

# The DIETRICH School of Arts & Sciences Gazette

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## Dietrich School of Arts and Sciences Council Minutes from the April 17, 2015 Meeting

**In Attendance:** Dean N. John Cooper (Chair), Senior Associate Dean James Knapp (Vice Chair), 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, Senior Administrative Officer Jessica Hatherill, Professors Daniel Balderston, Don Bialostosky, Renate Blumenfeld-Kosinski, Kay Brummond, Carol Colby, Kathleen Musante, Jeffrey Newman, Lara Putnam, and Ivan Yotov, Lecturers Angela Athanas, Gretchen Bender, and Katherine Wolfe, Graduate Student Representative David Bisaha, and Student Government Board Representative Alex Kash

**Not in Attendance:** Professors David Bartholomae, Lisa Brush (on sabbatical), and Michael Goodhart, Graduate Student Representative Jessica Walker, and Student Government Board Representative Naomi Stoll

### 1. Minutes of the meeting held on April 17, 2015

Dean Cooper presented a draft of the minutes of the meeting held on April 17, 2015. The minutes were moved, seconded, and approved as amended.

### 2. Dean's Report (Dean N. John Cooper)

The Dean reported that Lecturer Jenny Johnson (English) received a 2015 Whiting Award in Poetry. Distinguished University Professor Kenneth Schaffner (History and Philosophy of Science), Associate Professor Kirk Erikson (Psychology), and Assistant Professor Marlene Cohen (Neuroscience) were recipients of 2015 Chancellor's Distinguished Research Awards. Senior Lecturer Gretchen Bender (History of Art and Architecture) received a 2015 Chancellor's Distinguished Teaching Award. Distinguished University Professor Bard Ermentrout (Mathematics) received the Mathematical Neuroscience Prize by Israel Brain Technologies. Distinguished University Professor Peter Wipf (Chemistry) and Professor Panos Chrysanthis (Computer Science) were both

recipients of the 2015 Provost's Award for Excellence in Mentoring. Alumna Janice M. Holder (A&S '71) was named the 2015 recipient of the Kenneth P. Dietrich School of Arts and Sciences Distinguished Alumni Award. Dietrich School undergraduate students Zachary Barnes (Computer Science) and Joseph Johnston (Physics and Mathematics) were named 2015 Goldwater Scholars. Professor Terrance Hayes (English) was prominently featured in The New York Times Magazine. Undergraduate student Patrick Farrell (Economics, Political Science, and Chinese) was selected for the Carnegie Endowment for International Peace Junior Fellows Program. Associate Professor Amy Williams (Music Composition) received a Guggenheim Fellowship. Dietrich School doctoral candidates Martin Martinos (Communication) and Robert Steel (Philosophy) both received 2014-15 Mellon/American Council on Learning Societies (ACLS) Dissertation Completion Fellowship awards.

### 3. Report from Dietrich School Undergraduate Council (Associate Dean John Twyning)

Associate Dean Twyning reported that Undergraduate Council met on March 18, 2015. Minutes from the meeting of March 18, 2015 were approved electronically. Undergraduate Council approved a proposal for a new minor in Architecture Design.

Existing courses approved to fulfill General Education Requirements:

- ENGLIT 0710 Contemporary Environmental Literature  
>Literature
- ENGLIT 0720 Global Fictions  
>Literature  
>Foreign Culture / International – Global
- HAA 0105 Art and Empires  
>The Arts  
>Second Course in Literature, the Arts, or Creative Expression  
>Foreign Culture / International – Comparative  
>Non-Western Culture

- HAA 0380 Art of the Spanish World: Religion, Identity, and the Art of Accommodation
  - >The Arts
  - >Foreign Culture / International – Comparative
- HAA 1050 World Art: Contact and Conflict
  - >The Arts
  - >Foreign Culture / International – Comparative
- SPAN 1250 Hispanic Civilizations
  - >Historical Change
  - >Foreign Culture / International – Regional
- GER 1512 German Literature and European Philosophy: Goethe's Faust
  - >Philosophy

New course approved; also approved to fulfill General Education Requirements

- CLASS 1164 Greek Tragedies and Modern Responses
  - >Second Course in Literature, the Arts, or Creative Expression

Undergraduate Council met on April 1, 2015. Minutes of the April 1, 2015 meeting were approved electronically.

Existing courses approved to fulfill General Education Requirements:

- GER 1504 European Identity between History and EU Cultural Policy
  - >Foreign Culture / International – Regional
- RELGST 1143 Death in the Name of God: Martyrs and Martyrdom
  - >Historical Change
- RELGST 1142 The Construction of Evil in the Western Tradition
  - >Historical Change
- HIST 1058 Global Dance History
  - >The Arts
  - >Historical Change
  - >Foreign Culture / International – Comparative
  - >Non-Western Culture
- HIST 1141 Spain and Portugal in the Twentieth Century
  - >Historical Change

- >Foreign Culture / International – Regional
- >Foreign Culture / International – Comparative

- HIST 1522 Brazil
  - >Historical Change
  - >Foreign Culture / International – Regional
  - >Non-Western Culture
- HIST 1725 Disease and Health in Modern Africa
  - >Historical Change
  - >Foreign Culture / International – Comparative
  - >Non-Western Culture
- HIST 1446 East Asian Political Economy, 1950 to Present
  - >Foreign Culture / International – Comparative
  - >Non-Western Culture
- HIST 1071 State Building in the Post Colonial Era
  - >Historical Change
  - >Foreign Culture / International – Comparative
  - >Non-Western Culture
- AFRCNA 1201 Global Diasporas: Contemporary African and Caribbean Migration
  - >Foreign Culture / International – Global
  - >Non-Western Culture

Undergraduate Council met on April 15, 2015. Minutes from the meeting of April 15, 2015 were approved electronically.

Existing courses approved to fulfill General Education Requirements:

- SOC 1317 Sociology of Literature
  - >Writing-intensive
- SA 1370 Preparation and Practice in the Visual Arts
  - >Writing-intensive
- ENGLIT 0646 Apocalypse
  - >Literature
- ENGLIT 0540 Literature and Medicine
  - >Literature
- ENGLIT 1010 Magical Nature before the Modern World
  - >Second Course in Literature, the Arts, or Creative Expression

- ENGLIT 0510 Making the Book  
>Literature
- ENGLIT 1412 Secret Pittsburgh  
>Second Course in Literature, the Arts, or Creative Expression
- ENGLIT 1305 Great Books 1  
>Second Course in Literature, the Arts, or Creative Expression  
>Foreign Culture/International – Regional
- ENGLIT 1306 Great Books 2  
>Second Course in Literature, the Arts, or Creative Expression  
>Foreign Culture/International – Regional
- PS 1661 Game of Thrones and Political Theory  
>Second Course in Literature, the Arts, or Creative Expression

The report was moved, seconded, and approved.

#### **4. Report from Dietrich School Graduate Council (Associate Dean Kathleen Blee)**

Associate Dean Kathleen Blee reported that the Dietrich School Graduate Council met on March 3, 2015. Council reviewed and accepted its subcommittee report on TA/TF training in Sociology. They reviewed and approved a template that departments can choose to use to reduce unconscious bias in decisions about admissions to graduate programs; this will be introduced at the fall 2015 meeting of the Directors of Graduate Studies. Suggestions were offered in regards to what should be covered in the fall 2015 New TA Orientation run by CIDDE and mandatory for all new TAs unless they are in a program that has received an exemption because the department has an alternative comprehensive orientation program.

Graduate Council met again on April 3, 2015. Council reviewed and voted to accept responses from the Departments of Sociology, Political Science, and Economics to the subcommittee reports that evaluated each department's TA/TF training. Council decided to follow up with reviewed departments a year later to assess how well changes are institutionalized and selected departments for review in AY2015-16. Council discussed the TA/TF peer mentoring program and made suggestions for enhancing the program.

The report was moved, seconded, and approved.

#### **5. Update on Mentoring Proposal from Diversity Committee (Associate Dean Kathleen Blee)**

Associate Dean Kathleen Blee reported to Council that the Diversity Committee is looking more into mentoring and retaining diverse faculty. The Committee created a guide to faculty mentoring, based on a comprehensive survey they provided to faculty based on the issues in mentoring that were identified in focus groups and surveys. The guide is a living document—it is changeable and suggestions can be sent to Associate Dean Blee. It is available on the Dietrich School website (<http://www.as.pitt.edu/fac/policies/mentoring>). Information within the guide includes the role and responsibilities of department chairs, a checklist for mentoring mentees, tips for mentors, and tips for mentees.

Associate Dean Blee will look into guidelines for postdoctoral and dissertation mentorship. Dean Cooper stated that the guide will be featured prominently in the fall Chairs and Directors meeting.

#### **6. Full Faculty Meeting and New Faculty Reception (Dean N. John Cooper)**

The draft agenda for the Fall Full Faculty Meeting and New Faculty Reception was circulated electronically. The Dean reviewed the agenda items, reminding Council that the Nominating Committee will be elected if a quorum is present at the fall meeting. Dean Cooper stated that he will appropriately notify Natural Science chairs of the change to Tenure Council. Council agreed that the agenda meets their approval. Council member Jeffrey Newman stated that Yom Kippur begins at sundown on Tuesday, September 22. The Dean asked Council to be flexible with the revised date and location, which will be revisited by Jessi Kolouri.

#### **7. Select Nominees for Nominating Committee Meeting (Dean N. John Cooper)**

The Dean reviewed the charge of the Nominating Committee and the role of Council in creating the slate for elections to the Nominating Committee. Council created a priority list of nominees, and a Council member from each division agreed to ask nominees to allow their names to go forward for the Nominating Committee.

## 8. Other Business

None.

With no other business, the meeting was adjourned at 1:08 p.m.

**Dietrich School of Arts and Sciences Planning and  
Budgeting Committee  
Minutes from the April 29, 2015 Meeting**

**In Attendance:** Dean N. John Cooper (Chair), Senior Associate Dean James Knapp, Associate Dean for Undergraduate Studies John Twynning, Associate Dean for Graduate Studies and Research Kathleen Blee, Associate Dean of the College of General Studies Cristina Ruggiero, Executive Director for Staff Personnel and Senior Assistant Dean Michele Colvard, Assistant Dean for Business Barbara Vattimo, Director of Communications Carol Mullen, Professors Daniel Balderston, Carol Colby, Scott Morgenstern, Luca Rigotti, Nathaniel Rosi, and Anne Weis, Lecturer Jeffrey Oaks, Staff Representatives Linda Howard and Karen Lillis, and Graduate Student Representative Scott Zimmerman

**Not in Attendance:** Associate Dean for Administration Dick Howe, Senior Administrative Officer Jessica Hatherill, Lecturers Anthony Bledsoe and Svitlana Maksymenko, Staff Representative Mat Romick, and Graduate Student Representative Christina Harkulich

### 1. Minutes of the meeting held on February 25, 2015

Dean Cooper presented a draft of the minutes of the meeting held on February 25, 2015. The minutes were moved, seconded, and unanimously approved.

Dean Cooper noted the commitment to increasing the number of endowed chair appointments in the Dietrich School.

### 2. Dean's Report (Dean N. John Cooper)

The Dean reported that Lecturer Jenny Johnson (English) received a 2015 Whiting Award in Poetry. Distinguished University Professor Kenneth Schaffner (History and Philosophy of Science), Associate Professor Kirk Erikson (Psychology), and Assistant Professor Marlene Cohen (Neuroscience) were recipients of 2015 Chancellor's Distinguished Research Awards. Senior Lecturer Gretchen Bender (History of Art and Architecture) received a 2015

Chancellor's Distinguished Teaching Award. Distinguished University Professor Peter Wipf (Chemistry) and Professor Panos Chrysanthis (Computer Science) were both recipients of the 2015 Provost's Award for Excellence in Mentoring. Alumna Janice M. Holder (A&S '71) was named the 2015 recipient of the Kenneth P. Dietrich School of Arts and Sciences Distinguished Alumni Award. Dietrich School undergraduate students Zachary Barnes (Computer Science) and Joseph Johnston (Physics and Mathematics) were named 2015 Goldwater Scholars. Undergraduate student Patrick Farrell (Economics, Political Science, and Chinese) was selected for the Carnegie Endowment for International Peace Junior Fellows Program. Associate Professor Amy Williams (Music Composition) received a Guggenheim Fellowship.

### 3. Report on Honoraria Policy (Associate Dean Kathleen Blee)

Associate Dean Kathleen Blee provided background about the drafted honoraria policy, stating that it is part of the Faculty Research and Scholarship Program (FRSP), which helps fund research and scholarship activities such as conferences, all of which broadly impact faculty research and publications and which benefit multiple faculty. The process involves a brief application and budget page, which are carefully reviewed by the deans who examine the budget to determine if the application is deserving of funding. There has been a dramatic increase in the number of honoraria applications in the last couple of years and an increase in a number of speakers. A survey was sent to department chairs with discipline-specific variations and the guidelines were drafted as a result.

The guidelines propose \$400 as the maximum amount allowed without additional justification required. Some departments mentioned that sums larger than \$400 are occasionally needed, but these are special circumstances and guidelines do not prohibit requests above \$400. The important message is that faculty are being asked to exercise restraint when requesting honoraria.

Committee members agreed that this school-wide honoraria policy would be helpful.

### 4. Other Business

Professor Dan Balderston (Hispanic) asked if the strategic planning exercise is off the table or simply postponed. Dean Cooper informed the committee that there will be a discussion by the Board of Trustees in June. The details and format are unknown at this time.

The Dean thanked committee members for a productive academic year.

With no other business, the meeting was adjourned at 2:34 p.m.

**Dietrich School of Arts and Sciences Council  
Minutes from the September 21, 2015 Meeting**

**In Attendance:** Dean N. John Cooper (Chair), 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, Senior Administrative Officer Jessica Hatherill, Professors Don Bialostosky, Kay Brummond, Lisa Brush, Steven Finkel, Michael Goodhart, Adriana Helbig, Jeffrey Hildebrand, Jeffrey Newman, Alan Sved, and Ivan Yotov, Lecturers Angela Athanas and Katherine Wolfe, Graduate Student Representatives Treviene Harris and Ling Qing Xu, and Student Government Board Representatives Alex Kash and Naomi Stoll.

**Not in Attendance:** Senior Associate Dean James Knapp (Vice Chair), Professors David Bartholomae (sabbatical), Daniel Berkowitz, and Renate Blumenfeld-Kosinski (sabbatical), and Lecturer Milica Hayden

**1. Minutes of the meeting held on April 17, 2015**  
Dean Cooper presented a draft of the minutes of the meeting held on April 17, 2015. The minutes were moved, seconded, and approved as amended.

Dean Cooper informed Council that two members from Humanities are on leave this year, and we need to fill the vacancies. He will discuss with Don Bialostosky, Chair of Humanities Council, to discuss appropriate substitutions.

**2. Dean's Report (Dean N. John Cooper)**  
Dean Cooper informed Council that the Commonwealth is still at a budget impasse. No appropriations have been made for the University and the University is not making salary adjustments until it has adopted a FY2016 operating budget.

The Dean reported that undergraduate student Sage Lincoln (Ecology and Evolution, Environmental Geology, and Urban Studies) was awarded a 2015 Udall Undergraduate Scholarship. The Philosophy program at Pitt was named as the second best philosophy program in the world by the QS World University Rankings, ahead of Oxford, Harvard, and Cambridge. Associate Professor Courtney Weikle-Mills (Children's Literature) won the 2015 Honor Book Award from the Children's Literature Association. The Department of Biological Sciences received a \$3.2 million award from the Howard Hughes Foundation to support the Howard Hughes Medical Institute (HHMI) Science Education Alliance Phage Hunters Advancing Genomics and Evolutionary Science (SEA-PHAGES). Distinguished Professor Jeremy Levy (Physics) earned a \$3 million grant from the National Security Science and Engineering Faculty Fellows (NSSEFF). Assistant Professor Sean Garret-Roe (Chemistry) was awarded an NSF CAREER Award. Assistant Professor Marlene Cohen (Neuroscience) received a 2015 McKnight Scholar Award. Professor and Chair David Birnbaum (Slavic) was awarded the Bulgarian Academy of Sciences' "Marin Drinov" medal. Distinguished Professor Anthony Grace (Neuroscience, Psychology) is the recipient of the William K. Warren Research Award.

**3. Report from Dietrich School Undergraduate Council (Associate Dean John Twyning)**

Associate Dean Twyning reported that Undergraduate Council (UGC) has not met since the last Dietrich School Council meeting. UGC is working on improving communication regarding undergraduate general education requirements, asking instructors to add a description to syllabi noting which general education requirement a specific course fulfills. They are implementing a pilot program in Political Science before they extend it School-wide.

Dean Twyning reported that UGC is reviewing general education requirements on a larger scale in relation to the University-wide planning initiative on excellence in education. Dean Cooper noted that this topic will be added to a future full faculty meeting.

The report was moved, seconded, and approved.

#### **4. Report from Dietrich School Graduate Council (Associate Dean Kathleen Blee)**

Associate Dean Kathleen Blee reported that the Dietrich School Graduate Council has not met since the last DS Council meeting. Graduate Council is compiling a handbook for mentoring graduate students. Dean Blee also shared that Graduate Council is discussing having an advanced pedagogical program and certification for graduate students to enhance their skills and credentials as they transition into teaching careers.

The report was moved, seconded, and approved.

#### **5. Election of DS Council Member as Vice Chairperson to serve in Dean's absence (Dean N. John Cooper)**

Associate Dean Blee nominated Senior Associate Dean Knapp to serve as Vice Chairperson of Dietrich School Council. The motion was moved and accepted unanimously.

#### **6. Appointment of Dietrich School Council Member from the Humanities to Dietrich School PBC for a 3-year term (Dean N. John Cooper)**

Dean Cooper noted that the Planning and Budgeting Committee will meet regularly to develop a plan aligned with the evolving strategic plan for the University; spring will be busy. Professor Adriana Helbig stated that she is happy to help and willing to serve on the PBC. Members moved Professor Helbig's nomination and unanimously accepted.

#### **7. Update on Child Protection Compliance (Dean N. John Cooper)**

In the summer, amendments were made to the Pennsylvania Child Protection legislation. Matriculated students are no longer classified as children even if they are under 18, and employees interacting with prospective students seeking entry into a University degree-seeking program are also no longer required to get clearances. Anyone hosting an event or program must have clearances if the event or program involves anyone under 18 who is not a prospective or matriculated student; the University expects this to be monitored at the School level. With regard to high school students participating in research programs, our understanding is that heads of laboratories and those who are directly supervising students under 18 are required to have clearances, but not other researchers who happen to be in the same research environment.

Senior Assistant Dean Michele Colvard clarified that the law does not make a distinction pertaining to meeting parents along with high school students; clearances are still required even if parents may be present. Clearances are required if visiting a school or other non-University owned facility or location for any other outreach type of program. Faculty should contact Michele with any questions regarding clearances and the Dean's Office will notify faculty of any further developments originating with the Commonwealth or the University compliance guidelines.

#### **8. Report from Diversity Committee (Associate Dean Kathleen Blee)**

Associate Dean Kathleen Blee reported to Council that the Diversity Committee is currently working on the issue of implicit bias when selecting which faculty to interview and extend offers to; research shows that minor steps can mitigate implicit bias. The Committee has identified steps that are workable actions for recruiting committees, and these have been integrated into Senior Associate Dean Jim Knapp's faculty recruitment workshops.

This year the Committee will look at issues affecting departmental climate—the question is how to ensure that all faculty have access to all social, leadership, and networking opportunities within their Department. The Committee has just started the investigative work into this issue. Dean Blee is happy to speak with departments to answer questions and address concerns.

#### **9. Other Business**

None.

With no other business, the meeting was adjourned at 3:50 p.m.

#### **Dietrich School Tenure Council Report from the Secretary September 1, 2015**

Between September 1, 2014 and August 31, 2015 a total of 34 *ad hoc* Review Committees were convened to advise the Dean of the Dietrich School of Arts and Sciences on cases for promotion to Associate Professor with tenure, appointment at tenured rank, or promotion to full Professor. The members of these Committees were chosen by the Tenure Council Selection Committee and the Dean of the Dietrich School of Arts and Sciences in accordance with the Dietrich School Bylaws. In the previous 10 years, the number of *ad hoc* Review Committees was as follows:

2005-06	44
2006-07	34
2007-08	33
2008-09	40
2009-10	18
2010-11	27
2011-12	32
2012-13	31
2013-14	29
2014-15	34

departmental recommendations. Six candidates were offered appointments; four declined and two accepted. One offer is pending. The *ad hoc* committees for each of the cases were Standing Committees of the Dietrich School Tenure Council—three involved the Humanities Standing Committee, two involved the Natural Science Standing Committee and two involved the Social Science Standing Committee.

The Dietrich School Tenure Council for 2014-15 consisted of 43 regular members and 31 alternate members. These individuals were called on for service on *ad hoc* Review Committees as follows: 54 members served on at least one Committee, 20 served on only one Committee, 14 on two, 12 on three, 3 on four, 3 on five, and 2 on seven. In addition, 52 other faculty members from the Dietrich School and 4 faculty members from other schools served on *ad hoc* Review Committees during the academic year.

Six of the eight faculty on four or more cases are from Natural Science departments; these responsibilities will be shared more broadly with the expansion of the representation of the Natural Science Departments on Tenure Council.

Fifteen *ad hoc* Review Committees were convened to advise the Dean on departmental recommendations that Assistant Professors be promoted to the rank of Associate Professor and awarded tenure. All fifteen committees voted unanimously to support the departmental recommendations, and the Dean accepted all the recommendations and sent positive recommendations to the Provost.

One *ad hoc* Review Committee was convened to advise the Dean on a departmental recommendation that an Associate Professor be awarded tenure. The committee voted unanimously to support the departmental recommendation. The Dean forwarded a positive recommendation to the Provost.

Eleven *ad hoc* Review Committees were convened to advise the Dean on departmental recommendations for promotion of tenured Associate Professors to the rank of full Professor.

Ten committees voted unanimously in favor of the departmental recommendations of promotion to full Professor and one committee voted two in favor and four against. The Dean accepted the positive recommendations and forwarded positive recommendations to the Provost. No action was taken on the negative recommendation since the individual had retired.

Seven Review Committees were convened to advise the Dean on departmental recommendations to offer appointments with tenure to new faculty members at the rank of full Professors and Associate Professors. All seven of the committees voted unanimously in favor of the