MINUTES OF THE MEETING OF ARTS & SCIENCES COUNCIL
Held on Wednesday, February 16, 2011 at 3:00 p.m.
In 910 Cathedral of Learning

In attendance: Dean N. John Cooper (Chair), Senior Associate Dean James F. Knapp, Associate Dean Nicole Constable, Associate Dean John Twyning, Professors Jonathan Arac, Kathleen Blee, Joseph Grabowski, Graham Hatfull, Diane Litman, Deane Root, Suzanne Staggenborg, Paul Shepard, and Randall Walsh and GSO Representatives Emma Freeman and Katie Moriarty

Not attending: Senior Assistant Dean Michelle Amato, Senior Director of Undergraduate Studies Judith McConnaha and Professor Peter Karsten

1. Minutes of the Meeting held on January 14, 2011

Dean Cooper presented the minutes of the meeting held on January 14, 2011. Professor Jonathan Arac made a motion to approve the minutes and it was carried unanimously.

2. Dean’s Report

Dean Cooper reported the 2011 Arts and Sciences Faculty Award Winners. Chancellor's Distinguished Teaching was awarded to Professor Graham Hatfull; Chancellor's Distinguished Research was awarded to Professors Jeremy Levy, Edouard Machery, John Norton, and Alexander Star; Chancellor's Distinguished Public Service was awarded to Professor Laurence Glasco; and the Ampco-Pittsburgh Excellence in Advising was awarded to Professor Anthony Novosel.

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

Dean Cooper reported to Council that the new Governor’s recommendation was scheduled for March 7. There are no significant changes at this time in the Arts and Sciences Budget or the prospects for the University budget.

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

Associate Dean John Twyning reported that the Arts and Sciences Undergraduate Council met on January 20. Undergraduate Council formally acknowledged G. Reid Andrews’ service as interim chair during the fall 2010 term. Undergraduate Council approved the following departments’ proposals to revise their bylaws to allow departmental approval of new courses: Department of English and the Department of French & Italian Languages & Literatures. Undergraduate Council approved the revisions to the following programs: Biological Sciences honors major and Spanish major. Undergraduate Council approved the following new course: LING 1727 “Topics in Sign Language Studies”. Professor Randall Walsh made a motion to accept the report and it was carried unanimously.

5. Report from Arts and Sciences Graduate Council (Associate Dean Nicole Constable)

Associate Dean Nicole Constable reported that the Arts and Sciences Graduate Council subcommittees are continuing to meet to conduct TA reviews. She also reported that the American Council of Learned Societies (ACLS) New Faculty Fellows (NFF) program has announced 80 new fellows in the Humanities and humanistic Social Sciences. Thirteen Arts and Sciences departments and programs have expressed interest in recruiting one or more of these fellows and are in the process of reviewing dossiers and interviewing fellows. They plan to extend offers to suitable candidates on or shortly after March 1, following ACLS NFF regulations. Professor Joseph Grabowski made a motion to accept the report and it was carried unanimously.

6. Search for next Associate Dean for Graduate Studies and Research (Dean N. John Cooper)

Dean Cooper announced that Associate Dean Constable would be stepping down from her position as Associate Dean for Graduate Studies.
Dean Cooper discussed the process for soliciting nominations for a new Associate Dean with the first step being to announce Associate Dean Constable’s decision to the A&S Council. Dean Cooper explained that A&S needs someone who can assume the Associate Dean responsibilities for a three year term, and invited the Council members to call or e-mail suggestions for possible candidates.

Dean Cooper thanked Associate Dean Constable for working with A&S for the last six years, and for the role she has taken in building joint programs that will open a way to develop strong graduate majors. Dean Cooper answered questions presented by Council members regarding the formal requirements for the position of Associate Dean and expanded on the description and responsibilities of the position especially a strong record of achievement in graduate education.

7. Other Business

With no other business the meeting was adjourned at 3:30 p.m.

Dean Cooper presented the minutes of the meeting held on February 11, 2011. Staff Representative Elizabeth Conforti moved that the minutes be accepted and the minutes were unanimously approved.

2. Dean’s Report

Dean Cooper reported the 2011 Arts and Sciences Faculty Award Winners. Chancellor’s Distinguished Teaching was awarded to Professor Graham Hatfull; Chancellor’s Distinguished Research was awarded to Professors Jeremy Levy (Senior Category), Edouard Machery (Junior Category), John Norton (Senior Category), and Alexander Star (Junior Category); Chancellor’s Distinguished Public Service was awarded to Professor Laurence Glasco; and Ampeo-Pittsburgh Excellence in Advising was awarded to Professor Anthony Novosel.

With these awards we now have two triple award winners with the Teaching Award and both the Junior and Senior Research Awards—Graham Hatfull (Biological Sciences) and Jeremy Levy (Physics and Astronomy).

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

Dean Cooper reported that there is no update on the budget. The new Governor is required to propose a budget to the legislature by March 1, 2011.

4. Review of Planning Document Material (Dean N. John Cooper)

a. Review of additional material covering the College of General Studies that will appear in the undergraduate curriculum strategic priority (Associate Dean Kelly Otter)
   i.) New Objective on Three Rivers Workforce Investment Board certification
   ii.) Veterans Services section

The Committee reviewed the material covering the College of General Studies that will appear in the undergraduate curriculum strategic priority dealing with a New Objective on Three Rivers Workforce Investment Board certification and the Veterans Services sections of the Planning Document. Associate Dean Kelly Otter discussed the material. Professor Jen-Jacobson commented on the template and layout of the document. The Committee agreed with the comment and was satisfied with the content.
b. Review of the Graduate Assessment section of the Planning Document (Associate Dean Nicole Constable)

The Committee reviewed the Graduate Assessment section of the Planning Document drafted by Associate Dean Nicole Constable. She discussed the material and the Committee was satisfied with the content.

c. Review of material covering the Undergraduate Studies that will appear in the undergraduate curriculum strategic priority and deal with: (Associate Dean John Twyning)
   i.) E-Services
   ii.) Academic Resource Center (ARC)
   iii.) ARC section for diversity strategic priority
   iv.) Student Support Services (SSS)
   v.) Advising Center
   vi.) Upward Bound

The Committee reviewed the material that will appear in the undergraduate curriculum strategic priority dealing with the sections mentioned above of the Planning Document drafted by Associate Dean John Twyning and Senior Director of Undergraduate Studies Judith McConnaha. They discussed each section presented and discussion ensued among the Committee members. Professor Jen-Jacobson emphasized the value of using quantitative measures. The Committee was satisfied with the content with some minor changes mentioned.

d. Other Business

With no further business the meeting adjourned at 11:05 a.m.
sections mentioned above of the Planning Document drafted by Associate Dean John Twyning and Senior Director of Undergraduate Studies Judith McConnaha. They discussed each section presented and discussion ensued among the Committee members. The Committee was satisfied with the content with some minor changes mentioned.

c. Other Business

With no further business the meeting adjourned at 1:55 p.m.
RUSS 0090 Russian Fairy Tales: Approved to fulfill the Literature requirement
RELGST 1557 Buddhist Lives: Approved to fulfill the Non-Western Culture requirement

Approved revisions to departmental bylaws to allow internal approval new courses
Department of Slavic Languages & Literatures

ARTS AND SCIENCES UNDERGRADUATE COUNCIL
Minutes of the Meeting held Thursday, January 20, 2011
140 Thackeray Hall at 2:00 p.m.

In attendance: John Twyning (chair), Elizabeth Taylor (secretary), G. Reid Andrews, Kirsten Fudeman, Paula Grabowski, Judy McConnaha, Neepa Majumdar, Susan Sesack, Pooja Patel, Jacob Robbins, Cody Weiss, Alexander Zimmerman

Not attending: Sourav Bhattacharya, Adriana Helbig, Anna Vainchtein, Jaime Levine

1. Arts and Sciences Undergraduate Council formally acknowledged G. Reid Andrews’ service as interim chair during the fall 2010 term.

2. Minutes

Minutes from the meeting on December 10, 2010 were approved.

3. New Business

Approved new courses
LING 1727 Topics in Sign Language

Approved revisions to departmental bylaws to allow internal approval new courses
Department of English
Department of French & Italian Languages & Literatures

Revisions to existing majors
Biological Sciences honors major
Spanish major