

# The DIETRICH School of Arts & Sciences Gazette

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## Dietrich School of Arts and Sciences Undergraduate Council Minutes from the April 19, 2012 Meeting

**In attendance:** John Twynning (chair), Elizabeth Taylor (secretary), Janelle Greenberg, Jeffrey Hildebrand, Adriana Helbig, Judy McConnaha, Michael Morrill, Anne Weis, Thomas Jabro, Jacob Robbins, Alexander Zimmerman

**Not attending:** Sourav Bhattacharya, Margaret Judd, Richard Moreland, Anna Vainchtein, Abdul Ahmed, Pooja Patel

1. Minutes  
Minutes from the meeting April 5, 2012 were approved.

2. New Business

Dietrich School of Arts and Sciences Undergraduate Council reviewed a recommendation from the College Writing Board to institute guidelines for courses seeking to meet the Writing-intensive (W) requirement and accepted the guidelines as requirements for future W-course proposals.

### Existing courses approved to fulfill General Education Requirements

RELGST 1151 Death in the Mediterranean World – Approved to fulfill the Historical Change and Foreign Culture/International – Regional requirements

RELGST 1241/JS 1241 Gender and Jewish History – Approved to fulfill the Historical Change and Foreign Culture/International – Comparative requirements

ENGLFM 0401 Introduction to Visual Culture – Approved to fulfill the Second Course in Literature, the Arts, or Creative Expression requirement

RUSS 1310 Nabokov – Approved to fulfill the Second Course in Literature, the Arts, or Creative Expression requirement

HSIT 1026/WOMNST 1026 States and Sex in the Americas: The Politics of Reproduction, 1800-2000 – Approved to fulfill the Writing-intensive, Historical Change, Foreign Culture/International – Comparative, and Non-Western Culture requirements

## Dietrich School of Arts and Sciences Graduate Council Minutes from the April 20, 2012 Meeting

**Attendees:** Andrea Aldrich, Daniel Berkowitz, Christopher Bonneau, Julia Bursten, Stephen Carr, Robert Daley, Susan Kalisz, Lauren Oldfield, Nicholas Thorne, Alba Tuninetti, Robert Walters. **Not in attendance:** Nancy Condee, Adam Shear

1. Review of March 23rd minutes. Accepted and approved by Council.

2. Response of Theatre Arts to TA/TF Report. The Council is requesting a further response from the department to the suggestions the subcommittee enumerated. Or, the Council is suggesting that they department do a further review of the suggestions the subcommittee enumerated and submit a more definite path of accomplishment or success.

3. Selection of the TA Reviews for the Upcoming Fall. The Council decided to conduct these reviews in the Fall instead of Spring if possible, logistics are better. The Departments of Anthropology and French and Italian were chosen. Acting Associate Dean will notify departments in April of their pending review.

4. Discussion of Recent Suspension of Admission and Future Prospects. Dean Carr had a letter delivered to the students in Classics, German, and Religious Studies explaining the school's commitment to continue to provide them with a quality education. A copy of this letter was shared with Council.

Dean Carr also clarified to the Council the difference between suspending admission and closing a department. Suspension allows for the department and school (3 to 5 years) to assist and honor commitments made to students previously. Although this does not present a huge savings, it does allow these departments and their students and faculty to strategize as to opportunities and options. These departments are not being closed.

The Council discussed and commented on a petition from one of its affected students.

#### 5. Dean's Announcements:

>TOEFL Issues. Of the new admits for the upcoming year, a minimal amount fell within the 80 to 90 range. A reminder was sent to each of the affected departments that next year the new minimum score for admission will be 90. Departments were appreciative of the reminder. Hopefully other schools that have a joint program with our Dietrich School of Arts and Sciences departments will also raise their standards. So far it does not seem as if this will affect our overall numbers too much.

>Banner year for KLI Fellowships. This year we have a total of 18 fellowships. We have been able to double the number of offers we have normally.

>Hot Metal Bridge Program: The program has been expanded to include the Department of Biological Sciences. The number of applications received this year increased by 60%. Also, one of our first HMB fellows went on to become a K. Leroy Irvis Fellow and has just recently received an NSF Fellowship.

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

### Dietrich School of Arts and Sciences Council Minutes from the April 24, 2012 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, and Professors, Delanie Jenkins, Scott Morgenstern, Jerome Branche,

Stephen Manuck, Randall Walsh, David Waldeck, and Joseph Grabowski

**Not attending:** Senior Director of Undergraduate Studies Judith McConnaha and Professors, Suzanne Staggenborg (on sabbatical), Paul Shepard, Jerome Taylor, Deane Root, and Graduate Student Katherine Martin and Julie Hoggarth

1. Minutes of the Meeting held on March 21, 2012  
Dean Cooper presented the minutes of the meeting held on March 21, 2012. Professor Randy Walsh moved to accept the minutes. This motion was seconded by Professor Delanie Jenkins and approved by the council.

2. Dean's Report  
Dean Cooper thanked the faculty and staff, as representatives of the school, for the support provided to our undergraduates and the cooperation with the administration through the security threats the University had faced in recent months. He expressed his appreciation for the flexibility the faculty demonstrated in helping students to finish out the year, and his appreciation for all the volunteers who enabled exams to be offered in a secure environment.

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

Associate Dean John Twyning reported that Undergraduate Council met on March 22, 2012. The following existing courses: HIST 1040, HIST 1124, HPS 1602, and ENGLIT 1756 were unanimously approved by the Undergraduate Council as fulfilling General Education Requirements. Council approved modifications to the following majors: BS in Physics, create two new areas of concentration; BA in Physics and Astronomy, retire the BA and create new BA in Astronomy; BS in Physics and Astronomy, add two new areas of concentration. Council also approved revisions to departmental bylaws to allow internal approval of new courses for the following departments: Department of Physics and Astronomy and Department of Theatre Arts. These bylaws have been forwarded to Dean Knapp for review.

Council met on April 5, 2012 and approved the following existing courses as fulfilling General Education requirements: ENGLIT 0617, ENGLIT 1247, ENGLIT 1000, SOC 0359, HIST 1792, and HIST 0403.

Council met again on April 19, 2012 and approved the following existing courses as fulfilling General Education

requirements: RELGST 1151, RELGST 1241/JS 1241, ENGLFM 0401, RUSS 1310, HIST 1026/WOMNST 1026. Council also reviewed a recommendation from the College Writing Board to institute guidelines for courses seeking to meet the Writing-intensive (W) requirement and accepted the guidelines as requirements for future W-course proposals.

Delanie Jenkins moved to accept the minutes and the report was accepted unanimously.

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

Acting Associate Dean Stephen Carr reported that Graduate Council met on April 20, 2012 and selected new departments for review of their TA training programs over the next year. In the fall, Council changed the TOEFL score required for admission to a graduate program for AY 2014 (Summer 2013) from 80 to 90; there were fewer than 12 people who fell in the 80-90 range in this year's admittees. Dean Carr advised that the application rate is very high for the Hot Metal Bridge Program. Applications in general are up 9%, and accepted applications are about the same as last year.

The report was approved unanimously.

#### 5. Update on the Budget

Dean Cooper reminded the Committee that the cuts in the Commonwealth appropriation proposed by the Governor correspond to a \$41 million reduction in the University Education and General budget for next year, and that the combined effect of the Governor's recommendation and the base reduction in the appropriation last year would be a two-year reduction of \$73 million, 43% of the FY 2011 appropriation. When combined with uncertainty regarding the possible impact of recent security threats on student retention and recruitment, the overall picture is one of exceptional budgetary uncertainty for the University. The impact on the Dietrich School is substantial, especially since the Commonwealth appropriation has been focused on support of Pennsylvania undergraduates.

Dean Cooper distributed data packages generated earlier in the term with respect to financial support for graduate students. The data covered the past five years, and covered both the cost and scale of programs. Cost was measured by TA, TF, GSA, and FF years of support per doctoral student graduated, and scale by doctoral degrees granted. The programs included all of the doctoral majors in

which students graduated over this time period, including disciplinary majors, interdisciplinary majors, and joint programs with the School of Medicine. In terms of scale, programs ranged from one student graduated in five years (from an interdisciplinary program with the School of Medicine that is under review with that school), to 148 students graduated in five years, with costs ranging < 2 units of support per doctoral graduate to > 17 units of support per doctoral graduate. The middle two support quartiles ranged from 4 to 7 units of support per doctoral graduate.

As background information, the Dean shared a list of the top undergraduate majors in terms of enrollments in the fall of 2007 and the fall of 2012, together with additional information about how growing undergraduate enrollments have affected enrollments in majors across divisions—over the past five years, natural science majors are up 35%, social sciences majors are up 23%, and humanities majors are down 8%.

The Dean discussed qualitative factors affecting interpretation of the data, including the fact that one department is in the process of addressing comments from external reviewers with regard to its graduate programs.

A thoughtful and extensive discussion ensued.

The Dean emphasized that the school is committed to ensuring that students currently enrolled get full support (both financially and in terms of graduate instruction) to complete their degrees in a timely manner, and Associate Dean Carr reported that Graduate Studies is honoring admission offers for this fall on which students have placed reliance in formulating their plans even when the offers were informal.

There was discussion of the fact that the suspended graduate programs are in the humanities—the Dean pointed out budget reductions will affect all divisions, and that start up reductions will differentially affect the natural sciences, and that the reduction in senior hiring will differentially affect the social sciences.

The Dean commented that faculty in the affected departments can continue to contribute to doctoral education in other disciplinary and interdisciplinary majors, and stated that graduate courses would continue to be supported where there is student demand.

If suspension were to translate into closures of programs there would be financial impacts and those were discussed.

Savings would accrue slowly, but as graduate students completed programs there would be a reduction in TA support that would reduce costs even when instructors and lecturers are hired to replace needed teaching capacity. The core of these savings arise because NTS faculty teach six courses a year, while graduate students teaching stand-alone courses teach two courses a year.

#### 6. Other Business

With no other business the meeting was adjourned at 2:43 p.m.

## Dietrich School of Arts and Sciences Planning and Budgeting Committee Minutes from the April 27, 2012 Meeting

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

**NOT ATTENDING:** Professors Andrew Weintraub (on sabbatical), Randall Walsh, Stephen Weber, and Jerome Branche, Staff Representative Mary Beth Conroy.

#### 1. Minutes of the meeting held on March 16, 2012.

Dean Cooper presented the minutes of the meeting held on March 16, 2012. After some adjustments in the language Professor James Cassing moved that the minutes be accepted. The motion was seconded, and the minutes were unanimously approved.

#### 2. Dean's Report

Dean Cooper thanked the faculty, staff, and graduate students present, as representatives of the school, for the support provided to our undergraduates and the cooperation with the administration through the security threats the University had faced in recent months. He expressed his appreciation for the flexibility the faculty demonstrated in helping students to finish out the year, and his appreciation for all the volunteers

who enabled exams to be offered in a secure environment.

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

Dean Cooper reminded the Committee that the cuts in the Commonwealth appropriation proposed by the Governor correspond to a \$41 million reduction in the University Education and General budget for next year, and that the combined effect of the Governor's recommendation and the base reduction in the appropriation last year would be a two-year reduction of \$73 million, 43% of the FY 2011 appropriation. When combined with uncertainty regarding the possible impact of recent security threats on student retention and recruitment, the overall picture is one of exceptional budgetary uncertainty for the University. The impact on the Dietrich School is substantial, especially since the Commonwealth appropriation has been focused on support of Pennsylvania undergraduates.

The Dean reviewed the staff Voluntary Early Retirement Program (VERP) with the Committee. This is an institutional level initiative to reduce costs, and most positions vacated will not be filled. Since vacancies may impede critical functions, and since VERP is likely to be highly uneven in its impact, the school will have to work extensively with departments to restructure staff support across the school. Planning for that has begun.

#### 4. Resource Conservation Implementation

Due to time constraints, Dean Cooper was unable to discuss this topic.

#### 5. Other actions based on the FY 2013 Strategic Plan

The FY 2013 strategic plan that the Committee approved in March included a section on reallocation of resources, and a major topic within that was the potential reallocation of graduate student resources to support a smaller number of our best doctoral and MFA majors.

That document adopted criteria on which to case these reallocations, and the Dean suggested that the Committee should review how the Deans had applied those criteria in making the choices that led to the suspension of admissions to three doctoral majors earlier in April.

Dean Cooper distributed data packages generated earlier in the term with respect to financial support for graduate students. The data covered the past five years, and covered

both the cost and scale of programs. Cost was measured by TA, TF, GSA, and FF years of support per doctoral student graduated, and scale by doctoral degrees granted. The programs included all of the doctoral majors in which students graduated over this time period, including disciplinary majors, interdisciplinary majors, and joint programs with the School of Medicine. In terms of scale, programs ranged from one student graduated in five years (from an interdisciplinary program with the School of Medicine that is under review with that school), to 148 students graduated in five years, with costs ranging < 2 units of support per doctoral graduate to > 17 units of support per doctoral graduate. The middle two support quartiles ranged from 4 to 7 units of support per doctoral graduate.

As background information, the Dean shared a list of the top undergraduate majors in terms of enrollments in the fall 2007 and the fall of 2012, together with additional information about how growing undergraduate enrollments have affected enrollments in majors across divisions—over the past five years, natural science majors are up 35%, social sciences majors are up 23%, and humanities majors are down 8%.

The Dean discussed qualitative factors affecting interpretation of the graduate data, including the fact that one department is in the process of addressing comments from external reviewers with regard to its graduate programs.

A thoughtful and extensive discussion ensued, in which the Committee began by reflecting on the impact on current and former students of the suspension of the doctoral program in which they are or were enrolled.

The Dean emphasized that the school is committed to ensuring that students currently enrolled get full support (both financially and in terms of graduate instruction) to complete their degrees in a timely manner, and Associate Dean Carr reported that Graduate Studies is honoring admission offers for this fall on which students have placed reliance in formulating their plans even when the offers were informal.

There was extensive discussion of the fact that the suspended graduate programs are in the humanities—the Dean pointed out budget reductions will affect all divisions, and that start up reductions will differentially affect the natural sciences, and that the reduction in senior hiring will differentially affect the social sciences.

The Dean commented that faculty in the affected departments can continue to contribute to doctoral education in other disciplinary and interdisciplinary majors, and stated that graduate courses would continue to be supported where there is student demand.

The financial impact of suspending programs were discussed—savings will accrue slowly, but as graduate students complete programs there will be a reduction in TA support that will reduce costs even when instructors and lecturers are hired to replace needed teaching capacity. The core of these savings arise because NTS faculty teach six courses a year, while graduate students teaching stand-alone courses teach two courses a year.

A motion was made to support how the Deans had applied and implemented the criteria in the Planning Document for reallocation for graduate education resources. The motion was seconded and endorsed unanimously.

#### 6. Other Business

With no further business the meeting adjourned at 2:45 p.m.