

A&S GAZETTE

School of Arts and Sciences

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REPORT OF THE SECRETARY OF THE TENURE COUNCIL

PROFESSOR G. REID ANDREWS
SEPTEMBER 7, 2004

Between September 1, 2003 and August 31, 2004 a total of 22 *ad hoc* Review Committees were convened to advise the Dean of Arts and Sciences on cases involving promotion to Associate Professor with tenure, appointment at senior rank, or promotion to full Professor. The members of these Committees were chosen by the Tenure Council Selection Committee and the Dean of Arts and Sciences in accordance with the A&S Bylaws. In the previous eight years, the number of *ad hoc* Review Committees was as follows:

1995-1996	26	1999-2000	23
1996-1997	26	2000-2001	37
1997-1998	36	2001-2002	21
1998-1999	37	2002-2003	18

Ten Committees were convened to advise the Dean on departmental recommendations that Assistant Professors be promoted to the rank of Associate Professor and awarded tenure; seven of the cases were brought to the Dean before the statutory deadline. Eight Committees voted unanimously to support the departmental recommendations; two committees voted five for and one against a departmental recommendation for promotion and award of tenure. One candidate was recruited by and accepted an offer from another university. The Dean accepted eight of the nine positive *ad hoc* recommendations.

The Dean denied promotion to the rank of Associate Professor and the award of tenure to one candidate who was supported by his department—the candidate asked for reconsideration, and the Dean upheld his negative decision.

Eight *ad hoc* Review Committees were convened to advise the Dean on departmental recommendations for promotion of Associate Professors to the rank of full Professor. Seven committees voted unanimously in favor of the departmental recommendations; one committee voted two in favor and three opposed to the recommendation. The Dean has acted on three of the seven positive recommendations.

Two Review Committees were convened to advise the Dean on departmental recommendations to appoint a new faculty member at the rank of Associate Professor with tenure. In both cases, the Committee voted unanimously in favor of the departmental recommendation. One candidate was offered a position and he accepted the offer.

One Review Committee was convened to advise the Dean on a departmental recommendation to appoint a new faculty member at the rank of full Professor with tenure. The Committee voted unanimously in favor of the departmental recommendations. An offer was extended to the candidate, but the offer was declined.

One Review Committee was convened to advise the Dean on a departmental review to appoint a new faculty member at the rank of Mellon Professor with tenure. Five voted in favor and one abstained because of absence. An offer was extended to the candidate, but the candidate declined the offer.

The A&S Tenure Council for 2003-2004 consisted of 42 regular members and 35 alternate members. These individuals were called on for service on *ad hoc* Review Committees as follows: 23 served on one committee, 12 on two, two on three, two on four, and two on five committees. In addition, 44 other faculty members from Arts and Sciences and three faculty members from other schools and universities served on *ad hoc* Review Committees during the academic year.

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**A&S COUNCIL
MEETING MINUTES**

MONDAY, SEPTEMBER 20, 2004 - 1:00 P.M.

In Attendance: Dean N. John Cooper (Chair); Associate Deans Steven Husted, James F. Knapp (Vice Chair), and Regina Schulte-Ladbeck; Assistant Dean Michelle L. Amato; Professors Daniel Berkowitz, William Chase, William Harbert, Delanie Jenkins, John Norton, Vladimir Padunov, Peter Siska, and Franklin Toker; Mr. Richard Clarke

Not Attending: Professors Joseph Adjaye, Carson Chow, and Patrick Doreian

1. Minutes of the Meeting Held on April 14, 2004

It was moved by Associate Dean Steve Husted, and seconded by William Chase that the minutes of the previous meeting of the A&S Council be approved. The motion was carried by a unanimous vote.

2. Dean's Report

- Dean Cooper acknowledged the University's loss of both Professor Julia Thompson and Professor Julius Rubin.
- **Sevak Mkrtchyan**, a Mathematics undergraduate, **ranked 12th** out of more than 3,600 students from 479 colleges and universities in the **2003 William Lowell Putnam Mathematics Competition** – the most prestigious undergraduate math competition in North America.
- **Sunil Saxena**, Assistant Professor in the Department of Chemistry, recently received the **Faculty Early Career Development Award**, the National Science Foundation's most prestigious honor for faculty members starting independent research careers.
- **J. Patrick Card**, Professor of Neuroscience, will co-direct, along with Peter Strick, Professor of Neurobiology, the Center for Neuroanatomy with Neurotropic Viruses that is to be established in the next five years. This project has received a **\$4.6 million** grant from the National Center for Research Resources of the US National Institutes of Health (NIH).
- **Franklin Toker**, Professor of Art History, was named a **finalist in the 2004 J. Anthony Lukas Prize Project Awards** for his book, *Fallingwater Rising*.

- **Cottrell Scholar Christian E. Schafmeister – Professor of Chemistry**, was recognized by NIH and NSF for Macromolecule Construction Research Researcher and recently awarded a **\$1.4 million grant** from the **National Institutes of Health** and received a **\$616,000 National Science Foundation (NSF) Faculty Early Career Development Award**.

3. Election of A&S Council Member as Vice Chairperson to Serve in Dean's Absence

Dean Cooper reminded members that in Section III.7 of the A&S Bylaws, it states that "Council shall elect one of its members each year to be Vice Chairperson, who shall preside at the meetings of A&S Council and of the faculty in the absence of the Dean." Dean Cooper asked for nominations or volunteers for the position of Vice Chairperson. He said that Jim Knapp, Associate Dean for Faculty Affairs, had been the Vice Chairperson for the previous year. Jim Knapp was nominated for this position by William Chase, and the nomination was seconded by Delanie Jenkins. There being no other nominations, Associate Dean Knapp was unanimously re-elected as Vice Chairperson of the A&S Council.

4. Report from A&S Undergraduate Council

Associate Dean Regina Schulte-Ladbeck presented the A&S Undergraduate Council Report on the Foreign Language Requirement, dated April 21, 2004, based on the report of the CAS International Language Requirement Committee of August 12, 2003 and subsequent discussions.

The A&S-UC recommends six changes to the Foreign Language Requirement. To incorporate these changes, A&S-UC proposes the following language for the Foreign Language Requirement:

- I. Students seeking the Bachelor of Arts degree are required to achieve fourth-term proficiency in a language other than English. This requirement can be met by:
 - i. Certified proficiency on an approved test.
 - ii. Credit for a fourth-term of college-level language with a C- or better.
 - iii. Graduation from a high-school in which the language of instruction is not English.
- II. Students seeking the Bachelor of Science degree are required to achieve second-term proficiency in a language other than English. This requirement can be met by:

- i. Certified proficiency on an approved test.
- ii. Credit for a second-term of college-level language with a C- or better.
- iii. Graduation from a high-school in which the language of instruction is not English.

III. Students with previous experience in the language they plan to use to meet the language requirement must take a placement test, and a student may not elect for degree credit a language course below this placement level without departmental permission.

IV. Level-four language courses may be used to fulfill one of the international/foreign culture requirements at the same time that it is used to fulfill the language requirement.

Members of A&SC asked for more time to consider these recommendations, and requested that a decision to accept or reject the A&S-UC proposal be tabled to the next A&SC meeting. After some discussion of the methods of testing and testing implication Dean Cooper asked for a motion to accept Associate Dean Schulte-Ladbeck's report. It was moved by Vladimir Padunov and seconded by Peter Siska that Associate Dean Schulte-Ladbeck's report be accepted, but that further discussion on the Foreign Language Requirement be tabled to the next A&SC meeting (October 18, 2004), and that Dean Cooper be asked to explore budgetary implications and appropriate equivalents with the Provost and the language departments. All were in favor of the motion. The information gathered will be reviewed by A&S Council at its meeting on October 18, 2004.

5. Report from A&S Graduate Council

Associate Dean Steven Husted presented the following report:

- a. National Research Council Update: The National Research Council's upcoming evaluation has been delayed for a year; thus data collection for the NRC will begin in one year's time.
- b. Associate Dean Husted spoke of the proposal for a joint program between A&S and the School of Medicine. This new program is a fast track PhD program in Biological Sciences and Integrative Molecular biology that will attract students who not only have undergraduate research experience, but are also considered prestigious biologists at the student level. Associate Dean Husted stated that this proposal will be voted on by A&S Graduate Council prior to the October 18, 2004 A&S Council meeting.

The program is estimated to take in a total of ten new students each year, and is being instituted to give students in both A&S and the School of Medicine the opportunity to receive monies available for multi-disciplinary, multi-departmental proposals and/or projects.

Dean Cooper asked for a motion to accept Associate Dean Husted's report. William Chase moved to accept the report, that motion was seconded by Vladimir Padunov, and all present voted in favor.

6. Slate for Nominating Committee

Dean Cooper summarized the role of the A&S Nominating Committee, and read the relevant sections from the A&S Bylaws (A&S Bylaws, Section III.13).¹ He reminded Council members that a slate of candidates was to be advertised as per the Bylaws, and presented at the fall meeting of the faculty of the School of Arts and Sciences, after which the Nominating Committee of six members (two from each division of Arts and Sciences) shall be elected by ballot. The faculty member with the most votes from each Division also serves as an A&S representative on the Senate Committee for Elections for a two-year term. Dean Cooper outlined the duties of the Nominating Committee and the charge to that Committee, so that members of the A&S Council would be able to explain this involvement to nominees from their division. Dean Cooper also pointed out that faculty members who served on the Nominating Committee in the previous year are not eligible to serve this year. He then asked for nominations from A&S Council of suitable candidates for the Nominating Committee, and said that as many departments as possible should be represented on the slate of nominees.

A&S Council members then prepared a rank ordered list of nominees for the Nominating Committee. One A&S Council member from each division agreed to contact these nominees to ascertain their willingness to serve if elected.

7. Diversity Goals

Dean Cooper stated that many people in the Arts and Sciences are concerned about issues of diversity, and although there has been much documentation of the University's commitment to diversity, including changes in the curriculum, and the Provost's statement on diversity (posted to his Web site), as a school we lack a formal statement of why A&S is committed to the diversity of the University. Dean Cooper asked the members of the A&S Council for advice on how to approach the document.

1. As published in the *A&S Gazette*, Vol. 35, No. 1, September 15, 2003.

A discussion ensued in which opinions from all three divisions of the Arts and Sciences were represented. There were comments of the value that should be placed on the knowledge of other cultures, including the richness that is gained by learning of another culture, and one's ability to evaluate his/her own culture through different eyes. Comments were also made concerning the "responsibility" of the University to teach and demonstrate honor, due to the fact that students are required to sign an honor code.

Dean Cooper accepted the input from the A&S Council and further discussion was tabled to a later meeting.

8. Set Dates and Agenda Items for Full Faculty Meeting

Dean Cooper said that the dates proposed for consideration were as follows:

- Wednesday, October 13, 2004, 2:00-3:30 p.m.
- Wednesday, October 20, 2004, 2:00-3:30 p.m.
- Wednesday, November 3, 2004, 2:00-3:30 p.m.

Dean Cooper requested a motion to table discussion of the date for the Full Faculty Meeting until the October 18 meeting. A motion was moved by Franklin Toker, and seconded by Peter Siska. The motion was passed unanimously.

9. Appoint A&S Council Member from Social Sciences to A&S-PBC

Dean Cooper outlined the structure of the membership of the A&S Planning and Budgeting Committee and said the elected members serve three-year terms. He pointed out that the three-year appointment of Evelyn Rawski has concluded, and that it is necessary to elect a member of the A&S Council from the Social Sciences division to take her place.

Professor Dan Berkowitz volunteered and was declared the Social Sciences representative for the Arts and Sciences Planning and Budgeting Committee.

10. Other Business

Information and concerns about the recent layoffs in the academic computing center, better known as CSSD, were raised and discussed. Dean Cooper commented that he would look into this issue and report findings to the A&S Council.

There being no further business, the meeting was adjourned at 3:00 p.m.

A&S COUNCIL MEETING MINUTES

MONDAY, OCTOBER 18, 2004 - 1:00 P.M.

In Attendance: Dean N. John Cooper (Chair); Associate Deans Steven Husted, James F. Knapp (Vice Chair), and Regina Schulte-Ladbeck; Assistant Dean Michelle L. Amato; Professors William Harbert, Delanie Jenkins, Stephen Meriney, John Norton, Vladimir Padunov, Peter Siska, and Franklin Toker

Not Attending: Professors Joseph Adjaye, Daniel Berkowitz, Carson Chow, and Patrick Doreian; Mr. Richard Clarke

1. Minutes of the A&S Council Meeting Held on September 20, 2004

The minutes were presented for review by all members of the A&SC. There were changes proposed by Associate Dean Steven Husted concerning the wording of paragraph two on page three.

After Associate Dean Husted's correction had been accepted there was a motion to accept the minutes from the September 20, 2004 A&SC meeting, proposed by Peter Siska and seconded by Vladimir Padunov. All present voted in favor of the motion.

2. Dean's Report

- **Wangari Muta Maathai**, Pitt Alumna with a master's degree in Biological Sciences, is the **Winner of the 2004 Nobel Peace Prize**. This is the second year in a row that a Pitt graduate has won a Nobel Prize.
- **The Center for Latin American Studies (CLAS)** is celebrating its **40th Anniversary**.
- **The Kuntu Repertory Theatre** celebrates its **30th Season** with four musicals that highlight the Golden Years of Jazz and Swing.
- **Michael Ramsey**, Professor of Geology and Planetary Science, has joined a number of world-renowned scientists in **analyzing data from Mount Saint Helens**. Dr. Ramsey is an **expert in volcanology**.
- **Kurt VanLehn**, Professor of Computer Science and senior scientist in LRDC, and Kenneth R. Koedinger, Professor at Carnegie Mellon, have been awarded a **\$25 million NSF grant** to establish the **Pittsburgh Science of Learning Center (PSLC)**, which will sponsor rigorous research into how people learn and, based on

what they find, develop technologies and approaches to teaching that will foster consistently high achievement in the nation's classrooms.

3. Resignation of Professor William Chase from A&S Council

Dean Cooper quoted the section of the A&S Bylaws that states that no chairperson can serve as an elected member of the Arts and Sciences Council. Dean Cooper then explained that Professor William Chase, Chair of the History Department, had been placed on the ballot by the nominating committee in error and had respectfully resigned.

Dean Cooper identified Nicole Constable as the second place holder from the results of the vote from AY2003-2004. Professor Constable had been contacted by Dean Cooper and was willing to serve on Council if elected.

After a brief deliberation, Council agreed to appoint Professor Constable as a member of the Council for the current academic year.

4. Report from A&S Undergraduate Council

- Update on Data Collection from Departments on Foreign Language Requirement
- Slavic Studies major
- Women's Studies requirements
- Linguistics Undergraduate Major Requirement

In response to the request of the September 20, 2004 A&S meeting for more information concerning the findings of the A&S-UC on the subject of the Foreign Language Requirement, Associate Dean Regina Schulte-Ladbeck reported that placement testing programs exist within the University for French, German, and Spanish. Associate Dean Schulte-Ladbeck stated that licensing for tests is included in the cost of the program and that tests are offered at no cost to students.

Discussion ensued about the total costs for implementing the testing requirement throughout the curriculum for A&S students, and it was stated that students would incur no additional costs. It was agreed that it is difficult to cost the final impact of the institution of mandatory testing, since neither the report of the *ad hoc* committee on the language requirement, nor the recommendation of the A&S-UC, provided evidence for how many students who would have been exempted from the language requirement on the basis of their high-school curricu-

lum would have to take a one or two semester sequence if placement was based on a language test. An appropriate calculation suggested, however, that to implement the recommendation of the A&S-UC the A&S might need circa twelve additional lecturers, teaching six courses each per year to accommodate additional students that would be required to take language courses. These resources would have to be reallocated from other departments.

A motion was made by Peter Siska to table the recommendation of the A&S-UC pending review of better data obtained by testing the incoming class of AY2005-2006. That motion was seconded by Delanie Jenkins, and carried unanimously.

A motion to accept the remainder of the report from the A&S-UC was proposed by John Norton. An amendment was proposed and seconded by James Knapp to table endorsement of the change in the Women's Studies Certificate requirements pending the review of additional information. The amendment and the main motion both carried overwhelmingly with the Chair not voting.

5. Report from A&S Graduate Council

Associate Dean Steven Husted stated that the A&S-GC voted officially to approve the new biological sciences major.

A motion to accept the report from the A&S-GC was proposed by Dean Cooper, and seconded by Stephen Meriney. The motion was carried unanimously.

6. Fall Full Faculty Meeting – New Date and Agenda

Tuesday, November 23, 2004, 2:00 - 3:30 p.m.

Dean Cooper presented the date and a draft agenda for the Fall Full Faculty Meeting. A motion to accept the November 23, 2004 date and the agenda was proposed by Peter Siska and seconded by Stephen Meriney. All present voted in favor of the motion.

7. Mail Ballot for Nominating Committee Election

Dean Cooper explained that the Fall Full Faculty Meeting usually refers the election for the Nominating Committee to a mail ballot, but that waiting until the November date for that action would make it difficult for the Nominating Committee to begin its work in a timely fashion.

A motion to refer the election immediately to a mail ballot was proposed by Peter Siska and seconded by Stephen Meriney. All present voted in favor of the motion.

8. Draft Diversity Statement

Dean Cooper explained that the driving force for the Diversity Statement is two-fold. First, we need a policy statement on diversity as an articulation of our shared values on this critical issue. Second, we need such a statement as the foundation of the components of our admissions process, targeted at meeting our diversity goals.

Several suggestions were made to Dean Cooper for improvement of the draft including the addition of wording that directly addresses socioeconomic standing, and the removal of the word holistic and of the phrase "the liberal arts heart." Professor Norton argued for the value of writing that eschews metaphor.

After receiving suggestions Dean Cooper said that he would continue to work on the statement.

9. Departmental Governance

Dean Cooper brought to the attention of the Council some questions about the structures of Departmental Governance. He expressed his concern that none of the current A&S Department Chairs are women, and that this raises questions about the inclusiveness of departmental processes. Dean Cooper reminded the committee that Chairs are traditionally the representatives of departments, but that they need to represent the faculty in their persons as well as in their views.

The discussion was brought to a close after a brief deliberation.

10. Other Business

With no further business the meeting was adjourned at 2:47 p.m.

A&S COUNCIL MEETING MINUTES

MONDAY, NOVEMBER 15, 2004 - 1:00 P.M.

In Attendance: Dean N. John Cooper (Chair); Associate Deans Steven Husted, James F. Knapp (Vice Chair), and Regina Schulte-Ladbeck; Professors Daniel Berkowitz, Nicole Constable, Patrick Doreian, Delanie Jenkins, Stephen Meriney, John Norton, Vladimir Padunov, Peter Siska, and Franklin Toker; Mr. Richard Clarke

Not Attending: Assistant Dean Michelle L. Amato; Professors Joseph Adjaye, Carson Chow, and William Harbert

1. Minutes of the A&S Council Meeting Held on October 18, 2004

A motion to accept the minutes from the A&S Council meeting held on October 18, 2004 was moved by Associate Dean Steven Husted, seconded by Vladimir Padunov, and accepted unanimously.

Professor Franklin Toker suggested the sending of electronic minutes within e-mail text, as opposed to as an attachment.

2. Dean's Report

- **Adam Striegel**, an undergraduate, while on a geology class trip **found a fossilized skull of an ancient meat-eating amphibian** with a vicious set of teeth. The fossil is **only the third 300-million-year-old amphibian skull ever found in the world**, according to David Berman at Pittsburgh's Carnegie Museum of Natural History.
- The **Psychology Department** marked its **100th anniversary** at a celebration on October 18. Psychology began as a small program with eight classes and has turned into an internationally renowned department producing breakthrough research.
- **Lee Gutkind**, Professor of English and editor of *Creative Nonfiction*, was named "the godfather behind creative nonfiction" by *Vanity Fair* magazine. He has edited and/or authored 20 books including at least eight works of non-fiction, and a large number of anthologies as well.

3. Report from A&S Undergraduate Council

Associate Dean Schulte-Ladbeck followed up on the issue of the Foreign Language Requirement by stating that data on the potential impact of placement in foreign language courses on the basis of testing would be generated through a pilot program administered to incoming students over the summer during "Pitt Start."

Associate Dean Schulte-Ladbeck asked if there were any additional questions concerning the certificate in Women's Studies, and there were no further questions.

In response to a question from a Council member, Dean Cooper clarified the relative roles of A&S Council, A&S-UC, and A&S-GC.

A motion was put forth to accept the recommendation of Associate Dean Schulte-Ladbeck on the revisions of the Women's Studies certificate. The motion was sec-

oned by Nicole Constable and agreed upon unanimously with two abstentions.

Associate Dean Schulte-Ladbeck reported that the A&S-UC met twice to discuss proposed courses. The results are as follows:

History 1940-2004	denied
Ukrainian Culture	denied
Reading Russian Fairytales	approved
Death and Beyond in Buddhist Culture	approved
Christian Muslim Relations	denied
Satan and the Existence of Evil	denied
Anglo-Dutch Achievement	approved

The motion to accept the report from the A&S-UC was made by Associate Dean James Knapp, seconded by Peter Siska, and agreed upon unanimously with one abstention.

4. Report from A&S Graduate Council

Associate Dean Steven Husted had no report from the A&S Graduate Council.

5. Election of Faculty Grants Committee

Dean Cooper explained that the Faculty Grants Committee predates Arts and Sciences and provides funds primarily for research projects of faculty in the Humanities and Social Sciences.

The election slate was distributed and A&S Council members voted for two representatives in the Humanities and three representatives in the Social Sciences.

6. Report on Departmental Governance from A&S Planning and Budgeting Committee

Dean Cooper reported that there had been a good conversation on Departmental Governance at the A&S-PBC meeting held on October 27 focused on issues of transparency, knowledge of procedures, and the deplorable lack of women serving as Chairs in A&S Departments.

Dean Cooper suggested that there could be a clear articulation in the A&S Bylaws of the need to have clear, well-understood governance procedures especially regarding the process through which Departments recommend to the Dean prospective Chairpersons.

Dean Cooper pointed out that A&S has been hiring faculty members steadily and that possibly one third of the faculty have not participated in a Chair selection process.

Dean Cooper indicated that he would bring to next A&S meeting a proposal about ways in which A&S can ask departments to be clear on their processes and procedures. He emphasized that he is not looking for uniformity, just transparency.

7. Update on Diversity Statement

Dean Cooper stated that there had been no revision on the Diversity Statement.

8. Other Business

Dean Cooper reported that there had been a 40 percent response rate for the nominating committee mailed ballot, and read the names of the elected members.

With no further business, the meeting was adjourned at 1:50 p.m.

<p style="text-align: center;">A&S COUNCIL MEETING MINUTES MONDAY, DECEMBER 13, 2004 - 11:00 A.M.</p>

In Attendance: Dean N. John Cooper (Chair); Associate Deans Steven Husted, James F. Knapp (Vice Chair), and Regina Schulte-Ladbeck; Assistant Dean Michelle L. Amato; Professors Daniel Berkowitz, Nicole Constable, Delanie Jenkins, Stephen Meriney, John Norton, Vladimir Padunov, and Franklin Toker

Not Attending: Professors Joseph Adjaye, Carson Chow, Patrick Doreian, William Harbert, and Peter Siska; Mr. Richard Clarke

1. Minutes of the A&S Council Meeting Held on November 15, 2004

A motion to accept the minutes from the A&S Council meeting held on November 15, 2004 was moved by Delanie Jenkins, seconded by Franklin Toker, and accepted unanimously.

2. Dean's Report

- **Ann Sutherland Harris**, Professor of History of Art and Architecture, was recently chosen as the recipient of a **Lifetime Achievement Award from the Women's Caucus for Art**, which she will receive in February at their conference in Atlanta.
- **Kathleen Blee**, Professor of Sociology, received a **Racial Justice Award from the YWCA of Greater Pittsburgh** on November 4, 2004. Dr. Blee has

devoted a lot of time to research dealing with women's roles in organized hate crimes, racial harassment, and racial hate crimes. **Vice Provost Jack Daniel was also an awardee.**

- **Scott F. Kiesling**, Assistant Professor of Linguistics, **published an article entitled "Dude"** on the origins and usage of the word. The article **was featured in American Speech** (Duke University Press, Fall 2004), a linguistics journal.

3. Report from A&S Undergraduate Council

Associate Dean Schulte-Ladbeck stated that the A&S-UC has completed its business for fall term, and gave a statistical sense of what the A&S-UC dealt with over the fall term. There were 28 new courses proposed, 11 of those courses approved, and 10 existing courses were proposed to become General Education Requirements (GER). In addition to the proposed GER courses, Associate Dean Schulte-Ladbeck explained that there would be two joint meetings with the college writing board to discuss two courses being added as intensive writing courses – one of these courses will also meet GER.

Associate Dean Schulte-Ladbeck stated that the proposed revisions to the Pittsburgh Filmmakers curriculum were approved in their entirety, and that revisions within Africana Studies are underway. A minor in Computer Science was approved by the A&S-UC, as well as a minor in Portuguese and Brazilian Culture. There were also three special topics courses proposed by Theatre Arts that were discussed with A&S Deans and approved. Associate Dean Schulte-Ladbeck noted that the A&S-UC received its first formal proposal for Service Learning courses.

The motion to accept the report from the A&S-UC was made by Nicole Constable, seconded by Daniel Berkowitz, and agreed upon unanimously.

4. Report from A&S Graduate Council

Associate Dean Steven Husted stated that the NRC is delaying the onset of graduate program evaluations for an additional year. The delay stems from a lack of funding on the government side; congress has not yet passed the money.

Associate Dean Husted explained that the A&S-GC conducts a review of TA training programs in chosen departments. This year the department choices are Biological Sciences, Hispanic Languages and Literatures, and Philosophy. The A&S-GC will report on this in the spring term.

The motion to accept the report from the A&S-GC was made by Stephen Meriney, seconded by Vladimir Padunov, and agreed upon unanimously.

5. Results of Election of Faculty Grants Committee

Faculty Grants Committee: Current Membership AY 2004-05

<u>Humanities</u>	<u>Term Ends</u>
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Renate Kosinski (co-chair) French and Italian Languages and Literatures	AY 2004-05
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Eric Moe Music	AY 2004-05
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Ann Sutherland Harris ** History of Art and Architecture	AY 2007-08
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John Twynning ** English	AY 2007-08
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Elizabeth Monasterios* Hispanic Languages and Literatures	AY 2006-07
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<u>Social Sciences</u>	<u>Term Ends</u>
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Marla Ripoll ** Economics	AY 2007-08
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Kathleen DeWalt ** Anthropology and Public Health	AY 2007-08
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Alejandro de la Fuente ** History	AY 2007-08
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<u>Natural Sciences</u>	<u>Term Ends</u>
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Kay Brummond (co-chair) Chemistry	AY 2006-07
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William Harbert Geology and Planetary Science	AY 2006-07
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* Professor Monasterios is currently on leave. Professor Jean Carr of the English Department has been appointed to replace her for this academic year.

** Members newly elected.

6. Discussion of Draft Item on Departmental Governance for Spring Full Faculty Meeting

Dean Cooper started by expressing concern at the lack of knowledge and understanding that faculty members have about governance in their own depart-

ments. Part of Dean Cooper's concern is that the influx of over two dozen new faces in Arts and Sciences yearly leads to gaps in governance information. There is a clear sense that faculty members are unaware of the process of recruiting, selecting, or becoming a department chair.

Dean Cooper reminded the Council that the Bylaws do not currently address internal departmental governance, aside from the passage requiring a ballot for Chairs. Discussion ensued concerning additions to the Bylaws addressing internal departmental governance.

Dean Cooper offered that the end result could be that departmental bylaws for each department could be circulated yearly with the A&S Bylaws. Individual departmental bylaws should address, but would not be limited to, recommendations to the Dean about chairs, faculty actions, and undergraduate and graduate curriculum issues.

A&S Council was supportive of the concept, and agreed that amendments to the A&S Bylaws requiring departmental bylaws should be an item on the agenda for the Spring Full Faculty Meeting.

7. Discussion of Draft Item on a Change in the Writing Requirement

Associate Dean Schulte-Ladbeck reminded Council that at present we require one introductory writing course and two writing intensive courses. Students are given four terms to complete the introductory writing course, which does not afford students the opportunity to acquire the necessary writing skills for upper level courses early during their college experience.

Associate Dean Schulte-Ladbeck had discussed with David Bartholomae, Chair of the English Department, whether it would be feasible to require the first writing course earlier in the college experience. Bartholomae stated that English does have the resources and agreed that it would be a good change, although there is some concern in regards to particularly weak students. Discussion ensued about lowering the number of terms available to complete the introductory writing course as well as the possibility for students to take the course in the summer.

Associate Dean Schulte-Ladbeck agreed to talk to Professor Seitz about lowering the number of terms available for students to complete the basic writing requirements.

8. Other Business

With no further business, the meeting was adjourned at 12:10 p.m.

A&S PLANNING AND BUDGETING COMMITTEE MEETING MINUTES

THURSDAY, MARCH 4, 2004 - 1:30 P.M.

Attending: Dean N. John Cooper (Chair); Associate Deans Patricia Beeson, Steven Husted, and James F. Knapp; Assistant Deans Michelle L. Amato and Barbara L. Vattimo; Professors Nicole Constable, Stuart Hastings, and Laura Ruetsche; Ms. Kristen Flanagan, Ms. Patricia Henry, Mr. Jason Morris, and Ms. Dorothy Shallenberger

Not Attending: Associate Dean W. Richard Howe; Professors Carson Chow, Delanie Jenkins, and Evelyn Rawski; Ms. Phyllis Deasy and Mr. Jamie Tarpley

1. Minutes of the Meeting Held on February 27, 2004

Dean Cooper welcomed everyone and thanked them for their engagement with the planning process. A motion to accept the minutes was moved and approved.

2. Review and Final Approval of the A&S Planning Document

Dean Cooper said that the editing process was not complete. Those sections circulated to date included updates on sections A through F. Dean Cooper reviewed these sections with members of the A&S-PBC and there followed some discussion regarding points of concern. Dean Cooper pointed out that there had been remarkable increases in Federal grants and contracts by comparison with the figures from 10 years ago. Research funds garnered from NIH by faculty had tripled in this period of time. Dean Cooper also referred to the benchmarking process and described the process of identifying the most useful data sources for these comparisons.

Discussions also centered on investments in new faculty, retention of faculty, support for faculty in achieving new levels of excellence, and diversity issues. Dean Cooper emphasized that A&S is committed to promoting a climate of inclusiveness and a culture of commitment to diversity.

Dean Cooper said that the committee had now reviewed all sections of the Planning Document, and suggested that he update the comments and circulate the final draft early in the following week. He asked if there was a need for the PBC to meet again in person. A motion was made to accept the Planning Document as drafted with the suggested amendments and subject to final correction following electronic circulation of the final copy during the following week. All present voted in favor of this motion.

[NOTE: The members of the A&S-PBC reviewed the Planning Document electronically before the document was submitted to the Provost on March 29, 2004.]

3. Report on Proposed Joint Graduate Program in Computer Engineering

Associate Dean Steven Husted reported that a proposal for a joint graduate program in Computer Engineering had been under consideration for some time, and had been presented to the A&S Graduate Council in December 2003. He pointed out that a joint undergraduate program already exists. He said that this proposal would create a new major in Computer Engineering in the A&S doctoral degree housed in the Department of Computer Science. Associate Dean Husted pointed out that majors and areas of concentration are indicated differently on transcripts e.g. in Anthropology a student of archeology would receive a degree in Anthropology with an area of concentration in archeology. He said that there is a strong case for the establishment of the major in Computer Engineering, given that there is considerable potential student interest in this program if it were to be created. Associate Dean Husted outlined the logistics of setting up this major, including current availability of funding and anticipated availability of research funds and TA/TF lines. It was moved that his report be accepted and that the proposal for the creation of the new major in parallel with a comparable major in the School of Engineering be approved. All those present were in favor of the motion.

4. Other Business

There being no further business, the meeting was closed at 2:30 p.m.

**A&S PLANNING AND BUDGETING
COMMITTEE MEETING MINUTES**

WEDNESDAY, OCTOBER 27, 2004 - 3:00 P.M.

Attending: Dean N. John Cooper (Chair); Associate Deans W. Richard Howe, Steven Husted, James F. Knapp, and Regina Schulte-Ladbeck; Assistant Dean Michelle L. Amato; Professors Daniel Berkowitz, Delanie Jenkins, Laura Ruetsche, and Alberta Sbragia; Ms. Kristen Flanagan, Mr. Jason Morris, Ms. Dorothy Shallenberger, and Ms. Donna Yurko

Not Attending: Assistant Dean Barbara L. Vattimo; Professors Carson Chow and Stuart Hastings; Ms. Patricia Henry

1. Minutes of the Meeting Held on March 4, 2004

Dean Cooper presented the minutes from the March 4, 2004 meeting. Dean Cooper suggested an addition of a sentence explaining that the A&S-PBC members reviewed the Planning Document electronically before the document was submitted to the Provost on March 29, 2004.

Associate Dean Steven Husted put forth a motion to accept the minutes. That motion was seconded by Laura Ruetsche and carried unanimously.

2. Dean's Announcements

- **Three Pitt Alumni named 2004 Distinguished Daughters of Pennsylvania**—Toni Carbo, Bibiana Boerio, and Charisse Lillie (daughter of Vernell Lillie, winner in 1998) were honored by the Governor of Pennsylvania First Lady on October 20 in Harrisburg.
- **Lauren Resnick**, Director of LRDC, was listed as **one of the Top 48 Leaders in Education for the region**. She was listed along with Chancellor Nordenberg, who ranked first, and Provost Maher.
- **Vernell Lillie**, Associate Professor of Africana Studies, was listed as **one of the Top 10 20th Century Pittsburghers in Theater** for her work with the Kuntu Repertory Theatre.
- **David L. Small**, a senior member of Facilities Management and longtime collaborator with many A&S staff, passed away on Friday, October 22, 2004, at the age of 57.

3. Report on the Budget

Dean Cooper reminded the Committee that, with the approval of the A&S-PBC, there had been an agreement with the Provost to increase our undergraduate target enrollment. The University uses this target enrollment number for fiscal planning. Our enrollments this year are below what we anticipated, but we are now authorized to recruit 2,350 new undergraduates. This number is large enough to build our enrollments back up at least to our target.

We are working hard to make sure that enrollments meet our goal of 9,600, and we would like to have 9,800 total FTE.

With regard to another element of the budget, Dean Cooper reported that the sponsored research expenditures are up to \$48.6 million (an increase of 43 percent

in three years), with sponsored research now up to 31 percent of the budget. This leads to a problem of success with the growth in external sponsored support for graduate students. The dramatic growth in the number of students receiving external support last year resulted in a \$500,000 deficit in the \$20 million graduate tuition budget.

4. Review of Response from the Provost and the Provost's PBC to the FY2005 Planning Document

Dean Cooper reminded the Committee that the responses from the Provost and the Provost's PBC to the FY2005 Planning Document are confidential documents and should not be shared. He also pointed out that although the Planning Document is available to faculty of the School, the Provost does not share Planning Documents with other schools.

The Provost showed considerable concern, in the second paragraph of his letter, about maintaining the diversity of the incoming classes. Dean Cooper envisages that a process to ensure meeting our diversity goals for the incoming class will require close partnership between the Office of the Associate Dean for Undergraduate Studies and the Office of Admissions and Financial Aid.

Dean Cooper discussed benchmarking to measure achievements and problems in relation to the recruitment and retention of minority and women faculty. He stated that at present A&S has no women faculty members chairing departments, a problem that is being addressed in the current Chair replacement cycle.

In response to a question raised concerning the number of faculty members hired every year, Dean Cooper responded that there are 44 to 55 searches conducted each year. This year A&S added 24 faculty members, in line with our expectation to fill circa 50 percent of vacancies.

5. Discuss Planning Strategy for FY2006

Dean Cooper reiterated to the A&S-PBC members that department chairs had been asked to include a report on the use of IT in the classroom when submitting activity reports for AY 04-05. The purpose of obtaining this information is to discuss and find ways to spread the development of IT use.

Dean Cooper led a discussion of women in academic leadership in A&S. A&S has 88 tenured women faculty. Women faculty constitute one quarter of the 345 tenured faculty members in A&S with no female Chairs this year and one or two next year. Dean Cooper

commented that the next levels of administration are more diverse. There is one female Associate Dean out of the total of four and one female Vice Provost.

Discussion ensued concerning the presence of women faculty members as chairs. One committee member commented that many academics have no desire to become chairs. Another committee member expressed concern that many faculty do not understand how department chairs are selected. Associate Dean Regina Schulte-Ladbeck suggested amending the Bylaws to include guidelines for the selection of department chairs, as well as a shadow chair program which would allow insight into what duties Chairs have. Dean Cooper agreed that a statement on governance in the Bylaws with a mandate for departments to have a clear process may encourage people to be engaged.

The discussion concluded with a request geared at A&S-PBC members from Dean Cooper to come up with suggestions of how faculty should be engaged in the process. Dean Cooper requested that any information be submitted by January in order to honor the March 1 deadline for the 2006 Planning Document.

6. Review of Student Outcomes as Reported in Graduation Survey

Dean Cooper distributed copies of the University of Pittsburgh Graduation Survey 2003 for review and discussion. The Graduation Survey was sent to all of the graduating students from April 2003. There was a 37 percent response rate for the survey, and women and men responded in a 2:1 ratio.

The results of the survey showed that 45 percent of the respondents made plans to attend graduate or professional school within one year. The survey also showed that 44 percent of students had held off-campus internships.

A discussion ensued about possibilities for online or over-the-phone registration in which a PIN received from an advisor would allow students access to register.

7. Report on Graduate Studies

Associate Dean Husted reported that the enrollment numbers exceed 1,500 students but are down from last year. Associate Dean Husted stated that the incoming class is 1/3 foreign, and that there is a decline in applications from the People's Republic of China.

Associate Dean Husted reported that the Provost intends to centralize responsibility for tuition scholarships for students supported by grants.

Associate Dean Husted will present a report on the new joint program in Molecular Biology at the next meeting.

8. Report on Undergraduate Studies

Associate Dean Schulte-Ladbeck reported that she is still working on the issue of the Foreign Language Requirement.

9. Other Business

With no other business, the meeting was adjourned at 4:24 p.m.

**A&S GRADUATE COUNCIL
MEETING MINUTES**
SEPTEMBER 20, 2004

Attendees: Erik Angner, Lisa Brush, Joanna Hastings Smolko, Robert Hayden, D. John Hillier, Zsuzsa Horvath, Steven Husted, Lewis Jacobson, Marcia Landy, Robert Walters, and Robert Youker. Not in attendance: Michele Belfort-Mihalyi and Bobby Chamberlain.

1. Welcome to new and continuing members.
2. **Mission of the Arts and Sciences Graduate Council.** Associate Dean Husted presented the mission of the Council to its members as stated in the A&S Gazette.
3. **TA/TF Department Reviews.** Associate Dean Husted asked Council to consider for the next meeting which departments they would like to evaluate this year suggesting that they could do three if the departments are small, but only two if larger. Council was asked not to choose departments undergoing a mini or external review during AY05. Husted explained the review process. It was asked if the process took into account undergraduate opinions of TA effectiveness. Husted confirmed that there were no mechanisms to report back to the Council how undergraduate students were affected by TAs and that there is a wide discrepancy regarding the assignments students are given.

Council will choose departments that will be reviewed next meeting.
4. **Proposal for Advanced Graduate Program in Molecular Biology** was presented to Council by Steven Husted and then summarized by guests: Graham Hatfull, Chair of the Department of Biological Sciences and Karen Arndt, who will serve as Vice Director for the first two years of new program.

Hatfull gave a brief summary, including a history of the development of the proposal and a description of the interaction of this proposed program with the existing program.

The proposal calls for a new "fast track" PhD program in integrative molecular biology (PIMB) to be run jointly by faculty in the Arts and Sciences and in the School of Medicine. This program would run in parallel fashion to PhD programs currently operating individually in each of the two schools. Students with exceptional undergraduate backgrounds in active research who are seeking to complete their degree in under five years would be recruited for this program. The program would be relatively small, with ten students projected to enter each year. They would be funded on a fellowship during their first year and then be supported as GSRs during their remaining years in the program. A limited but equal number of faculty from the two schools would be invited to be part of the program, thus insuring a small student-to-faculty ratio. The two schools would share equally the cost of the first year students. Tuition support in succeeding years would depend upon which lab supports the student. The lab that they choose in their second year would also determine whether the student would earn an Arts and Sciences or School of Medicine PhD.

This program is aimed at attracting students to Pitt who normally would not have applied here. These are students with extensive research experience as undergraduates looking for an accelerated and high quality graduate program. These are students who normally apply to big named schools, i.e. Harvard, Stanford and, at best, use Pitt as a back-up.

This new program compresses rotations and allows students to get a degree in four years, rather than the current five to five and a half years. Students will have no teaching responsibility, will complete their degree, and then move into a post doc appointment for several years.

Council members noted that the proposal needed to clearly specify requirements for those students who do not get their PhD but have done all the requirements for a master's degree that they later decide they want. They also requested clarification on the sequences of credit and coursework needed to complete the degree.

Associate Dean Husted told Council that he will send an e-mail message and ask for their vote on the acceptance of this proposal subject to the amendments requested by Council.

5. **Selection of Non-Voting President for the Academic Integrity Board.** Husted quoted pertinent information regarding this position from the Academic Integrity booklet. John Hillier from the Department of Physics and Astronomy volunteered, and the Council unanimously supported his appointment.
6. The National Research Council will be putting out a new evaluation of research doctoral programs in the United States. Because of this study we anticipate that evaluators who may be unfamiliar with Pitt will visit departmental Web pages. Dean Husted asked members of Council to take a quick look at a subset of pages to note any problems or suggestions for improvement. Dean Cooper intends to appoint an IT team to visit departments to help them make changes in their pages. Council can facilitate the process by identifying those pages most in need of upgrades.
7. Meeting adjourned.

**FACULTY PERSONNEL
ACTIONS**

APPOINTMENTS

BIOLOGICAL SCIENCES

Lisa Engler
Research Assistant Professor
January 1, 2005

EAST ASIAN LANGUAGES &
LITERATURES

Torquil Duthie
Assistant Professor
January 1, 2005

NEUROSCIENCE

Lee Ann Miner
Research Assistant Professor
October 1, 2004

PSYCHOLOGY

Eric Donny
Assistant Professor
January 1, 2005

Serina Neumann
Research Assistant Professor
September 1, 2004

CHANGES IN RANK

ECONOMICS

Mehmet Caner
Promoted, Associate Professor w/
tenure
September 1, 2004

Lise Vesterlund
Promoted, Associate Professor w/
tenure
September 1, 2004

ENGLISH

Paul Bové
Promoted, Distinguished
Professor
January 1, 2005

Kathryn Flannery
Promoted, Professor
April 1, 2005

HISPANIC LANGUAGES &
LITERATURES

Hermann Herlinghaus
Promoted, Professor
March 1, 2005

HISTORY AND PHILOSOPHY OF
SCIENCE

Edouard Machery
Title Changed, Assistant Professor
January 1, 2005

PHYSICS AND ASTRONOMY

Andrew Connolly
Promoted, Associate Professor w/
tenure
April 1, 2005

Xiao-Lun Wu
Promoted, Professor
March 1, 2005

PSYCHOLOGY

Jeffrey Cohn
Promoted, Professor
March 1, 2005

ADMINISTRATIVE CHANGES

COMMUNICATION

Donald Egolf
Succeeding John Lyne as
Interim Chair
January 1, 2005

STATISTICS

Satish Iyengar
Succeeding Henry Block Jr. as
Chair
January 1, 2005

**SABBATICALS/LEAVES OF
ABSENCE**

AFRICANA STUDIES

Joseph Adjaye
Sabbatical Leave
January 1-April 30, 2005

ANTHROPOLOGY

James Richardson III
Sabbatical Leave
January 1-April 30, 2005

BIOLOGICAL SCIENCES

Stanley Shostak
Leave of Absence
October 18-December 18, 2004

CHEMISTRY

David Pratt
Leave of Absence
January 1-April 30, 2005

CLASSICS

D. Mark Possanza
Sabbatical Leave
January 1-April 30, 2005

ECONOMICS

James Cassing
Leave of Absence
January 1, 2005-April 30, 2006

ENGLISH

Jeanne Laskas
Leave of Absence
January 1-April 30, 2005

Mariolina Salvatori
Leave of Absence
January 1-April 30, 2005

William Searle
Leave of Absence
November 12, 2004-March 17, 2005

FRENCH AND ITALIAN
LANGUAGES & LITERATURES

Dennis Looney
Sabbatical Leave
January 1-April 30, 2005

HISTORY AND PHILOSOPHY OF
SCIENCE

James McGuire
Sabbatical Leave
January 1-April 30, 2005

HISTORY OF ART AND
ARCHITECTURE

Millard Hearn Jr.
Sabbatical Leave
January 1-April 30, 2005

MATHEMATICS

Xinfu Chen
Sabbatical Leave
January 1-April 30, 2005

Carson Chow
Leave of Absence
January 1-April 30, 2005

Yibiao Pan
Leave of Absence
January 1-April 30, 2005

Ivan Yotov
Sabbatical Leave
January 1-April 30, 2005

MUSIC

Mathew Rosenblum
Leave of Absence
January 1-April 30, 2005

Bell Yung
Sabbatical Leave
January 1-April 30, 2005

NEUROSCIENCE

Anthony Grace
Sabbatical Leave
January 1-April 30, 2005

PHILOSOPHY

Stephen Engstrom
Sabbatical Leave
January 1-April 30, 2005

PHYSICS AND ASTRONOMY

Donna Naples
Sabbatical Leave
January 1-April 30, 2005

Paul Shepard
Sabbatical Leave
January 1-June 30, 2005

PSYCHOLOGY

Celia Brownell
Sabbatical Leave
January 1-April 30, 2005

Jeffrey Cohn
Sabbatical Leave
January 1-April 30, 2005

E. Bruce Goldstein
Sabbatical Leave
January 1-April 30, 2005

Barbara Kucinski
Leave of Absence
October 30-December 10, 2004

Walter Schneider
Sabbatical Leave
January 1-April 30, 2005

Daniel Shaw
Sabbatical Leave
January 1-April 30, 2005

SOCIOLOGY

John Markoff
Sabbatical Leave
January 1-April 30, 2005

THEATRE ARTS

Bruce McConachie
Sabbatical Leave
January 1-April 30, 2005

SEMESTER-AT-SEA

ENGLISH

Susan Hansen, Academic Dean
Spring 2005 Voyage

RETIREMENT

CHEMISTRY

Fu-Tyan Lin
Research Associate Professor
January 5, 2005

RESIGNATIONS

BIOLOGICAL SCIENCES

Sheara Fewell
Research Assistant Professor
December 31, 2004

PHYSICS AND ASTRONOMY

Ravi Sheth
Assistant Professor
December 31, 2004

DECEASED

MATHEMATICS

Thomas Metzger
Associate Professor
February 24, 2005



**A&S GAZETTE
SCHOOL OF ARTS AND SCIENCES
OFFICE OF THE DEAN
917 CATHEDRAL OF LEARNING
PITTSBURGH, PA 15260**

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