

The DIETRICH School of Arts & Sciences Gazette

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Dietrich School of Arts and Sciences Council

Minutes from the November 29, 2011 Meeting

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, Senior Assistant Dean Michelle Amato, and Professors, Delanie Jenkins, Scott Morgenstern, Deane Root, Suzanne Staggenborg, Stephen Manuck, Paul Shepard, Randall Walsh and Graduate Student Katherine Martin

Not attending: Senior Director of Undergraduate Studies Judith McConnaha and Professors, Jerome Branche, Joseph Grabowski (on leave), David Waldeck, Jerome Taylor, and Graduate Student Julie Hoggarth,

1. Minutes of the Meeting held on October 18, 2011

Dean Cooper presented the minutes of the meeting held on October 18, 2011. Professor Randall Walsh moved to accept the minutes. This motion was seconded by Professor Delanie Jenkins and was approved by the council.

2. Dean's Report

- Political Science professor and current Vice Provost for Undergraduate Studies Alberta Sbragia was featured on Bloomberg Television's *Taking Stock with Pimm Fox*. She discussed the ongoing debt crisis in Europe.
- Pitt Psychology professor and senior LRDC scientist Walter Schneider was featured in the Oct. 23 episode of *60 Minutes* in the "Apps for Autism" segment.
- Cory Rodgers, an Honors College senior majoring in Biological Sciences, History and Philosophy of Science, and Africana Studies, was chosen as a Rhodes Scholar for 2012.

3. Result of Faculty Grants Committee election

Dean Cooper advised that Linda Penkower and Lester Olson were elected members to the Faculty Grants Committee for AY 2011-2012. The committee will have a meeting in December and an announcement of the competition will be posted in the Gazette.

4. Update on the Budget

Dean Cooper stated that the budget continues to be unstable and the Commonwealth has yet to indicate its intent for the next year. He did mention that Commonwealth revenue is not coming in as fast as projected and the total revenue for the fiscal year is uncertain. Internally, we have three strengths as we move forward—first, is the \$100 million that we will receive from Mr. Dietrich; second, the fact that faculty continue to be successful in bringing in grants and contracts; and third, the fact that undergraduate applicants are comparable to last year at this time.

5. Report from Dietrich School of Arts and Sciences Undergraduate Council (Associate Dean John Twyning)

Associate Dean John Twyning reported that Undergraduate Council met on November 8, 2011. He reported Council chose Professor Kathleen Allen from the Department of Anthropology as the recipient for the 2012 Ampco-Pittsburgh Prize for Excellence in Advising.

Undergraduate Council unanimously approved the Department of Africana Studies proposal to revise their bylaws to allow departmental approval of new courses and these bylaw revisions have been submitted to Jim Knapp for his review and approval. General Education Requirements were also unanimously approved by the Undergraduate Council for existing courses, including HIST 0187, World War II in Europe, as fulfilling the Historical Change (HS) and Foreign Culture/International – Regional (REG) requirements and HIST 1145/ECON 1030, Intellectual Foundations of Capitalisms, as fulfilling the Historical Change (HS) and Foreign Culture/International – Comparative (COM) requirement. Undergraduate Council also unanimously approved a new course, URBNST 1610 Urban Geographies of Global Economic Change, as fulfilling the Historical Change (HS) and Foreign Culture/

International – Regional (REG) requirement.

The report was accepted unanimously.

6. Report from Dietrich School of Arts and Sciences Graduate Council (Acting Associate Dean Stephen Carr)

Acting Associate Dean Stephen Carr reported that a sub-committee of the Graduate Council has met first with faculty and then with graduate students from Mathematics to review their teaching training. Each year the Graduate Council reviews the way two or three departments train and supervise their graduate student teachers. The final report of the sub-committee will be presented to the larger council in the next meeting on December 9, 2011.

Another sub-committee of Graduate Council is researching TOEFL scores for applicants, admits, and enrolled students in recent years in order to get some relevant data about appropriate minimum levels for graduate admission. They are working to raise the minimum score to be more compatible with the score required for undergraduate admission.

The report was approved unanimously.

7. Other Business

With no other business the meeting was adjourned at 2:25 p.m.

**Dietrich School of Arts and Sciences
Planning and Budgeting Committee
Minutes from the Monday, January 9, 2012 Meeting**

ATTENDING: Dean N. John Cooper (Chair), Senior Associate Dean James Knapp, Acting Associate Dean Steve Carr, Associate Dean John Twynning, Senior Director of Undergraduate Studies Judith McConnaha, Associate Dean W. Richard Howe, Assistant Dean Barbara Vattimo, Director of Communications Carol Mullen, Professors Jerome Branche, Randall Walsh, and James Cassing, and Staff Representatives Georgia Spears and Elizabeth Conforti, Student Representatives Julia Bursten and Chris Myers

NOT ATTENDING: Associate Dean Kelly Otter, Professors David Waldeck, Stephen Weber, and Andrew Weintraub, Staff Representative Mary Beth Conroy, and Student Representative Alba Tuninette

1. Minutes of the meeting held on November 21, 2011

Dean Cooper presented the minutes of the meeting held on November 21, 2011. There were not corrections to the minutes. Staff Representative Georgia Spears moved that the minutes be accepted. Staff representative Elizabeth Conforti seconded the motion and the minutes were unanimously approved.

2. Dean's Report

Philosophy Professor Nicholas Rescher was recognized by the German Government by receiving the Officer's Cross of the Order of Merit for his extensive work and research into German philosophers.

3. Report on the Budget (Dean N. John Cooper)

Dean Cooper reported that the Commonwealth had announced that there was a fall in revenue and that the Commonwealth is establishing a reserve that implies a 5% recession of the appropriation for the University. Overall there were 22% reductions in the University Appropriation last year, and the additional 5% budget reduction will be on top of this. The University built a buffer in 2010 to help protect units from future reductions, but the buffer has been spent. The Commonwealth's reduction will affect this year's expenditures in the Dietrich School.

Professor Randy Walsh asked if this cut will affect faculty recruitment and searches this year. Dean Cooper stated that the reductions could have recruitment implications, but he believes that faculty searches can continue.

4. Review of Mission Statement

Senior Associate Dean Jim Knapp distributed the data he collected from members on the Mission Statement. A discussion took place, and as seen in Appendix A the Mission Statement was appropriately edited.

5. Review of SWOT comments

Appendix B includes the discussion topics from the SWOT analysis.

6. Review of Vision Statement

Due to time constraints, Dean Cooper postponed discussion of the Vision Statement.

7. Review of Planning Instructions

Dean Cooper handed out a copy of the Planning Instructions from the Provost, and reminded colleagues that the instructions are confidential.

8. Other Business

With no further business the meeting adjourned at 2:36 p.m.

Dietrich School of Arts and Sciences Planning and Budgeting Committee Minutes from the Monday, January 23, 2012 Meeting

ATTENDING: Dean N. John Cooper (Chair), Senior Associate Dean James Knapp, Acting Associate Dean Steve Carr, Associate Dean John Twynning, Senior Director of Undergraduate Studies Judith McConnaha, Director of Communications Carol Mullen, Professors Jerome Branche, David Waldeck, and James Cassing, and Staff Representatives Georgia Spears and Elizabeth Conforti, Student Representatives Chris Myers

NOT ATTENDING: Associate Dean Kelly Otter, Associate Dean W. Richard Howe, Assistant Dean Barbara Vattimo, Professors Stephen Weber, Randall Walsh, and Andrew Weintraub, Staff Representative Mary Beth Conroy, and Student Representative Julia Bursten

1. Minutes of the meeting held on January 9, 2012

Dean Cooper presented the minutes of the meeting held on January 9, 2012. Professor James Cassing moved that the minutes be accepted. The motion and the minutes were unanimously approved.

2. Dean's Report

Dean Cooper did not have anything major to report, but noted media coverage of comments by legislators that Penn State, as a Public School, should not be exempt from the Right to Know Law, and pointed out that loss of this exemption would probably also apply to the University of Pittsburgh and the other state related schools.

3. Report on the Budget (Dean N. John Cooper)

The report on budget was combined with the next section.

4. Review of Documenting Resource Conservation Instructions

Dean Cooper shared a memo from the Provost on Documenting Resource Conservation, which asked the School to compile a list of cost saving measures that have been taken over the past few years. The Provost is also asking that individual Planning Budget Committees generate cost-cutting proposals for the future, and the Dean indicated that a memo will be sent to chairs and program directors asking them to propose some ways they can cut their costs. Dean Cooper also suggested that another meeting of our PBC be scheduled where the chairs, program directors and departmental administrators can join us to brainstorm and come up with a cost-saving proposal for the Provost.

A brainstorming session took place and the group came up with ideas to cut costs that include the following:

- Look at what public and private schools are offering and see if there is an overlap
- Combine departments—especially language departments
- Cut bottom 25% of phone lines
- Using Gestetners in place of copiers
- Going more paperless
- Create a Green initiative based on University model at the Dietrich School level
- Blackboard
- Electronic OMET Scores—a requirement to receive a grade in every course

5. Review of Planning Instructions

Dean Cooper reported that the planning instructions are fairly straightforward and each unit must plan for a 5% reallocation. The Provost's office is looking this year for well-defined metrics for success. With this year's plan, there needs to be careful analysis of enrollment and student credited hours to determine trends across the Departments.

6. Review of Vision Statement

Dean Cooper reported that the Vision Statement is what the Dietrich School hopes to achieve and where it will be in the next five years. After some discussion, Dean Cooper advised that he and Carol Mullen will take a look at the language and report back to the group with samples.

7. Other Business

With no further business the meeting adjourned at 2:12 p.m.