the AY2014 Planning Document.

Professor David Waldeck said that all of the department chairs were provided with departmental data from SERU in October. Professor Andrew Weintraub asked Professor Waldeck how he planned to use the data given to him about his department; Professor Waldeck explained that the strategic planning for his department has been delayed due to staffing changes caused by the Voluntarily Early Retirement Plan (VERP), and his department is still collecting data from a similar survey for graduates and alumni.

#### 8. Academic Analytics

Dean Cooper repeated that Academic Analytics provides another measurement tool intended for data, such as honors, publications, and other academic productivity data for faculty members. The information is organized by departments and by doctoral majors. In the case of many departments, the approach of organizing the data by faculty member is straight-forward; in other departments this method is problematic because of how Academic Analytics identified faculty with departments and departmental majors. The Department of Neuroscience is particularly problematic. On September 28, 2012, a memo was sent to all Chairs and

Directors creating a process for verification of the lists of faculty members formally associated with each department. That process is in the late stages.

Dean Cooper said he was curious to see how closely a test-run of sponsored research data from the Academic Analytics database matches actual numbers. Professor Waldeck stated that he expected there to be some discrepancies, since Academic Analytics does not account for co-PI's.

#### 9. Other Business

Dean Cooper asked that all members of the Planning and Budget Committee review the AY2013 Planning Document and instructions before the next meeting scheduled on January 7, 2013. Any comments or questions should be directed to Administrative Assistant to the Dean Erin Brown, who will submit them as agenda items for weekly Deans' Meetings.

With no other business, the meeting was adjourned at 1:47 p.m.